AGENDA
BIRCH HILLS COUNTY
REGULAR COUNCIL MEETING
TO BE HELD IN THE
WANHAM BIRCH HILLS COUNTY OFFICE
March 1, 2018

1. CALL THE MEETING TO ORDER

2. ADOPTION OF THE AGENDA

3. ADOPTION OF THE MINUTES
a. February 15, 2018 Regular Council Meeting Minutes (Page 3)

4. DELEGATIONS

5. COUNCILLOR REPORTS
a. Reeve Manzulenko (Ward 4)
b. Deputy Reeve Carbone (Ward 7)
c. Councillor Paradis (Ward 1)
d. Councillor Wendland (Ward 2)
e. Councillor Reum (Ward 3)
f. Councillor Bogdanek (Ward 5)
g. Councillor Joudrey (Ward 6) (attached to end of package)

6. CHIEF ADMINISTRATIVE OFFICER REPORT
a. CAO Report (Page 11)
b. CAO Action Log (Page 18)

7. BYLAWS

8. BUSINESS ARISING OUT OF THE MINUTES (UNFINISHED BUSINESS)
a. ASB Clubroot in Canola Policy 63-01-18 (Page 24)
b. ASB Fusarium Graminearum Policy (Page 33)
c. ASB Virulent Blackleg Policy (Page 39)
d. Eaglesham Hall (Page 43)

9. NEW BUSINESS
a. Appointment(s) to Recreation Board (Page 49)
b. PW Pickup Truck Tender Closing (Page 51)
c. PW Back Hoe Tender Closing (Page 52)
d. PW Motor Grader Tender Closing (Page 53)
e. PW Water Report (Page 55)

AGENDA
BIRCH HILLS COUNTY
REGULAR COUNCIL MEETING
TO BE HELD IN THE
WANHAM BIRCH HILLS COUNTY OFFICE
March 1, 2018 (continued)

10. FOR INFORMATION

a. Budget Variance (Page 66)

11. CORRESPONDENCE

a. Email re Mayors & Reeves Liaison Committee Meeting - Request for Agenda Items (Page 114)
b. AAMDC Training Opportunity - Asset Management (Page 115)

12. IN-CAMERA

a. None

NEXT REGULAR COUNCIL MEETING DATE – March 29, 2018

Present:	**Reeve**	Gerald Manzulenko
	Deputy Reeve	Terry Carbone
	Councillor	Ginette Paradis
	Councillor	Deanne Wendland
	Councillor	Paul Reum
	Councillor	Cheryl Bogdanek
	Councillor	Denise Joudrey
	CAO	Hermann Minderlein
	Legislative Officer	Shawna Schwerdt

Absent:

CALL TO ORDER: **Reeve Manzulenko** called the meeting to order at 9:00 a.m.

Danny Zahara from The Signal entered the meeting at 9:00 a.m.

ADOPTION OF AGENDA

RC18-044 Moved by Councillor Bogdanek that Council adopt the agenda of the February 15, 2018 Regular Council Meeting with the following addition:

9. NEW BUSINESS

i. Appointment to Recreation Board

CARRIED

ADOPTION OF MINUTES
Regular Council Meeting
January 25, 2018

RC18-045 Moved by Councillor Paradis that Council approve the minutes of the January 25, 2018 Regular Council Meeting as presented.

CARRIED

Terry Carbone arrived at 9:02 a.m.

DELEGATIONS None.

COUNCILLOR REPORTS

Councillor Paradis No Report.

Councillor Wendland Councillor Wendland provided a verbal update on the Alberta Association of Municipal Districts and Counties (AAMDC) District 4 Meeting she attended in Valleyview on February 9, 2018.

UNAPPROVED

Councillor Reum — No Report.

Councillor Bogdanek — Councillor Bogdanek provided a verbal update on the AAMDC District 4 Meeting she attended in Valleyview on February 9, 2018.

Councillor Joudrey — Councillor Joudrey provided a verbal update to the written report that she had provided to Council regarding the Grande Spirit Foundation Meeting she had attended on January 26, 2018 in Clairmont and the AAMDC District 4 Meeting she attended in Valleyview on February 9, 2018.

Deputy Reeve Carbone — Deputy Reeve Carbone provided a verbal update on the AAMDC District 4 Meeting he attended in Valleyview on February 9, 2018.

Reeve Manzulenko — Reeve Manzulenko provided a verbal update on the AAMDC District 4 Meeting he attended in Valleyview on February 9, 2018.

RC18-046 Moved by Councillor Bogdanek that Council accept the Councillor Reports for information.

CARRIED

CHIEF ADMINISTRATIVE OFFICER'S REPORTS

CAO Report

CAO Minderlein provided Council with a verbal update to the written report that had been distributed to Council.

RC18-047 Moved by Councillor Paradis that Council receive the CAO's verbal report for information.

CARRIED

RC18-048 Moved by Councillor Wendland that Council set March 7, 2018 at 11:00 a.m. as the date and time for a Council budget workshop to be held in the Wanham Senior Centre.

CARRIED

RC18-049 Moved by Deputy Reeve Carbone that Council direct Administration to work with Council on changes required to the three ASB policies (Clubroot in

UNAPPROVED

Canola, Fusarium Graminearum and Virulent Blackleg) approved at the January 11, 2018 ASB Meeting and bring those policies back to the Regular Council Meeting on March 1, 2018.

CARRIED

RC18-050 Moved by Councillor Bogdanek that Council approve any Councillors required to attend the March 8, 2018 Alberta Emergency Management Agency (AEMA) Municipal Elected Officials Emergency Management Course to be held at the Rycroft Community Hall be authorized to attend with remuneration and expenses to be paid as appropriate.

CARRIED

RC18-051 Moved by Councillor Joudrey that Council direct Administration to draft a letter for the Reeve's signature confirming Birch Hill County's support for the Tangent Hall Society's application to host Approved Farmer's Markets.

CARRIED

CAO Action Log

Council reviewed the CAO Action Log updated to February 15, 2018 provided in the Agenda Package.

RC18-052 Moved by Deputy Reeve Carbone that Council receive the CAO Action Log for information.

CARRIED

BYLAWS

None.

UNFINISHED BUSINESS

Watino River Boat Association General Grant Application

Council was provided with a General Grant Application for $10,000.00 submitted by the Watino River Boat Association dated February 1, 2018, for the construction of a "boat launch along the Smoky River".

RC18-053 Moved by Councillor Paradis that Council table RFD Watino River Boat Association General Grant Application until later in the meeting.

CARRIED

UNAPPROVED

RC18-031 Recreation Operating Assistance Grant Policy

Council was provided with Policy Number 71-01-18, the Recreation Operating Assistance Grant Policy, that was prepared as per the direction provided in Resolution RC18-031.

RC18-054 Moved by Councillor Wendland that Council approve Policy Number 71-01-18, the Recreation Operating Assistance Grant Policy including Schedules A and B as presented and direct Administration to seek feedback from the Recreation Board at the end of their 2018 meeting.

CARRIED

RC18-055 Moved by Councillor Bogdanek that Council Repeal Policy #4, the Recreation Policy, and any other policies that had not been previously repealed and that pertain to the Recreation Grant or the Recreation Board.

CARRIED

RC18-035 G5 Medical Clinic

Council was provided with an RFD regarding the G5 Medical Clinic that had been tabled at the January 25, 2018 Regular Council Meeting.

RC18-056 Moved by Councillor Reum that Council remove from the table the RFD regarding the G5 Medical Clinic.

CARRIED

The meeting was recessed at 10:10 a.m.

The meeting was reconvened at 10:18 a.m.

RC18-057 Moved by Councillor Paradis that Council support the G5 Medical Clinic Committee working with Saddle Hills County to draft the agreements requested by Saddle Hills County at the January 22nd, 2018 meeting of the G5 Medical Clinic Committee, but defer any agreement to the final documents until such time as they can be reviewed by Birch Hills County Council.

CARRIED

UNAPPROVED

Watino River Boat Association General Grant Application Continued

RC18-058 Moved by Councillor Bogdanek that Council remove from the table the RFD regarding the Watino River Boat Association General Grant Application.

CARRIED

RC18-059 Moved by Councillor Paradis that Council approve the provision of a grant in the amount of $3000.00 to the Watino River Boat Association for their Watino Boat Launch project upon confirmation that work on the project has been initiated, with $1,500.00 to be disbursed from account number 2-11-10-00-735, Council Grants to Individuals & Organizations *(General Grants)* and $1500.00 to be disbursed from account numbered 2-69-10-00-735, the Tourism Grants to Individuals & Organization *(Boat Launch)*.

CARRIED

NEW BUSINESS

Roadside Mowing Contract Tender

Council was provided with information regarding the contract mowing tender.

RC18-060 Moved by Deputy Reeve Carbone that Council direct staff to post a tender for a 3-year period for roadside mowing to cover the entire County.

CARRIED

Additional Mower Operator

Council was provided with information regarding a proposed addition to the seasonal mowing crew.

RC18-061 Moved by Councillor Wendland that Council direct staff to amend the Interim Operating and Maintenance budget to accommodate the addition of one more mower operator by adding $18,000.00 to account 2-63-70-20-112, $5,000.00 to account 2-63-70-22-521, and $2,000.00 to account 2-63-70-22-523.

CARRIED

New County Vehicle

Council was provided with information regarding transportation options for the purchase of a vehicle that then would be utilized for the transportation of members of Council (and by staff when available) to conferences, conventions, and meetings.

UNAPPROVED

RC18-062 Moved by Deputy Reeve Carbone that Council direct Administration not to proceed with the purchase of a County Vehicle and to conduct a review of County's policies and bring back recommendations to Council at a future Governance Meeting as to changes that would encourage or require participants to conferences and meetings to travel together.

CARRIED

Hamlet Recycling

Council was provided with information regarding recycling services in the Hamlets.

RC18-063 Moved by Councillor Bogdanek that Council direct staff to include the recycling program (expense account 2-43-10-00-249) as presented in the 2018 Operating and Maintenance budget.

CARRIED

Request for Cancellation of Tax Penalties

Council was provided with a letter from Janice Hewstan requesting the cancellation of $19.72 in tax penalties that had accumulated since 2012.

RC18-064 Moved by Councillor Wendland that Council decline the request from Ms. Hewstan to reimburse any of the late payment penalties that have accumulated since 2012 for roll 060436, and direct Administration to prepare a letter for Reeve Manzulenko's signature advising Ms. Hewstan of Council's decision.

CARRIED

Recreation Operating Assistance Grant Funding

Council was provided with a request from Administration to make a decision regarding the 2018 Recreation Operating Assistance Grant Funding program.

RC18-065 Moved by Councillor Wendland that Council postpone a decision about the allocation amount to Rec. Board – Grant General Account number 2-71-10-00-735 for 2018, and direct Administration to take no further action until after the 2018 Operating and Maintenance Budget has been approved.

CARRIED

UNAPPROVED

Danny Zahara from the Signal left at 11:58 p.m.

Upcoming Training Opportunities

Council was provided with information related to upcoming training opportunities received at the County, and for which some interest in attendance had been expressed.

RC18-066 Moved by Councillor Paradis that Council receive the information regarding training opportunities for information.

CARRIED

Petition re Sunken Culvert on Highway 739 in Eaglesham

Council was provided with information related to a petition regarding a sunken culvert on Highway 739 in the Hamlet of Eaglesham dated January 24, 2018 that had been delivered to the office.

RC18-067 Moved by Councillor Wendland that Council receive the information regarding the sunken culvert on Hwy 739 in the Hamlet of Eaglesham for information.

CARRIED

Appointment to Recreation Board

Council was provided with a request from Rhonda Fry expressing her interest in being appointed to the Birch Hills County Recreation Board to represent Ward 2.

RC18-068 Moved by Councillor Bogdanek that Council appoint Rhonda Fry as the member representing Ward 2 of the Recreation Board for a three (3) year term on the Birch Hills County Recreation Board.

CARRIED

Break for Lunch
12:10 p.m.

Resumed Meeting
12:42 p.m.

UNAPPROVED

FOR INFORMATION

Council was provided with a copy of the following information documents that had been supplied by Administration:

1. Bank Reconciliation for the Period ended January 31, 2018; and
2. Canada Summer Jobs – Mandatory Employment Related Costs

RC18-069 Moved by Councillor Joudrey that Council accept the information items for information.

CARRIED

CORRESPONDENCE

Council was provided with a copy of the following correspondence that had been received or sent by the County:

1. Letter dated January 15, 2018 from Alberta Minister of Transportation Mason
2. Request for Submissions – Minister's Award
3. Letter dated Jan. 28, 2018 from AAMDC President regarding Municipal Affairs decision to freeze AYM's for Linear Assessment in 2018.

RC18-070 Moved by Councillor Bogdanek that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

None.

ADJOURNMENT

Being that there was no further business, Reeve Manzulenko adjourned the meeting at 12:47 p.m.

NEXT REGULAR COUNCIL MEETING DATE – March 1, 2018

GERALD MANZULENKO
REEVE

HERMANN MINDERLEIN
CAO

INITIALS: Reeve: _____

CAO:

UNAPPROVED

TO: Members of Council

FROM: Hermann Minderlein, CAO

RE: Report to Council – March 1, 2018 Regular Meeting of Council

---

SUBJECT: CAO Report

RECOMMENDATION: That the CAO's written report and verbal updates be received for information.

REPORT:

The following letters were prepared and sent out based on Council direction:

Resolution	Details
RC 18-051	Letter dated February 16, 2018 supporting Tangent Hall Society's application to host Farmers' Markets
RC 18-059	Letter dated February 16, 2018 sent to Watino River Boat Association re Grant
RC18-064	Letter dated February 22, 2018 advising Ms. Hewstan of Council's decision

Reports to me from Director of Corporate Services Braun, Director of Public Works Hynes (including water report for 2017), and Fire Chief Tom Morgan are included for Council's reference.

February 20, 2018	Reeve Manzulenko and I attended the ICF Workshop put on by Municipal Affairs and hosted by County of Grande Prairie. Good information and discussions pertinent to work that needs to be completed by April 2020. I did get electronic (pdf) versions from the presenters, and will share if anyone is interested.
February 21, 2018	Reeve Manzulenko and I attended a meeting of the G5 Seniors' Committee and the Grande Spirit Foundation Chairman and Executive Director where we discussed how best to proceed with the application for a new facility.
February 26, 2018	I will be attending the G5 Meeting in Rycroft at 6:00 PM with those members of Council able to attend.

The Budget Workshop has been confirmed for March 7th at the Wanham Seniors' facility, with the meeting to begin at 11:00 AM. The Seniors' will be catering the lunch that will be served at the beginning of the meeting.

I will be at the meeting and will update Council with additional information if required.

MEMORANDUM

March 1, 2018

TO: CAO, Birch Hills County

Director of Corporate Services – Administrative Update as of February 22, 2018

Pink T Shirt Day is February 28. The Pink T Shirt Day Society encourages everyone to wear something pink to symbolize that we as a society will not tolerate bullying anywhere. Take the message and remember it all year long. Be kind and good. Stand up when you see bullying or injustice. If we remain silent, then the problem can grow.

Financial Update – Local, Provincial and Federal Grant Programs

Agriculture Service Board (ASB) grant reporting deadline is April 1. Funding of $115,946 will be reported as fully allocated to the 2017 ASB operating budget which must meet legislative requirements included in the Agriculture Service Board Act.

Family and Community Support Services (FCSS) grant online reporting is being drafted. 2016 unspent funds include; provincial $4,861.80 and municipal $223.70. 2017 funds include; provincial $47,606 and municipal $11,901.50. FCSS funding will be fully allocated; 45% Joint FCSS Programs, 26% School Liaison, 13% youth programs, 12% admin fees, and 5% victims assistance.

The new **Gas Tax Fund (GTF)** Online system launch is expected late March. Staff is unable to submit the 2017 Statement of Funding and Expenditure (SFE) until the software upgrade is finalized.

Municipal Sustainability Initiative (MSI) Capital grant 2017 Statement of Funding & Expenditure (SFE) reporting was submitted February 22. 2016 unspent funding of $196,391.15 and 2017 funding of $679,280, with $3,170.37 interest earned reported, was partially allocated to 2017 capital projects. $490,151.39 of unallocated funding will be carried forward to 2018.

MSI Capital Basic Municipal Transportation Grant (BMTG) component 2017 Statement of Funding & Expenditure (SFE) reporting was submitted February 22. 2016 unspent funds of $187,943.17 and 2017 funding of $413,293, with $2,260.08 interest earned reported, was partially allocated to 2017 gravel haul trucking only. $398,370.24 of unallocated funding will be carried forward to 2018.

MSI Operating grant 2017 Statement of Funding & Expenditure (SFE) reporting was submitted February 22. Funding of $87,706 with no interest earned was fully allocated to the Eaglesham contract grader expenditure.

Finance Update – Budget 2018

Provincial linear assessment information was received January 31.

The **Canada Federal Budget** will be introduced on February 27.

Municipal assessment information will be received by February 28.

The **Alberta Legislature spring session** opens March 8 with the delivery of the Speech from the Throne. Administration awaits the notification of continued provincial grant funding and Alberta School Foundation Fund, Grande Spirit and Linear requisition amounts.

Council's initial **2018 O&M Budget review workshop** is scheduled for March 7. Administration anticipates Council direction regarding 2018 mill rates and adopting the 2018 O&M Budget. Combined property assessment/tax notice processing has historically been early May with the first tax deadline being August 15. The assessment complaint deadline is 60 days following the "notice of assessment date", allowing 7 days for mail delivery service. Assessment notices must be mailed by July 1 annually.

Finance Update - Miscellaneous

2018 Land ownership maps were received February 22. New maps have been distributed to each Ward table in Council chambers.

Veterinary Insurance Services (VSI) annual program reporting was received February 5. Including interest earned revenue, administrative expenses and GST, BHC had a December 31, 2017 requisition surplus of $800.

I plan to attend the **Reynolds Mirth Richards Farmer (RMRF) law seminar** February 23 in Grande Prairie.

The **GST/HST Public Service Bodies' Rebate** for December was submitted January 29 in the amount of $14,165.67. Birch Hills County is currently zero rated for GST, meaning we receive a 100% net rebate of our GST collected as revenue and paid as expenses.

Wildfire season officially starts March 1. Reminder to check all winter burn piles for smoldering fires. Everyone is reminded to make safety a priority and notify the BHC office if you plan to burn.

Residential utility and bulk water bills for January-February consumption will be mailed early March. Payments are due by March 30 to avoid a 2% penalty.

Administration continues to prepare for the **December 31, 2017 yearend audit** scheduled for March 2-8. A finance staff audit review and debriefing meeting is planned for the week of March 12. Finance staff has been requested to review audit notes and amend as needed. We are always improving our process and planning for next year.

The **2017 Financial Statement and Audit Report presentation** is tentatively scheduled for the March 29th Council meeting. Council will also be provided the Final Budget Variance and Investment Summary for the year ended December 31, 2017.

A **60 day Notice Demand Account (NDA)** authorized transfer has been scheduled for March 20 for a complete transfer of all funds and subsequent closing of the 60 day NDA. Administration will review cash flows, maintain sufficient funding and transfer remaining surplus funds to the 90 day NDA.

Caveats must be registered with Land Titles by March 30 regarding properties that are two years in arrears.

Birch Hills County has been accredited through the Safety Codes Council since December 2009 regarding building, electrical, gas and plumbing disciplines. The **Annual Internal Review** for accredited municipalities was submitted February 21 to the Statutory Corporation for the Government of Alberta, the Safety Codes Council and the Administrator of Accreditation.

The **Central Peace Signal** sale deadline is March 31. Administration is drafting a new Advertising Bylaw for approval prior to this deadline.

The **Jubilee RiskPro Audit** requirements have changed over the last few years. Attendance at the annual RiskPro seminar remains compulsory in order to receive our rebate. Some of the historical requests include submitting property photographs and GPS locations and reviewing building fire smart compliance. Focus has now turned to support Risk Management (RM) techniques and to further stimulate the investment in Risk Management. To qualify for the RiskPro 2017 Risk Management Account funding, a questionnaire must be submitted regarding RM initiatives, IT security and training, business continuity and disaster recovery plans and building security updates. Submission deadline is March 31.

The **Alberta School Foundation 1st quarter requisition** payment is due March 31. A transfer to our CIBC Consolidated Cash Investment Trust Fund (CCITF) account will be completed in order to maintain sufficient funding for the March 31 EFT payment.

The **Recreation Operating Assistance Grant** application process has been advertised. Application submission deadline for community groups is April 6.

Payroll Update

The **December 21-31 payroll accrual and vacation, management in lieu and overtime accruals** (adjust to actuals) were posted February 15&16. Auditors will complete the sick day accrual which is based on 2-3 year historical usage.

Emergency Management Planning

In a crisis, you don't rise to the occasion; you sink to your training.
Personal Preparedness is everyone's responsibility.

The **2017 Central Peace Emergency Management** plan revision update that will include newly elected G5 Councilor information remains outstanding.

Central Peace Regional Emergency Management (CPREM) has an **Emergency Social Services (ESS)** meeting scheduled for March 1 at the Brownlee Building. Lisa and Lucy plan to attend.

On March 23, Birch Hills County will be hosting the **CPREM Regional Exercise** including a Reception Centre component.

Keep your family, friends and neighbors safe. Make an emergency plan.
Do you have a 72 hour emergency kit? Visit www.aema.alberta.ca

Shelley Braun
Director of Corporate Services

MEMORANDUM

February 23rd, 2018

TO: CAO, Birch Hills County

Public Works Report (As of February 23rd, 2018)

Road Clearing
Equipment operators have been busy clearing the Hamlets, landfills, lagoons, fire hall entrances and parking lots, Tangent community hall, lift station entrances, bulk fill station in Wanham etc. Grader operators have been working. Staff have been working hard to maintain troubled areas.

RTA Fleet Maintenance Software:
RTA Fleet Maintenance software has been purchased. We expect big improvements for using this software allowing staff the ability to report, track and respond to concerns quicker and more efficient.
We expected to go live with this system on February 20th however due to computer issues that has been delayed.

Sewer Line Repair in Wanham
The project included removal of some side walk, removal of pavement and the digging up of the line starting at the property line working towards the sewer main in the middle of main street. Council is aware that the cause of the blockage in the line was a plastic pop bottle origin is unknown for sure however it is assumed it came from the post office. Canada Post has been sent an invoice for ½ the total cost which was approximately $12,000.00. Repairs to the main line connection still need to be done in the summer with the sidewalk and pavement to follow.

Public Works Meeting
Public staff had its general meeting on February 21st at 8:00am. Staff talked about equipment damage, maintenance and operator expectations.
RTA was discussed, fueling of equipment, overtime hours, timesheets etc..
Staff usually has a great discussion on upcoming plans for the rest of the current season being winter in this case and the year in general.
We talked about contract grader operations, mowing plans for the contractor and in-house mowing, spring run-off concerns, gravel reclamation plans.

Water Information
Rescinded by 2016-07 Water Wastewater Bylaw outlines the schedule of fees for utility services from 2014-2017. 2017 was the last year of the schedule. From the last council

meeting it was mentioned to staff that we should make public the information regarding water services costing and revenue.

I travelled to St. Isidore within Northern Sunrise County to visit there filtered bulk water system. I will present my findings to council if needed. I am also waiting to get estimates on the filter system from the Orival supplier.

I know there was discussion in the past regarding filtered water station(s) in the County with the only one really feasible being Eaglesham near the treatment plant. I urge council to discuss the reasons in depth why we would place filter bulk station(s) in the County before any decisions are made final. Number of end users, volume of water needed, type of users permitted to access, fee for water, how is the fee reported and paid, damage to unit, operational cost etc..

More research is needed to move ahead with filtered water systems if council wishes staff to do so based on perceived need.

Dion Hynes, CET PMP
Director of Public Works

MEMORANDUM

February 23, 2018

TO: CAO, Birch Hills County

Birch Hills County Fire Chief – Update as of Date Prepared

Feb 06 EFD training on water tender operations as well as drafting

Feb 12 met with the WFD to discuss the trainings and cross trainings planned for 2018

Feb 15 attended the CPREMC meeting in Spirit River

Feb 21 Delivered training on drafting and pumper operations in Eaglesham

Feb 22 EFD actioned burning bale off hwy 49 and rr10

Feb 23 BHC Fire Chief holds meeting with BHC District Chiefs and Deputy District Chiefs in Wanham

The remainder of Feb was fairly quiet as far as callouts went and the trainings went ahead as planned.

There will be a Regional emergency exercise held in BHC on Mar 23 that will involve all depts within the G5 and have everyone putting the ICS to good practice.

My meeting tonight in Wanham will focus on the three county depts taking part in cross training evolutions and their delivery platform. I look forward to this meeting.

Mar 01 fire season begins and I am monitoring weather conditions already while hoping for an easy spring with low frequency of fire calls but always ready for the worst.

On Feb 06 Deputy District Chief Dave Squires resigned and retired from the EFD after almost 25 years of service to the county, we wish him all the best in the future and thank him for his dedication to the dept and county. The same day Mark Wurz was nominated and elected to the position of Deputy District Chief for Eaglesham and brings close to 12 years of experience with him.

Tom Morgan
Birch Hills County Fire Department Chief

Motion #	Motion	By	Action	Status
MEETING	**SEPTEMBER 14, 2017 REGULAR COUNCIL MEETING**			
RC17-321	that Council direct Administration to draft a letter of support to the Provincial and Federal Government regarding the potential Rail Line from the Peace Country to Alaska that was discussed at the North to Alaska Conference.	HERMANN	Awaiting decision from PREDA re suggested letter contents ~~(Feb. 2, 2018 meeting)~~ cancelled due to weather tentatively their next meeting is May 4.	ON GOING
RC17-333	that Council direct Administration to complete a review of the County's utilities, including costs, rates, and a cost benefit analysis related to provision of untreated water for non-residential purposes, and to bring the information back to the next Council for consideration as part of their strategic planning process.	DION SHELLEY	March 1 ~~Feb. 22~~ Regular/Governance Council Meeting	ON AGENDA
MEETING	**OCTOBER 26, 2017 INAUGURAL COUNCIL MEETING**			
RC17-370	that Council reappoint the following members of the Recreation Board Ward — Member 1 — Rae-Ann Bolster 2 — Kara Wendland 3 — Betty Bohnke 4 — Lisa Pierog 5 — Andrea Farrell 6 — JoAnn Martin 7 — Lynne Laurin		Received email re resignation from Kara Walter (Wendland) on Dec 27, 2017 Found notifications from Betty Bohnke and Lynne Laurin that they would be unable to continue to serve as members of the	Re-advertising vacancy in Ward 2 Appointed Rhonda Fry RC18-068. Re-advertising vacancies in Ward 3 and 7.

Motion #	Motion	By	Action	Status
	to a new three (3) year term on the Birch Hills County Recreation Board, and in the event that any of those members advise the County that they are unable to accept the appointment, direct Administration to advertise for new members and bring the names of the applicants back to Council for selection and appointment.		Recreation Board.	
MEETING	**NOVEMBER 23, 2017 REGULAR COUNCIL MEETING**			
RC17-404	that Council direct Administration to: 1. post a copy of Bylaw 2017-08, the Code of Conduct Bylaw on the County's website; 2. to include a copy of Bylaw 2017-08, the Code of Conduct Bylaw in future nomination/election packages; and 3. bring the Procedural Bylaw No. 2014-06 back to Council at a future Governance meeting regarding the review requirements for Bylaw 2017-08, the Code of Conduct Bylaw.	Bev/Lucy/ Shawna Shawna Hermann	Post Bylaw to website Updated the nomination /election packages. Add Bylaw to future Governance Meeting Agenda	COMPLETED COMPLETED Incomplete
MEETING	**DECEMBER 14, 2017 REGULAR COUNCIL MEETING**			
RC17-428	that Council bring the policy - Personal Handbook back to a future governance meeting.	Hermann		
MEETING	**JANUARY 11, 2018 REGULAR COUNCIL MEETING**			
RC18-012	That Council authorize Reeve Manzulenko and CAO Minderlein to attend the Municipal Affairs Training-ICF session on February 20, 2018 with remuneration and expenses to be paid as appropriate.	Hermann		COMPLETED

Motion #	Motion	By	Action	Status
MEETING	**JANUARY 25, 2018 REGULAR COUNCIL MEETING**			
RC18-039	that Council direct Administration to research and bring back options for a boot rack for the Eaglesham Hall to a future Regular Council Meeting.	Dion	Quotes buy or build tentatively for March 1	ON AGENDA
RC18-043	that Council direct Administration to: 1. Contact a qualified firm or individual to determine the Fair Market Value for the airport property; 2. Schedule and advertise an open house at the Eaglesham Hall in order to advise, and seek input from, County residents, ratepayers, and other potentially affected individuals of the potential sale of the Eaglesham Airstrip and property; 3. Contact our lawyers to determine if a sales agreement could be drawn up with the requirement for a purchaser to proceed with the installation and maintenance of an airport on the property; and 4. Bring the results of the market evaluation, open house, and legal advice back to a future Regular Council Meeting for additional direction regarding the sale of the land.	Hermann Lucy	Tentative Open House March 26	
MEETING	**FEBRUARY 15, 2018 REGULAR COUNCIL MEETING**			
RC18-048	that Council set March 7, 2018 at 11:00 a.m. as the date and time for a Council budget workshop to be held in the Wanham Senior Centre.	Shawna	Centre booked with catering.	

Motion #	Motion	By	Action	Status
RC18-049	that Council direct Administration to work with Council on changes required to the three ASB policies (Clubroot in Canola, Fusarium Graminearum and Virulent Blackleg) approved at the January 11, 2018 ASB Meeting and bring those policies back to the Regular Council Meeting on March 1, 2018.	Hermann Amanda Shawna	RFDs prepared and added to Agenda	COMPLETE
RC18-050	that any Councillors required to attend the March 8, 2018 Alberta Emergency Management Agency (AEMA) Municipal Elected Officials Emergency Management Course to be held at the Rycroft Community Hall be authorized to attend with remuneration and expenses to be paid as appropriate.			
RC18-051	that Council direct Administration to draft a letter for the Reeve's signature confirming Birch Hill County's support for the Tangent Hall Society's application to host Approved Farmers' Markets.	Hermann		COMPLETED
RC18-054	that Council approve Policy Number 71-01-18, the Recreation Operating Assistance Grant Policy including Schedules A and B as presented and direct Administration to seek feedback from the Recreation Board at the end of their 2018 meeting.	Shawna/ Beverly Hermann	Posted Policy on Web Board Members provided copy and proposed schedule incl critique	COMPLETED
RC18-057	that Council support the G5 Medical Clinic Committee working with Saddle Hills County to draft the agreements requested by Saddle Hills County at the January 22nd, 2018 meeting of the G5 Medical Clinic Committee, but defer any agreement to the final documents until such time as they can be reviewed by Birch Hills County Council.	Hermann	Copy of motion provided to Saddle Hills CAO via email.	COMPLETED

Motion #	Motion	By	Action	Status
RC18-059	that Council approve the provision of a grant in the amount of $3,000.00 to the Watino River Boat Association for their Watino Boat Launch project, to be provided upon confirmation that work on the project has been initiated, with $1,500.00 to be disbursed from account number 2-11-10-00-735, Council Grants to Individuals & Organizations (General Grants) and $1,500.00 to be disbursed from account numbered 2-69-10-00-735, the Tourism Grants to Individuals & Organization (Boat Launch).	Hermann	Letter advising Watino River Boat Association of Council's decision sent Feb 16. Shelley to set up A/Pay payable when we receive confirmation of work on project initiated.	COMPLETED
RC18-060	that Council direct staff to post a tender for a 3-year period for road side mowing to cover the entire County.	Dion Beverly		COMPLETED
RC18-061	that Council direct staff to amend the Interim Operating and Maintenance budget to accommodate the addition of one more mower operator by adding $18,000.00 to account 2-63-70-20-112, $5,000.00 to account 2-63-70-22-521, and $2,000.00 to account 2-63-70-22-523.	Dion Shelley		COMPLETED
RC18-062	that Council direct Administration not to proceed with the purchase of a County Vehicle and to conduct a review County's policies and bring back recommendations to Council at a future Governance Meeting as to changes that would encourage or require participants to conferences and meetings to travel together.	Shelley Hermann/ Shawna	Shelley updated 2018 Capital Budget	
RC18-063	that Council direct staff to include the recycling program (expense account 2-43-10-00-249) as presented in the 2018 Operating and Maintenance budget.			COMPLETED

Motion #	Motion	By	Action	Status
RC18-064	that Council decline the request from Ms. Hewstan to reimburse any of the late payment penalties that have accumulated since 2012 for roll 060436, and direct Administration to prepare a letter for Reeve Manzulenko's signature advising Ms. Hewstan of Council's decision.	Hermann		COMPLETED
RC18-068	that Council appoint Rhonda Fry as the member representing Ward 2 of the Recreation Board for three (3) year term on the Birch Hills County Recreation Board.	Hermann		COMPLETED

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	March 1, 2018	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Policy 63-01-18 Clubroot in Canola	**Presenter:**	Amanda Ouellet, Director of Agriculture

DESCRIPTION:
Council is being presented with the Clubroot in Canola Policy # 63-01-18 for review and adoption.

BACKGROUND:
The draft of this policy was presented to the ASB at its January 11, 2018 meeting for review, and passed Resolution ASB18-04 that read "that the Agricultural Service Board approve the draft Clubroot Policy as presented, and that Administration forward the Policy to the February 15, 2018 Regular Council Meeting for approval". Administration did find a few amendments and corrections that were necessary prior to the February 15th meeting, and advised Council of this and they in response passed Resolution RC18-049 that read "that Council direct Administration to work with Council on changes required to the three ASB policies (Clubroot in Canola, Fusarium Graminearum and Virulent Blackleg) approved at the January 11, 2018 ASB Meeting and bring those policies back to the Regular Council Meeting on March 1, 2018".

Administration did make the changes required to this policy, distributed the revised draft to Council for comment, and as there were no comments received, are presenting the Policy for approval as distributed.

COST / SOURCE OF FUNDING:
As reported to the ASB, there is no cost associated with this item.

RELEVANT LEGISLATION (Cite):
- Agricultural Pests Act R.S.A 2000 A-8
- Pest and Nuisance Control Regulation (184/2001)

ATTACHMENT(S):
Clubroot in Canola Policy # 63-01-18

OPTIONS
Council may choose to:

1. approve Policy Number 63-01-18, the Clubroot in Canola Policy as presented; or
2. not approve Policy Number 63-01-18, the Clubroot in Canola Policy as presented, and provide direction for changes to include in the document prior to being returned to Council for consideration.

RECOMMENDED ACTION:
It is recommended that Council approve Policy Number 63-01-18, the Clubroot in Canola Policy as presented.

Department **Agriculture Services**	Policy No. **63-01-18**	Page **1 of 8**
Policy Title **Clubroot of Canola**	Date: **March 1, 2018**	Resolution No. **RC18-___**

PURPOSE

The purpose of this policy is to establish a management plan to prevent/or minimize the spread and impact of Clubroot in Canola within Birch Hills County. Birch Hills County's Council recognizes that Clubroot of Canola is declared a pest under the Agricultural Pests Act of Alberta and is a concern to agricultural producers within the County. Council further recognizes that it is beneficial to the agricultural industry to 'take active measures to prevent the establishment of, control or destroy pests in the municipality' (Sec. 6, *Agricultural Pests Act* R.S.A 2000 A-8).

DEFINITIONS

Agricultural Pests Act:
The *Agricultural Pests Act* of Alberta (R.S.A. 2000, Chapter A-8) and the *Pest and Nuisance Control Regulation* (184/2001) including any amendments or successor legislation thereto.

Agricultural Service Board (ASB):
Appointed by Birch Hills County's Council to address agricultural concerns.

Alberta Clubroot Management Plan:
As set forth by Alberta Agriculture and Forestry.

Clubroot of Canola ("Clubroot"):
A serious soil-borne disease caused by Plasmodiophora *brassicae*. It poses a serious threat to the Canola industry by reducing yields, reducing the quantity and quality of the oil produced from the seeds and the spores can remain viable twenty (20) years or more according to current research.

Control:
To manage the spread of the disease to a level that does not hinder production or infest any land that is not infested and/or manage or destroy the disease as deemed acceptable by the Pest Inspector and this Policy.

County:
The municipal corporation of Birch Hills County having jurisdiction under the Municipal Government Act and other applicable legislation.

Crop Residue:
Material left in an agricultural field after the crop has been harvested.

Cruciferous Plants:

A plant which includes: canola/rapeseed and mustard as well as the cabbage family (broccoli, Brussel sprouts, cauliflower, chinese cabbage, kale, kohlrabi, radish, rutabaga and turnip).

Destroy:

To kill all growing parts or to render reproductive mechanisms non-viable.

Director of Agriculture (DOA) (Agricultural Fieldman (AF)):

Appointed as such through motion by Birch Hills County's Council and by virtue of position (*Agricultural Service Board Act*) acts as a pest Inspector.

Geographic Area:

An area of land under the jurisdiction of Birch Hills County.

Infested:

Any property containing Clubroot of Canola.

Notice:

A legally binding document demanding compliance by a specified deadline, and outlining acceptable control options issued by a Pest Inspector under section 12 of the *Agricultural Pest Act.*

Period of Restriction:

A period of time during which a cruciferous crop may not be planted and grown.

Pest:

An animal, bird, insect, plant or disease declared a pest under section two of the *Agricultural Pests Act.*

Pest Inspector:

An Inspector appointed by Birch Hills County or by the Minister to carry out the *Agricultural Pests Act* and the regulations.

Producer:

Farm operator.

Soil Disturbance:

Anything that can or may move soil, including but not limited to equipment and weather.

Suspected Field:

Any field for which it has displayed symptoms or signs of Clubroot of Canola.

POLICY

1. AUTHORITY

1.1 The County's Council shall appoint Pest Inspectors (as per section 10 of the *Agricultural Pests Act*).

1.2 The Agricultural Fieldman, under the *Agricultural Service Board Act*, is by virtue of that office, an inspector under the *Agriculture Pests Act*.

1.3 The DOA shall establish protocols to be followed by Pest Inspectors for inspections, sampling techniques, and for entering land. These procedures shall be designed to minimize the potential for Clubroot Spore transferal between fields by Inspectors and will follow the Alberta Clubroot Management Plan.

2. DIRECTOR OF AGRICULTURAL SERVICES

2.1 In the event that a sample from a suspected field returns as positive for Clubroot of Canola (DNA analysis), the DOA shall:

2.1.1 Inform the Agricultural Service Board and the County's Council of the discovery and of any enforcement actions taken;

2.1.2 Destroy crops growing in non-compliance that received a Notice, at the landowner's and/or occupant's expense;

2.1.3 Should enforcement be required, the County's administrative fees will be charged at 15% of the cost of enforcement.

2.2 If the producer is operating on lands other than his own, a release of information form shall be signed by the registered landowner before there is correspondence with the producer.

2.3 For research purposes only, canola and other cruciferous crops may be permitted to be grown on lands where a Notice has been issued with respect to Clubroot of Canola on lands, provided that pre-approval has been granted by the DOA within his/her sole discretion.

2.4 Ensure that all Canola fields with which the landowner(s) and/or occupant(s) known to be involved with are inspected (including but not limited to the following; landowner(s) and/or occupants(s) own field(s), custom seeding, custom harvest);

2.5 Ensure the landowner(s) and/or occupant(s) receive written notification through registered mail or delivery in person and are requested to follow the best Management Guidelines in the Alberta Clubroot Management Plan;

2.6 Advise other Peace Region Agricultural Fieldmen as well as appropriate provincial departments that Clubroot has been found within The County;

2.7 All landowners and/or occupants within a one (1) mile radius of the field where Clubroot was confirmed, will be sent written notice that Clubroot was confirmed within one (1) mile of their property. Additional information, such as the Alberta Clubroot management Plan, Clubroot of Canola Policy and Clubroot Identification Information may be included;

2.8 In order to better understand how the disease was introduced and spread, an endeavor will be made to gather as much information about the Clubroot infected field as possible, including type and variety of the crop, seed retailer, equipment movement, custom operators used, soil type (esp. pH) and drainage patterns.

2.9 The DOA will provide information and education to landowners and/or occupants regarding the spread of Clubroot of Canola.

2.10 The County will advocate that all seed (of host crop) should be Clubroot resistant variety and should be treated with a registered fungicide that includes the genus for Clubroot of Canola on the label list of controlled fungi, particularly if from an out of province or unknown source.

3. CONTROL

3.1 Annually, the DOA shall schedule inspections of Canola fields within the County. In preparing this inspection schedule, the Agricultural Fieldman shall use the following criteria:

3.1.1 The fields inspected shall be distributed across the geographic area of the County.

3.1.2 Priority of inspections will be given to fields where:

3.1.2.1 The producer is known or believed to be involved in farming outside the County;

3.1.2.2 Inspector's notice Canola which appears to be showing symptoms of Clubroot (wilting, stunting, yellowing and early maturity);

3.1.2.3 When earth moving equipment (i.e. pipeline, drilling, service rigs or road construction equipment) suspected to be from outside of the Peace Region has been actively operated on the land;

3.1.2.4 The property previously has Clubroot documented and verified through DNA analysis;

3.1.2.5 All fields within one (1) mile radius of any field where Clubroot of Canola was confirmed, and any fields associated with the operator(s) of any fields where Clubroot of Canola was confirmed.

3.2 The landowner(s) and/or occupant(s) of lands confirmed with Clubroot shall be required to adopt the following control measures:

3.2.1 The crop shall be harvested, and the canola seed shall be sold for crushing, but **not** sold for feed or seed, and shall **not** be retained for reseeding;

3.2.2 Crop residue shall be chopped and evenly spread back onto the infected land, not baled or removed;

3.2.3 Any seed load transported from the infested land shall be securely covered (tarped);

3.2.4 Soil disturbance on infected land must be minimized to prevent movement to uninfected land;

3.2.5 Any crop residue and soil must be cleaned from all equipment and implements and left on the land before taking equipment off the infected land;

3.2.6 Implements, or parts thereof, which come directly into contact with the soil should be sterilized, as per Appendix 1 and 2 of the Alberta Management Plan.

3.2.7 No Clubroot susceptible crops (cruciferous plants) including Clubroot Resistant Canola varieties shall be seeded for a period of three (3) consecutive years following the year which Clubroot test result is positive. Should the producer on the infected land plant canola regardless of positive testing, the DOA shall;

3.2.7.1 Issue a Notice to the producer as per the *Agricultural Pest Act.*

3.2.7.2 If a producer fails to abide by the Notice, the DOA shall destroy the planted crop through chemical means, so as to prevent soil disturbance and movement. Should the County destroy the crop, an invoice shall be issued to the producer for the labour, chemical and equipment costs of the crops destruction.

3.2.7.3 Should enforcement be required, additional administrative fee will be charged at 15% of the cost of enforcement.

3.2.8 After the 3 year restriction, canola may be seeded, using only Clubroot resistant varieties and, rotating the resistant variety with each subsequent planting.

3.2.9 Host plants of the clubroot pathogen, as listed in the Alberta Management Plan, and volunteer canola shall be destroyed from within crops on the infested lands, for the period of three (3) consecutive years following the year in which a Clubroot test result is positive;

3.2.10 The landowner must inform any contractors or custom operations who may enter onto the land that Clubroot has been found on the property, and advise them to properly clean and disinfect any equipment which comes into contact with the soil.

3.2.11 The landowner(s) and/or occupant(s) of the land who are disturbing the soil will have the responsibility to follow the Best Management Guidelines that are laid out in the Alberta Clubroot Management Plan to reduce the spread of the disease with the movement of soil and equipment.

4.0 REPEAL

Any previous policies related to Clubroot in Canola are here by repealed.

APPENDIX

1. The Alberta Clubroot Management Plan, and any amendments thereto.
2. The Alberta Clubroot Management Plan
3. Clubroot of Canola Policy
4. Clubroot Identification Information

_____
Hermann Minderlein
Chief Administrative Officer

_____
Gerald Manzulenko
Reeve or Delegate

Adopted by Council:	March 1, 2018
Updated:	

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	March 1, 2018	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Policy 63-02-18 Fusarium Graminearum	**Presenter:**	Amanda Ouellet, Director of Agriculture

DESCRIPTION:
Council is being presented with the Fusarium Graminearum Policy # 63-02-18 for review and adoption.

BACKGROUND:
The draft of this policy was presented to the ASB at its January 11, 2018 meeting for review, and passed Resolution ASB18-03 that read "that the Agricultural Service Board approve the draft Fusarium Graminearum Policy as presented, and that administration forward the Policy to the February 15, 2018 Regular Council Meeting for approval".

Prior to the February 15th meeting, Administration found that a few amendments and corrections were necessary, and advised Council of this and they in response passed Resolution RC18-049 on the 15th that read "that Council direct Administration to work with Council on changes required to the three ASB policies (Clubroot in Canola, Fusarium Graminearum and Virulent Blackleg) approved at the January 11, 2018 ASB Meeting and bring those policies back to the Regular Council Meeting on March 1, 2018".

Administration did make the changes required to this policy including reshuffling and renumbering the contents to provide clarity and to make the sequence more logical, but the content or the intent of the policy was not changed. The revised policy was distributed to Council for comment, and as there were no comments received, we are presenting the Policy for approval as distributed.

COST / SOURCE OF FUNDING:
As reported to the ASB, there is no cost associated with this item.

RELEVANT LEGISLATION (Cite):
- Agricultural Pests Act R.S.A 2000 A-8

ATTACHMENT(S):
Fusarium Graminearum Policy # 63-02-18

OPTIONS
Council may choose to:

1. approve Policy Number 63-02-18, the Fusarium Graminearum Policy as presented; or
2. not approve Policy Number 63-02-18, the Fusarium Graminearum Policy as presented, and provide direction for changes to include in the document prior to being returned to Council for consideration.

RECOMMENDED ACTION:
It is recommended that Council approve Policy Number 63-02-18, the Fusarium Graminearum Policy as presented.

Department **Agriculture Services**	Policy No. **63-02-18**	Page **1 of 5**
Policy Title **Fusarium Graminearum**	Date: **March 1, 2018**	Resolution No. **RC18-___**

OBJECTIVE

To Provide direction for Birch Hills County to reduce the impact of Fusarium Graminearum.

PURPOSE

To minimize the impact of Fusarium Graminearum in Birch Hills County and the Peace Region.

DEFINITIONS

Agricultural Pests Act:
The *Agricultural Pests Act* of Alberta (R.S.A. 2000, Chapter A-8) and the *Pest and Nuisance Control Regulation* (184/2001) including any amendments or successor legislation thereto.

Agricultural Service Board (ASB):
Appointed by Birch Hills County's Council to address agricultural concerns.

Agricultural Township:
An area as defined by Alberta Township System (ATS) that contains a field currently in agricultural production.

Director of Agriculture (DOA) (Agricultural Fieldman (AF)):
Appointed as such through motion by Birch Hills County's Council and by virtue of position (*Agricultural Service Board Act*) and acts as a pest Inspector.

Field:
A plot of land capable of growing a crop susceptible to Fusarium Graminearum.

Municipal Policy:
Policy established by the Municipality.

Pest Inspector:
An Inspector appointed by Birch Hills County or by the Minister to carry out the Agricultural Pests Act and the regulations.

UNAPPROVED

Reported Field

Any field for which a complaint is received as having any symptoms or signs of Fusarium Graminearum.

AUTHORITY

Fusarium Graminearum is a pest under the Agricultural Pests Act of Alberta. The Agricultural Pests Act Requires the municipality to "take active measures to prevent the establishment of, or control or destroy pests in the municipality" (Sec. 6) The Municipality shall appoint Pest Inspector(s) under the Act who are authorized to:

- Enter onto land and inspect for pests; and may
- Issue notice specifying measures required to control the pest or prevent the pest from establishing."

POLICY

Awareness:

1. The stakeholders will have access to information as the region will:
    a. Use available information as handouts:
    b. Inform municipally-based Seed Outlets of Municipal Policy and concerns.
    c. Request that seed, preferably of a more tolerant variety, from non-infected area be utilized;
    d. Keep Regional Agricultural Service Board members as ambassadors to inform producers and industry about *Fusarium Graminearum*;
    e. Advocate that all seed (of a host crop) should be a more tolerant variety and treated with a product registered to control *Fusarium Graminearum* if the disease has been found in the immediate area;
    f. Advocate longer rotations between the host crops;
    g. Inform all Peace Region Agricultural Fieldmen when Fusarium Graminearum is confirmed within a municipality;

UNAPPROVED

h. Work with seed cleaning plants offering services within their municipality to ensure all cereal crops are tested and certified Fusarium Graminearum free prior to entering the plant. In addiction work with the area seed plants to ensure they share information regarding positive test results for cereal samples submitted to the plants;

Inspection:

2. In order to inspect for Fusarium Graminearum, Director of Agriculture shall:

    a. Keep staff informed of the symptoms;

    b. Supervise surveys (if any) according to Alberta Agriculture and Forestry Guidelines;

    c. Inform farmers of symptoms and, through increased knowledge, garner their assistance for inspection & sampling purposes;

    d. Work with area Seed Cleaning operations to collect random samples of cereals being cleaned, to be analyzed for *Fusarium Graminearum.*

Guidelines

3. Inspectors will inspect a minimum of 50 individual fields for Fusarium Graminearum in the Municipality each year. An attempt will be made to ensure the cereal fields inspected are spread equally as possible throughout the Municipality.

4. Priorities for inspected fields may include:

    a. Symptoms are observed through other inspections (i.e. weed inspections);

    b. The possibility that infected seed was utilized (i.e. seed was imported from outside the Peace Region);

    c. Cereals grown in succession, short rotation and particularly those that includes corn in the rotation; or

UNAPPROVED

d. Reported Fields.

5. All materials brought into Seed Cleaning Plant (including mobile plants) for cleaning, must have a certificate indicating that it has been tested and found to be free of Fusarium Graminearum.

6. The County shall:

   a. Reimburse the costs for seed testing to a maximum of 2 tests per producer; and

   b. Encourage producer to submit all samples for *Fusarium Graminearum* testing.

Action:

7. When Fusarium Graminearum is found within the boundaries of Birch Hills County,

   a. <u>the landowner will be encouraged to adopt the following measures:</u>

      i. Harvest the crop with the total crop being sold or fed, but **<u>not</u>** sold to keep for seed;

      ii. Tarp any loads being transported from the infested land;

      iii. Clean any crop residue from all equipment and implements before taking it off the infested land;

      iv. Test any grain which is to be fed for mycotoxins & adjust feed ratios to ensure livestock are not affected, severally infected grain may need to be disposed of;

      v. Chop and spread straw uniformly during the harvest operation;

      vi. Treat all seed of a susceptible crop being farmed by the producer with a product registered to control *Fusarium Graminearum.*

UNAPPROVED

vii. Incorporate residue in the fall unless soil erosion is considered to be a concern;

viii. Seed a non-host crop and/or perform summer-fallow, for 2 or more consecutive years from initial infestation; and

b. Birch Hills County will consider implementing the following:

i. The Pest Inspector shall ensure that the operating producer follows the Alberta Fusarium Graminearum Management Plan and Municipal Policy;

ii. Landowners in an area where an infestation is found shall be contacted and informed that Fusarium Graminearum has been found;

iii. The seed source of the infested field shall be traced and any other suspect fields shall be inspected;

iv. The ASB shall be informed of any Fusarium Graminearum infestations found, and any enforcement actions will be directed by the ASB.

REPEAL

Any previous policies related to Fusarium Graminearum are here by repealed.

UNAPPROVED

_____ Hermann Minderlein Chief Administrative Officer	_____ Gerald Manzulenko Reeve or Delegate

Adopted by Council:	March 1, 2018
Updated:	

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	March 1, 2018	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Policy 63-03-18 Virulent Blackleg of Canola	**Presenter:**	Amanda Ouellet, Director of Agriculture

DESCRIPTION:
Council is being presented with the Virulent Blackleg Policy # 63-03-18 for review and adoption.

BACKGROUND:
The draft of this policy was presented to the ASB at its January 11, 2018 meeting for review, and passed Resolution ASB18-05 that read "that the Agricultural Service Board approve the draft Virulent Blackleg Policy as presented, and that administration forward the Policy to the February 15, 2018 Regular Council Meeting for approval". Administration did find a few amendments and corrections that were necessary prior to the February 15th meeting, and advised Council of this and they in response passed Resolution RC18-049 that read "that Council direct Administration to work with Council on changes required to the three ASB policies (Clubroot in Canola, Fusarium Graminearum and Virulent Blackleg) approved at the January 11, 2018 ASB Meeting and bring those policies back to the Regular Council Meeting on March 1, 2018".

Administration did make the changes required to this policy, distributed the revised draft to Council for comment, and as there were no comments received, are presenting the Policy for approval as distributed.

COST / SOURCE OF FUNDING:
As reported to the ASB, there is no cost associated with this item.

RELEVANT LEGISLATION (Cite):
- *Agricultural Pests Act* of Alberta (R.S.A. 2000, Chapter A-8)
- Pest and Nuisance Control Regulation (184/2001)

ATTACHMENT(S):
Virulent Blackleg of Canola Policy # 63-03-18

OPTIONS
Council may choose to:

1. approve Policy Number 63-03-18, the Virulent Blackleg of Canola Policy as presented; or
2. not approve Policy Number 63-03-18, the Virulent Blackleg of Canola Policy as presented, and provide direction for changes to include in the document prior to being returned to Council for consideration.

RECOMMENDED ACTION:
It is recommended that Council approve Policy Number 63-03-18, the Virulent Blackleg of Canola Policy as presented.

Department **Agriculture Services**	Policy No. **63-03-18**	Page **1 of 3**
Policy Title **Virulent Blackleg of Canola**	Date: **March 1, 2018**	Resolution No. **RC18-___**

PURPOSE

To ensure that Virulent Blackleg of Canola is managed and controlled under the Agricultural Pests Act of Alberta (R.S.A. 2000, Chapter A-8) and the Agricultural Pests Regulation (184/2001).

SCOPE

Birch Hills County recognizes the Virulent Blackleg of Canola is a pest under the Agricultural Pests Act of Alberta. Birch Hills County further recognizes that it is beneficial to the County to implant measures to control and promote proper management of the disease within the boundaries of Birch Hills County, for the protection of agricultural productivity.

DEFINITIONS

Agricultural Pests Act:
The *Agricultural Pests Act* of Alberta (R.S.A. 2000, Chapter A-8) and the *Pest and Nuisance Control Regulation* (184/2001) including any amendments or successor legislation thereto.

Agricultural Service Board (ASB):
Appointed by Birch Hills County's Council to address agricultural concerns.

Control:
To manage the spread of the disease to a level that does not hinder production or infest any land that is not infested and/or manage or destroy the disease as deemed acceptable by the Pest Inspector and this Policy.

County:
The municipal corporation of Birch Hills County having jurisdiction under the Municipal Government Act and other applicable legislation.

Courtesy Letter:
An informative letter to accompany the Pest Inspection Report and Pest fact sheet, sent to landowners advising of a Pest infestation observed bay a Pest Inspector; intended to be an informational, not legally binding, document.

Director of Agriculture (DOA) (Agricultural Fieldman (AF)):

Appointed as such through motion by Birch Hills County's Council and by virtue of position (*Agricultural Service Board Act*) acts as a pest Inspector.

Infestation:

Any property containing Virulent Blackleg of Canola.

Notice:

A legally binding document demanding compliance by a specified deadline, and outlining acceptable control options issued by a Pest Inspector under section 12 of the *Agricultural Pest Act.*

Pest Inspector:

An Inspector appointed by Birch Hills County or by the Minister to carry out the *Agricultural Pests Act* and the regulations.

Reported Field:

Any field for which a complaint is received as having any symptoms or signs of Virulent Blackleg of Canola.

POLICY

1. The Pest Inspector(s) shall attempt to conduct a pest inspection on all Reported Fields within 3 working days of receipt of the report/complaint.

2. Infestation complaints may be submitted, verbally or in writing, to the Agricultural Services Department. The complainant's name shall not be released unless so demanded by the court of law.

3. All infestations observed during inspections of private lands shall, through cooperation or enforcement, be controlled by the registered landowner(s) or registered occupant(s).

4. Pest Inspector(s) shall attempt to contact the landowners. Courtesy letters shall be mailed to all landowners where the Pest Inspector has identified a disease problem.

5. Pest Inspector(s) shall encourage voluntary compliance, and shall as a last resort, take action and/or impose penalties as per the *Agricultural Pests Act*, upon the landowner(s) or registered occupant(s) in the event that the

landowner(s) or registered occupant(s) is/are unwilling to take measures to control the infestation.

6. Pest Inspector(s) shall issue and enforce such Notices as required by the *Agricultural Pests Act*, when the Inspector is of the opinion that the property contains Virulent Blackleg of Canola and the landowner or occupant is unwilling to take measures to control and manage the infestation.

7. In order to maintain an awareness of Virulent Blackleg of Canola, the County staff shall inform (as needed) the stakeholders by:

   i) Providing pertinent Virulent Blackleg of Canola information as it becomes available; and

   ii) Informing County based Seed Outlets of our County Policy and concerns and requesting that canola not be brought into the area from infested areas, if possible; and/or

   iii) Keeping Agricultural Service Board members and County staff as ambassadors to refer County residents to information on Virulent Blackleg of Canola.

REPEAL

Policy #20 Virulent Blackleg of Canola as well as any previous policies pertaining to Virulent Blackleg or likewise are here by repealed.

_____
Hermann Minderlein
Chief Administrative Officer

_____
Gerald Manzulenko
Reeve or Delegate

Adopted by Council:	March 1, 2018
Updated:	

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	March 1, 2018	**CAO:**	
Originated By:	Dion Hynes/Dir. Public Works	**Manager:**	
Item Title:	Eaglesham Hall	**Presenter:**	Dion Hynes

DESCRIPTION:

Council is being provided with information regarding the Eaglesham Hall.

BACKGROUND:

Council was provided with a letter received from Cindy Stuckless regarding the entrance at the Eaglesham Hall. In response, Council passed Resolution RC18-039 "that Council direct Administration to research and bring back options for a boot rack for the Eaglesham Hall to a future Regular Council Meeting."

Staff have visited the hall to confirm the issue as we always do and to brain storm for possible solutions. The issue from what I understand is the lack of appropriate foot wear storage areas during events in the hall.

DISCUSSION / BENEFITS / DISDVANTAGES:

The pictures attached show more than adequate area to store both coats and foot wear. Additional signs may help reminding people where to put their footwear and related items during an event to help keep the entrance way free and clear of mud, snow and other items.

COST / SOURCE OF FUNDING:

From the unapproved 2018 operating budget. GL code 2-74-10-45-539

RELEVANT LEGISLATION (Cite):

N/A

ATTACHMENT(S):

Copy of original letter re Eaglesham Hall

Pictures of Hall Entrance and Coat/Shoe Area

OPTIONS:

Council may choose to:

1. Direct staff to install the appropriate signage to direct users accordingly, and to purchase additional floor mats for events if deemed necessary.

2. Accept this report as information

3. Direct staff to take other action as deemed appropriate for the situation.

RECOMMENDED ACTION:

It is Administrations recommendation that Council direct staff to install appropriate signage to direct users to remove footwear and to utilize the storage space provided, and to purchase additional floor mats for events if deemed necessary.

January 19, 2018

To council members in Birch Hills County:

Hello, my name is Cindy Stuckless and after the November Remembrance Day Ceremony in Eaglesham, it was observed that this hall really needs a boot rack. I did have a discussion on with Hermann Minderlein at the time and he suggested that I submit a letter to council on this matter. I have contacted our Eaglesham AG Society and The Eaglesham Royal Purple Elks and each group will donate a $ 100.00 each to help with the cost of having one built. Please consider having one built as we don't want anyone to fall or get hurt tripping over all the shoes and boots thank you for your time. I will gladly see that the will be checks sent out to you if this passes.

Your sincerely

Cindy Stuckless

EXIT

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	February 14, 2018	**CAO:**	
Originated By:	Shawna Schwerdt	**Manager:**	
Item Title:	Appointment to Recreation Board	**Presenter:** CAO Minderlein	

DESCRIPTION:
Council is being requested to appoint Kathrin Langlois to sit on the Birch Hills County Recreation Board as the representative for Ward 7.

BACKGROUND:
At the February 15th Regular Council Meeting Council motioned RC18-068 that Rhonda Fry be appointed to represent Ward 2 of the Recreation Board for a three year term. Upon preparing the paperwork for Rhonda's appointment, two emails were found that had been misfiled, advising that Betty Bohnke (Ward 3) and Lynn Laurin (Ward 7) were unable to continue to serve on the Recreation Board. An expression of interest to represent Ward 7 on the Recreation Board was received on February 16, 2018 from Kathrin Langlois.

COST / SOURCE OF FUNDING:
All Council meetings, Board meetings and Committee meetings qualify for Councillor Honorarium as set out in the "Governance and Operational Policies" policy adopted February 12, 2015. Each of the associated meetings qualify for mileage and/or meals as per Birch Hills County "Travel Expense remuneration" Policy adopted January 12, 2011.

RELEVANT LEGISLATION (Cite):
- Birch Hills County Bylaw 2016-10, the "Recreation Board Bylaw"
- Birch Hills County Procedural Bylaw #2014-06, S. 4.3 and 4.4
- Governance and Operational Policies adopted February 12, 2015
- Birch Hills County "*Travel Expense remuneration*" Policy adopted January 12, 2011
- Birch Hills County "*Appointment of the Public to Council Committees and Boards*" Policy adopted April 27, 1995

ATTACHMENT(S):
Email received from Kathrin Langlois dated February 16, 2018

OPTIONS
Council may choose to:

1. appoint Kathrin Langlois as the member representing Ward 7 of the Recreation Board to a three (3) year term on the Birch Hills County Recreation Board; or
2. reject Kathrin Langlois's application and direct Administration to continue to advertise for a new member for the Birch Hills County Recreation Board and bring the names of the applicants back to Council for selection and appointment.

RECOMMENDED ACTION:
It is recommended that Council appoint Kathrin Langlois as the member representing Ward 7 of the Recreation Board for a three (3) year term on the Birch Hills County Recreation Board.

From: Kathrin Langlois [mailto:katklanglois@gmail.com]
Sent: Friday, February 16, 2018 1:01 PM
To: Hermann Minderlein <cao@birchhillscounty.com>
Subject: Recreation Board

Good afternoon Hermann,

I would like to be considered for the vacant position in Ward 7 for the recreation board.

Thank you,

Kathrin Langlois

Sent from my iPhone

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**
Meeting Date:	March 01, 2018	**CAO**
Originated By:	Michael Coy, Project Manager	**Manager**
Item Title:	Pickup Truck Tender	**Presenter**

BACKGROUND / PROPOSAL:

Three 4wd pickup trucks were tendered to replace units 137, 138, & 139. These trucks will be used for manager vehicles and to replace vehicles in the yard for other purposes.

DISCUSSION / OPTIONS / BENEFITS / DISDVANTAGES:

Trucks bids were based on a crew cab, 4x4 short box ordered with rails, headache rack, and box rails. Options of this tender included a spray in box liner and running boards. Both of which are options staff has found to provide better longevity and usefulness of the trucks. Windsor Ford chose to bid both the Eco Boost Engine as well as their V8 offering. As a result of our last tender Birch Hills County chose to purchase Eco Boost equipped trucks and they have served us well, with the benefit of high fuel economy. The price difference between the two engines is approximately $800 which should be easily surpassed in fuel savings over the service life of the trucks.

COST / SOURCE OF FUNDING:

The cost of all three trucks would come from the capital budget, $155,000 split between $55,000.00 to replace Unit 137, $50,000.00 to replace Unit 138 & $50,000.00 to replace Unit 139.

Results of the tender were as follows:

Company	Windsor Motors 1975 Ltd.	Windsor Motors 1975 Ltd.	Ken Sargent GMC	Grande Prairie Chrysler	Ross Chrysler
Make and Model	2018 F-150 Supercrew Cab 5 Litre V8	2018 F-150 Supercrew Cab 3.5 V6 Eco Boost	2018 Fleet GMC Sierra 1500 4WD Crew Cab	2018 SLT Crew Cab 4X4	2018 Ram Crew Cab 5.7L hemi V8
Option 1:Truck	38,021.85	38,857.85	42,571.11	43,285.94	43,417.00
Option 2-5	1,184.00	1,184.00	2,497.00	N/A	212.00
Total	39,205.85	40,041.85	45,068.11	43,285.94	43,629.00

RECOMMENDED ACTION:

That Council direct Administration to accept the bid from Windsor Ford and purchase three Eco Boost equipped pickup trucks including options for $40,041.85 each for a total of $120,125.55.

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**
Meeting Date:	March 01, 2018	**CAO**
Originated By:	Michael Coy, Project Manager	**Manager**
Item Title:	Back Hoe Tender	**Presenter**

BACKGROUND / PROPOSAL:

A new backhoe was tendered to replace unit E50 which is a 2004 John Deere 310SJ Backhoe.

DISCUSSION / OPTIONS / BENEFITS / DISDVANTAGES:

As part of this tender prices for a slightly larger size back hoe was also requested in addition to prices for a comparable model to what we currently use. This was requested to see if a unit with more reach and weight handling capability would be cost effective. However, the difference between the size we currently use and the next size up does not warrant the cost difference in addition to the extra weight which adds more stress on our truck and trailer.

Along with a price for the machine itself, a price was also requested for a Hoe Pac attachment. Our current attachment is around 15 years old and due for replacement. This attachment is used to obtain proper compaction when replacing culverts and gets quite a bit of use.

COST / SOURCE OF FUNDING:

The cost of the new backhoe would come from Capital which has been budgeted for $180,000.00. Proceeds on disposal (auction) of unit E50 are estimated to be $20,000.00

Results of the tender are as follows:

Company	Brandt	Brandt	Finning
Make and Model	2018 JD 310 SL	2018 JD 410L	2018 CAT 420F2
Item 1	154,988.00	177,588.00	172,600.00
Item 2 - Packer	8,873.00	8,873.00	14,200.00
Total Price	163,861.00	186,461.00	186,800.00

RECOMMENDED ACTION:

That Council direct Administration to accept the bid from Brandt Tractor Ltd for $154,988.00 for the 2018 John Deere 310 SL Back Hoe and to also accept their bid of $8,873.00 for the supply of an NPK C4C Compactor, for a total of $163,861.00.

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**
Meeting Date:	March 01, 2018	**CAO**
Originated By:	Michael Coy, Project Manager	**Manager**
Item Title:	Motor Grader Tender	**Presenter**

BACKGROUND / PROPOSAL:

A new motor grader was tendered to replace unit G32 (Wanham grader) which is a 2014 John Deere 772GP equipped with snow wing, front lift group and rear ripper. The rear ripper on this machine is also used to mount our wobbly packer attachment that is operational from spring to fall.

DISCUSSION / OPTIONS / BENEFITS / DISDVANTAGES:

All graders bid during this tender are Tier 4 Final Engines. Our tender specified an All-Wheel Drive machine; while Brandt and Finning meet this specification, SMS Equipment does not. SMS equipment is also new to the scene with their grader so it is unknown if they will be able to fulfill timely service work, warranty, as well as replacement graders. The Komatsu grader is fairly new and no other neighboring municipalities are currently operating them. The County did have the opportunity to demo one. In general, the supervisors and operators thought the product is coming along and maybe an option in future versions, they did not feel it was the right machine, yet. There is some lack of shielding on the hoses, the cab space is very limited, there is no joy stick control options, and they do not make a larger size.

We currently have 3 John Deere graders and 2 Caterpillar graders. They have operated fairly well with the CAT machines having fewer breakdowns than the Deere machines. Our service plans are for 7500 hours on these machines, and while we have had several issues with Brandt in this respect, Finning has been slightly better. Staff is expecting that Finning will provide slightly better support in the future as well.

Staff has estimated that our current 2014 772GP as equipped should sell for $150,000 at auction within 2018. Brandt offers a Guaranteed Trade-In value on the new machine which we are able to use only if we purchase a new machine from them 5 years down the line. Finning on the other hand offers a Buyback value which they will give to us regardless of if we buy a new machine from them or not in 5 years. The Buyback value from Finning is also quite a bit higher than the guaranteed trade value from Brandt which more than offsets the price difference between the two machines.

COST / SOURCE OF FUNDING:

The cost of the new backhoe would come from Capital which has been budgeted for $485,000.00. Proceeds on disposal (auction) of our 2014 772GP were budgeted to be $100,000.00

Results of the tender were as follows:

Company	Brandt	Brandt	Finning
Make and Model	2018 JD 310 SL	2018 JD 410L	2018 CAT 420F2
Item 1	154,988.00	177,588.00	172,600.00
Item 2 - Packer	8,873.00	8,873.00	14,200.00
Total Price	163,861.00	186,461.00	186,800.00

RECOMMENDED ACTION:

That Council direct Administration to accept the bid from Finning for $495,600 for a 2018 Cat 140M3 AWD Grader and to dispose of the 2014 John Deere 772GP at auction at a time that would be convenient and estimated to provide the best return.

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	March 1, 2018	**CAO:**	
Originated By:	Dion Hynes/Dir. Public Works	**Manager:**	
Item Title:	Water Report	**Presenter:**	Dion Hynes

DESCRIPTION:

Council is being provided with information regarding the water report review including usage, revenues and expenses.

BACKGROUND:

This report was developed using year end revenues and expenses from the finance department. Total usage numbers and daily averages from the water department monthly waterworks reporting sheets supplied to Alberta Environment. Reservoir data taken from engineering drawings. Council was supplied most of the water review information in the last directors report council package.

DISCUSSION / BENEFITS / DISDVANTAGES:

Review of the current and projected water fees, usage, revenues and expenses yearly provides council and staff with great information.

COST / SOURCE OF FUNDING:

From the unapproved 2018 operating budget. Regional Water Services

RELEVANT LEGISLATION (Cite):

N/A

ATTACHMENT(S):

Water Report

OPTIONS:

Council may choose to:

1. Accept this report as information; and/or

2. Direct staff to summarize and publicize water report information as needed.

RECOMMENDED ACTION:

Council accept Public Work's report related to water usage, expenses, and revenues for information and direct Administration to summarize and publicize the report information as deemed appropriate.

2016-2017 Water Review Report

Water Report End of 2015 (Compared to 2014 Data)

Water Usage in the Hamlets:

Eaglesham:	9817m3 Residential lines	= 49%
	10,291m3 Bulk Fill	=51%
	Average daily consumption = 26.88m3	
Wanham:	18,960m3 Residential lines	=81%
	4,346.5m3 Bulk Fill	=19%
	Average daily consumption = 51.91m3	
Tangent:	5364.2m3 Residential lines	= 99%
	355.7m3 Bulk Fill	= 1%
	Average daily consumption = 14.75m3	

When 2014 compared to 2015, what does this mean:
*Raw Water entering plant is down by 12.1%
* Treated water made is down by 19.6%
Eaglesham
* Total treated water consumed is down by 19.9%
* Treated water at the truck fills is down by 36.6%
* Daily consumption is down by 19.9%

Wanham
* Total treated water consumed is down by 5.5%
* Treated water at the truck fills is down by 9.1%
* Daily consumption is down by 5.5%

Tangent
* Total treated water consumed is up by 20.9% (explanation needed)
* Treated water at the truck fills is down by 2.8%
* Daily consumption is up by 21.4% (explanation needed)

Operating Cost (Cost to make water, no amortization) = $408,127.17
Amortization of water infrastructure = $188,227.29
Average cost to make water based on raw water volume (no amortization) = $7.39
($408,127.17/55223m3 = $7.39)
Selling price of water per m3 = $5.00
Subsidized water per m3 = $2.39
Revenue from water related items = $193,776.86

Water Report End of 2016 (Compared to 2015 Data)

Water Usage in the Hamlets:

Eaglesham:	9529m3 Residential lines	= 44%
	11,941m3 Bulk Fill	=56%
	Average daily consumption = 26.03m3	
Wanham:	18,182m3 Residential lines	=79%
	4,972.1m3 Bulk Fill	=21%
	Average daily consumption = 49.64m3	
Tangent:	2880.9m3 Residential lines	= 85%
	491m3 Bulk Fill	= 15%
	Average daily consumption = 7.73m3	

When 2015 compared to 2016, what does this mean:
*Raw Water entering plant is down by 3.6% (55223 to 53316)
* Treated water made is down by 4.2% (49134.4 to 47996.0)
Eaglesham
* Total treated water consumed is down by 3.0% (9817 to 9529)
* Treated water at the truck fills is up by 13.8% (10291 to 11941)
* Average Daily consumption is up by 6.2% (55.08 to 58.75) (Town and Truck fill usage)

Wanham
* Total treated water consumed is down by 4.3% (18960 to 18182)
* Treated water at the truck fills is up by 12.6% (4346.54 to 4972.1)
* Daily consumption is down by 0.6% (63.85 to 63.44)

Tangent
* Total treated water consumed is down by 46.3% (5364.2 to 2880.9)
* Treated water at the truck fills is down by 27.6% (355.7 to 491.0)
* Daily consumption is down by 41.0% (15.67 to 9.24)

Operating Cost (Cost to make water, no amortization) = $459,904.90
Amortization of water infrastructure = $191,372.14
Average cost to make water based on raw water volume (no amortization) = $8.63
($459,904.90/53316m = $8.63)
Selling price of water per m3 = $5.25
Subsidized water per m3 = $3.38
Revenue from water related items = $211,196.96

Water Report End of 2017 (Compared to 2016 Data)

Water Usage in the Hamlets:

Eaglesham:	9366m3 Residential lines	= 44%
	12,138m3 Bulk Fill	=56%
	Average daily consumption = 25.65m3	
Wanham:	16,663m3 Residential lines	=75%
	5,538m3 Bulk Fill	=25%
	Average daily consumption = 45.55m3	
Tangent:	3003.3m3 Residential lines	= 88%
	427m3 Bulk Fill	= 12%
	Average daily consumption = 8.22m3	

When 2016 compared to 2017, what does this mean:
*Raw Water entering plant is down by 6.34% (53316 to 50038)
* Treated water made is down by 1.81% (47996.0 to 47135.3)

Eaglesham
* Total treated water consumed is down by 1.73% (9529 to 9366)
* Treated water at the truck fills is up by 1.64% (11941 to 12138)
* Average Daily consumption is up by 1.97% (58.75 to 58.90) (Town and Truck fill usage)

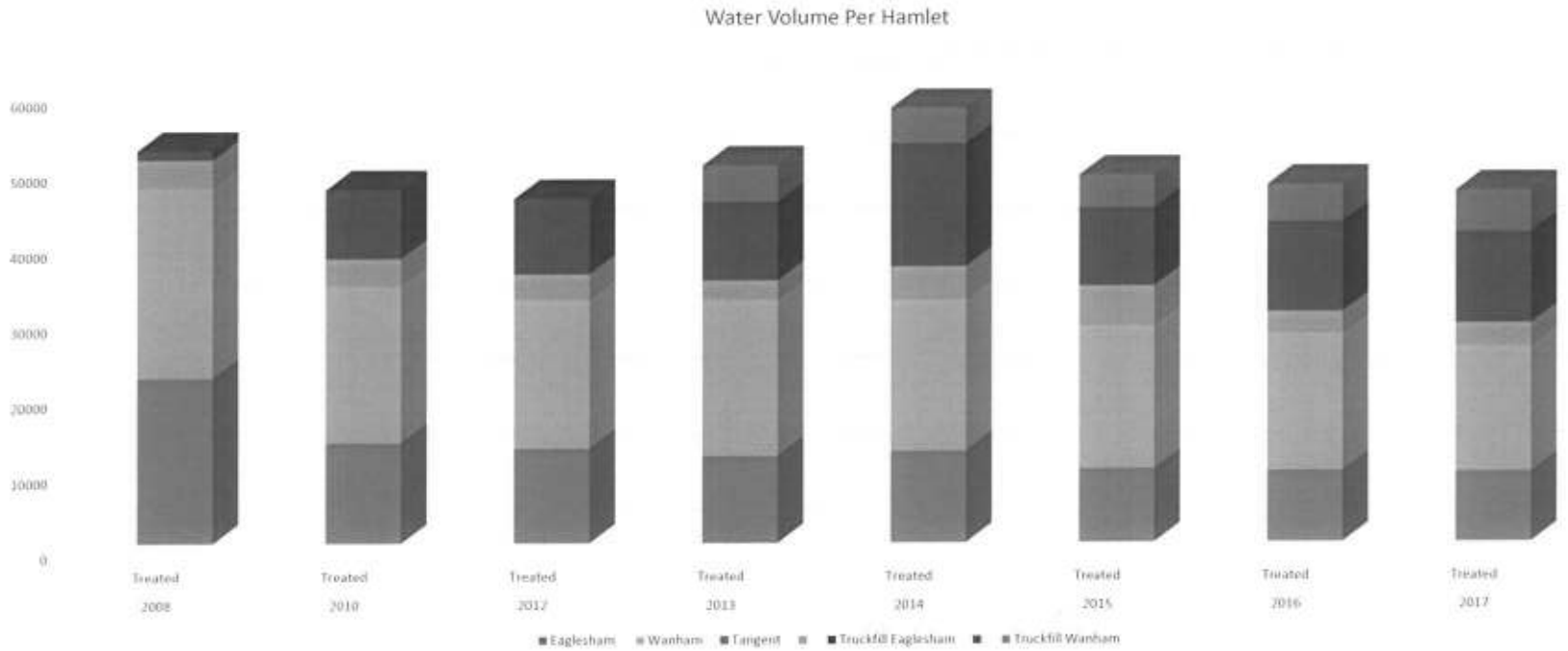
Wanham
* Total treated water consumed is down by 8.72% (18182 to 16663)
* Treated water at the truck fills is up by 10.77% (4972.1 to 5538)
* Daily consumption is down by 4.22% (63.44 to 60.82)

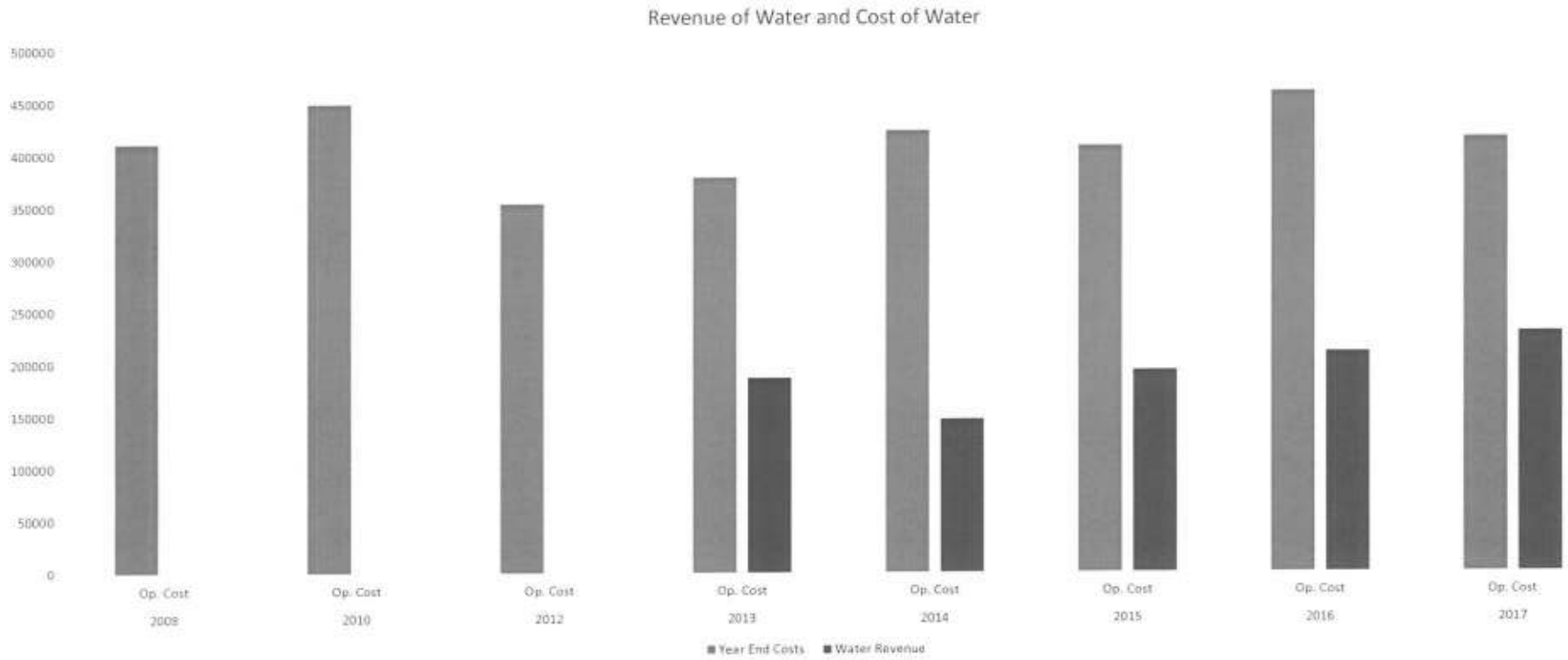
Tangent
* Total treated water consumed is up by 4.16% (2880.9 to 3003.3)
* Treated water at the truck fills is down by 13.94% (491.0 to 427.0)
* Daily consumption is up by 1.72% (9.24 to 9.40)

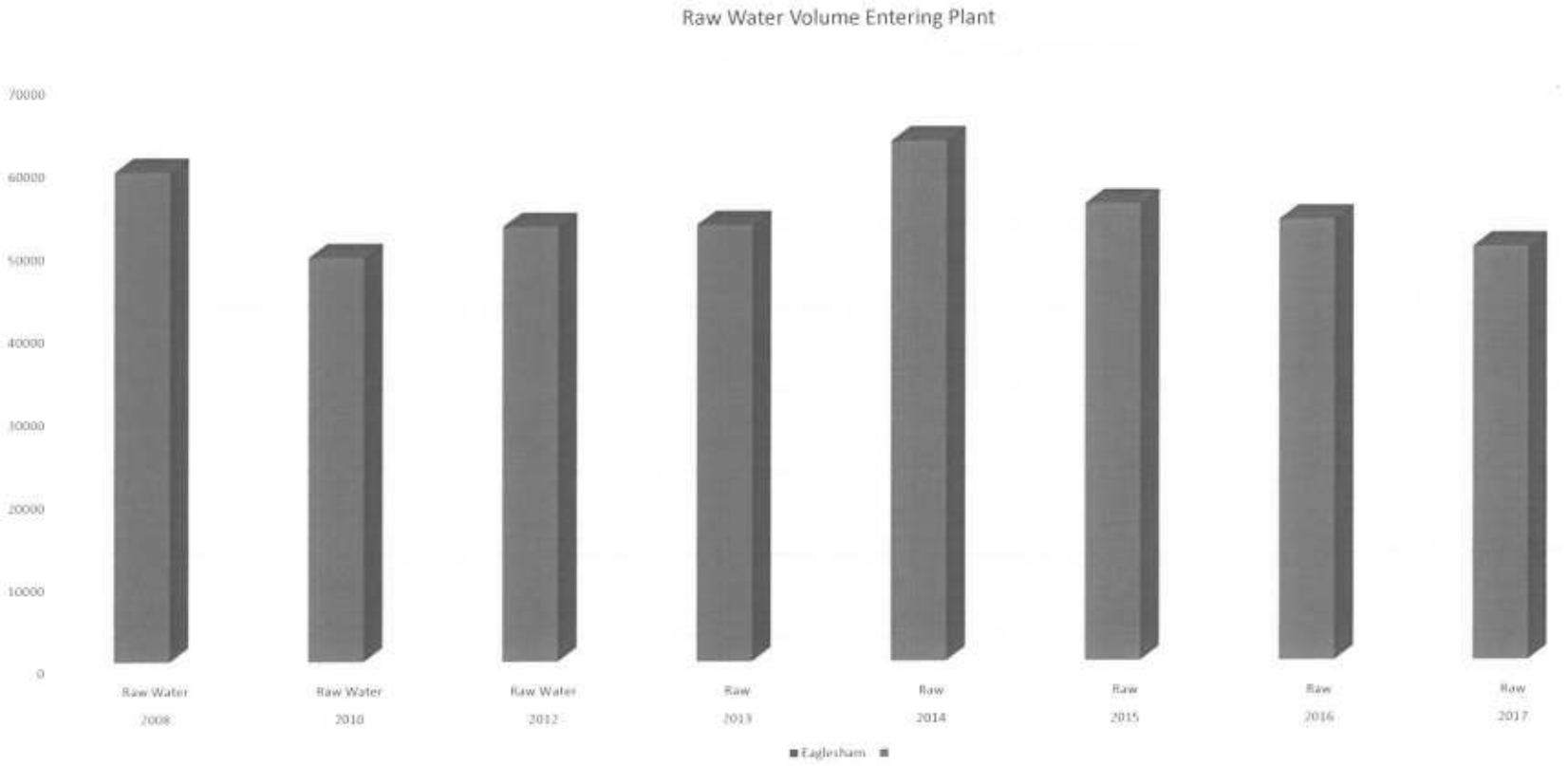
Operating Cost (Cost to make water, no amortization) = $416,507.44
Amortization of water infrastructure = $191,372.14
Average cost to make water based on raw water volume (no amortization) = $8.32
($416,507.44/50038m3 = $8.32)
Selling price of water per m3 = $5.50
Subsidized water per m3 = $2.82
Revenue from water related items = $230,142.64

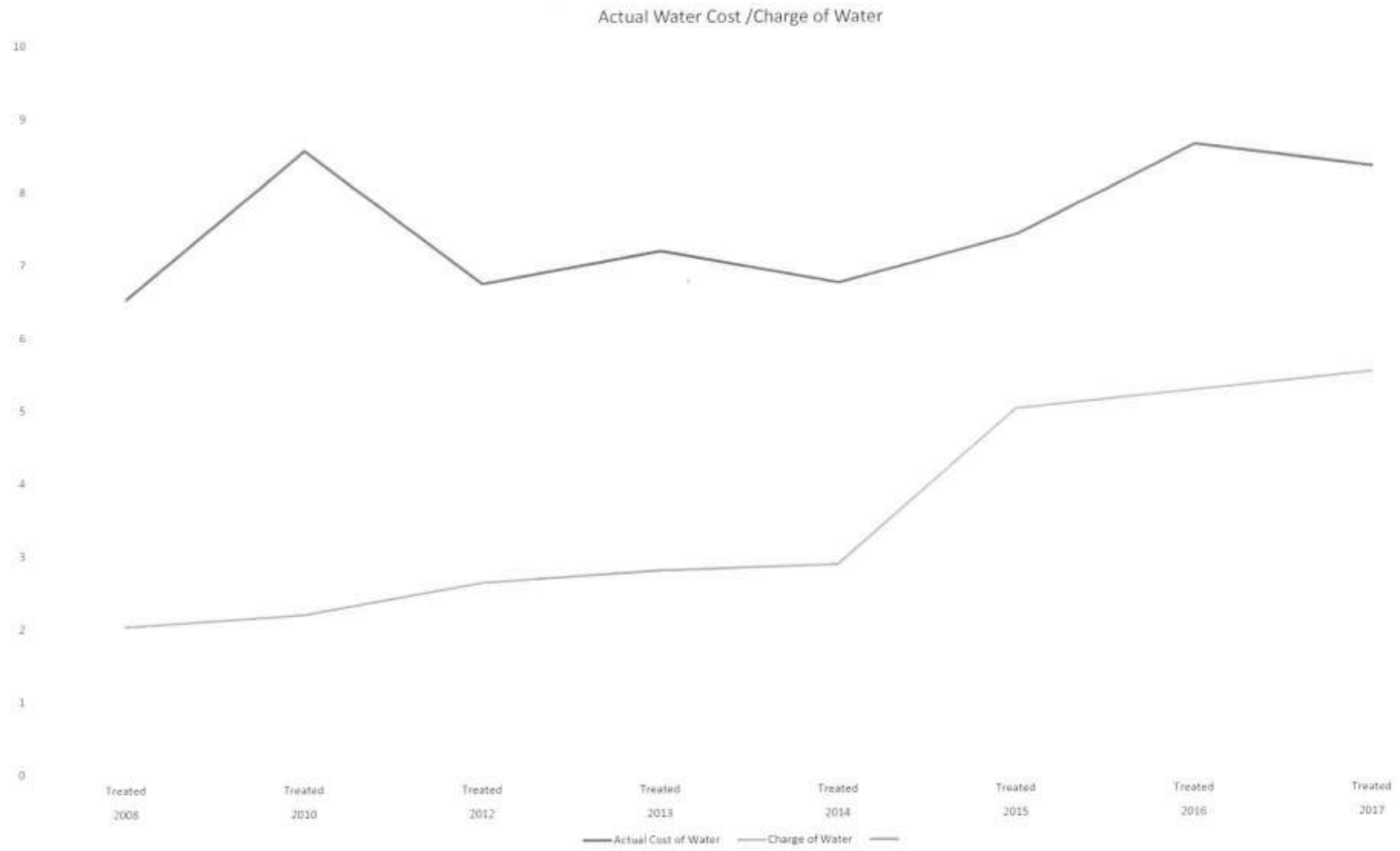
Year	Fee /m3	Average home bill at 21m3/2months	# of Residential Accounts	Value of Water	Increase in 2014
2014	2.87	$ 60.27	195	$ 70,515.90	
2015	5	$ 105.00	195	$ 122,850.00	
2016	5.25	$ 110.25	195	$ 128,992.50	
2017	5.5	$ 115.50	195	$ 135,135.00	
2018	6.00	$ 126.00	195	$ 147,420.00	
2019	6.50	$ 136.50	195	$ 159,705.00	
2020	7.00	$ 147.00	195	$ 171,990.00	
2021	7.50	$ 157.50	195	$ 184,275.00	
2022	8.00	$ 168.00	195	$ 196,560.00	
	8.32	$ 174.72		$ 204,422.40	Water Cost 2017
2023	8.50	$ 178.50		$ 208,845.00	

Year	Fee /m3	Average home bill at 20.4m3/2months	# of Residential Accounts	Value of Water	Increase in 2014
2014	9.62	$ 196.25	91	$ 229,610.16	
2015	10	$ 204.00	91	$ 238,680.00	
2016	10.5	$ 214.20	91	$ 250,614.00	
2017	11	$ 224.40	91	$ 262,548.00	
2018	11.50	$ 234.60	91	$ 274,482.00	
2019	12.00	$ 244.80	91	$ 286,416.00	
2020	12.50	$ 255.00	91	$ 298,350.00	
2021	13.00	$ 265.20	91	$ 310,284.00	
2022	13.50	$ 275.40	91	$ 322,218.00	
2023	14.00	$ 285.60	91	$ 334,152.00	


Water Volume Per Hamlet
60000
50000
40000
30000
20000
10000
0
Treated 2008
Treated 2010
Treated 2012
Treated 2013
Treated 2014
Treated 2015
Treated 2016
Treated 2017
Eaglesham
Wanham
Tangent
Truckfill Eaglesham
Truckfill Wanham


Revenue of Water and Cost of Water
500000
450000
400000
350000
300000
250000
200000
150000
100000
50000
0
Op. Cost
2009
Op. Cost
2010
Op. Cost
2012
Op. Cost
2013
Op. Cost
2014
Op. Cost
2015
Op. Cost
2016
Op. Cost
2017
Year End Costs
Water Revenue


Raw Water Volume Entering Plant
70000
60000
50000
40000
30000
20000
10000
0
Raw Water 2008
Raw Water 2010
Raw Water 2012
Raw 2013
Raw 2014
Raw 2015
Raw 2016
Raw 2017
Eaglesham


Actual Water Cost /Charge of Water
10
9
8
7
6
5
4
3
2
1
0
Treated 2008
Treated 2010
Treated 2012
Treated 2013
Treated 2014
Treated 2015
Treated 2016
Treated 2017
Actual Cost of Water
Charge of Water

REGIONAL WATER FACTS April 19, 2011

FOX CREEK RESERVOIRS

Location : S.W.1/4 Sec.21-78-26-5

Cell #2 (South Cell) Storage Volume 103,340c.m.
Surface Area : 25,130 s.m.
Depth: 5.0m

Cell #1 (North Cell) Storage Volume 93,375 c.m.
Surface Area: 22,935 s.m.
Depth: 5.0m

Holding Pond StorageVolume 9,950 c.m.
Surface Area : 3,685 s.m.
Depth: 3.8m

Eaglesham
Water Storage 60,000 c.m. Raw Water Storage
Clear Storage 600 c.m. (3 Holding Tanks)

Wanham
Water Storage Reservoir:
Building: 8.5m x 8.5m = 72.25m2 or 778ft2
Reservoir: 6.0m x 8.5m x 2.3m = 117.3m3(2.4 includes 0.35m from floor))
Existing Reservoir: 7.0m x 7.0m x 2.3m = 112.7m3
Service Pumps: 2 – 4.9l/sec 42.2m TDH (80 usgpm@60psi)
Stand by Pump: Natural Gas 4.54 l/sec@49.5m TDH (720 usgpm @70 psi)
Inlet from Pipeline is 100mm dia, 0.35m off the floor bottom
Outlet to distribution is 200mm dia

Pipeline:

6,600 meters of 200mm dia HDPE DR17 Raw water line into Eaglesham
Eaglesham to S.W.1/4 Sec.16-78-2-56 150mm dia HDPE Treated Water line to Wanham
(East RR24 North of 782)
S.W.1/4 Sec.16-78-2-6 to Wanham Pump House 100mm HDPE Treated Water line

EAGLESHAM PLANT:

Plant can treat approximately 21 hours based on time for backwashes and other processes
Designed at 6 litres/second output =
453,600 litres/day = 453.6 cubes /day or 165,564.00 cubes/year
Average production at 5 litres/second output =
378,000 litres/day = 378 cubes/day or 137,970.00 cubes/year at 100% operating efficiency
137,970.00 cubes design at 85.90% operating efficiency = 118,516 potential cubes
BHC uses approximately 53,000 cubes a year divided by 118,516 = 44.7% average capacity of plant!
Plant Stats for 2013

Design 6 l/s at 21 hours day = 453,600 litres/day of 453.6 cubes a day
Average rate which plant is making water 5 l/s at 21 hours = 378,000 litres/day of 378 cubes a day
June

Tangent 5 tanks at 4500 litres per tank = 22500l or 22.5 m3
Average daily consumption of (Wanham, Eaglesham and Tangent) =

According to the ISO, the minimum creditable water supply is 250 gpm for 2 hours or a total water supply of 30,000 gallons. Most residential occupancies have a minimum water requirement of 500 gpm, and commercial properties can range up to 12,000 gpm for 4 hours. Chapter 6 covers this subject in detail. 30,000 gallons = 136 m3

RATES:

Northern Sunrise County $30.00 flat rate (2 month period) for the first 4000 gallons (18.18 cubic meters) then 0.006 cents a gallon after that.

Town of Rycroft

Town of Spirit River Residental $10.00/1000 gallons minimum $20.00/2000 gallons
Commercial $10.25/1000 gallons
Bulk Water $25.00/1000 gallons

Aquaterra (Private) Residential Average Consumption

City Residential	17m3/month
County of GP	25m3/month
Clairmont	17m3/month
Sexsmith	18m3/month

Bulk water is 6.62m3
2009 Treated water of 7.56 million m3 out of the Wapiti a year
Plant does 21 million litres (21,000 m3) a day
Plant is capable of producing 52 million litres (51,000m3) a day

Bill example: Sexsmith 2011 water used 17m3

Water Consumption	17m3 x $1.229m3 = $20.893
Water Fixed Rate (5/8 meter)	= $9.05/month
Water Franchise Fee	= 10% of ($20.89 +9.05) = $2.99
Total Water Bill	= $32.93/month for 17m3 of water

Conversions:

1000 litres = 220 gallons = 1 cubic meter

Request for Decision (RFD)

Meeting:	**Council Meeting**	**Reviewed/ Approved For Submission**	
Meeting Date:	March 1, 2018	**CAO**	
Originated By:	Shelley Braun, DCS	**Director**	**SDB**
Item Title:	2017 O&M Budget Variance Summary	**Presenter**	

BACKGROUND / PROPOSAL:

Council is being provided with the 2017 O&M Budget Variance report dated February 14, 2018.

DISCUSSION / BENEFITS / DISADVANTAGES:

Please be aware of the following reference notes regarding the 2017 O&M Budget Variance.

Revenue: 99% of Budget (under budget $85,291)
Property tax revenue under budget $5,115

General revenue under budget overall $80,176

- Property Tax Miscellaneous
  - Property tax penalties over budget $22,061 (collectable?)
  - Well Drilling Equipment Tax over budget $6,809
- Administration
  - ***Interest accrual estimate of $340,000 entered (auditors record actual)***
  - Additional Named Insured insurance downgrade under budget $26,398
- Fire Services
  - Fire Response over budget $15,653 (AB Transportation $14,210)
- Safety
  - Rebates & Dividends under budget $14,234 (deferred WCB Surplus)
- PW General Maintenance
  - Misc. Revenue over budget $22,619 (AB Trans rebill snow removal)
- PW Gravel Services
  - MSI Capital (BMTG) allocation under budget $208,167 (no gravel transfer)
- PW Project Services
  - Aggregate Levy over budget $5,090
- PW Dust Control
  - Dust Control program rebilling over budget $22,376
- Regional Water Services
  - Sale of Residential Water over budget $20,580
  - Sale of Bulk Water over budget $23,249
- Solid Waste Collection
  - Miscellaneous Revenue over budget $4,448 (sale of recycle material)
  - Sale of Solid Waste Services over budget $3,329

- Spirit River Medical Clinic
  - Information provided by Sylvain & Company (audit journal entry)
- Agriculture Services
  - Canada Summer Jobs grant over budget $6,588
- Parks
  - Wanham Campsite Rentals over budget $2,040

Expenses: 97% of Budget

Extensive reorganization of general ledger codes and per function reclassification

- ***Amortization accrual (est) recorded $2,616,609 (auditors record actual)***
- Contributed to Operating Reserves $293,820 (January 25, 2018 RC18-032)
- Administration – overall under budget $111,825 (function/code reorganization)
  - Additional Named Insured insurance downgrade under budget $26,398
- Building Maintenance – moved to appropriate function (section no longer used)
- Fire Services
  - Training & Education under budget $6,310
  - Other Professional Services under budget $11,700 (hiring equipment)
  - General Supplies under budget $25,159
  - Fire Points under budget $12,230
- Disaster Services
  - Training & Education under budget $4,000
  - General Supplies under budget $9,897
- Safety
  - Overall under budget $67,849 (setup of safety program outstanding)
- PW Grader Services
  - Permanent wages over budget $12,937 ~~(vacation & make up days)~~
  - Fuel products over budget $8,827
  - Repairs under budget $11,359
- PW Administration
  - Training & Education under budget $9,085
- PW General Maintenance
  - Permanent wages over budget $8,960 (~~vacation and make up days)~~
  - Overtime under budget $2,390
  - Equipment repairs under budget $7,472
  - Grader blades & tips usage over budget $6,230
  - Culvert usage over budget $14,508 (sales $4,429, usage $10,080)
- PW Gravel Services
  - Seasonal Wages under budget $4,062
  - Overtime over budget $5,284
  - Trucking & Loading under budget $48,669
  - Gravel Expensed (on roads) over budget $98,090
  - Reclamation under budget $30,000
- Dust Control
  - Dust control over budget $12,222

- Drainage Ditches
    - Overall under budget $12,000
- Regional Water Services
    - Permanent wages over budget $5,946
    - Overtime under budget $4,244
    - Chemical inventory usage under budget $5,942
    - Equipment repairs under budget $14,601
    - Electricity under budget $4,456
- Wastewater Services
    - Other Professional Services (line flushing) under budget $3,169
- Solid Waste Services
    - Recycling all Hamlets under budget $8,050 (cardboard expense included)
    - Maintenance material under budget $6,600
    - Contracted Services under budget $25,875
    - Hamlet Pickup over budget $4,152
    - Landfill Supervision under budget $5,060
- Spirit River Health Clinic
    - Information provided by Sylvain & Company (audit journal entry)
- MPC – Planning and Development
    - Contracted Services (LUB & MDP) under budget $28,382
- ASB Administration
    - Travel & Subsistence under budget $2,682
- ASB Board
    - VSI Grants to Organization under budget $5,300
- ASB Fieldman
    - Permanent Wages under budget $20,409
    - Vehicle repairs under budget $5,000
    - Fuel Products under budget $6,300
- ASB Extensions
    - Contracted Services under budget $2,332 (reimburse fusarium testing)
- ASB Weed Control
    - Seasonal Wages under budget $1,653
    - Overtime over budget $2,297
    - Contract spraying under budget $5,000
    - Chemical usage under budget $29,573
- ASB Roadside Mowing
    - Fuel products under budget $15,117
    - Equipment repairs under budget $5,580
- ASB Hamlet Maintenance
    - Fuel products over budget $3,899

ATTACHMENT(S):

1. 2017 O&M Budget Variance Summary
    * Net Revenue & Expense (including amortization estimate) $2,361,682
    * Unaudited surplus $257,118 (including contributed to reserves $293,820)

OPTIONS:

Council may choose to:

1. receive the presentation regarding the 2017 O&M Budget Variance Summary for information;
2. direct Administration to take note of any observations raised by Council during the presentation;
3. bring the 2017 O&M Budget Variance Summary back to a March 29, 2018 Council meeting.

RECOMMENDED ACTION:

It is Administration's recommendation that Council receive the presentation regarding the 2017 O&M Budget Variance Summary for information and direct Administration to bring the 2017 O&M Budget Variance Summary back to the March 29, 2018 Council meeting.

Birch Hills County
Budget Variance Summary Report by Function Printed 2/14/20189:47 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
General Revenue	(6,164,304.35)	(5,719,906.18)	(5,743,662.90)	23,756.72	100%
Requistions	943,338.71	888,841.25	885,996.02	2,845.23	100%
Net General Revenue	**(5,220,965.64)**	**(4,831,064.93)**	**(4,857,666.88)**	**26,601.95**	
11 - Council					
Council Expense	**151,736.21**	**157,970.00**	**145,806.36**	**12,163.64**	**92%**
11 - Election					
Election Expense	**-**	**5,100.00**	**2,679.28**	**2,420.72**	**53%**
12 - General Administration					
General Admin Revenue	(500,620.97)	(536,705.00)	(519,092.74)	(17,612.26)	97%
General Admin Expense	868,001.87	913,302.00	801,477.10	111,824.90	88%
Net General Administration	**367,380.90**	**376,597.00**	**282,384.36**	**94,212.64**	
12 - Assessment					
Assessment Revenue	(50.00)	-	(50.00)	50.00	
Assessment Expense	130,229.47	128,300.00	129,689.79	(1,389.79)	101%
Net Assessment	**130,179.47**	**128,300.00**	**129,639.79**	**(1,339.79)**	
12 - Building Maintenance - All Functions					
Building Maintenance Revenue	-	(20,000.00)	(20,000.00)	-	100%
Building Maintenance Expense	76,022.44	60,000.00	43,900.00	16,100.00	73%
Net Building Maintenance	**76,022.44**	**40,000.00**	**23,900.00**	**16,100.00**	
23 - Fire Preventive Services					
Fire Services Revenue	(27,480.00)	(15,440.00)	(28,152.50)	12,712.50	182%
Fire Services Expense	242,344.25	252,745.00	195,503.43	57,241.57	77%
Net Fire Protection	**214,864.25**	**237,305.00**	**167,350.93**	**69,954.07**	

Birch Hills County

Budget Variance Summary Report by Function Printed 2/14/20189:47 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
24 - Disaster Services					
Disaster Services Revenue		(10,000.00)	(10,000.00)		100%
Disaster Services Expense	21,125.00	27,000.00	24,492.18	2,507.82	91%
Net Disaster Services	**21,125.00**	**17,000.00**	**14,492.18**	**2,507.82**	
25 - Medical Services					
Medical Services Revenue	(425.00)	(4,000.00)	(4,000.00)	-	100%
Medical Services Expense	41,289.63	44,040.00	41,441.92	2,598.08	94%
Net Medical Services	**40,864.63**	**40,040.00**	**37,441.92**	**2,598.08**	
26 - Safety & By-Law Enforcement					
Safety Revenue	0.00	(64,233.62)	(50,000.00)	(14,233.62)	78%
Safety Expense	86,798.05	71,650.00	67,221.37	4,428.63	94%
Net Safety	**86,798.05**	**7,416.38**	**17,221.37**	**(9,804.99)**	
32 - Public Works					
PW - Grader Revenue		(118,309.00)	(116,706.00)	1,603.00	99%
PW - Grader Services Expense	921,246.37	999,750.00	1,002,016.65	2,266.65	100%
Net Grader Services	**921,246.37**	**881,441.00**	**885,310.65**	**3,869.65**	
PW - Administration Revenue	(939,921.61)	(26,939.00)	(29,060.59)	2,121.59	108%
PW - Administration Expense	533,601.90	490,265.00	477,433.82	12,831.18	97%
Net PW General Administration	**(406,319.71)**	**463,326.00**	**448,373.23**	**14,952.77**	
PW - Street Lights Expenses	**42,496.47**	**51,050.00**	**42,540.28**	**8,509.72**	83%
PW- Gen Maintenance Revenue	(1,789.27)	(42,696.45)	(71,170.64)	28,474.19	167%
PW- Gen Maintenance Expense	2,479,019.61	2,519,850.00	2,539,812.44	(19,962.44)	101%
Net PW General Maintenance	**2,477,230.34**	**2,477,153.55**	**2,468,641.80**	**8,511.75**	
PW - Gravel Services Revenue		(413,293.00)	(205,126.01)	208,166.99	50%
PW - Gravel Services Expense	1,043,351.85	1,099,150.00	1,123,285.41	(24,135.41)	102%

Birch Hills County

Budget Variance Summary Report by Function Printed 2/14/20189:47 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
Net Gravel Services	**1,043,351.85**	**685,857.00**	**918,159.40**	**184,031.58**	
PW- Project Services Revenue	(10,976.43)	(45,000.00)	(50,090.25)	5,090.25	111%
PW- Project Services Expense	134,885.68	172,000.00	178,206.50	(6,206.50)	104%
Net PW Project Services	**123,909.25**	**127,000.00**	**128,116.25**	**(1,116.25)**	
PW- Contigency Expense	**-**	**-**	**-**	**-**	
PW - Dust Control Revenue	(36,240.00)	(35,000.00)	(57,376.00)	22,376.00	164%
PW - Dust Control Expense	46,713.53	46,000.00	56,592.35	(10,592.35)	123%
Net PW Dust Control	**10,473.53**	**11,000.00**	**(783.65)**	**11,783.65**	
PW - Bridge File Expense	**328,902.00**	**332,700.00**	**303,053.88**	**29,646.12**	91%
Net Public Works	**4,541,290.10**	**5,029,527.55**	**5,193,411.84**	**(163,884.29)**	103%
33 - Airport					
Airport Revenue	(3,615.00)	(5,450.00)	(3,040.00)	(2,410.00)	56%
Airport Expense	1,636.95	4,400.00	1,666.99	2,733.01	38%
Net Airport Services	**(1,978.05)**	**(1,050.00)**	**(1,373.01)**	**323.01**	
37 - Drainage Ditches					
Drainage Ditches Revenue	-	(10,000.00)	(10,000.00)	-	100%
Drainage Ditches Expense	14,305.00	12,000.00	-	12,000.00	
Net Drainage Ditches	**14,305.00**	**2,000.00**	**(10,000.00)**	**12,000.00**	
41 -Regional Water Services					
Regional Water Services Revenue	(310,546.10)	(185,100.00)	(230,142.64)	45,042.64	124%
Regional Water Services Expense	651,277.04	669,645.00	660,231.60	9,413.40	99%
Net Regional Water Services	**340,730.94**	**484,545.00**	**430,088.96**	**54,456.04**	

Birch Hills County
Budget Variance Summary Report by Function Printed 2/14/20189:47 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
42 - Wastewater Services					
Wastewater Services Revenue	(47,959.09)	(50,000.00)	(50,060.08)	60.08	100%
Wastewater Services Expense	87,409.03	97,755.00	90,118.30	7,636.70	92%
Net Reg Wastewater Treatment	**39,449.94**	**47,755.00**	**40,058.22**	**7,696.78**	
43 - Solid Waste Services					
Solid Waste Services Revenue	(53,775.94)	(19,400.00)	(28,798.18)	9,398.18	148%
Solid Waste Services Expense	174,762.54	152,450.00	127,318.08	25,131.92	84%
Net Solid Waste Collection	**120,986.60**	**133,050.00**	**98,519.90**	**34,530.10**	
51 - Family & Community Support Services					
FCSS - Revenue	(61,832.20)	(52,467.80)	(52,467.80)	-	100%
FCSS- Expense	77,910.71	65,584.75	64,971.36	613.39	99%
Net FCSS	**16,078.51**	**13,116.95**	**12,503.56**	**613.39**	
53 - Medical Clinic					
Medical Clinic - Revenue	(5,400.00)	(5,400.00)	-	(5,400.00)	
Medical Clinic - Expense	2,814.89	2,600.00	-	2,600.00	
Net Medical Clinic	**(2,585.11)**	**(2,800.00)**	**-**	**(2,800.00)**	
56 - Cemeteries					
Cemetery Revenue	(145.00)	-	(40.00)	40.00	
Cemetery Expense	800.00	900.00	-	900.00	
Net Cemeteries	**655.00**	**900.00**	**(40.00)**	**940.00**	
61-10 MPC Planning, Zoning & Development					
Planning & Development Revenue	(11,823.49)	(29,000.00)	(38,768.49)	9,768.49	134%
Planning & Development Expense	49,159.37	65,900.00	68,608.37	(2,708.37)	104%
Net Planning & Development	**37,335.88**	**36,900.00**	**29,839.88**	**7,060.12**	
61-20 - Development Appeal Board					

Birch Hills County
Budget Variance Summary Report by Function Printed 2/14/20189:47 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
Planning & Development Expense	-	900.00	-	900.00	
61-30 - Development Administration					
Planning & Development Expense	35,160.30	44,500.00	43,105.38	1,394.62	97%
62 - Community Services					
Community Services Expense	-	-	-	-	
63 - Agriculture Services					
ASB Administration Revenue	(180,331.36)	(160,946.35)	(167,656.00)	6,709.65	104%
ASB Administration Expense	29,595.47	35,350.00	31,219.01	4,130.99	88%
ASB Board Expense	39,566.57	39,300.00	32,725.77	6,574.23	83%
ASB Fieldman Expense	180,040.30	214,500.00	182,037.97	32,462.03	85%
ASB Extentions Expense	6,046.53	6,500.00	3,856.06	2,643.94	59%
ASB Weed Control Expense	133,397.22	205,400.00	198,568.33	6,831.67	97%
ASB Roadside Spraying Expense	40,473.22	-	-	-	
ASB Roadside Mowing Expense	91,531.37	96,000.00	73,552.95	22,447.05	77%
ASB Brushing Expense	115,654.88	25,000.00	25,685.00		
ASB Hamlet Maintenance Expense	8,924.32	8,050.00	14,020.49	(5,970.49)	174%
Net ASB	**464,898.52**	**469,153.65**	**394,009.58**	**75,144.07**	
64 - Natural Resources Development					
Natural Resources Expense	-	-	-	-	
66 - Subdivision Land & Developments					
Sale of Lots Revenue	(5,373.86)	-	(500.00)	500.00	
Cost of Land Sold Expense	-	-	-	-	
Net Subdivision	**(5,373.86)**	**-**	**(500.00)**	**500.00**	
69 - Tourism					
Tourism Expense	4,975.00	4,500.00	2,500.00	2,000.00	56%
71- Recreation Board & Services					

Birch Hills County

Budget Variance Summary Report by Function Printed 2/14/20189:47 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
Recreation Board Expense	**150,671.31**	**126,600.00**	**126,050.47**	**549.53**	100%
72 - Recreation/Parks Facilities & Programs					
Parks Revenue	(980.01)	-	(2,039.61)	2,039.61	
Parks Expense	1,101.93	1,500.00	1,286.84	213.16	86%
Net Recreation Board	**121.92**	**1,500.00**	**(752.77)**	**2,252.77**	
72- Community Beautification					
Beautification Expense	**6,970.92**	**5,000.00**	**940.00**	**4,060.00**	19%
74 - Library Board Services					
Library Revenue	(4,816.61)	(9,950.00)	(6,637.90)	(3,312.10)	67%
Library Expense	28,088.42	33,673.40	30,369.02	3,304.38	90%
Net Library Board	**23,271.81**	**23,723.40**	**23,731.12**	**(7.72)**	
74 - Cultural Facilities					
Cultural Facilities Revenue	(7,880.24)	(7,000.00)	(6,307.13)	(692.87)	90%
Cultural Facilities Expense	18,256.59	27,315.00	22,646.67	4,668.33	83%
Net Cultural Facilities	**10,376.35**	**20,315.00**	**16,339.54**	**3,975.46**	
97 - Contingencies					
Contigency Revenue	102,359.51	-	-	-	
Contingency Expense	(425,000.00)	-	-	-	
Net Contingencies	**(322,640.49)**	**-**	**-**	**-**	
Total Revenues	(8,273,927.02)	(7,586,236.40)	(7,500,945.46)	(85,290.94)	99%
Total Expenses	9,616,632.92	10,205,036.40	9,862,627.44	342,408.96	97%
Net Rev & Exp (Inc amortization)	**1,342,705.90**	**2,618,800.00**	**2,361,681.98**	**257,118.02**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Property Taxes							
1-00-00-00-111	Taxes - Municipal Residential	(697,783.42)	(725,455.95)	(723,296.12)	(2,159.83)		**100%**	
1-00-00-00-112	Taxes - Municipal Farmland	(787,499.95)	(794,267.86)	(792,882.05)	(1,385.81)		**100%**	
1-00-00-00-113	Taxes - Non-Residential	(1,438,713.17)	(1,363,800.49)	(1,362,432.71)	(1,367.78)		**100%**	
1-00-00-00-117	Taxes - Seniors Self Contained Units	-	-	-	-			
1-00-00-00-118	Taxes - Farmland - Grant In Lieu	(16,795.13)	(16,811.43)	(16,610.29)	(201.14)		**99%**	
1-00-00-00-119	Taxes - Non-Residential - Grant In Lieu	(1,528.19)	(1,518.32)	(1,518.32)	0.00		**100%**	
1-00-00-00-120	Taxes - Prov Property Market	-	(1,469.80)	(1,469.80)	0.00		**100%**	
1-00-00-00-191	Taxes - Linear	(3,195,794.21)	(2,781,582.32)	(2,781,582.32)	(0.00)		**100%**	
	Property Taxes	**(6,138,114.07)**	**(5,684,906.18)**	**(5,679,791.61)**	(5,114.57)		**100%**	
	Property Tax Miscellaneous							
1-00-00-00-510	Taxes - Penalties & Costs	(26,140.28)	(35,000.00)	(57,061.49)	22,061.49	**$**	**163%**	Aug 15 - 2%, Sept 15 - 4%, Nov 15 - 4%
1-00-00-00-592	Well Drilling Equipment Tax	-	-	(6,809.80)	6,809.80	**$**		
1-00-00-00-999	Miscellaneous Revenue	(50.00)	-	-	-			
	Property Tax Miscellaneous	**(26,190.28)**	**(35,000.00)**	**(63,871.29)**	28,871.29	**$**	**182%**	
	General Administration					**$**		
1-00-00-00-550	Return On Investment Interest	(423,980.03)	(441,000.00)	(445,689.42)	4,689.42	**$**	**101%**	**(Interest accrual setup) YE reconciled by auditors**
1-00-00-00-556	Return On Investment Dividends	(3,600.04)	(1,000.00)	(1,357.33)	357.33		**136%**	AAMDC & Jubilee Dividend
1-00-00-45-291	Eaglesham - Franchise Revenue	-	-	-	-			Do not use - moved to Eaglesham Hall
1-12-10-00-560	Rental	(7,670.00)	(10,620.00)	(10,620.00)	-		**100%**	CAO Residence
1-12-10-00-591	Tax Certificates	(3,500.00)	(3,000.00)	(3,500.00)	500.00		**117%**	
1-12-10-00-593	Sale Of Maps, Manuals, Photocopies	(3,265.30)	(3,000.00)	(3,268.64)	268.64		**109%**	
1-12-10-00-595	Insurance Rebilling	(47,478.69)	(48,110.00)	(21,711.57)	(26,398.43)		**45%**	**WS downgrade,Jubilee Nov rebilling (2-12-10-00-2**
1-12-10-00-840	Prov Conditional Grants		-		-			
1-12-10-00-910	Drawn From Operating Reserve	-	(19,500.00)	(19,500.00)	-		**100%**	Tax Rate Stabilization 6-00-00-00-711
1-12-10-00-920	Drawn From Operating Allowance		-		-			
1-12-10-00-940	Contributed from Capital		-		-			
1-12-10-00-990	Miscellaneous Revenue	(3,700.13)	(5,600.00)	(6,277.53)	677.53	**$**	**112%**	CAO Nat Gas & Power, IWW rebate, Traffic Fines
1-12-10-00-999	Accounts Receivable Finance Charge	(3,226.78)	(675.00)	(2,968.25)	2,293.25	**$**	**440%**	**A/R Finance charges & NSF fees (watch w/o 2-12-1**
1-12-10-45-560	Eaglesham Office Rental	(4,200.00)	(4,200.00)	(4,200.00)	-		**100%**	
1-12-10-45-596	Eaglesham Miscellaneous Revenue		-		-			
1-12-10-50-990	Wanham Miscellaneous Revenue	-	-	-	-			
	General Administration	**(500,620.97)**	**(536,705.00)**	**(519,092.74)**	(17,612.26)		**97%**	
	Building Maintenance							
1-12-35-00-910	**Drawn from Oper Res - Building Maint**		**(20,000.00)**	**(20,000.00)**	-		**100%**	
	Assessment					**$**		
1-12-20-00-491	**Assessment**	**(50.00)**	**-**	**(50.00)**	50.00			**Assessment Sheets**

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Fire Services					$		
1-23-00-00-600	Contributed Assets	-	-	-	-			
1-23-10-00-410	Fire Response Services	(23,280.00)	(12,000.00)	(27,652.50)	15,652.50	$	230%	Fire call out fees - watch GST charged
1-23-10-00-560	Westvale Tower Rental	-	-	-	-			Do not use
1-23-10-00-840	Prov Conditional Grants - Operating	-	-	-	-			
1-23-10-00-850	Local Conditional Grants	-	(3,440.00)	-	(3,440.00)			**carried forward - Atco training grant**
1-23-10-00-910	Drawn from Operating Reserve	-	-	-	-			
1-23-10-00-920	Drawn from Operating Reserve		-		-			
1-23-10-02-560	Fire Training Centre - Rental Revenue	(4,200.00)	-	-	-			
1-23-10-02-596	Miscellaneous Revenue	-	-	(500.00)	500.00			
1-23-20-00-840	Prov Conditional Grants - Capital	-	-	-	-			
	Fire Services	**(27,480.00)**	**(15,440.00)**	**(28,152.50)**	12,712.50	$	182%	
	Disaster Service					$		
1-24-10-00-910	**Disaster Service**	**-**	**(10,000.00)**	**(10,000.00)**	-		100%	
	Medical Services					$		
1-25-10-00-910	MFR - Drawn from Operating Reserve	**-**	**(4,000.00)**	**(4,000.00)**	-		100%	
1-25-10-00-990	MFR - Miscellaneous Revenue	**(425.00)**	**-**	**-**	-			
	Medical Services	**(425.00)**	**(4,000.00)**	**(4,000.00)**	-		100%	
	Safety					$		
1-26-10-00-556	Rebates & Dividends	0.00	(14,233.62)	-	(14,233.62)			**carried forward to 2018? - WCB Surplus Distribution Re**
1-26-10-00-910	Drawn from Operating Reserve	-	(50,000.00)	(50,000.00)	-		100%	
1-26-10-00-920	Drawn from Operating Allowance	-	-	-	-			
	Safety	**0.00**	**(64,233.62)**	**(50,000.00)**	(14,233.62)		78%	
	Public Works (PW) Grader Services					$		
1-32-00-01-840	Prov Conditional Grant - Operating	-	(89,309.00)	(87,706.00)	(1,603.00)		98%	MSI Operating
1-32-00-01-910	Drawn from Operating Reserve	-	(29,000.00)	(29,000.00)	-		100%	
	Public Works (PW) Grader Services	**-**	**(118,309.00)**	**(116,706.00)**	(1,603.00)		99%	
	Public Works Admin					$		
1-32-00-00-761	Gain On Disposal Of Capital Assets	-	-	-	-			
1-32-10-00-421	Industrial Inspections	(24,087.00)	(16,800.00)	(21,080.00)	4,280.00	$	125%	Industrial Inspections (Twp 5 net 37%, Twp 6 net 16%
1-32-10-00-560	Rental & Lease Revenue	(4,494.59)	(4,655.00)	(5,230.41)	575.41	$	112%	Road Allowance lease, Atco Gas, Esham lot rent
1-32-10-00-840	Provincial Conditional Grant - Operating	(314,658.83)	-	-	-			
1-32-10-00-910	Drawn from Operating Reserve	(37,974.51)	-		-			
1-32-10-00-990	Miscellaneous Revenue	(3,937.97)	(5,484.00)	(2,750.18)	(2,733.82)		50%	gravel, boat launch, Westvale Tower rental
1-32-20-00-830	Mach & Equipment Sale of Assets		-		-			
1-32-20-00-840	Prov Conditional Grant - Capital	(554,768.71)	-	-	-			
1-32-80-00-910	BF Drawn from Operating Reserve	-	-	-	-			
	PW Administration	**(939,921.61)**	**(26,939.00)**	**(29,060.59)**	2,121.59	$	108%	
	PW Gen Maint					$		
1-32-10-00-420	Sale Of Goods & Services	(565.00)	-	(978.00)	978.00	$		used grader blades, scarp metal, batteries, tender pa
1-32-10-01-420	Sale of Culverts to Ratepayers	(1,224.27)	-	(4,877.18)	4,877.18	$		**new culverts only (cost plus 10%)**
1-32-30-00-910	Drawn from Operating Reserve	-	(42,696.45)	(42,696.46)	0.01		100%	
1-32-30-00-990	Miscellaneous Revenue		-	(22,619.00)	22,619.00	$		**AB Trans snow removal,net 0 (expense in PW), bu**
	PW General Maintenance	**(1,789.27)**	**(42,696.45)**	**(71,170.64)**	28,474.19	$	167%	
	PW - Gravel Services					$		
1-32-40-00-840	**PW Gravel Services**		**(413,293.00)**	**(205,126.01)**	**(208,166.99)**		50%	**(no gravel transfer in 2017) MSI Capital - gravel pr**

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	PW Project Services					$		
1-32-10-00-991	Aggregate Levy	(10,976.43)	(5,000.00)	(10,090.25)	5,090.25	$	202%	$.25/Tonne (MIRM x 2)
1-32-70-00-910	Drawn from Operating Reserve		(40,000.00)	(40,000.00)	-		100%	
	PW Project Services	**(10,976.43)**	**(45,000.00)**	**(50,090.25)**	5,090.25	$	111%	
	PW Dust Control					$		
1-32-10-00-490	**PW Dust Control**	**(36,240.00)**	**(35,000.00)**	**(57,376.00)**	22,376.00	$	164%	**Dust Control - first 100 meters 50/50, over full cost**
	PW Airport					$		
1-32-10-45-560	Eaglesham - Rental & Lease Revenue	-	(3,650.00)	-	(3,650.00)			Do not use
1-33-10-45-560	Eaglesham - Rental & Lease Revenue	(3,615.00)	(1,800.00)	(3,040.00)	1,240.00	$	169%	Cash lease agreements, Atco Electric&Gas agreemer
	PW Airport	**(3,615.00)**	**(5,450.00)**	**(3,040.00)**	(2,410.00)		56%	
	PW Drainage Ditches					$		
1-37-10-00-910	**PW Drainage Ditches**		**(10,000.00)**	**(10,000.00)**	-		100%	
	Regional Water Services					$		
1-41-10-00-420	Sale Of Goods & Services	-	-	-	-			
1-41-10-45-405	Line Charge	(15,851.35)	(16,000.00)	(16,469.48)	469.48		103%	
1-41-10-45-410	Sale Of Residential Water	(94,738.50)	(82,500.00)	(103,079.75)	20,579.75	$	125%	
1-41-10-45-420	Sale Of Bulk Water	(97,229.67)	(84,000.00)	(107,249.04)	23,249.04	$	128%	Residential water rebates 2-41-10-45-513
1-41-10-45-510	Penalty - All Accounts	(1,827.59)	(1,000.00)	(1,894.97)	894.97	$	189%	
1-41-10-45-560	Rental & Lease Revenue	(300.00)	(300.00)	(300.00)	-		100%	Cash lease agreement Fox Creek Reservoir
1-41-10-45-590	Hookup Fees	(1,100.00)	(700.00)	(550.00)	(150.00)		79%	
1-41-10-45-920	Drawn from Operating Reserve		-		-			
1-41-10-45-990	Miscel Revenue	(149.85)	(600.00)	(599.40)	(0.60)		100%	IWW rebate
1-41-20-00-830	Federal Conditional Grant - Capital	-	-	-	-			
1-41-20-00-840	Provincial Conditional Grant - Capital	(99,349.14)	-	-	-			
	Regional Water Services	**(310,546.10)**	**(185,100.00)**	**(230,142.64)**	45,042.64	$	124%	
	Wastewater Services					$		
1-42-10-45-420	Sale Of Wastewater Services	(46,704.34)	(50,000.00)	(48,498.03)	(1,501.97)		97%	
1-42-10-45-920	Drawn from Operating Reserve		-		-			
1-42-10-45-990	Miscellaneous Revenue	(1,254.75)	-	(1,562.05)	1,562.05	$		Country Pumpout, Sik It Up, D&L Steaming - wastewater dis
1-42-20-00-840	Wastewater Prov Conditional Grant Capital	-	-	-	-			
	Wastewater Services	**(47,959.09)**	**(50,000.00)**	**(50,060.08)**	60.08		100%	
	Solid Waste Collection					$		
1-43-10-00-840	Provincial Conditional Grant - Operating	(28,200.00)	-	-	-			
1-43-10-00-920	Drawn from Operating Reserve		-		-			
1-43-10-00-990	Miscellaneous Revenue	(4,899.04)	(500.00)	(4,948.38)	4,448.38	$	990%	used oil, electronics, paint, AB Recycling, Richmond S
1-43-10-02-560	Tangent Landfill Rent - 60 Acres	(1,500.00)	(2,400.00)	(2,400.00)	-		100%	Cash lease agreement Tangent Landfill - 60 acres
1-43-10-45-420	Sale Of Solid Waste Services	(17,555.20)	(16,500.00)	(19,829.20)	3,329.20	$	120%	no opting out effective July 1, 2016
1-43-10-45-421	Sale Of Solid Waste Bins	(390.00)	-	(455.00)	455.00			
1-43-10-45-560	Rental of Bins	(1,231.70)	-	(1,165.60)	1,165.60	$		
	Solid Waste Collection	**(53,775.94)**	**(19,400.00)**	**(28,798.18)**	9,398.18	$	148%	
	Family & Community Support Services					$		
1-51-10-00-840	**Family & Community Support Services**	**(61,832.20)**	**(52,467.80)**	**(52,467.80)**	-		100%	**BHC 20%**
	Spirit River Medical Centre					$		Medical Clinic agreement dated Feb 1, 2004
1-53-00-00-560	Rental Of Building	(5,400.00)	(5,400.00)	-	(5,400.00)			audit journal entry 25% share
1-53-00-00-590	Other Revenue	-	-	-	-			Village of Rycroft, Town of Spirit River (operates the c
1-53-00-00-600	Contributed Assets	-	-	-	-			MD of Spirit River, Birch Hills County
	Spirit River Medical Centre	**(5,400.00)**	**(5,400.00)**	**-**	(5,400.00)			Lots 5 & 6, Block 6, Plan 1970BP - 4410 50 Street
	Cemetery Services					$		

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
1-56-10-50-420	Sale Of Goods And Services	(25.00)	-	-	-			Cemetery Plots
1-56-10-50-990	Miscellaneous Revenue	(120.00)	-	(40.00)	40.00			Donations
	Cemetery Services	**(145.00)**	**-**	**(40.00)**	40.00			
	Planning Services					**$**		
1-61-10-00-520	Other Licenses, Permits & Fees	(2,980.00)	(3,000.00)	(5,025.00)	2,025.00	**$**	**168%**	Dev permits, Subdivision App, Cert of Compliance
1-61-10-00-593	Other Revenue - Safety Codes	(8,843.49)	(3,000.00)	(10,743.49)	7,743.49	**$**	**358%**	Superior Safety Codes (2-61-40-01-249), note % paid
1-61-10-00-840	Provincial Condition Grant - Operating	-	-	-	-			
1-61-40-00-910	Drawn from Operating Reserve	-	(23,000.00)	(23,000.00)	-		**100%**	
	Planning Services	**(11,823.49)**	**(29,000.00)**	**(38,768.49)**	9,768.49	**$**	**134%**	
	Agricultural Services							
1-63-10-00-214	Conference Fees	-	-	-	-			H2S Course (net 0)
1-63-10-00-420	Sale Of Goods & Services	-	-	(122.00)	122.00			Sale of Blue Books
1-63-10-00-556	Safety - Rebates & Dividends	-	-	-	-			
1-63-10-00-740	Federal Conditional Grant		-	(6,588.00)	6,588.00	**$**		**CND Summer Jobs program**
1-63-10-00-840	Provincial Conditional Grant - Operating	(115,946.36)	(115,946.35)	(115,946.00)	(0.35)		**100%**	ASB Grant
1-63-10-00-920	Drawn from Operating Reserve	(64,385.00)	-	-	-			
1-63-10-01-910	Drawn from Operating Reserve	-	(10,000.00)	(10,000.00)	-		**100%**	
1-63-20-00-840	Provincial Conditional Grant - Capital	-	-	-	-			
1-63-70-20-910	Drawn from Operating Reserve	-	(25,000.00)	(25,000.00)	-		**100%**	
1-63-70-22-910	Drawn from Operating Reserve	-	(10,000.00)	(10,000.00)	-		**100%**	
	Agricultural Services	**(180,331.36)**	**(160,946.35)**	**(167,656.00)**	6,709.65	**$**	**104%**	
	Subdivision Land					**$**		
1-66-00-00-400	**Subdivision Land**	**(5,373.86)**	**-**	**(500.00)**	500.00			
	Parks					**$**		
1-71-10-00-840	Prov Conditional Grant - Operating	-		-	-			
1-71-10-05-910	Drawn from Operating Reserve				-			
1-72-10-50-560	Parks & Rec - Wanham Campsite Rentals	(980.01)	-	(2,039.61)	2,039.61	**$**		Campsite rental fees
	Parks	**(980.01)**	**-**	**(2,039.61)**	2,039.61	**$**		
	Library Services					**$**		
1-74-10-00-841	Library Board - Prov Conditional Grants	-		-	-			
1-74-10-00-990	Library Board - Land Line	(324.72)	(350.00)	(424.63)	74.63		**121%**	County pays $40 - invoice remainder to BHC LB (2-74
1-74-10-01-990	Library Board - Payroll Services	(4,491.89)	(9,600.00)	(6,213.27)	(3,386.73)		**65%**	net 0, 2-74-10-00-121,136,149
	Library Services	**(4,816.61)**	**(9,950.00)**	**(6,637.90)**	(3,312.10)		**67%**	
	Cultural Facilities					**$**		
1-74-10-45-291	Atco Gas Franchise Fee	(4,158.42)	(6,000.00)	(4,232.87)	(1,767.13)		**71%**	
1-74-10-45-560	Eaglesham Hall - Rental	(3,145.00)	(1,000.00)	(1,560.00)	560.00	**$**	**156%**	
1-74-10-45-561	Eaglesham Hall - Fundraising	(576.82)	-	(514.26)	514.26	**$**		
1-74-10-45-595	Eaglesham Hall - Insurance Proceeds	-	-	-	-			
1-74-10-45-840	Eaglesham Hall - Provincial Conditional Grant	-	-	-	-			
	Cultural Facilities	**(7,880.24)**	**(7,000.00)**	**(6,307.13)**	(692.87)		**90%**	
	Miscellaneous					**$**		
1-97-00-00-910	ACC Surplus Appropriation	102,359.51	-		-			
1-99-99-99-999	Suspense	-	-	-	-			
	Miscellaneous	**102,359.51**	**-**	**-**	-			
	Total Revenue	**(8,273,927.02)**	**(7,586,236.40)**	(7,500,945.46)	85,290.94		**99%**	

Birch Hills County Budget Variance Detail Printed 2/14/20189:46 AM

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Council							**Canada's 150 Birthday - 1867-2017**
2-11-10-00-122	Accidental Death & Dismemberment	-	-	15.20	15.20			
2-11-10-00-123	Dental	-	-	5,207.40	5,207.40	$		
2-11-10-00-125	Extended Health	-	-	3,886.36	3,886.36	$		
2-11-10-00-127	Life Insurance	-	-	251.48	251.48			
2-11-10-00-131	Canada Pension Plan	-	-	1,859.01	1,859.01	$		
2-11-10-00-132	Employment Insurance	-	-	-	-			**see 2-11-10-00-149**
2-11-10-00-148	Training & Education	449.00	-	1,400.00	1,400.00	$		Nov Elected Officials Training
2-11-10-00-149	Employer Contributions	11,350.64	11,500.00	-	(11,500.00)			Total Emp Contributions
2-11-10-00-151	Honorarium	90,796.52	95,000.00	87,887.50	(7,112.50)		**93%**	11,219.45
2-11-10-00-211	Travel & Subsistence	11,091.39	8,000.00	15,221.55	7,221.55	$	**190%**	(280.55)
2-11-10-00-212	Mileage	12,813.72	13,000.00	9,759.15	(3,240.85)		**75%**	
2-11-10-00-214	Membership & Conference Fees	14,622.66	13,000.00	12,882.99	(117.01)		**99%**	
2-11-10-00-219	Hospitality	2,789.41	2,500.00	200.00	(2,300.00)		**8%**	
2-11-10-00-221	Advertising	448.57	1,000.00	525.97	(474.03)		**53%**	
2-11-10-00-224	Municipal Membership Fees	-	-	386.68	386.68			
2-11-10-00-239	Training & Education	-	-	-	-			
2-11-10-00-255	Vehicle Repairs	35.93	-	-	-			
2-11-10-00-274	Insurance Premiums	1,379.24	970.00	944.52	(25.48)		**97%**	
2-11-10-00-514	Consumable & Bulk Foods	-	1,000.00	292.74	(707.26)		**29%**	
2-11-10-00-515	Catered or Prepared Foods	-	5,000.00	1,677.80	(3,322.20)		**34%**	
2-11-10-00-521	Fuel, Oil, Antifreeze	576.00	-	-	-			
2-11-10-00-522	Tires, Batteries & Accessories	-	-	-	-			
2-11-10-00-523	Vehicle Parts	523.13	-	-	-			
2-11-10-00-551	Attractive Items		-	199.27	199.27			
2-11-10-00-651	Vehicle Amortization		-	-	-			
2-11-10-00-735	Grants To Individual & Organization	4,860.00	7,000.00	3,208.74	(3,791.26)		**46%**	2016 Physician retention startup monies $2
2-11-10-00-762	Amortization Expense	**-**	**-**	**-**	-			Do not use
	Council	**151,736.21**	**157,970.00**	**145,806.36**	(12,163.64)		**92%**	
	Election							Tentative Dates
2-11-20-00-151	Honorarium	-	-	-	-			Municipal Election - Fall 2021
2-11-20-00-153	Fees for Election Officer	-	2,000.00	1,000.00	(1,000.00)		**50%**	Provincial Election - March-May 2019
2-11-20-00-211	Travel And Subsistence	-	300.00	-	(300.00)			Federal Election - October 21, 2019
2-11-20-00-212	Mileage	-	-	-	-			
2-11-20-00-221	Advertising	-	2,000.00	1,536.00	(464.00)		**77%**	
2-11-20-00-262	Building Rentals	-	300.00	95.24	(204.76)		**32%**	
2-11-20-00-519	Other General Supplies	-	500.00	-	(500.00)			
2-11-20-00-515	Catered & Prepared Foods	-	-	48.04	48.04			
	Election	**-**	**5,100.00**	**2,679.28**	(2,420.72)		**53%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	General Administration							
2-12-10-00-111	Permanent Wages	-	432,200.00	409,388.38	(22,811.62)		**95%**	
2-12-10-00-112	Seasonal Wages	-	1,300.00	-	(1,300.00)			
2-12-10-00-119	Overtime	91.26	1,000.00	-	(1,000.00)			
2-12-10-00-121	Wages	387,562.21	-	-	-			Do not use
2-12-10-00-122	Accidental Death & Dismemberment	-	-	129.66	129.66			
2-12-10-00-123	Dental	-	-	7,236.89	7,236.89			
2-12-10-00-124	Employee Assistance	-	-	-	-			
2-12-10-00-125	Extended Health	-	-	5,379.52	5,379.52			
2-12-10-00-126	Pension	-	-	51,829.26	51,829.26			
2-12-10-00-127	Life Insurance	-	-	2,275.11	2,275.11			
2-12-10-00-128	Long Term Disability	-	-	1,734.61	1,734.61			
2-12-10-00-129	Short Term Diability	-	-	1,540.68	1,540.68			
2-12-10-00-131	Canada Pension Plan	-	-	12,927.53	12,927.53			
2-12-10-00-132	Employment Insurance	-	-	6,103.36	6,103.36			see 2-12-10-00-149
2-12-10-00-136	WCB	3,866.36	4,600.00	4,196.92	(403.08)		**91%**	Total Emp Contributions
2-12-10-00-143	Moving Allowance	5,000.00	-	-	-			93,353.54
2-12-10-00-148	Training & Education	-	-	2,142.16	2,142.16	**$**		see 239
2-12-10-00-149	Employer Contributions	77,531.43	93,000.00	-	(93,000.00)			353.54
2-12-10-00-150	Health Care Spending Account	3,498.41	9,400.00	1,159.48	(8,240.52)		**12%**	$250/yr plus 15% admin fee (1 yr carry forw
2-12-10-00-211	Travel & Subsistence	7,262.43	8,500.00	7,952.81	(547.19)		**94%**	
2-12-10-00-212	Mileage	2,350.23	3,000.00	3,393.47	393.47		**113%**	Admin staff - personal vehicles
2-12-10-00-214	Membership & Conference Fees	10,402.94	11,000.00	5,863.55	(5,136.45)		**53%**	
2-12-10-00-215	Freight & Postage	4,245.55	5,200.00	3,705.70	(1,494.30)		**71%**	2016 - freight & postage combined
2-12-10-00-216	Cellular	687.83	1,000.00	1,364.28	364.28		**136%**	
2-12-10-00-217	Land Line	6,359.97	6,500.00	5,756.14	(743.86)		**89%**	
2-12-10-00-218	Internet Services	1,158.10	2,520.00	2,517.64	(2.36)		**100%**	
2-12-10-00-219	Hospitality	1,467.11	2,500.00	68.50	(2,431.50)		**3%**	promo items to 2-12-10-00-551
2-12-10-00-221	Advertising	149.72	300.00	90.00	(210.00)		**30%**	
2-12-10-00-224	Municipal Memberships	-	-	2,733.50	2,733.50	**$**		
2-12-10-00-225	Land Titles & Caveats	795.00	900.00	1,208.00	308.00		**134%**	
2-12-10-00-231	Yearly Audit	26,438.00	28,000.00	26,202.00	(1,798.00)		**94%**	
2-12-10-00-232	Legal	3,510.49	7,500.00	238.58	(7,261.42)		**3%**	
2-12-10-00-237	Computer Support	-	-	9,117.55	9,117.55	**$**		see line 2-12-10-00-242
2-12-10-00-239	Training & Education	2,061.00	10,000.00	-	(10,000.00)			see 148
2-12-10-00-242	Computer Programming	18,573.15	31,780.00	6,967.87	(24,812.13)		**22%**	
2-12-10-00-249	OPS - Paper Shredding, Security Monito	13,003.05	8,000.00	210.00	(7,790.00)		**3%**	
2-12-10-00-252	Building Repair & Maintenance	-	-	3,875.58	3,875.58	**$**		
2-12-10-00-253	Equipment Repairs	-	100.00	-	(100.00)			
2-12-10-00-263	Copier Maintenance Contract	6,095.88	7,500.00	5,247.85	(2,252.15)		**70%**	
2-12-10-00-266	Equipment Rental	1,176.06	3,700.00	3,169.78	(530.22)		**86%**	
2-12-10-00-273	Municipal Property Taxes	1,765.91	-	1,893.76	1,893.76	**$**		missed budget amount
2-12-10-00-274	Gen Admin - Insurance Premiums	32,057.72	35,500.00	31,090.68	(4,409.32)		**88%**	BHC

Birch Hills County Budget Variance Detail Printed 2/14/20189:46 AM

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-12-10-00-275	Gen Admin - Insurance Rebilled	47,478.69	48,110.00	21,711.57	(26,398.43)		45%	net 0 (Nov)Additional Named Insured - IN
2-12-10-00-292	Recycling/Shredding Services	1,641.25	-	1,560.00	1,560.00	$		
2-12-10-00-511	Gen Admin - Office Supplies	5,682.63	8,500.00	2,578.24	(5,921.76)		30%	
2-12-10-00-513	Gen Admin - Janitorial Supplies	1,467.85	2,000.00	1,823.40	(176.60)		91%	
2-12-10-00-514	Consumable & Bulk Foods	-	-	182.05	182.05			
2-12-10-00-515	Catered or Prepared Foods	995.95	-	1,786.62	1,786.62	$		see 2-12-10-00-219
2-12-10-00-517	Furniture, Computers, Software	14,811.29	10,000.00	15,162.27	5,162.27	$	152%	see 2-12-10-03-511
2-12-10-00-519	Other General Supplies	2,356.72	2,300.00	1,745.41	(554.59)		76%	
2-12-10-00-521	Fuel, Oil, Antifreeze	218.10	-	65.66	65.66			
2-12-10-00-539	Construction & Maint Material (supplies)		-	1,217.95	1,217.95	$		
2-12-10-00-543	Natural Gas	2,891.10	3,600.00	3,355.93	(244.07)		93%	
2-12-10-00-544	Electrical Power	7,951.71	8,925.00	8,094.39	(830.61)		91%	
2-12-10-00-551	Attractive Items	3,839.94	8,000.00	2,128.60	(5,871.40)		27%	Jackets,Shirts (promo items from 2-12-10-0
2-12-10-00-621	Building Amortization	28,424.00	28,500.00	28,424.04	(75.96)		100%	
2-12-10-00-631	Mach & Equip Amortization	7,571.00	8,000.00	7,571.04	(428.96)		95%	
2-12-10-00-641	Land Improvement Amortization	-	-	-	-			
2-12-10-00-735	Grants To Individual & Organization	-	-	-	-			
2-12-10-00-762	Amortization Expense	-	-	-	-			Do not use
2-12-10-00-763	Added To Operating Allowance	(10,943.65)	-	-	-			5-215 Allowance for Doubtfull tax accts
2-12-10-00-764	Contribute to Operating Reserve	19,500.00	-	8,000.00	8,000.00	$		
2-12-10-00-814	Bank Charges	3,003.52	3,000.00	3,163.38	163.38		105%	NSF charges, audit confirmation
2-12-10-00-990	Other	50,663.82	2,000.00	5,947.30	3,947.30	$	297%	A/R & Tax write offs, tax sale surplus payou
2-12-10-01-249	OPS Website Maintenance	10,200.00	10,200.00	10,200.00	-		100%	
2-12-10-01-511	Office Supplies - Paper/Toner	3,207.99	3,500.00	3,626.28	126.28		104%	
2-12-10-01-814	Management Fees Investments	13,636.94	15,000.00	13,556.37	(1,443.63)		90%	
2-12-10-02-249	OPS - Weekly Full Page	2,600.00	3,120.00	3,201.90	81.90		103%	
2-12-10-02-511	Office Supplies - Electronics	3,405.20	-	-	-			Do not use
2-12-10-03-249	OPS - Subscription	12,177.00	12,339.00	12,339.00	-		100%	CP Signal subscription
2-12-10-03-511	Office Supplies - Furniture	3,069.00	4,000.00	-	(4,000.00)			Do not use (see 2-12-10-00-517)
2-12-10-45-121	Eaglesham - Wages	-	-	-	-			Do not use Eaglesham Janitorial services
2-12-10-45-136	Eaglesham - WCB	-	-	-	-			Do not use
2-12-10-45-149	Eaglesham - Employer Contributions	-	-	-	-			Do not use
2-12-10-45-237	Eaglesham - Computer Support	-	-	135.00	135.00			
2-12-10-45-249	Eaglesham - Other Prof Services	36.00	108.00	-	(108.00)			
2-12-10-45-252	Eaglesham - Building Repair & Maintena	-	-	-	-			
2-12-10-45-274	Eaglesham - Insurance Premiums	831.52	850.00	790.14	(59.86)		93%	
2-12-10-45-519	Eaglesham - Other General Supplies	-	-	-	-			
2-12-10-45-539	Eaglesham - Other Constr & Maint Materials (supplies)		-	-	-			
2-12-10-45-543	Eaglesham - Natural Gas	863.99	1,800.00	1,084.54	(715.46)		60%	reclassified Esham Fire Hall to 2-23
2-12-10-45-544	Eaglesham - Electrical Power	1,128.46	2,100.00	1,103.85	(996.15)		53%	reclassified Esham Fire Hall to 2-23
2-12-10-50-543	Wanham Natural Gas		-	-	-			Do not use
2-12-10-50-544	Wanham Electricity		-	-	-			Do not use
2-12-20-00-111	Janitorial - Permanent Wages	-	11,450.00	11,430.01	(19.99)		100%	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-12-20-00-121	Janitorial - Wages	11,372.40	-	0.00	0.00			Do not use
2-12-20-00-131	Janitorial - Canada Pension Plan	-	-	392.49	392.49			
2-12-20-00-132	Janitorial - Employment Insurance	-	-	260.86	260.86			
2-12-20-00-136	Janitorial - WCB	120.60	150.00	128.01	(21.99)		**85%**	
2-12-20-00-149	Janitorial - Employer Contributions	689.04	750.00	-	(750.00)			
2-12-30-00-539	Other Const & Maint Material (supplies)	-	-	-	-			Do not use
2-12-30-01-249	Other Prof Services	-	-	-	-			Do not use
2-12-30-45-539	Eaglesham - Maintenance Material	-	-	-	-			Do not use
	General Administration	**868,001.87**	**913,302.00**	**801,477.10**	(111,824.90)		**88%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Assessment							
2-12-20-00-151	Honorarium	594.48	-	-	-			Do not use
2-12-20-00-211	Travel & Subsistence	-	-	-	-			Do not use
2-12-20-00-212	Mileage	-	-	-	-			Do not use
2-12-20-00-214	Membership & Conference Fees	-	-	-	-			Do not use
2-12-20-00-215	Freight & Postage	-	-	-	-			Do not use
2-12-20-00-221	Advertising	-	-	-	-			Do not use
2-12-20-00-239	Training & Education	-	-	-	-			Do not use
2-12-20-00-249	Other Professional Services	90,000.00	-	-	-			Do not use
2-12-20-00-342	Prov Gov't Assessment Fees	5,735.61	-	-	-			Do not use
2-12-20-00-511	Admin & Office Supplies	-	-	-	-			Do not use
2-12-20-00-762	Contributed to Operating Reserve	-	-	-	-			Do not use
2-12-30-00-111	Permanent Wages	-	30,000.00	29,261.45	(738.55)		**98%**	
2-12-30-00-119	Overtime	164.58	-	-	-			
2-12-30-00-121	Wages	27,713.52	-	(0.00)	(0.00)			Do not use
2-12-30-00-122	Accidental Death & Dismemberment	-	-	9.58	9.58			
2-12-30-00-123	Dental	-	-	-	-			
2-12-30-00-124	Employee Assistance	-	-	-	-			
2-12-30-00-125	Extended Health	-	-	-	-			
2-12-30-00-126	Pension	-	-	3,465.03	3,465.03			
2-12-30-00-127	Life Insurance	-	-	171.00	171.00			
2-12-30-00-128	Long Term Disability	-	-	150.54	150.54			
2-12-30-00-129	Short Term Diability	-	-	161.44	161.44			
2-12-30-00-131	Canada Pension Plan	-	-	1,282.09	1,282.09			see 2-12-30-00-149
2-12-30-00-132	Employment Insurance	-	-	585.37	585.37			Total Emp Contributions
2-12-30-00-136	WCB	305.70	400.00	331.68	(68.32)		**83%**	6,156.73
2-12-30-00-148	Training & Education	-	-	-	-			
2-12-30-00-149	Employer Contributions	5,715.58	6,100.00	-	(6,100.00)			56.73
2-12-30-00-150	Health Care Spending Account	-	-	-	-			
2-12-30-00-151	Honorarium		-	625.00	625.00	**$**		
2-12-30-00-215	Freight & Postage	-	-	876.16	876.16	**$**		see 2-12-10-00-215
2-12-30-00-221	Advertising	-	-	20.00	20.00			
2-12-30-00-249	Other Professional Services	-	91,800.00	91,575.89	(224.11)		**100%**	Accrual setup - Northern Sunrise County - 2
2-12-30-00-511	Admin & Office Supplies	-	-	1,174.56	1,174.56	**$**		
	Assessment	**130,229.47**	**128,300.00**	**129,689.79**	1,389.79	**$**	**101%**	
	Building Maintenance							
2-12-35-00-249	OPS Contractors	42,509.67	45,000.00	-	(45,000.00)			
2-12-35-00-519	Other Supplies	10,325.97	15,000.00	(0.00)	(15,000.00)		**0%**	
2-12-35-00-764	Contributed to Operating Reserve	20,000.00	-	43,900.00	43,900.00	**$**		
2-12-35-01-249	OPS - Miscell	3,186.80	-	-	-			
2-12-35-02-249	OPS - Miscell	-	-	-	-			
	Building Maintenance	**76,022.44**	**60,000.00**	**43,900.00**	(16,100.00)		**73%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Census							
2-12-50-00-151	Honorarium	-	-	-	-			2016 Federal Census completed
2-12-50-00-212	Mileage	-	-	-	-			
	Census	**-**	**-**	**-**	-			
	Fire Protection							
2-23-00-00-119	Overtime	-	-	-	-			
2-23-00-00-121	Wages (Staff)	-	-	-	-			
2-23-00-00-136	WCB	-	-	-	-			
2-23-00-00-148	Training & Education	-	-	3,690.09	3,690.09	**$**		
2-23-00-00-149	Employer Contributions	-	-	-	-			
2-23-00-00-211	Travel & Subsistence	-	2,000.00	45.00	(1,955.00)		**2%**	
2-23-00-00-212	Mileage	-	-	-	-			
2-23-00-00-214	Membership & Conference Fees	757.64	3,000.00	540.00	(2,460.00)		**18%**	
2-23-00-00-215	Freight	-	1,000.00	58.25	(941.75)		**6%**	
2-23-00-00-216	Cellular Phone	752.29	-	779.28	779.28	**$**		see 2-23-00-00-266
2-23-00-00-217	Land Lines	2,353.38	2,700.00	2,346.64	(353.36)		**87%**	
2-23-00-00-219	Hospitality	300.00	2,000.00	-	(2,000.00)			
2-23-00-00-221	Advertising	-	1,000.00	-	(1,000.00)			see 2-23-00-00-551
2-23-00-00-224	Municipal Membership Fees	-	-	-	-			
2-23-00-00-237	Computer Support	-	-	913.05	913.05	**$**		see 2-23-00-00-249
2-23-00-00-239	Training & Education	1,930.56	10,000.00	-	(10,000.00)			Do not use
2-23-00-00-249	OPS - City of GP 911, Contract Equipme	20,538.03	33,250.00	21,550.12	(11,699.88)		**65%**	hiring of equipment, City of GP 911
2-23-00-00-252	Building Repairs & Maintenance OPS		-	2,417.00	2,417.00	**$**		2-12-35-00-249
2-23-00-00-255	Vehicle Repairs	2,834.47	10,000.00	3,368.79	(6,631.21)		**34%**	
2-23-00-00-266	Mobile Equipment Rental	179.03	1,200.00	182.74	(1,017.26)		**15%**	
2-23-00-00-271	Permits & Licenses	-	-	24.00	24.00			
2-23-00-00-274	Insurance Premiums	10,899.98	11,500.00	10,792.95	(707.05)		**94%**	
2-23-00-00-511	Office Supplies	401.00	1,000.00	-	(1,000.00)			
2-23-00-00-512	Clothing & Footwear	-	-	520.70	520.70	**$**		
2-23-00-00-514	Consumable & Bulk Foods	-	-	225.73	225.73			
2-23-00-00-515	Catered or Prepared Foods	1,400.00	-	990.42	990.42	**$**		see 2-23-00-00-219
2-23-00-00-517	Furniture, Computers, Software	-	-	1,637.97	1,637.97	**$**		IAmResponding
2-23-00-00-519	General Supplies	10,359.75	30,000.00	4,841.24	(25,158.76)		**16%**	hoses, nozzles, gloves, bunker gear, signs
2-23-00-00-521	Fuel, Oil, Antifreeze	3,883.26	4,725.00	4,933.91	208.91		**104%**	
2-23-00-00-522	Tires, Batteries, Accessories	709.72	4,000.00	3.45	(3,996.55)		**0%**	
2-23-00-00-523	Equipment, Machine, Vehicle Supplies	2,204.03	5,000.00	4,589.81	(410.19)		**92%**	
2-23-00-00-539	Building Maintenance Supplies	-	-	139.73	139.73			
2-23-00-00-543	Natural Gas	3,903.02	4,000.00	4,967.40	967.40	**$**	**124%**	reclassified Esham Fire Hall from 2-12
2-23-00-00-544	Electrical Power	6,169.52	7,000.00	6,167.17	(832.83)		**88%**	reclassified Esham Fire Hall from 2-12
2-23-00-00-551	Attractive Items	-	-	1,270.00	1,270.00	**$**		see 2-23-00-00-221
2-23-00-00-621	Fire Building Amortization	17,308.00	17,350.00	17,307.96	(42.04)		**100%**	
2-23-00-00-631	Fire Mach & Equipment Amortization	4,382.00	4,400.00	4,382.04	(17.96)		**100%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-23-00-00-651	Fire Vehicle Amortization	49,463.00	49,500.00	49,463.04	(36.96)		**100%**	
2-23-00-00-761	Loss on capital asset		-	-	-			
2-23-00-00-762	Amortization Expense	-	-	-	-			Do not use
2-23-00-00-764	Contributed to Operating Reserve	64,500.00	-	12,600.00	12,600.00	**$**		
2-23-00-00-999	Point System	-	-	-	-			
2-23-00-01-112	Fire Points - Seasonal Wages	-	27,400.00	15,170.00	(12,230.00)		**55%**	volunteer rewards (mtg & practice) deadline
2-23-00-01-121	Fire Points - Wages (Volunteers)	17,530.00	-	-	-			Do not use
2-23-00-01-136	Fire Points - WCB	385.57	720.00	384.95	(335.05)		**53%**	
2-23-00-01-249	OPS - Fire Miscellaneous	19,200.00	20,000.00	19,200.00	(800.00)		**96%**	contract fire chief
	Fire Protection	**242,344.25**	**252,745.00**	**195,503.43**	(57,241.57)		**77%**	
	Disaster Services							
2-24-10-00-148	Training & Education	-	-	-	-			
2-24-10-00-211	Travel & Subsistence		-	60.79	60.79			
2-24-10-00-212	Mileage	-	-	123.81	123.81			
2-24-10-00-239	Training & Education	-	4,000.00	-	(4,000.00)			Do not use
2-24-10-00-249	OPS - Joint Agreement	11,125.00	13,000.00	11,125.00	(1,875.00)		**86%**	CP Regional Emergency Management agre
2-24-10-00-512	Clothing & Footwear	-	-	-	-			
2-24-10-00-519	Other General Supplies	-	10,000.00	102.95	(9,897.05)		**1%**	
2-24-10-00-521	Fuel, Oil, Antifreeze		-	79.63	79.63			
2-24-10-00-764	Contributed to Operating Reserve	10,000.00	-	13,000.00	13,000.00	**$**		
	Disaster Services	**21,125.00**	**27,000.00**	**24,492.18**	(2,507.82)		**91%**	
	Medical Services							
2-25-00-00-112	MFR Points - Seasonal Wages	-	3,000.00	3,135.00	135.00		**105%**	
2-25-00-00-121	MFR Points - Wages (Volunteers)	2,495.00	-	-	-			Do not use
2-25-00-00-136	MFR Points - WCB	24.91	40.00	35.10	(4.90)		**88%**	
2-25-00-00-148	MFR - Training & Education	-	-	-	-			
2-25-00-00-214	MFR - Individual Membership & Confere	1,275.00	1,000.00	1,050.00	50.00		**105%**	
2-25-00-00-224	MFR - Municipal Membership		-	-	-			
2-25-00-00-239	MFR - Training & Education	637.98	1,000.00	-	(1,000.00)			Do not use
2-25-00-00-251	MFR - Equipment & Supplies	856.74	5,000.00	-	(5,000.00)			see 2-25-00-00-519
2-25-00-00-275	MFR - Insurance	-	-	113.00	113.00			
2-25-10-00-512	MFR - Clothing & Footwear	-	-	-	-			
2-25-00-00-519	MFR - General Supplies	-	-	2,854.82	2,854.82	**$**		see 2-25-00-00-251
2-25-00-00-551	MFR - Attractive Items	-	-	254.00	254.00			
2-25-00-00-735	MFR - Grants To Individual & Organizati	32,000.00	34,000.00	34,000.00	-		**100%**	STARS contribution, Search & Rescue
2-25-00-00-764	MFR - Contributed to Operating Reserve	4,000.00	-	-	-			
	Medical Services	**41,289.63**	**44,040.00**	**41,441.92**	(2,598.08)		**94%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Safety							
2-26-10-00-111	Permanent Wages	-	12,000.00	1,333.36	(10,666.64)		**11%**	
2-26-10-00-119	Overtime	-	-	-	-			
2-26-10-00-121	Wages	2,000.00	-	-	-			Do not use
2-26-10-00-122	Accidental Death & Dismemberment	-	-	-	-			
2-26-10-00-123	Dental	-	-	-	-			
2-26-10-00-124	Employee Assistance	-	-	-	-			no charge
2-26-10-00-125	Extended Health	-	-	-	-			
2-26-10-00-126	Pension	-	-	-	-			
2-26-10-00-127	Life Insurance	-	-	-	-			
2-26-10-00-128	Long Term Disability	-	-	-	-			
2-26-10-00-129	Short Term Diability	-	-	-	-			
2-26-10-00-131	Canada Pension Plan	-	-	-	-			
2-26-10-00-132	Employment Insurance	-	-	-	-			
2-26-10-00-136	WCB	21.20	130.00	-	(130.00)			
2-26-10-00-148	Training & Education	-	-	-	-			
2-26-10-00-149	Employer Contribution	316.80	2,520.00	-	(2,520.00)			
2-26-10-00-211	Travel	-	1,500.00	-	(1,500.00)			
2-26-10-00-239	Training & Education	300.00	5,000.00	-	(5,000.00)			Do not use
2-26-10-00-249	OPS - Contracted Plan Development	2,383.65	40,000.00	1,453.00	(38,547.00)		**4%**	
2-26-10-00-255	Vehicle Repairs	-	-	-	-			
2-26-10-00-266	Mobile Equipment	-	-	-	-			
2-26-10-00-512	Clothing & Footwear	3,324.47	5,500.00	-	(5,500.00)			
2-26-10-00-519	Other Supplies	3,451.93	5,000.00	1,015.01	(3,984.99)		**20%**	
2-26-10-00-521	Fuel, Oil, Antifreeze	-	-	-	-			
2-26-10-00-522	Tires, Batteries & Accessories	-	-	-	-			
2-26-10-00-532	Safety Committee	-	-	-	-			
2-26-10-00-764	Contributed to Operating Reserve	75,000.00	-	63,420.00	63,420.00	**$**		
	Safety	**86,798.05**	**71,650.00**	**67,221.37**	(4,428.63)		**94%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Grader Services							
2-32-00-01-111	Permanent Wages	-	288,400.00	301,336.87	12,936.87		**104%**	
2-32-00-01-112	Seasonal Wages		27,700.00	27,192.24	(507.76)		**98%**	
2-32-00-01-119	Overtime	14,893.47	20,000.00	19,868.81	(131.19)		**99%**	
2-32-00-01-121	Wages	293,856.49	-	(0.00)	(0.00)			Do not use
2-32-00-01-122	Accidental Death & Dismemberment	-	-	92.05	92.05			
2-32-00-01-123	Dental	-	-	6,198.08	6,198.08			
2-32-00-01-124	Employee Assistance	-	-	-	-			
2-32-00-01-125	Extended Health	-	-	4,942.96	4,942.96			
2-32-00-01-126	Pension	-	-	36,076.84	36,076.84			
2-32-00-01-127	Life Insurance	-	-	1,654.82	1,654.82			
2-32-00-01-128	Long Term Disability	-	-	1,422.10	1,422.10			
2-32-00-01-129	Short Term Disability	-	-	1,291.52	1,291.52			
2-32-00-01-131	Canada Pension Plan	-	-	11,582.27	11,582.27			
2-32-00-01-132	Employment Insurance	-	-	5,340.47	5,340.47			see 2-32-00-01-149
2-32-00-01-136	WCB	3,159.91	3,450.00	3,886.13	436.13		**113%**	
2-32-00-01-148	Training & Education	-	-	2,035.80	2,035.80	**$**		
2-32-00-01-149	Employer Contributions	66,770.79	78,700.00	-	(78,700.00)			
2-32-00-01-150	Health Care Spending Account	-	-	334.94	334.94			
2-32-00-01-215	Freight	419.49	-	254.89	254.89			
2-32-00-01-239	Training & Education	3,544.43	4,000.00	-	(4,000.00)			Do not use
2-32-00-01-249	OPS Contract Grader	217,930.75	213,250.00	212,534.25	(715.75)		**100%**	Eaglesham contract grader (1500 hr guaran
2-32-00-01-251	Infrastructure Repair & Maintenance	-	11,000.00	7,063.30	(3,936.70)		**64%**	
2-32-00-01-252	Building Repair & Maintenance OPS		-	-	-			
2-32-00-01-255	Grader Repairs OPS	15,630.03	5,000.00	21,562.70	16,562.70	**$**	**431%**	
2-32-00-01-259	Contracted Maint Service Agreements	20,905.59	30,000.00	32,354.25	2,354.25	**$**	**108%**	Grader service agreements
2-32-00-01-271	Permits & Licenses	-	-	470.00	470.00			
2-32-00-01-512	Clothing & Footwear	-	-	619.99	619.99	**$**		
2-32-00-01-521	Fuel, Oil, Antifreeze	96,416.35	125,000.00	133,826.59	8,826.59	**$**	**107%**	
2-32-00-01-522	Tires, Batteries, Accessories	2,707.82	18,000.00	4,761.89	(13,238.11)		**26%**	
2-32-00-01-523	Grader Repair Supplies	1,054.23	20,000.00	9,252.12	(10,747.88)		**46%**	
2-32-00-01-524	Consumable Tools/Supplies	-	-	4.05	4.05			
2-32-00-01-539	Const & Maintenance Material (supplies)	-	-	192.38	192.38			
2-32-00-01-543	Natural Gas	324.50	450.00	354.00	(96.00)		**79%**	reclassified from 2-41
2-32-00-01-544	Electricity	1,162.58	1,300.00	2,040.42	740.42	**$**	**157%**	reclassified from 2-41
2-32-00-01-631	Mach & Equipment Amortization	153,469.94	153,500.00	153,469.92	(30.08)		**100%**	
2-32-00-01-764	Contributed to Operating Reserve	29,000.00	-	-	-			
	Public Works (PW) Grader Services	**921,246.37**	**999,750.00**	**1,002,016.65**	2,266.65	**$**	**100%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Public Works - Administration							
2-32-00-00-761	Loss on Disposal of Capital Assets	45,176.00	-	-	-			
2-32-10-00-111	Permanent Wages	-	322,600.00	319,847.43	(2,752.57)		**99%**	
2-32-10-00-119	Overtime	-	250.00	-	(250.00)			
2-32-10-00-121	Wages	308,348.30	-	-	-			Do not use
2-32-10-00-122	Accidental Death & Dismemberment	-	-	102.65	102.65			
2-32-10-00-123	Dental	-	-	4,739.56	4,739.56			
2-32-10-00-124	Employee Assistance	-	-	-	-			
2-32-10-00-125	Extended Health	-	-	3,776.32	3,776.32			
2-32-10-00-126	Pension	-	-	42,881.40	42,881.40			
2-32-10-00-127	Life Insurance	-	-	1,848.39	1,848.39			
2-32-10-00-128	Long Term Disability	-	-	1,405.81	1,405.81			
2-32-10-00-129	Short Term Diability	-	-	1,059.77	1,059.77			
2-32-10-00-131	Canada Pension Plan	-	-	8,419.84	8,419.84			see 2-32-10-00-149
2-32-10-00-132	Employment Insurance	-	-	3,894.09	3,894.09			Total Emp Contributions
2-32-10-00-136	WCB	3,126.18	3,500.00	3,347.05	(152.95)		**96%**	71,474.88
2-32-10-00-148	Training & Education	-	-	915.46	915.46	**$**		
2-32-10-00-149	Employer Contributions	65,472.65	73,100.00	-	(73,100.00)			(1,625.12)
2-32-10-00-150	Health Care Spending Account	-	-	889.84	889.84	**$**		Do not use
2-32-10-00-211	Travel & Subsistence	2,903.31	1,800.00	2,432.63	632.63	**$**	**135%**	
2-32-10-00-212	Mileage	-	800.00	230.96	(569.04)		**29%**	
2-32-10-00-214	Membership & Conference Fees	1,198.26	1,800.00	1,355.05	(444.95)		**75%**	
2-32-10-00-215	Freight	-	500.00	41.19	(458.81)		**8%**	
2-32-10-00-216	Cellular Phones	2,360.22	-	3,124.05	3,124.05	**$**		
2-32-10-00-221	Advertising	-	500.00	-	(500.00)			
2-32-10-00-224	Municipal Membership Fees	-	-	-	-			
2-32-10-00-237	Computer Support	-	-	392.50	392.50			
2-32-10-00-239	Training & Education	3,390.33	10,000.00	-	(10,000.00)			Do not use
2-32-10-00-242	Other Professional Services	424.00	1,500.00	-	(1,500.00)			
2-32-10-00-248	Industrial Inspections	18,017.00	12,000.00	13,738.00	1,738.00	**$**	**114%**	Industrial Inspections (Twp 5 net 37%, Twp
2-32-10-00-249	OPS - ABA Data, Gemini Software	4,892.22	7,000.00	840.00	(6,160.00)		**12%**	
2-32-10-00-265	County of GP - Road Maintenance	2,720.00	4,000.00	4,335.00	335.00		**108%**	County of GP - road maint - Twp750,752,75
2-32-10-00-266	Mobile Equipment	1,246.90	12,300.00	6,461.90	(5,838.10)		**53%**	reclassified radio license to 271
2-32-10-00-271	License & Permits	6,633.95	4,000.00	3,878.38	(121.62)		**97%**	reclassified radio license from 266
2-32-10-00-274	Insurance Premiums	15,583.40	17,100.00	13,620.39	(3,479.61)		**80%**	
2-32-10-00-511	Stationery Supplies		-	17.98	17.98			
2-32-10-00-512	Clothing & Footwear		-	546.97	546.97	**$**		
2-32-10-00-514	Consumable & Bulk Foods	-	-	-	-			
2-32-10-00-515	Catered & Prepared Foods	-	-	386.29	386.29			
2-32-10-00-517	Furniture, Computers, Software	1,573.90	-	5,988.49	5,988.49	**$**		see 2-32-10-00-242
2-32-10-00-519	Other General Supplies		-	115.99	115.99			
2-32-10-00-543	Natural Gas	1,659.68	2,200.00	2,348.76	148.76		**107%**	
2-32-10-00-544	Electrical Power	10,746.03	15,315.00	15,451.68	136.68		**101%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-32-10-00-621	Building Amortization	-	-	-	-			
2-32-10-00-641	Land Improvement Amortization	-	-	-	-			
2-32-10-00-651	Vehicle Amortization	-	-	-	-			
2-32-10-00-762	Amortization Expense	-	-	-	-			Do not use
2-32-10-00-764	Contributed to Operating Reserve	-	-	9,000.00	9,000.00	$		
2-32-10-00-990	Miscellaneous Expenses	38,129.57	-	-	-			DRP cancel receivable uncollectable, funde
	PW Administration	**533,601.90**	**490,265.00**	**477,433.82**	(12,831.18)		**97%**	
	Street Lights							
2-32-20-01-544	Peoria - Electrical	4,170.01	4,725.00	3,962.69	(762.31)		**84%**	8 lights (BHC pays power only)
2-32-20-02-544	Tangent - Electrical	5,212.89	6,300.00	4,988.86	(1,311.14)		**79%**	10 lights (we do not own infrastructure)
2-32-20-03-544	Watino - Electrical	5,212.48	6,300.00	4,984.97	(1,315.03)		**79%**	10 lights
2-32-20-45-544	Eaglesham - Electrical	12,478.60	14,225.00	12,705.30	(1,519.70)		**89%**	30 lights
2-32-20-50-544	Wanham - Electrical	15,422.49	19,500.00	15,898.46	(3,601.54)		**82%**	40 lights
	PW Street Lights	**42,496.47**	**51,050.00**	**42,540.28**	(8,509.72)		**83%**	
	Public Works - Gen Maintenance							
2-32-30-00-111	Permanent Wages	-	265,900.00	274,860.10	8,960.10		**103%**	
2-32-30-00-112	Seasonal Wages		12,600.00	10,863.95	(1,736.05)		**86%**	
2-32-30-00-119	Overtime	6,664.50	15,000.00	12,610.42	(2,389.58)		**84%**	
2-32-30-00-121	Wages	263,597.45	-	-	-			Do not use
2-32-30-00-122	Accidental Death & Dismemberment	-	-	82.88	82.88			
2-32-30-00-123	Dental	-	-	4,081.38	4,081.38			
2-32-30-00-124	Employee Assistance	-	-	-	-			
2-32-30-00-125	Extended Health	-	-	3,220.13	3,220.13			
2-32-30-00-126	Pension	-	-	31,750.78	31,750.78			
2-32-30-00-127	Life Insurance	-	-	1,492.01	1,492.01			
2-32-30-00-128	Long Term Disability	-	-	1,294.61	1,294.61			
2-32-30-00-129	Short Term Diability	-	-	1,266.88	1,266.88			
2-32-30-00-131	Canada Pension Plan	-	-	10,658.33	10,658.33			see 2-32-30-00-149
2-32-30-00-132	Employment Insurance	-	-	5,074.69	5,074.69			Total Emp Contributions
2-32-30-00-136	WCB	2,885.24	3,050.00	3,272.38	222.38		**107%**	62,194.07
2-32-30-00-148	Training & Education	-	-	1,830.89	1,830.89	$		
2-32-30-00-149	Employer Contributions	52,906.49	64,600.00	-	(64,600.00)			(2,405.93)
2-32-30-00-150	Health Care Spending Account	-	-	-	-			
2-32-30-00-215	Freight	-	-	472.32	472.32			
2-32-30-00-239	Training & Education	3,534.35	3,000.00	-	(3,000.00)			Do not use
2-32-30-00-249	General Road Maintenance OPS	18,558.30	80,000.00	80,205.36	205.36		**100%**	combined with 2-32-81-01-249
2-32-30-00-252	Building Repair & Maintenance OPS	-	-	2,403.54	2,403.54	$		
2-32-30-00-253	Equipment Repairs & Maintenance OPS	-	-	4,613.51	4,613.51	$		see 2-32-30-00-523
2-32-30-00-255	General Repairs	38,187.04	2,000.00	12,816.35	10,816.35	$	**641%**	see 2-32-30-00-524
2-32-30-00-256	Tools	9,218.74	-	-	-			Do not use
2-32-30-00-257	Cleaning Supplies	103.68	-	-	-			Do not use
2-32-30-00-260	Building Supplies	-	-	-	-			Do not use

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-32-30-00-263	Machine & Equipment Rental	-	2,000.00	2,997.00	997.00	$	150%	
2-32-30-00-512	Clothing & Footwear	-	-	847.14	847.14	$		
2-32-30-00-519	Other General Supplies		-	551.61	551.61	$		
2-32-30-00-521	Fuel, Oil, Antifreeze	63,126.33	84,000.00	80,755.15	(3,244.85)		96%	
2-32-30-00-522	Tires, Batteries, Accessories	14,644.28	15,000.00	16,029.65	1,029.65	$	107%	
2-32-30-00-523	Machinery, Equipment & Vehicle Parts	6,180.39	48,000.00	22,694.91	(25,305.09)		47%	
2-32-30-00-524	Consumable Tools/Supplies	1,649.61	10,000.00	9,430.40	(569.60)		94%	
2-32-30-00-533	**Grader Blades & Tips**	34,826.43	35,000.00	41,230.17	6,230.17	$	118%	Inventory
2-32-30-00-535	Welding Supplies	7,863.17	10,000.00	10,024.62	24.62		100%	
2-32-30-00-536	**Culverts sold to ratepayers**	1,140.72	-	4,428.89	4,428.89	$		reconcile o/s, cost plus 10% (inventory)
2-32-30-00-537	**Culvert/Steel Products (Budget usage**	44,423.76	45,000.00	55,080.17	10,080.17	$	122%	Inventory
2-32-30-00-539	Constr & Maint Materials (supplies)		-	1,019.48	1,019.48	$		
2-32-30-00-551	Attractive Items - Signs & Posts	5,055.31	5,200.00	2,398.82	(2,801.18)		46%	road signs & post, tiger tails
2-32-30-00-611	Infrastructure Amortization	1,700,795.72	1,700,800.00	1,700,795.76	(4.24)		100%	
2-32-30-00-621	Building Amortization	1,598.00	1,600.00	1,598.04	(1.96)		100%	
2-32-30-00-631	Machinery & Equipment Amortization	52,564.00	52,600.00	52,563.96	(36.04)		100%	
2-32-30-00-651	Vehicle Amortization	64,496.10	64,500.00	64,496.16	(3.84)		100%	
2-32-30-00-762	Amortization Expense	-	-	-	-			Do not use
2-32-30-00-764	Contributed to Operating Reserve	85,000.00	-	10,000.00	10,000.00	$		
	PW Gen Maintenance	**2,479,019.61**	**2,519,850.00**	**2,539,812.44**	19,962.44	$	101%	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Gravel Services							Do not use
2-32-00-00-112	Seasonal Wages		-	-	-			Do not use
2-32-00-00-119	Overtime	6,965.36	-	-	-			Do not use
2-32-00-00-121	Wages	33,518.54	-	-	-			Do not use
2-32-00-00-131	Canada Pension Plan	-	-	-	-			Do not use
2-32-00-00-132	Employment Insurance	-	-	-	-			Do not use
2-32-00-00-136	WCB	429.14	-	-	-			Do not use
2-32-00-00-149	Employer Contributions	2,677.06	-	-	-			Do not use
2-32-40-00-112	Seasonal Wages	-	36,700.00	32,638.15	(4,061.85)		**89%**	
2-32-40-00-119	Overtime		5,000.00	10,283.63	5,283.63	**$**	**206%**	
2-32-40-00-121	Wages		-	-	-			Do not use
2-32-40-00-131	Canada Pension Plan		-	1,642.24	1,642.24	**$**		
2-32-40-00-132	Employment Insurance		-	979.45	979.45	**$**		see 2-32-40-00-149
2-32-40-00-136	Worker's Compensation Board		450.00	480.73	30.73		**107%**	Total Emp Contributions
2-32-40-00-148	Training & Education		-	307.09	307.09			
2-32-40-00-149	Employer Contributions		4,000.00	-	(4,000.00)			3,102.42
2-32-40-00-249	Trucking & Loading	255,259.83	300,000.00	251,330.98	(48,669.02)		**84%**	(897.58)
2-32-40-00-264	Miscellaneous Leasing	-	-	-	-			
2-32-40-00-521	Fuel, Oil, Antifreeze		-	650.36	650.36	**$**		
2-32-40-00-764	Contributed to Operating Reserve		-	-	-			
2-32-40-01-534	Regravel Roads(Gravel Only)	725,131.69	680,000.00	778,090.28	98,090.28	**$**	**114%**	Inventory gravel expensed (gravel only)
2-32-40-02-534	Transfer (Do not budget transfer costs)	-	-	-	-			transfer costs added to inventory (balance s
2-32-40-03-249	Reclamation	1,053.00	30,000.00	-	(30,000.00)			
2-32-50-00-249	Other Professional Services	17,424.50	20,000.00	9,761.50	(10,238.50)		**49%**	Shaftsbury pit, CRBP planning, YE stockpile
2-32-60-00-264	Land Lease & Miscel Leasing		-	4,418.00	4,418.00	**$**		SML, MML lease fees, surveying & boundar
2-32-60-00-560	Miscellaneous Leasing	892.73	23,000.00	32,703.00	9,703.00	**$**	**142%**	
	PW Gravel Services	**1,043,351.85**	**1,099,150.00**	**1,123,285.41**	24,135.41	**$**	**102%**	
	Projects							
2-32-30-00-259	Other Contracted Repairs	29,707.00	80,000.00	80,298.07	298.07		**100%**	
2-32-30-08-249	OPS Ditches	20,150.92	40,000.00	44,121.50	4,121.50	**$**	**110%**	
2-32-30-11-119	Culvert GPS Inventory - Overtime	-	-	-	-			Do not use
2-32-30-11-121	Culvert GPS Inventory - Wages	-	-	-	-			Do not use
2-32-30-11-136	Culvert GPS Inventory - WCB	-	-	-	-			Do not use
2-32-30-11-149	Culvert GPS Inventory - Employer Contri	-	-	-	-			Do not use
2-32-30-11-521	Culvert GPS Inventory - Fuel, Oil Antifree	-	-	-	-			Do not use
2-32-70-00-519	General Supplies (Erosion control)	4,494.26	7,000.00	11,295.03	4,295.03	**$**	**161%**	
2-32-70-00-764	Contributed to Operating Reserve	40,000.00	-	-	-			
2-32-70-11-249	OPS Rock	10,550.00	15,000.00	12,770.00	(2,230.00)		**85%**	
2-32-70-22-249	Street Improvement All Hamlets	29,983.50	25,000.00	24,960.00	(40.00)		**100%**	
2-32-70-34-249	Aggregate Haul Route Maintenance	-	5,000.00	4,761.90	(238.10)		**95%**	
	PW Projects	**134,885.68**	**172,000.00**	**178,206.50**	6,206.50	**$**	**104%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Contingency							
2-32-70-38-249	Professional Services - Contractors	-	-	-	-			
2-32-70-38-534	Replacement Material - Sand & Gravel	-	-	-	-			
2-32-70-38-537	Steel Products - Culverts & Guardrail	-	-	-	-			
	PW Contingency	**-**	**-**	**-**	-			
	Dust Control & Road Stabilization							
2-32-70-15-249	Calcium - Road Stabilization	-	-	-	-			
2-32-70-16-249	Water for Road Stabilization	-	-	-	-			
2-32-70-19-249	Residential Dust Control - 50/50 Split	41,883.53	40,000.00	52,222.35	12,222.35	**$**	**131%**	dust control - first 100 meters 50/50, over fu
2-32-70-20-249	Water for Residential Dust Control	4,830.00	6,000.00	4,370.00	(1,630.00)		**73%**	
	PW Road Stabilization	**46,713.53**	**46,000.00**	**56,592.35**	10,592.35	**$**	**123%**	
	Bridge Files							
2-32-70-12-537	Culverts		-	-	-			Do not use
2-32-70-36-539	Bridge Engineering Consulting	-	4,000.00	-	(4,000.00)			Do not use
2-32-80-00-249	Bridges and Culverts OPS	10,880.00	7,000.00	5,440.00	(1,560.00)		**78%**	see 2-32-70-36-539
2-32-80-00-259	Bridges and Culverts Maint OPS	38,570.00	40,000.00	23,936.84	(16,063.16)		**60%**	
2-32-80-00-524	Assessments Bridges & Culverts (supplie	5,775.00	8,000.00	-	(8,000.00)			
2-32-80-00-537	Culverts (supplies)	-	-	-	-			
2-32-80-00-611	Infrastructure Amortization	273,677.00	273,700.00	273,677.04	(22.96)		**100%**	
2-32-80-00-764	Contributed to Operating Reserve	-	-	-	-			
	PW Bridge Files	**328,902.00**	**332,700.00**	**303,053.88**	(29,646.12)		**91%**	
	Airport Services							
2-33-10-00-731	Gov't Grant		-	-	-			
2-33-10-00-735	Grants To Indiv & Organization	500.00	500.00	500.00	-		**100%**	Town of Spirit River
2-33-10-45-249	OPS Eaglesham Airport	-	-	-	-			
2-33-10-45-274	Insurance Premiums Eaglesham Airport	1,136.95	1,400.00	1,166.99	(233.01)		**83%**	
2-33-10-45-519	General Supplies	-	2,500.00	-	(2,500.00)			
	Airport Services	**1,636.95**	**4,400.00**	**1,666.99**	(2,733.01)		**38%**	
	Drainage Ditches							
2-37-10-00-233	Engineer Consulting	-	2,000.00	-	(2,000.00)			
2-37-10-00-249	Other Prof Services	-	-	-	-			
2-37-10-00-259	Other Contracted Services	-	-	-	-			
2-37-10-00-263	Machinery & Equipment Rental	-	-	-	-			
2-37-10-00-539	Contruction & Maintenance Materials (su	-	-	-	-			
2-37-10-00-764	Contributed to Operating Reserve	10,000.00	-	-	-			
2-37-10-52-249	Bouchard	-	-	-	-			
2-37-10-53-249	Boreen	-	-	-	-			
2-37-10-70-249	General Maintenance	4,305.00	10,000.00	-	(10,000.00)			
	Drainage Ditches	**14,305.00**	**12,000.00**	**-**	(12,000.00)			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Regional Water Services							
2-41-10-45-111	Permanent Wages	-	199,500.00	205,446.23	5,946.23		**103%**	
2-41-10-45-119	Overtime	22,282.98	21,000.00	16,755.97	(4,244.03)		**80%**	
2-41-10-45-121	Wages	201,922.09	-	-	-			Do not use
2-41-10-45-122	Accidental Death & Dismemberment	-	-	63.66	63.66			
2-41-10-45-123	Dental	-	-	3,176.52	3,176.52			
2-41-10-45-124	Employee Assistance	-	-	-	-			
2-41-10-45-125	Extended Health	-	-	2,533.12	2,533.12			
2-41-10-45-126	Pension	-	-	22,811.72	22,811.72			
2-41-10-45-127	Life Insurance	-	-	1,145.12	1,145.12			
2-41-10-45-128	Long Term Disability	-	-	891.60	891.60			
2-41-10-45-129	Short Term Diability	-	-	661.84	661.84			
2-41-10-45-131	Canada Pension Plan	-	-	5,256.42	5,256.42			see 2-41-10-45-149
2-41-10-45-132	Employment Insurance	-	-	2,399.85	2,399.85			Total Emp Contributions
2-41-10-45-136	WCB	2,206.49	2,200.00	2,266.16	66.16		**103%**	41,206.01
2-41-10-45-148	Training & Education	-	-	1,099.60	1,099.60	**$**		
2-41-10-45-149	Employer Contributions	38,807.85	48,600.00	-	(48,600.00)			(7,393.99)
2-41-10-45-150	Health Care Spending Account	-	-	560.00	560.00	**$**		
2-41-10-45-211	Travel & Subsistence	1,076.07	2,000.00	1,751.81	(248.19)		**88%**	
2-41-10-45-212	Mileage	771.43	-	227.14	227.14			
2-41-10-45-214	Membership & Conference Fees	741.42	1,200.00	2,527.14	1,327.14	**$**	**211%**	
2-41-10-45-215	Freight	3,333.88	1,000.00	883.48	(116.52)		**88%**	
2-41-10-45-216	Cellular Phones	1,353.86	-	1,857.24	1,857.24	**$**		see 2-41-10-45-266
2-41-10-45-217	Land Lines	4,740.68	4,800.00	4,751.44	(48.56)		**99%**	
2-41-10-45-218	Internet Services	299.70	600.00	599.36	(0.64)		**100%**	IWW
2-41-10-45-237	Computer Support	-	-	-	-			
2-41-10-45-239	Training & Education	800.00	2,000.00	-	(2,000.00)			Do not use
2-41-10-45-242	Computer Programming	8,798.20	9,400.00	9,398.95	(1.05)		**100%**	SCADA
2-41-10-45-249	Other Professional Services	38,730.30	25,000.00	23,580.53	(1,419.47)		**94%**	
2-41-10-45-252	Building Repair & Maintenance OPS		-	4,808.68	4,808.68	**$**		see 2-12-35-00-249
2-41-10-45-255	Vehicle Repairs	1,327.49	2,500.00	42.50	(2,457.50)		**2%**	
2-41-10-45-266	Mobile Equipment Rental	570.00	2,000.00	314.00	(1,686.00)		**16%**	
2-41-10-45-274	Insurance Premiums	6,241.06	6,700.00	5,940.63	(759.37)		**89%**	
2-41-10-45-511	Office Supplies		-	-	-			see 2-41-10-45-517
2-41-10-45-512	Clothing & Footwear		-	329.66	329.66			
2-41-10-45-513	Residential Water Rebates	3,983.00	5,000.00	4,426.00	(574.00)		**89%**	bulk water rebate to agriculture price
2-41-10-45-517	Furniture, Computers, Software	-	-	5,050.99	5,050.99	**$**		see 2-41-10-45-511
2-41-10-45-519	Other General Supplies	625.14	1,000.00	641.97	(358.03)		**64%**	
2-41-10-45-521	Fuel, Oil, Antifreeze	12,694.73	13,650.00	13,801.32	151.32		**101%**	
2-41-10-45-522	Tires, Batteries, Etc.	948.30	2,000.00	337.58	(1,662.42)		**17%**	
2-41-10-45-523	Equipment, Machine, Vehicle Supplies	19,120.40	24,000.00	10,151.89	(13,848.11)		**42%**	
2-41-10-45-524	Consumable Tools	1,512.56	1,500.00	967.29	(532.71)		**64%**	
2-41-10-45-531	Chemicals	24,091.16	25,000.00	19,058.26	(5,941.74)		**76%**	Inventory

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-41-10-45-539	Construction & Maintenance Materials (s	27,505.87	35,000.00	4,093.69	(30,906.31)		**12%**	
2-41-10-45-543	Natural Gas	7,402.33	9,840.00	8,819.78	(1,020.22)		**90%**	reclassified to graders 2-32 & Wanham Lift
2-41-10-45-544	Electrical Power	28,017.91	32,655.00	28,198.80	(4,456.20)		**86%**	reclassified to graders 2-32 & Wanham Lift
2-41-10-45-611	Infrastructure Amortization	81,177.17	81,200.00	81,177.12	(22.88)		**100%**	
2-41-10-45-621	Building Amortization	81,099.00	81,100.00	81,099.00	(1.00)		**100%**	
2-41-10-45-631	Machinery & Equipment Amortization	19,134.54	19,200.00	19,134.60	(65.40)		**100%**	
2-41-10-45-641	Land Improvement Amortization		-	-	-			
2-41-10-45-651	Vehicle Amortization	9,961.43	10,000.00	9,961.44	(38.56)		**100%**	
2-41-10-45-762	Amortization Expense	-	-	-	-			Do not use
2-41-10-45-764	Contributed to Operating Reserve		-	50,000.00	50,000.00	**$**		
2-41-10-45-990	Write offs	-	-	1,231.50	1,231.50	**$**		inactive refunds, collections
	Regional Water Services	**651,277.04**	**669,645.00**	**660,231.60**	(9,413.40)		**99%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Wastewater Services							
2-42-10-45-111	Permanent Wages		20,000.00	18,551.46	(1,448.54)		**93%**	
2-42-10-45-119	Overtime	2,475.88	2,000.00	1,861.75	(138.25)		**93%**	
2-42-10-45-121	Wages	18,281.54	-	-	-			Do not use
2-42-10-45-122	Accidental Death & Dismemberment		-	5.94	5.94			
2-42-10-45-123	Dental		-	309.88	309.88			
2-42-10-45-124	Employee Assistance		-	-	-			
2-42-10-45-125	Extended Health		-	247.24	247.24			
2-42-10-45-126	Pension		-	2,056.87	2,056.87			
2-42-10-45-127	Life Insurance		-	107.41	107.41			
2-42-10-45-128	Long Term Disability		-	86.03	86.03			
2-42-10-45-129	Short Term Diability		-	64.64	64.64			
2-42-10-45-131	Canada Pension Plan		-	512.80	512.80			
2-42-10-45-132	Employment Insurance		-	234.14	234.14			see 2-42-10-45-149
2-42-10-45-136	WCB	209.24	250.00	221.05	(28.95)		**88%**	Total Emp Contributions
2-42-10-45-148	Training & Education	-	-	-	-			
2-42-10-45-149	Employer Contributions	3,620.45	5,000.00	-	(5,000.00)			3,846.00
2-42-10-45-249	OPS - Line Flushing	7,840.00	11,000.00	7,831.00	(3,169.00)		**71%**	(1,154.00)
2-42-10-45-252	Building Repair & Maintenance OPS		-	553.00	553.00	**$**		see 2-12-35-00-249
2-42-10-45-274	Insurance Premiums	1,561.28	1,350.00	1,483.75	133.75		**110%**	
2-42-10-45-523	Equipment Repairs (supplies)	-	1,000.00	-	(1,000.00)			
2-42-10-45-539	Construction & Maintenance Materials (s	695.89	3,500.00	3,281.00	(219.00)		**94%**	bio brick, acti-zyme
2-42-10-45-543	Natural Gas	1,191.95	1,440.00	1,353.25	(86.75)		**94%**	reclassified Wanham lift station from 2-41
2-42-10-45-544	Electricity	3,081.80	3,465.00	2,906.13	(558.87)		**84%**	reclassified Wanham lift station from 2-41
2-42-10-45-611	Infrastructure Amortization	47,416.00	47,500.00	47,415.96	(84.04)		**100%**	
2-42-10-45-621	Building Amortization	326.00	500.00	326.04	(173.96)		**65%**	
2-42-10-45-631	Machinery & Equipment Amortization	709.00	750.00	708.96	(41.04)		**95%**	
2-42-10-45-641	Land Improvement Amortization		-	-	-			
2-42-10-45-762	Amortization Expense	-	-	-	-			Do not use
2-42-10-45-764	Contributed to Operating Reserve		-	-	-			
	Wastewater Services	**87,409.03**	**97,755.00**	**90,118.30**	(7,636.70)		**92%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Solid Waste Collection							
2-43-10-00-211	Travel & Subsistence	-	-	433.18	433.18			Waste Commission 10 yr term ends 2018
2-43-10-00-214	Membership & Conference Fees	1,008.70	250.00	600.00	350.00		**240%**	
2-43-10-00-215	Freight		-	101.35	101.35			
2-43-10-00-221	Advertising	-	-	-	-			
2-43-10-00-239	Training & Education	-	-	-	-			Do not use
2-43-10-00-240	Closure & Post Closure	-	-	-	-			may be funded by 6-00-00-00-299 Post Clo
2-43-10-00-249	OPS - Recycling 4 Hamlets	16,514.28	24,000.00	15,950.33	(8,049.67)		**66%**	Little Dipper, DBS Environmental
2-43-10-00-274	Insurance Premiums	116.48	200.00	-	(200.00)			
2-43-10-00-521	Fuel, Oil, Antifreeze	-	-	113.54	113.54			
2-43-10-00-539	Construction & Maintenance Material (su	8,139.06	7,500.00	900.39	(6,599.61)			
2-43-10-00-631	Machinery & Equipment Amortization	1,968.00	2,000.00	1,968.00	(32.00)		**98%**	
2-43-10-00-641	Land Improvement Amortization		-	-	-			
2-43-10-00-762	Amortization Expense	-	-	-	-			Do not use
2-43-10-00-764	Contributed to Operating Reserve		-	14,000.00	14,000.00	**$**		
2-43-10-02-249	OPS - Other Contractors	60,668.52	35,000.00	9,125.00	(25,875.00)		**26%**	
2-43-10-02-539	Tangent - Other Const & Maint Material (	-	-	-	-			Do not use
2-43-10-45-221	Advertising	-	-	-	-			
2-43-10-45-249	OPS - Disposal Fees	-	-	-	-			Do not use
2-43-10-46-249	OPS - Hamlet Pickup	22,800.00	19,000.00	23,152.41	4,152.41	**$**	**122%**	
2-43-10-47-249	OPS - Landfill Supervision	46,800.00	51,500.00	46,440.00	(5,060.00)		**90%**	
2-43-10-48-249	OPS - Roll Off Trucking	16,747.50	13,000.00	14,533.88	1,533.88	**$**	**112%**	
	Solid Waste Collection	**174,762.54**	**152,450.00**	**127,318.08**	(25,131.92)		**84%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Family & Community Support Services							
2-51-00-00-111	Permanent Wages		6,400.00	6,278.35	(121.65)		**98%**	
2-51-00-00-121	Wages	5,277.54	-	-	-			Do not use
2-51-00-00-122	Accidental Death & Dismemberment		-	1.93	1.93			
2-51-00-00-123	Dental		-	77.56	77.56			
2-51-00-00-124	Employee Assistance		-	-	-			
2-51-00-00-125	Extended Health		-	61.76	61.76			
2-51-00-00-126	Pension		-	858.31	858.31	**$**		
2-51-00-00-127	Life Insurance		-	35.48	35.48			
2-51-00-00-128	Long Term Disability		-	23.52	23.52			
2-51-00-00-129	Short Term Diability		-	16.08	16.08			
2-51-00-00-131	Canada Pension Plan		-	128.21	128.21			
2-51-00-00-132	Employment Insurance		-	58.53	58.53			see 2-51-00-00-149
2-51-00-00-136	WCB	51.75	150.00	55.27	(94.73)		**37%**	Total Emp Contributions
2-51-00-00-149	Employer Contributions	1,063.49	1,550.00	-	(1,550.00)			1,316.65
2-51-00-00-212	Mileage	-	-	32.38	32.38			
2-51-00-00-214	Individual Membership	104.68	314.00	110.00	(204.00)		**35%**	(233.35)
2-51-00-00-224	Municipal Membership Fees		-	209.32	209.32			
2-51-00-00-239	Training and Education	-	-	-	-			
2-51-00-00-750	Contributed to Joint Program	36,599.31	35,000.00	25,945.36	(9,054.64)		**74%**	carry forward unused (approval required
2-51-00-00-770	Grants To Individuals & Organizations	34,813.94	22,170.75	31,079.30	8,908.55	**$**	**140%**	5% or less) & new funding without approval
	Family & Community Support Services	**77,910.71**	**65,584.75**	**64,971.36**	(613.39)		**99%**	
	Spirit River Health Clinic							Medical Clinic agreement date Feb 1, 2004
2-53-00-00-215	Freight, Postage, Courier	-	-	-	-			audit journal entry 25%
2-53-00-00-220	Advertising	-	-	-	-			
2-53-00-00-230	Other Professional Fees	750.00	800.00	-	(800.00)			Village of Rycroft
2-53-00-00-231	Audit Fee	425.00	-	-	-			Town of Spirit River (runs the clinic)
2-53-00-00-232	Legal Fees	-	-	-	-			MD of Spirit River
2-53-00-00-249	Other Professional Services	-	-	-	-			Birch Hills County
2-53-00-00-250	Repairs & Maintenance	373.72	500.00	-	(500.00)			Lots 5 & 6, Block 6, Plan 1970BP
2-53-00-00-274	Insurance Premiums	271.99	300.00	-	(300.00)			4410 50 Street
2-53-00-00-510	General Goods & Supplies	597.99	500.00	-	(500.00)			shovel for sod turning
2-53-00-00-611	Infrastructure Amortization		-	-	-			
2-53-00-00-621	Building Amortization	0.19	-	-	-			
2-53-00-00-631	Machinery & Equipment Amortization	396.00	-	-	-			
2-53-00-00-641	Land Improvement Amortization		-	-	-			
2-53-00-00-761	Loss on Sale Cap Assets Public	-	-	-	-			
2-53-00-00-762	Amortization Expense	-	500.00	-	(500.00)			Do not use
	Spirit River Health Clinic	**2,814.89**	**2,600.00**	**-**	(2,600.00)			
	Cemeteries							
2-56-10-00-735	Grants To Indiv & Organization	800.00	900.00	-	(900.00)			cemetery grants
2-56-10-50-539	Construction & Maint Material (supplies)	-	-	-	-			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Cemetery Services	**800.00**	**900.00**	**-**	(900.00)			
	MPC - Planning & Development							
2-61-10-00-159	MPC - Other Fees For Services	2,100.00	4,000.00	2,400.00	(1,600.00)		**60%**	board honorarium
2-61-10-00-211	MPC - Travel & Subsistence	-	-	-	-			
2-61-10-00-212	MPC - Mileage	783.87	1,400.00	912.05	(487.95)		**65%**	
2-61-10-00-214	MPC - Membership & Conference Fees	-	-	-	-			
2-61-10-00-221	MPC - Advertising	-	-	-	-			
2-61-10-00-515	MPC - Catered & Prepared Food	-	-	28.57	28.57			
2-61-40-00-221	MPC Subdivision - Advertising	-	-	-	-			
2-61-40-00-249	MPC Subdivision - OPS - Legal etc.	16,934.69	58,000.00	29,617.75	(28,382.25)		**51%**	LUB & MDP
2-61-40-00-511	MPC Subdivision - Admin & Office Supply		-	-	-			maps, plans & air photos
2-61-40-00-764	MPC - Contributed to Operating Reserve	23,000.00	-	28,000.00	28,000.00	**$**		
2-61-40-01-249	Planning & Development - OPS	6,340.81	2,500.00	7,650.00	5,150.00	**$**	**306%**	Superior Safety Codes (70% permit revenue
2-61-40-00-511	MPC - Subdivision - Admin & Office Sup	-	-	-	-			
	MPC - Planning & Development	**49,159.37**	**65,900.00**	**68,608.37**	2,708.37	**$**	**104%**	
	Development Appeal Board							
2-61-20-00-159	Dev Appeal Board - Honorarium	-	600.00	-	(600.00)			
2-61-20-00-211	Dev Appeal Board - Travel & Subsistenc	-	-	-	-			
2-61-20-00-212	Dev Appeal Board - Mileage	-	300.00	-	(300.00)			
2-61-20-00-221	Dev Appeal Board - Advertising	-	-	-	-			
2-61-20-00-262	Dev Appeal Board - Building Rent	-	-	-	-			
	Development Appeal Board	**-**	**900.00**	**-**	(900.00)			
	Development							
2-61-30-00-111	Dev Officer - Permanent Wages		36,050.00	35,746.29	(303.71)		**99%**	
2-61-30-00-119	Dev Officer - Overtime	82.28	-	-	-			
2-61-30-00-121	Dev Officer - Wages	28,994.68	-	-	-			Do not use
2-61-30-00-122	Dev Officer - Accidental Death & Dismemberment		-	11.24	11.24			
2-61-30-00-123	Dev Officer - Dental		-	232.42	232.42			
2-61-30-00-124	Dev Officer - Employee Assistance		-	-	-			
2-61-30-00-125	Dev Officer - Extended Health		-	185.36	185.36			
2-61-30-00-126	Dev Officer - Pension		-	4,626.66	4,626.66	**$**		
2-61-30-00-127	Dev Officer - Life Insurance		-	203.13	203.13			
2-61-30-00-128	Dev Officer - Long Term Disability		-	145.65	145.65			
2-61-30-00-129	Dev Officer - Short Term Diability		-	129.20	129.20			
2-61-30-00-131	Dev Officer - Canada Pension Plan		-	1,025.62	1,025.62	**$**		
2-61-30-00-132	Dev Officer - Employment Insurance		-	468.21	468.21			see 2-61-30-00-149
2-61-30-00-136	Dev Officer - WCB	306.25	450.00	331.60	(118.40)		**74%**	Total Emp Contributions
2-61-30-00-148	Dev Officer - Training & Education	-	-	-	-			
2-61-30-00-149	Dev Officer - Employer Contributions	5,777.09	8,000.00	-	(8,000.00)			7,359.09
2-61-30-00-221	Dev Officer - Advertising	-	-	-	-			(640.91)
2-61-30-00-262	Dev Officer - Building Rentals	-	-	-	-			
	Development	**35,160.30**	**44,500.00**	**43,105.38**	(1,394.62)		**97%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Community Services							
2-62-00-00-735	RCMP Grants to Indiv & Organization		-	-	-			
2-62-10-00-735	Senior Citizens Grant to Indiv & Organization		-	-	-			
2-62-30-00-735	Comm Services Grant to Indiv & Organization		-	-	-			
	Community Services	-	-	-	-			
	ASB Administration							
2-63-10-00-211	Travel & Subsistence	3,448.47	6,000.00	3,318.46	(2,681.54)		**55%**	
2-63-10-00-212	Mileage	-	500.00	-	(500.00)			
2-63-10-00-214	Membership & Conference Fees	1,714.00	2,500.00	2,114.50	(385.50)		**85%**	
2-63-10-00-215	Freight	23.61	250.00	17.10	(232.90)		**7%**	
2-63-10-00-216	Cellular	1,184.92	-	1,263.96	1,263.96	**$**		see 2-63-10-00-266
2-63-10-00-221	Advertising	-	300.00	-	(300.00)			
2-63-10-00-237	Computer Support	-	-	80.00	80.00			
2-63-10-00-249	OPS Building Repairs		-	-	-			
2-63-10-00-252	Building Repair & Maintenance OPS		-	2,563.60	2,563.60	**$**		
2-63-10-00-259	Other Contracted Repairs OPS	-	-	-	-			
2-63-10-00-266	Mobile Equipment Rental	502.43	2,300.00	-	(2,300.00)			
2-63-10-00-271	Licenses & Permits	235.00	240.00	-	(240.00)			
2-63-10-00-274	Insurance Premiums	3,614.51	4,000.00	4,118.50	118.50		**103%**	
2-63-10-00-511	Office Supplies	-	-	-	-			
2-63-10-00-512	Clothing & Footwear	-	700.00	-	(700.00)			
2-63-10-00-514	Consumable Foods	-	-	37.88	37.88			
2-63-10-00-515	Catered & Prepared Foods	-	-	-	-			
2-63-10-00-517	Furniture, Computers, Software	1,573.90	-	111.98	111.98			
2-63-10-00-523	Equipment, Machine, Vehicle Supplies	-	-	-	-			
2-63-10-00-524	Consumable Tools	-	-	-	-			
2-63-10-00-539	Other Constr & Maint Materials (supplies)		-	-	-			
2-63-10-00-543	Natural Gas	829.77	1,200.00	1,174.23	(25.77)		**98%**	
2-63-10-00-544	Electrical Power	2,927.86	3,360.00	2,877.76	(482.24)		**86%**	
2-63-10-00-621	Building Amortization		-	-	-			
2-63-10-00-631	Machinery & Equipment Amortization	9,773.00	10,000.00	9,773.04	(226.96)		**98%**	
2-63-10-00-651	Vehicle Amortization	3,768.00	4,000.00	3,768.00	(232.00)		**94%**	
2-63-10-00-762	Amortization Expense	-	-	-	-			Do not use
2-63-10-00-764	Contributed to Operating Reserve		-	-	-			
	Agriculture Service Board (ASB) Admin	**29,595.47**	**35,350.00**	**31,219.01**	(4,130.99)		**88%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	ASB Board							
2-63-10-01-151	Honorarium	6,328.48	6,000.00	5,162.50	(837.50)		**86%**	
2-63-10-01-211	Travel & Subsistence	2,186.34	4,000.00	2,996.17	(1,003.83)		**75%**	
2-63-10-01-212	Mileage	891.75	600.00	1,367.10	767.10	**$**	**228%**	see 2-11-10-00-212
2-63-10-01-214	Membership & Conference Fees	2,060.00	2,700.00	2,500.00	(200.00)		**93%**	
2-63-10-00-735	Veterinary Services Insurance (VSI)	11,100.00	19,000.00	13,700.00	(5,300.00)		**72%**	VSI & deficit/surplus
2-63-10-01-735	Grants To Individual & Organization	7,000.00	7,000.00	7,000.00	-		**100%**	PC Beef & Forage Association
2-63-10-01-764	Contributed to Operating Reserve	10,000.00	-	-	-			
	ASB Board	**39,566.57**	**39,300.00**	**32,725.77**	(6,574.23)		**83%**	
	ASB Fieldman							
2-63-20-00-111	Permanent Wages		160,500.00	140,090.22	(20,409.78)		**87%**	
2-63-20-00-119	Overtime	478.65	1,000.00	-	(1,000.00)			
2-63-20-00-121	Wages	146,842.36	-	(0.00)	(0.00)			Do not use
2-63-20-00-122	Accidental Death & Dismemberment		-	51.85	51.85			
2-63-20-00-123	Dental		-	2,063.88	2,063.88			
2-63-20-00-124	Employee Assistance		-	-	-			
2-63-20-00-125	Extended Health		-	388.41	388.41			
2-63-20-00-126	Pension		-	17,240.30	17,240.30			
2-63-20-00-127	Life Insurance		-	940.72	940.72			
2-63-20-00-128	Long Term Disability		-	761.65	761.65			
2-63-20-00-129	Short Term Diability		-	645.76	645.76			
2-63-20-00-131	Canada Pension Plan		-	5,128.20	5,128.20			see 2-63-20-00-149
2-63-20-00-132	Employment Insurance		-	2,341.32	2,341.32			Total Emp Contributions
2-63-20-00-136	WCB	1,588.04	1,700.00	1,537.74	(162.26)		**90%**	31,099.83
2-63-20-00-148	Training & Education	-	-	1,181.62	1,181.62	**$**		
2-63-20-00-149	Employer Contributions	26,106.61	33,500.00	-	(33,500.00)			(2,400.17)
2-63-20-00-150	Health Care Spending Account	-	-	-	-			Do not use
2-63-20-00-211	Travel & Subsistence	-	-	-	-			
2-63-20-00-212	Mileage	-	-	-	-			
2-63-20-00-214	Membership & Conference Fees	-	-	350.00	350.00			Alberta Association Agricuture Fieldman (A
2-63-20-00-217	Land Line	-	-	-	-			Do not use
2-63-20-00-221	Advertising	-	-	-	-			
2-63-20-00-239	Training & Education	2,491.90	2,500.00	-	(2,500.00)			Do not use
2-63-20-00-255	Vehicle Repairs OPS	564.93	5,000.00	-	(5,000.00)			
2-63-20-00-512	Clothing & Footwear	-	-	293.98	293.98			
2-63-20-00-519	Other General Supplies	-	-	22.40	22.40			
2-63-20-00-521	Fuel, Oil, Antifreeze	1,131.81	6,300.00	-	(6,300.00)			
2-63-20-00-522	Tires, Batteries, Accessories	836.00	4,000.00	58.25	(3,941.75)		**1%**	
2-63-20-00-523	Equipment & Vehicle (supplies)	-	-	-	-			
2-63-20-00-524	Consumable Tools	-	-	41.67	41.67			
2-63-20-00-764	Transfer to Reserves	-	-	8,900.00	8,900.00	**$**		

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	ASB Fieldman	**180,040.30**	**214,500.00**	**182,037.97**	(32,462.03)		**85%**	
	ASB Extensions							
2-63-60-00-215	Freight	73.02	-	-	-			
2-63-60-00-219	Hospitality	-	500.00	-	(500.00)			
2-63-60-00-221	Advertising	-	-	-	-			
2-63-60-00-223	Publications	-	-	-	-			
2-63-60-00-249	OPS - Fusarium, Pig Ears, soil samples	5,973.51	6,000.00	3,667.60	(2,332.40)		**61%**	fusarium test (limit of 2)
2-63-60-00-262	Building Rental	-	-	-	-			
2-63-60-00-511	Office Supplies	-	-	42.46	42.46			
2-63-60-00-515	Catered & Prepared Foods		-	146.00	146.00			
2-63-70-00-735	ASB Plant Ind - Grants To Individual & C	-	-	-	-			
	ASB Extensions	**6,046.53**	**6,500.00**	**3,856.06**	(2,643.94)		**59%**	
	ASB Weed Control							
2-63-70-20-112	Seasonal Wages	-	117,000.00	115,346.91	(1,653.09)		**99%**	All ASB summer staff
2-63-70-20-119	Overtime	4,567.62	6,000.00	3,702.66	(2,297.34)		**62%**	
2-63-70-20-121	Wages	115,135.87	-	-	-			Do not use
2-63-70-20-131	Canada Pension Plan	-		4,840.39	4,840.39	**$**		see 2-63-70-20-149
2-63-70-20-132	Employment Insurance	-		2,716.74	2,716.74	**$**		Total Emp Contributions
2-63-70-20-136	WCB	1,268.86	1,200.00	1,333.38	133.38		**111%**	8,890.51
2-63-70-20-148	Training & Education	-	-	1,939.30	1,939.30	**$**		
2-63-70-20-149	Employer Contributions	7,762.01	11,500.00	-	(11,500.00)			(2,609.49)
2-63-70-20-150	Health Care Spending Account	-	-	-	-			Do not use
2-63-70-20-215	Postage	34.68	-	-	-			
2-63-70-20-221	Advertising	-	100.00	-	(100.00)			
2-63-70-20-239	Training & Education	-	-	-	-			
2-63-70-20-249	Contract Spraying	-	5,000.00	-	(5,000.00)			
2-63-70-20-255	Equipment & Vehicle Repairs OPS	-	5,000.00	1,325.80	(3,674.20)		**27%**	
2-63-70-20-266	Equipment Rental		-	76.96	76.96			
2-63-70-20-512	Clothing & Footwear		-	-	-			
2-63-70-20-516	Other ASB Supplies	4,628.18	4,000.00	4,681.01	681.01	**$**	**117%**	disposable coveralls, sample bags
2-63-70-20-521	Fuel Oil & Antifreeze	-	2,100.00	4,681.84	2,581.84	**$**	**223%**	
2-63-70-20-523	Equipment & Machine Repairs (supplies)	-	-	2,736.39	2,736.39	**$**		see 2-63-70-20-255
2-63-70-20-524	Consumable Tools/Supplies	-	-	93.12	93.12			
2-63-70-20-531	Chemicals	-	50,000.00	20,427.33	(29,572.67)		**41%**	inventory - y/e reconcile estimate
2-63-70-20-532	Grass Seed & Fertilizer	-	3,500.00	1,666.50	(1,833.50)		**48%**	
2-63-70-20-764	Contributed to Operating Reserve		-	33,000.00	33,000.00	**$**		

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	ASB Weed Control	**133,397.22**	**205,400.00**	**198,568.33**	(6,831.67)		**97%**	
	ASB Roadside Spraying							
2-63-70-21-119	Overtime	-	-	-	-			Do not use
2-63-70-21-121	Wages	-	-	-	-			Do not use
2-63-70-21-136	WCB	-	-	-	-			Do not use
2-63-70-21-149	Employer Contribution	-	-	-	-			Do not use
2-63-70-21-221	Advertising	-	-	-	-			Do not use
2-63-70-21-255	Vehicle Repairs	3,326.63	-	-	-			Do not use
2-63-70-21-521	Fuel & Oil	1,698.63	-	-	-			Do not use
2-63-70-21-522	Tires, Batteries, Access	175.67	-	-	-			Do not use
2-63-70-21-523	Machine, Equipment	-	-	-	-			Do not use
2-63-70-21-531	Chemicals (Budget usage not purchases	6,797.39	-	-	-			Do not use
2-63-70-21-532	Seed & Fertilizer	3,474.90	-	-	-			Do not use
2-63-70-21-764	Contributed to Operating Reserve	25,000.00	-	-	-			Do not use
	ASB Roadside Spraying	**40,473.22**	**-**	**-**	-			
	ASB Roadside Mowing							
2-63-70-22-119	Overtime	-	-	-	-			Do not use
2-63-70-22-121	Wages	-	-	-	-			Do not use
2-63-70-22-136	WCB	-	-	-	-			Do not use
2-63-70-22-149	Employer Contributions	-	-	-	-			Do not use
2-63-70-22-249	OPS - Contract Mowing	66,400.00	68,000.00	66,400.00	(1,600.00)		**98%**	
2-63-70-22-255	Equipment Repairs OPS	10,642.15	10,000.00	-	(10,000.00)			
2-63-70-22-521	Fuel, Oil, Antifreeze	4,214.22	17,500.00	2,383.04	(15,116.96)		**14%**	
2-63-70-22-522	Tires, Batteries, & Accessories	275.00	500.00	348.95	(151.05)		**70%**	
2-63-70-22-523	Equipment, Machine, Vehicle Supplies		-	4,420.96	4,420.96	**$**		see 2-63-70-22-255
2-63-70-22-524	Consumable Tools & Supplies		-	-	-			
2-63-70-22-631	Machinery & Equipment Amortization		-	-	-			
2-63-70-22-764	Contributed to Operating Reserve	10,000.00	-	-	-			
	ASB Roadside Mowing	**91,531.37**	**96,000.00**	**73,552.95**	(22,447.05)		**77%**	
	ASB Brushing							
2-63-70-27-249	Contract Brushing	49,125.00	25,000.00	25,685.00	685.00	**$**	**103%**	
2-63-70-27-255	Brushing - Maintenance	2,144.88	-	-	-			heavy snow May long weekend, brushing da
2-63-70-28-249	Brushing Roadside Catch Up	64,385.00	-	-	-			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	ASB Brushing	**115,654.88**	**25,000.00**	**25,685.00**	685.00	**$**	**103%**	
	ASB Hamlet Maintenance							
2-63-70-28-119	Overtime	-	-	-	-			Do not use
2-63-70-28-121	Wages	-	-	-	-			Do not use
2-63-70-28-136	WCB	-	-	-	-			Do not use
2-63-70-28-149	Employer Contributions	-	-	-	-			Do not use
2-63-70-28-255	Equipment Repairs	5,818.86	5,500.00	1,233.74	(4,266.26)		**22%**	
2-63-70-28-521	Fuel, Oil, Antifreeze	2,657.06	1,050.00	4,949.07	3,899.07	**$**	**471%**	
2-63-70-28-522	Tires, Batteries, & Accessories	448.40	1,500.00	1,273.53	(226.47)		**85%**	
2-63-70-28-523	Equipment, Machinery & Vehicle Supplies		-	6,564.15	6,564.15	**$**		see 2-63-70-28-255
	ASB Hamlet Maintenance	**8,924.32**	**8,050.00**	**14,020.49**	5,970.49	**$**	**174%**	
	Natural Resource Development							
2-64-20-00-159	Surface Reclamation - Other Fees	-	-	-	-			
2-64-20-00-211	Surface Reclamation - Travel & Subsiste	-	-	-	-			
2-64-20-00-212	Surface Reclamation - Mileage	-	-	-	-			
	Natural Resource Development	**-**	**-**	**-**	-			
	Subdivision Land							
2-66-00-00-990	Cost Of Land Sold	-	-	-	-			
2-66-10-00-764	Public Land - Contributed To Operating F	-	-	-	-			
	Subdivision Land	**-**	**-**	**-**	-			
	Tourism							
2-69-10-00-221	Advertising	475.00	-	-	-			
2-69-10-00-249	OPS - Boat Launch Maintenance	-	-	-	-			Dunvegan, Watino, & Shaftsbury
2-69-10-00-735	Grants To Individual & Organization	4,500.00	4,500.00	2,500.00	(2,000.00)		**56%**	PV Conservation Rec & Tourism Society
	Tourism	**4,975.00**	**4,500.00**	**2,500.00**	(2,000.00)		**56%**	
	Recreation Board							
2-71-10-00-151	Honorarium	500.00	700.00	700.00	-		**100%**	
2-71-10-00-212	Mileage	83.81	500.00	170.47	(329.53)		**34%**	
2-71-10-00-219	Hospitality	87.50	-	-	-			
2-71-10-00-252	Building Repair & Maintenance OPS		-	-	-			
2-71-10-00-515	Catered & Prepared Foods		400.00	180.00	(220.00)		**45%**	
2-71-10-00-735	Grant - General	150,000.00	125,000.00	125,000.00	-		**100%**	
2-71-10-00-763	Contributed to Operating Allowance		-		-			
2-71-10-00-764	Contributed to Operating Reserve		-	-	-			
	Recreation Board	**150,671.31**	**126,600.00**	**126,050.47**	(549.53)		**100%**	
	Parks							
2-72-10-00-252	Building Repair & Maintenance OPS		-	-	-			
2-72-10-00-539	Playground Repair & Maintenance (supp	-	-	-	-			
2-72-10-00-544	Wanham Campsite Electricity	1,101.93	1,500.00	1,286.84	(213.16)		**86%**	
2-72-30-04-735	Parks - Grants Indiv & Org	-	-	-	-			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Parks	**1,101.93**	**1,500.00**	**1,286.84**	(213.16)		**86%**	
	Community Beautification							
2-72-11-00-764	Contributed to Operating Reserve		-	-	-			
2-72-11-01-519	Wanham Beautification	1,200.00	1,000.00	-	(1,000.00)			
2-72-11-02-519	Eaglesham Beautification	2,502.70	1,000.00	580.00	(420.00)		**58%**	
2-72-11-03-519	Tangent Beautification	244.92	1,000.00	-	(1,000.00)			
2-72-11-04-519	Peoria Beautification	1,480.00	1,000.00	-	(1,000.00)			
2-72-11-05-519	Watino Beautification	1,543.30	1,000.00	360.00	(640.00)		**36%**	
	Community Beautification	**6,970.92**	**5,000.00**	**940.00**	(4,060.00)		**19%**	
	Library Services							
2-74-10-00-111	Permanent Wages	-	9,600.00	5,929.30	(3,670.70)		**62%**	RC16-212, net 0 (rebilled)
2-74-10-00-119	Overtime	-	-	-	-			
2-74-10-00-121	Wages	4,227.60	-	-	-			Do not use
2-74-10-00-131	Canada Pension Plan		-	82.26	82.26			net 0 1-74-10-01-990, rebilled to BHC LB
2-74-10-00-132	Employment Insurance		-	135.31	135.31			
2-74-10-00-136	WCB	44.82	-	66.40	66.40			
2-74-10-00-149	Emp Contributions	219.47	-	-	-			
2-74-10-00-151	Honorarium	1,600.00	1,600.00	1,600.00	-		**100%**	
2-74-10-00-217	Land Line	781.91	800.00	882.35	82.35		**110%**	BHC first $40, bill Library Board the remainc
2-74-10-00-249	OPS - Peace Library System	9,143.96	9,602.74	-	(9,602.74)			Do not use - see 2-74-10-01-735
2-74-10-00-519	General Supplies	-	-	-	-			
2-74-10-00-735	Grants	12,070.66	12,070.66	12,070.66	-		**100%**	
2-74-10-01-735	Peace Library System member allotment		-	9,602.74	9,602.74	**$**		see 2-74-10-00-249
	Library Services	**28,088.42**	**33,673.40**	**30,369.02**	(3,304.38)		**90%**	
	Cultural Facilities							
2-74-10-00-762	Eaglesham Hall - Amortization Expense	-	-	-	-			Do not use
2-74-10-45-121	Eaglesham Hall - Wages	-	-	-	-			Do not use
2-74-10-45-136	Eaglesham Hall - WCB	24.38	50.00	18.37	(31.63)		**37%**	
2-74-10-45-149	Eaglesham Hall - Employer Contributions	-	-	-	-			
2-74-10-45-217	Eaglesham Hall - Land Line	844.79	850.00	844.81	(5.19)		**99%**	
2-74-10-45-249	Eaglesham Hall - Other Prof Services	2,277.15	7,500.00	1,640.00	(5,860.00)		**22%**	
2-74-10-45-252	Eaglesham Hall - Building Maintenance (	-	-	5,275.00	5,275.00	**$**		
2-74-10-45-274	Eaglesham Hall - Insurance Premiums	2,197.95	2,300.00	2,088.45	(211.55)		**91%**	
2-74-10-45-519	Eaglesham Hall - General Supplies	34.11	1,000.00	490.92	(509.08)		**49%**	
2-74-10-45-539	Eaglesham Hall - Building Maintenance (	928.57	2,000.00	447.27	(1,552.73)		**22%**	
2-74-10-45-543	Eaglesham Hall - Natural Gas	2,216.90	2,760.00	2,382.68	(377.32)		**86%**	
2-74-10-45-544	Eaglesham Hall - Electricity	2,204.74	3,255.00	1,931.21	(1,323.79)		**59%**	
2-74-10-45-621	Eaglesham Hall - Building Amortization	7,528.00	7,600.00	7,527.96	(72.04)		**99%**	
2-74-10-45-735	Eaglesham Hall - Grants To Indiv & Orga	-	-	-	-			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Cultural Facilities	**18,256.59**	**27,315.00**	**22,646.67**	(4,668.33)		**83%**	
	Requisitions							
2-84-20-00-749	Seniors Foundation	13,709.00	13,348.00	13,348.00	-		**100%**	Grande Spirit Foundation Requisition
2-85-10-00-747	School Foundation	929,629.71	872,648.02	872,648.02	-		**100%**	School Requisition
2-85-10-00-748	Requisition Adjustments - Prior Year	-	2,845.23	-	(2,845.23)			budget error - 2016 under levy KL02 JE
2-85-20-00-747	Supplementary School	-	-	-	-			
	Requisitions	**943,338.71**	**888,841.25**	**885,996.02**	(2,845.23)		**100%**	
	Contingencies							
2-97-00-00-763	Contingencies - Contributed To Oper All	-	-	-	-			
2-97-00-00-764	Contingencies - Contributed To Oper Re	(425,000.00)	-	-	-			
2-97-00-00-990	Contingencies - Unforeseen Expense	-	-	-	-			
2-99-99-99-999	Miscellaneous Expenses	-	-	-	-			
	Contingencies	**(425,000.00)**	**-**	**-**	-			
	Total Expenditures	**9,616,632.92**	**10,205,036.40**	**9,862,627.44**	(342,408.96)		**97%**	

Birch Hills County
Operating Budget Projection Summary

2017			Comparison		
13-Apr	Revenue	2017 YTD	Budget to YTD		
(1,608,133.77)	Operating & Maintenance Revenue (Sales etc)	(1,527,957.39)	(80,176.38)		
(293,196.45)	Drawn from Operating Reserves	(293,196.46)	0.01		
(5,684,906.18)	Property Tax Revenue (Including Requisitions)	(5,679,791.61)	(5,114.57)		
(7,586,236.40)	Total O&M Revenue	(7,500,945.46)	(85,290.94)	(7,500,945.46)	
	Expense				
7,586,236.40	Operating & Maintenance Expense	7,243,827.44	342,408.96	6,950,007.44	
2,618,800.00	Amortization	2,618,800.00	0.00	2,618,800.00	
10,205,036.40	Total O&M Expense	9,862,627.44	342,408.96	9,568,807.44	293,820.00
					636,228.96
2,618,800.00	**Net Revenue & Expense (Inc amortization)**	**2,361,681.98**	257,118.02	**2,067,861.98**	
0.00	**Net Revenue & Expense (before amortization)**	**(257,118.02)**	257,118.02	**(550,938.02)**	

Birch Hills County Consolidated Statement of Financial Position (Balance Sheet)

Account	Description	2017 YTD	2016 YTD	
	Financial Assets			
	Cash And Temporary Investments			
5-00-00-00-112	Petty Cash & Float	600.00	600.00	Petty Cash $500, Float $100
5-00-00-00-121	CIBC - Consolidated Cash Investment Trust Fun	61,310.05	7,422.77	CCITF
5-00-00-00-122	ATB - Bank Account	1,921,707.60	971,654.02	
5-00-00-00-131	Wanham Tax Surplus Account	18,202.18	15,048.42	BS Pg 7, 6-00-00-00-131 Fin Stm Pg 21
5-00-00-00-310	CIBC Long Term GIC	248,261.77	245,803.73	
5-00-00-00-315	CIBC Cash Account	-	-	
5-00-00-00-320	CIBC Commerce Court Securities	-	-	
5-00-00-00-330	RBC Dominion Securities	10,810,070.07	10,810,070.07	
5-00-00-00-340	RBC Dominion Securities Cash Account	0.05	0.05	
5-00-00-00-350	ATB Term Deposits	-	-	
5-00-00-00-351	ATB Fixed Income Account	2,905,337.39	2,905,337.39	
5-00-00-00-352	ATB Revolving High Interest Savings Account	321,514.41	725,549.70	7th of each month, top up main acct to $1.5 million, 1 - 3 days
5-00-00-00-353	ATB Bond Investment Cash Account	528,835.76	542,272.98	for transfer requests, STATS affect transfer completion
5-00-00-00-354	ATB 60 Day Notice Demand Account	2,022,061.90	5,873,282.01	60 Day Notice Demand
5-00-00-00-355	ATB 90 Day Notice Demand Account	3,936,741.99	-	
		22,774,643.17	22,097,041.14	
	Taxes And Grants In Lieu Receivables			
5-00-00-00-211	Taxes & GIL Receivable	579,649.23	346,800.10	
5-00-00-00-215	Allowance - Doubtful Tax Accounts	(207,972.12)	(207,972.12)	Auditors 2-12-10-00-763 Fin Stm Pg 16
		371,677.11	138,827.98	
	Receivable From Other Governments			
5-00-00-00-236	GST Receivable (Paid)	372.66	4,305.49	
5-00-00-00-237	GST/ITC - Input Tax Credits (Rebate Receivable	24,696.18	18,038.68	
5-00-00-00-247	Prov Conditional Grants Receivable	-	0.00	
5-53-00-00-230	Medical Clinic - Due From Local Gov't	41,560.31	41,560.31	Auditors - Do we receive Financial Statements for the Medical C
		66,629.15	63,904.48	
	Trade And Other Receivables			
5-00-00-00-270	A/R - Receivable	39,360.46	48,822.91	
5-00-00-00-271	Midmonth Payroll Receivable	-	-	
5-00-00-00-275	Allowance - Doubtful Receivables	-	-	
5-00-00-00-280	Accounts Receivable Yearend Adjustment	-	-	
5-00-00-00-290	NSF Cheques Holding	-	-	
5-00-00-00-293	Interest Receivable	430,434.23	91,875.38	Auditors Note: In 2014 auditors changed the way interest was accrue
5-00-00-00-296	Miscellaneous Receivable	2,280.70	14,766.61	See external sub-ledger
5-41-10-00-274	Utilities Receivable	42,790.08	39,369.02	
5-53-00-00-270	Medical Clinic - Accounts Receivable	-	-	Auditors
6-41-10-00-671	Allowance - Doubtful Water & Wastewater	-	-	
		514,865.47	194,833.92	

Birch Hills County Consolidated Statement of Financial Position (Balance Sheet)

Account	Description	2017 YTD	2016 YTD	
	Inventory Of Materials And Supplies			
5-00-00-00-521	Inventory - Yard Fuel	10,387.63	15,462.92	
5-00-00-01-521	Inventory - Grader Site Fuel	5,824.11	7,812.68	
5-32-00-00-537	Inventory - Grader Blades/Tips	30,673.26	34,860.83	
5-32-00-00-599	Inventory - Gravel	649,291.52	1,397,811.44	
5-32-00-01-537	Inventory - Culverts	115,986.00	95,411.29	
5-32-00-01-599	Inventory - Gravel To Be Crushed	2,565.50	-	
5-41-00-00-531	Inventory - Water Plant Chemical Totes	1,250.00	2,500.00	
5-41-00-45-531	Inventory - Water Plant Chemicals	3,425.33	2,374.00	
5-63-70-00-510	Inventory - ASB Chemicals	88,004.84	64,195.30	
		907,408.19	1,620,428.46	
	Land Held For Resale			
5-66-10-45-570	Subdivision Held For Resale - Eaglesham	2,403.49	2,403.49	
5-66-10-50-570	Subdivision Held For Resale - Wanham	4,279.98	4,279.98	
		6,683.47	6,683.47	
	Prepaid Expenses			
5-00-00-00-405	**Prepaid - Miscel Expenses**	390.30	255.50	AB One Call, Land Titles
5-00-00-00-406	**Prepaid - Hotel Room Deposits**	0.00	4,354.10	
5-00-00-00-407	**Prepaid - Eaglesham Fuel Products**	-	514.17	
5-00-00-00-408	**Prepaid - Diamond Enhancement/Support**	3,020.41	4,050.62	
5-00-00-00-409	**Prepaid - Insurance**	60,502.90	59,888.02	
5-00-00-00-410	**Prepaid - Year End General Expenses**	34,841.27	29,114.19	See external sub-ledger
5-00-00-00-411	**Prepaid - Postage**	2,052.72	2,585.19	
5-00-00-00-412	Dental	(233.04)	0.00	
5-00-00-00-413	Life Insurance	452.40	(14.36)	
5-00-00-00-414	Accidental Death & Dismemberment	(0.00)	3.99	
5-00-00-00-415	Disability - WI & Ltd	147.73	(13.42)	
5-00-00-00-416	Extended Health Care	(301.97)	(1,796.00)	
5-00-00-00-417	Dependent Life	9.46	0.00	
5-00-00-00-418	Employee Assistance Program	-	-	
5-00-00-00-419	Critical Illness	27.78	2.42	
5-00-00-00-420	Short Term Disability	130.84	(17.78)	
5-00-00-00-421	Optional Life Insurance	(22.80)	-	
5-00-00-00-422	Health Care Spending Account	3,039.00	3,039.00	HCSA Deposit
		104,057.00	101,965.64	
	Long-Term Investments			
5-00-00-00-341	Investment - AMFC Shares	80.00	80.00	
5-00-00-00-375	Investment - AAMD&C Equity	-	-	
		80.00	80.00	
	Other Financial Assets			
5-00-00-00-490	Other Assets	-	2,845.23	Residential ASFF Under Levy & Seniors Fin Stm Pg 17
5-00-00-00-495	Deposits On Assets	-	-	
		-	2,845.23	
	Total Financial Assets	24,746,043.56	24,226,610.32	

Birch Hills County Consolidated Statement of Financial Position (Balance Sheet)

Account	Description	2017 YTD	2016 YTD	
	Physical Assets			
	Engineering Structures			
5-32-00-00-610	Roads - Engineering Structure	173,046,680.50	173,046,680.50	**610 - Engineering Structures**
5-32-00-00-611	Roads - Acc Amort Engineering Structure	(150,675,844.14)	(148,701,361.50)	**620 - Buildings**
5-41-00-00-610	Reg Water - Engineering Structure	3,638,649.14	3,638,649.14	**630 - Machinery & Equipment**
5-41-00-00-611	Reg Water - Acc Amort Engineering Structure	(1,274,766.26)	(1,193,589.14)	**640 - Land Held For Municipal Use**
5-42-00-00-610	Wastewater - Engineering Structure	2,131,689.97	2,131,689.97	**650 - Vehicles**
5-42-00-00-611	Wastewater - Acc Amort Engineering Structure	(607,033.93)	(559,617.97)	
		26,259,375.28	28,362,451.00	
	Buildings			
5-12-00-00-620	Gen Admin - Buildings	1,190,154.56	1,190,154.56	
5-12-00-00-621	Gen Admin - Acc Amort Buildings	(630,251.60)	(601,827.56)	
5-23-00-00-620	Fire - Buildings	865,380.88	865,380.88	
5-23-00-00-621	Fire - Acc Amort Buildings	(210,412.84)	(193,104.88)	
5-32-00-00-620	Roads - Buildings	79,896.90	79,896.90	
5-32-00-00-621	Roads - Acc Amort Buildings	(32,903.94)	(31,305.90)	
5-41-00-00-620	Reg Water - Buildings	4,055,007.25	4,055,007.25	
5-41-00-00-621	Reg Water - Acc Amort Buildings	(685,261.25)	(604,162.25)	
5-42-00-00-620	Wastewater - Buildings	16,295.88	16,295.88	
5-42-00-00-621	Wastewater - Acc Amort Buildings	(4,889.92)	(4,563.88)	
5-53-00-00-620	Medical Clinic - Buildings	105,752.19	105,752.19	
5-53-00-00-621	Medical Clinic - Acc Amort Buildings	(0.19)	(0.19)	
5-74-00-00-620	Culture - Buildings	122,865.75	122,865.75	
5-74-00-00-621	Culture - Acc Amort Buildings	(130,393.71)	(122,865.75)	
		4,741,239.96	4,877,523.00	
	Machinery & Equipment			
5-12-00-00-630	Gen Admin - Machinery & Equipment	43,555.69	43,555.69	
5-12-00-00-631	Gen Admin - Acc Amort Machinery & Equipment	(37,124.73)	(29,553.69)	
5-23-00-00-630	Fire - Machinery & Equipment	86,665.74	86,665.74	
5-23-00-00-631	Fire - Acc Amort Machinery & Equipment	(61,883.78)	(57,501.74)	
5-32-00-00-630	Roads - Machinery & Equipment	3,214,141.79	3,214,141.79	
5-32-00-00-631	Roads - Acc Amort Machinery & Equipment	(1,496,689.79)	(1,290,655.79)	
5-41-00-00-630	Reg Water - Machinery & Equipment	275,703.99	275,703.99	
5-41-00-00-631	Reg Water - Acc Amort Machinery & Equipment	(126,457.59)	(107,322.99)	
5-42-00-00-630	Wastewater - Machinery & Equipment	10,634.00	10,634.00	
5-42-00-00-631	Wastewater - Acc Amort Machinery & Equipmen	(4,962.96)	(4,254.00)	
5-43-00-00-630	Solid Waste - Machinery & Equipment	29,520.00	29,520.00	
5-43-00-00-631	Solid Waste - Acc Amort Machinery & Equipmen	(27,542.04)	(25,584.00)	
5-53-00-00-630	Medical Clinic - Machinery & Equipment	3,955.68	3,955.68	
5-53-00-00-631	Medical Clinic - Acc Amort Machinery & Equipme	(3,955.68)	(3,955.68)	
5-63-00-00-630	ASB - Machinery & Equipment	180,192.97	180,192.97	
5-63-00-00-631	ASB - Acc Amort Machinery & Equipment	(117,580.01)	(107,806.97)	
		1,968,173.28	2,217,735.00	

Birch Hills County Consolidated Statement of Financial Position (Balance Sheet)

Account	Description	2017 YTD	2016 YTD	
	Land Held For Municipal Use			
5-12-00-00-640	Gen Admin - Land	9,190.31	9,190.31	
5-32-00-00-640	Roads - Land	39,547.01	39,547.01	
5-41-00-00-640	Reg Water - Land	710,451.38	710,451.38	
5-42-00-00-640	Wastewater - Land	39,372.00	39,372.00	
5-43-00-00-640	Solid Waste - Land	47,986.53	47,986.53	
5-53-00-00-640	Medical Clinic - Land	53,550.08	53,550.08	
		900,097.31	900,097.31	
	Vehicles			
5-11-00-00-650	Advisory Council - Vehicles	-	-	
5-11-00-00-651	Advisory Council - Acc Amort Vehicles	-	-	
5-23-00-00-650	Fire - Vehicles	1,082,446.13	1,082,446.13	
5-23-00-00-651	Fire - Acc Amort Vehicles	(542,390.17)	(492,927.13)	
5-32-00-00-650	Roads - Vehicles	969,091.11	969,091.11	
5-32-00-00-651	Roads - Acc Amort Vehicles	(624,144.27)	(559,648.11)	
5-41-00-00-650	Reg Water - Vehicles	107,341.05	107,341.05	
5-41-00-00-651	Reg Water - Acc Amort Vehicles	(56,608.49)	(46,647.05)	
5-63-00-00-650	ASB - Vehicles	130,949.03	130,949.03	
5-63-00-00-651	ASB - Acc Amort Vehicles	(129,646.03)	(125,878.03)	
		937,038.36	1,064,727.00	
	Total Physical Assets	34,805,924.19	37,422,533.31	
	Total Assets	**59,551,967.75**	**61,649,143.63**	
	Liabilities			
	Accounts Payable & Accruals			
6-00-00-00-236	GST Payable	-	-	
6-00-00-00-242	Accounts Payable - Trade	(327,243.82)	(301,278.20)	
6-00-00-00-243	Accounts Payable - Year End Accruals	(4,692.77)	(238.83)	use 5-00-00-00-410 also
6-00-00-00-250	Medical Clinic - Accounts Payable	-	0.00	Auditors
6-00-00-00-298	Gravel Royalties Payable	-	-	
6-00-00-00-299	Provision For Landfill Closure	(100,000.00)	(100,000.00)	Fin Stm Pg 18 PS3260? Effective Dec 31, 2015 2000-$40
6-00-00-00-400	Suspense	-	-	000, 2001-$40 000, 2002-$40 000, 2007-$140 000, 2008-$70
6-00-00-00-476	**Construction Project Hold Backs**	-	-	000
		(431,936.59)	(401,517.03)	
	Payroll Accruals			
6-00-00-00-272	Accounts Payable - Payroll	(46,596.39)	(53,178.72)	Dec 21-31 10 day accrual
6-00-00-00-283	CPP Payable	-	0.00	
6-00-00-00-284	Income Tax Payable	-	(0.00)	
6-00-00-00-285	EI Payable	-	(0.00)	
6-00-00-00-286	LAPP Pension Plan Payable	379.85	-	
6-00-00-00-288	Garnishment Of Wages	-	(8.48)	
6-00-00-00-295	Disability - Short & Long Term Payable	-	-	
6-00-00-00-314	WCB Payable	2,821.81	(6.54)	
		(43,394.73)	(53,193.74)	

Birch Hills County Consolidated Statement of Financial Position (Balance Sheet)

Account	Description	2017 YTD	2016 YTD	
	Liability Clearing Accounts			
6-00-00-00-270	Accounts Receivable Clearing	75.39	-	
6-00-00-00-291	Property Taxes Clearing	-	-	
6-00-00-00-315	Automobile Clearing	-	-	
6-00-00-00-300	Revolving Line Of Credit Clearing	-	-	
6-00-00-00-471	Cash Receipt Clearing	(0.00)	0.00	
6-00-00-00-473	Bank Reconciliation Clearing	-	-	
6-00-00-00-475	Utilities Clearing	-	-	Rct 53365 paid 50% renter deposit & never return or takes calls
6-00-00-00-521	Fuel Clearing	-	-	
6-32-00-00-880	Gravel Clearing	-	-	
		75.39	0.00	
	Vacation Accruals			
6-00-00-00-311	Banked - STAT Accrual	(541.58)	-	
6-00-00-00-312	Banked - MIL & Overtime Accrual	(17,879.04)	(9,903.76)	Financial Statement Pg 18
6-00-00-00-313	Banked - Vacation Accrual	(81,703.13)	(80,029.81)	
6-00-00-00-316	Sick Pay Accrual	(22,936.76)	(23,108.55)	Accrual setup - 2-3 year average historical usage
		(123,060.51)	(113,042.12)	
	Long Term Debt			
6-00-00-00-310	Long Term Debt	-	-	
	Deposit Liabilities			
6-00-00-00-480	Deposits - Industrial Inspections	(7,501.25)	(14,895.50)	
6-00-00-00-474	Deposits - Utility & Bulk Water Accounts	(15,700.00)	(14,650.00)	
		(23,201.25)	(29,545.50)	
	Deferred Revenue			
6-00-00-00-470	Deferred Revenue	(21,341.95)	(14,233.62)	2015 & 2016 WCB Rebate
6-00-00-00-999	Water & Wastewater - Prepaid Local Improveme	-	-	
6-32-00-00-475	Deferred Revenue - Grants	(943,739.02)	(469,640.12)	Atco $3,440 Fin Stm Pg 17
6-41-10-02-470	Unearned Capital Transfer	-	-	
6-53-00-00-475	Medical Clinic - Unearned Revenue	-	-	
		(965,080.97)	(483,873.74)	
	Other Liabilities			
6-00-00-00-490	Other Liabilties	-	-	
	Total Liabilities	(1,586,598.66)	(1,081,172.13)	
	Municipal Position			
	Equity In Physical Assets			
6-00-00-00-800	Equity - Capital Property	(37,422,533.31)	(37,422,533.31)	**2015 Financial Statement Pg 7&8, & pg 20**
	Operating Fund			**Cap at $3,000,000 - Council to review annually, annual motion required**
6-00-00-00-910	Accumulated Surplus (Unrestricted)	(3,000,000.00)	(5,351,230.45)	

Birch Hills County Consolidated Statement of Financial Position (Balance Sheet)

Account	Description	2017 YTD	2016 YTD	
	Reserves			
6-00-00-00-131	Tax Sale Surplus Trust	(18,202.18)	(15,048.42)	Pg 1, 5-00-00-00-131
6-00-00-00-710	Tax Rate Stabilization	-	-	Pg 1, 5-00-00-00-130
6-00-00-00-711	Tax Rate Stabilization	(7,905,566.27)	(7,904,942.73)	Received from Province when MD was formed (1995 estimate) as per J
6-11-00-00-760	Restricted Surplus - Council	(13,633.00)	(13,633.00)	
6-12-00-00-760	Restricted Surplus - Gen Admin	(23,303.07)	(23,303.07)	
6-23-00-00-760	Restricted Surplus - Fire Services	(317,619.68)	(317,619.68)	
6-32-00-00-763	Restricted Surplus - Roads, Streets etc	(7,275,442.43)	(7,275,442.43)	(Market Road Development)
6-41-00-00-760	Restricted Surplus - Regional Water/Wastewate	(897,719.03)	(897,719.03)	
6-43-00-00-760	Restricted Surplus - Solid Waste Management	(887,392.92)	(887,392.92)	
6-53-00-00-760	Restricted Surplus - Other Public Health & Welfa	(100,000.00)	(344,697.73)	
6-63-00-00-760	Restricted Surplus - Agriculture Services	(25,803.13)	(25,803.13)	
6-66-00-00-760	Restricted Surplus - Land Subdivision	-	-	
6-74-00-00-760	Restricted Surplus - Recreation & Halls	(198,134.50)	(198,134.50)	
6-97-00-00-760	Contingency (Capital Assets - all purpose)	(2,241,701.55)	(1,233,177.00)	
		(19,904,517.76)	(19,136,913.64)	(19,904,517.76)
				(18,202.18)
	Total Municipal Position	(60,327,051.07)	(61,910,677.40)	**(19,886,315.58)**
				2016 Financial Statement Pg 7
	Total Liabilities And Municipal Position	**(61,913,649.73)**	**(62,991,849.53)**	
	Net Assets	**(2,361,681.98)**	**(1,342,705.90)**	**2015 Financial Statement Pg 4**
	Unrestricted Surplus	**(3,000,000.00)**	**(5,351,230.45)**	
	Net Assets	**(2,361,681.98)**	**(1,342,705.90)**	
	Unrestricted Surplus	**(638,318.02)**	**(4,008,524.55)**	**2015 Financial Statement Pg 7**

From: Tina Kwirant [mailto:TKwirant@brazeau.ab.ca]
Sent: Friday, February 23, 2018 11:50 AM
To:
Subject: Mayors & Reeves Liaison Committee Meeting - Request for Agenda Items

Please be advised that the Mayors & Reeves Liaison Committee Meeting is scheduled for Monday, March 19, 3:00-4:00 pm Salon 4, Meeting Level, Shaw Conference Centre.

Deadline for agenda items is **March 9, 2018.**

Please note that we will require back-up documentation with your agenda item. If you are unable to make the deadline date, the item may be added from the floor at the meeting.

Agenda items are to be submitted to Brazeau County care of myself at the above email address.

Thank you.

Tina Kwirant
Executive Assistant

Brazeau County
Box 77 – 7401 TWP RD 494
Drayton Valley, Alberta
T7A 1R1
Tel: 780-542-7777 ext 1118
Fax: 780-542-7770
www.brazeau.ab.ca

From: Chelsea Parent [mailto:chelsea@aamdc.com]
Sent: Monday, February 26, 2018 8:32 AM
To:
Subject: Asset Management Workshops for EOs and CAOs - First Course March 6th
Importance: High

Hello CAOs,

As you may be aware, the AAMDC is collaborating with the AUMA, FCM, and Infrastructure Asset Management Alberta to develop and deliver asset management capacity-building workshops to elected officials, CAOs, and staff from municipalities across Alberta.

The AAMDC wants to ensure that all municipalities are aware of this opportunity, as the courses are being offered for free thanks to funding support from the Government of Canada, and they will provide a great baseline level of asset management understanding for those from municipalities with limited progress made on asset management to date, or for new elected officials who may not be up to speed on the role that asset management plays in their municipalities.

As courses are approaching quickly (especially those for elected officials/CAOs), we encourage those interested to register as soon as possible. A complete list of course dates and locations, as well as registration information, can be found by clicking here.

The first round of courses is as follows:

- March 6 – Sherwood Park (Strathcona County Hall), 8:30am – 4:30pm (elected officials and CAOs)
- March 27 – Strathmore (Travel Lodge Strathmore), 8:30am – 4:30pm (elected officials and CAOs)
- March 29 – Lethbridge (Coast Lethbridge Hotel and Conference Centre), 8:30am – 4:30pm (elected officials and CAOs)
- April 11 – Peace River (Chateau Nova), 8:30am – 4:30pm (elected officials and CAOs)
- April 17 – Vermilion (Vermilion Regional Centre), 8:30am – 4:30pm (elected officials and CAOs)

Registration for the courses is OPEN, and space is limited, so please sign up quickly. Registration for remaining courses shown on the website will be opening as venues are confirmed over the next several weeks, so please check back often.

Thanks, and feel free to contact us for more information.

Chelsea Parent
Policy Analyst
AAMDC - Alberta Association of Municipal Districts and Counties
2510 Sparrow Drive, Nisku, AB T9E 8N5
P: (587) 671-0124

Councillor Joudrey's Report

From , February 15, 2018 – March 1, 2018

Growing The North Conference

February 20 - 22, 2018 at Evergreen Park ENTREC Centre, Grande Prairie, AB

- I will report verbally with the other Council Attendees at the March 1 Council Meeting.

G5 Meeting

February 26, 2018 at the Rycroft Ag. Society Building

- I will report verbally with the other Meeting Attendees at the March 1 Council Meeting.