AGENDA
BIRCH HILLS COUNTY
REGULAR COUNCIL MEETING
TO BE HELD IN THE
WANHAM BIRCH HILLS COUNTY OFFICE
September 14, 2017

9:00 A.M.

1. CALL THE MEETING TO ORDER

2. ADOPTION OF THE AGENDA

3. ADOPTION OF THE MINUTES
- **a.** August 24, 2017 Regular Council Meeting Minutes (Page 3)
- **b.** August 24, 2017 Governance Meeting Minutes (Page 14)

4. DELEGATIONS –

9:05 AM
- **a.** Cole Thomson – Trans Canada Pipeline re Peace River Mainline Abandonment Project (handouts to be provided prior to meeting)

5. COUNCILLOR REPORTS
- a. Reeve Doran (Ward 1)
- b. Deputy Reeve Manzulenko (Ward 4)
- c. Councillor Macauley (Ward 2)
- d. Councillor Reum (Ward 3)
- e. Councillor Bogdanek (Ward 5)
- f. Councillor Langlois (Ward 6)
- g. Councillor Carbone (Ward 7)

6. CHIEF ADMINISTRATIVE OFFICER REPORT
- a. CAO Report (Page 16)
- b. CAO Action Log (Page 31)

7. BYLAWS
- a. Bylaw 2017-07, A Bylaw to rescind Bylaw 9-96 (Page 35)
- b. Bylaw 2017-02, the “Water and Wastewater Bylaw” (Page 40)

8. BUSINESS ARISING OUT OF THE MINUTES (UNFINISHED BUSINESS)
- a. Agricultural Water Supply (Page 54)

9. NEW BUSINESS
- a. Election Voting Stations (Page 56)
- b. Request for Gravel - Kakut Lake Resort Association (Page 65)
- c. Request to Lower Culvert (Page 68)

10. FOR INFORMATION
- a. Bank Reconciliation for period ended August 31, 2017 (Page 73)
- b. 2017 O&M Budget Variance Detail (Page 77)
- c. 2017 Capital Budget Variance Report (Page 114)

11. CORRESPONDENCE

a. Letter of Support – County of Stettler # 6 (Page 117)
b. Letter of Support – Lakeside G&C Club (Page 119)
c. Letter of Support – CAEPLA (Page 120)
d. Request for support – Grande Spirit Foundation (Page 121)
e. STARS Thank You Letter - 2017 Donation (Page 122)

12. IN-CAMERA

a. Personnel (To be distributed at meeting)

NEXT REGULAR COUNCIL MEETING DATE – October 26, 2017

MINUTES OF A REGULAR COUNCIL MEETING FOR BIRCH HILLS COUNTY HELD IN THE COUNCIL CHAMBERS AUGUST 24, 2017

Present:	**Reeve**	Marvin Doran
	Deputy Reeve	Gerald Manzulenko
	Councillor	Jack Macauley
	Councillor	Paul Reum
	Councillor	Kathrin Langlois
	Councillor	Terry Carbone
	CAO	Hermann Minderlein
	Recording Secretary	Beverly Howard
Absent:	**Councillor**	Cheryl Bogdanek

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

Danny Zahara, Thomas Deming,
and Lucy Stevenson entered the meeting at 9:00 am

ADDITIONS TO THE AGENDA

13. New Business
a. Legal

ADOPTION OF THE AGENDA

RC17-284 Moved by Councillor Langlois that Council adopt the agenda as amended.

CARRIED

ADOPTION OF THE MINUTES

Regular Council Meeting July 27, 2017

RC17-285 Moved by Deputy Reeve Manzulenko that Council approve the minutes of the July 27, 2017 Regular Council Meeting as presented.

CARRIED

Governance Committee Meeting July 27, 2017

RC17-286 Moved by Councillor Langlois that Council approve the minutes of the July 27, 2017 Governance Committee Meeting as presented.

CARRIED

BYLAWS

Bylaw 2017-06 Municipal Development Plan

Bylaw 2017-06 had been provided first reading at the Regular Council Meeting on July 27, 2017, and there were corrections identified at that time but for which no resolution had been made. These corrections were required to be adopted prior to the Public Hearing scheduled regarding Bylaw 2017-06, the Municipal Development Plan Bylaw.

RC17-287 Moved by Deputy Reeve Manzulenko that Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw, be amended as follows:

On Page 12, under the heading "DEVELOPMENT CONSTRAINTS" and the sub-heading "Railway", replace the words "A spurline does exist on the east side of the County" with the words "A spur line does exist on the west side of the County";

On the bottom of page 13 under the heading "TRANSPORTATION" and the sub-heading "Railway", amend "a spur line located on the east side of the County" by replacing the word "east" with the word "west"; and

On Page 14, under the heading "UTILITIES" and the sub-heading "Water", replace the words "The hamlets of Peoria and Watino along with rural properties gather water primarily through dugouts and cisterns" with the words "The hamlets of Peoria and Watino, along with rural properties, utilize dugouts, cisterns, and/or wells for their fresh water supply."

CARRIED

PUBLIC HEARING

Bylaw 2017-06 Municipal Development Plan

RC17-288 Moved by Deputy Reeve Manzulenko that Council go into Public Hearing related to Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

Reeve Doran introduced the members of Council and staff including Thomas Deming, an Associate Planner with Mackenzie Municipal Services Agency (MMSA), the firm

employed by Birch Hills County to assist Birch Hills County with the preparation and adoption of an Municipal Development Plan (MDP) Bylaw.

Reeve Doran outlined the purpose of the Public Hearing, that being Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

Thomas Deming of MMSA presented a report on behalf of staff and provided clarification to Council on several questions related to the MDP.

There were no members of the public in the gallery to make a presentation related to the MDP.

There had been no written submissions received related to the MDP.

RC17-289 Moved by Deputy Reeve Manzulenko that Council adjourn the Public Hearing related to Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

Reeve Doran reconvened the Regular Council Meeting at 9:11am.

DELEGATIONS There were no Delegations

COUNCILLOR REPORTS

Reeve Doran Reeve Doran reported on the PREDA Meeting that he had attended August 8, 2017 and the Northern Alberta Elected Leaders (NAEL) Meeting he and CAO Minderlein had attended on August 15th in Peace River.

Deputy Reeve Manzulenko Deputy Reeve Manzulenko reported on the Senior's Housing meeting that he, Councillor Bogdanek, and CAO Minderlein had attended on August 8th, the AAMDC District 4 meeting that he, Councillors Carbone and Langlois, and CAO Minderlein had attended in Fort Vermillion on August 11th, and on the Central Peace Health Centre opening he attended on August 12th in Spirit River.

Councillor Macauley No Report

Councillor Reum No Report

Councillor Bogdanek Absent- No Report

Councillor Langlois Councillor Langlois reported on the AAMDC District 4 Meeting that she attended, and updated council that a summer student librarian has been hired for the Tangent Library.

Councillor Carbone Councillor Carbone reported on the Central Peace Health Centre opening he attended on August 12th in Spirit River.

RC17-290 Moved by Councillor Langlois that Council accept Councillor Reports for Information.

CARRIED

CHIEF ADMINISTRATIVE OFFICER'S REPORTS

CAO Report CAO Minderlein provided verbal updates to the written report that had been distributed to Council.

Dion Hynes entered Meeting at 9:52 am

RC17-291 Moved by Councillor Carbone that Council receive the CAO's written report and updates for information.

CARRIED

CAO Action Log Council reviewed the CAO Action Log provided in the Agenda Package which had been updated to August 18, 2017.

RC17-292 Moved by Councillor Carbone that Council receive the CAO Action Log for information.

CARRIED

BYLAWS

Municipal Development Plan Bylaw 2017-06 Council was presented with Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw for 2nd and 3rd readings.

RC17- 293 Moved by Deputy Reeve Manzulenko that council provide second reading to Birch Hills County Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

CARRIED

RC17-294 Moved by Councillor Reum that council provide third reading to Birch Hills County Bylaw No. 2017-06, The Municipal Development Plan (MDP) Bylaw.

CARRIED

Recess 10:08am to 10:17am
Thomas Deming and Lucy Stevenson
left the Meeting at 10:15 am

UNFINISHED BUSINESS

Road Construction Request From Larry Smith

Council was presented with additional information regarding Mr. Smith's road construction request.

RC17-295 Moved by Deputy Reeve Manzulenko that council direct Administration to advise Mr. Smith that he is permitted to do brushing of the road allowance at his own cost to access his leased land.

CARRIED

Potential Alberta Transportation Projects

Council was requested to provide Administration with direction as to how to proceed with direction provided on April 13, 2017 regarding potential Alberta Transportation projects related to highways and secondary highways.

RC17-296 Moved by Deputy Reeve Manzulenko that Council direct Administration to invite Ryan Konowalyk, Regional Director with Alberta Transportation for the Peace Region and other members of his staff to a future Regular Council Meeting to discuss Birch Hills County's priorities for Alberta Transportation road projects in the County.

CARRIED

Dion Hynes left the
Meeting at 10:53 am

NEW BUSINESS

Letter of Support for Lakeside Golf Course

Council was provided with a request received from Lakeside Golf and Country Club for a letter of support from Birch Hills County to strengthen their application for a Community Initiative Program Grant for the purchase of a Rough Mower.

RC17-297 Moved by Councillor Langlois that Council direct Administration to draft a letter of support from Birch Hills County for Reeve Doran's signature for Lakeside Golf and Country Club's application for a Community Initiative Program Grant for the purchase of a Rough Mower.

CARRIED

County of Stettler No.6 Request for Support

Council was provided with a request received from The County of Stettler # 6 for Birch Hills County to prepare and submit a letter to the Minister of Municipal Affairs regarding Payment of School Tax and Seniors' Housing Requisitions on Delinquent (Accounts) Oil and Gas Companies.

RC17-298 Moved by Councillor Reum that Council direct Administration to draft a letter to the Minister of Municipal Affairs regarding the payment of School Tax and Seniors' Housing Requisitions related to delinquent Oil and Gas Company's accounts similar to the letter that had been submitted by The County of Stettler # 6.

CARRIED

Remuneration for Election Officials

Council was presented with a request to authorize compensation for election officials for the 2017 Municipal Election.

RC17-299 Moved by Councillor Carbone that Council not authorize the payment of mileage to Polling Station personnel, and authorize:

1. the compensation (including training) provided to Polling Station personnel be set at $120.00 for those working the advance poll, $380.00 for those working the regular poll; and
2. the provision of a noon meal on the date of the regular poll.

CARRIED

Adjournment of Public Auction (Tax Sale)

Council was advised that the Tax Sale (Public Auction) at the Birch Hills Service Centre originally scheduled for 1:00 p.m. on October 2, 2017 has been adjourned to 1:00 p.m. on October 11, 2017.

RC17-300 Moved by Councillor Langlois that Council receive the presentation related to the change of the 2017 Tax Sale (Public Auction) to October 11, 2017 at 1:00 p.m. at the Birch Hills Service Centre for information.

CARRIED

RC17-301 Moved by Deputy Reeve Manzulenko that Council direct administration to prepare a Bylaw to rescind Birch Hills County Bylaw 9-96 and present that Bylaw for 1st, 2nd, and 3rd reading at the Regular Council Meeting on September 14, 2017.

CARRIED

Terms and Conditions for Tax Sale

Council was requested to set the terms and conditions that will apply to the sale of parcels of land shown on the County's 2016 Tax Arrears List.

RC17-302 Moved by Councillor Carbone that Council set the Terms and Conditions of the 2017 Tax Sale, to be held on October 11, 2017, to be a 10% down, payment payable on the day of the sale and the remaining balance to be paid within 10 days.

CARRIED

Reserve Bids for 2017 Tax Sale

Council was requested to set to establish reserve selling prices for properties that may be up for sale by auction on the October 11, 2017 Public Auction.

RC17-303 Moved by Deputy Reeve Manzulenko that Council establish the reserve bids for properties that may be up for sale by auction on October 11, 2017 as follows;

1. The reserve bid for roll 059147 is to be set at $ 144,720;
2. The reserve bid for roll 061732 is to be set at $ 19,780;
3. The reserve bid for roll 061873 is to be set at $ 10,800; and
4. The reserve bid for roll 315653 is to be set at $ 8,790.

CARRIED

Request to Purchase Properties in Belloy

Council was presented with a request received from Janice & Rod Peters of Ladysmith, BC to purchase Lots 4 & 11 Block 1 Plan 2967ET and part of the SW 15-78-2 W6 referred to as Lot 10 in Belloy for its assessed value.

RC17-304 Moved by Councillor Langlois that Council accept the Offer to Purchase submitted by Janice & Rod Peters of Ladysmith, BC to purchase Lots 4 & 11 Block 1 Plan 2967ET and part of the SW 15-78-2 W6 referred to as Lot 10 in Belloy for its combined assessed property value of $4,200.00.

CARRIED

Amended 2017 Capital Budget

Council was provided with an amended 2017 Capital Budget.

RC17-305 Moved by Councillor Reum that Council adopt an amended 2017 Capital Budget with:

Total Revenues of $3,209,400 comprised of:
- Funding from Reserves totaling $420,000;
- Funding from FGTF Grant totaling $246,500;
- Funding from MSI Grant totaling $2,207,900; and
- Funding received from the disposal of Fixed Assets totaling $335,000; and

Total Expenses of $3,209,400 comprised of Departmental purchases and projects totaling:
- $25,000 in Administration;
- $2,411,500 in Public Works;
- $251,900 Regional Water Supply & Distribution;
- $121,000 in Agricultural Services; and
- $400,000 in Public Health & Welfare.

CARRIED

Danny Zahara left the Meeting at 11:08 am

ATB Business Account Transfer

Council was requested to authorize a transfer of $4,000,000.00 from the main ATB Business Account to the ATB Notice Demand Account.

RC17-306 Moved by Councillor Langlois that Council authorize the transfer of $4,000,000 from the ATB Business Account 5-00-00-00-122 to the 60 day Notice Demand Account 5-00-00-00-354.

CARRIED

ATB Notice Demand Account

Council was requested to close the ATB 60 day Notice Demand Account (NDA) and open a 90 day Notice Demand Account. The current ladder withdrawal process is working very well; therefore, administration feels it would be positive to move to a 90 day NDA.

RC17-307 Moved by Deputy Reeve Manzulenko that Council direct Administration to schedule the closure of the sixty (60) day Notice Demand Account (Account Number EMO-0508-A) and opening of a ninety (90) day Notice Demand Account to realize the 0.05% increase in interest earned.

CARRIED

Notice Demand Account Withdrawals

Council was requested to approve four (4) $1,000,000.00 ninety (90) day Notice Demand Account withdrawals.

RC17-308 Moved by Deputy Reeve Manzulenko that Council provide approval for 60 day NDA ladder withdrawals of up to $1,000,000.00 each for November 30, 2017, December 20, 2017, January 20, 2018 and from the 90 day NDA account for February 20, 2018 for funds access if required.

CARRIED

Request for Gravel Eaglesham Park

Council was provided with a request received for a load (estimated at 25 tonnes) of gravel be donated to Eaglesham Park.

RC17-309 Moved by Deputy Reeve Manzulenko that Council authorize the one time donation of up to 25 tonne of gravel from the Lester Pit valued at $163.20 (25 tonne @ $6.528 per tonne) to the Eaglesham & District Ag Society to be used for the strengthening of the gravel base on interior roadways and to provide gravel around the new flush toilet building provided that the gravel is picked up by the Eaglesham & District Ag Society during normal working hours for the pit operation for the 2017 Gravel Program, with costs for the donation to be coded to Account 2 11 10 00 735, Grants to Individuals and Organizations.

CARRIED

Request for Support CAEPLA

Council was provided with a request received from the Canadian Association of Energy and Pipeline Landowner Associations (CAEPLA) to prepare and submit a letter to the National Energy Board regarding NGTL Peace River Mainline Abandonment Hearing Order MH-002-2017, NEB File No. OF-Fac-Gas-N081-2016-08-01.

RC17-310 Moved by Deputy Reeve Manzulenko that Council direct Administration to draft a letter for Reeve Doran's signature to the National Energy Board regarding NGTL Peace River Mainline Abandonment Hearing Order MH-002-2017, NEB File No. OF-Fac-Gas-N081-2016-08-01 similar to the letter provided by the Canadian Association of Energy and Pipeline Landowner Associations.

CARRIED

FOR INFORMATION

Council was provided with the July 31, 2017 Bank Reconciliation and the August 17, 2017 Register of Cheques.

RC17-311 Moved by Councillor Langlois that Council accept the July 31, 2017 Bank Reconciliation and August 17, 2017 Register of Cheques documentation for information.

CARRIED

CORRESPONDENCE

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

1. Acceptance of MSI Operating Spending Plan; and
2. Poster re Municipal Election Candidate Training Sessions

RC17-312 Moved by Deputy Reeve Manzulenko that Council accept the correspondence provided for information.

CARRIED

IN-CAMERA

RC17-313 Moved by Councillor Langlois that Council move in-camera at 11:37 a.m.

CARRIED

RC17-314 Moved by Deputy Reeve Manzulenko that Council reconvene the regular meeting at 12:05 p.m.

CARRIED

Council recessed for Lunch at 12:05 pm
Meeting reconvened at 12:34 pm

RC17-315 Moved by Councillor Carbone that the County seek no legal representation regarding Hanna Oil & Gas.

CARRIED

RC17-316 Moved by Deputy Reeve Manzulenko that Council authorize payment of mileage and honorarium to Councillor Terry Carbone for his participation and representation at the Central Peace Health Centre Grand Opening in Spirit River on August 12, 2017.

CARRIED

ADJOURNMENT

Being that there were no other items for discussion, Reeve Doran adjourned the meeting at 12:40 p.m.

Original to be signed by
MARVIN DORAN
REEVE

Original to be signed by
HERMANN MINDERLEIN
CAO

MINUTES OF A GOVERNANCE COMMITTEE MEETING FOR BIRCH HILLS COUNTY HELD IN THE COUNCIL CHAMBERS AUGUST 24, 2017

Present:	**Reeve**	Marvin Doran
	Deputy Reeve	Gerald Manzulenko
	Councillor	Jack Macauley
	Councillor	Paul Reum
	Councillor	Kathrin Langlois
	Councillor	Terry Carbone
	CAO	Hermann Minderlein
	Recording Secretary	Beverly Howard
Absent:	**Councillor**	Cheryl Bogdanek

CALL TO ORDER: **Deputy Reeve Manzulenko** called the meeting to order at 12:41 p.m.

ADOPTION OF THE AGENDA

Addition

8. New Business
b. Grader Beats - Eaglesham Area

GC17-23 Moved by Councillor Langlois that Council adopt the agenda as amended.

CARRIED

DELEGATIONS

There were no delegations.

UNFINISHED BUSINESS

Water/Wastewater Bylaw 2017-02

Administration brought Bylaw 2017-02, the "Water and Wastewater Bylaw" back to council to discuss the changes requested by Council at the July 27, 2017 Governance Meeting and to seek further direction.

GC17-24 Moved by Reeve Doran that Council direct Councillor Carbone and CAO Minderlein to work together on the wording for 5.1 and 5.2 in the Water/Wastewater Bylaw and refer Bylaw 2017-02 to the September 14, 2017 Regular Council Meeting for adoption.

CARRIED

POLICIES

#32-01-17
The Roads Policy

Council was provided with Policy #8, the "Transportation Policy", reasoning as to why it needs to be reviewed and replaced, and a draft "Roads Policy" prepared for this purpose.

INITIALS: Reeve: _____

CAO: _____

Dion Hynes entered Meeting at 12:58pm

Dion Hynes will make the recommended changes to The Roads Policy and bring back to the next Governance Committee Meeting on November 23, 2017.

BYLAWS

There were no bylaws presented.

NEW BUSINESS

Agriculture Sprayer Water Feasibility

Administration required a dialogue with Council regarding the potential for the provision of untreated water for agricultural purposes.

GC17-25 Moved by Councillor Carbone that council accept the information presented for information.

CARRIED

GC1-26 Moved by Councillor Carbone that the Governance Committee refer the need for a water review including rates and provision of filtered untreated water to the September 14, 2017 Regular Council Meeting to then direct Administration to complete the review and provide to the next Council prior to their Strategic Planning Sessions.

CARRIED

Grader Beats Eaglesham Area

Council discussed whether the contract grader contract should be tendered for the next three years or should be done in house.

Council recommended that administration bring to tender the contract grader contract and that the contract be amended to include the purchase of a packer at the cost of the contractor and that it be brought to the September 14, 2017 Regular Council Meeting.

IN-CAMERA

There were no in-camera items presented.

ADJOURNMENT

Being that there were no other items for discussion, Deputy Reeve Manzulenko adjourned the meeting at 2:44 p.m.

Original to be Signed by
_____
DEPUTY REEVE MANZULENKO

Original to be Signed by
_____
CAO HERMANN MINDERLEIN

INITIALS: Reeve: _____

CAO: _____

TO: Members of Council

FROM: Hermann Minderlein, CAO

RE: Report to Council – September 14, 2017 Regular Meeting of Council

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SUBJECT: CAO Report

RECOMMENDATION: That the CAO's written reports with verbal updates be received for information.

REPORT:

The following is a brief update to Council on activity since the August 24, 2017 Regular Council Meeting. Reports to me from the Directors of Corporate Services, Public Works, and Ag Services as well as the Birch Hills County Fire Chief are attached to this report for Council's reference.

August 29 and 30, 2017

Lucy Stevenson and I attended Training Sessions hosted by Alberta Municipal Affairs in partnership with the Local Government Administration Association (LGAA) and the Alberta Rural Municipal Administrators' Association (ARMAA). The focus of this year's sessions were the upcoming changes to the Municipal Government Act (MGA) and to introduce attendees to the subject area experts that we will be able to contact for advice while adapting to them. The majority of the sessions were related to development and taxation, were very well presented, and should be useful to both Lucy and I going forward.

August 31, 2017

I attended meetings at the Brownlee Building in Spirit River of the G5 Medical Clinic Committee and the Central Peace Medical Services Corporation. I will leave the report on these meetings to Reeve Doran and Councillor Carbone.

September 1, 2017

Joan and I hosted the Ag Services summer staff to an appreciation BBQ, and I presented them with small tokens of appreciation from the County to them. The afternoon was well attended and appreciated.

September 6, 2017

There was a meeting of the Municipal Planning Commission to deal with one item related the subdivision of a parcel of land in the county, to update the members on matters that have been dealt with that did not require their approval, to thank them for their participation in the development of the Municipal Development Plan, and to confirm that they would be staying on with the Commission and available to provide oversight on the development of the updated Land Use Bylaw.

Other matters that have come up during the last couple of weeks include:

1. A request for information for potential grants from the River Rats re Dunvegan Boat Launch (provided them package on our Recreation Grant and advised them to also contact other participating municipalities regarding potential funding);

2. A series of calls from Cole Thomson of Trans Canada Pipeline regarding the letter of support provided to CAEPLA following the last meeting (Cole is on agenda as a delegation to provide Council with other information that was not provided by CAEPLA);

3. A request for an approach to a property outside of Watino that had not been replaced when the road was replaced after the original had been washed out in a flood. Matter resolved, though the issue of a cabin now located on the property needs to be resolved through the submission of a development permit; and

4. Ongoing discussions and correspondence to resolve the matter of a gravel pit being developed by Cox Construction south of Watino.

I will be in High Prairie on September 15th attending a joint LGAA / ARMAA meeting for our district. I have included the draft minutes from the last meeting held April 20th in Falher for Council's reference.

And finally, in closing, I would like to thank Council for your support since my arrival, you have all made my time here so that I look forward to coming to work every morning, and you are a breath of fresh air compared to some of my previous experiences in the municipal world. You work as a cohesive unit dedicated to enhancing the life of your residents, and they are very lucky to have you looking after their concerns and welfare. To those that will be submitting nomination papers, I wish you the best of luck, and to those that will be stepping aside, good luck with your future endeavours, and feel free to drop in for a coffee every once in a while, to say hello and to see how things are going.

JOINT ZONE 4 ARMAA / LGAA MEETING
APRIL 20, 2017
SMOKY RIVER EMERGENCY SERVICES, FALHER, AB
10:00 A.M.

MINUTES

ATTENDANCE	Sheryle Runhart, County of Grande Prairie Rita Therriault, Municipal District of Smoky River no.130 Allan Roule, Clear Hills County Estelle Girard, Village of Girouxville Lorraine Willeer, Town of McLennan Rita Maure, Village of Donnelly Roy Brideau, Big Lakes County Therese Wiebe, Town of High Prairie Cindy Millar, Northern sunrise County Olive Toews, Village of Berwyn Julia Whittleton, Saddle Hills County Shayne Steffon, Saddle Hills County Adele Parker, Town of Falher Herman Minderlein, Birch hills County Town of Peace River Dawn Saure, County of Grande Prairie Kelly Hudson, Municipal District of Spirit River Daryl Gruenhill, Town of Fairview Sandra Fox, Municipal District of Fairview Marty Paradine, Town of Valleyview Greg Grayton, Village of Hythe Peter Thomas, Northern Sunrise County Christopher Parker, Town of Peace River Lyle McKen, Municipal District of Peace Barbara Johnson, Municipal District of Peace Jordan Panasiuk, Big Lakes County Karine Picard, Municipal District of Smoky River No.130 Gary Sandberg, Municipal Affairs Indira Breikreuz, Municipal Affairs Lyle Gelinas, RCMP Havan Surat, Mackenzie Municipal Service Agency Elise Willison, Mackenzie Municipal Service Agency

	Karine Picard, Recording Secretary **The meeting was called to order at 9:51 a.m.**
WELCOME AND INTRODUCTIONS	Sheryle Runhart, Manager of Legislative Services County of Grande Prairie (LGAA), and Peter Thomas, CAO of Northern Sunrise County (ARMAA), welcomed all to the meeting. Reeve Robert Brochu brought greetings from the Municipal District of Smoky River No.130. Mayor Donna Buchinski brought greetings from the Town of Falher. Smoky River Fire Chief, Marcel Maure welcomed everyone to the Smoky River Emergency Services facility. Everyone gave an introduction roundtable introductions Updated to the agenda, Stephanie will not be here Ryan from Transportation will not be coming John Furguson will accompany Lyle Gelinas The minutes of the October 28th, 2016 ARMAA/LGAA Meeting were approved as presented.
Peter ARMAA	• ARMAA conference to be hosted in Camrose in September • Agenda will include changes to the MGA • Meeting with MA Deputy Minister on June 9th • ARMAA is expanding their memberships, encouraging senior managers to also become members • Zone 4 position is now open for election, elections will take place at the ARMAA Conference
Sheryl LGAA	• Conference update • Discussions around the numbers of attendees we receive
MUNICIPAL AFFAIRS UPDATE	Gary Sandberg, Assistant deputy Minister, Municipal Services and Legislation and Indira Breikreuz, Executive Director, Municipal Legislation Projects and Strategic Planning from Municipal Affairs provided updates on the following items • Action Plan for the MGA Review – Including all changes that were brought up until last fall, does not include changes brought forward this spring. Reviewed the Action Plan. o Code of Conduct of Elected Officials

	○ Elected Official Training – must be offered 90 days after elections. Not mandatory for the Councillor to take the training but it is mandatory for the training to be offered ○ Municipal Corporate Planning – 3 year operating and 5 year capital plan ○ Council Meetings – Business of the municipality must be conducted in the public, but training for Council, is not required to be held in public ○ Public Participation Policy – Now mandatory ○ Ombudsman – procedural fairness is what the ombudsman will be investigating ○ Public Notification Methods ○ Municipal Amalgamation – Voluntary amalgamation ○ Preamble added to the act ○ Petitioning Process ○ Municipally Controlled Corporations – larger utilities ○ Clarity on Roles and Responsibilities ○ Annexation Requirement ○ Inter-municipal Collaboration Framework ○ Municipal Development Plan ○ SDAB Training Requirements - only one Council member on the Board ○ Offsite Levies • MA will have two training sessions this year • Training sessions will be two days in length • Spring session will include a third day for Elections Returning Officer training
RCMP – SUPT. LYLE GELINAS, ASSISTANT DISTRICT COMMANDER, WESTERN ALBERTA DISTRICT	Superintendent Lyle Gelinas, District Commander of the Western Alberta District was in attendance to provide an update on RCMP initiatives within municipalities. He provided the following information: • School liaison officers • Soft Vacancies and hard vacancies • Rural policing • Recruitments • 10 alert members • Standings across Canada for severity of offences • Most common crime is assault • Overall we have a safe district • What the department has been up to • Police Service Dogs • Crown process • Legalization of marijuana – have a look at our land use bylaws to see where the plant will be allowed to grow • Union process

PEER DISCUSSION – MGA PUBLIC PARTICIPATION REGULATION	MGA Public Participation Regulation (Municipalities with existing Public Participation Policies/Bylaws are asked to bring copies to share) Big lakes County shared a Public Participation Policy
PEER DISCUSSION – POST ELECTION TRAINING FOR COUNCIL AND STAFF.	Post Election Training for Council and Staff. Have additional information for the training of the Returning Officer, so they are prepared for the training of the poll.
PEER DISCUSSION – REGIONAL SDAB BOARDS – YOUR THOUGHTS?	Regional SDAB Boards – Your Thoughts? Regional SDAB Board. Issues surrounding the fact that there can only be one Councillor on the board at one time. Municipalities are having problems finding members.
MACKENZIE MUNICIPAL SERVICE AGENCY	Havan Surat, Manager of Planning and Elise Willison, Senior Planner provided an update on the following items; • Mission Statement • Background Information • Staffing • Service Model • Service Provision • MMSA is currently working with other provincial planning agencies to develop MDP guidelines • MMSA will offer training for the Elected Officials in November • Web Mapping Update
TRAINING	Is there interest in the following training • Managing a FOIP Program • Records Management Training • Returning Officer and Election Worker Training (RMRF) – Interesting in bringing to Northern Alberta and what is currently being offered and by who • "Having a Difficult Conversation" – Northern Lakes College offers the training • How to make a convincing memo and building a business case for Council

MUNICIPAL AFFAIRS UPDATE	Gary Sandberg, Assistant deputy Minister, Municipal Services and Legislation and Indira Breikreuz, Executive Director, Municipal Legislation Projects and Strategic Planning from Municipal Affairs provided updates on the following items: • Assessment – sub classes • Spring 2017 Policy changes – MGA Review
ROUNDTABLE	Meeting members provided updates regarding their respective Municipalities. Next ARMAA/LGAA Meeting scheduled for September 2017 with the Town of High Prairie and Big Lakes county as joint hosts. Tour of the Fire Hall. **The meeting was adjourned at 2:25 p.m.**

MEMORANDUM

September 14, 2017

TO: CAO, Birch Hills County

Director of Corporate Services – Administrative Update as of September 7, 2017

Provincial Municipal Nomination Day

September 14 from 7:00 p.m. to 10:00 p.m. **Municipal Affairs is offering Alberta Leaders Training – preparing candidates for the local authority elections** at the Best Western Grande Prairie Hotels & Suites. Training is free to all interested parties. Register on-line at albertaleaders.ca or call 780-796-3839. An information bulletin has been published on BHC's website.

Monday, September 18 is **Alberta Municipal Nomination Day**. Nomination papers will be accepted 10:00 a.m. to 12:00 p.m. (noon) at the following location:

Birch Hills County Administration Office
4601 50 Street
Lot 3 Plan 9523066
Wanham AB

Monday, October 2 is BHC's Municipal Election Advance Voting Day – the advance voting station will be located in Council chambers at the BHC administration office from 10:00 a.m. to 2:00 p.m.

Monday, October 18 is Municipal Election Day. If required, voting stations will be open 10:00 a.m. to 8:00 p.m. The voting station list will be available September 25. Official election results are available 12:00 noon on October 20.

Finance Update

Municipal Sustainability Initiative (MSI) funding of $1,092,573.00 was received August 31.

The **Alberta School Foundation** 3rd quarter requisition of $232,407.42 is due September 30.

The **Tax Sale (public auction)** is scheduled for 1:00 p.m. on October 11, 2017.

Administration has started working on the **2018 O&M Budget and 2018 Capital Budget**.

Emergency Management Planning

Keep your family, friends and neighbors safe. Make an emergency plan.
Do you have a 72 hour emergency kit? Visit www.aema.alberta.ca
In a crisis, you don't rise to the occasion; you sink to your training.

Lisa & Lucy will attend the AEMA Registration & Inquiry course September 8 in Falher.

Dion & I attended the following **AEMA All Hazards Type 3 Incident Management Team training:**

- Block 1 – May 24 & 25 – Grande Prairie, Evergreen Park
- Block 2 – June 27 & 28 – High Level Emergency Operations Centre
- Block 3 – training is planned for fall 2017, location to be announced. This will be a three day continuous emergency event which will require an additional skill level from team members.

The Province of Alberta recognizes the need for additional trained staff to respond when emergencies and disasters occur. As a result, training costs are being paid by the Province. Once team members are fully trained, this team will be available and provincially dispatched to assist at type 3 emergency incidents.

I attended the **Government Finance Officers Association (GFOA) Long Term Financial Planning workshop** May 10-12. Tim Duhamel, Kay Spiess, and Jill Yanch with BLOOM Centre for Municipal Education, led the group through three days of high energy, enthusiastic financial planning and analysis with a goal of empowering municipalities to achieve infinite possibilities.

Staff at BLOOM believes municipalities possess an untapped power. Their goal is to strengthen municipalities from the inside out, through practical education, simple tools and dynamic partnerships – to become less dependent on external resources. More resilient. Better neighbors. More welcoming and inspiring and sustainable.

Municipal Long Term Financial Planning (LTFP) is a process. Municipal Government is a business and our business is quality of life for people. We are always providing services – every moment, every day. Our municipal team includes council, staff and ratepayers. Proactive, efficient long term financial planning requires input from all three. Council, staff and ratepayers need to walk in each other's' shoes. Communication is the key to success.

Workshop key points as follows;

- We are in the people business, build relationships, go on field trips, intergenerational equity.
- Be aware of our external environment – world issues, what are the big risks?
- Strategic plan – are we moving toward it? Results – review, evaluate, is this working?
- 10 year outlook – 5 year window – be strong in forecasts, proactive not reactive.
- Every 4 years, complete a strong financial review, annual review is less thorough.
- Bridge election years – understanding before overturning decisions.
- Complete a municipal scan, what is our current financial condition?
- Create policies that make things happen – not policies that stop things from happening.
- Do we have a debt policy? Debt is a very good tool if used correctly.
- Do we have a reserve policy? Surplus policy? We need to create a Public Participation Policy.
- What are our MGA mandated services & our BHC mandated services?
- Be transparent with information. What is meaningful to your community? Recognize current needs and future needs. What are our core needs? Avoid the "shiny toy" mentality.

- Identify issues & opportunities, stimulate good discussion.
- Build the LTFP review into the annual budget process.
- Design Develop Deliver – it's a process, challenge actuals.
- Capital budget – operating budget – link both, capital purchases have operating impact.
- Create a realistic capital asset management plan. Directors and Managers know their stuff!
- Once capital plan is set – main review is the decision making process.
- Budget document – narrative is powerful, assumptions are key, documentation creates credibility, provide conclusions.
- Build leader credibility; be consistent, flexible, honest and responsive.
- Training is the essence of transformation. Training results in massive savings.

Administration is busy completing **Canada's 2016 Core Public Infrastructure Survey**. The purpose of this survey is to collect statistical information on the stock, condition, performance and asset management strategies of Canada's core public infrastructure assets owned or leased by various levels of government. Of the ten surveys received; BHC is completing culture facilities, solid waste, wastewater, bridges & tunnels, potable water, roads, and storm water.

Deadline to **comment on new MGA Regulations** posted on the Municipal Affairs website is September 22.

Lucy & I will be attending the **Jubilee Risk Pro seminar** in Grande Prairie September 25 & 26.

Luck is where preparation meets opportunity.

Develop a strong future vision.
You don't have to force yourself to set goals your mind just compels you to set them.

Shelley Braun
Director of Corporate Services

MEMORANDUM

September 7th, 2017

TO: CAO, Birch Hills County

Public Works Report (As of September 7th, 2017)

Ag Incinerator was picked up and installed in the County yard. Some thought was put into having the incinerator at the transfer site in Wanham for security reasons it was installed in the yard.

The gravel re-claimer grader operator is continuing to reclaim gravel. Things are going well with this process, there is enormous amounts of gravel material in some of the ditches that have been done so far. The amount of gravel and other material that are in the ditches is too much to grade/pack and shape so we are making on pass on the road shoulder and working with that material for this year. The plan is to continue with this procedure and hit the areas again in a year or two and reclaim the remaining material in the ditch and use it to shape the roads as needed. Capital I Industries along with the Public Works department held on informal meeting and demo with other neighboring PW department highlighting the use of the reclaimer on Thursday Sept. 1st

New culvert installs continue.

Gravel haul is well under way with progress being made slower than what we would like due largely to the amount of trucks available each day. Averaging about 6 trucks a day it is anticipated that the haul will go on until the end of August to the first week of September.

Staff as per the direction from Council made applications for 3 different reclamation certificates with Alberta Environment and Parks. DLO 841068, DLO 961699 and SML 960060 Confirmation is yet to come on these certificates.

Alberta Environment and Parks conducted inspections on the Counties wastewater lagoons in Wanham, Peoria, Eaglesham and Tangent on June 29th and 30th. Referring to the Standards & Guidelines for Municipal Waterworks, Wastewater and Storm Drainage Systems April 2012 they provided us with some needed changes and maintenance requirements. Their report highlights access, setback, fencing, signage, general, berm, seepage conditions, and vegetation to name a some of the sections they have focused on. The County did okay with some minor work needed to meet the requirements of the approval, staff have started the action needed items as of July 19th. Most of the items have been completed or plan to be completed before the end of

August. Staff have been experiencing some concerning trends with companies that have agreements to use the lagoon in Wanham such as unlocked gates, not using the supplied piping thus causing erosion and unreported usages – this is a new issue. A letter to all agreement holders has been drafted and will be sent out right away.

Contract mowing is completed for this year. The County mower is continuing to cut grass as well in areas where double cuts are warranted, railway line right of way and in conjunction with the re-claimer.

On July 25, 2017 McStrong Safety Services out of Hinton conducted a Carrier Safety Fitness Rating Audit on the applicable County fleet of vehicles. Still waiting on the letter.

The contractor has installed the natural gas generator and it has been commissioned on Tuesday August 29th. Everything is working according to plan so the plant should be self-sufficient in terms of making water during power outages. Council has every reason to be proud of this step in the right direction, staff certainly appreciates this investment.

The Eaglesham grader contract tender has been posted on the website and local paper.

The filtered bulk water station is being researched with the information gathered to be presented to Council during the water review meeting.

Dion Hynes, CET PMP
Director of Public Works

TO: CAO Minderlein
FROM: Amelia Gies, Acting Agriculture Fieldman
RE: Report to Agricultural Service Board – September 8, 2017

SUBJECT: Director Report

REPORT:

There is a Regional ASB Conference that is being held in Fairview at the Dunvegan inn and suites on October 25th. The agenda will be emailed to me at a later date.

With Amanda away ASB has been busy creating a good working relationship with Grain farmers and rate payers living in our County and informing them on Noxious or Prohibited Noxious weeds they have on their property. I have personally taken the time to meet them and explain what the ASB department is and what our goals are, also giving them a customized package that has the proper information and guidance that can help them stop the spread of seeds or eliminate the weed infestation problem they are facing. Some are surprised and most of the ratepayers had no idea that these weeds were a problem and if the infestation was to be extreme in the crop it would affect them at the elevators and possibly cancel their contract making it hard to sell their crop. Some have been fighting with a large weed problem for a long time they had almost given up. I have had the ASB department help out 3 farmers with a very large infestation of weed in the last 3 weeks, first getting permission to bring a crew on their land and help pick the weeds. Some ratepayers have joined us and helped pick. In total we have picked roughly 300+ large bags of Common Tansy, Oxeye daisy, Scentless chamomile and white cockle.

As of August 25, the incinerator was up and running and is working wonderful. On the 26th of August we started burning the bags, after a day of playing around and learning the incinerator we now know it's best to burn when the wind is coming from the west, therefore we don't upset the ratepayers living in Wanham, weeds don't smell the best burning. We have burnt roughly around 150 bags. I will be more proactive on burning once I am in the office more to supervise it.

The ASB crew is also declining in staff as it is that time for the summer staff to head back to school. So far Tanner and Kennedy our Town Maintenance staff are gone for the year, also 3 weed inspectors Payton, Tenellie and Kali will be done work in the beginning days of September.

We have now started doing Fusarium, Clubroot and Blackleg surveys that should take roughly about week to a week and half to complete weather depending. After surveys are complete we will be in the office for a couple days hand thrashing the samples then have the samples sent out for testing.

Once surveys are completed my goal is to have the remaining summer staff out once more in the hamlets and clean up some branches that are blocking signs, garbage that may be in our ditches and possibly mow the hamlets if needed.

We still have 2 roadside mowers out and should stay that way until the snow is here. There have been no breakdowns in this time. Both girls are very good at keeping their equipment clean and maintained.

Amelia Gies
Acting Agricultural Fieldman

Memorandum

September 01 2017

TO: CAO, Birch Hills County

FIRE SERVICE BOARD REPORT(as of date prepared)

Aug 01	delivered vehicle extrication training to EFD
Aug 03	responded to false alarm
Aug 15	delivered ladder training to EFD as well as did station maintenance
Aug 20	EFD responded to a grass fire at SW18 79 25 W5, also involved was a combine which was extinguished
Aug 26	TFD responded to the Tangent campground to set up a landing zone for STARS after a horseback rider was injured

August ended up being a very calm month even though the potential for fire was present every day due to dry windy conditions and minimal rainfall. The fire status of the county did change a couple of times during the course of the month as conditions changed. Going deeper into the fall and with harvest starting now we have a high risk of fire caused by machinery and have already actioned one such fire. I will be watching weather conditions closely and will revise fire status accordingly.

Tom Morgan
Birch Hills County Fire Chief

CAO Action Log - Regular Council- Updated September 8, 2017

Motion #	Motion	By	Action	Status
MEETING	**JUNE 25 2015 REGULAR COUNCIL**			
RC14-225	Research a solution and add the Burnt River Crossing to the 2016 Budget. Need to start process over due to new Government			ON GOING being researched by Shahid Gill and Darcy Beach from AB Govt.
MEETING	**APRIL 14, 2016 REGULAR COUNCIL MEETING**			
RC16-169	Trinus Technologies Inc. for $5,764.50 and proceed with the IT Security and PIPA/FOIP privacy Assessment and the FOIP Compliance Executive and Management Training.	HERMANN	Site visit June Payment	ON GOING - preliminary report received July 12/16 CAO to respond to draft
MEETING	**DECEMBER 8, 2016 REGULAR COUNCIL MEETING**			
RC16-495	that Council direct administration to Contact Alberta Culture and Tourism to initiate action to have Birch Hills County take title of lots 16, 17, 18, 19, 20 and 21 Plan 1309KS, NW 35-77-24 W5 in Watino and to research liability implications and flood zone setbacks, and bring the matter back to a future Council meeting.	LUCY/ DION HERMANN	Email Muni. Affairs to point us in the right direction	ON GOING
MEETING	**JANUARY 12, 2017**			
RC17-017	that Council direct administration to investigate the possibility of utilizing of the Alberta First Responder Radio Communications System (AFRRAC) for future years, and to include $6,450 (15% of $43,000) in the 2017 operating budget if required to join the Saddle Hills area survey for that purpose.	HERMANN SHELLEY DION	2-23-00-00-249 50% $3,250 2-32-10-01-249 50% $3,250	ON GOING Budget Approved Survey ongoing
MEETING	**FEBRUARY 23, 2017 REGULAR COUNCIL MEETING**			
RC17-085	that Council authorize the name change of Railway Avenue in the Hamlet of Watino to Maplewood Avenue.	DION	Letter sent to Mrs. Pucci March 14, 2017 Signs are in awaiting installation and photo op. with Reeve and Mrs. Pucci	ON GOING

CAO Action Log - Regular Council- Updated September 8, 2017

Motion #	Motion	By	Action	Status
MEETING	**APRIL 13, 2017 REGULAR COUNCIL MEETING**			
RC17-165	that Council direct Administration to accept the quote from W-3 Electrical Ltd. for the provision and installation of a Natural Gas Generator at the Eaglesham Water Plant for $106,830.00 plus GST with expenses to be coded to the 2017 Capital Budget account 4-41-10-45-630. Revenue to come from either MSI Capital or from capital reserves if ineligible.	DION SHELLEY	Awaiting connection to plant.	COMPLETE
MEETING	**APRIL 27, 2017 REGULAR COUNCIL MEETING**			
RC17-185	that Council direct Administration to draft a policy spelling out the purpose, composition, appointments and procedures related to the Birch Hills County Recreation Board, and bring the Policy back to Council for review at the future Governance Meeting.	HERMANN		ON GOING
MEETING	**JUNE 22, 2017 REGULAR COUNCIL MEETING**			
RC17-256	that Council receive the discussion regarding the Central Peace Emergency Management Partnership Agreement renewal for information, and direct Administration to bring this item back to Council at a future meeting once the renewal terms have been announced.	HERMANN	Going to CP-REM committee meeting in the fall	ON GOING
MEETING	**AUGUST 24, 2017 REGULAR COUNCIL MEETING**			
RC17-295	that council direct Administration to advise Mr. Smith that he is permitted to do brushing of the road allowance at his own cost to access his leased land.	DION	Letter sent to Mr. Smith	COMPLETE
RC17-296	that Council direct Administration to invite Ryan Konowalyk, Regional Director with Alberta Transportation for the Peace Region and other members of his staff to a future Regular Council Meeting to discuss Birch Hills County's priorities for Alberta Transportation road projects in the County.	HERMANN	Will be seeing Ryan at Joint LGAA/ARMAA meeting Sept 15	ON GOING
RC17-297	that Council direct Administration to draft a letter of support from Birch Hills County for Reeve Doran's signature for Lakeside Golf and Country Club's application for a Community Initiative Program Grant for the purchase of a Rough Mower.	HERMANN	Copy of letter dated August 28, 2017 included Sept 14 Agenda Item 11.b	COMPLETED

CAO Action Log - Regular Council- Updated September 8, 2017

Motion #	Motion	By	Action	Status
RC17-298	that Council direct Administration to draft a letter to the Minister of Municipal Affairs regarding the payment of School Tax and Seniors' Housing Requisitions related to delinquent Oil and Gas Company's accounts similar to the letter that had been submitted by The County of Stettler # 6.	HERMANN	Copy of letter dated August 28, 2017 included Sept 14 Agenda Item 11.a	COMPLETED
RC17-301	that Council direct administration to prepare a Bylaw to rescind Birch Hills County Bylaw 9-96 and present that Bylaw for 1st, 2nd, and 3rd reading at the Regular Council Meeting on September 14, 2017.	HERMANN	Included in Sept 14 Agenda	COMPLETE
RC17-304	that Council accept the Offer to Purchase submitted by Janice & Rod Peters of Ladysmith, BC to purchase Lots 4 & 11 Block 1 Plan 2967ET and part of the SW 15-78-2 W6 referred to as Lot 10 in Belloy for its combined assessed property value of $4,200.00.	LUCY		ON GOING
RC17-307	that Council direct Administration to schedule the closure of the sixty (60) day Notice Demand Account (Account Number EMO-0508-A) and opening of a ninety (90) day Notice Demand Account to realize the 0.05% increase in interest earned.	SHELLEY		COMPLETE
RC17-309	that Council authorize the one time donation of up to 25 tonne of gravel from the Lester Pit valued at $163.20 (25 tonne @ $6.528 per tonne) to the Eaglesham & District Ag Society to be used for the strengthening of the gravel base on interior roadways and to provide gravel around the new flush toilet building provided that the gravel is picked up by the Eaglesham & District Ag Society during normal working hours for the pit operation for the 2017 Gravel Program, with costs for the donation to be coded to Account 2 11 10 00 735, Grants to Individuals and Organizations.	DION		COMPLETE
RC17-310	that Council direct Administration to draft a letter for Reeve Doran's signature to the National Energy Board regarding NGTL Peace River Mainline Abandonment Hearing Order MH-002-2017, NEB File No. OF-Fac-Gas-N081-2016-08-01 similar to the letter provided by the Canadian Association of Energy and Pipeline Landowner Associations.	HERMANN	Copy of letter dated August 28, 2017 included Sept 14 Agenda Item 11.c	COMPLETED
MEETING	**AUGUST 24, 2017 GOVERNANCE COMMITTEE MEETING**			
GC17-24	that Council direct Councillor Carbone and CAO Minderlein to work together on the wording for 5.1 and 5.2 in the Water/Wastewater Bylaw and refer Bylaw 2017-02 to Regular Council Meeting for adoption.	HERMANN		ON GOING

CAO Action Log - Regular Council- Updated September 8, 2017

Motion #	Motion	By	Action	Status
GC17-26	that the Governance Committee refer the need for a water review including rates and provision of filtered untreated water to the September 14, 2017 Regular Council Meeting to then direct Administration to complete the review and provide to the next Council prior to their Strategic Planning Sessions.	HERMANN DION	Will be included in the Sept 14 Agenda	ON GOING

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	September 14, 2017	**CAO:**	
Originated By:	Hermann Minderlein, CAO	**Manager:**	
Item Title:	Bylaw 2017-07	**Presenter:**	CAO Minderlein

DESCRIPTION:

Council is being presented with Bylaw 2017-07, a Bylaw to Repeal Bylaw 9-96.

BACKGROUND:

Council was requested to approve an adjournment date for a Tax Sale at the August 24, 2017 Regular Council Meeting.

As part of the RFD prepared for this item, Administration had advised Council we had contacted Municipal Affairs once this oversight was noticed, and were advised that the setting the date is an administrative duty, not set out in the MGA as a Council duty. We were also advised that adjourning the Tax Sale to October 11, 2017 would be an acceptable course of action. Municipal Affairs went on to advise us that Bylaw 9-96 was not required, and that it should be rescinded to avoid future date conflicts. As a bylaw is required for this purpose, Administration is bringing Bylaw 2017-07, a Bylaw to Repeal Bylaw 9-96 to this meeting.

COST / SOURCE OF FUNDING: N/A

RELEVANT LEGISLATION (Cite):

Municipal Government Act Revised Statutes of Alberta 2000 Chapter M-26

Advertisement of public auction

421(1) The municipality must advertise the public auction

(a) in one issue of The Alberta Gazette, not less than 40 days and not more than 90 days before the date on which the public auction is to be held, and

(b) in one issue of a newspaper having general circulation in the municipality, not less than 10 days and not more than 20 days before the date on which the public auction is to be held.

(2) The advertisement must specify the date, time and location of the public auction, the conditions of sale and a description of each parcel of land to be offered for sale.

(3) The advertisement must state that the municipality may, after the public auction, become the owner of any parcel of land not sold at the public auction.

(4) Not less than 4 weeks before the date of the public auction, the municipality must send a copy of the advertisement referred to in subsection (1)(a) to

(a) the owner of each parcel of land to be offered for sale,

(b) each person who has an interest in any parcel to be offered for sale that is evidenced by a caveat registered by the Registrar, and

(c) each encumbrancee shown on the certificate of title for each parcel to be offered for sale.

1994 cM-26.1 s421;1995 c24 s63

Adjournment of auction

422(1) The municipality may adjourn the holding of a public auction to any date within 2 months after the advertised date.

(2) If a public auction is adjourned, the municipality must post a notice in a place that is accessible to the public during regular business hours, showing the new date on which the public auction is to be held.

(3) If a public auction is cancelled as a result of the tax arrears being paid, the municipality must post a notice in a place that is accessible to the public during regular business hours stating that the auction is cancelled.

1994 cM-26.1 s422

ATTACHMENT(S):

Birch Hills County Bylaw 2017-07, a Bylaw to Repeal Bylaw 9-96

Birch Hills County Bylaw 9-96

OPTIONS:

Council May choose to:

1. provide 1st, 2nd, and 3rd reading to the bylaw provided that the unanimous consent of all Councillors present is provided prior to the 3rd reading;

2. provide 1st or 1st and 2nd reading to the bylaw at this meeting and direct Administration to bring back the bylaw for 2nd and 3rd, or 3rd reading at a future Meeting of Council;

3. provide 1st reading to the Bylaw, and make amendments to the bylaw before proceeding to 2nd reading; or

4. receive this item for information and direct Administration to bring the bylaw back to a future Governance meeting.

RECOMMENDED ACTION:

It is Administrations recommendation that Council

1. provide first reading to Birch Hills County Bylaw 2017-07, a Bylaw to Repeal Bylaw 9-96;

2. provide second reading Birch Hills County Bylaw 2017-07, a Bylaw to Repeal Bylaw 9-96;

3. Bylaw provide unanimous approval to a resolution to present Birch Hills County Bylaw 2017-07, a Bylaw to Repeal Bylaw 9-96 at this meeting; and

4. if unanimous approval has been provided, provide third reading to Birch Hills County Bylaw 2017-07, a Bylaw to Repeal Bylaw 9-96.

Bylaw No. 2017-07

A BYLAW OF BIRCH HILLS COUNTY IN THE PROVINCE OF ALBERTA TO REPEAL BYLAW 9-96

WHEREAS under Section 191(1) of the Municipal Government Act, Chapter M-26, RSA 2000 and amendments thereto, the Council has been granted the authority to repeal a bylaw; and

WHEREAS setting the date for a Tax Sale is an administrative duty, and is not set out in the Municipal Government Act, Chapter M-26, RSA 2000 and amendments thereto, as a Council duty;

NOW THEREFORE THE MUNICIPAL COUNCIL OF BIRCH HILLS COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED ENACTS AS FOLLOWS:

PART I: BYLAW TITLE

1.1 This bylaw shall be known and may be cited as the "Bylaw to Repeal Bylaw 9-96".

PART II: PURPOSE

2.1 The purpose of this bylaw is to Repeal Bylaw 9-96.

PART III: ADMINISTRATIVE DUTIES

3.1 Any previous Bylaws relating to Public Auction Dates including Bylaw 9-96 are hereby repealed.

PART IV: ENACTMENT

4.1 This Bylaw shall come into force and effect when it receives third reading and is duly signed.

READ a first time this 14th day of September, 2017.

READ a second time this 14th day of September, 2017.

READ a third time this 14th day of September, 2017.

Signed this 14th day of September, 2017.

Reeve Marvin Doran	Chief Administrative Officer Hermann Minderlein

DRAFT

MUNICIPAL DISTRICT
OF BIRCH HILLS NO. 19

BYLAW 9-96

BEING A BYLAW OF THE MUNICIPAL DISTRICT OF BIRCH HILLS NO. 19, IN THE PROVINCE OF ALBERTA, TO SET THE TAX RECOVERY PUBLIC AUCTION DATE

WHEREAS, Section 418 (1) of the Municipal Government Act, Chapter M-26.1, RSA 1994 and amendments thereto (hereinafter referred to as the "Act") requires that each municipality must offer for sale at a public auction any parcel of land shown on its tax arrears list if the tax arrears are not paid;

NOW THEREFORE, the Council for the Municipal District of Birch Hills No. 19, duly assembled, enacts as follows:

1. **That the Public Auction Sale Date be set for the first Monday of October in each year at 1:00 p.m. in the Birch Hills Service Centre.**

2 **That the adoption of this Bylaw is effective upon the date of tbe passing of the third and final reading of this Bylaw.**

READ a first time this 15th **day of** August **, A.D. 1996**

READ a second time this 15th **day of** August **, A.D. 1996**

READ a third time this 15th **day of** August **, A.D. 1996**

Shirley Emerson
REEVE (DEPUTY)
MUNICIPAL DISTRICT OF
BIRCH HILLS NO. 19

D M Hunt
ACTING MANAGER
MUNICIPAL DISTRICT OF
BIRCH HILLS NO. 19

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	September 14, 2017	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Water/Wastewater Bylaw 2017-02	**Presented by:**	CAO Minderlein

DESCRIPTION:

Administration is bringing Bylaw 2017-02, the "Water and Wastewater Bylaw" to Council to discuss the changes requested by Council at the August 14, 2017 Governance Meeting, and if deemed appropriate, to have Council provide 1st, 2nd, and 3rd reading.

BACKGROUND:

At the end of 2016 Council had numerous discussions on the Water/Wastewater Bylaw, which also tied in with discussion on the Fees and Charges Bylaw. Discussed also at the February 23, 2017 governance meeting, Council recommended that the Water Wastewater Bylaw be presented at the March 9, 2017 regular meeting. Discussion was held on sections of the bylaw, one section (Section 5 Wells and other Sources of Supply of Water) in particular generated some questions.

The following is taken from the minutes of March 9, 2017:

Bylaw 2017-02 Water and Wastewater
Council was presented with Bylaw 2017-02, the "Water and Wastewater Bylaw", a bylaw respecting water and wastewater services in the hamlets of Wanham, Eaglesham, Tangent, Watino and Peoria. Staff had requested that Council provide 1st, 2nd, and 3rd reading to the bylaw provided that the unanimous consent of all Councillors present was provided prior to the 3rd reading.

RC17- 103 Moved by Councillor Carbone that Council provide first reading to Bylaw 2017-02, the "Water and Wastewater Bylaw".

CARRIED

Council discussed the contents of the bylaw with CAO Minderlein, and pointed out several problems that they had with the bylaw in its current format that they felt would require correction prior to Council being able to pass it.

RC17- 104 Moved by Councillor Carbone that Council provide second reading to Bylaw 2017-02, the "Water and Wastewater Bylaw".

DEFEATED

RC17- 105 Moved by Councillor Carbone that Council direct administration to return the Bylaw 2017-02, the "Water and Wastewater Bylaw" with amendments pertaining to wells and other sources of water supply and services outside of Hamlets to a future Governance Committee Meeting.

CARRIED

Administration brought the bylaw back to Council at the June 22nd Governance meeting and received clarification regarding the "amendments pertaining to wells and other sources of water supply and services outside of Hamlets", and a request to make other changes through the following resolution:

GC17-20 Moved by Councillor Langlois that Council direct Administration to include the changes discussed in a revised version of Bylaw 2017-02, the "Water Wastewater Bylaw" and to bring that version of the Bylaw to the Governance Meeting on July 27, 2017.

CARRIED

Administration made changes to the Bylaw based on the discussions and direction provided, brought the Bylaw for a final review at the July 27th Governance Meeting to determine if those changes were appropriate, and to seek direction from Council to bring the bylaw to the August 24th, 2017 Regular Council Meeting for reading and adoption. Council passed the following resolution:

GC17-22 Moved by Reeve Doran that Council direct Administration to forward the Water/Wastewater Bylaw 2017-02 with amendments provided by Councillor Carbone to the Regular Council Meeting on August 24, 2017.

CARRIED

Upon reviewing the minutes from the July 27, 2017 Governance Meeting, Administration had difficulty in implementing the changes as directed and initiated a conversation via email to clarify changes while still protecting both the County and present and future Water users.

Administration brought Bylaw 2017-02, the "Water and Wastewater Bylaw" back to the August 24, 2017 Governance Meeting to discuss the changes requested by Council at the July 27, 2017 Governance Meeting and to seek further direction. Following discussion and suggested changes, the following resolution was passed:

GC17-24 Moved by Reeve Doran that Council direct Councillor Carbone and CAO Minderlein to work together on the wording for 5.1 and 5.2 in the Water/Wastewater Bylaw and refer Bylaw 2017-02 to the September 14, 2017 Regular Council Meeting for adoption.

CARRIED

CAO Minderlein and Councillor Carbone collaborated on changes as directed, and agreed to the following changes:

Remove the wording:
"Where an offer to connect to newly provided services are declined by the owner of the premises, all costs related to subsequent requests to connect to these services will be the responsibility of the owner of the premises, and will be subject to the conditions of Section 5.1."

from the end of Section 5.2 and add subsection c to 4.1 that read as follows:

(c) Where an offer to connect to newly provided services are declined by the owner of the premises, all costs related to subsequent requests to connect to these services will be the responsibility of the owner of the premises, and will be subject to the conditions of Section 5.1.

Remove the wording
"The County may impose such conditions on the use of such well or source, as the County deems necessary"

from the end of 5.1 and replace with

"The County may include conditions on the connection to the dugout, well, or other source that the County deems necessary to protect the water supplied by means of the County's water main from potential contamination when such authorization is provided"

The final changes have been made to Bylaw 2017-02, and it is being brought back to this meeting for adoption.

COST / SOURCE OF FUNDING:

There is no cost associated with this item.

RELEVANT LEGISLATION (Cite): NA

OPTIONS & BENEFITS:

Option 1:
Provide 1st, 2nd, and 3rd reading to the bylaw provided that the unanimous consent of all Councillors present is provided prior to the 3rd reading; or

Option 2:
Provide 1st or 1st and 2nd reading to the bylaw at this meeting and direct Administration to bring back the bylaw for 2nd and 3rd, or 3rd reading at a future Meeting of Council.

Option 3:
Provide 1st reading to the Bylaw, and make amendments to the bylaw before proceeding to 2nd reading; or

Option 4:
Receive this item for information and direct Administration to bring the bylaw back at a future Governance meeting if deemed necessary.

RECOMMENDED ACTION:

It is Administrations recommendation that Council

1. provide first reading to Birch Hills County Bylaw 2017-02, the "Water and Wastewater Bylaw";

2. provide second reading to Birch Hills County Bylaw 2017-02, the "Water and Wastewater Bylaw";

3. provide unanimous approval to a resolution to present Birch Hills County Bylaw 2017-02, the “Water and Wastewater Bylaw” for third reading at this meeting; and

4. if unanimous approval has been provided, provide third reading to Birch Hills County Bylaw 2017-02, the “Water and Wastewater Bylaw”.

ATTACHMENT(s):

DRAFT Bylaw 2017-02, the “Water and Wastewater Bylaw” as prepared for this meeting

BIRCH HILLS COUNTY

BY-LAW 2017-02

WATER AND WASTEWATER

Bylaw 2017-02

A BYLAW OF THE COUNTY OF BIRCH HILLS IN THE PROVINCE OF ALBERTA RESPECTING WATER AND WASTEWATER SERVICES IN THE HAMLETS OF WANHAM, EAGLESHAM, TANGENT, WATINO AND PEORIA.

NOW THEREFORE THE MUNICIPAL COUNCIL OF BIRCH HILLS COUNTY, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

SHORT TITLE
This Bylaw may be referred to as the "WATER AND WASTEWATER BYLAW".

1. USE AND CONTROL

1.1. The use and control of all Public Waterworks, Water Treatment Systems, Common Wastewater and of any Sewage Disposal Works connected therewith, shall be in accordance with this Bylaw.

2. AREA OF RESPONSIBILITY

2.1. All Waterworks, Sanitary Wastewater System, Storm Wastewater System, Drains and Wastewater Disposal Works, belonging to the County now laid down, or hereafter laid down shall be under the direct control of Birch Hills County.

3. DEFINITIONS

3.1. "Agent" means any representative of Birch Hills County authorized by the Chief Administrative Officer.

3.2. "County" means Birch Hills County.

3.3. "Customer" means an individual, partnership or corporation that is the owner of the property to which water and/or wastewater services are provided.

3.4. "Meter" means a water meter used to measure the amount of water consumed in metric measurement.

3.5. "Person" means firm, corporation, owner, occupier, lessee or tenant.

3.6. "Service Connections" means the part of the Utility that runs from the main line of the Utility to a building or other place on a parcel of land for the purpose of providing the Utility service to the parcel or building and includes pipes or wires which;

(a) run up to the building;
(b) are located within the exterior walls of the building;
(c) run from the exterior walls to couplings, stop-cocks, meters and other apparatus placed inside the building by the municipality; and

(d) those couplings, stop-cocks, meters and other apparatus.

3.7. "Wastewater Service Line" means that line extending from the main in the street to the property line of the building being serviced.

3.8. "Water Main" means that portion of water and/or wastewater line that is laid for the service of more than one person.

3.9. "Water Service Line" means that line extending from the main in the street to the property line of the building being serviced.

4. WATERWORKS

4.1. For all new and current customer accounts requesting water and wastewater service in Birch Hills County:

(a) All current accounts not in the name of the owner of the property serviced shall be transferred to the name of the owner of the property and all outstanding balances shall be a charge due and payable by the owner of the property. The owner of the property shall be that name and address shown in the tax roll, except where the owner of the property requests utility bills may be sent to the owner or a renter at a different address specified by the owner; and

(b) All new accounts shall only be taken out in the name of the owner of the property serviced except when the property is rented and the renters deposit fee is paid to the County as per the Establishing Fees and Charges Bylaw.

(c) Where an offer to connect to newly provided services are declined by the owner of the premises, all costs related to subsequent requests to connect to these services will be the responsibility of the owner of the premises, and will be subject to the conditions of Section 5.1.

4.2. No person except those authorized by the Director of Public Works shall make any connection with any of the water pipes or mains in any public property, roadway or easement.

4.3. All water service pipes laid in private property, between the property line and the water meter, shall be C.S.A. approved material of not less than the quality to the service pipes in the street between the water main and the property line.

4.4. Birch Hills County requires that all water service customers have meters for each separate water service line provided to their property and building premises at the costs as stated in the Establishing Fees and Charges Bylaw.

4.5. The owner of the property shall be responsible for damage to the water meter and its appurtenances which may result from other than normal wear and tear.

4.6. No connection may be made to the water service line between the property line and the meter.

4.7. All owners, tenants or occupiers of property shall give access to an agent of the County to:
   (a) Install, service or seal a water meter and shall be liable for any damage which may occur to said meter; and
   (b) Shut off and seal a water line for non-payment of an account relating to the property.

4.8. Any person permitting any meter to be damaged by frost shall be liable for all costs incurred in the repair of said meter. Repair costs shall include the costs for any agent of the County required to complete the repair, the costs for County equipment, contracted services and goods purchased. The said charges so made shall be added to the utility bill.

4.9. Should any person claim a meter is not working properly and is over reading, said person shall deposit with the County the sum as stated in the Establishing Fees and Charges Bylaw. The meter will then be removed from service and given a bench test.
   (a) Should the meter be found to over read by more than three (3.0%) percent the said person shall be refunded their deposit; and
   (b) Any meter which does not over read by more three (3.0%) percent shall be considered adequate, and the said person shall forfeit the deposit to the County to cover costs of removal and test of said meter.

4.10. No person shall interfere with, cut or remove the wire seal on a meter or valve and no person shall disconnect a meter or do anything which may prevent or impede the flow of water through a meter or the recording of the flow of water through the meter, or which may affect the proper operation of the water meter.

4.11. Where interference with, or obstruction, of the water meter, its appurtenances occurs Council may order action to correct the interference or obstruction, such action to be carried out to the satisfaction of the Chief Administrative Officer, with costs charged to the customer. The said charges so made shall be added to the utility bill.

4.12. Where a meter has been interfered with, an estimate of water consumption shall be made in accordance with this bylaw as a basis for water and wastewater service charges, but this charge shall be in addition to other penalties that may be charged under this bylaw.

4.13. To maintain an adequate water supply within Birch Hills County, the Council or Chief Administrative Officer, as the case may be, may impose restrictions on the use of water.

5. WELLS AND OTHER SOURCES OF SUPPLY OF WATER

5.1 Where water is being supplied to a residence, business, or other County account by the County via a water main, there will be no dugout, well or other source of water added as a water supply to the infrastructure (plumbing) of that residence, business, or County account without the property owner, or their authorized representative, having first provided indisputable evidence to the County that there is no possibility of contaminating the County water supply, and having obtained written permission to do so from Birch Hills County. The County may include conditions on the connection to the dugout, well, or other source that the County deems necessary to protect the water supplied by means of the County's water main from potential contamination when such authorization is provided.

5.2 All persons having charge of, or being owners or occupiers of, premises that are not supplied water via a water main of Birch Hills County and that have access to water from a dugout, well, or other source of water may continue to use water from such dugout, well, or other source of water in place of water from the water mains of the County should such service be offered by the County and be declined by the owners the premises.

5.3 Upon complying with any conditions prescribed in Sections 5.1 or 5.2, the applicant may be granted a permit to use the water in the dugout, well or other source of supply of water. Any such permit may be withdrawn by resolution of the Council at anytime without notice, and no person shall use a well or other source of supply of water after a permit for use of same has been withdrawn.

5.4. If the use of any well or other source of supply of water is continued contrary to the provisions of this bylaw forty-eight (48) hours after notice to discontinue the use of same has been given by the Chief Administrative Officer to the owner or occupier of the premises on which it is situated, such well or other source of supply of water may be declared to be a nuisance and dangerous to the Public Health and Safety and shall be removed, plugged, filled up, or otherwise abated.

5.5. Except as here-in-after provided, no persons other than agents of the County shall open, close, operate, interfere, or draw water from, any water main, valve, hydrant or fire plug.

5.6. The Fire Chief(s) for Birch Hills County, his or her assistant and officers, and members of that Fire Department, are authorized to use the valves, hydrants or fire plugs of the water system for the purpose of extinguishing fires, for fire protection or for any other activities related to the Fire Department.

5.7. No person shall in any manner obstruct the free access to any hydrant, valve or stopcock. No vehicle, building, rubbish, or any other matter which would cause such obstruction of the street in which the hydrant is located, may be within five (5) metres of the hydrant in a direction parallel with the said property line.

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5.8. The County shall assume the full responsibility and costs for any water service line which may be frozen between the water main and the property line. The owner of the property shall be responsible for any costs associated with thawing a water service between the property line and the dwelling. Any costs incurred by the County in thawing frozen lines on behalf of any person shall be recoverable as per “Fees and Charges Bylaw #2016-08”

6. WASTEWATER

6.1. No person shall throw, deposit or leave in/or upon any County sewer, or any trap, basin, grating, manhole, or other appurtenance of any County sewer, any offal, garbage, litter, manure, rubbish, sweeping, sticks, stones, bricks, earth, gravel, dirt, mud, hay, straw, twigs, leaves, papers, rags, cinders, ashes or refuse matter of any kind, except feces, urine, the necessary closet paper, and wastewater properly discharged through a sewer into a County wastewater system.

6.2. No person shall permit to be discharged into any sewer, any liquid or liquids which would prejudicially affect the wastewater, or the disposal of the sewage, or any matter of substance by which the free flow of the sewage may be interfered with, or any chemical refuse, or trade waste, or any waste stream, condensing water, heated water, or other liquids of a higher temperature than seventy-seven (77°C) degrees Celsius.

6.3. No person shall make or cause to be made any connection with any County wastewater line, or drain, or appurtenance thereof for the purpose of conveying, or which may convey, into the same any inflammable or explosive material, storm water, roof drainage, cistern or tank overflow, condensing or cooling water.

6.4. Foundation weeping tiles installed after the effective date of this bylaw shall not be drained into any wastewater service but may be drained into storm sewer mains or drainage ditches where the facility exists and the connection is feasible.

6.5. No roof drains shall be connected to weeping tiles.

6.6. No person shall discharge the contents of any privy, vault, manure pit or cesspool, directly or indirectly, into the County wastewater system or any drain connected therewith unless entered into a written agreement with Birch Hills County.

6.7. No person shall turn, lift, remove, raise or tamper with the cover of any manhole, ventilator or other appurtenance of the County wastewater system, except agents of the County.

6.8. No person shall cut, break, pierce, or tap to the County wastewater system or appurtenance thereof, or introduce any pipe, tube, trough, or conduit into the County wastewater system, except duly agents of the County.

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6.9. No person shall interfere with the free discharge of County wastewater system, or part thereof, or do any act or thing which may impede or obstruct the flow or clog up the County wastewater system or appurtenance thereof.

6.10. An agent of Birch Hills County shall have the right at all reasonable times to enter houses or other places which have been connected with County wastewater system, and facilities must be given to that agent to ascertain whether or not any improper material or liquid is being discharged into the wastewater system, and the agent shall be authorized to stop, or prevent from discharging into the wastewater system, any private wastewater or drain through which substances are discharged which are liable to injure the wastewater or obstruct the flow of sewage.

6.11. No waste or discharge resulting from any trade, industrial or manufacturing process, shall be directly discharged to any County wastewater system without approval of the Director of Public Works. As a condition of such approval, the Director of Public Works may require such pre-treatment of the effluent as is deemed necessary. The pre-treatment facilities required shall be completely installed by the applicant, at his/ her expense, prior to the construction of the wastewater connection, and thereafter shall be continuously maintained and operated by the applicant.

6.12. Grease traps of sufficient size and approved design shall be placed on the waste pipes from all hotels, restaurants, laundries and such other places as the Director of Public Works may direct. Such traps shall be installed prior to any connection to the County wastewater system.

6.13. No person other than those authorized by the Director of Public Works shall make any connection to, or shall cut or otherwise tamper in any way with the wastewater system.

7. WASTEWATER CONNECTIONS

7.1. The Owner is responsible for all costs associated with the repair and maintenance of the Service Connection. Where excavation is necessary for the repair and maintenance of a Service Connection, no work shall be commenced by an Owner without written approval of the County. The County will be responsible for the costs of maintenance and repair to the Service Connection, only if the repair is located between the main line and the curb stop and the repair is required because of faulty workmanship or construction or blockage caused by freezing.

7.2. The County may maintain or repair a Service Connection and the County may enter any land or building for that purpose. Any costs incurred by the County for such construction, maintenance or repair shall be the responsibility of the Owner.

8. WATER AND WASTEWATER CONNECTIONS

8.1. A private water connection cannot be made to the County's water system until approval is granted by the Director of Public Works. Permission can be obtained only

after the owner or his/her agent have entered into an agreement with the Birch Hills County that establishes standards for construction practices and materials. A fee as stated in the Establishing Fees and Charges Bylaw shall be paid to the County to recover the cost of processing and reviewing each agreement.

8.2. A private Wastewater connection cannot be made to the County's Wastewater System until approval is granted by the Director of Public Works. Permission can be obtained only after the owner or his/her agent have entered into an agreement with the County that establishes standards for construction practices and materials. A fee as stated in the Establishing Fees and Charges Bylaw shall be paid to the County to recover the cost of processing and reviewing each agreement.

8.3. The Director of Public Works may revoke or cancel any permit that may have been granted to connect with the Water or Wastewater Systems if he shall find that any of the work is not being done in accordance with the provisions of this Bylaw, and the person or persons making such connections or their successors in interest, shall have no right to demand or claim any damages in consequence of such permits being revoked or cancelled.

8.4. The rates as stated in the Establishing Fees and Charges Bylaw shall apply for Water and Wastewater service from Birch Hills County.

9. GENERAL

9.1. A utility bill showing actual or estimated amounts for all service charges to the customer shall be prepared and mailed every two months. A bulk utility bill showing actual amounts for all services charges to the customer shall be prepared and mailed every two months. The water and wastewater service charges and any other charge authorized by a bylaw of Birch Hills County may be combined on a single customer bill, but each charge shall be shown separately.

9.2. Where there is a landlord/tenant situation, a copy of the utility bill will be mailed to the owner.

9.3. The billing for water service charges shall be based on meter readings taken at a time specified by the Director of Public Works, or following a change in the ownership of a property.

9.4. Where a meter cannot be read by an agent of the County on the normally scheduled date for meter reading services, or where the meter or its appurtenances have been interfered with or obstructed, consumption amounts shall be estimated by the Director of Public Works based on past and current consumption information.

9.5. All utility bills shall be paid to the Birch Hills County office during regular office hours, by pre-paid mail, online banking or delivery addressed to Birch Hills County.

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9.6. In the event that a resident hires an existing commercial customer of the County to haul bulk water for a residential purpose; Birch Hills County will reimburse the resident, upon proof of purchase, the difference between commercial and residential water rates at the time of purchase as valued in the Establishing Fees and Charges Bylaw, provided that the claim and receipt are received within 90 days of purchase.

10. PENALTIES

10.1. Any water and/or wastewater services account balance which remains unpaid after the last day of the month in which Birch Hills County office is regularly open shall have added by way of penalty, a charge as specified in the Establishing Fees and Charges Bylaw based on the combined account balance including other services and charges included on the utility bill by Birch Hills County.

10.2. Should any water and wastewater account or portion of an account, including other services and charges, remain unpaid after the last day of the month in which Birch Hills County office is regularly open, at the discretion of the Director of Public Works the water services to the property may be disconnected.

10.3. Where it has become necessary to discontinue services for non-payment of an account, reconnection will not be made until all arrears and penalties are paid in full by cash or certified cheque and in addition the reconnection charge as specified in the Establishing Fees and Charges Bylaw will be payable in advance.

10.4. That in the case of default of payment of the combined water and wastewater charges, or each in any of them, Birch Hills County may enforce payment by action in a court of competent jurisdiction or alternatively by distress upon seizure of goods and chattels of the owner or occupant, or alternately by making the water and wastewater charges in default, a charge against the tax roll for the property, and such charges shall be subject to the same penalties and shall be collectible by the same procedures as taxes levied by Birch Hills County.

10.5. The owner of a property shall be responsible for any unpaid account by a tenant, and any utility bill accounts that are deemed to be uncollectible by the Chief Administrative Officer shall be applied as a charge against the tax roll for the property, and such charges shall be subject to the same penalties and shall be collectible by the same procedures as taxes levied by Birch Hills County.

10.6. A penalty as stated in the Establishing Fees and Charges Bylaw will be imposed on any customer issuing a not sufficient funds (N.S.F.) cheque to Birch Hills County for payment towards a utility bill and that penalty shall be added to their account.

10.7. Any person who violates a provision of this Bylaw is guilty of an offence and liable upon summary conviction to a fine of not more than Two Thousand Five Hundred Dollars ($2,500.00) and not less than Five Hundred Dollars ($500.00) exclusive of costs, and in each and every case in default of payment said person shall be liable to

imprisonment for a period not exceeding six (6) months, unless the fine and costs be sooner paid.

11. MISCELLANEOUS

11.1. This Bylaw rescinds all previous Birch Hills County bylaws and resolutions regarding the provision and billing of water and wastewater services including bylaw 2016-07.

11.2. This Bylaw comes into full force and effect on the 14th day of September 2017, and all billings processed on or after that date shall be based on fees in the Establishing Fees and Charges Bylaw.

Read a first time the 14th day of September, 2017.

Read a second time the 14th day of September, 2017.

Read a third and final time the 14th day of September, 2017.

Signed this 14th day of September, 2017.

_____	_____
Reeve	Chief Administrative Officer
Marvin Doran	Hermann Minderlein

DRAFT

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	September 14, 2017	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Agricultural Water Supply	**Presented by:**	

DESCRIPTION:

Administration is bringing back this item based on direction provided following discussions regarding the provision of filtered untreated water at the August 24th, 2017 Governance Committee Meeting.

BACKGROUND:

This discussion had been previously referred to by Council, though no resolution has been found to this effect.

Director of Public Works Dion Hynes had provided Council with some basic information regarding the matter in his report at the August 24th, 2017 Regular Council Meeting, and that was used as a starting point for discussion at the Governance Meeting. The wording his report was as follows:

> "With budget approaching I am starting to compile a list of items that I see would benefit the County and of course a wish list. One of the items that has come up in the past is the construction of a filtered bulk water station in Eaglesham to aid agricultural users. Filtered non-treated water would be supplied to end users for a fee thus lowering the demand of treated water for agricultural use. Early estimated cost would be around the $75,000.00 range. Again, many pros and cons with this project so I would need direction from Council on how they would like to proceed."

Administration had proposed the idea of a detailed "Cost Benefit Analysis", that would include, but not be limited to, the following factors:

1. The benefit of only providing this service to County residents and businesses from one location, that being Eaglesham, the storage location for the County's raw water;
2. Attitudes regarding varying costs for water used for non-residential purposes;
3. The cost sharing of Operating and Maintenance from current Water costs to a separate Untreated Water Supply function;
4. The effect on the treated water operation with costs transferred to untreated water operation and lost revenues; and
5. Staff capacity for and additional utility operation.

Following discussions on the topic, the committee passed the following resolution:

GC1-26 Moved by Councillor Carbone that the Governance Committee refer the need for a water review including rates and provision of filtered untreated water to the September 14, 2017 Regular Council Meeting to then direct Administration to complete the review and provide to the next Council prior to their Strategic Planning Sessions.

CARRIED

Director of Public Works Dion Hynes has provided Council with some additional information regarding the matter in his report at this Meeting.

RELEVANT LEGISLATION (Cite): NA

OPTIONS & BENEFITS:

Option 1:
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; or

Option 2:
Accept the discussion for information; or

RECOMMENDED ACTION:

It is Administration's recommendation 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.

ATTACHMENT(s): Nil

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**
Meeting Date:	September 14, 2017	**CAO:**
Originated By:	Shelley Braun, DCS	**Manager:**
Item Title:	Election Voting Stations	**Presenter:**

DESCRIPTION:

Council is being provided with information related to Voting Stations, should they be required for the 2017 Municipal Elections.

BACKGROUND:

Municipal Election Day is Monday, October 16, 2017 from 10:00 am to 8:00 pm.

Potential voting sites include:

a. Wanham Community Hall;
b. Wanham Seniors Center;
c. Eaglesham Seniors Center;
d. Eaglesham Community Hall;
e. Tangent Community Hall;
f. Societe de Francophone;
g. Watino Community Hall; and
h. Kakut Lake Community Hall

The plan is to set up two voting stations if elections are required to be held in all seven Wards, one in the Hamlet of Wanham for Wards 2, 3, & 4, and one in the Hamlet of Eaglesham for Wards 1, 5, 6, and 7.

The Wanham voting station will be set up unless a vote is not required in Wards 2, 3, and 4, but will be set up if a vote is required in one of these wards.

The Eaglesham voting station will be set up only if a vote is required in either Ward 5 or Ward 6. If a vote is not required in either Ward 5 or Ward 6, then a voting station will be set up in the Hamlet of Tangent. In the event that a vote is only required in Ward 1, and not in Wards 5, 6, or 7, then the voting station will be located in Watino.

COST / SOURCE OF FUNDING:

The budget for Building Rentals is $300.

RELEVANT LEGISLATION (Cite):

Local Authorities Election Act (Section 37 Voting Stations)

37(1) The returning officer shall designate the location of one voting station only for each voting subdivision and the location may be outside the area.

37(2) When a voting station designated by the returning officer is not available, the returning officer shall designate another place in the vicinity and shall, by notice posted at the original voting station, direct the electors to the other voting station.

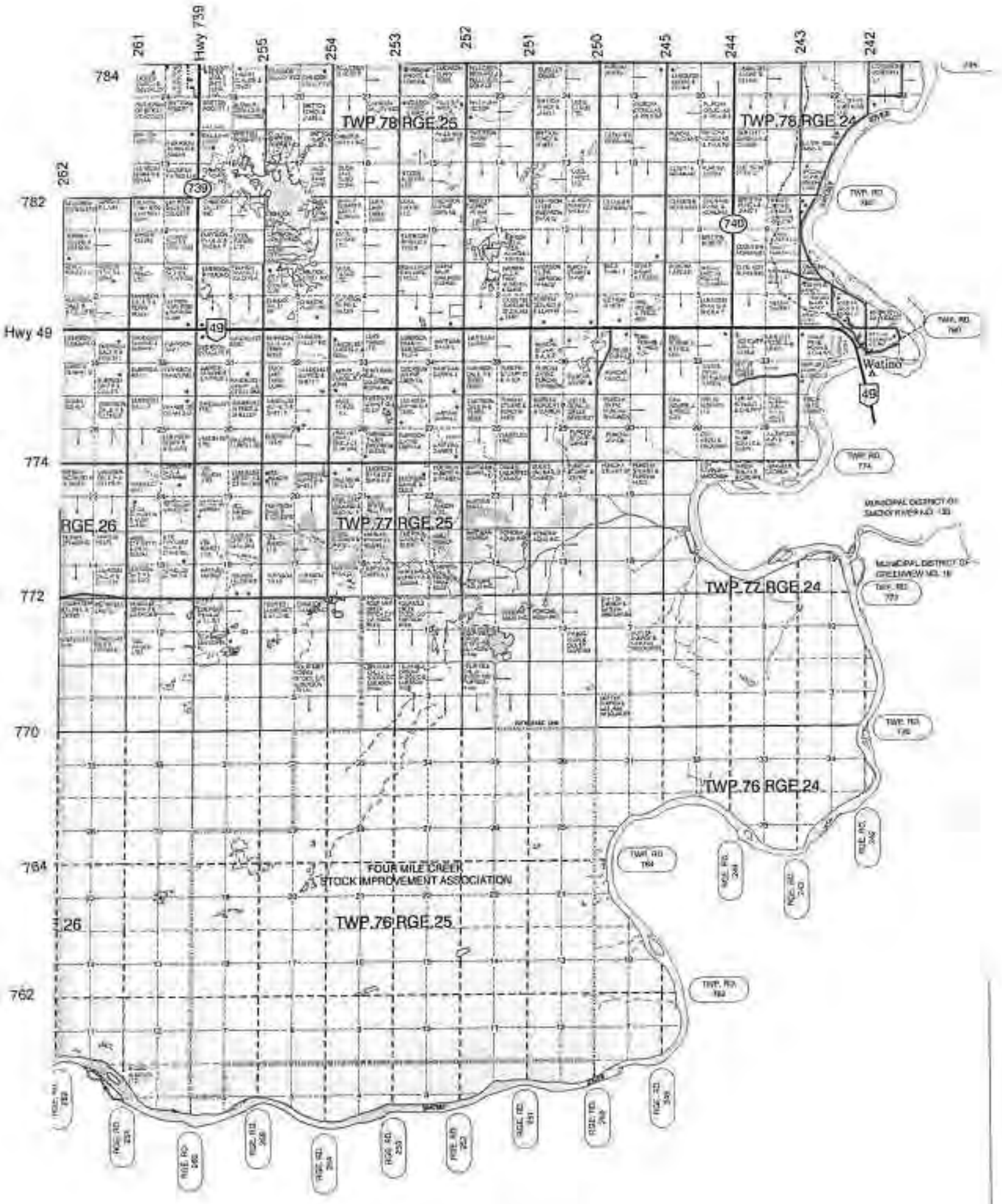
ATTACHMENT(S):

Ward 1 – 7 Maps

RECOMMENDED ACTION:

That Council receive the presentation related to the 2017 Municipal Elections Voting Stations for information.

WARD 1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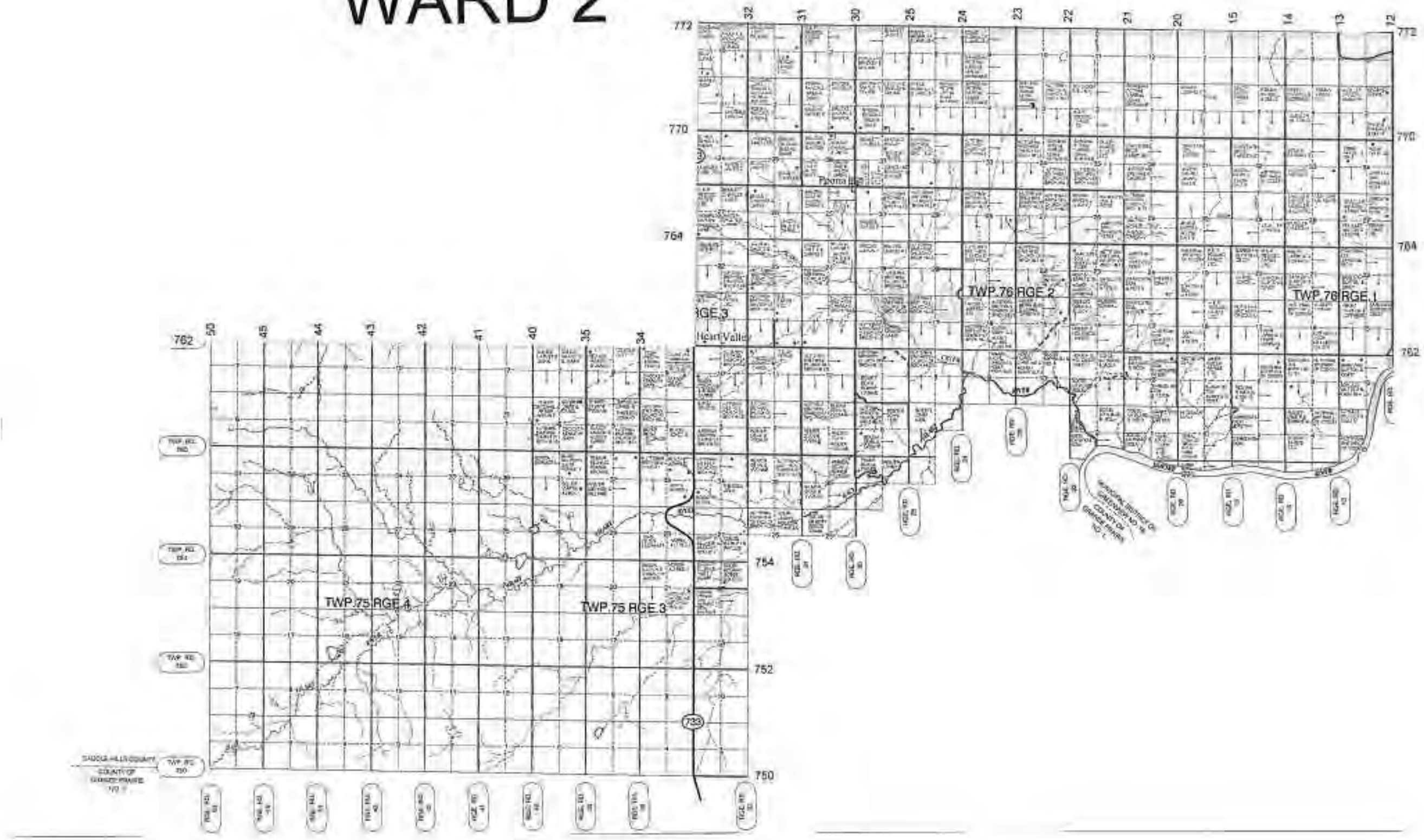

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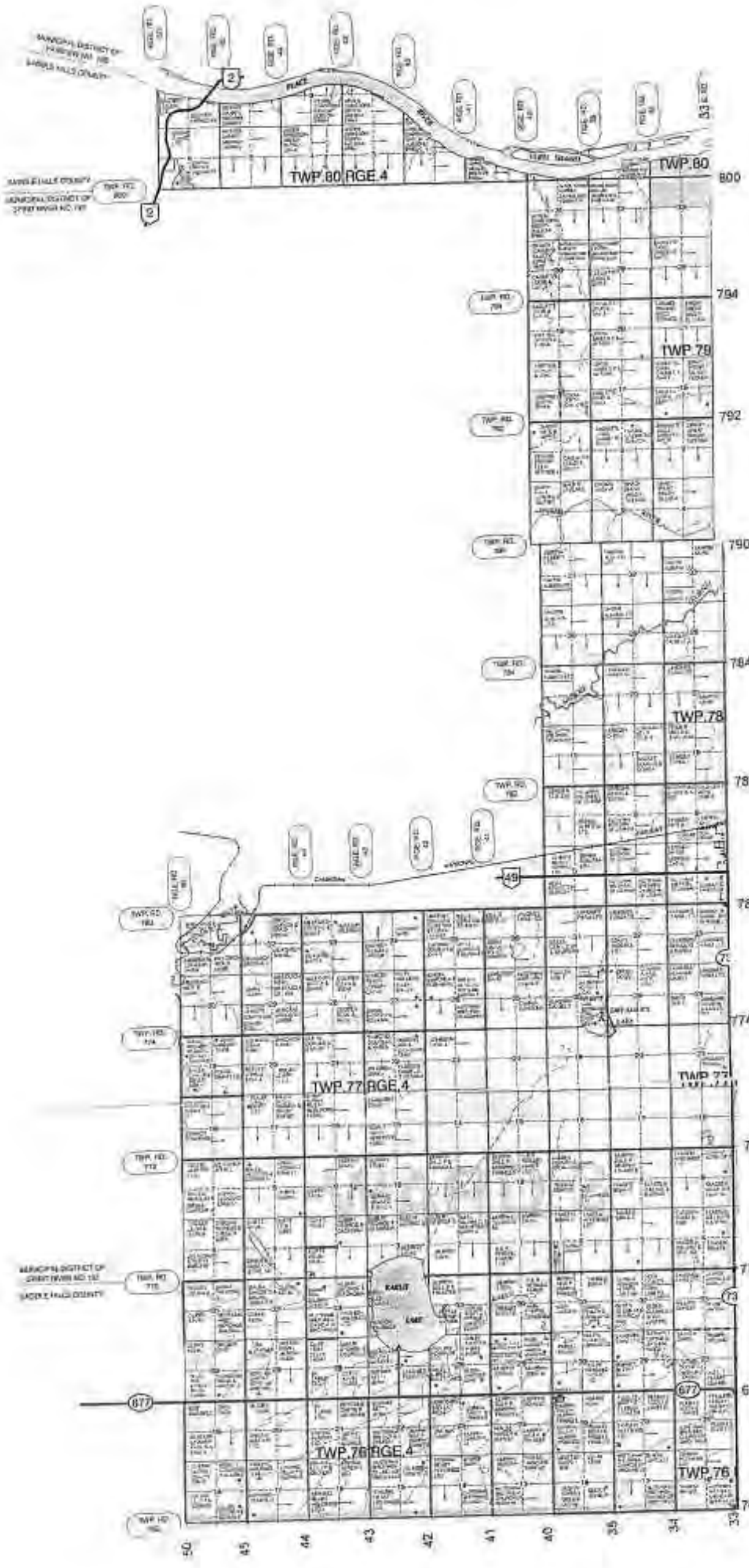
TWP.75 RGE.4
TWP.75 RGE.3
Heart Valley
Pierna Bay

WARD 3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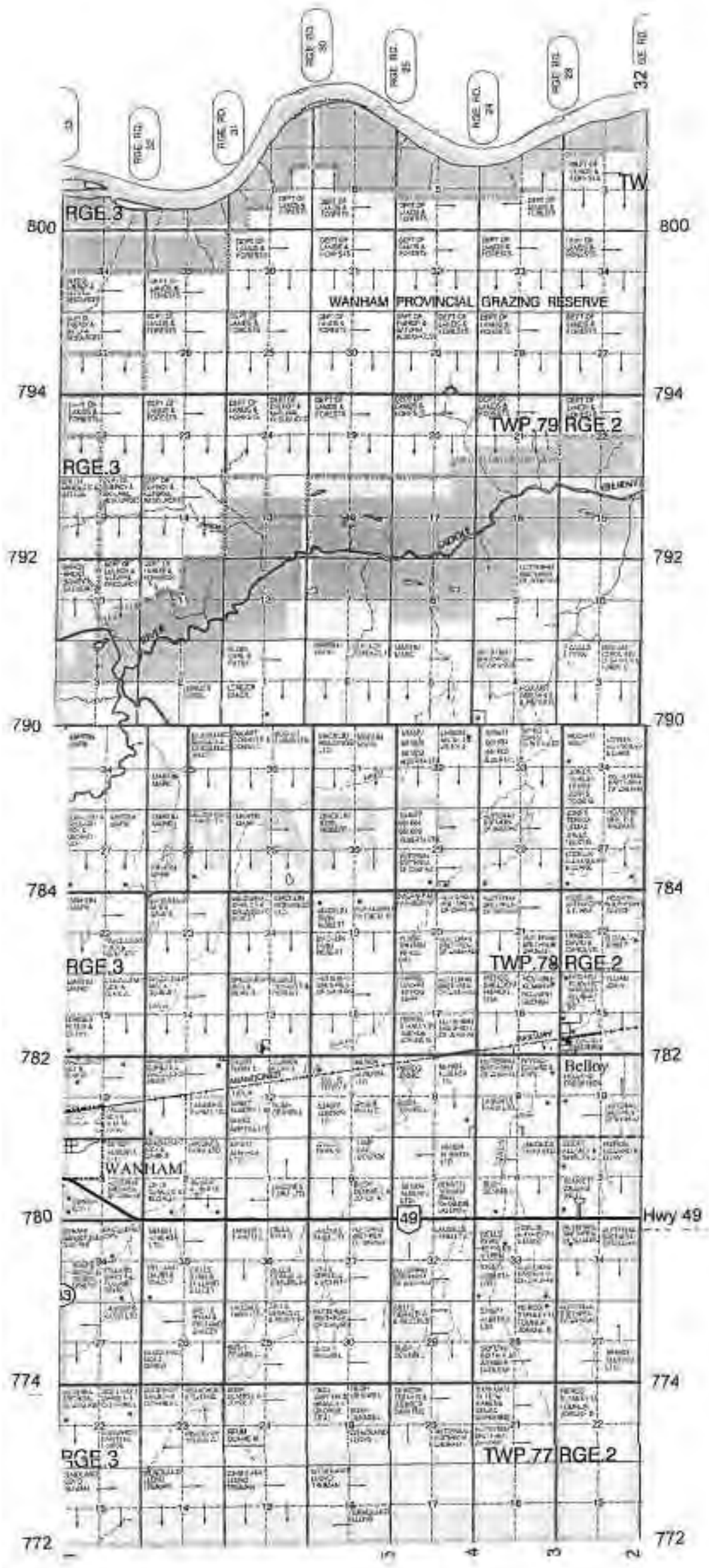
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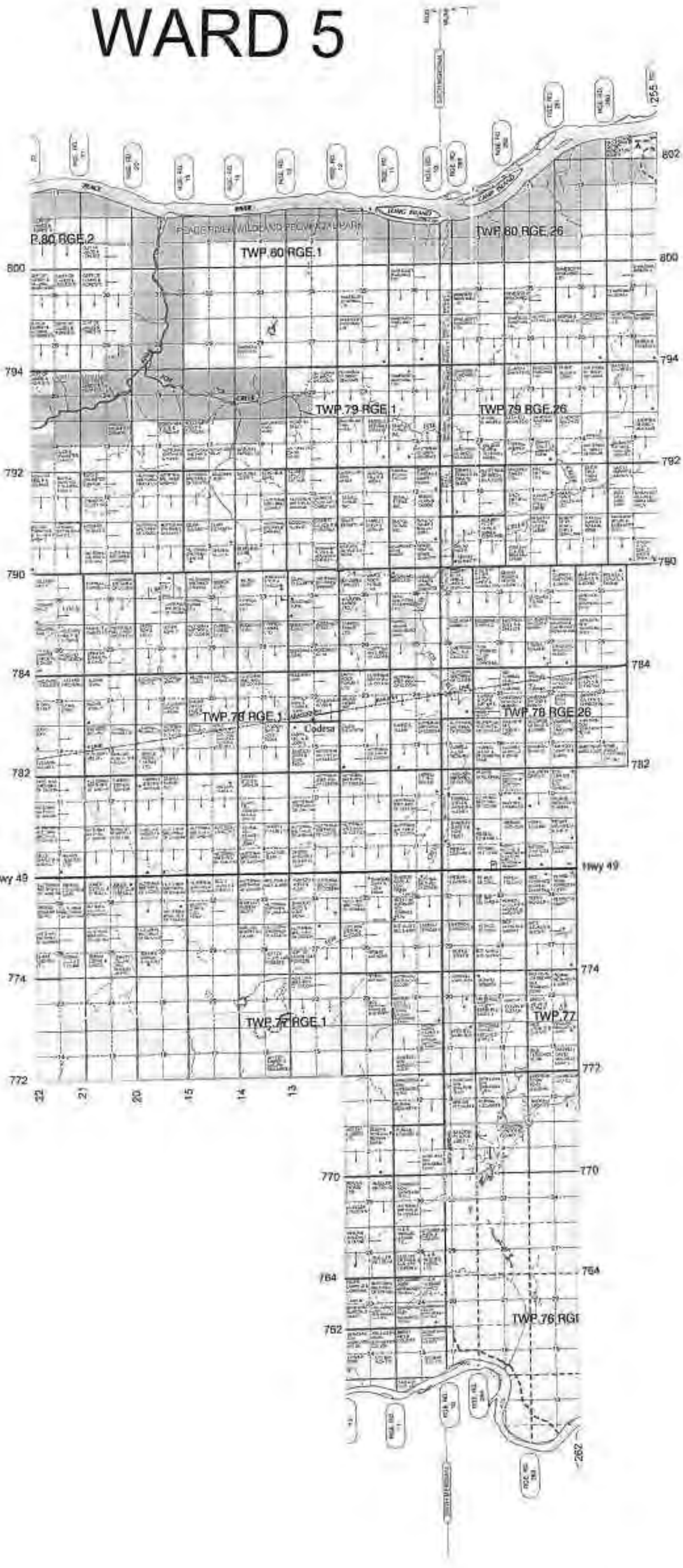
WARD 5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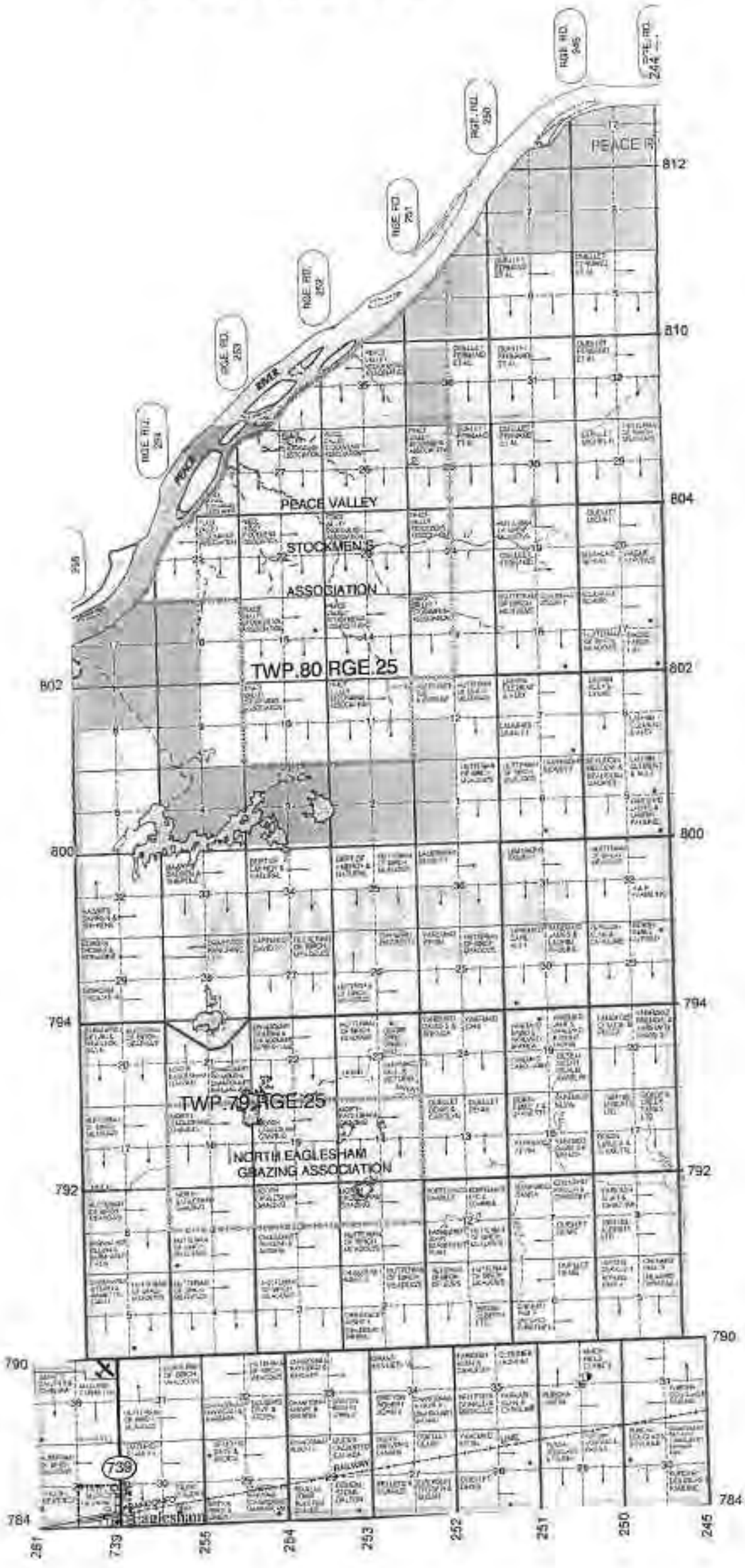
WARD 6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STOCKMEN'S
ASSOCIATION
TWP.80 RGE.25
TWP.79 RGE.25
NORTH EAGLESHAM
GRAZING ASSOCIATION
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RAILWAY
Eaglesham
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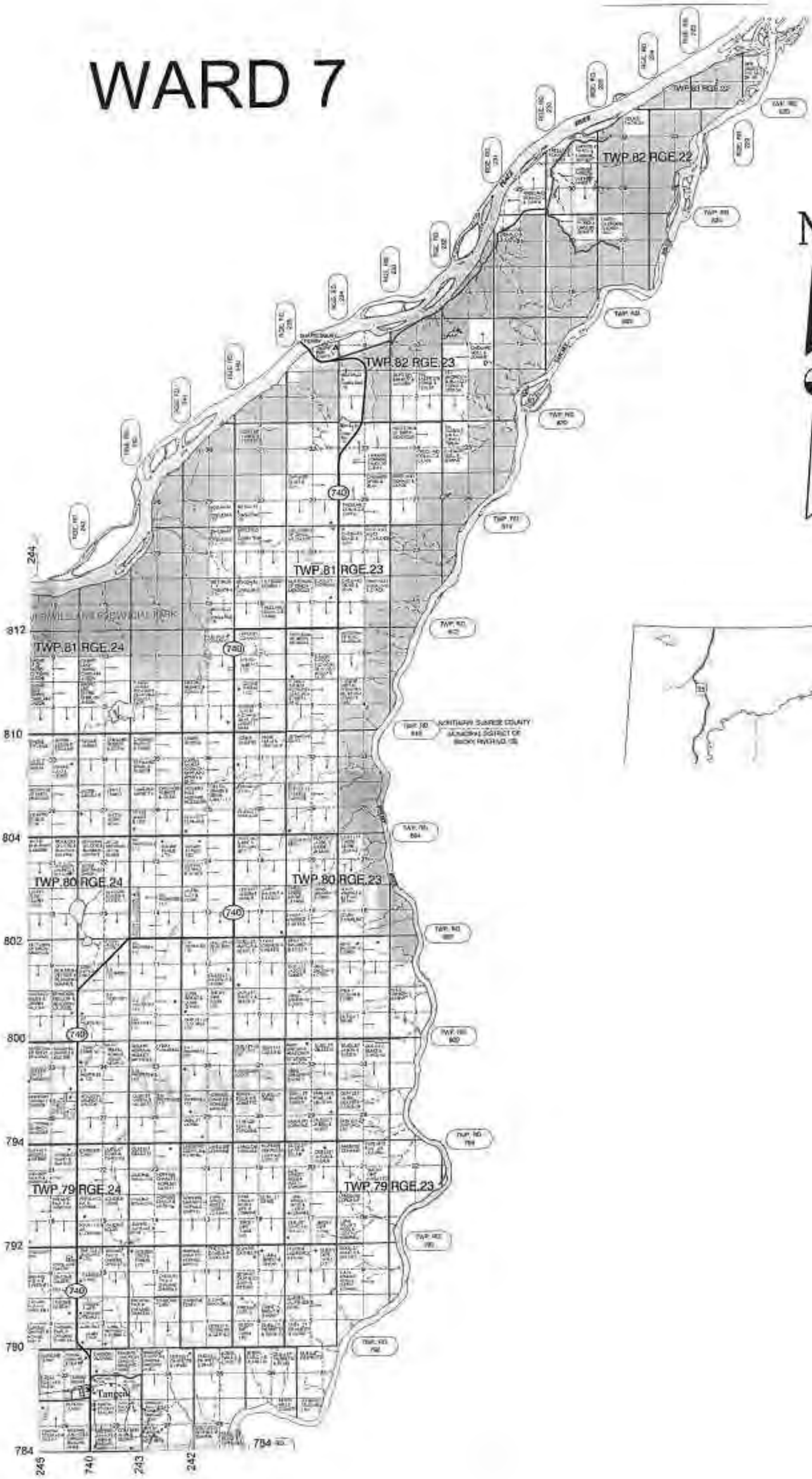
WARD 7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Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	September 14, 2017	**CAO:**	
Originated By:	CAO Minderlein	**Manager:**	
Item Title:	Request for Gravel Kakut Lake Resort Association	**Presenter:**	

DESCRIPTION:

Council is being provided with the request received for 3 loads of gravel to be donated to Kakut Lake Resort Association, estimated to be up to 84 tonnes.

BACKGROUND:

Mr. Corrie Shura on behalf of the Kakut Lake Resort Association has requested 3 loads of gravel be donated for use around the shower shack and access road at their campground. Each Load is estimated to be between 26 and 28 cubic yards, and this would convert to approximately 19.9 to 21.4 M3, or between 47.3 and 51 tonne. The Association does have a volunteer (Scott Hawrylenko of Bill Hawrylenko Trucking Ltd) that would transport the gravel for the group.

Council did receive a similar request from the Eaglesham & District Agricultural Society for 25 tonne of gravel at its August 24th meeting, and passed the following resolution:

> ***RC17-309*** *Moved by Deputy Reeve Manzulenko that Council authorize the one time donation of up to 25 tonne of gravel from the Lester Pit valued at $163.20 (25 tonne @ $6.528 per tonne) to the Eaglesham & District Ag Society to be used for the strengthening of the gravel base on interior roadways and to provide gravel around the new flush toilet building provided that the gravel is picked up by the Eaglesham & District Ag Society during normal working hours for the pit operation for the 2017 Gravel Program, with costs for the donation to be coded to Account 2 11 10 00 735, Grants to Individuals and Organizations.*

Additional information is provided in the written request attached to this document.

DISCUSSION / BENEFITS / DISDVANTAGES:

Council has the ultimate decision on donation requests. Gravel is a valuable source to the County which is in high demand and limited quantity.

COST / SOURCE OF FUNDING:

The value of the gravel would be based on where the gravel would be drawn from. The Gravel Program is currently hauling from the Lester Pit, and has a loader there, so if approval is granted to provide 25 tonne from the Lester Pit and Scott Hawrylenko would be able to pick up during working hours while the gravel haul is still in progress from there, the cost would be the inventory value of 25 tonne @ $6.528 per tonne, or $163.20. Once the gravel haul from Lester Pit has been completed, the gravel would be supplied from the Codesa site where it would

have an inventory value of $398.42 based on 25 tonne @ $15.9367. If this option was chosen, then pickup would have to be arranged when we have the loader and an operator on the site, or there would be an additional cost for this.

Funding for the donation would be from Council's Expense Account 2-11-10-00-735 – Grants to Individuals and Organizations, and this account was budgeted $7,000, actual expenditures to date of $$1,200, and a free balance available of $5,800 for 2017.

RELEVANT LEGISLATION (Cite):

The authorization for Council to grant this request is provided through Policy No. 11/01/17, the In-Kind Donation and Sponsorship Policy.

ATTACHMENT(S):

Letter submitted by Corrie Shura on behalf of the Kakut Lake Resort Association

OPTIONS:

Council may choose to:

1. Authorize the donation of up to
   a. 25 tonne of gravel from the Lester Pit valued at $163.20 (25 tonne @ $6.528 per tonne)
   b. 50 tonne of gravel from the Lester Pit valued at $326.40 (50 tonne @ $6.528 per tonne)
   c. 25 tonne of gravel from the Lester Pit valued at $489.60 (75 tonne @ $6.528 per tonne)

   to the Kakut Lake Resort Association to be used for the maintenance of the gravel base on access roads and provide gravel around the shower shack pad provided that the gravel is picked up by the Eaglesham & District Ag Society during normal working hours at the pit operation for the 2017 Gravel Program, with costs for the donation to be coded to Account 2 11 10 00 735, Grants to Individuals and Organizations;

d. Direct staff to inform the applicant the request for a gravel donation of 25 tonne only no trucking has been denied based on the grounds that Birch Hills County already provides funding to the Eaglesham & District Ag Society by means of the Birch Hills County Recreation Grant.

RECOMMENDED ACTION:

It is recommended that Council authorize the one time donation of up to 25 tonne of gravel from the Lester Pit valued at $163.20 (25 tonne @ $6.528 per tonne) to the Kakut Lake Resort Association to be used for the maintenance of the gravel base on access roads and provide gravel around the shower shack pad provided that the gravel is picked up by the Kakut Lake Resort Association during normal working hours for the pit operation for the 2017 Gravel Program, with costs for the donation to be coded to Account 2 11 10 00 735, Grants to Individuals and Organizations.

Sept. 5, 2017

Council Members of Birch Hills County,

On behalf of the Kakut Lake Resort Association, we'd like to request three (3) loads of gravel that would be used for the completion of the shower shack pad and maintenance of the access roads into the campground. We have already purchased one load and realize it won't be enough to cover the road and shower project we're trying to complete. With 3 loads, we'll be able to fill the potholes and upgrade both the top and bottom access roads, as well as finish the gravel pad for the shower shack. We would supply the trucking needed for delivery of the gravel.

Thank you for your consideration.

Corrie Shura

Chairman

Kakut Lake Resort Association

Request for Decision (RFD)

Meeting:	Regular	**Reviewed/ Approved For Submission**	
Meeting Date:	September 14, 2017	**CAO:**	
Originated By:	Dion Hynes/Dir. Public Works	**Manager:**	
Item Title:	Request to Lower Culvert	**Presenter:**	Dion Hynes

DESCRIPTION:

Council is being requested to provide direction to Administration on how to proceed with a request received from Stewart Purcha for Birch Hills County to lower a culvert on RR 250.

BACKGROUND:

Mr. Stewart Purcha has requested that the culvert on RR 250, NE 36-77-25-5, be lowered to enable the water on his quarter be drained or lowered. Mr. Purcha has made many attempts and requests to have this culvert lowered over the past years with the wetland adjoining or encompassing most of this land parcel with no success. There is a history of meetings with Alberta Environment and County Representatives, letters and documentation with Alberta Environment relating to his requests. Attached are two (dated May 25, 2016 and June 7, 2017) of the most recent documents received by the County from Alberta Environment and Parks outlining their stance on the issue.

DISCUSSION / BENEFITS / DISDVANTAGES:

Following up on a visit to my office from Mr. Purcha I have inquired about getting an assessment done on the culvert on RR 250 from a qualified agency. An estimate of +/- $5,600.00 was supplied to me from an Environmental firm in Grande Prairie. With the assessment complete then the County could make application under the Water Act to Environment and Parks to lower the culvert. The County's Drainage Works and Culverts Policy 37-01 requires written permission from affected agencies prior to commencing work.

COST / SOURCE OF FUNDING:

Approximately $5,600.00 for the assessment, source of funding unknown

RELEVANT LEGISLATION (Cite):

Water Act

Wetland Policy Alberta Environment and Parks

Drainage Works and Culverts Policy 37-01 Birch Hills County

ATTACHMENT(S):

Map showing location

Letter from Alberta Environment and Parks dated May 25, 2016

Letter from Alberta Environment and Parks dated June 7, 2017

OPTIONS:

Council may choose to:

1. Direct staff to inform Mr. Purcha that the County will not pay for the wetland assessment, but that the County would be willing to make application under the Water Act to lower the culvert in question if feasible to do so if he wishes to pay for the assessment;

2. Direct staff to inform Mr. Purcha that the County will pay for the wetland assessment and is willing to make application under the Water Act to lower the culvert in question if feasible to do so.

RECOMMENDED ACTION:

It is recommended that Council direct staff to inform Mr. Purcha that the County will not pay for the wetland assessment, but that the County would be willing to make application under the Water Act to lower the culvert in question if it is feasible to do so if he wishes to pay for the assessment.

NE 36-77-25-W5 Culvert Location Plan

0.1 0 0.06 0.1 Kilometers

Projection: NAD_1983_10TM_AEP_Forest
Map Scale: 7,500
Printed on: June 06, 2017 11:33:24 -06:00

Alberta Environment and Parks

Comments:
2016

Display may contain: Base Map Data provided by the Government of Alberta under the Alberta Open Government Licence. Cadastral and Dispositions Data provided by Alberta Data Partnerships. GeoEye, All Rights Reserved.

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This site is created, maintained, and monitored by AEP in direct consultation with the data authority.

Alberta Environment and Parks

Operations – Approvals
Box 5 Provincial Building
Room 211 9621 96 Avenue
Peace River Alberta T8S 1T4 Canada
Telephone: 780-624-6167
www.aep.alberta.ca

May 25, 2016

Dion Hynes
Director of Public Works
Birch Hills County
PO Box 157
Wanham AB T0H 3P0

Dear Mr. Hynes:

Purcha Drainage Concerns - E ½ 36-77-25-W5

This letter is follow-up to our site visit of the Purcha property on April 8, 2016. Our files contain a long history of dealing with this site going back to the early 1980's, and requests by Mr. Borreen and/or Mr. Purcha to drain or at least lower the wetlands in the NW 31-77-24-W5 and E ½ 36-77-25-W5.

Alberta Environment and Parks have always considered these wetlands as permanent water bodies which are not to be drained. Should anyone wish to drain the wetlands, they would have to follow all of the steps in the Wetland Policy which would include providing compensation for any impacts to the wetland.

Please let me know if you require any additional information or have questions in this regard.

Yours truly,

Rod Burr

Rod Burr, P.Eng.
Water Engineer

Alberta Environment and Parks

Operations Division, Peace Region
Courier Box 8
2nd Floor Provincial Building
10320 – 99 Street
Grande Prairie AB T8V 6J4
Telephone: (780) 538 8080
www.aep.alberta.ca

June 7, 2017

File No.: 31-77-24-W5

Dion Hynes
Birch Hills County
PO Box 157
Wanham, AB T0H 3P0

Dear Mr. Hynes:

Wayne and Stewart Purcha Farm
Drainage Concerns Regarding Culvert and Wetland on NE 36-77-25-W5

On May 16, 2017, Alberta Environment and Parks (AEP) received an inquiry from Wayne Purcha regarding surface drainage concerns on lands, specifically relating to an existing culvert, located on NE 36-77-25-W5, as outlined in the attached plan. On May 23, 2017, AEP conducted a site visit in order to better assess the situation. Based on visual inspection, AEP determined that a definitive conclusion as to the cause of the surface drainage issues on NE 36-77-25-W5 could not be reached and that further analytical assessment would be required.

Given that Birch Hills County owns the aforementioned culvert, I am advising you of the need for an assessment of the culvert on NE 36-77-25-W5, as outlined in the attached plan, in order to determine and resolve surface drainage issues. Should your assessment result in the need to conduct work in the adjacent wetland, you are required to apply for and obtain an Approval under the *Water Act*, from AEP.

If you have any questions please contact me by telephone at 780-538-5544 or by email at Scott.Klasens@gov.ab.ca.

Sincerely,

Scott Klasens, E.I.T.
Water Approvals Engineer

Attachments: NE 36-77-25-W5 Culvert Location Plan

cc: Okey Obiajulu, Alberta Environment and Parks
Wayne Purcha, Birch Hills County Landowner

Request for Decision (RFD)

Meeting:	**Council Meeting**	**Reviewed/ Approved For Submission**	
Meeting Date:	September 14, 2017	**CAO:**	
Originated By:	Shelley Braun, DCS	**Director:**	**SDB**
Item Title:	Bank Reconciliation, Cheque Register	**Presenter:**	

BACKGROUND / PROPOSAL:

Council is being provided with the August 31, 2017 Bank Reconciliation and September 7, 2017 Register Report for cheques issued.

DISCUSSION / BENEFITS / DISADVANTAGES:

August 31, 2017 Bank Reconciliation adjustment details are as follows:

31-08-17	Interest	3002.40
01-08-17	GST	(3.29)
01-08-17	March Service Charges	(227.45)
		2771.66

Originator: Marlene McLaughlin

August & September 2017 Pre-authorized Payments were as follows:

18-Aug-17	Altagas (power) buildings	$5,654.22
18-Aug-17	Altagas (power) streetlights	$3,680.06
25-Aug-17	Access Gas	$216.69
5-Sep-17	I Want Wireless	$62.85
		$9,613.82

Originator: L Price

ATTACHMENT(s):

Bank Reconciliation (Posting Journal) for Bank Statement ending August 31, 2017
Aug 23 – Sep 06, 2017 Vendor Cheque Register – Total cheques issued $401,722.15
Note: ***** cheques have been voided

RECOMMENDED ACTION:

That Council accepts the August 31, 2017 Bank Reconciliation and September 7, 2017 Register of Cheques documentation for information.

System: 9/6/2017 11:44:53 AM
User Date: 9/6/2017

Birch Hills County
RECONCILIATION POSTING JOURNAL
Bank Reconciliation

User ID: MARLENE

Audit Trail Code: CMADJ00000242
Chequebook ID: ATB PRIMARY
Description: ALBERTA TREASURY BRANCH

Bank Statement Ending Balance: $1,831,692.27
Bank Statement Ending Date: 8/31/2017
Cutoff Date: 8/31/2017

Statement Ending Balance	$1,831,692.27
Outstanding Cheques (-)	$97,658.30
Deposits in Transit (+)	$31,601.50
Adjusted Bank Balance	$1,765,635.47
Chequebook Balance as of Cutoff	$1,762,863.81
Adjustments	$2,771.66
Adjusted Book Balance	$1,765,635.47
Difference	$0.00

System: 9/07/17 2:08:34 PM Birch Hills County Page: 1
User Date: 9/07/17 VENDOR CHEQUE REGISTER REPORT User ID: LISA
Payables Management

Ranges:	From:	To:		From:	To:
Cheque Number	0029281	0029353	Cheque Date	First	Last
Vendor ID	First	Last	Chequebook ID	First	Last
Vendor Name	First	Last			

Sorted By: Chequebook ID

* Voided Cheques

	Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
*	0029282	CDROULEAU01	CD ROULEAU CONSTRUCTION LTD	8/23/17	ATB PRIMARY	PMCHQ00001155	$17,798.57
*	0029283	COTTON01	COTTON TRUCKING	8/23/17	ATB PRIMARY	PMCHQ00001155	$15,103.43
*	0029284	JMACAULEY01	JACK MACAULEY	8/23/17	ATB PRIMARY	PMCHQ00001155	$12,342.99
*	0029285	TRIPLET01	TRIPLE T TRUCKING	8/23/17	ATB PRIMARY	PMCHQ00001155	$25,047.53
*	0029286	CDROULEAU01	CD ROULEAU CONSTRUCTION LTD	8/15/17	ATB PRIMARY	PMCHQ00001156	$17,798.57
	0029287	COTTON01	COTTON TRUCKING	8/15/17	ATB PRIMARY	PMCHQ00001156	$15,103.43
	0029288	JMACAULEY01	JACK MACAULEY	8/15/17	ATB PRIMARY	PMCHQ00001156	$12,342.99
	0029289	TRIPLET01	TRIPLE T TRUCKING	8/15/17	ATB PRIMARY	PMCHQ00001156	$25,047.53
	0029290	CDROULEAU01	CD ROULEAU CONSTRUCTION LTD	8/23/17	ATB PRIMARY	PMCHQ00001157	$17,798.57
	0029291	ATCOELEC02	ATCO ELECTRIC	8/23/17	ATB PRIMARY	PMCHQ00001158	$333.90
	0029292	BANKMEC01	BANK MECHANICAL LTD.	8/23/17	ATB PRIMARY	PMCHQ00001158	$1,011.15
	0029293	CDROULEAU01	CD ROULEAU CONSTRUCTION LTD	8/23/17	ATB PRIMARY	PMCHQ00001158	$28,612.50
	0029294	CIBCVISA01	CIBC Credit Card Services	8/23/17	ATB PRIMARY	PMCHQ00001158	$1,894.39
	0029295	CODESACONST01	CODESA CONSTRUCTION LTD	8/23/17	ATB PRIMARY	PMCHQ00001158	$13,243.39
	0029296	EAGLEPARTS01	EAGLESHAM PARTS & SERVICE CORP	8/23/17	ATB PRIMARY	PMCHQ00001158	$25.82
	0029297	GFLENVI01	GFL ENVIRONMENTAL INC.	8/23/17	ATB PRIMARY	PMCHQ00001158	$5,027.91
	0029298	GREGG01	GREGG DISTRIBUTORS S.R. LTD.	8/23/17	ATB PRIMARY	PMCHQ00001158	$1,033.69
	0029299	HELL"N"BACK01	HELL "N" BACK WELDING LTD	8/23/17	ATB PRIMARY	PMCHQ00001158	$10,106.25
	0029300	HITECH01	HITECH BUSINESS SYSTEMS LTD	8/23/17	ATB PRIMARY	PMCHQ00001158	$502.96
	0029301	LEGION01	ALBERTA NWT COMMAND	8/23/17	ATB PRIMARY	PMCHQ00001158	$340.00
	0029302	MD13001	MD OF SMOKY RIVER #130	8/23/17	ATB PRIMARY	PMCHQ00001158	$27,410.33
	0029303	MINDERLEINH01	HERMANN MINDERLEIN	8/23/17	ATB PRIMARY	PMCHQ00001158	$133.25
	0029304	MORGAN01	MORGAN, TOM	8/23/17	ATB PRIMARY	PMCHQ00001158	$6,720.00
	0029305	NMETALIC01	NORTHERN METALIC SALES (GP) L	8/23/17	ATB PRIMARY	PMCHQ00001158	$532.25
	0029306	PETTY01	MCLAUGHLIN, MARLENE	8/23/17	ATB PRIMARY	PMCHQ00001158	$247.08
	0029307	PRDISPOSAL01	PRAIRIE DISPOSAL LTD	8/23/17	ATB PRIMARY	PMCHQ00001158	$136.50
	0029308	PUROLAT01	PUROLATOR COURIER LTD.	8/23/17	ATB PRIMARY	PMCHQ00001158	$45.89
	0029309	SHCOUNTY01	SADDLE HILLS COUNTY	8/23/17	ATB PRIMARY	PMCHQ00001158	$16,859.13
	0029310	STARS01	SHOCK TRAUMA AIR RESCUE SERVIC	8/23/17	ATB PRIMARY	PMCHQ00001158	$32,000.00
	0029311	TRINUS01	TRINUS TECHNOLOGIES INC.	8/23/17	ATB PRIMARY	PMCHQ00001158	$495.60
	0029312	TSCHETTERT01	TSCHETTER, TITUS C/O BIRCH HIL	8/23/17	ATB PRIMARY	PMCHQ00001158	$24.45
	0029313	VECTOR01	VECTOR COMMUNICATIONS LTD	8/23/17	ATB PRIMARY	PMCHQ00001158	$103.95
	0029314	WANHAMW01	WANHAM WAREHOUSE LTD	8/23/17	ATB PRIMARY	PMCHQ00001158	$83.50
	0029315	WSP01	WSP CANADA	8/23/17	ATB PRIMARY	PMCHQ00001158	$3,109.84
	0029316	AAMDC01	ALBERTA ASSOCIATION OF	8/24/17	ATB PRIMARY	PMCHQ00001159	$2,477.79
	0029317	CODESACONST01	CODESA CONSTRUCTION LTD	8/24/17	ATB PRIMARY	PMCHQ00001159	$10,344.33
	0029318	COYM01	COY, MICHAEL	8/24/17	ATB PRIMARY	PMCHQ00001159	$157.50
	0029319	GOVAB01	GOVERNMENT OF ALBERTA	8/24/17	ATB PRIMARY	PMCHQ00001159	$2,099.00
	0029320	JDFINANCIAL01	JOHN DEERE FINANCIAL	8/24/17	ATB PRIMARY	PMCHQ00001159	$221.22
	0029321	LEMOINEG01	LEMOINE, GILBERT	8/24/17	ATB PRIMARY	PMCHQ00001159	$143.00
	0029322	SCHRAMM01	SCHRAMM, GEORGE	8/24/17	ATB PRIMARY	PMCHQ00001159	$71.50
	0029323	W-3 ELECTRIC01	W-3 ELECTRICAL LTD.	8/24/17	ATB PRIMARY	PMCHQ00001159	$78,520.05
	0029324	WEIBEP01	WEIBE, PETE	8/24/17	ATB PRIMARY	PMCHQ00001159	$143.00
	0029325	ABHSERV01	ALBERTA HEALTH SERVICES	9/06/17	ATB PRIMARY	PMCHQ00001160	$120.00
	0029326	ALSLAB01	ALS CANADA LTD	9/06/17	ATB PRIMARY	PMCHQ00001160	$160.38
	0029327	ALTALIS01	ALTALIS	9/06/17	ATB PRIMARY	PMCHQ00001160	$1,332.45
	0029328	CDROULEAU01	CD ROULEAU CONSTRUCTION LTD	9/06/17	ATB PRIMARY	PMCHQ00001160	$1,128.75
	0029329	CPS01	CROP PRODUCTION SERVICES	9/06/17	ATB PRIMARY	PMCHQ00001160	$152.51
	0029330	DANOE01	DANOE VACUUM & POTABLE WATER S	9/06/17	ATB PRIMARY	PMCHQ00001160	$3,480.75
	0029331	DUHAMEL01	DUHAMEL, ANDRE	9/06/17	ATB PRIMARY	PMCHQ00001160	$157.50
	0029332	LANGLOISL01	LORRAINE LANGLOIS	9/06/17	ATB PRIMARY	PMCHQ00001160	$96.85
	0029333	LIGHTHOUSE02	LIGHTHOUSE PROMOTIONS	9/06/17	ATB PRIMARY	PMCHQ00001160	$449.40
	0029334	NMETALIC01	NORTHERN METALIC SALES (GP) L	9/06/17	ATB PRIMARY	PMCHQ00001160	$3,813.71
	0029335	SARGEANT01	SARGEANT, DELBERT	9/06/17	ATB PRIMARY	PMCHQ00001160	$37,086.00
	0029336	SRHMHW01	SPIRIT RIVER HARDWARE	9/06/17	ATB PRIMARY	PMCHQ00001160	$353.84
	0029337	STEVENSONL01	STEVENSON, LUCY	9/06/17	ATB PRIMARY	PMCHQ00001160	$459.11
	0029338	GWKENWORTH01	GREATWEST KENWORTH LTD	9/06/17	ATB PRIMARY	PMCHQ00001160	$301.25

* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
0029339	CARBONET01	CARBONE, TERRY	9/06/17	ATB PRIMARY	PMCHQ00001160	$137.50
0029340	CO-OPGIROUX01	GIROUXVILLE GENERAL CO-OP	9/06/17	ATB PRIMARY	PMCHQ00001160	$23,454.11
0029341	CIBCVISA01	CIBC Credit Card Services	9/06/17	ATB PRIMARY	PMCHQ00001160	$1,385.86
0029342	AAMDC01	ALBERTA ASSOCIATION OF	9/06/17	ATB PRIMARY	PMCHQ00001160	$7,398.55
0029343	ACEINILIFE01	CHUBB LIFE INSURANCE OF CANADA	9/06/17	ATB PRIMARY	PMCHQ00001160	$251.98
0029344	CANADAREVENUE01	RECEIVER GENERAL	9/06/17	ATB PRIMARY	PMCHQ00001160	$321.72
0029345	GREGG01	GREGG DISTRIBUTORS S.R. LTD.	9/06/17	ATB PRIMARY	PMCHQ00001160	$1,775.16
0029346	GRIMSHAWT01	GRIMSHAW TRUCKING L.P.	9/06/17	ATB PRIMARY	PMCHQ00001160	$123.28
0029347	LANDTIT01	THE GOVERNMENT OF ALBERTA	9/06/17	ATB PRIMARY	PMCHQ00001160	$100.00
0029348	MANBEN01	MANULIFE FINANCIAL GROUP BENEF	9/06/17	ATB PRIMARY	PMCHQ00001160	$47.25
0029349	MANZULG01	MANZULENKO, GERALD	9/06/17	ATB PRIMARY	PMCHQ00001160	$556.25
0029350	MCKAYM01	MCKAY, MIKE	9/06/17	ATB PRIMARY	PMCHQ00001160	$71.50
0029351	PETTY01	MCLAUGHLIN, MARLENE	9/06/17	ATB PRIMARY	PMCHQ00001160	$235.95
0029352	PITNBOW01	PITNEY BOWES	9/06/17	ATB PRIMARY	PMCHQ00001160	$2,100.00
0029353	WINDFORD01	WINDSOR FORD	9/06/17	ATB PRIMARY	PMCHQ00001160	$438.10
						$401,722.15

Total Cheques: 72 Total Amount of Cheques: $401,722.15

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	September 14, 2017	**CAO:**	
Originated By:	Shelley Braun, DCS	**Manager:**	**SDB**
Item Title:	2017 O&M Budget Variance Detail	**Presenter:**	

DESCRIPTION:

Council is being provided with the 2017 O&M Budget Variance Detail.

BACKGROUND:

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

Revenue:

- $291,887.25 drawn from reserves ($425,000 - $291,887.25 = net change $133,112.75)
- MSI Operating grant of $87,706 received (decrease of $1,603 from 2016)
- Dust Control over budget $22,376
- Residential water, wastewater & garbage billed to August 30
- FCSS grant of $36,696 received with $10,910 received late September
- ASB grant of $115,946 received (no change from 2016)
-

Expenses:

- Amortization estimate processed to August - $1,744,406.08(based on 2017 budget amounts)
- Payroll to August 30 (10 day accrual reversal pending)
- Dust Control over budget $9,928.25
- Alberta School Requisitions paid to June 30, Sept & Dec accruals setup
- Fuel inventory expensed to May 15, grader blades, culverts, ASB chemical inventories yet to be reconciled. Note: gravel haul to August 15.

ATTACHMENT(S):

1. 2017 O&M Budget Variance Summary (including amortization estimate) - 11% of budget

   * Net Revenue & Expense (including amortization estimate) -$275,407.66

   * Net Revenue & Expense (before amortization estimate)
   (-$275,407.66 + $1,744,406.08) = $1,468,998.42)

2. 2017 YTD Budget Variance Detail – Revenue & Expense reports

OPTIONS:

Council may choose to:

1. receive the presentation regarding the 2017 O&M Budget Variance Detail for information;

2. direct Administration to take note of any observations raised by Council during the presentation; or

3. bring the 2017 O&M Budget Variance report back to the October 26 Council meeting.

RECOMMENDED ACTION:

It is Administration's recommendation that Council receive the presentation regarding the 2017 O&M Budget Variance Detail for information.

Birch Hills County
Budget Variance Summary Report by Function Printed 9/8/201711:11 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
General Revenue	(6,164,304.35)	(5,719,906.18)	(5,700,396.08)	(19,510.10)	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)**	**(4,814,400.06)**	**(16,664.87)**	**100%**
11 - Council					
Council Expense	**151,736.21**	**157,970.00**	**84,922.10**	**73,047.90**	**54%**
11 - Election					
Election Expense	**-**	**5,100.00**	**-**	**5,100.00**	
12 - General Administration					
General Admin Revenue	(500,620.97)	(536,705.00)	(95,392.94)	(441,312.06)	18%
General Admin Expense	868,001.87	913,302.00	539,100.08	374,201.92	59%
Net General Administration	**367,380.90**	**376,597.00**	**443,707.14**	**(67,110.14)**	**118%**
12 - Assessment					
Assessment Revenue	(50.00)	-	-	-	
Assessment Expense	130,229.47	128,300.00	24,974.79	103,325.21	19%
Net Assessment	**130,179.47**	**128,300.00**	**24,974.79**	**103,325.21**	**19%**
12 - Building Maintenance - All Functions					
Building Maintenance Revenue	-	(20,000.00)	(20,000.00)	-	100%
Building Maintenance Expense	76,022.44	60,000.00	5,336.41	54,663.59	9%
Net Building Maintenance	**76,022.44**	**40,000.00**	**(14,663.59)**	**54,663.59**	**-37%**
23 - Fire Preventive Services					
Fire Services Revenue	(27,480.00)	(15,440.00)	(9,197.50)	(6,242.50)	60%
Fire Services Expense	242,344.25	252,745.00	109,849.18	142,895.82	43%
Net Fire Protection	**214,864.25**	**237,305.00**	**100,651.68**	**136,653.32**	**42%**

Birch Hills County

Budget Variance Summary Report by Function Printed 9/8/201711:11 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	242.55	26,757.45	1%
Net Disaster Services	**21,125.00**	**17,000.00**	**(9,757.45)**	**26,757.45**	**-57%**
25 - Medical Services					
Medical Services Revenue	(425.00)	(4,000.00)	(4,000.00)	-	100%
Medical Services Expense	41,289.63	44,040.00	35,306.99	8,733.01	80%
Net Medical Services	**40,864.63**	**40,040.00**	**31,306.99**	**8,733.01**	**78%**
26 - Safety & By-Law Enforcement					
Safety Revenue	0.00	(64,233.62)	(64,233.62)	-	100%
Safety Expense	86,798.05	71,650.00	5,085.90	66,564.10	7%
Net Safety	**86,798.05**	**7,416.38**	**(59,147.72)**	**66,564.10**	**-798%**
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	624,160.69	(375,589.31)	62%
Net Grader Services	**921,246.37**	**881,441.00**	**507,454.69**	**(373,986.31)**	**58%**
PW - Administration Revenue	(939,921.61)	(26,939.00)	(27,728.59)	789.59	103%
PW - Administration Expense	533,601.90	490,265.00	314,555.08	175,709.92	64%
Net PW General Administration	**(406,319.71)**	**463,326.00**	**286,826.49**	**176,499.51**	**62%**
PW - Street Lights Expenses	**42,496.47**	**51,050.00**	**24,412.62**	**26,637.38**	**48%**
PW- Gen Maintenance Revenue	(1,789.27)	(42,696.45)	(49,084.04)	6,387.59	115%
PW- Gen Maintenance Expense	2,479,019.61	2,519,850.00	1,537,392.66	982,457.34	61%
Net PW General Maintenance	**2,477,230.34**	**2,477,153.55**	**1,488,308.62**	**988,844.93**	**60%**

Birch Hills County

Budget Variance Summary Report by Function Printed 9/8/201711:11 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
PW - Gravel Services Revenue		(413,293.00)	-	413,293.00	
PW - Gravel Services Expense	1,043,351.85	1,099,150.00	727,798.47	371,351.53	66%
Net Gravel Services	**1,043,351.85**	**685,857.00**	**727,798.47**	**784,644.53**	**106%**
PW- Project Services Revenue	(10,976.43)	(45,000.00)	(42,943.59)	(2,056.41)	95%
PW- Project Services Expense	134,885.68	172,000.00	99,877.36	72,122.64	58%
Net PW Project Services	**123,909.25**	**127,000.00**	**56,933.77**	**70,066.23**	**45%**
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	54,298.25	(8,298.25)	118%
Net PW Dust Control	**10,473.53**	**11,000.00**	**(3,077.75)**	**14,077.75**	-28%
PW - Bridge File Expense	**328,902.00**	**332,700.00**	**182,451.36**	**150,248.64**	55%
Net Public Works Administration	**4,541,290.10**	**5,029,527.55**	**3,271,108.27**	**1,758,419.28**	**65%**
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	972.49	3,427.51	22%
Net Airport Services	**(1,978.05)**	**(1,050.00)**	**(2,067.51)**	**1,017.51**	**197%**
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**	**-500%**

Birch Hills County

Budget Variance Summary Report by Function Printed 9/8/201711:11 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
41 -Regional Water Services					
Regional Water Services Revenue	(310,546.10)	(185,100.00)	(166,571.06)	(18,528.94)	90%
Regional Water Services Expense	651,277.04	669,645.00	401,233.93	268,411.07	60%
Net Regional Water Services	**340,730.94**	**484,545.00**	**234,662.87**	**249,882.13**	**48%**
42 - Wastewater Services					
Wastewater Services Revenue	(47,959.09)	(50,000.00)	(33,271.88)	(16,728.12)	67%
Wastewater Services Expense	87,409.03	97,755.00	63,008.32	34,746.68	64%
Net Reg Wastewater Treatment	**39,449.94**	**47,755.00**	**29,736.44**	**18,018.56**	**62%**
43 - Solid Waste Services					
Solid Waste Services Revenue	(53,775.94)	(19,400.00)	(21,269.30)	1,869.30	110%
Solid Waste Services Expense	174,762.54	152,450.00	66,340.92	86,109.08	44%
Net Solid Waste Collection	**120,986.60**	**133,050.00**	**45,071.62**	**87,978.38**	**34%**
51 - Family & Community Support Services					
FCSS - Revenue	(61,832.20)	(52,467.80)	(36,696.00)	(15,771.80)	70%
FCSS- Expense	77,910.71	65,584.75	18,937.11	46,647.64	29%
Net FCSS	**16,078.51**	**13,116.95**	**(17,758.89)**	**30,875.84**	**-135%**
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)	-	-	-	
Cemetery Expense	800.00	900.00	-	900.00	
Net Cemeteries	**655.00**	**900.00**	**-**	**900.00**	

Birch Hills County

Budget Variance Summary Report by Function Printed 9/8/201711:11 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
61-10 MPC Planning, Zoning & Development					
Planning & Development Revenue	(11,823.49)	(29,000.00)	(27,280.10)	(1,719.90)	94%
Planning & Development Expense	49,159.37	65,900.00	3,081.51	62,818.49	5%
Net Planning & Development	**37,335.88**	**36,900.00**	**(24,198.59)**	**61,098.59**	**-66%**
61-20 - Development Appeal Board					
Planning & Development Expense	**-**	**900.00**	**-**	**900.00**	
61-30 - Development Administration					
Planning & Development Expense	**35,160.30**	**44,500.00**	**28,873.64**	**15,626.36**	**65%**
62 - Community Services					
Community Services Expense	**-**	**-**	**-**	**-**	
63 - Agriculture Services					
ASB Administration Revenue	(180,331.36)	(160,946.35)	(161,906.00)	959.65	101%
ASB Administration Expense	29,595.47	35,350.00	19,916.34	15,433.66	56%
ASB Board Expense	39,566.57	39,300.00	30,741.01	8,558.99	78%
ASB Fieldman Expense	180,040.30	214,500.00	136,204.04	78,295.96	63%
ASB Extentions Expense	6,046.53	6,500.00	188.46	6,311.54	3%
ASB Weed Control Expense	133,397.22	205,400.00	111,058.99	94,341.01	54%
ASB Roadside Spraying Expense	40,473.22	-	-	-	
ASB Roadside Mowing Expense	91,531.37	96,000.00	68,999.83	27,000.17	72%
ASB Brushing Expense	115,654.88	25,000.00	25,685.00		
ASB Hamlet Maintenance Expense	8,924.32	8,050.00	5,811.98	2,238.02	72%
Net ASB Administration	**464,898.52**	**469,153.65**	**236,699.65**	**232,454.00**	**50%**
64 - Natural Resources Development					
Natural Resources Expense	**-**	**-**	**-**	**-**	

Birch Hills County

Budget Variance Summary Report by Function Printed 9/8/201711:11 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
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					
Recreation Board Expense	**150,671.31**	**126,600.00**	**126,050.47**	**549.53**	**100%**
72 - Recreation/Parks Facilities & Programs					
Parks Revenue	(980.01)	-	(2,207.61)	2,207.61	
Parks Expense	1,101.93	1,500.00	695.66	804.34	46%
Net Recreation Board	**121.92**	**1,500.00**	**(1,511.95)**	**3,011.95**	**-101%**
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)	(3,926.39)	(6,023.61)	39%
Library Expense	28,088.42	33,673.40	13,822.83	19,850.57	41%
Net Library Board	**23,271.81**	**23,723.40**	**9,896.44**	**13,826.96**	**42%**
74 - Cultural Facilities					
Cultural Facilities Revenue	(7,880.24)	(7,000.00)	(3,821.02)	(3,178.98)	55%
Cultural Facilities Expense	18,256.59	27,315.00	11,317.02	15,997.98	41%
Net Cultural Facilities	**10,376.35**	**20,315.00**	**7,496.00**	**12,819.00**	**37%**

Birch Hills County

Budget Variance Summary Report by Function Printed 9/8/201711:11 AM

Description	2016 Actual	2017 Budget	2017 YTD	Variance	% of Budget
97 - Contingencies					
Contigency Revenue	102,359.51	-	-	-	
Contingency Expense	(425,000.00)	-	-	-	
Net Contingencies	**(322,640.49)**	**-**	**-**	**-**	
Net Rev & Exp (Inc amortization)	**1,342,705.90**	**2,618,800.00**	**(275,407.66)**	**2,894,207.66**	**-11%**

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Property Taxes							
1-00-00-00-111	Taxes - Municipal Residential	(697,783.42)	(725,455.95)	(723,350.36)	(2,105.59)		**100%**	
1-00-00-00-112	Taxes - Municipal Farmland	(787,499.95)	(794,267.86)	(792,882.05)	(1,385.81)		**100%**	
1-00-00-00-113	Taxes - Non-Residential	(1,438,713.17)	(1,363,800.49)	(1,362,432.71)	(1,367.78)		**100%**	
1-00-00-00-117	Taxes - Seniors Self Contained Units	-	-	-	-			
1-00-00-00-118	Taxes - Farmland - Grant In Lieu	(16,795.13)	(16,811.43)	(16,610.29)	(201.14)		**99%**	
1-00-00-00-119	Taxes - Non-Residential - Grant In Lieu	(1,528.19)	(1,518.32)	(1,518.32)	0.00		**100%**	
1-00-00-00-120	Taxes - Prov Property Market	-	(1,469.80)	(1,469.80)	0.00		**100%**	
1-00-00-00-191	Taxes - Linear	(3,195,794.21)	(2,781,582.32)	(2,781,582.32)	(0.00)		**100%**	
	Property Taxes	**(6,138,114.07)**	**(5,684,906.18)**	**(5,679,845.85)**	(5,060.33)		**100%**	
	Property Tax Miscellaneous							
1-00-00-00-510	Taxes - Penalties & Costs	(26,140.28)	(35,000.00)	(13,740.43)	(21,259.57)		**39%**	
1-00-00-00-592	Well Drilling Equipment Tax	-	-	(6,809.80)	6,809.80	**$**		
1-00-00-00-999	Miscellaneous Revenue	(50.00)	-	-	-			
	Property Tax Miscellaneous	**(26,190.28)**	**(35,000.00)**	**(20,550.23)**	(14,449.77)		**59%**	
	General Administration					**$**		
1-00-00-00-550	Return On Investment Interest	(423,980.03)	(441,000.00)	(54,944.72)	(386,055.28)		**12%**	reconciled at yearend by auditors
1-00-00-00-556	Return On Investment Dividends	(3,600.04)	(1,000.00)	-	(1,000.00)			
1-00-00-45-291	Eaglesham - Franchise Revenue	-	-	-	-			Do not use - moved to Eaglesham Hall
1-12-10-00-560	Rental	(7,670.00)	(10,620.00)	(7,080.00)	(3,540.00)		**67%**	CAO Residence
1-12-10-00-591	Tax Certificates	(3,500.00)	(3,000.00)	(2,475.00)	(525.00)		**83%**	
1-12-10-00-593	Sale Of Maps, Manuals, Photocopies	(3,265.30)	(3,000.00)	(2,064.62)	(935.38)		**69%**	
1-12-10-00-595	Insurance Rebilling	(47,478.69)	(48,110.00)	-	(48,110.00)			(Nov)Jubilee rebilling (2-12-10-00-275 net 0)
1-12-10-00-840	Prov Conditional Grants		-		-			
1-12-10-00-910	Drawn From Operating Reserve	-	(19,500.00)	(19,500.00)	-		**100%**	
1-12-10-00-920	Drawn From Operating Allowance		-		-			
1-12-10-00-940	Contributed from Capital		-		-			
1-12-10-00-990	Miscellaneous Revenue	(3,700.13)	(5,600.00)	(4,404.51)	(1,195.49)		**79%**	CAO Nat Gas & Power, IWW rebate, Traffic Fines
1-12-10-00-999	Accounts Receivable Finance Charge	(3,226.78)	(675.00)	(2,124.09)	1,449.09	**$**	**315%**	(o/s adjustment) A/R Finance charges & NSF fees
1-12-10-45-560	Eaglesham Office Rental	(4,200.00)	(4,200.00)	(2,800.00)	(1,400.00)		**67%**	
1-12-10-45-596	Eaglesham Miscellaneous Revenue		-		-			
1-12-10-50-990	Wanham Miscellaneous Revenue	-	-	-	-			
	General Administration	**(500,620.97)**	**(536,705.00)**	**(95,392.94)**	(441,312.06)		**18%**	
	Building Maintenance							
1-12-35-00-910	**Drawn from Oper Res - Building Maint**		**(20,000.00)**	**(20,000.00)**	-		**100%**	
	Assessment					**$**		
1-12-20-00-491	**Assessment**	**(50.00)**	**-**	**-**	-			**Assessment Sheets**
	Fire Services					**$**		
1-23-00-00-600	Contributed Assets	-	-	-	-			
1-23-10-00-410	Fire Response Services	(23,280.00)	(12,000.00)	(9,197.50)	(2,802.50)		**77%**	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	-	-	-	-			
1-23-20-00-840	Prov Conditional Grants - Capital	-	-	-	-			
	Fire Services	**(27,480.00)**	**(15,440.00)**	**(9,197.50)**	(6,242.50)		**60%**	
	Disaster Service					**$**		
1-24-10-00-910	**Disaster Service**	**-**	**(10,000.00)**	**(10,000.00)**	-		**100%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	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)	-		100%	carried forward to 2018? - WCB Rebate 2015 & 2016
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)	(64,233.62)	-		100%	
	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)	(17,825.00)	1,025.00	$	106%	Industrial Inspections (Twp 5 net 37%, Twp 6 net 16%)
1-32-10-00-560	Rental & Lease Revenue	(4,494.59)	(4,655.00)	(5,180.41)	525.41	$	111%	Road Allowance lease
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)	(4,723.18)	(760.82)		86%	AB Trans billed snow removal, 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)	(27,728.59)	789.59	$	103%	
	PW Gen Maint					$		
1-32-10-00-420	Sale Of Goods & Services	(565.00)	-	(155.00)	155.00			used grader blades, scarp metal, batteries, tender packages
1-32-10-01-420	Sale of Culverts to Ratepayers	(1,224.27)	-	(1,764.58)	1,764.58	$		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		-	(4,468.00)	4,468.00	$		
	PW General Maintenance	(1,789.27)	(42,696.45)	(49,084.04)	6,387.59	$	115%	
	PW - Gravel Services					$		
1-32-40-00-840	**PW Gravel Services**		(413,293.00)		(413,293.00)			
	PW Project Services					$		
1-32-10-00-991	Aggregate Levy	(10,976.43)	(5,000.00)	(2,943.59)	(2,056.41)		59%	$.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)	(42,943.59)	(2,056.41)		95%	
	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)			Cash lease agreements, Atco Electric&Gas agrements
1-33-10-45-560	Eaglesham - Rental & Lease Revenue	(3,615.00)	(1,800.00)	(3,040.00)	1,240.00	$	169%	
	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%	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	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)	(10,986.46)	(5,013.54)		69%	
1-41-10-45-410	Sale Of Residential Water	(94,738.50)	(82,500.00)	(66,042.00)	(16,458.00)		80%	
1-41-10-45-420	Sale Of Bulk Water	(97,229.67)	(84,000.00)	(87,136.92)	3,136.92	$	104%	
1-41-10-45-510	Penalty - All Accounts	(1,827.59)	(1,000.00)	(1,206.08)	206.08		121%	
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)	(500.00)	(200.00)		71%	
1-41-10-45-920	Drawn from Operating Reserve		-		-			
1-41-10-45-990	Miscel Revenue	(149.85)	(600.00)	(399.60)	(200.40)		67%	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)**	**(166,571.06)**	(18,528.94)		90%	
	Wastewater Services					$		
1-42-10-45-420	Sale Of Wastewater Services	(46,704.34)	(50,000.00)	(32,329.33)	(17,670.67)		65%	
1-42-10-45-920	Drawn from Operating Reserve		-		-			
1-42-10-45-990	Miscellaneous Revenue	(1,254.75)	-	(942.55)	942.55	$		Country Pumpout, Sik It Up, D&L Steaming
1-42-20-00-840	Wastewater Prov Conditional Grant Capital	-	-	-	-			
	Wastewater Services	**(47,959.09)**	**(50,000.00)**	**(33,271.88)**	(16,728.12)		67%	
	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)	(4,621.30)	4,121.30	$	924%	used oil, electronics, paint, AB Recycling, Richmond Steel
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)	(13,206.40)	(3,293.60)		80%	no opting out effective July 1, 2016
1-43-10-45-421	Sale Of Solid Waste Bins	(390.00)	-	(260.00)	260.00			
1-43-10-45-560	Rental of Bins	(1,231.70)	-	(781.60)	781.60	$		
	Solid Waste Collection	**(53,775.94)**	**(19,400.00)**	**(21,269.30)**	1,869.30	$	110%	
	Family & Community Support Services					$		
1-51-10-00-840	**Family & Community Support Services**	**(61,832.20)**	**(52,467.80)**	**(36,696.00)**	(15,771.80)		70%	
	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 clinic)
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					$		
1-56-10-50-420	Sale Of Goods And Services	(25.00)	-	-	-			Cemetery Plots
1-56-10-50-990	Miscellaneous Revenue	(120.00)	-	-	-			Donations
	Cemetery Services	**(145.00)**	**-**	**-**	-			
	Planning Services					$		
1-61-10-00-520	Other Licenses, Permits & Fees	(2,980.00)	(3,000.00)	(3,330.00)	330.00		111%	Dev permits, Subdivision App, Cert of Compliance
1-61-10-00-593	Other Revenue - Safety Codes	(8,843.49)	(3,000.00)	(950.10)	(2,049.90)		32%	Superior Safety Codes (2-61-40-01-249)
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)**	**(27,280.10)**	(1,719.90)		94%	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Agricultural Services							
1-63-10-00-214	Conference Fees	-	-	(960.00)	960.00	$		H2S Course (net 0)
1-63-10-00-420	Sale Of Goods & Services	-	-	-	-			Sale of Blue Books
1-63-10-00-556	Safety - Rebates & Dividends	-	-	-	-			
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)**	**(161,906.00)**	959.65	$	101%	
	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)	-	(2,207.61)	2,207.61	$		Campsite rental fees
	Parks	**(980.01)**	**-**	**(2,207.61)**	2,207.61	$		
	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)	(261.77)	(88.23)		75%	County pays $40 - invoice remainder to BHC LB (2-74-10-00-217)
1-74-10-01-990	Library Board - Payroll Services	(4,491.89)	(9,600.00)	(3,664.62)	(5,935.38)		38%	net 0, 2-74-10-00-121,136,149
	Library Services	**(4,816.61)**	**(9,950.00)**	**(3,926.39)**	(6,023.61)		39%	
	Cultural Facilities					$		
1-74-10-45-291	Atco Gas Franchise Fee	(4,158.42)	(6,000.00)	(2,801.02)	(3,198.98)		47%	
1-74-10-45-560	Eaglesham Hall - Rental	(3,145.00)	(1,000.00)	(1,020.00)	20.00		102%	
1-74-10-45-561	Eaglesham Hall - Fundraising	(576.82)	-	-	-			
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)**	**(3,821.02)**	(3,178.98)		55%	
	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)**	(6,667,547.72)		$	88%	

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	-	-	9.20	9.20			
2-11-10-00-123	Dental	-	-	3,048.24	3,048.24	$		
2-11-10-00-125	Extended Health	-	-	2,535.84	2,535.84	$		
2-11-10-00-127	Life Insurance	-	-	143.64	143.64			
2-11-10-00-131	Canada Pension Plan	-	-	1,085.30	1,085.30	$		
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	51,712.50	(43,287.50)		**54%**	6,822.22
2-11-10-00-211	Travel & Subsistence	11,091.39	8,000.00	8,011.98	11.98		**100%**	(4,677.78)
2-11-10-00-212	Mileage	12,813.72	13,000.00	6,013.93	(6,986.07)		**46%**	
2-11-10-00-214	Membership & Conference Fees	14,622.66	13,000.00	6,617.78	(6,382.22)		**51%**	
2-11-10-00-219	Hospitality	2,789.41	2,500.00	-	(2,500.00)			
2-11-10-00-221	Advertising	448.57	1,000.00	373.81	(626.19)		**37%**	
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	787.10	(182.90)		**81%**	
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	1,203.36	(3,796.64)		**24%**	
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	-	-	-			
2-11-10-00-651	Vehicle Amortization		-	-	-			
2-11-10-00-735	Grants To Individual & Organization	4,860.00	7,000.00	1,300.00	(5,700.00)		**19%**	2016 Physician retention startup monie
2-11-10-00-762	Amortization Expense	**-**	**-**	**-**	-			Do not use
	Council	**151,736.21**	**157,970.00**	**84,922.10**	(73,047.90)		**54%**	
	Election							Tentative Dates
2-11-20-00-151	Honorarium	-	-	-	-			Municipal Election - Fall 2017
2-11-20-00-153	Fees for Election Officer	-	2,000.00	-	(2,000.00)			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	-	(2,000.00)			
2-11-20-00-262	Building Rentals	-	300.00	-	(300.00)			
2-11-20-00-519	Other General Supplies	-	500.00	-	(500.00)			
	Election	**-**	**5,100.00**	**-**	(5,100.00)			

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	279,996.91	(152,203.09)		**65%**	
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	-	-	90.82	90.82			
2-12-10-00-123	Dental	-	-	5,012.00	5,012.00			
2-12-10-00-124	Employee Assistance	-	-	-	-			
2-12-10-00-125	Extended Health	-	-	3,846.62	3,846.62			
2-12-10-00-126	Pension	-	-	34,995.24	34,995.24			
2-12-10-00-127	Life Insurance	-	-	1,541.96	1,541.96			
2-12-10-00-128	Long Term Disability	-	-	1,176.94	1,176.94			
2-12-10-00-129	Short Term Diability	-	-	1,072.89	1,072.89			
2-12-10-00-131	Canada Pension Plan	-	-	10,634.95	10,634.95			
2-12-10-00-132	Employment Insurance	-	-	5,066.32	5,066.32			see 2-12-10-00-149
2-12-10-00-136	WCB	3,866.36	4,600.00	3,129.21	(1,470.79)		**68%**	Total Emp Contributions
2-12-10-00-143	Moving Allowance	5,000.00	-	-	-			66,566.95
2-12-10-00-149	Employer Contributions	77,531.43	93,000.00	-	(93,000.00)			(26,433.05)
2-12-10-00-150	Health Care Spending Account	3,498.41	9,400.00	1,989.73	(7,410.27)		**21%**	all staff + 15% admin fee
2-12-10-00-211	Travel & Subsistence	7,262.43	8,500.00	6,213.26	(2,286.74)		**73%**	
2-12-10-00-212	Mileage	2,350.23	3,000.00	2,013.47	(986.53)		**67%**	Admin staff - personal vehicles
2-12-10-00-214	Membership & Conference Fees	10,402.94	11,000.00	2,975.24	(8,024.76)		**27%**	
2-12-10-00-215	Freight & Postage	4,245.55	5,200.00	2,484.70	(2,715.30)		**48%**	2016 - freight & postage combined
2-12-10-00-216	Cellular	687.83	1,000.00	437.08	(562.92)		**44%**	
2-12-10-00-217	Land Line	6,359.97	6,500.00	3,349.72	(3,150.28)		**52%**	
2-12-10-00-218	Internet Services	1,158.10	2,520.00	1,678.44	(841.56)		**67%**	
2-12-10-00-219	Hospitality	1,467.11	2,500.00	-	(2,500.00)			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	685.00	(215.00)		**76%**	
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	-	-	4,790.92	4,790.92	**$**		see line 34
2-12-10-00-239	Training & Education	2,061.00	10,000.00	1,475.00	(8,525.00)		**15%**	
2-12-10-00-242	Computer Programming	18,573.15	31,780.00	4,414.02	(27,365.98)		**14%**	
2-12-10-00-249	OPS - Paper Shredding, Security Monitoring	13,003.05	8,000.00	819.01	(7,180.99)		**10%**	Raven Hill
2-12-10-00-252	Building Repair & Maintenance	-	-	-	-			
2-12-10-00-253	Equipment Repairs	-	100.00	-	(100.00)			
2-12-10-00-263	Copier Maintenance Contract	6,095.88	7,500.00	2,336.57	(5,163.43)		**31%**	
2-12-10-00-266	Mobile Equipment Rental	1,176.06	3,700.00	1,828.59	(1,871.41)		**49%**	
2-12-10-00-273	Municipal Property Taxes	1,765.91	-	1,893.76	1,893.76	**$**		
2-12-10-00-274	Gen Admin - Insurance Premiums	32,057.72	35,500.00	25,903.10	(9,596.90)		**73%**	BHC
2-12-10-00-275	Gen Admin - Insurance Rebilled	47,478.69	48,110.00	-	(48,110.00)			(Nov)Additional Named Insured - INA

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-12-10-00-292	Recycling/Shredding Services	1,641.25	-	780.00	780.00	$		
2-12-10-00-511	Gen Admin - Office Supplies	5,682.63	8,500.00	1,782.45	(6,717.55)		21%	
2-12-10-00-513	Gen Admin - Janitorial Supplies	1,467.85	2,000.00	1,345.62	(654.38)		67%	
2-12-10-00-514	Consumable & Bulk Foods	-	-	141.05	141.05			
2-12-10-00-515	Catered or Prepared Foods	995.95	-	1,474.47	1,474.47	$		see 2-12-10-00-219
2-12-10-00-517	Furniture, Computers, Software	14,811.29	10,000.00	13,770.00	3,770.00	$	138%	
2-12-10-00-519	Other General Supplies	2,356.72	2,300.00	1,031.99	(1,268.01)		45%	
2-12-10-00-521	Fuel, Oil, Antifreeze	218.10	-	65.66	65.66			
2-12-10-00-539	Construction & Maint Material (supplies)		-	-	-			
2-12-10-00-543	Natural Gas	2,891.10	3,600.00	2,059.77	(1,540.23)		57%	
2-12-10-00-544	Electrical Power	7,951.71	8,925.00	5,003.67	(3,921.33)		56%	
2-12-10-00-551	Attractive Items	3,839.94	8,000.00	462.82	(7,537.18)		6%	Jackets,Shirts (promo items from 2-12
2-12-10-00-621	Building Amortization	28,424.00	28,500.00	18,949.36	(9,550.64)		66%	
2-12-10-00-631	Mach & Equip Amortization	7,571.00	8,000.00	5,047.36	(2,952.64)		63%	
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)	-	-	-			
2-12-10-00-764	Contribute to Operating Reserve	19,500.00	-	-	-			
2-12-10-00-814	Bank Charges	3,003.52	3,000.00	2,273.94	(726.06)		76%	NSF charges, audit confirmation
2-12-10-00-990	Other	50,663.82	2,000.00	3,490.02	1,490.02	$	175%	A/R & Tax write offs, tax sale surplus p
2-12-10-01-249	OPS Website Maintenance	10,200.00	10,200.00	5,950.00	(4,250.00)		58%	
2-12-10-01-511	Office Supplies - Paper/Toner	3,207.99	3,500.00	2,044.34	(1,455.66)		58%	
2-12-10-01-814	Management Fees Investments	13,636.94	15,000.00	6,578.66	(8,421.34)		44%	
2-12-10-02-249	OPS - Weekly Full Page	2,600.00	3,120.00	3,120.00	-		100%	
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
2-12-10-45-121	Eaglesham - Wages	-	-	-	-			Do not use Eaglesham Janitorial servi
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	-	-	72.00	72.00			
2-12-10-45-249	Eaglesham - Other Prof Services	36.00	108.00	63.00	(45.00)		58%	
2-12-10-45-252	Eaglesham - Building Repair & Maintenance Ol	-	-	-	-			
2-12-10-45-274	Eaglesham - Insurance Premiums	831.52	850.00	659.45	(190.55)		78%	
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	700.12	(1,099.88)		39%	reclassified Esham Fire Hall to 2-23
2-12-10-45-544	Eaglesham - Electrical Power	1,128.46	2,100.00	639.09	(1,460.91)		30%	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	7,619.81	(3,830.19)		67%	
2-12-20-00-121	Janitorial - Wages	11,372.40	-	0.00	0.00			Do not use

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-12-20-00-131	Janitorial - Canada Pension Plan	-	-	261.65	261.65			
2-12-20-00-132	Janitorial - Employment Insurance	-	-	173.90	173.90			
2-12-20-00-136	Janitorial - WCB	120.60	150.00	85.33	(64.67)		**57%**	
2-12-20-00-149	Janitorial - Employer Contributions	689.04	750.00	-	(750.00)			
2-12-30-00-249	Other Professional Services	-	-	-	-			Do not use
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**	**539,100.08**	(374,201.92)		**59%**	
	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	18,696.41	(11,303.59)		**62%**	
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	-	-	6.38	6.38			
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	-	-	2,292.03	2,292.03			
2-12-30-00-127	Life Insurance	-	-	114.00	114.00			
2-12-30-00-128	Long Term Disability	-	-	99.12	99.12			
2-12-30-00-129	Short Term Diability	-	-	109.44	109.44			
2-12-30-00-131	Canada Pension Plan	-	-	919.28	919.28			see 2-12-30-00-149
2-12-30-00-132	Employment Insurance	-	-	447.68	447.68			Total Emp Contributions
2-12-30-00-136	WCB	305.70	400.00	219.73	(180.27)		**55%**	4,207.66
2-12-30-00-149	Employer Contributions	5,715.58	6,100.00	-	(6,100.00)			(1,892.34)
2-12-30-00-150	Health Care Spending Account	-	-	-	-			Do not use
2-12-30-00-215	Freight & Postage	-	-	876.16	876.16	**$**		
2-12-30-00-221	Advertising	-	-	20.00	20.00			
2-12-30-00-249	Other Professional Services	-	91,800.00	-	(91,800.00)			Northern Sunrise County - 20% review
2-12-30-00-511	Admin & Office Supplies	-	-	1,174.56	1,174.56	**$**		
	Assessment	**130,229.47**	**128,300.00**	**24,974.79**	(103,325.21)		**19%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Building Maintenance							
2-12-35-00-249	OPS Contractors	42,509.67	45,000.00	4,363.68	(40,636.32)		**10%**	
2-12-35-00-519	Other Supplies	10,325.97	15,000.00	972.73	(14,027.27)		**6%**	
2-12-35-00-764	Contributed to Operating Reserve	20,000.00	-	-	-			
2-12-35-01-249	OPS - Miscell	3,186.80	-	-	-			
2-12-35-02-249	OPS - Miscell	-	-	-	-			
	Building Maintenance	**76,022.44**	**60,000.00**	**5,336.41**	(54,663.59)		**9%**	
	Census							
2-12-50-00-151	Honorarium	-	-	-	-			2016 Federal Census completed
2-12-50-00-212	Mileage	-	-	-	-			
	Census	**-**	**-**	**-**	-			
	Fire Protection							
2-23-00-00-211	Travel & Subsistence	-	2,000.00	45.00	(1,955.00)		**2%**	
2-23-00-00-212	Mileage	-	-	-	-			
2-23-00-00-214	Membership & Conference Fees	757.64	3,000.00	540.00	(2,460.00)		**18%**	
2-23-00-00-215	Freight	-	1,000.00	58.25	(941.75)		**6%**	
2-23-00-00-216	Cellular Phone	752.29	-	467.08	467.08			see 2-23-00-00-266
2-23-00-00-217	Land Lines	2,353.38	2,700.00	1,369.18	(1,330.82)		**51%**	
2-23-00-00-219	Hospitality	300.00	2,000.00	-	(2,000.00)			
2-23-00-00-221	Advertising	-	1,000.00	-	(1,000.00)			
2-23-00-00-224	Municipal Membership Fees	-	-	-	-			
2-23-00-00-237	Computer Support	-	-	766.05	766.05	**$**		
2-23-00-00-239	Training	1,930.56	10,000.00	613.00	(9,387.00)		**6%**	
2-23-00-00-249	OPS - City of GP 911, Contract Equipment	20,538.03	33,250.00	15,404.65	(17,845.35)		**46%**	hiring of equipment, City of GP 911
2-23-00-00-252	Building Repairs & Maintenance OPS		-	2,417.00	2,417.00	**$**		2-12-35-00-249
2-23-00-00-255	Vehicle Repairs	2,834.47	10,000.00	2,843.79	(7,156.21)		**28%**	
2-23-00-00-266	Mobile Equipment Rental	179.03	1,200.00	182.74	(1,017.26)		**15%**	
2-23-00-00-271	Permits & Licenses	-	-	24.00	24.00			
2-23-00-00-274	Insurance Premiums	10,899.98	11,500.00	8,897.50	(2,602.50)		**77%**	
2-23-00-00-511	Office Supplies	401.00	1,000.00	-	(1,000.00)			
2-23-00-00-514	Consumable & Bulk Foods	-	-	225.73	225.73			
2-23-00-00-515	Catered or Prepared Foods	1,400.00	-	261.90	261.90			see 2-23-00-00-219
2-23-00-00-517	Furniture, Computers, Software	-	-	1,637.97	1,637.97	**$**		IAmResponding
2-23-00-00-519	General Supplies	10,359.75	30,000.00	4,354.71	(25,645.29)		**15%**	hoses, nozzles, gloves, bunker gear, s
2-23-00-00-521	Fuel, Oil, Antifreeze	3,883.26	4,725.00	2,917.75	(1,807.25)		**62%**	
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	1,322.65	(3,677.35)		**26%**	
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	3,143.59	(856.41)		**79%**	reclassified Esham Fire Hall from 2-12
2-23-00-00-544	Electrical Power	6,169.52	7,000.00	3,578.10	(3,421.90)		**51%**	reclassified Esham Fire Hall from 2-12
2-23-00-00-621	Fire Building Amortization	17,308.00	17,350.00	11,538.64	(5,811.36)		**67%**	
2-23-00-00-631	Fire Mach & Equipment Amortization	4,382.00	4,400.00	2,921.36	(1,478.64)		**66%**	

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	32,975.36	(16,524.64)		**67%**	
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	-	-	-			
2-23-00-00-999	Point System	-	-	-	-			
2-23-00-01-112	Fire Points - Seasonal Wages	-	27,400.00	-	(27,400.00)			volunteer rewards (mtg & practice) dea
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	-	(720.00)			
2-23-00-01-249	OPS - Fire Miscellaneous	19,200.00	20,000.00	11,200.00	(8,800.00)		**56%**	contract fire chief
	Fire Protection	**242,344.25**	**252,745.00**	**109,849.18**	(142,895.82)		**43%**	
	Disaster Services							
2-24-10-00-211	Travel & Subsistence		-	60.79	60.79			
2-24-10-00-212	Mileage	-	-	28.57	28.57			
2-24-10-00-239	Emergency Training & Education	-	4,000.00	-	(4,000.00)			
2-24-10-00-249	OPS - Joint Agreement	11,125.00	13,000.00	-	(13,000.00)			CP Regional Emergency Management
2-24-10-00-519	Other General Supplies	-	10,000.00	73.56	(9,926.44)		**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	-	-	-			
	Disaster Services	**21,125.00**	**27,000.00**	**242.55**	(26,757.45)		**1%**	
	Medical Services							
2-25-00-00-112	MFR Points - Seasonal Wages	-	3,000.00	-	(3,000.00)			
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	-	(40.00)			
2-25-00-00-214	MFR - Individual Membership & Conference Fe	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	637.98	1,000.00	-	(1,000.00)			
2-25-00-00-251	MFR - Equipment & Supplies	856.74	5,000.00	-	(5,000.00)			
2-25-00-00-275	MFR - Insurance	-	-	113.00	113.00			
2-25-00-00-519	MFR - General Supplies	-	-	143.99	143.99			
2-25-00-00-735	MFR - Grants To Individual & Organization	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**	**35,306.99**	(8,733.01)		**80%**	

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	-	(12,000.00)			
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	-	-	-	-			Do not use
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)			
2-26-10-00-149	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	300.00	5,000.00	2,415.00	(2,585.00)		**48%**	First Aid in 2017?
2-26-10-00-249	OPS - Contracted Plan Development	2,383.65	40,000.00	-	(40,000.00)			
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	1,684.34	(3,815.66)		**31%**	
2-26-10-00-519	Other Supplies	3,451.93	5,000.00	986.56	(4,013.44)		**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	-	-	-			
	Safety	**86,798.05**	**71,650.00**	**5,085.90**	(66,564.10)		**7%**	
	Grader Services							
2-32-00-01-111	Permanent Wages	-	288,400.00	207,346.05	(81,053.95)		**72%**	
2-32-00-01-112	Seasonal Wages		27,700.00	16,564.74	(11,135.26)		**60%**	
2-32-00-01-119	Overtime	14,893.47	20,000.00	12,276.54	(7,723.46)		**61%**	
2-32-00-01-121	Wages	293,856.49	-	(0.00)	(0.00)			Do not use
2-32-00-01-122	Accidental Death & Dismemberment	-	-	61.41	61.41			
2-32-00-01-123	Dental	-	-	4,064.32	4,064.32			
2-32-00-01-124	Employee Assistance	-	-	-	-			
2-32-00-01-125	Extended Health	-	-	3,381.12	3,381.12			
2-32-00-01-126	Pension	-	-	24,006.11	24,006.11			
2-32-00-01-127	Life Insurance	-	-	1,103.18	1,103.18			
2-32-00-01-128	Long Term Disability	-	-	936.80	936.80			
2-32-00-01-129	Short Term Disability	-	-	875.52	875.52			
2-32-00-01-131	Canada Pension Plan	-	-	10,438.38	10,438.38			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-32-00-01-132	Employment Insurance	-	-	4,909.46	4,909.46			see 2-32-00-01-149
2-32-00-01-136	WCB	3,159.91	3,450.00	2,587.11	(862.89)		75%	
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	-	-	-	-			Do not use
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)			
2-32-00-01-249	OPS Contract Grader	217,930.75	213,250.00	135,100.75	(78,149.25)		63%	Eaglesham contract grader (1500 hr g
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	8,515.99	3,515.99	$	170%	
2-32-00-01-259	Contracted Maint Service Agreements	20,905.59	30,000.00	23,780.00	(6,220.00)		79%	Grader service agreements
2-32-00-01-271	Permits & Licenses	-	-	470.00	470.00			
2-32-00-01-521	Fuel, Oil, Antifreeze	96,416.35	125,000.00	49,496.35	(75,503.65)		40%	
2-32-00-01-522	Tires, Batteries, Accessories	2,707.82	18,000.00	2,363.45	(15,636.55)		13%	
2-32-00-01-523	Grader Repair Supplies	1,054.23	20,000.00	4,959.10	(15,040.90)		25%	
2-32-00-01-524	Consumable Tools/Supplies	-	-	-	-			
2-32-00-01-539	Const & Maintenance Material (supplies)	-	-	192.38	192.38			
2-32-00-01-543	Natural Gas	324.50	450.00	206.50	(243.50)		46%	reclassified from 2-41
2-32-00-01-544	Electricity	1,162.58	1,300.00	893.96	(406.04)		69%	reclassified from 2-41
2-32-00-01-631	Mach & Equipment Amortization	153,469.94	153,500.00	102,313.28	(51,186.72)		67%	
2-32-00-01-764	Contributed to Operating Reserve	29,000.00	-	-	-			
	Public Works (PW) Grader Services	**921,246.37**	**999,750.00**	**624,160.69**	(375,589.31)		62%	
	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	215,375.85	(107,224.15)		67%	
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	-	-	68.45	68.45			
2-32-10-00-123	Dental	-	-	3,166.34	3,166.34			
2-32-10-00-124	Employee Assistance	-	-	-	-			
2-32-10-00-125	Extended Health	-	-	2,628.90	2,628.90			
2-32-10-00-126	Pension	-	-	28,693.29	28,693.29			
2-32-10-00-127	Life Insurance	-	-	1,232.27	1,232.27			
2-32-10-00-128	Long Term Disability	-	-	928.97	928.97			
2-32-10-00-129	Short Term Diability	-	-	718.39	718.39			
2-32-10-00-131	Canada Pension Plan	-	-	7,957.53	7,957.53			see 2-32-10-00-149
2-32-10-00-132	Employment Insurance	-	-	3,666.36	3,666.36			Total Emp Contributions
2-32-10-00-136	WCB	3,126.18	3,500.00	2,409.26	(1,090.74)		69%	51,469.76
2-32-10-00-149	Employer Contributions	65,472.65	73,100.00	-	(73,100.00)			(21,630.24)
2-32-10-00-150	Health Care Spending Account	-	-	-	-			Do not use
2-32-10-00-211	Travel & Subsistence	2,903.31	1,800.00	1,269.54	(530.46)		71%	
2-32-10-00-212	Mileage	-	800.00	-	(800.00)			
2-32-10-00-214	Membership & Conference Fees	1,198.26	1,800.00	1,347.24	(452.76)		75%	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-32-10-00-215	Freight	-	500.00	41.19	(458.81)		8%	
2-32-10-00-216	Cellular Phones	2,360.22	-	1,539.85	1,539.85	$		
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	-	-	55.00	55.00			
2-32-10-00-239	Training	3,390.33	10,000.00	-	(10,000.00)			
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	10,170.00	(1,830.00)		85%	Industrial Inspections (Twp 5 net 37%,
2-32-10-00-249	OPS - ABA Data, Gemini Software	4,892.22	7,000.00	840.00	(6,160.00)		12%	
2-32-10-00-252	Building Repair & Maintenance OPS		-	-	-			
2-32-10-00-265	County of GP - Road Maintenance	2,720.00	4,000.00	-	(4,000.00)			County of GP - road maint - Twp750,7
2-32-10-00-266	Mobile Equipment	1,246.90	12,300.00	3,800.00	(8,500.00)		31%	reclassified radio license to 271
2-32-10-00-271	License & Permits	6,633.95	4,000.00	3,603.38	(396.62)		90%	reclassified radio license from 266
2-32-10-00-274	Insurance Premiums	15,583.40	17,100.00	11,353.23	(5,746.77)		66%	
2-32-10-00-511	Stationery Supplies		-	17.98	17.98			
2-32-10-00-514	Consumable & Bulk Foods	-	-	-	-			
2-32-10-00-515	Catered & Prepared Foods	-	-	24.00	24.00			
2-32-10-00-517	Furniture, Computers, Software	1,573.90	-	2,830.10	2,830.10	$		see 2-32-10-00-242
2-32-10-00-519	Other General Supplies		-	85.99	85.99			
2-32-10-00-539	Construction & Maintenance Material (supplies)	-	-	-	-			
2-32-10-00-543	Natural Gas	1,659.68	2,200.00	1,463.77	(736.23)		67%	
2-32-10-00-544	Electrical Power	10,746.03	15,315.00	9,268.20	(6,046.80)		61%	
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	-	-	-	-			
2-32-10-00-990	Miscellaneous Expenses	38,129.57	-	-	-			DRP cancel receivable uncollectable,
	PW Administration	**533,601.90**	**490,265.00**	**314,555.08**	(175,709.92)		64%	
	Street Lights							
2-32-20-01-544	Peoria - Electrical	4,170.01	4,725.00	2,247.93	(2,477.07)		48%	8 lights
2-32-20-02-544	Tangent - Electrical	5,212.89	6,300.00	2,844.96	(3,455.04)		45%	10 lights
2-32-20-03-544	Watino - Electrical	5,212.48	6,300.00	3,830.69	(2,469.31)		61%	10 lights
2-32-20-45-544	Eaglesham - Electrical	12,478.60	14,225.00	6,319.73	(7,905.27)		44%	30 lights
2-32-20-50-544	Wanham - Electrical	15,422.49	19,500.00	9,169.31	(10,330.69)		47%	40 lights
	PW Street Lights	**42,496.47**	**51,050.00**	**24,412.62**	(26,637.38)		48%	
	Public Works - Gen Maintenance							
2-32-30-00-111	Permanent Wages	-	265,900.00	181,151.07	(84,748.93)		68%	
2-32-30-00-112	Seasonal Wages		12,600.00	5,053.24	(7,546.76)		40%	
2-32-30-00-119	Overtime	6,664.50	15,000.00	6,514.04	(8,485.96)		43%	
2-32-30-00-121	Wages	263,597.45	-	-	-			Do not use
2-32-30-00-122	Accidental Death & Dismemberment	-	-	56.49	56.49			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-32-30-00-123	Dental	-	-	2,706.72	2,706.72			
2-32-30-00-124	Employee Assistance	-	-	-	-			
2-32-30-00-125	Extended Health	-	-	2,221.92	2,221.92			
2-32-30-00-126	Pension	-	-	21,429.12	21,429.12			
2-32-30-00-127	Life Insurance	-	-	1,017.06	1,017.06			
2-32-30-00-128	Long Term Disability	-	-	872.96	872.96			
2-32-30-00-129	Short Term Diability	-	-	875.52	875.52			
2-32-30-00-131	Canada Pension Plan	-	-	8,669.22	8,669.22			see 2-32-30-00-149
2-32-30-00-132	Employment Insurance	-	-	4,301.40	4,301.40			Total Emp Contributions
2-32-30-00-136	WCB	2,885.24	3,050.00	2,111.07	(938.93)		**69%**	44,261.48
2-32-30-00-149	Employer Contributions	52,906.49	64,600.00	-	(64,600.00)			(20,338.52)
2-32-30-00-150	Health Care Spending Account	-	-	-	-			Do not use
2-32-30-00-215	Freight	-	-	252.68	252.68			
2-32-30-00-239	Training & Education	3,534.35	3,000.00	269.00	(2,731.00)		**9%**	
2-32-30-00-249	General Road Maintenance OPS	18,558.30	80,000.00	150.00	(79,850.00)		**0%**	combined with 2-32-81-01-249
2-32-30-00-252	Building Repair & Maintenance OPS	-	-	-	-			
2-32-30-00-253	Equipment Repairs & Maintenance OPS	-	-	4,414.30	4,414.30	**$**		see 2-32-30-00-523
2-32-30-00-255	General Repairs	38,187.04	2,000.00	11,259.77	9,259.77	**$**	**563%**	
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
2-32-30-00-263	Machine & Equipment Rental	-	2,000.00	-	(2,000.00)			
2-32-30-00-519	Other General Supplies		-	361.68	361.68			
2-32-30-00-521	Fuel, Oil, Antifreeze	63,126.33	84,000.00	34,490.14	(49,509.86)		**41%**	
2-32-30-00-522	Tires, Batteries, Accessories	14,644.28	15,000.00	6,886.67	(8,113.33)		**46%**	
2-32-30-00-523	Machinery, Equipment & Vehicle Parts	6,180.39	48,000.00	14,758.47	(33,241.53)		**31%**	
2-32-30-00-524	Consumable Tools/Supplies	1,649.61	10,000.00	5,557.84	(4,442.16)		**56%**	
2-32-30-00-533	Grader Blades & Tips	34,826.43	35,000.00	-	(35,000.00)			Inventory
2-32-30-00-535	Welding Supplies	7,863.17	10,000.00	7,038.93	(2,961.07)		**70%**	
2-32-30-00-536	Culverts sold to ratepayers	1,140.72	-	-	-			cost plus 10% (inventory)
2-32-30-00-537	Culvert/Steel Products (Budget usage-not purcl	44,423.76	45,000.00	-	(45,000.00)			Inventory
2-32-30-00-539	Constr & Maint Materials (supplies)		-	270.87	270.87			
2-32-30-00-551	Attractive Items - Signs & Posts	5,055.31	5,200.00	1,733.20	(3,466.80)		**33%**	road signs & post, tiger tails
2-32-30-00-611	Infrastructure Amortization	1,700,795.72	1,700,800.00	1,133,863.84	(566,936.16)		**67%**	
2-32-30-00-621	Building Amortization	1,598.00	1,600.00	1,065.36	(534.64)		**67%**	
2-32-30-00-631	Machinery & Equipment Amortization	52,564.00	52,600.00	35,042.64	(17,557.36)		**67%**	
2-32-30-00-651	Vehicle Amortization	64,496.10	64,500.00	42,997.44	(21,502.56)		**67%**	
2-32-30-00-762	Amortization Expense	-	-	-	-			Do not use
2-32-30-00-764	Contributed to Operating Reserve	85,000.00	-	-	-			
	PW Gen Maintenance	**2,479,019.61**	**2,519,850.00**	**1,537,392.66**	(982,457.34)		**61%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Gravel Services							Do not use
2-32-00-00-112	Seasonal Wages		-	-	-			Do not use
2-32-00-00-119	Overtime	6,965.36	-	-	-			Do not use
2-32-00-00-121	Wages	33,518.54	-	-	-			Do not use
2-32-00-00-131	Canada Pension Plan	-	-	-	-			Do not use
2-32-00-00-132	Employment Insurance	-	-	-	-			Do not use
2-32-00-00-136	WCB	429.14	-	-	-			Do not use
2-32-00-00-149	Employer Contributions	2,677.06	-	-	-			Do not use
2-32-40-00-112	Seasonal Wages	-	36,700.00	18,527.08	(18,172.92)		**50%**	
2-32-40-00-119	Overtime		5,000.00	5,614.45	614.45	**$**	**112%**	
2-32-40-00-121	Wages		-	-	-			Do not use
2-32-40-00-131	Canada Pension Plan		-	903.69	903.69	**$**		
2-32-40-00-132	Employment Insurance		-	550.89	550.89	**$**		see 2-32-40-00-149
2-32-40-00-136	Worker's Compensation Board		450.00	270.39	(179.61)		**60%**	Total Emp Contributions
2-32-40-00-149	Employer Contributions		4,000.00	-	(4,000.00)			1,724.97
2-32-40-00-249	Trucking & Loading	255,259.83	300,000.00	115,947.50	(184,052.50)		**39%**	(2,275.03)
2-32-40-00-264	Miscellaneous Leasing	-	-	-	-			
2-32-40-00-764	Contributed to Operating Reserve		-	-	-			
2-32-40-01-534	Regravel Roads(Gravel Only)	725,131.69	680,000.00	577,928.97	(102,071.03)		**85%**	gravel expensed (gravel only)
2-32-40-02-534	Transfer (Do not budget transfer costs)	-	-	-	-			transfer costs added to inventory (bala
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	646.50	(19,353.50)		**3%**	Shaftsbury pit, CRBP planning, YE sto
2-32-60-00-264	Land Lease & Miscel Leasing		-	3,251.32	3,251.32	**$**		SML, MML lease fees, surveying & bou
2-32-60-00-560	Miscellaneous Leasing	892.73	23,000.00	4,157.68	(18,842.32)		**18%**	
	PW Gravel Services	**1,043,351.85**	**1,099,150.00**	**727,798.47**	(371,351.53)		**66%**	
	Projects							
2-32-30-00-259	Other Contracted Repairs	29,707.00	80,000.00	53,116.75	(26,883.25)		**66%**	
2-32-30-08-249	OPS Ditches	20,150.92	40,000.00	39,525.00	(475.00)		**99%**	
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 Contributions	-	-	-	-			Do not use
2-32-30-11-521	Culvert GPS Inventory - Fuel, Oil Antifreeze	-	-	-	-			Do not use
2-32-70-00-519	General Supplies (Erosion control)	4,494.26	7,000.00	5,995.61	(1,004.39)		**86%**	
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	1,240.00	(13,760.00)		**8%**	
2-32-70-22-249	Street Improvement All Hamlets	29,983.50	25,000.00	-	(25,000.00)			
2-32-70-34-249	Aggregate Haul Route Maintenance	-	5,000.00	-	(5,000.00)			
	PW Projects	**134,885.68**	**172,000.00**	**99,877.36**	(72,122.64)		**58%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Contingency							
2-32-70-38-249	Professional Services - Contractors	-	-	-	-			
2-32-70-38-534	Replacement Material - Sand & Gravel	-	-	-	-			
2-32-70-38-537	Steel Products - Culverts & Guardrail	-	-	-	-			
	PW Contingency	**-**	**-**	**-**	-			
	Dust Control & Road Stabilization							
2-32-70-15-249	Calcium - Road Stabilization	-	-	-	-			
2-32-70-16-249	Water for Road Stabilization	-	-	-	-			
2-32-70-19-249	Residential Dust Control - 50/50 Split	41,883.53	40,000.00	49,928.25	9,928.25	**$**	**125%**	dust control - first 100 meters 50/50, o
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**	**54,298.25**	8,298.25	**$**	**118%**	
	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	-	(7,000.00)			
2-32-80-00-259	Bridges And Culverts Maint OPS	38,570.00	40,000.00	-	(40,000.00)			
2-32-80-00-524	Assessments Bridges & Culverts (supplies)	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	182,451.36	(91,248.64)		**67%**	
2-32-80-00-764	Contributed to Operating Reserve	-	-	-	-			
	PW Bridge Files	**328,902.00**	**332,700.00**	**182,451.36**	(150,248.64)		**55%**	
	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)			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	972.49	(427.51)		**69%**	
2-33-10-45-519	General Supplies	-	2,500.00	-	(2,500.00)			
	Airport Services	**1,636.95**	**4,400.00**	**972.49**	(3,427.51)		**22%**	
	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 (supplies)	-	-	-	-			
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	$500 Over Budget	% of Budget	Notes
	Regional Water Services							
2-41-10-45-111	Permanent Wages	-	199,500.00	136,324.31	(63,175.69)		**68%**	
2-41-10-45-119	Overtime	22,282.98	21,000.00	13,192.90	(7,807.10)		**63%**	
2-41-10-45-121	Wages	201,922.09	-	-	-			Do not use
2-41-10-45-122	Accidental Death & Dismemberment	-	-	42.42	42.42			
2-41-10-45-123	Dental	-	-	2,082.96	2,082.96			
2-41-10-45-124	Employee Assistance	-	-	-	-			
2-41-10-45-125	Extended Health	-	-	1,732.72	1,732.72			
2-41-10-45-126	Pension	-	-	15,374.58	15,374.58			
2-41-10-45-127	Life Insurance	-	-	763.40	763.40			
2-41-10-45-128	Long Term Disability	-	-	587.40	587.40			
2-41-10-45-129	Short Term Diability	-	-	448.64	448.64			
2-41-10-45-131	Canada Pension Plan	-	-	5,256.42	5,256.42			see 2-41-10-45-149
2-41-10-45-132	Employment Insurance	-	-	2,399.85	2,399.85			Total Emp Contributions
2-41-10-45-136	WCB	2,206.49	2,200.00	1,666.59	(533.41)		**76%**	30,354.98
2-41-10-45-149	Employer Contributions	38,807.85	48,600.00	-	(48,600.00)			(18,245.02)
2-41-10-45-150	Health Care Spending Account	-	-	-	-			Do not use
2-41-10-45-211	Travel & Subsistence	1,076.07	2,000.00	1,169.82	(830.18)		**58%**	
2-41-10-45-212	Mileage	771.43	-	-	-			
2-41-10-45-214	Membership & Conference Fees	741.42	1,200.00	2,527.14	1,327.14	**$**	**211%**	
2-41-10-45-215	Freight	3,333.88	1,000.00	356.20	(643.80)		**36%**	
2-41-10-45-216	Cellular Phones	1,353.86	-	872.04	872.04	**$**		see 2-41-10-45-266
2-41-10-45-217	Land Lines	4,740.68	4,800.00	2,772.15	(2,027.85)		**58%**	
2-41-10-45-218	Internet Services	299.70	600.00	399.56	(200.44)		**67%**	IWW
2-41-10-45-237	Computer Support	-	-	-	-			
2-41-10-45-239	Training & Education	800.00	2,000.00	-	(2,000.00)			
2-41-10-45-242	Computer Programming	8,798.20	9,400.00	4,199.10	(5,200.90)		**45%**	SCADA
2-41-10-45-249	Other Professional Services	38,730.30	25,000.00	15,636.57	(9,363.43)		**63%**	
2-41-10-45-252	Building Repair & Maintenance OPS		-	2,176.97	2,176.97	**$**		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	4,945.05	(1,754.95)		**74%**	
2-41-10-45-511	Office Supplies		5,000.00	-	(5,000.00)			
2-41-10-45-513	Residential Water Rebates	3,983.00	-	2,710.00	2,710.00	**$**		bulk water rebate to agriculture price
2-41-10-45-517	Furniture, Computers, Software	-	-	652.24	652.24	**$**		
2-41-10-45-519	Other General Supplies	625.14	1,000.00	213.93	(786.07)		**21%**	
2-41-10-45-521	Fuel, Oil, Antifreeze	12,694.73	13,650.00	7,958.61	(5,691.39)		**58%**	
2-41-10-45-522	Tires, Batteries, Etc.	948.30	2,000.00	-	(2,000.00)			
2-41-10-45-523	Equipment, Machine, Vehicle Supplies	19,120.40	24,000.00	8,053.65	(15,946.35)		**34%**	
2-41-10-45-524	Consumable Tools	1,512.56	1,500.00	830.81	(669.19)		**55%**	
2-41-10-45-531	Chemicals	24,091.16	25,000.00	13,766.80	(11,233.20)		**55%**	Inventory
2-41-10-45-539	Construction & Maintenance Materials (supplies	27,505.87	35,000.00	1,749.18	(33,250.82)		**5%**	
2-41-10-45-543	Natural Gas	7,402.33	9,840.00	5,571.44	(4,268.56)		**57%**	reclassified to graders 2-32 & Wanhar

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-41-10-45-544	Electrical Power	28,017.91	32,655.00	16,862.54	(15,792.46)		**52%**	reclassified to graders 2-32 & Wanha
2-41-10-45-611	Infrastructure Amortization	81,177.17	81,200.00	54,118.08	(27,081.92)		**67%**	
2-41-10-45-621	Building Amortization	81,099.00	81,100.00	54,066.00	(27,034.00)		**67%**	
2-41-10-45-631	Machinery & Equipment Amortization	19,134.54	19,200.00	12,756.40	(6,443.60)		**66%**	
2-41-10-45-641	Land Improvement Amortization		-	-	-			
2-41-10-45-651	Vehicle Amortization	9,961.43	10,000.00	6,640.96	(3,359.04)		**66%**	
2-41-10-45-762	Amortization Expense	-	-	-	-			Do not use
2-41-10-45-764	Contributed to Operating Reserve		-	-	-			
2-41-10-45-990	Write offs	-	-	-	-			inactive refunds, collections
	Regional Water Services	**651,277.04**	**669,645.00**	**401,233.93**	(268,411.07)		**60%**	
	Wastewater Services							
2-42-10-45-111	Permanent Wages		20,000.00	12,352.55	(7,647.45)		**62%**	
2-42-10-45-119	Overtime	2,475.88	2,000.00	1,465.86	(534.14)		**73%**	
2-42-10-45-121	Wages	18,281.54	-	-	-			Do not use
2-42-10-45-122	Accidental Death & Dismemberment		-	3.98	3.98			
2-42-10-45-123	Dental		-	203.20	203.20			
2-42-10-45-124	Employee Assistance		-	-	-			
2-42-10-45-125	Extended Health		-	169.12	169.12			
2-42-10-45-126	Pension		-	1,386.55	1,386.55			
2-42-10-45-127	Life Insurance		-	71.61	71.61			
2-42-10-45-128	Long Term Disability		-	56.67	56.67			
2-42-10-45-129	Short Term Diability		-	43.84	43.84			
2-42-10-45-131	Canada Pension Plan		-	512.80	512.80			
2-42-10-45-132	Employment Insurance		-	234.14	234.14			see 2-42-10-45-149
2-42-10-45-136	WCB	209.24	250.00	159.18	(90.82)		**64%**	Total Emp Contributions
2-42-10-45-149	Employer Contributions	3,620.45	5,000.00	-	(5,000.00)			2,841.09
2-42-10-45-249	OPS - Line Flushing	7,840.00	11,000.00	7,752.00	(3,248.00)		**70%**	(2,158.91)
2-42-10-45-252	Building Repair & Maintenance OPS		-	553.00	553.00	**$**		
2-42-10-45-274	Insurance Premiums	1,561.28	1,350.00	1,238.20	(111.80)		**92%**	
2-42-10-45-523	Equipment Repairs (supplies)	-	1,000.00	-	(1,000.00)			
2-42-10-45-539	Construction & Maintenance Materials (supplies	695.89	3,500.00	1,955.00	(1,545.00)		**56%**	bio brick, acti-zyme
2-42-10-45-543	Natural Gas	1,191.95	1,440.00	773.52	(666.48)		**54%**	reclassified Wanham lift station from 2
2-42-10-45-544	Electricity	3,081.80	3,465.00	1,776.46	(1,688.54)		**51%**	reclassified Wanham lift station from 2
2-42-10-45-611	Infrastructure Amortization	47,416.00	47,500.00	31,610.64	(15,889.36)		**67%**	
2-42-10-45-621	Building Amortization	326.00	500.00	217.36	(282.64)		**43%**	
2-42-10-45-631	Machinery & Equipment Amortization	709.00	750.00	472.64	(277.36)		**63%**	
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**	**63,008.32**	(34,746.68)		**64%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Solid Waste Collection							
2-43-10-00-214	Membership & Conference Fees	1,008.70	250.00	250.00	-		**100%**	
2-43-10-00-215	Freight		-	43.70	43.70			
2-43-10-00-221	Advertising	-	-	-	-			
2-43-10-00-239	Training & Education	-	-	-	-			
2-43-10-00-240	Closure & Post Closure	-	-	-	-			may be funded by 6-00-00-00-299 Pos
2-43-10-00-249	OPS - Recycling 4 Hamlets	16,514.28	24,000.00	9,191.03	(14,808.97)		**38%**	Little Dipper, DBS Environmental
2-43-10-00-274	Insurance Premiums	116.48	200.00	-	(200.00)			
2-43-10-00-539	Construction & Maintenance Material (supplies)	8,139.06	7,500.00	101.27	(7,398.73)		**1%**	
2-43-10-00-631	Machinery & Equipment Amortization	1,968.00	2,000.00	1,312.00	(688.00)		**66%**	
2-43-10-00-641	Land Improvement Amortization		-	-	-			
2-43-10-00-762	Amortization Expense	-	-	-	-			Do not use
2-43-10-00-764	Contributed to Operating Reserve		-	-	-			
2-43-10-02-249	OPS - Other Contractors	60,668.52	35,000.00	6,800.00	(28,200.00)		**19%**	
2-43-10-02-539	Tangent - Other Const & Maint Material (supplie	-	-	-	-			Do not use
2-43-10-45-221	Advertising	-	-	-	-			
2-43-10-45-249	OPS - Disposal Fees	-	-	-	-			Do not use
2-43-10-46-249	OPS - Hamlet Pickup	22,800.00	19,000.00	13,719.46	(5,280.54)		**72%**	
2-43-10-47-249	OPS - Landfill Supervision	46,800.00	51,500.00	27,180.00	(24,320.00)		**53%**	
2-43-10-48-249	OPS - Roll Off Trucking	16,747.50	13,000.00	7,743.46	(5,256.54)		**60%**	
	Solid Waste Collection	**174,762.54**	**152,450.00**	**66,340.92**	(86,109.08)		**44%**	
	Family & Community Support Services							
2-51-00-00-111	Permanent Wages		6,400.00	4,212.08	(2,187.92)		**66%**	
2-51-00-00-121	Wages	5,277.54	-	-	-			Do not use
2-51-00-00-122	Accidental Death & Dismemberment		-	1.29	1.29			
2-51-00-00-123	Dental		-	50.88	50.88			
2-51-00-00-124	Employee Assistance		-	-	-			
2-51-00-00-125	Extended Health		-	42.24	42.24			
2-51-00-00-126	Pension		-	564.87	564.87	**$**		
2-51-00-00-127	Life Insurance		-	23.52	23.52			
2-51-00-00-128	Long Term Disability		-	15.52	15.52			
2-51-00-00-129	Short Term Diability		-	10.88	10.88			
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	47.09	(102.91)		**31%**	Total Emp Contributions
2-51-00-00-149	Employer Contributions	1,063.49	1,550.00	-	(1,550.00)			943.03
2-51-00-00-214	Individual Membership	104.68	314.00	-	(314.00)			(606.97)
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	12,972.68	(22,027.32)		**37%**	carry forward unused (approval
2-51-00-00-770	Grants To Individuals & Organizations	34,813.94	22,170.75	600.00	(21,570.75)		**3%**	required 5% or less) & new funding
	Family & Community Support Services	**77,910.71**	**65,584.75**	**18,937.11**	(46,647.64)		**29%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Spirit River Health Centre							Medical Clinic agreement date Feb 1,
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 Centre	**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)	-	-	-	-			
	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	1,700.00	(2,300.00)		**43%**	board honorarium
2-61-10-00-211	MPC - Travel & Subsistence	-	-	-	-			
2-61-10-00-212	MPC - Mileage	783.87	1,400.00	575.84	(824.16)		**41%**	
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	100.00	(57,900.00)		**0%**	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	-	-	-			
2-61-40-01-249	Planning & Development - OPS	6,340.81	2,500.00	677.10	(1,822.90)		**27%**	Superior Safety Codes (70% permit re
2-61-40-00-511	MPC - Subdivision - Admin & Office Supply	-	-	-	-			
	MPC - Planning & Development	**49,159.37**	**65,900.00**	**3,081.51**	(62,818.49)		**5%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Development Appeal Board							
2-61-20-00-159	Dev Appeal Board - Honorarium	-	600.00	-	(600.00)			
2-61-20-00-211	Dev Appeal Board - Travel & Subsistence	-	-	-	-			
2-61-20-00-212	Dev Appeal Board - Mileage	-	300.00	-	(300.00)			
2-61-20-00-221	Dev Appeal Board - Advertising	-	-	-	-			
2-61-20-00-262	Dev Appeal Board - Building Rent	-	-	-	-			
	Development Appeal Board	**-**	**900.00**	**-**	(900.00)			
	Development							
2-61-30-00-111	Dev Officer - Permanent Wages		36,050.00	23,713.33	(12,336.67)		**66%**	
2-61-30-00-119	Dev Officer - Overtime	82.28	-	-	-			
2-61-30-00-121	Dev Officer - Wages	28,994.68	-	-	-			Do not use
2-61-30-00-122	Dev Officer - Accidental Death & Dismemberment		-	7.44	7.44			
2-61-30-00-123	Dev Officer - Dental		-	152.40	152.40			
2-61-30-00-124	Dev Officer - Employee Assistance		-	-	-			
2-61-30-00-125	Dev Officer - Extended Health		-	126.80	126.80			
2-61-30-00-126	Dev Officer - Pension		-	3,042.46	3,042.46	**$**		
2-61-30-00-127	Dev Officer - Life Insurance		-	134.67	134.67			
2-61-30-00-128	Dev Officer - Long Term Disability		-	95.93	95.93			
2-61-30-00-129	Dev Officer - Short Term Diability		-	87.60	87.60			
2-61-30-00-131	Dev Officer - Canada Pension Plan		-	844.23	844.23	**$**		
2-61-30-00-132	Dev Officer - Employment Insurance		-	399.39	399.39			see 2-61-30-00-149
2-61-30-00-136	Dev Officer - WCB	306.25	450.00	269.39	(180.61)		**60%**	Total Emp Contributions
2-61-30-00-149	Dev Officer - Employer Contributions	5,777.09	8,000.00	-	(8,000.00)			5,160.31
2-61-30-00-221	Dev Officer - Advertising	-	-	-	-			(2,839.69)
2-61-30-00-262	Dev Officer - Building Rentals	-	-	-	-			
	Development	**35,160.30**	**44,500.00**	**28,873.64**	(15,626.36)		**65%**	
	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	**-**	**-**	**-**	-			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	ASB Administration							
2-63-10-00-211	Travel & Subsistence	3,448.47	6,000.00	2,352.77	(3,647.23)		**39%**	
2-63-10-00-212	Mileage	-	500.00	-	(500.00)			
2-63-10-00-214	Membership & Conference Fees	1,714.00	2,500.00	1,604.50	(895.50)		**64%**	
2-63-10-00-215	Freight	23.61	250.00	17.10	(232.90)		**7%**	
2-63-10-00-216	Cellular	1,184.92	-	874.16	874.16	**$**		see 2-63-10-00-266
2-63-10-00-221	Advertising	-	300.00	-	(300.00)			
2-63-10-00-249	OPS Building Repairs		-	-	-			
2-63-10-00-252	Building Repair & Maintenance OPS		-	-	-			
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	3,420.97	(579.03)		**86%**	
2-63-10-00-511	Office Supplies	-	-	-	-			
2-63-10-00-512	Clothing & Footwear	-	700.00	-	(700.00)			
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	731.79	(468.21)		**61%**	
2-63-10-00-544	Electrical Power	2,927.86	3,360.00	1,775.71	(1,584.29)		**53%**	
2-63-10-00-621	Building Amortization		-	-	-			
2-63-10-00-631	Machinery & Equipment Amortization	9,773.00	10,000.00	6,515.36	(3,484.64)		**65%**	
2-63-10-00-651	Vehicle Amortization	3,768.00	4,000.00	2,512.00	(1,488.00)		**63%**	
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**	**19,916.34**	(15,433.66)		**56%**	
	ASB Board							
2-63-10-01-151	Honorarium	6,328.48	6,000.00	4,462.50	(1,537.50)		**74%**	
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	1,282.34	682.34	**$**	**214%**	
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	OPS Veterinary Services Insurance (VSI)	11,100.00	19,000.00	12,500.00	(6,500.00)		**66%**	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**	**30,741.01**	(8,558.99)		**78%**	
	ASB Fieldman							
2-63-20-00-111	Permanent Wages		160,500.00	109,606.73	(50,893.27)		**68%**	
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		-	34.19	34.19			
2-63-20-00-123	Dental		-	1,353.36	1,353.36			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
2-63-20-00-124	Employee Assistance		-	-	-			
2-63-20-00-125	Extended Health		-	371.34	371.34			
2-63-20-00-126	Pension		-	14,758.49	14,758.49			
2-63-20-00-127	Life Insurance		-	615.47	615.47			
2-63-20-00-128	Long Term Disability		-	502.85	502.85			
2-63-20-00-129	Short Term Diability		-	437.76	437.76			
2-63-20-00-131	Canada Pension Plan		-	4,591.49	4,591.49			see 2-63-20-00-149
2-63-20-00-132	Employment Insurance		-	2,152.51	2,152.51			Total Emp Contributions
2-63-20-00-136	WCB	1,588.04	1,700.00	1,199.20	(500.80)		**71%**	26,016.66
2-63-20-00-149	Employer Contributions	26,106.61	33,500.00	-	(33,500.00)			(7,483.34)
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	-	-	-	-			Alberta Association Agricuture Fieldma
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	500.00	(2,000.00)		**20%**	
2-63-20-00-255	Vehicle Repairs OPS	564.93	5,000.00	-	(5,000.00)			
2-63-20-00-512	Clothing & Footwear	-	-	-	-			
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	-	-	-	-			
	ASB Fieldman	**180,040.30**	**214,500.00**	**136,204.04**	(78,295.96)		**63%**	
	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	-	(6,000.00)			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 & Org	-	-	-	-			
	ASB Extensions	**6,046.53**	**6,500.00**	**188.46**	(6,311.54)		**3%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	ASB Weed Control							
2-63-70-20-112	Seasonal Wages	-	117,000.00	93,699.40	(23,300.60)		**80%**	All ASB summer staff
2-63-70-20-119	Overtime	4,567.62	6,000.00	3,384.67	(2,615.33)		**56%**	
2-63-70-20-121	Wages	115,135.87	-	-	-			Do not use
2-63-70-20-131	Canada Pension Plan	-		3,854.16	3,854.16	**$**		see 2-63-70-20-149
2-63-70-20-132	Employment Insurance	-		2,215.48	2,215.48	**$**		Total Emp Contributions
2-63-70-20-136	WCB	1,268.86	1,200.00	1,087.37	(112.63)		**91%**	7,157.01
2-63-70-20-149	Employer Contributions	7,762.01	11,500.00	-	(11,500.00)			(4,342.99)
2-63-70-20-150	Health Care Spending Account	-	-	-	-			Do not use
2-63-70-20-215	Postage	34.68	-	-	-			
2-63-70-20-221	Advertising	-	100.00	-	(100.00)			
2-63-70-20-239	Training & Education	-	-	600.00	600.00	**$**		
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			
2-63-70-20-516	Other ASB Supplies	4,628.18	4,000.00	3,492.13	(507.87)		**87%**	disposable coveralls, sample bags
2-63-70-20-521	Fuel Oil & Antifreeze	-	2,100.00	772.60	(1,327.40)		**37%**	
2-63-70-20-523	Equipment & Machine Repairs (supplies)	-	-	457.30	457.30			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	-	(50,000.00)			inventory
2-63-70-20-532	Grass Seed & Fertilizer	-	3,500.00	-	(3,500.00)			
2-63-70-20-764	Contributed to Operating Reserve		-	-	-			
	ASB Weed Control	**133,397.22**	**205,400.00**	**111,058.99**	(94,341.01)		**54%**	
	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**	**-**	**-**	-			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	ASB Roadside Mowing							
2-63-70-22-119	Overtime	-	-	-	-			Do not use
2-63-70-22-121	Wages	-	-	-	-			Do not use
2-63-70-22-136	WCB	-	-	-	-			Do not use
2-63-70-22-149	Employer Contributions	-	-	-	-			Do not use
2-63-70-22-249	OPS - Contract Mowing	66,400.00	68,000.00	66,400.00	(1,600.00)		**98%**	
2-63-70-22-255	Equipment Repairs OPS	10,642.15	10,000.00	-	(10,000.00)			
2-63-70-22-521	Fuel, Oil, Antifreeze	4,214.22	17,500.00	-	(17,500.00)			
2-63-70-22-522	Tires, Batteries, & Accessories	275.00	500.00	120.12	(379.88)		**24%**	
2-63-70-22-523	Equipment, Machine, Vehicle Supplies		-	2,479.71	2,479.71	**$**		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**	**68,999.83**	(27,000.17)		**72%**	
	ASB Brushing							
2-63-70-27-249	Contract Brushing	49,125.00	25,000.00	25,685.00	685.00	**$**	**103%**	
2-63-70-27-255	Brushing - Maintenance	2,144.88	-	-	-			heavy snow May long weekend, brush
2-63-70-28-249	Brushing Roadside Catch Up	64,385.00	-	-	-			
	ASB Brushing	**115,654.88**	**25,000.00**	**25,685.00**	685.00	**$**	**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	251.32	(798.68)		**24%**	
2-63-70-28-522	Tires, Batteries, & Accessories	448.40	1,500.00	989.68	(510.32)		**66%**	
2-63-70-28-523	Equipment, Machinery & Vehicle Supplies		-	3,337.24	3,337.24	**$**		see 2-63-70-28-255
	ASB Hamlet Maintenance	**8,924.32**	**8,050.00**	**5,811.98**	(2,238.02)		**72%**	
	Natural Resource Development							
2-64-20-00-159	Surface Reclamation - Other Fees	-	-	-	-			
2-64-20-00-211	Surface Reclamation - Travel & Subsistence	-	-	-	-			
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 Reserv	-	-	-	-			
	Subdivision Land	**-**	**-**	**-**	-			

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	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 Socie
	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 (supplies)	-	-	-	-			
2-72-10-00-544	Wanham Campsite Electricity	1,101.93	1,500.00	695.66	(804.34)		**46%**	reclassified from Wanham streetlights
2-72-30-04-735	Parks - Grants Indiv & Org	-	-	-	-			
	Parks	**1,101.93**	**1,500.00**	**695.66**	(804.34)		**46%**	
	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%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Library Services							
2-74-10-00-111	Permanent Wages	-	9,600.00	3,464.50	(6,135.50)		**36%**	RC16-212
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
2-74-10-00-132	Employment Insurance		-	79.06	79.06			
2-74-10-00-136	WCB	44.82	-	38.80	38.80			Total Emp Contributions
2-74-10-00-149	Emp Contributions	219.47	-	-	-			200.12
2-74-10-00-151	Honorarium	1,600.00	1,600.00	-	(1,600.00)			200.12
2-74-10-00-217	Land Line	781.91	800.00	555.47	(244.53)		**69%**	BHC first $40, bill Library Board the re
2-74-10-00-249	OPS - Peace Library System	9,143.96	9,602.74	-	(9,602.74)			Do not use
2-74-10-00-519	General Supplies	-	-	-	-			
2-74-10-00-735	Grants	12,070.66	12,070.66	-	(12,070.66)			
2-74-10-01-735	Peace Library System member allotment		-	9,602.74	9,602.74	$		
	Library Services	**28,088.42**	**33,673.40**	**13,822.83**	(19,850.57)		**41%**	
	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	-	(50.00)			Do not use
2-74-10-45-149	Eaglesham Hall - Employer Contributions	-	-	-	-			
2-74-10-45-217	Eaglesham Hall - Land Line	844.79	850.00	492.81	(357.19)		**58%**	
2-74-10-45-249	Eaglesham Hall - Other Prof Services	2,277.15	7,500.00	1,020.00	(6,480.00)		**14%**	
2-74-10-45-274	Eaglesham Hall - Insurance Premiums	2,197.95	2,300.00	1,742.86	(557.14)		**76%**	
2-74-10-45-519	Eaglesham Hall - General Supplies	34.11	1,000.00	434.18	(565.82)		**43%**	
2-74-10-45-539	Eaglesham Hall - Building Maintenance (supplie	928.57	2,000.00	-	(2,000.00)			
2-74-10-45-543	Eaglesham Hall - Natural Gas	2,216.90	2,760.00	1,467.28	(1,292.72)		**53%**	
2-74-10-45-544	Eaglesham Hall - Electricity	2,204.74	3,255.00	1,141.25	(2,113.75)		**35%**	
2-74-10-45-621	Eaglesham Hall - Building Amortization	7,528.00	7,600.00	5,018.64	(2,581.36)		**66%**	
2-74-10-45-735	Eaglesham Hall - Grants To Indiv & Organizatic	-	-	-	-			
	Cultural Facilities	**18,256.59**	**27,315.00**	**11,317.02**	(15,997.98)		**41%**	
	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)			under/over levy
2-85-20-00-747	Supplementary School	-	-	-	-			
	Requisitions	**943,338.71**	**888,841.25**	**885,996.02**	(2,845.23)		**100%**	

Account	Function Description	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 Over Budget	% of Budget	Notes
	Contingencies							
2-97-00-00-763	Contingencies - Contributed To Oper Allowance	-	-	-	-			
2-97-00-00-764	Contingencies - Contributed To Oper Reserve	(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**	**6,392,140.06**	(3,812,896.34)		**63%**	

Request for Decision (RFD)

Meeting:	Regular Council Meeting	**Reviewed/ Approved For Submission**	
Meeting Date:	September 14, 2017	**CAO:**	
Originated By:	Shelley Braun, DCS	**Manager:**	**SDB**
Item Title:	2017 Capital Budget Update	**Presenter:**	

DESCRIPTION:

Council is being provided with an update on the 2017 Capital Budget with details regarding variances.

BACKGROUND:

Please be aware of the following reference notes regarding the 2017 Capital Budget Detail report.

Revenue:

- Capital revenues will be allocated once all projects are complete or the construction season is over.

Expenses:

- Administration has determined that the photocopier does not need to be replaced at this time, and is continuing to monitor the situation
- Depending on the construction season time frame, BF79327 will be completed this fall
- Wobbly packers, backhoe blade, tractor blade, loader forks, and spare grader motor are all complete.
- Wanham booster station pump and Eaglesham backup pump are complete.
- Wanham backup pump will be completed in 2018 pending Council approval.
- Hamlet hydrant project may be complete with one hydrant remaining to be installed.
- Eaglesham water plant backup generator is complete.
- Health Clinic is close to being complete with invoices paid to August.
- Mowers, spray truck attachment, and agriculture incinerator are complete.

ATTACHMENT(S):

2017 Capital Budget Variance Detail

OPTIONS:

Council may choose to:

1. direct Administration to bring the 2017 Capital Budget back to the Regular Council Meeting on October 26 along with a request to make adjustments based on actual capital project costs; or

2. direct Administration to take note of any observations raised by Council during the presentation; or

RECOMMENDED ACTION:

It is Administration's recommendation that Council direct Administration to bring the 2017 Capital Budget back to the Regular Council Meeting on October 26 along with a request to make adjustments based on actual capital project costs.

Account	Description Capital Revenues	2016 Actual	2017 Budget	2017 YTD	Budget Variance	$500 over Budget	$ of Budget	Notes
3-11-00-00-650	Council - Proceeds on Sale of Assets	(13,633.00)	(5,000.00)	0.00	(5,000.00)			
3-11-00-00-920	Council - Contributed From Capital Reserve	0.00	(20,000.00)	0.00	(20,000.00)			Photocopier
3-32-10-00-630	PW - Mach & Equipment - Sale Of Assets	(112,425.67)	(300,000.00)	0.00	(300,000.00)			
3-32-10-00-840	PW - Provincial Conditional Grants	(554,768.71)	(961,500.00)	0.00	(961,500.00)			MSI Capital (BF79327, Packers, Chuck&Angle Blades, Pallet
3-32-10-00-920	PW - Contributed From Capital Reserve	(4,555.72)		0.00	0.00			Forks, Grader Motor)
3-32-30-00-650	PW - Vehicles - Sale of Assets	(28,792.66)		0.00	0.00			
3-32-30-00-930	PW - Contributed From Operating	(14,884.00)		0.00	0.00			
3-41-10-00-840	Reg Water - Provincial Conditional Grant	(99,349.14)	(251,900.00)	0.00	(251,900.00)			MSI Capital (Hydrants, Pump Rebuild, Service Pump, Booster
3-41-10-00-920	Reg Water - Contributed From Capital Reserve	0.00		0.00	0.00			Pump, Generator)
3-42-00-00-920	Wastewater - Contributed From Capital Reserve	(10,000.00)		0.00	0.00			
3-53-00-00-920	Medical Clinic - Contri from Capital Reserves	(108,727.27)	(400,000.00)	0.00	(400,000.00)			S.R. Health Centre
3-63-10-00-630	ASB - Mach & Equipment - Sale Of Assets	0.00	(10,000.00)	0.00	(10,000.00)			Sale of mowers
3-63-10-00-650	ASB - Vehicles - Sale Of Assets	(4,425.67)		0.00	0.00			
3-63-10-00-840	ASB - Prov Conditional Grant	0.00	(111,000.00)	0.00	(111,000.00)			MSI Capital (Roadside mowers, Spray Trk Attachment,
3-63-10-00-920	ASB - Contributed From Capital Reserve	0.00		0.00	0.00			Incinerator)
		(951,561.84)	**(2,059,400.00)**	**0.00**	(2,059,400.00)			
	(1,324,400.00)							
	Capital Expense							
4-11-10-00-764	Council - Add to Capital Reserve	13,633.00		0.00	0.00			
4-12-10-00-630	Gen Admin - Machinery And Equipment	0.00	25,000.00	0.00	25,000.00			Photocopier
4-32-10-00-610	PW - Engineering Structure	4,555.72		0.00	0.00			
4-32-10-00-650	PW - Vehicles	78,540.10		0.00	0.00			
4-32-30-00-610	PW - Gen Maint - Engineering Structures	92,627.00	80,000.00	0.00	80,000.00			BF79327
4-32-30-00-630	PW - Gen Maint - Machinery & Equipment	504,664.94	1,181,500.00	192,000.59	989,499.41		16%	Wobbly Packers, Chuck & Angle Blades, Pallet Forks,
4-32-30-00-650	PW - Gen Maint - Vehicles	35,039.00		0.00	0.00			Grader Motor
4-41-10-45-610	Reg Water - Engineering Structure	59,980.71	85,400.00	81,740.26	3,659.74		96%	Hamlet Hydrants,Wanham Pump, Service Pump, Booster Pu
4-41-10-45-630	Reg Water - Machinery & Equipment	0.00	166,500.00	99,886.05	66,613.95		60%	Generator
4-41-10-45-650	Reg Water - Vehicles	39,368.43		0.00	0.00			
4-42-10-00-610	Wastewater - Engineering Structure	10,000.00		0.00	0.00			
4-53-00-00-620	Medical Clinic - Buildings	108,727.27	400,000.00	127,907.89	272,092.11		32%	S.R. Health Centre
4-63-10-00-630	ASB - Machinery & Equipment	0.00	121,000.00	115,012.05	5,987.95		95%	Roadside Mowers, Spray Trk Attachment, Incinerator
4-63-10-00-764	ASB - Admin - Add To Capital Reserve	4,425.67		0.00	0.00			
		951,561.84	**2,059,400.00**	**616,546.84**	1,442,853.16		30%	

August 28, 2017

The Honourable Shaye Anderson, Minister of Municipal Affairs
132 Legislature Building
100800 – 97 Avenue
Edmonton, AB T5K 2B6

Dear Minister Anderson,

Re: Payment of School Tax and Seniors Housing Requisitions on Delinquent (Accounts) Oil and Gas Companies

Birch Hills County provides its support to the County of Stettler No. 6 request for immediate action on an issue that we have also been facing for many years, that being that we are obligated to collect and remit School Tax and Seniors Housing requisitions on behalf of the provincial government, regardless whether the County itself has received payments from the ratepayers. In many cases, the oil and gas company ratepayers have become insolvent, and the County has been unable to recover the significant School Tax and Seniors' Housing requisitions levied against these companies

The mandatory School Tax and Seniors' Housing requisitions remittances for these companies is paid out of our municipality's operating budgets, and our inability to then collect theses remittances is causing a hardship for our families and taxpayers.

From 2013 to 2016, Birch Hills County was obligated to collect and then forward $22,465.20 in School Tax requisitions and $1,047.20 in Senior Housing requisitions to the Alberta Government on behalf of oil and gas companies which we were unable to collect from. These uncollectable amounts, which we view as properly being a burden of the Province, were required to be paid from our operating budgets, and comes from our taxpayers' pockets.

We are currently predicting an additional loss in 2017 of $24,020.51 in School Tax remittances and $843.84 in Senior Housing remittances for oil and gas companies already in arrears, or that we have been advised will be going into receivership.

Proceeds from the sale of many of the gas and oil companies facing insolvency proceedings are insufficient to cover the County's claim for tax arrears and the assets are sold "free and clear" of the County's claim for unpaid taxes. In other cases, the insolvent company's assets are not purchased but instead transferred to the Orphan Well Association for abandonment and reclamation. In both cases, the amounts owed to the County, which are often significant, are entirely unrecoverable. This has left the County with no ability to recover not only its own outstanding taxes, but also the School Tax and Seniors' Housing requisitions that the County is obligated to collect on behalf of the Province.

In addition to this, we encounter situations where Assessment Services Branch of Municipal Affairs continues to issue assessments in respect to assets which are no longer in operation and that are owned by companies that are insolvent. In these cases, the County is obligated to issue assessment and tax notices, which include School Tax and Seniors' Housing requisitions, even where there is little or no prospect of ever recovering the levied amounts.

Our County is already carrying the burden of uncollected taxes from the industry in the amount of $90,147.46, with a further prediction of $170,268.76 in losses for 2017. Adding the province's uncollected requisitions to our municipal tax deficit is a burden families living in our County should not have to carry.

In light of challenging circumstances faced by the County, our request can be summarized as follows:

1. We are asking for your attention and immediate action to this problem. We respectfully ask that the Minister consider reimbursing the County for uncollectable School Tax and Seniors' Housing requisition remittances from 2013 to 2016 totaling $23,512.40; and we strongly believe moving forward we should no longer carry the responsibility and burden of paying the province's School Tax and Seniors' Housing remittance on behalf of delinquent oil and gas sector industry.

2. Furthermore, we believe the continuation of Municipal Affairs Assessment Services Branch to allow for the taxation of properties they know, or should know, are in insolvency or under protection, is improper. Municipal Affairs Assessment Services Branch is intentionally and deliberately passing on a provincial debt to a municipality, knowing it will be unable to collect on that bad debt. We respectfully request more principled action from our provincial leaders.

3. We ask that future amendments to the MGA and other provincial legislation be considered to improve the ability of municipalities to recover unpaid taxes levied against oil and gas operations and the associated machinery and equipment and linear property. For instance, payment fo outstanding municipal taxes might become a prerequisite to transfers of oil and gas assets.

We thank you for your attention to this growing problem.

Sincerely,

Marvin Doran, Reeve
Birch Hills County

Cc: Honourable Rachel Notley, M.L.A., Premier of the Province of Alberta
Ms. Margaret McCuaig-Boyd, M.L.A. for Dunvegan-Central Peace-Notley
Mr. Al Kemmere, President, AAMDC
Ms. Lisa Holmes, President, AUMA

August 28, 2017

Eaglesham Lakeside Golf and Country Club
P0 Box 182
Eaglesham Alberta
T0H 1H0

Re: Letter of Support for Eaglesham Lakeside Golf and Country Club to apply for Community Initiatives Program (CIP) funding

Birch Hills County is pleased to learn that the Golf Course is working on the replacement of its rough mower in the upcoming year.

The hard work and dedication of your board and membership ensures that the residents of not only this County, but those of our surrounding municipalities and the visitors to this region have access to a first-class facility that is in excellent condition and the envy of many.

We understand that you plan to apply to the Province for funding under the Community Initiatives Program (CIP) funding to assist in the purchase of this vital piece of equipment. We are happy to provide this letter of support for your project, and look forward to receiving updates as progress is made.

Sincerely,

Marvin Doran, Reeve
Birch Hills County

Birch Hills County

August 28, 2017

National Energy Board
Attention: Sheri Young, Secretary of the Board
Suite 210 - 517 10th Ave SW
Calgary, AB T2R 0A8

Dear Ms. Young

Re: NGTL Peace River Mainline Abandonment Hearing Order MH-002-2017
NEB File No. OF-Fac-Gas-N081-2016-08-01

Birch Hills County is Municipality with landowner residents and municipal lands directly affected by NGTL's pending PRM abandonment application. In this regard, please be advised that Birch Hills County has joined CAEPLA/PRMLC's intervention. We have reviewed and support CAEPLA/PRMLC's position as per CAEPLA/PRMLC's Written Evidence filed with the Board July 25/17.

On behalf of Birch Hills County, we have requested that CAEPLA/PRMLC file a copy of this letter with the Board to supplement CAEPLA/PRMLC's Written Evidence and to be included in the Board's record of this proceeding. If you have any questions or require further information in this regard, please contact CAEPLA/PRMLC's counsel.

Sincerely,

Marvin Doran, Reeve
Birch Hills County

Grande Spirit Foundation

"We serve seniors, families and individuals by providing quality affordable housing"

September 6, 2017

The air is turning cool, the leaves are falling, and the kids started back to school. It's soon time for the Friends of the Grande Spirit Foundation Harvest Dinner. We invite you to save the date of October 14, 2017 at 5:00 for cocktails followed by a dinner, auction and dance featuring Night Ryders at the Stonebridge Hotel.

Our corporate tables cost $550.00 and include advertising and wine. Individual tickets are $60. In the event that you wish to purchase tickets but can not attend, we would be glad to find worthy folks who would be happy to use them.

This annual fundraiser is successful because of companies like yours and people like you!

Please consider purchasing tickets or donating an auction item. All funds raised support our local seniors by allowing us to buy things like recreation equipment, outdoor furniture and swings and many other extras that make our lodges feel more like home.

For more information or if you wish to donate or buy tickets, please contact Wendy at 780-978-3310 or Tracy at 780-538-1818 or by email at tmcgregor@grandespirit.org.

Thank you in advance for your consideration.

Sincerely,

Tracy McGregor

On behalf of Friends of the Foundation

9505 - 102 Avenue, Grande Prairie, Alberta T8V 7G9
Telephone: (780) 532-2905 Fax: (780) 539-3155

STARS® SHOCK TRAUMA AIR RESCUE SERVICE FOUNDATION

September 7, 2017

Reeve Doran and Council
Birch Hills County
Attn: Hermann Minderlein
PO Box 157
Wanham, AB T0L 3P0

Dear Council Members;

Thank you for Birch Hills County's unwavering support of STARS with receipt of your 2017 pledge of support in the amount of $32,000. Words cannot express the depth of our gratitude for the profound leadership and commitment that your council continues to demonstrate to all Albertans. It takes a council like yours, to instill positive change and make the world a better place.

STARS is fortunate to have municipal partners like Birch Hills County, who recognize STARS as a valued asset to safeguard that the highest levels of patient care is available. Thank you for helping STARS to ensure the safety and a quality of life for your residents.

I look forward to continuing to work closely with your council. Please do not hesitate to contact me directly @ 780-830-7006 or 780-512-6205 (cell), if I can be of further assistance.

Thank you for being our ***"partners in saving lives."***

Sincerely,

Glenda Farnden
Sr. Municipal Relations Liaison
STARS Foundation
gfarnden@stars.ca