

**AGENDA
BIRCH HILLS COUNTY
SPECIAL COUNCIL MEETING
TO BE HELD IN THE
WANHAM BIRCH HILLS COUNTY OFFICE
November 24, 2020**

9:00 a.m.

CALL THE MEETING TO ORDER

1. ADOPTION OF THE AGENDA

2. NEW BUSINESS

- i. 2021 Operational Budget (Page 2)
- ii. 2021 Capital Budget (Page 15)

NEXT REGULAR COUNCIL MEETING DATE – November 26, 2020



Request for Decision (RFD)

| | |
|--|--|
| Meeting: Regular Council Meeting | Reviewed/ Approved for Submission |
| Meeting Date: November 24, 2020 | CAO: RB |
| Originated By: Shelley Braun, DCS | Director: SDB |
| Item Title: 2021 O&M Budget | Presenter: DCS/CAO |

DESCRIPTION:

Council is being requested to review the 2021 Operating and Maintenance Budget.

BACKGROUND:

The requirement for Council to adopt an operating budget is spelled out in Section 242 of the Municipal Government Act and reads as follows:

Adoption of operating budget

242(1) Each council must adopt an operating budget for each calendar year.

(2) A council may adopt an interim operating budget for part of a calendar year.

(3) An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

The current 2020 Operating Budget was approved by Council on April 23, 2020 by Resolution RC20-183 that read as follows:

“Moved by Councillor Carbone that Council adopts the 2020 Operating Budget with:

Total Revenues of \$8,106,577.44 comprised of:
 Operating Revenues (sales, grants, etc.) of \$1,736,226.35;
 Revenue Drawn from Operating Reserves of \$ 425,408.42; and
 Municipal Property Tax Revenue of \$5,944,942.67; and

Total Expenses of \$10,639,666.15 comprised of:
 Operating Expenses of \$8,106,577.44; plus
 Amortization Expense of \$2,533,088.71

which results in a balanced budget before the amortization expense of \$2,533,088.71.”

COST / SOURCE OF FUNDING:

Revenues to cover the expenses in the budget are comprised of mainly the sales of goods and services, grants, and Municipal taxes. The 2021 mill rates for municipal taxes and any amount to be drawn down from reserves will be determined at such time as the final 2021 O&M budget is passed in the spring of 2021.

RELEVANT LEGISLATION (Cite):

Section 242 of the Municipal Government Act (quoted above)

ATTACHMENT(s):

2021 O&M Budget Projection
2021 Budget Variance Summary by Function
2020 Municipal Position Summary (unaudited)
2021 Budget Consultation – Survey Results

Quick Reference (added to meeting directory):

Fees, Rates, and Charges Bylaw
2014-2018 Strategic Plan

OPTIONS:

Council may choose to:

1. Accept the 2021 Operating and Maintenance Budget for information; and
2. direct Administration to make changes to the budget and bring it back to a future Regular Meeting of Council to be held on December 10, 2020.

RECOMMENDED ACTION:

It is Administration's recommendation that Council accepts the 2021 Operating and Maintenance Budget as information and direct Administration to make the indicated changes and bring it back to a future Regular Meeting of Council to be held on December 10, 2020.

**Birch Hills County
Operating Budget Projection**

| Revenue | 2020 Budget | 2020 YTD | 2021 Budget | Budget Change |
|---|-----------------------|----------------------------|--------------------------|----------------------|
| Operating & Maintenance Revenue (Sales etc) | (2,495,519.35) | (1,465,696.82) | (1,641,615.22) | (853,904.13) |
| Less Capital Grants | <u>759,293.00</u> | <u>454,940.13</u> | <u>0.00</u> | 759,293.00 |
| Net O&M Revenue | (1,736,226.35) | (1,010,756.69) | (1,641,615.22) | (94,611.13) |
| Drawn from Operating Reserves | (425,408.42) | (354,507.10) | 0.00 | (425,408.42) |
| Property Tax Revenue (Including Requisitions) | (5,944,942.67) | (5,951,995.23) | (5,944,942.68) | 0.01 |
| Total O&M Revenue (not incl capital grants) | (8,106,577.44) | (7,317,259.02) | (7,586,557.90) | (520,019.54) |
| Expense | | | | |
| Operating & Maintenance Expense | 8,106,577.44 | 6,557,167.32 | 7,740,055.69 | (366,521.75) |
| Amortization | <u>2,533,088.71</u> | <u>2,321,997.92</u> | <u>2,533,088.71</u> | 0.00 |
| Total O&M Expense | 10,639,666.15 | 8,879,165.24 | 10,273,144.40 | (366,521.75) |
| Net Revenue & Expense (Inc amortization & Capital Grants) | 1,773,795.71 | 1,106,966.09 | 2,686,586.50 | 912,790.79 |
| Amortization | 2,533,088.71 | 2,321,997.92 | 2,533,088.71 | 0.00 |
| Government Transfers for Capital | (759,293.00) | (454,940.13) | 0.00 | (759,293.00) |
| Net Revenue before amortization and government transfers for capital | <u>0.00</u> | <u>(760,091.70)</u> | <u>153,497.79</u> | 153,497.79 |

Birch Hills County
Budget Variance Summary by Function Printed 11/20/2020 1:24 PM

| Description | 2020 Budget | 2020 YTD | 2021 V1 Budget | Budget Change | Notes |
|--|------------------------|------------------------|------------------------|--------------------|--|
| General Revenue - Property Tax and Miscel Requisitions | (6,104,942.67) | (6,081,194.37) | (6,101,298.40) | 3,644.27 | PERK credit \$36,356 |
| | 859,267.94 | 790,247.81 | 844,918.19 | (14,349.75) | no prior year adjustment |
| Net General Revenue | (5,245,674.73) | (5,290,946.56) | (5,256,380.21) | (10,705.48) | |
| 11 - Council | | | | | |
| Council Revenue | (425,408.42) | (354,581.54) | - | 425,408.42 | Drawn from Reserve |
| Council Expense | 162,385.00 | 110,807.21 | 164,980.00 | 2,595.00 | |
| Net Council | (263,023.42) | (243,774.33) | 164,980.00 | 428,003.42 | |
| 11 - Election | | | | | |
| Election Expense | - | 14.00 | 2,750.00 | 2,750.00 | Nominations Jan 1-Sept 20, Election Day Oct 18 |
| 12-10 - General Administration | | | | | |
| General Admin Revenue | (519,604.00) | (365,141.61) | (503,036.50) | 16,567.50 | decrease Interest earned - future pressure point |
| General Admin Expense | 1,552,454.00 | 1,112,784.30 | 1,457,068.00 | (95,386.00) | Allowance for Doubtful accounts (Bad Debt) - |
| Net General Administration | 1,032,850.00 | 747,642.69 | 954,031.50 | (78,818.50) | 2019 \$100,000 2020 \$600,00 2021 \$523,384 |
| 12-30 - Assessment | | | | | |
| Assessment Revenue | - | - | - | - | |
| Assessment Expense | 130,520.00 | 115,218.99 | 129,785.00 | (735.00) | |
| Net Assessment | 130,520.00 | 115,218.99 | 129,785.00 | (735.00) | |
| 21 - Policing Services | | | | | |
| Police Services Expense | 27,089.00 | - | 49,693.00 | 22,604.00 | |
| 23 - Fire Preventive Services | | | | | |
| Fire Services Revenue | (57,000.00) | (43,328.50) | (30,000.00) | 27,000.00 | FRIAA Grant \$22,000 |
| Fire Services Expense | 225,093.00 | 167,580.73 | 208,013.00 | (17,080.00) | FRIAA Contract costs \$22,000 |
| Net Fire Protection | 168,093.00 | 124,252.23 | 178,013.00 | 9,920.00 | |

Birch Hills County
Budget Variance Summary by Function Printed 11/20/2020 1:24 PM

| Description | 2020 Budget | 2020 YTD | 2021 V1 Budget | Budget Change | Notes |
|--|----------------------|---------------------|---------------------|--------------------|--|
| 24 - Disaster Services | | | | | |
| Disaster Services Revenue | - | - | - | - | |
| Disaster Services Expense | 14,030.00 | 11,030.50 | 13,380.00 | (650.00) | |
| Net Disaster Services | 14,030.00 | 11,030.50 | 13,380.00 | (650.00) | |
| 25 - Medical Services | | | | | |
| Medical Services Revenue | - | - | - | - | |
| Medical Services Expense | 41,260.00 | 35,360.59 | 40,320.00 | (940.00) | |
| Net Medical Services | 41,260.00 | 35,360.59 | 40,320.00 | (940.00) | |
| 26 - By-Law Enforcement / Safety | | | | | |
| Safety Revenue | - | - | - | - | |
| Safety Expense | 4,000.00 | - | 2,000.00 | (2,000.00) | |
| Net Safety | 4,000.00 | - | 2,000.00 | (2,000.00) | |
| 32 - Public Works | | | | | |
| 32-01 PW - Grader Services Revenue | (84,500.00) | (84,500.00) | (84,733.00) | (233.00) | |
| 32-01 PW - Grader Services Expense | 1,113,747.00 | 937,104.16 | 1,088,695.00 | (25,052.00) | Fuel decrease |
| Net Grader Services | 1,029,247.00 | 852,604.16 | 1,003,962.00 | (25,285.00) | |
| 32-10 PW - Administration Revenue | (753,543.00) | (395,645.33) | (21,244.00) | 732,299.00 | capital grant not included (finalize capital budget) |
| 32-10 PW - Administration Expense | 523,834.00 | 421,537.97 | 493,835.00 | (29,999.00) | wages & loss on capital assets |
| Net PW General Administration | (229,709.00) | 25,892.64 | 472,591.00 | 702,300.00 | |
| 32-20 PW - Street Lights Expenses | 47,250.00 | 30,810.55 | 49,613.00 | 2,363.00 | |
| 32-30 PW- Gen Maintenance Revenue | (27,600.00) | (24,144.75) | (27,600.00) | - | |
| 32-30 PW- Gen Maintenance Expense | 2,494,730.31 | 2,122,893.38 | 2,476,440.31 | (18,290.00) | operator vacant position, 2 seasonal |
| Net PW General Maintenance | 2,467,130.31 | 2,098,748.63 | 2,448,840.31 | (18,290.00) | |

Birch Hills County
Budget Variance Summary by Function Printed 11/20/2020 1:24 PM

| Description | 2020 Budget | 2020 YTD | 2021 V1 Budget | Budget Change | Notes |
|------------------------------------|---------------------|---------------------|---------------------|--------------------|---|
| 32-40 PW - Gravel Services Revenue | (250,000.00) | (202,255.51) | (250,000.00) | - | BMTG \$413,293 and MSP \$184,604 grant monies plus \$17,971 municipal funds |
| 32-40 PW - Gravel Services Expense | 982,295.00 | 830,034.45 | 926,645.00 | (55,650.00) | |
| Net Gravel Services | 732,295.00 | 627,778.94 | 676,645.00 | (55,650.00) | |
| 32-60 PW- Project Services Revenue | (8,000.00) | (567.93) | (4,000.00) | 4,000.00 | Aggregate levy decrease |
| 32-60 PW- Project Services Expense | 105,000.00 | 1,815.00 | 99,000.00 | (6,000.00) | |
| Net PW Project Services | 97,000.00 | 1,247.07 | 95,000.00 | (2,000.00) | |
| 32-70-38 PW - Contingency Revenue | - | - | - | - | |
| 32-70-38 PW- Contingency Expense | - | 201,624.96 | - | - | |
| | - | 201,624.96 | - | - | |
| 32-70 PW - Dust Control Revenue | (50,000.00) | (35,840.00) | (35,000.00) | 15,000.00 | |
| 32-70 PW - Dust Control Expense | 61,000.00 | 47,214.30 | 51,000.00 | (10,000.00) | |
| Net PW Dust Control | 11,000.00 | 11,374.30 | 16,000.00 | 5,000.00 | |
| 32-80 PW - Bridge File Expense | 288,596.61 | 249,421.92 | 287,396.61 | (1,200.00) | |
| Net Public Works | 4,442,809.92 | 4,099,503.17 | 5,050,047.92 | 607,238.00 | |
| 33 - Airport | | | | | |
| Airport Revenue | - | - | - | - | Town of Spirit River grant |
| Airport Expense | 500.00 | - | 500.00 | - | |
| Net Airport Services | 500.00 | - | 500.00 | - | |
| 37 - Drainage Ditches | | | | | |
| Drainage Ditches Revenue | - | - | - | - | |
| Drainage Ditches Expense | 10,000.00 | 1,615.00 | 9,500.00 | (500.00) | |
| Net Drainage Ditches | 10,000.00 | 1,615.00 | 9,500.00 | (500.00) | |

Birch Hills County
Budget Variance Summary by Function Printed 11/20/2020 1:24 PM

| Description | 2020 Budget | 2020 YTD | 2021 V1 Budget | Budget Change | Notes |
|---|-------------------|-------------------|-------------------|-------------------|--|
| 41 - Regional Water Services | | | | | |
| Regional Water Services Revenue | (286,660.00) | (272,164.22) | (259,460.00) | 27,200.00 | capital grant not included (finalize capital budget) |
| Regional Water Services Expense | 700,305.79 | 599,033.86 | 688,630.79 | (11,675.00) | |
| Net Regional Water Services | 413,645.79 | 326,869.64 | 429,170.79 | 15,525.00 | |
| 42 - Wastewater Services | | | | | |
| Wastewater Services Revenue | (64,000.00) | (46,652.94) | (53,500.00) | 10,500.00 | decrease miscel revenue |
| Wastewater Services Expense | 108,924.00 | 83,684.45 | 107,038.00 | (1,886.00) | |
| Net Reg Wastewater Treatment | 44,924.00 | 37,031.51 | 53,538.00 | 8,614.00 | |
| 43 - Solid Waste Services | | | | | |
| Solid Waste Services Revenue | (27,600.00) | (23,023.47) | (27,600.00) | - | |
| Solid Waste Services Expense | 127,944.50 | 122,132.22 | 127,529.50 | (415.00) | |
| Net Solid Waste Collection | 100,344.50 | 99,108.75 | 99,929.50 | (415.00) | |
| 51 - Family & Community Support Services | | | | | |
| FCSS - Revenue | (47,606.00) | (33,247.70) | (47,606.00) | - | |
| FCSS- Expense | 63,468.00 | 41,404.87 | 63,048.00 | (420.00) | |
| Net FCSS | 15,862.00 | 8,157.17 | 15,442.00 | (420.00) | |
| 53 - Medical Clinic | | | | | |
| Medical Clinic - Revenue | - | - | - | - | |
| Medical Clinic - Expense | 11,109.00 | 6,424.88 | 7,009.00 | (4,100.00) | |
| Net Medical Clinic | 11,109.00 | 6,424.88 | 7,009.00 | (4,100.00) | |
| 56 - Cemeteries | | | | | |
| Cemetery Revenue | - | - | - | - | |
| Cemetery Expense | 900.00 | - | 900.00 | - | New payroll burden from ASB |
| Net Cemeteries | 900.00 | - | 900.00 | - | |

Birch Hills County
Budget Variance Summary by Function Printed 11/20/2020 1:24 PM

| Description | 2020 Budget | 2020 YTD | 2021 V1 Budget | Budget Change | Notes |
|---|--------------------|--------------------|--------------------|--------------------|----------------------------|
| 61-10 MPC Planning, Zoning & Development | | | | | |
| Planning & Development Revenue | (15,000.00) | (10,436.70) | (15,000.00) | - | decrease draw from reserve |
| Planning & Development Expense | 13,000.00 | 7,761.89 | 9,950.00 | (3,050.00) | |
| Net Planning & Development | (2,000.00) | (2,674.81) | (5,050.00) | (3,050.00) | |
| 61-20 - Development Appeal Board | | | | | |
| Planning & Development Expense | 1,800.00 | - | 1,450.00 | (350.00) | SDAB hearings |
| 61-30 - Development Administration | | | | | |
| Planning & Development Expense | 51,835.00 | 39,309.46 | 48,030.00 | (3,805.00) | |
| 62 - Community Services | | | | | |
| Community Services Revenue | - | - | - | - | |
| Community Services Expense | - | - | - | - | |
| | - | - | - | - | |
| 63 - Agriculture Services | | | | | |
| 63-10 ASB Administration Revenue | (126,446.35) | (141,097.89) | (110,500.00) | 15,946.35 | 13% decrease grant funding |
| 63-10 ASB Administration Expense | 65,998.00 | 53,359.90 | 60,131.00 | (5,867.00) | |
| 63-10-01 ASB Board Expense | 35,610.00 | 32,845.45 | 30,400.00 | (5,210.00) | |
| 63-20 ASB Fieldman Expense | 235,930.00 | 189,443.15 | 230,030.00 | (5,900.00) | |
| 63-60 ASB Extensions Expense | - | - | - | - | |
| 63-70-20 ASB Weed Control Expense | 227,980.00 | 182,516.65 | 262,150.00 | 34,170.00 | |
| 63-70-22 ASB Roadside Mowing Expense | 129,870.00 | 115,425.91 | 66,900.00 | (62,970.00) | |
| 63-70-27 ASB Brushing Expense | - | - | - | - | |
| 63-70-28 ASB Hamlet Maintenance Expense | 24,660.00 | 40,414.04 | 25,900.00 | 1,240.00 | |
| Net ASB Services | 593,601.65 | 472,907.21 | 565,011.00 | (28,590.65) | |
| 64 - Natural Resources Development | | | | | |
| Natural Resources Expense | - | - | - | - | |
| 66 - Subdivision Land & Developments | | | | | |
| Sale of Lots Revenue | - | - | - | - | |
| Cost of Land Sold Expense | - | - | - | - | |

Birch Hills County
Budget Variance Summary by Function Printed 11/20/2020 1:24 PM

| Description | 2020 Budget | 2020 YTD | 2021 V1 Budget | Budget Change | Notes |
|---|------------------|------------------|------------------|-------------------|--------------------------------------|
| Net Subdivision | - | - | - | - | |
| 68 - Intermunicipal Economic Advisory | 1,000.00 | - | - | (1,000.00) | |
| Intermuni Adv Development Committee | 1,000.00 | - | - | (1,000.00) | |
| 69 - Tourism | | | | | |
| Tourism Expense | 2,500.00 | - | 2,500.00 | - | PV Conservation Recreation & Tourism |
| 71- Recreation Board & Services | | | | | |
| Recreation Board Expense | 138,627.00 | 132,487.16 | 84,800.00 | (53,827.00) | |
| 72-10 - Recreation/Parks Facilities & Programs | | | | | |
| Parks Revenue | (1,000.00) | (725.00) | (500.00) | 500.00 | Wanham Campsite |
| Parks Expense | 1,250.00 | 844.53 | 1,350.00 | 100.00 | Wanham Campsite |
| Net Recreation Board | 250.00 | 119.53 | 850.00 | 600.00 | |
| 72-11 - Community Enhancement | | | | | |
| Enhancement Expense | 2,500.00 | 1,518.78 | 7,500.00 | 5,000.00 | |
| 74-10 - Library Board Services | | | | | |
| Library Revenue | (10,310.00) | (8,227.44) | (10,330.00) | (20.00) | |
| Library Expense | 39,270.00 | 37,404.69 | 39,790.00 | 520.00 | |
| Net Library Board | 28,960.00 | 29,177.25 | 29,460.00 | 500.00 | |

Birch Hills County
Budget Variance Summary by Function Printed 11/20/2020 1:24 PM

| Description | 2020 Budget | 2020 YTD | 2021 V1 Budget | Budget Change | Notes |
|--|----------------------------|-----------------------------|----------------------------|--------------------------|--------------------------------------|
| 74-10-45 - Cultural Facilities | | | | | |
| Cultural Facilities Revenue | (6,650.00) | (3,931.35) | (5,150.00) | 1,500.00 | Hall rental decrease |
| Cultural Facilities Expense | 12,133.00 | 6,037.53 | 12,576.00 | 443.00 | |
| Net Cultural Facilities | <u>5,483.00</u> | <u>2,106.18</u> | <u>7,426.00</u> | <u>1,943.00</u> | |
| 97 - Contingencies | | | | | |
| Accumulated Surplus Appropriation | - | 354,507.10 | - | - | Reverse income drawn from Op Reserve |
| Contributed To Operating Reserve | - | - | - | - | |
| Net Contingencies | <u>-</u> | <u>354,507.10</u> | <u>-</u> | <u>-</u> | |
| Total Revenues | (8,865,870.44) | (7,772,199.15) | (7,586,557.90) | 1,279,312.54 | |
| Total Expenses | 10,639,666.15 | 8,879,165.24 | 10,273,144.40 | (366,521.75) | |
| Net Rev & Exp (Inc. amortization) | <u>1,773,795.71</u> | <u>1,106,966.09</u> | <u>2,686,586.50</u> | <u>912,790.79</u> | |
| Amortization | 2,533,088.71 | 2,321,997.92 | 2,533,088.71 | - | |
| Government Transfers for Capital | (759,293.00) | (454,940.13) | - | 759,293.00 | |
| Net Rev before Amortization & Gov't transfers for Capital | <u>0.00</u> | <u>(760,091.70)</u> | <u>153,497.79</u> | <u>153,497.79</u> | |

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

| Account | Description | 2020 YTD | 2019 Actual | |
|----------------|--|------------------|------------------|--|
| | Municipal Position | | | |
| | Equity In Physical Assets | | | |
| 6-00-00-00-800 | Equity - Capital Property | (31,977,077.31) | (31,977,077.31) | Financial Statement Pg 7&8, & pg 20 |
| | Operating Fund | | | |
| 6-00-00-00-910 | Accumulated Surplus (Unrestricted) | (5,549,375.69) | (8,041,267.82) | Cap at \$3,000,000 - Council to review annually, annual motion required |
| | Reserves | | | (2,491,892.13) |
| 6-00-00-00-131 | Tax Sale Surplus Trust | (13,794.13) | (13,681.93) | Pg 1, 5-00-00-00-131 |
| 6-00-00-00-711 | Tax Rate Stabilization | (6,811,139.05) | (7,165,646.15) | *Received from Province when MD was formed (1995 estimate) as per Jean-Sylvain & Company |
| 6-11-00-00-760 | Restricted Surplus - Council | (13,633.00) | (13,633.00) | |
| 6-12-00-00-760 | Restricted Surplus - Gen Admin | (14,851.07) | (14,851.07) | |
| 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 | (5,818,293.36) | (5,818,293.36) | (Market Road Development) |
| 6-33-00-00-760 | Restricted Surplus - Airport Property Sale | (207,000.00) | (207,000.00) | Eaglesham Airport Sale Proceeds (2018 - 10 years) |
| 6-41-00-00-760 | Restricted Surplus - Regional Water/Wastewater | (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 & Welfare | (99,999.99) | (99,999.99) | |
| 6-63-00-00-760 | Restricted Surplus - Agriculture Services | - | - | |
| 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) | (2,241,701.55) | |
| | | (17,521,278.28) | (17,875,673.18) | |
| | | | | (17,521,278.28) |
| | Total Municipal Position | (55,047,731.28) | (57,894,018.31) | (13,794.13) |

Survey Results

- From what you have heard or seen about the County's financial situation, would you say it is a major problem but not a crisis, is a minor problem, or no different from other years?

| Answer Choices | Responses |
|-------------------------------|-----------|
| Problem | 83.5% |
| Minor problem | 10.5% |
| No different from other years | 1.5% |
| Don't know | 4.5% |

- What would you say are the three most important issues facing Birch Hills County today?

- Oil & Gas taxes (24%)
- Roads (25%)
- Staffing Levels (19%)

- Which of the following comes closest to your opinion?

| Answer Choices | Responses |
|--|-----------|
| The County should focus more on reducing spending to improve its current financial situation | 24% |
| The County should focus more on increasing revenue (i.e., taxes) to improve its current financial situation | 2% |
| The County needs to find a balance between reducing spending and increasing revenue to improve its current financial situation | 66% |
| Don't know | 8% |

- Should County spending be reduced?

| Answer Choices | Responses |
|----------------|-----------|
| Yes | 89% |
| No | 11% |

If the County needs to reduce spending, please rank the top three areas where you think spending could be reduced.

| Answer Choices | Responses |
|-------------------------------|-----------|
| Culverts | 4% |
| Dust Control | 46% |
| Gravel | 4% |
| Grading | 5% |
| Mowing | 34% |
| Parks | 32% |
| Recreation Supports | 34% |
| Transportation | 22% |
| Weed/Pest Control | 38% |
| Other (please specify below): | 24% |

5. Please indicate to what extent you agree or disagree that the following would be effective ways for the County to increase revenue.

| | Strongly agree | Somewhat agree | Neither agree nor disagree | Somewhat disagree | Strongly disagree | Don't know |
|--------------------------------|----------------|----------------|----------------------------|-------------------|-------------------|------------|
| Increasing taxes on businesses | 18% | 23% | 18% | 25% | 13% | 3% |
| Increasing residential taxes | 12% | 18% | 17% | 28% | 23% | 2.0% |
| New fees for services | 20% | 33% | 11% | 18% | 11% | 7% |

6. What other revenue generation ideas do you think the County should be looking into at this time? Maximum 300 characters.





Request for Decision (RFD)

| | | |
|-----------------------|-------------------------|--|
| Meeting: | Regular Council Meeting | Reviewed/ Approved for Submission |
| Meeting Date: | November 24, 2020 | CAO: RB |
| Originated By: | Shelley Braun, DCS | Director: SDB |
| Item Title: | 2021 Capital Budget | Presenter: DCS/CAO |

DESCRIPTION:

Administration is providing Council the 2021 Capital Budget in order to provide any clarification that may be deemed necessary.

BACKGROUND:

Although this presentation is primarily to provide Council with a preview of the direction that the Capital Budget is taking, Administration would appreciate any questions or observations that are major in nature or where it is deemed that additional information is required.

Administration has utilized the Multi Year Capital Plan (MYCP) as a source of information for the 2021 Capital Budget and is in the process of drafting a new Tangible Capital Asset (TCA) Policy. Please note Administration’s recommendations are color coded as follows:

- Green – item requires replacement in 2021;
- Red – item does not require replacement in 2021;
- Yellow – being reviewed, additional information will be provided.

| Capital and Operating Reserve Summary | | |
|--|--|---------------------------|
| <u>G/L Code</u> | <u>Description</u> | <u>2019 Actual</u> |
| 6-00-00-00-131 | Tax Sale Surplus Trust | \$ 13,681.93 |
| 6-00-00-00-711 | Tax Rate Stabilization | \$ 7,165,646.15 |
| 6-11-00-00-760 | Restricted Surplus – Council | \$ 13,633.00 |
| 6-12-00-00-760 | Restricted Surplus – Gen Admin | \$ 14,851.07 |
| 6-23-00-00-760 | Restricted Surplus – Fire Services | \$ 317,619.68 |
| 6-32-00-00-763 | Restricted Surplus – Road, Streets etc | \$ 5,818,293.36 |
| 6-33-00-00-760 | Restricted Surplus – Airport Property Sale | \$ 207,000.00 |
| 6-41-00-00-760 | Restricted Surplus – Regional Water/Wastewater | \$ 897,719.03 |
| 6-43-00-00-760 | Restricted Surplus – Solid Waste Management | \$ 887,392.92 |
| 6-53-00-00-760 | Restricted Surplus – Other Public Health & Welfare | \$ 99,999.99 |
| 6-63-00-00-760 | Restricted Surplus – Agriculture Services | \$ 0 |
| 6-66-00-00-760 | Restricted Surplus – Land Subdivision | \$ 0 |
| 6-74-00-00-760 | Restricted Surplus – Recreation & Halls | \$ 198,134.50 |
| 6-97-00-00-760 | Contingency (Capital Assets – all purpose) | \$ 2,241,701.55 |
| | Total | \$17,875,673.18 |

It should be noted that the Federal Gas Tax Funding (FGTF) of \$264,324 is unallocated at this time, and that FGTF plans must be submitted in order to receive the \$90,368 2019 provincial funding, the \$85,122 2019 one-time top up and the \$88,834 2020 provincial funding.

It should be noted that the Municipal Sustainability Initiative (MSI 2021 allocation estimates using 2020 MSI allocation factors include Basic Municipal Transportation Grant (BMTG) \$413,293 and MSI Capital \$558,129 (total \$971,422). These estimates will be updated by the Province when 2021 allocation factors are available.

ATTACHMENT(s):

1. 2021 Interim Capital Funding Source Summary

RECOMMENDED ACTION:

It is recommended that Council:

1. receive the presentation regarding the 2021 Capital Budget for information;
2. direct Administration to take note of any observations raised by Council during the presentation; and
3. direct Administration to continue to revise the 2021 Capital Budget based on Council's observations and updated information that becomes available, and provide Council with the updated Capital Budget at the December 10, 2020 Council meeting for adoption, or direction for additional updates.

Birch Hills County 2021 Capital Funding Source Summary

| Capital Project Description | Project Cost | Grants | Reserves | Proceeds on Disposal |
|---|---------------------|-------------|-------------|----------------------|
| Computer Server | 35,000.00 | MOST | | |
| Pickup (unit 144) | 42,000.00 | | | |
| Motor Grader (unit G35) | 450,000.00 | MSI | | |
| Tangent Landfill - new pit | 25,000.00 | | | |
| Van (unit 148) | 50,000.00 | | | |
| Chemical Containment Tank | 5,000.00 | | | |
| Pickup (unit 141) | 42,000.00 | | | |
| Mower | 30,000.00 | | | |
| Security Cameras | 0.00 | MOST | | |
| Enhanced Security Fence | 0.00 | MOST | | |
| Pickup (unit 136) | 42,000.00 | | | |
| Pickup (unit 142) | 42,000.00 | | | |
| Pickup (unit 146) | 42,000.00 | | | |
| Pickup (unit 147) | 42,000.00 | | | |
| Packer | 175,000.00 | | | |
| Reclaimer | 68,000.00 | | | |
| Tilt Deck | 52,000.00 | | | |
| Steamer (unit E55) | 42,000.00 | | | |
| Picker (unit 131) | 42,000.00 | | | |
| Tandem Trailer (unit T28) | 19,000.00 | | | |
| Saddle (Burnt) River crossing | 640,000.00 | | | |
| Tractor (unit E60) | 51,500.00 | | | |
| Ultrasonic Algae Control | 10,000.00 | | | |
| Alberta First Responders Radio Communication System | 49,000.00 | | | |
| Watino Road | 250,000.00 | | | |
| Pickup (unit 143) | 42,000.00 | | | |
| External Lighting Upgrade | 30,000.00 | MOST | | |
| Drone | 5,000.00 | MOST | | |
| Capital Total | 2,322,500.00 | 0.00 | 0.00 | 0.00 |