



Regular Council Meeting
Council Chambers
March 13, 2017 at 6:00 p.m.

1. **Call to Order**
Moment of Reflection 6:00 p.m. Mayor
2. **Modification to or Adoption of Agenda**
3. **Adoption of Minutes**
3.1 February 27, 2017 Regular Council Meeting Minutes
4. **Public Address**
5. **Presentations**
6. **Finance**
6.1 2016 Fourth Quarter Fiscal Year End Report
6.2 RFD Fiscal Year End Transfers
6.3 Capital Projects Report – January 2017
6.4 Capital Projects Report – February 2017
7. **Public Hearings**
8. **Bylaws**
9. **Administration Reports**
10. **Unfinished Business**
11. **New Business**
11.1 RFD Appointment of Interim Chief Administrative Officer
12. **Municipal Area Partnership (MAP)**
13. **Council Reports**
13.1 Councillor McFadden – Mountain View Waste Commission Regular Meeting
13.2 Councillor McFadden – Municipal Library Board Meeting Minutes
13.3 Councillor Funke – March 2017 Meetings
14. **Correspondence**



Regular Council Meeting
Council Chambers
March 13, 2017 at 6:00 p.m.

15. **Notice of Motion**
16. **In-Camera**
17. **Adjournment**

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MINUTES OF THE REGULAR COUNCIL MEETING OF THE MUNICIPAL COUNCIL OF THE TOWN OF SUNDRÉ IN THE PROVINCE OF ALBERTA HELD MONDAY, FEBRUARY 27, 2017 IN THE TOWN OF SUNDRÉ COUNCIL CHAMBERS

PRESENT Mayor Terry Leslie, Councillors: Cheri Funke, Verna McFadden, Paul Isaac, Chris Vardas, and Nolan Blatchford

ABSENT Councillor Myron Thompson

STAFF Angie Lucas, Interim, CAO (Director of Planning and Operational Services)
Vic Pirie, Director of Finance and Administration
Denica Crosbie, Planner
Jon Allan, Economics Development Officer
Cynthia Robey, Legislative Executive Assistant

CALL TO ORDER

Mayor Leslie called the meeting to order at 6:00 p.m., with a moment of reflection.

MODIFICATION TO OR ADOPTION OF AGENDA

- 54/17** Councillor Isaac moved that the Town of Sundre Council adopt the February 27, 2017 Regular Council Meeting Agenda, with the following additions/deletions/amendments:
- Removal of Item 6.1 Report on 2016 Fiscal Year End, to be placed on the March 6 2017 Council Workshop
 - Removal of Item 6.2 RFD Fiscal Year End Transfers, to be placed on the March 6 2017 Council Workshop
 - Addition of one item of In-Camera – Personnel
 - Addition of Correspondence item: email from local business

CARRIED

ADOPTION OF THE PREVIOUS MINUTES

55/17 Councillor Vardas moved that the Town of Sundre Council adopt the January 31, 2017 Special Council Meeting Minutes, as presented. **CARRIED**

56/17 Councillor Blatchford moved that the Town of Sundre Council adopt the February 13, 2017 Regular Council Meeting Minutes, as presented. **CARRIED**

57/17 Councillor McFadden moved that the Town of Sundre Council adopt the February 16, 2017 Special Council Meeting Minutes, as presented. **CARRIED**

PUBLIC ADDRESS

Ms. Heidi Overguard addressed Council about a proposed change to the Rodeo Parade route, explaining that the new route would be a better option logistically than the parade route used previously. Ms. Overguard gave a brief summary and examples to support the route change. There will be more space for vehicle traffic and parking with the new route, and an advertisement of this change will be put into the newspaper.

Ms. Overguard also asked Council to consider naming March 7th as “Sundre Hospital Appreciation Day,” as a dedication to how much work was involved to keep the hospital open during this past year.

PRESENTATIONS**FINANCE****PUBLIC HEARINGS****BYLAWS****Land Use Amendment – Bylaw 02.17**

58/17 Councillor McFadden moved that the Town of Sundre Council accepts the First Reading of Bylaw 02.17, being a bylaw to amend Bylaw 705 and Bylaw 03.16. **CARRIED**

Bylaw 05.16 – Amendment Land Use Bylaw #705

59/17 Councillor Isaac moved that the Town of Sundre Council accepts First Reading of Bylaw No. 05.16, being a bylaw to amend the Land Use Bylaw 705 to re-designate a portion of lands 0.106 ha (0.261 acres), Lot 10ER, block 1, Plan 8711392 from Environmental Reserve (ER) to Central Commercial District (C-1) as per attached Schedule “A”. **CARRIED**

Mr. Marty Mennear addressed Council, explaining which buildings were formerly on the adjacent property, and also commented that he was pleased with the outcome concerning the proposed land use amendment.

ADMINISTRATION REPORTS**UNFINISHED BUSINESS****NEW BUSINESS****Rodeo Parade**

60/17 Councillor McFadden moved that the Town of Sundre Council approve the Sundre Pro Rodeo Parade Committee’s request to hold the annual Sundre Pro Rodeo Parade as shown on the Parade route map on June 24, 2017.

AND

The Town of Sundre Council approves the request to relax Noise Bylaw 818 for the Sundre Pro Rodeo Parade on June 24, 2017.

AND

The Town of Sundre Council approves the request for the Sundre R.C.M.P. Detachment to provide two members to lead the annual parade and 1 Special Constable to assist with traffic control.

CARRIED

61/17

Flag Policy

Councillor Blatchford moved that The Town of Sundre Council approve of Policy A-008-00 Flag Policy, as presented. **CARRIED**

62/17

Broadband

Councillor Vardas moved that the Town of Sundre Council requests that Administration conduct public consultations that will simultaneously seek to determine a) the market demand for broadband internet in Sundre, and b) the public appetite to have public dollars used to invest into a broadband network. **CARRIED**

63/17

Fees for Garbage Bags

Councillor Funke moved that the Town of Sundre Council approves setting a 2017 \$4.00 fee per garbage bag for residents to purchase and further;

That the fee be reviewed and included in future annual fee bylaws approved by the Council of the Town of Sundre. **CARRIED**

64/17

Touch Pad

Councillor Isaac moved that the Town of Sundre Council approves the purchase and commissioning of a new touchpad system for the Town's bulk water station and furthermore;

Such touchpad system not to exceed \$15,500 with such cost to be recovered through the Town's unallocated water reserves. **CARRIED**

65/17

Per Diem

Mayor Leslie moved that the Town of Sundre Council approve the payment of a per diem, in accordance with *Policy No. A-001 Council Remuneration* for the attendance of any Councillor or the Mayor at the Special Council Meetings of January 3, 2017, January 31, 2017, and February 16, 2017. *Voted For:* Mayor Leslie, Councillors: Vardas, Isaac, McFadden, Blatchford. *Voted Against:* Councillor Funke. **CARRIED**

66/17

Councillor Funke moved that the Town of Sundre Council approve the payment of per diem, for the Mayor and Councillors to attend the Special Council Meeting (off-site) on March 6, 2017.

CARRIED

Mayor Leslie moved that the Town of Sundre Council directs Administration to form a public committee to examine the current policy A-001 Council Remuneration, for review of the policy so that the incoming new council will have a better understanding of Council Remuneration, and that the Policy is in alignment to what other municipalities have implemented.

Mayor Leslie withdrew the above Motion.

67/17 Resignation of Interim Chief Administrative Officer

Councillor Blatchford moved that the Town of Sundre Council accepts, with regret and gratitude, the resignation of Ms. Angie Lucas, from the Interim Chief Administrative Officer position effective Friday, March 10, 2017. **CARRIED**

MUNICIPAL AREA PARTNERSHIP (MAP)

Mayor Leslie called a recess at 7:19 p.m. Council Meeting resumed at 7:24 p.m.

COUNCIL REPORTS

Councillor Funke – Council Committee Report – Jan/Feb 2017

Councillor Funke – Verbal Report - Greenwood Neighbourhood Place

Three Grant Applications have been submitted and all have been approved.

Councillor Vardas – Verbal Report - Metal Banner Signs

The Town of Innisfail is using unique signage that Councillor Vardas would like to see in Sundre. He proposes that local artists be approached to do the design of the signage. This topic will be added to a future Council Workshop Agenda for further discussion.

Councillor Isaac – Verbal Report - Hockey Alberta – bulletin

Councillor McFadden – Verbal Reports:

Bringing Art Work to Sundre
Sundre Library Upgrades and Renovations
Family Literacy
Sundre Municipal Library Board

Mayor Leslie – Verbal Report

Forestry Day at the Legislature & Spring Mayor's Caucus

68/17 Councillor Isaac moved that the Town of Sundre Council accepts all Council Reports, as presented.
CARRIED

CORRESPONDENCE

Mountain View County – Gravel Pit Re-designation and Land Use Bylaw Amendment

211 Services coming to Mountain View County

Membership in Parkland Community Planning services (PCPS) – request for reply

The Lending Cupboard – request for meeting with Council

Sundre Hospital Appreciation Day

Letter from Minister Anderson – 16th Annual Minster's Award for Municipal Excellence

Sundre Municipal Library Plan of Service 2017 - 2020

Capital Pressure – email received

69/17 Councillor Vardas moved that the Town of Sundre Council declares that March 7th be proclaimed as *Sundre Hospital Appreciation Day* and to advertise this announcement on the website.
CARRIED

- 70/17** Councillor Isaac moved that the Town of Sundre Council accept the correspondence, as presented, and directed the Planning Department to form a reply letter to Mountain View County concerning the gravel pit re-designation;
- And Council asked Administration to bring the 211 Services information back to a Council Meeting again for re-consideration;
- And Council asked Administration to respond in writing to the Parkland Community Planning Services, thanking them for their offer but to decline the membership;
- And Council referred a response to the Lending Cupboard regarding their request for a meeting with Council, to Councillor Funke.
- And Council asked Administration to prepare background information to create a presentation to Minister Anderson concerning Broadband and Recycling, and to bring the background information to a future Council Meeting for review and discussion. **CARRIED**

NOTICE OF MOTION

- 71/17** Councillor Blatchford moved that the Town of Sundre Council move to go into In-Camera at 7:50 p.m. **CARRIED**

IN-CAMERA

Personnel – FOIPP Section 17
Personnel – FOIPP Section 17

- 72/17** Councillor Funke moved that the Town of Sundre Council move to come out of In-Camera at 8:06 p.m. **CARRIED**

ADJOURNMENT

- 73/17** Councillor Isaac moved that the Town of Sundre Council adjourn the meeting at 8:07 p.m. **CARRIED**

Mayor

I hereby certify these minutes are correct.

Interim Chief Administrative Officer

TOWN OF SUNDRÉ			
2016 BUDGET			
SUMMARY			
	2016		2016
	Estimated		Revised
	Year End		Budget
Expenditures			
Operational Expenses	6,355,680		6,700,782
Transfer to Reserves	1,433,440		1,004,646
Transfer to Operating Functions	6,463		6,463
Transfer to Capital	520,098		227,000
Transfer to Grants	1,006,200		893,353
Debenture Servicing	458,097		458,097
Total Expenditures	9,779,978		9,290,341
Revenues			
Operational	4,995,041		4,780,682
Provincial Conditional Grants	1,008,169		956,656
Transfer from Reserves	441,575		161,463
Grant Utilization	327,104		108,000
Transfer from Operating Functions	-		50,000
Total Revenues	6,771,889		6,056,801
Excess Expenditures over Revenues	3,008,089		3,233,540
Fortis Alberta Franchise Fee - 5%	(82,982)		(87,745)
Fortis Alberta Franchise Fee - 2%	(33,193)		(35,097)
Transfer to Infrastructure Reserve	33,193		35,097
Total Tax Requirement	2,925,107		3,145,795
Tax Allocation			
Total Taxes Required			
Property Tax - Residential	2,969,932		2,928,602
Property Tax - Non Residential	1,084,971		1,223,786
Property Tax - Farm Land	763		1,234
Machinery & Equipment	937		923
Mountain View Seniors Housing	-		53,361
Linear	150,361		-
Total Taxes Collected	4,206,964		4,207,906
			Tax Rate Bylaw No. 04-16
Less Requisitions			
Alberta School Foundation Fund			
Residential/Farmland	710,659		710,659
Non-Residential	294,950		294,950
Mountain View Seniors Housing	53,361		53,361
Total Requisitions for the Year	1,058,970		1,058,970
Total Taxes Available for Operations	3,147,994		3,148,936
Total Taxes Required for Operations	2,925,107		3,145,795
Tax Cancellations	54		-
Annexation Costs to Mountain View County	34,926		34,926
Operational Surplus/(Deficit) for the Year	187,907		(31,785)
Transfer (to)/from Budget Stabilization Reserve	-		11,271
Net Surplus/(Deficit) for the Year	187,907		(20,514)

**TOWN OF SUNDRE
2016 BUDGET
Allocation of Excess Funds**

Excess Funds for the Year	187,907
Proposed Allocations	
Transfer to General Reserves	
CAO Transistion	62,500
Budget Stabilization 2016 Contribution	60,000
Computer Evergreening - 2016	5,000
Transfer to Snow Reserve	50,000
Balance of Funds Available	<u><u>10,407</u></u>

TOWN OF SUNDRE
2016 BUDGET
2017 Tax Assessment Adjustment

2017 Approved Budget

Split Tax Rate	Residential	Commercial	Commercial Vacant	Annexed Residential	Totals	
2016 Assessments	285,583,910	71,710,900	8,042,420	2,677,700	368,014,930	
Assessment Increase/decrease	2,941,524	738,625	0	0	3,680,149	1.00%
Estimated 2017 Assessment	288,525,434	77.62% 72,449,525	19.49% 8,042,420	2.16% 2,677,700	0.72% 371,695,079	
2017 Mill Rate	7.972	3.00% 11.764	3.00% 15.000	0.00% 2.810	0.00% MVC Rate	
		9.68 MVC rate				
Tax Revenue	2,300,125	70.38% 839,665	25.69% 120,636	3.69% 7,524	0.23%	
Total Tax Revenue	3,267,951					

2017 Assessment as at Feb 28/17

Split Tax Rate	Residential	Commercial	Commercial Vacant	Annexed Residential	Totals
2017 Actual Assessment	283,965,210	77.94% 69,890,920	19.18% 7,854,960	2.16% 2,644,690	0.73% 364,355,780
2017 Mill Rate	7.972	3.00% 11.764	3.00% 15.000	0.00% 2.810	0.00% MVC Rate
		9.98 MVC rate			
Tax Revenue	2,263,771	70.70% 812,733	25.38% 117,824	3.68% 7,432	0.23%
Total Tax Revenue	3,201,760	Shortfall: 66,191	to be covered from the Budget Stabilization Fund		

Difference between Estimated Assessment and Actual Assessment to Feb 28/17

Split Tax Rate	Residential	Commercial	Commercial Vacant	Annexed Residential	Totals
2017 Actual Assessment	283,965,210	69,890,920	7,854,960	2,644,690	364,355,780
2016 Actual Assessment	285,583,910	71,710,900	8,042,420	2,677,700	368,014,930
Assessment Change from 2016 to 2017	-1,618,700	-1,819,980	-187,460	-33,010	-3,659,150
Percentage Change	-0.57%	-2.54%	-2.33%	-1.23%	-0.99%
2017 Actual Assessment	283,965,210	69,890,920	7,854,960	2,644,690	364,355,780
2017 Estimated Approved Budget	288,525,434	72,449,525	8,042,420	2,677,700	371,695,079
Assessment Change from Estimate to Actual	-4,560,224	-2,558,605	-187,460	-33,010	-7,339,299
Percentage Change	-1.61%	-3.66%	-2.39%	-1.25%	-2.01%



**TOWN OF SUNDRE
2016 BUDGET
OPERATIONS**

Description	Actual	Budget
Revenues		
Operational	4,995,041	4,780,682
Provincial Conditional Grants	1,008,169	956,656
Transfer from Reserves	441,575	161,463
Grant Utilization	327,104	108,000
Transfer from Operating Functions	-	50,000
Total Revenues	6,771,889	6,056,801

Expenditures			
Salaries & Wages	2,024,787	2,158,280	133,493
Per Diem	18,300	23,000	
Benefits	493,651	519,710	26,059
Operational Costs	3,818,942	3,999,792	159,552
Total Operational Costs	6,355,680	6,700,782	
Transfer to Reserves	1,433,440	1,004,646	
Transfer to Operating Functions	6,463	6,463	
Transfer to Capital	520,098	227,000	
Transfer to Grants	1,006,200	893,353	
Debenture Payments	458,097	458,097	
Total Expenditures	9,779,978	9,290,341	

Amount to Come from Taxes (3,008,089) (3,233,540)

Reserves	Tax Based		Fee Based		Total	
	Actual	Budget	Actual	Budget	Actual	Budget
Transfer to Reserves	731,617	429,866	701,823	574,780	1,433,440	1,004,646
Transfer from Reserves	351,576	82,463	89,999	79,000	441,575	161,463
Net Changes to Reserves	380,041	347,403	611,824	495,780	991,865	843,183
		32,638		116,044		148,682

**TOWN OF SUNDRE
2016 BUDGET
GENERAL**

Cost Centre: 00

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Revenues							
1-00-00-510-00	TAX PENALTIES & COSTS	68,848	-	68,848	55,000	13,848	25.18% 1
1-00-00-550-00	INTEREST	42,826	-	42,826	42,000	826	1.97%
1-00-00-590-00	OTHER REVENUE Tax Caveats	-	-	-	-	-	#DIV/0!
	TOTAL REVENUE	111,674	-	111,674	97,000	14,674	15.13%
Expenses							
	TOTAL EXPENSES	-	-	-	-	-	
	NET SURPLUS/DEFICIT	111,674	-	111,674	97,000	14,674	15.13%
1) Reflects actual tax penalties applied in 2016							

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**TOWN OF SUNDRÉ
2016 BUDGET
LEGISLATIVE SERVICES**

Cost Centre: 11							
Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Revenues							
1-11-00-840-00	LEGISLATIVE - PROVINCIAL GRANT	-	-	-	-	-	0.00%
1-11-00-920-00	LEGISLATIVE - TRANSFER FROM RESERVES	24,876	-	24,876	20,000	4,876	24.38% 1
	TOTAL REVENUE	24,876	-	24,876	20,000	4,876	24.38%
Expenses							
2-11-00-110-00	LEGISLATIVE - SALARIES & WAGES	164,970	-	164,970	205,863	40,893	19.86% 2
2-11-00-110-01	LEGISLATIVE - WCB	1,976	-	1,976	-	(1,976)	0.00% 2
2-11-00-115-00	LEGISLATIVE - PER DIEM	18,300	-	18,300	23,000	4,700	20.43% 2
2-11-00-130-00	LEGISLATIVE - EI & CPP	7,304	-	7,304	8,727	1,423	16.31% 2
2-11-00-131-00	LEGISLATIVE - LAPP	8,498	-	8,498	12,288	3,790	30.84% 2
2-11-00-132-00	LEGISLATIVE - AUMA	781	-	781	1,296	515	39.74% 2
2-11-00-133-00	LEGISLATIVE - SUNLIFE	6,162	-	6,162	6,911	749	10.84% 2
2-11-00-200-00	LEGISLATIVE - GENERAL SERVICES & MEETING FEES	7,983	-	7,983	6,500	(1,483)	-22.82%
2-11-00-207-00	LEGISLATIVE - IT SUPPORT	5,360	-	5,360	5,050	(310)	-6.14%
2-11-00-211-00	LEGISLATIVE - TRAVEL & SUBSISTENCE - COUNCIL	17,885	-	17,885	20,930	3,045	14.55%
2-11-01-211-00	LEGISLATIVE - TRAVEL & SUBSISTENCE - CAO	21,337	-	21,337	6,250	(15,087)	-241.39% 3
2-11-01-211-01	LEGISLATIVE - TRAVEL & SUBSISTENCE - STAFF	-	-	-	870	870	100.00%
2-11-00-216-00	LEGISLATIVE - TELEPHONE	5,310	-	5,310	7,200	1,890	26.25%
2-11-00-217-00	LEGISLATIVE - POSTAGE	615	-	615	1,240	625	50.40%
2-11-00-220-00	LEGISLATIVE - COMMUNICATION INITIATIVES	5,028	-	5,028	6,655	1,627	24.45%
2-11-00-223-00	LEGISLATIVE - MUN. MBERSHIP/CONFER. FEES - COUNCIL	10,181	-	10,181	15,555	5,374	34.55% 4
2-11-01-223-00	LEGISLATIVE - MUN. MBERSHIP/CONFER. FEES - CAO	2,387	-	2,387	2,268	(119)	-5.25%
2-11-01-223-01	LEGISLATIVE - MUN. MBERSHIP/CONFER. FEES - STAFF	-	-	-	1,100	1,100	100.00%
2-11-00-230-00	LEGISLATIVE - LEGAL SERVICES	17,768	-	17,768	3,000	(14,768)	-492.27% 5
2-11-00-500-00	LEGISLATIVE - GENERAL GOODS & SUPPLIES	980	-	980	750	(230)	-30.67%
2-11-00-517-00	LEGISLATIVE - TRAINING	-	-	-	1,000	1,000	100.00%
2-11-00-535-00	LEGISLATIVE - OFFICE SUPPLIES	1,873	-	1,873	1,600	(273)	-17.06%
2-11-00-555-00	LEGISLATIVE - COMPUTER HARDWARE & SOFTWARE	24,876	-	24,876	20,200	(4,676)	-23.15% 1
2-11-00-560-00	LEGISLATIVE - EQUIPMENT REPAIR & MAINTENANCE	-	-	-	250	250	100.00%
2-11-00-760-00	LEGISLATIVE - TRANSFER TO RESERVES	-	-	-	-	-	0.00%
	TOTAL EXPENSES	329,574	-	329,574	358,503	28,929	8.07%
	NET SURPLUS/DEFICIT	(304,698)	-	(304,698)	(338,503)	33,805	
1)	Broadband approved by Council						
	Transferred from Infrastructure Reserve - \$24,876						
	To cover broadband costs expensed in computer hardware & software						
2)	Changes due to staff turnover and allocation changes						

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3)	Over expenditure due to reimbursement of moving costs for previous CAO.							
4)	Council refrained from utilizing their full budget							
5)	Legal costs associated with review of lease agreements, Memorandum of Understanding, and personnel issues							

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**TOWN OF SUNDRE
2016 BUDGET
CORPORATE SERVICES**

Cost Centre: 12

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
1-12-00-410-00	CORP. SERV. - SALE OF SERVICES & SUPPLIES	-	-	-	-	-	0.00%
1-12-00-411-00	CORP. SERV. - TAX/ASSESSMENT CERTIFICATES	8,085	-	8,085	7,750	335	4.32%
1-12-00-413-00	CORP. SERV. - SALE OF ASSETS	-	-	-	-	-	0.00%
1-12-00-414-00	CORP. SERV. - FAX/PHOTOCOPYING REVENUE	239	-	239	-	239	0.00%
1-12-00-550-00	CORP. SERV. - INTEREST REVENUE	-	-	-	8,341	(8,341)	-100.00%
1-12-00-555-00	CORP. SERV. - ACCTS RECEIVABLE PENALTIES	3,145	-	3,145	1,665	1,480	88.89%
1-12-00-560-00	CORP. SERV. - OFFICE RENTAL REVENUE	-	-	-	-	-	0.00%
1-12-00-590-00	CORP. SERV. - OTHER INCOME	129,444	(82,982)	46,462	500	45,962	9192.40%
1-12-00-840-00	CORP. SERV. - PROV. CONDITIONAL GRANT	727,504	-	727,504	743,898	(16,394)	-2.20%
1-12-00-920-00	CORP. SERV. - TRANSFER FROM RESERVES	5,800	-	5,800	-	5,800	0.00%
1-12-00-925-00	CORP. SERV. - GRANT UTILIZATION	-	-	-	-	-	0.00%
1-12-00-925-01	CORP. SERV. - UTILIZATION PROVINCIAL OPERATING	-	-	-	-	-	0.00%
1-12-00-930-00	CORP. SERV. - TRANS. FROM OPERATING FUNCTION	-	-	-	50,000	(50,000)	-100.00%
1-12-00-940-00	CORP. SERV. - TRANSFER FROM CAPITAL FUNCTION	-	-	-	-	-	0.00%
	TOTAL REVENUE	874,217	(82,982)	791,235	812,154	(20,919)	-2.58%
Expenses							
2-12-00-110-00	CORP. SERV. - SALARIES & WAGES	140,791	-	140,791	140,526	(265)	-0.19%
2-12-00-110-01	CORP. SERV. - WCB	1,413	-	1,413	-	(1,413)	0.00%
2-12-00-130-00	CORP. SERV. - EI & CPP	6,607	-	6,607	6,995	388	5.55%
2-12-00-131-00	CORP. SERV. - LAPP	15,534	-	15,534	16,993	1,459	8.59%
2-12-00-132-00	CORP. SERV. - AUMA	1,585	-	1,585	1,779	194	10.91%
2-12-00-133-00	CORP. SERV. - SUNLIFE	8,056	-	8,056	8,541	485	5.68%
2-12-00-134-00	CORP. SERV. - WELLNESS ACCOUNT	4,469	-	4,469	5,000	531	10.62%
2-12-00-200-00	CORP. SERV. - GENERAL SERVICES	16,473	-	16,473	25,125	8,652	34.44%
2-12-00-201-00	CORP. SERV. - OFFICE CLEANING	25,353	-	25,353	26,186	833	3.18%
2-12-00-207-00	CORP. SERV. - IT SUPPORT	28,026	-	28,026	25,450	(2,576)	-10.12%
2-12-00-211-00	CORP. SERV. - TRAVEL & SUBSISTENCE	2,683	-	2,683	4,715	2,032	43.10%
2-12-00-215-00	CORP. SERV. - FREIGHT	680	-	680	300	(380)	-126.67%
2-12-00-216-00	CORP. SERV. - TELEPHONE/FAX	10,424	-	10,424	12,496	2,072	16.58%
2-12-00-217-00	CORP. SERV. - POSTAGE	2,400	-	2,400	2,960	560	18.92%
2-12-00-220-00	CORP. SERV. - ADVERTISING & PROMOTION	2,597	-	2,597	3,275	678	20.70%
2-12-00-222-00	CORP. SERV. - SUBSCRIPTIONS & PUBLICATIONS	352	-	352	200	(152)	-76.00%
2-12-00-223-00	CORP. SERV. - MUN. MEMBERSHIP/CONF. FEES	4,603	-	4,603	8,905	4,302	48.31%
2-12-00-230-00	CORP. SERV. - LEGAL SERVICES	894	-	894	3,000	2,106	70.20%
2-12-00-236-00	CORP. SERV. - AUDIT SERVICES	15,183	-	15,183	13,789	(1,394)	-10.11%
2-12-00-260-00	CORP. SERV. - RENTALS-COPIER/POSTAGE/PWCS	3,824	-	3,824	25,930	22,106	85.25%
2-12-00-274-00	CORP. SERV. - INSURANCE	7,220	-	7,220	7,313	93	1.27%
2-12-00-340-00	CORP. SERV. - ASSESSOR & ASSESSMENT SERVICES	37,479	-	37,479	45,288	7,809	17.24%
2-12-00-500-00	CORP. SERV. - GENERAL SUPPLIES	1,973	-	1,973	3,150	1,177	37.37%



2-12-00-515-00	CORP. SERV. - EMPLOYEES FLOWERS/SERVICE	648	-	648	7,500	6,852	91.36%	9
2-12-00-517-00	CORP. SERV. - EDUCATIONAL ASSISTANCE	4,555	-	4,555	3,000	(1,555)	-51.83%	10
2-12-00-535-00	CORP. SERV. - OFFICE SUPPLIES	2,870	-	2,870	2,100	(770)	-36.67%	
2-12-00-535-01	CORP. SERV. - COFFEE SUPPLIES	1,186	-	1,186	1,800	614	34.11%	
2-12-00-541-00	CORP. SERV. - UTILITIES-WATER & SEWER	1,399	-	1,399	1,050	(349)	-33.24%	
2-12-00-542-00	CORP. SERV. - UTILITIES-NATURAL GAS	5,511	-	5,511	6,615	1,104	16.69%	
2-12-00-543-00	CORP. SERV. - UTILITIES-ELECTRICITY	11,016	-	11,016	10,290	(726)	-7.06%	
2-12-00-545-00	CORP. SERV. - UTILITIES-GARBAGE	308	-	308	250	(58)	-23.20%	
2-12-00-555-00	CORP. SERV. - COMPUTER HARDWARE & SOFTWARE	2,677	-	2,677	13,374	10,697	79.98%	11
2-12-00-560-00	CORP. SERV. - EQUIPMENT REPAIR & MAINTENANCE	70	-	70	2,000	1,930	96.50%	
2-12-00-562-00	CORP. SERV. - BUILDING REPAIR & MAINTENANCE	13,848	-	13,848	6,375	(7,473)	-117.22%	12
2-12-00-760-00	CORP. SERV. - TRANSFER TO RESERVES	104,193	-	104,193	76,000	(28,193)	-37.10%	13
2-12-00-765-00	CORP. SERV. - TRANSFER TO GRANTS	727,504	-	727,504	743,898	16,394	2.20%	3
2-12-00-831-00	CORP. SERV. - DEBENTURE INTEREST PYMT	26,112	-	26,112	26,112	-	0.00%	
2-12-00-832-00	CORP. SERV. - DEBENTURE PRINCIPAL PYMT	62,012	-	62,012	62,012	-	0.00%	
2-12-00-911-00	CORP. SERV. - BAD DEBTS	-	-	-	-	-	0.00%	
2-12-00-998-00	CORP. SERV. - CASH OVER/SHORT	-	-	-	-	-	0.00%	
	TOTAL EXPENSES	1,302,528	-	1,302,528	1,350,292	47,764	3.54%	
	NET SURPLUS/DEFICIT	(428,311)	(82,982)	(511,293)	(538,138)	26,845		
1)	All interest taken in for operations reflected in general revenues and not in departmental revenues							
2)	Other Income: Fortis fee (2%) transferred to reserves - 33,193; WCB rebate 9,160; AMSC rebate 1,974; misc 2,135 (nsf charges, etc)							
3)	Provincial Conditional Grants 2016 MSI Capital 695,174 2016 MSI Operating 32,330							
4)	Funding from Infrastructure Reserve for Property Condition Assessments - Motion No. 60/16							
5)	Changes due to staff turnover and allocation adjustments							
6)	Bank charges significantly below budget							
7)	Budget adjustment to reflect proper accounting of copier charges to various service departments							
8)	Assessor fees lower than budget and no appeals							
9)	Revamped various functions to reduce cost to Town (ie Christmas)							
10)	Purchased training material exceeding budget offset in savings in employee recognition							

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11)	Did not do computer evergreening (5,000) or have to do offsite cloud based backup (2,400)							
12)	Town office incurred roofing problems (freezing & leaking) in spring, carpet installed in planning area, various repairs throughout the year							
13)	Transfer to Reserves							
	Fortis Franchise Fee - 33,193 (Infrastructure Reserve)							
	New Phone System - 5,000 (General Reserve)							
	Server Replacement - 2,500 (General Reserve)							
	New Library - 2,500 (General Reserve)							
	Leased Building Upgrades - 2,500 (General Reserve)							
	Facility Upgrades - 55,000 (General Reserve)							
	Computer Equipment (Council) - 1,000 (General Reserve)							
	Computer Equipment (Office) - 2,500 (General Reserve)							

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**TOWN OF SUNDRE
2016 BUDGET
CENSUS**

Cost Centre: 17

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Revenues							
	TOTAL REVENUE	-	-	-	-	-	0.00%
Expenses							
2-17-00-150-00	CENSUS - FEES & WAGES	-	-	-	-	-	0.00%
2-17-00-200-00	CENSUS - GENERAL SERVICES	-	-	-	-	-	0.00%
2-17-00-220-00	CENSUS - ADVERTISING	-	-	-	-	-	0.00%
2-17-00-500-00	CENSUS - GENERAL SUPPLIES	-	-	-	-	-	0.00%
	TOTAL EXPENSES	-	-	-	-	-	0.00%
	NET SURPLUS/DEFICIT	-	-	-	-	-	

**TOWN OF SUNDRE
2016 BUDGET
ELECTION**

Cost Centre: 18

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Revenues							
1-18-00-840-00	ELECTION - PROV. CONDITIONAL GRANT	-	-	-	-	-	0.00%
	TOTAL REVENUE	-	-	-	-	-	0.00%
Expenses							
2-18-00-150-00	ELECTION - FEES & WAGES	475	-	475	-	(475)	0.00%
2-18-00-200-00	ELECTION - GENERAL SERVICES	-	-	-	-	-	0.00%
2-18-00-220-00	ELECTION - ADVERTISING	-	-	-	-	-	0.00%
2-18-00-500-00	ELECTION - GENERAL SUPPLIES	280	-	280	-	(280)	0.00%
	TOTAL EXPENSES	755	-	755	-	(755)	0.00%
	NET SURPLUS/DEFICIT	(755)	-	(755)	-	(755)	



**TOWN OF SUNDRE
2016 BUDGET
BYLAW**

Cost Centre: 21

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Revenues							
1-21-00-411-00	BYLAW - SALE OF FIXED ASSETS	-	-	-	-	-	0.00%
1-21-00-530-00	BYLAW - FINES	-	-	-	-	-	0.00%
1-21-00-531-00	BYLAW - PROVINCIAL FINES & COSTS	16,022	-	16,022	13,000	3,022	23.25%
1-21-00-550-00	BYLAW - INTEREST	-	-	-	-	-	0.00%
1-21-00-920-00	BYLAW - TRANSFER FROM RESERVES	-	-	-	-	-	0.00%
1-21-00-940-00	BYLAW - TRANSFER FROM CAPITAL	-	-	-	-	-	0.00%
	TOTAL REVENUE	16,022	-	16,022	13,000	3,022	23.25%
Expenses							
2-21-00-110-00	BYLAW - SALARIES & WAGES	84,142	-	84,142	82,831	(1,311)	-1.58% 1
2-21-00-110-01	BYLAW - WCB	871	-	871	-	(871)	0.00% 1
2-21-00-130-00	BYLAW - EI & CPP	4,146	-	4,146	4,143	(3)	-0.07% 1
2-21-00-131-00	BYLAW - LAPP	10,341	-	10,341	9,285	(1,056)	-11.37% 1
2-21-00-132-00	BYLAW - AUMA	1,096	-	1,096	1,010	(86)	-8.51% 1
2-21-00-133-00	BYLAW - SUNLIFE	4,867	-	4,867	5,697	830	14.57% 1
2-21-00-200-00	BYLAW - GENERAL SERVICES	-	-	-	1,100	1,100	100.00%
2-21-00-207-00	BYLAW - IT SUPPORT	1,577	-	1,577	840	(737)	-87.74%
2-21-00-211-00	BYLAW - TRAVEL & SUBSISTENCE	2,160	-	2,160	1,850	(310)	-16.76%
2-21-00-215-00	BYLAW - FREIGHT	152	-	152	100	(52)	-52.00%
2-21-00-216-00	BYLAW - TELEPHONE	1,528	-	1,528	912	(616)	-67.54%
2-21-00-217-00	BYLAW - POSTAGE	610	-	610	740	130	17.57%
2-21-00-220-00	BYLAW - ADVERTISING	1,039	-	1,039	1,110	71	6.40%
2-21-00-223-00	BYLAW - MUN. MEMB /CONF. FEES	1,438	-	1,438	2,025	587	28.99%
2-21-00-261-00	BYLAW - SHOP COMMON SHARED COSTS	4,243	-	4,243	4,619	376	8.14%
2-21-00-274-00	BYLAW - INSURANCE	4,370	-	4,370	3,252	(1,118)	-34.38%
2-21-00-500-00	BYLAW - GENERAL SUPPLIES	175	-	175	1,580	1,405	88.92%
2-21-00-516-00	BYLAW - RADIO/RADAR	324	-	324	250	(74)	-29.60%
2-21-00-525-00	BYLAW - FUEL AND FLUIDS	1,966	-	1,966	3,200	1,234	38.56%
2-21-00-530-00	BYLAW - PHOTOCOPYING	178	-	178	175	(3)	-1.71%
2-21-00-555-00	BYLAW - COMPUTER HARDWARE & SOFTWARE	180	-	180	100	(80)	-80.00%
2-21-00-560-00	BYLAW - VEHICLE R & M	1,747	-	1,747	750	(997)	-132.93%
2-21-00-760-00	BYLAW - TRANSFER TO RESERVES	6,000	-	6,000	6,000	-	0.00% 2
2-21-00-761-00	BYLAW - TRANSFER TO OPERATING	-	-	-	-	-	0.00%
2-21-00-762-00	BYLAW - TRANSFER TO CAPITAL	-	-	-	-	-	0.00%
2-21-00-831-00	BYLAW - DEBENTURE INTEREST PYMT	-	-	-	-	-	0.00%
2-21-00-832-00	BYLAW - DEBENTURE PRINCIPAL PYMT	-	-	-	-	-	0.00%
	TOTAL EXPENSES	133,150	-	133,150	131,569	(1,581)	-1.20%
	NET SURPLUS/DEFICIT	(117,128)	-	(117,128)	(118,569)	1,441	
1) Changes due to staff turn over and allocation adjustments							
2) Transfer to Bylaw Reserves							
Enforcement Automation System - 1,000							
Replace Bylaw Vehicle - 5,000							

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**TOWN OF SUNDRE
2016 BUDGET
FIRE**

Cost Centre: 23

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-23-00-410-00	FIRE - SALE OF SERVICES & SUPPLIES	106,678	-	106,678	29,889	76,789	256.91%	1
1-23-00-411-00	FIRE - SALE OF FIXED ASSETS	1	-	1	-	1	#DIV/0!	
1-23-00-550-00	FIRE - INTEREST	812	-	812	1,000	(188)	-18.80%	
1-23-00-590-00	FIRE - DONATIONS	10,500	-	10,500	-	10,500	#DIV/0!	2
1-23-00-590-01	FIRE - OTHER INCOME	223,718	-	223,718	-	223,718	#DIV/0!	3
1-23-00-496-00	FIRE - LEASE AHS	51,171	-	51,171	51,171	-	0.00%	
1-23-00-841-00	FIRE - PROV. COND. GRANT (CAPITAL)	30,962	-	30,962	-	30,962	#DIV/0!	4
1-23-00-842-00	FIRE - MTN VIEW COUNTY BAY RENTAL	10,000	-	10,000	10,000	-	0.00%	
1-23-00-910-00	FIRE - MVC FIRE AGREEMENT	159,427	-	159,427	159,427	-	0.00%	
1-23-00-920-00	FIRE - TRANSFER FROM RESERVES	95,661	-	95,661	7,000	88,661	1266.59%	5
1-23-00-925-00	FIRE - GRANT UTILIZATION	30,962	-	30,962	-	30,962	#DIV/0!	4
1-23-00-930-00	FIRE - TRANS. FROM OPERATING FUNCTION	-	-	-	-	-	#DIV/0!	
1-23-00-940-00	FIRE - TRANS. FROM CAPITAL FUNCTION	-	-	-	-	-	#DIV/0!	
	TOTAL REVENUE	719,892	-	719,892	258,487	461,405	178.50%	
Expenses								
2-23-00-110-00	FIRE - SALARIES & WAGES	22,891	-	22,891	29,594	6,703	22.65%	6
2-23-00-110-01	FIRE - WCB	988	-	988	-	(988)	0.00%	6
2-23-00-130-00	FIRE - EI & CPP	1,105	-	1,105	1,239	134	10.82%	6
2-23-00-131-00	FIRE - LAPP	2,337	-	2,337	3,866	1,529	39.55%	6
2-23-00-132-00	FIRE - AUMA	2,264	-	2,264	390	(1,874)	-480.51%	6
2-23-00-133-00	FIRE - SUNLIFE	1,697	-	1,697	1,741	44	2.53%	6
2-23-00-190-00	FIRE - HONORARIUM	75,673	-	75,673	75,142	(531)	-0.71%	
2-23-00-200-00	FIRE - GENERAL SERVICES	72,806	-	72,806	40,176	(32,630)	-81.22%	7
2-23-00-200-01	V FIRE - INVESTIGATION COSTS	-	-	-	500	500	100.00%	
2-23-00-200-02	FIRE - FIRE PREVENTION PROGRAM	740	-	740	1,600	860	53.75%	
2-23-00-201-00	FIRE - CLEANING	13,475	-	13,475	15,614	2,139	13.70%	
2-23-00-207-00	FIRE - IT SUPPORT	1,054	-	1,054	1,400	346	24.71%	
2-23-00-208-00	FIRE - GARBAGE	1,657	-	1,657	1,326	(331)	-24.96%	
2-23-00-210-00	FIRE - RECRUITMENT	848	-	848	2,300	1,452	63.13%	
2-23-00-211-00	FIRE - TRAVEL & SUBSISTENCE	1,417	-	1,417	3,990	2,573	64.49%	
2-23-01-211-00	V FIRE - EMERGENCY SUBSISTENCE	278	-	278	800	522	65.25%	
2-23-00-215-00	FIRE - FREIGHT	613	-	613	630	17	2.70%	
2-23-00-216-00	FIRE - TELEPHONE/COMMUNICATIONS	21,397	-	21,397	21,125	(272)	-1.29%	
2-23-00-220-00	FIRE - ADVERTISING & PROMOTION	2,358	-	2,358	2,530	172	6.80%	
2-23-00-222-00	FIRE - SUBSCRIPTIONS & PUBLICATIONS	29	-	29	75	46	61.33%	

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2-23-00-223-00	FIRE - MUN MEMBERSHIPS/CONF FEES/MEDICAL REG	3,593	-	3,593	3,835	242	6.31%	
2-23-00-230-00	FIRE - LEGAL SERVICES	-	-	-	1,000	1,000	100.00%	
2-23-00-236-00	FIRE - AUDIT SERVICES	2,704	-	2,704	2,298	(406)	-17.67%	
2-23-00-260-00	FIRE - OFFICE/SOFTWARE RENT	510	-	510	519	9	1.73%	
2-23-00-274-00	FIRE - INSURANCE & LICENSES	19,665	-	19,665	17,817	(1,848)	-10.37%	
2-23-00-500-00	V FIRE - GENERAL SUPPLIES	1,976	-	1,976	2,650	674	25.43%	
2-23-00-500-02	FIRE - FORT MCMURRAY WILD FIRE	33,679	-	33,679	-	(33,679)	#DIV/0!	8
2-23-00-510-00	FIRE - UNIFORMS	1,855	-	1,855	2,500	645	25.80%	
2-23-00-515-00	FIRE - TEAM BUILDING/APPRECIATION	7,145	-	7,145	10,100	2,955	29.26%	
2-23-00-517-00	FIRE - TRAINING & DEVELOPMENT	15,729	-	15,729	16,820	1,091	6.49%	
2-23-00-522-00	FIRE - PPE & SAFETY SUPPLIES	14,714	-	14,714	14,850	136	0.92%	
2-23-00-525-00	V FIRE - FUEL & FLUIDS	7,501	-	7,501	10,000	2,499	24.99%	
2-23-00-528-00	FIRE - SMALL TOOLS & EQUIPMENT	13,169	-	13,169	12,000	(1,169)	-9.74%	
2-23-00-528-01	FIRE - DONATION PURCHASES	5,879	-	5,879	-	(5,879)	0.00%	9
2-23-00-535-00	V FIRE - OFFICE SUPPLIES	771	-	771	1,000	229	22.90%	
2-23-00-541-00	FIRE - UTILITIES - WATER & WWATER	1,232	-	1,232	1,171	(61)	-5.21%	
2-23-00-542-00	FIRE - UTILITIES - NATURAL GAS	3,022	-	3,022	4,410	1,388	31.47%	
2-23-00-543-00	FIRE - UTILITIES - ELECTRICITY	8,628	-	8,628	10,500	1,872	17.83%	
2-23-00-555-00	V FIRE - COMPUTER HARDWARE & SOFTWARE	803	-	803	1,150	347	30.17%	
2-23-00-560-00	FIRE - VEHICLE/EQUIPMENT R&M	21,835	-	21,835	15,200	(6,635)	-43.65%	10
2-23-00-562-00	FIRE - BUILDING R&M	8,466	-	8,466	4,630	(3,836)	-82.85%	
2-23-00-760-00	FIRE - TRANSFER TO RESERVES	342,346	-	342,346	75,000	(267,346)	-356.46%	11
2-23-00-762-00	FIRE - TRANSFER TO CAPITAL	103,082	-	103,082	-	(103,082)	#DIV/0!	12
2-23-00-765-00	FIRE - TRANSFER TO GRANTS	30,962	-	30,962	-	(30,962)	#DIV/0!	4
	TOTAL EXPENSES	872,893	-	872,893	411,488	(461,405)	-112.13%	
	NET SURPLUS/DEFICIT	(153,001)	-	(153,001)	(153,001)	-		
	Reflects actual billings - revenues shared with MVC as per fire agreement (75% to reserves balance to cover variable costs)							
	1)							
	2) Sundre Lodge - 500 Shell - 10,000							
	3) Fort McMurray Fire - 183,118 Sale of SCBA - 40,600							
	4) FRIAA Grant (Fire Smart) - 30,962							
	5) Transfer from Reserves							
	Phone System - 7,000 (Fire Operating Reserve)							
	Fire Training Facility - 47,155 (Donation Reserve 10,000; Town Fire Capital Reserve 18,5771; MVC Fire Capital Reserve 18,772)							

(17)

	Self Contained Breathing Apparatus - 35,627 (Town Fire Capital Reserve)							
	Fire Bozz Units - 5,879 (Fire Donations)							
	6) changes due to staff turnover and allocation adjustments							
	7) Cost of 30,962 for Fire Smart (FRIAA Grant) activities included in account							
	8) Costs to attend Fort McMurray fire							
	9) Fire Bozz Units purchased through donations reserve							
	10) Major repairs (approximately 8,000) to Unit 561							
	11) Transfer to Reserves							
	MVC Capital Reserve - 146,232							
	MVC Bay Rental - 10,000							
	Fire Donations - 10,500							
	Town Capital Reserve - 169,516							
	Town Operating Reserve - 6,098							
	12) Transfer to Capital							
	Training Facility - 47,155							
	Self Contained Breathing Apparatus - 55,927							

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**TOWN OF SUNDRE
2016 BUDGET
EMERGENCY MANAGEMENT SERVICES**

Cost Centre: 24							
Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Expenses							
2-24-00-110-00	DISASTER SERVICES - WAGES	830	-	830	-	(830)	0.00%
2-24-00-110-01	DISASTER SERVICES - WCB	175	-	175	-	(175)	0.00%
2-24-00-130-00	DISASTER SERVICES - EI & CPP	15	-	15	-	(15)	0.00%
2-24-00-131-00	DISASTER SERVICES - LAPP	100	-	100	-	(100)	0.00%
2-24-00-132-00	DISASTER SERVICES - AUMA	9	-	9	-	(9)	0.00%
2-24-00-133-00	DISASTER SERVICES - SUNLIFE	25	-	25	-	(25)	0.00%
2-24-00-200-00	DISASTER SERVICES - GENERAL SERVICES	-	-	-	7,000	7,000	100.00%
2-24-00-211-00	DISASTER SERVICES - TRAVEL & SUBSISTENCE	3,763	-	3,763	3,234	(529)	-16.36%
2-24-00-215-00	DISASTER SERVICES - FREIGHT	112	-	112	-	(112)	0.00%
2-24-00-216-00	DISASTER SERVICES - TELEPHONE	1,270	-	1,270	1,600	330	20.63%
2-24-00-220-00	DISASTER SERVICES - ADVERTISING	693	-	693	740	47	6.35%
2-24-00-223-00	DISASTER SERVICES - MUN. MEM & CONFERENCES	4,220	-	4,220	3,135	(1,085)	-34.61%
2-24-00-274-00	DISASTER SERVICES - INSURANCE	184	-	184	-	(184)	#DIV/0!
2-24-00-500-00	DISASTER SERVICES - GENERAL SUPPLIES	6,684	-	6,684	100	(6,584)	-6584.00%
2-24-00-530-00	DISASTER SERVICES - PHOTOCOPYING	89	-	89	88	(1)	-1.14%
	TOTAL EXPENSES	18,169	-	18,169	15,897	(2,272)	-14.29%
	NET SURPLUS/DEFICIT	(18,169)	-	(18,169)	(15,897)	(2,272)	
1)	Contracted services not continued in 2016 as staff took on the roles of Director and Deputy Director of Emergency Services						

**TOWN OF SUNDRE
2016 BUDGET
ANIMAL**

Cost Centre: 26

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Revenues							
1-26-00-520-00	ANIMAL - LICENSES	6,477	-	6,477	6,923	(446)	-6.44%
1-26-00-530-00	ANIMAL - FINES	150	-	150	200	(50)	-25.00%
	TOTAL REVENUE	6,627	-	6,627	7,123	(496)	-6.96%
Expenses							
2-26-00-200-00	ANIMAL - ANIMAL KENNEL SERVICES	24,325	-	24,325	24,000	(325)	-1.35%
2-26-00-205-00	ANIMAL - POUND FEES	600	-	600	1,250	650	52.00%
2-26-00-216-00	ANIMAL - TELEPHONE	375	-	375	540	165	30.56%
2-26-00-220-00	ANIMAL - ADVERTISING	346	-	346	370	24	6.49%
2-26-00-500-00	ANIMAL - GENERAL SUPPLIES	70	-	70	200	130	65.00%
2-26-00-511-00	ANIMAL - DOG AND CAT TAGS	315	-	315	300	(15)	-5.00%
2-26-00-530-00	ANIMAL - PHOTOCOPYING	89	-	89	88	(1)	-1.14%
	TOTAL EXPENSES	26,120	-	26,120	26,748	628	2.35%
	NET SURPLUS/DEFICIT	(19,493)	-	(19,493)	(19,625)	132	

TOWN OF SUNDRE

2016 BUDGET

ROADS

Cost Centre: 32

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-32-00-120-00	ROADS-LOCAL IMPROVEMENT CHARGES	82,295	10,000	92,295	89,286	3,009	3.37%	
1-32-00-410-00	ROADS-SALE OF SERVICES & SUPPLIES	3,100	-	3,100	3,500	(400)	-11.43%	
1-32-00-420-00	ROADS-STORM FLAT CHARGE	81,388	-	81,388	81,576	(188)	-0.23%	
1-32-00-550-00	ROADS-INTEREST	-	-	-	4,000	(4,000)	-100.00%	
1-32-00-920-00	ROADS-TRANSFER FROM RESERVES	46,486	-	46,486	-	46,486	#DIV/0!	1
1-32-00-925-00	ROADS-GRANT UTILIZATION	32,492	-	32,492	-	32,492	#DIV/0!	2
	TOTAL REVENUE	245,761	10,000	255,761	178,362	77,399	43.39%	
Expenses								
2-32-00-110-00	ROADS-SALARIES & WAGES	144,130	-	144,130	153,749	9,619	6.26%	3
2-32-00-110-01	ROADS-WCB	1,542	-	1,542	-	(1,542)	#DIV/0!	3
2-32-00-130-00	ROADS-EI & CPP	8,522	-	8,522	8,742	220	2.52%	3
2-32-00-131-00	ROADS-LAPP	14,733	-	14,733	16,739	2,006	11.98%	3
2-32-00-132-00	ROADS-AUMA	1,603	-	1,603	1,816	213	11.73%	3
2-32-00-133-00	ROADS-SUNLIFE	8,739	-	8,739	9,909	1,170	11.81%	3
2-32-00-200-00	ROADS-GENERAL SERVICES	2,239	-	2,239	5,000	2,761	55.22%	
2-32-00-202-00	ROADS-STREET MAINTENANCE	27,600	-	27,600	31,000	3,400	10.97%	
2-32-00-203-00	ROADS-STREET IMPROVEMENTS	8,735	-	8,735	30,000	21,265	70.88%	4
2-32-00-204-00	ROADS-SIDEWALK MAINTENANCE	-	-	-	5,000	5,000	100.00%	5
2-32-00-205-00	ROADS-SNOW REMOVAL (CONTRACTED)	15,590	-	15,590	20,000	4,410	22.05%	
2-32-00-211-00	ROADS-TRAVEL & SUBSISTENCE	-	-	-	300	300	100.00%	
2-32-00-215-00	ROADS-FREIGHT	61	-	61	250	189	75.60%	
2-32-00-216-00	ROADS-TELEPHONE	365	-	365	560	195	34.82%	
2-32-00-217-00	ROADS-POSTAGE	300	-	300	370	70	18.92%	
2-32-00-220-00	ROADS-ADVERTISING	3,117	-	3,117	3,330	213	6.40%	
2-32-00-223-00	ROADS-MUN.MEMB/CONF. FEES/TRAINING	436	-	436	1,135	699	61.59%	
2-32-00-225-00	ROADS-ENGINEERING	11,920	-	11,920	5,000	(6,920)	-138.40%	6
2-32-00-260-00	ROADS-OFFICE/SOFTWARE RENT	2,295	-	2,295	2,334	39	1.67%	
2-32-00-261-00	ROADS-SHOP RENT	38,187	-	38,187	41,572	3,385	8.14%	
2-32-00-274-00	ROADS-INSURANCE	6,428	-	6,428	6,910	482	6.98%	
2-32-00-500-00	ROADS-GENERAL SUPPLIES	1,766	(1,165)	601	1,500	899	59.93%	
2-32-00-512-00	ROADS-SIGNS	4,237	-	4,237	4,500	263	5.84%	
2-32-00-520-00	ROADS-GRAVEL	3,991	1,165	5,156	11,000	5,844	53.13%	7
2-32-00-522-00	ROADS- PPE SAFETY SUPPLIES	1,314	-	1,314	750	(564)	-75.20%	
2-32-00-523-00	ROADS-GRAVEL AND ASPHALT	2,380	-	2,380	7,500	5,120	68.27%	8
2-32-00-525-00	ROADS-FUEL AND FLUIDS	5,088	-	5,088	15,350	10,262	66.85%	9
2-32-00-528-00	ROADS-SMALL TOOLS	822	-	822	1,000	178	17.80%	
2-32-00-530-00	ROADS-PHOTOCOPYING	533	-	533	525	(8)	-1.52%	
2-32-00-544-00	ROADS-ELECTRICITY-STREET LIGHTS	142,084	-	142,084	144,200	2,116	1.47%	
2-32-00-555-00	ROADS-COMPUTER HARDWARE & SOFTWARE	-	-	-	100	100	100.00%	
2-32-00-560-00	ROADS-VEHICLE/EQUIPMENT R & M	4,100	-	4,100	10,000	5,900	59.00%	10

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2-32-00-760-00	ROADS-TRANSFER TO RESERVES	178,388	-	178,388	182,576	4,188	2.29%	11
2-32-00-762-00	ROADS-TRANSFER TO CAPITAL FUNCTION	75,871	-	75,871	-	(75,871)	#DIV/0!	12
2-32-00-831-00	ROADS-DEBENTURE INTEREST PYMT	26,878	-	26,878	26,878	-	0.00%	
2-32-00-832-00	ROADS-DEBENTURE PRINCIPAL PYMT	101,028	-	101,028	101,028	-	0.00%	
	TOTAL EXPENSES	845,022	-	845,022	850,623	5,601	0.66%	
	NET SURPLUS/DEFICIT	(599,261)	10,000	(589,261)	(672,261)	83,000		
	1) Transfer from Reserves							
	MVSH 6th Street - 46,486 (MVSH Reserve)							
	2) Provincial Grants							
	10th Street Final Paving - 8,123 (MSI Capital)							
	Fish Habitat Compensation - 21,262 (Riverbank Stabilization Grant)							
	Step Grant - 3,107 (Parks Reserve)							
	3) Changes due to staff turnover & allocation adjustments							
	4) Did not do as much patching as budgeted							
	5) Sidewalk work included in street & sidewalk maintenance							
	6) Engineering involved in a number of roads projects throughout 2016							
	7) Reflects actual purchases for the year (2015 - 5,226)							
	8) Reflects actual purchases for the year (2015 - 2,487)							
	9) Fuel charges reflect actual							
	10) Savings because of in-house work							
	11) Transfer to Reserves							
	Storm Water - 81,388							
	Road Reserves - 97,000							
	12) Transfer to Capital							
	Red Deer River Stabilization - 21,262							
	10th Street Landscaping - 8,123							
	6th Street Paving - 46,486							

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TOWN OF SUNDRE

2016 BUDGET

SHOP

Cost Centre: 35

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-35-00-920-00	Transfer from Reserves	12,936	0	12,936	0	12,936	#DIV/0!	1
	TOTAL REVENUES	12,936	0	12,936	0	12,936	#DIV/0!	
Expenses								
2-35-00-200-00	SHOP-GENERAL SERVICES	0	0	0	3,921	3,921	100.00%	
2-35-00-201-00	SHOP-CLEANING SERVICES	0	0	0	19,207	19,207	100.00%	
2-35-00-207-00	SHOP- IT SUPPORT	0	0	0	19,140	19,140	100.00%	
2-35-00-208-00	SHOP-GARBAGE	0	0	0	1,500	1,500	100.00%	
2-35-00-211-00	SHOP-TRAVEL & SUBSISTENCE	0	0	0	1,876	1,876	100.00%	
2-35-00-215-00	SHOP-FREIGHT	0	0	0	200	200	100.00%	
2-35-00-216-00	SHOP-TELEPHONE	0	0	0	6,920	6,920	100.00%	
2-35-00-223-00	SHOP-MEMBERSHIPS/CONFERENCES/TRAINING	0	0	0	1,450	1,450	100.00%	
2-35-00-236-00	SHOP-AUDIT SERVICES	0	0	0	34,473	34,473	100.00%	
2-35-00-260-00	SHOP-OFFICE EQUIPMENT/SOFTWARE RENT	0	0	0	1,289	1,289	100.00%	
2-35-00-274-00	SHOP-INSURANCE	0	0	0	15,861	15,861	100.00%	
2-35-00-500-00	SHOP-GENERAL SUPPLIES	0	0	0	9,000	9,000	100.00%	
2-35-00-525-00	SHOP - FUEL & FLUIDS	0	0	0	400	400	100.00%	
2-35-00-528-00	SHOP-SMALL TOOLS	0	0	0	740	740	100.00%	
2-35-00-535-00	SHOP-OFFICE SUPPLIES	0	0	0	400	400	100.00%	
2-35-00-542-00	SHOP-UTILITIES-NATURAL GAS	0	0	0	5,250	5,250	100.00%	
2-35-00-543-00	SHOP-ELECTRICITY-TOWN SHOP	0	0	0	3,200	3,200	100.00%	
2-35-00-555-00	SHOP-COMPUTER HARDWARE & SOFTWARE	0	0	0	17,158	17,158	100.00%	
2-35-00-560-00	SHOP-EQUIPMENT R & M	0	0	0	23,000	23,000	100.00%	
2-35-00-562-00	SHOP-BUILDING R & M	0	0	0	10,450	10,450	100.00%	
2-35-00-762-00	SHOP-TRANSFER TO CAPITAL	12,936	0	12,936	0	-12,936	#DIV/0!	1
2-35-00-831-00	SHOP-DEBENTURE INTEREST PYMT	0	0	0	31,376	31,376	100.00%	
2-35-00-832-00	SHOP-DEBENTURE PRINCIPAL PYMT	0	0	0	24,145	24,145	100.00%	
	Transfer to Other Departments	0	0	0	-230,956	-230,956	100.00%	
	TOTAL EXPENSES	12,936	0	12,936	0	-12,936	#DIV/0!	
	Amount Charged to Service Departments	0	0	0	0			
	Surplus/(Deficit)			0				
1)	Transfer from Reserve/Transfer to Capital							
	Unit 133 Conversion (part of 2017 capital plan) - 12,936 (General reserve & in 2017 transfer from fleet reserve)							

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**TOWN OF SUNDRE
2016 BUDGET
WATER**

Cost Centre: 41

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-41-00-120-00	WATER-LOCAL IMP CHARGES	-	-	-	-	-	#DIV/0!	
1-41-00-410-00	WATER-SALE OF SUPPLIES (COMMERCIAL METERS)	3,581	-	3,581	5,000	(1,419)	-28.38%	
1-41-00-411-00	WATER-FLAT CHARGE	267,021	-	267,021	266,994	27	0.01%	
1-41-00-420-00	WATER-CONSUMPTION CHARGE	541,850	-	541,850	576,237	(34,387)	-5.97%	1
1-41-00-491-00	WATER-SALE OF WATER SERVICE	44,975	-	44,975	77,700	(32,725)	-42.12%	1
1-41-00-550-00	WATER-INTEREST	-	-	-	-	-	#DIV/0!	
1-41-00-840-00	WATER-PROV. COND. GRANTS (OPERATING)	-	-	-	-	-	#DIV/0!	
1-41-00-841-00	WATER-PROV. COND. GRANTS (CAPITAL)	-	-	-	-	-	#DIV/0!	
1-41-00-920-00	WATER-TRANSFER FROM RESERVES	24,405	-	24,405	9,500	14,905	156.89%	2
1-41-00-925-00	WATER-GRANT UTILIZATION	-	-	-	-	-	#DIV/0!	
1-41-00-930-00	WATER-TRANS. FROM OPERATING FUNCTION	-	-	-	-	-	#DIV/0!	
1-41-00-940-00	WATER-TRANSFER FROM CAPITAL FUNCTION	-	-	-	-	-	#DIV/0!	
	TOTAL REVENUE	881,832	-	881,832	935,431	(53,599)	-5.73%	
Expenses								
2-41-00-110-00	WATER-SALARIES & WAGES	206,884	-	206,884	217,832	10,948	5.03%	3
2-41-00-110-01	WATER-WCB	2,210	-	2,210	-	(2,210)	#DIV/0!	3
2-41-00-130-00	WATER-EI & CPP	11,190	-	11,190	12,269	1,079	8.79%	3
2-41-00-131-00	WATER-LAPP	21,805	-	21,805	23,659	1,854	7.84%	3
2-41-00-132-00	WATER-AUMA	2,341	-	2,341	2,601	260	10.00%	3
2-41-00-133-00	WATER-SUNLIFE	13,625	-	13,625	14,998	1,373	9.15%	3
2-41-00-200-00	WATER-GENERAL SERVICES	65	-	65	-	(65)	#DIV/0!	
2-41-00-202-00	WATER-GENERAL SERVICES - WELLS	-	-	-	-	-	#DIV/0!	
2-41-00-204-00	WATER-GENERAL SERVICES - DIST. SYSTEM	6,366	-	6,366	6,000	(366)	-6.10%	
2-41-00-209-00	WATER-GENERAL SERVICES - WATER TREATMENT PL	3,534	-	3,534	19,754	16,220	82.11%	4
2-41-00-211-00	WATER-TRAVEL & SUBSISTENCE	364	-	364	1,200	836	69.67%	
2-41-00-213-00	WATER-LEAK DETECTION	4,000	-	4,000	10,000	6,000	60.00%	5
2-41-00-214-00	WATER-EXCAVATIONS	73,277	-	73,277	40,000	(33,277)	-83.19%	6
2-41-00-215-00	WATER-FREIGHT	1,029	-	1,029	750	(279)	-37.20%	
2-41-00-216-00	WATER-TELEPHONE	1,513	-	1,513	1,500	(13)	-0.87%	
2-41-00-217-00	WATER-POSTAGE	3,000	-	3,000	3,700	700	18.92%	
2-41-00-220-00	WATER-ADVERTISING	1,732	-	1,732	1,850	118	6.38%	
2-41-00-223-00	WATER-MUN. MEMB./CONF. FEES/TRAINING	909	-	909	800	(109)	-13.63%	
2-41-00-225-00	WATER-ENGINEERING	5,178	-	5,178	7,000	1,822	26.03%	
2-41-00-231-00	WATER-MEDIATION	-	-	-	2,500	2,500	100.00%	
2-41-00-260-00	WATER-OFFICE/SOFTWARE RENT	5,099	-	5,099	5,186	87	1.68%	
2-41-00-261-00	WATER-SHOP RENT	38,187	-	38,187	41,572	3,385	8.14%	
2-41-00-274-00	WATER-INSURANCE	27,022	-	27,022	22,523	(4,499)	-19.98%	
2-41-00-500-00	WATER-GOODS/SUPPLIES (GENERAL)	1,210	-	1,210	2,000	790	39.50%	
2-41-00-502-00	WATER-GENERAL SUPPLIES - WELLS	33	-	33	3,000	2,967	98.90%	
2-41-00-504-00	WATER-GENERAL SUPPLIES - DIST. SYSTEM	8,760	-	8,760	15,000	6,240	41.60%	7

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2-41-00-509-00	WATER-GENERAL SUPPLIES - WATER TREATMENT PL	33,516	-	33,516	65,000	31,484	48.44%	4
2-41-00-522-00	WATER-PPE AND SAFETY SUPPLIES	1,127	-	1,127	1,500	373	24.87%	
2-41-00-525-00	WATER-FUEL AND FLUIDS	3,141	-	3,141	3,060	(81)	-2.65%	
2-41-00-528-00	WATER-SMALL TOOLS	857	-	857	2,000	1,143	57.15%	
2-41-00-530-00	WATER-PHOTOCOPYING	3,022	-	3,022	2,975	(47)	-1.58%	
2-41-00-535-00	WATER-OFFICE SUPPLIES	1,045	-	1,045	1,000	(45)	-4.50%	
2-41-00-541-00	WATER-UTILITIES (WATER)	15,221	-	15,221	23,625	8,404	35.57%	8
2-41-00-542-00	WATER-UTILITIES (GAS)	4,592	-	4,592	5,300	708	13.36%	
2-41-00-543-00	WATER-UTILITIES (ELECTRICITY)	46,860	-	46,860	51,450	4,590	8.92%	
2-41-00-555-00	WATER-COMPUTER HARDWARE & SOFTWARE	1,007	-	1,007	1,196	189	15.80%	
2-41-00-560-00	WATER-VEHICLE/EQUIPMENT R&M	12	-	12	1,250	1,238	99.04%	
2-41-00-760-00	WATER-TRANSFER TO RESERVES	14,500	87,506	102,006	106,193	4,187	3.94%	9
2-41-00-761-00	WATER-TRANS. TO OPERATING FUNCTION	-	-	-	-	-	#DIV/0!	
2-41-00-762-00	WATER-TRANSFER TO CAPITAL	24,405	-	24,405	9,500	(14,905)	-156.89%	10
2-41-00-765-00	WATER-TRANSFER TO GRANTS	-	-	-	-	-	#DIV/0!	
2-41-00-831-00	WATER-DEBENTURE INTEREST PYMT	82,731	-	82,731	82,731	-	0.00%	
2-41-00-832-00	WATER-DEBENTURE PRINCIPAL PYMT	122,957	-	122,957	122,957	-	0.00%	
	TOTAL EXPENSES	794,326	87,506	881,832	935,431	53,599	5.73%	
	NET SURPLUS/DEFICIT	87,506	(87,506)	-	-	-		
	1) Reflects 2016 consumption of 240,833 cubic meters versus 255,784 in 2015							
	2) Transfer from Reserves							
	Mobile Reading Equipment - 9,405							
	Bulk Water Touch Pad - 15,000							
	3) Changes due to staff turnover & allocation adjustments							
	4) 2016 first full year of operating the Water Treatment Plant and budget was an estimate of what would be utilized in running the plant							
	5) Contracted services for leak detection only done once balance utilized town staff							
	6) Had four major water breaks during the year							
	7) Reflects actual charges for the year							
	8) Reduced water charges reflects the reduced bulk water sales							
	9) Transfer to Reserves							
	Water Reserves - 14,500							
	Capacity Building - 52,221							
	Surplus for the Year - 35,285 (2016 spring budget adjustment estimate was 39,472)							
	10) Transfer to Capital							
	Mobile Meter Reading Equipment - 9,405							
	Bulk Water Touch Pad - 15,000							

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TOWN OF SUNDRE

2016 BUDGET

WASTE WATER

Cost Centre: 42

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-42-00-120-00	WWATER-LOCAL IMP CHARGES	-	-	-	-	-	#DIV/0!	
1-42-00-410-00	WWATER-SALE OF WWATER SERVICES	97,377	-	97,377	97,883	(506)	-0.52%	
1-42-00-411-00	WWATER-WWATER FLAT CHARGE	266,787	-	266,787	267,228	(441)	-0.17%	
1-42-00-420-00	WWATER-WWATER CONSUMPTION CHG	314,506	-	314,506	331,135	(16,629)	-5.02%	1
1-42-00-450-00	WWATER-OFF-SITE LEVY	-	-	-	-	-	#DIV/0!	
1-42-00-492-00	WWATER-LAND RENTAL	200	-	200	200	-	0.00%	
1-42-00-550-00	WWATER-INTEREST	-	-	-	500	(500)	-100.00%	
1-42-00-840-00	WWATER-PROV. COND. GRANTS (OPERATING)	-	-	-	-	-	#DIV/0!	
1-42-00-841-00	WWATER-PROV. COND. GRANT (CAPITAL)	145,296	-	145,296	141,280	4,016	2.84%	2
1-42-00-920-00	WWATER-TRANSFER FROM RESERVES	27,084	-	27,084	-	27,084	#DIV/0!	3
1-42-00-930-00	WWATER-TRANS. FROM OPERATING FUNCTION	-	-	-	-	-	#DIV/0!	
1-42-00-940-00	WWATER-TRANSFER FROM CAPITAL FUNCTION	-	-	-	-	-	#DIV/0!	
	TOTAL REVENUE	851,250	-	851,250	838,226	13,024	1.55%	
Expenses								
2-42-00-110-00	WWATER-SALARIES & WAGES	206,809	0	206,809	205,863	-946	-0.46%	4
2-42-00-110-01	WWATER-WCB	2,208	0	2,208	0	-2,208	#DIV/0!	4
2-42-00-130-00	WWATER-EI & CPP	11,187	0	11,187	12,130	943	7.77%	4
2-42-00-131-00	WWATER-LAPP	21,794	0	21,794	23,711	1,917	8.08%	4
2-42-00-132-00	WWATER-AUMA	2,340	0	2,340	2,607	267	10.24%	4
2-42-00-133-00	WWATER-SUNLIFE	12,198	0	12,198	15,051	2,853	18.96%	4
2-42-00-200-00	WWATER-GENERAL SERVICES	1,463	0	1,463	1,000	-463	-46.30%	
2-42-00-202-00	WWATER-GENERAL SERVICES-LIFT STATION	0	0	0	5,000	5,000	100.00%	5
2-42-00-204-00	WWATER-GENERAL SERVICES - COLLECT. SYSTEM	3,055	0	3,055	5,000	1,945	38.90%	
2-42-00-206-00	WWATER-GENERAL SERVICES-TRTMENT FACILITY	9,365	0	9,365	3,000	-6,365	-212.17%	6
2-42-00-211-00	WWATER-TRAVEL & SUBSISTENCE	364	0	364	1,200	836	69.67%	
2-42-00-214-00	WWATER-EXCAVATIONS	22,301	0	22,301	22,000	-301	-1.37%	
2-42-00-215-00	WWATER-FREIGHT	759	0	759	1,000	241	24.10%	
2-42-00-216-00	WWATER-TELEPHONE	2,708	0	2,708	3,075	367	11.93%	
2-42-00-217-00	WWATER-POSTAGE	3,000	0	3,000	3,700	700	18.92%	
2-42-00-220-00	WWATER-ADVERTISING	1,731	0	1,731	1,850	119	6.43%	
2-42-00-223-00	WWATER-MUN. MEMB/CONFERENCE/TRAINING	190	0	190	800	610	76.25%	
2-42-00-224-00	WWATER-LINE FLUSHING/CAMERA	21,452	0	21,452	14,500	-6,952	-47.94%	7
2-42-00-225-00	WWATER-ENGINEERING	22,665	0	22,665	25,000	2,335	9.34%	
2-42-00-231-00	WWATER-MEDIATION	0	0	0	2,500	2,500	100.00%	
2-42-00-260-00	WWATER-OFFICE/SOFTWARE RENT	5,498	0	5,498	5,186	-312	-6.02%	
2-42-00-261-00	WWATER-SHOP RENT	38,187	0	38,187	41,572	3,385	8.14%	
2-42-00-274-00	WWATER-INSURANCE	7,757	0	7,757	7,521	-236	-3.14%	
2-42-00-500-00	WWATER-GENERAL SUPPLIES	1,140	0	1,140	1,000	-140	-14.00%	
2-42-00-502-00	WWATER-GEN. SUPPLIES-LIFT STATIONS	61	0	61	4,500	4,439	98.64%	
2-42-00-504-00	WWATER-GEN. SUPPLIES-COLL. SYSTEM	50	0	50	2,000	1,950	97.50%	

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2-42-00-506-00	WWATER-GENERAL SUPPLIES-TREATMENT FACILITY	1,622	0	1,622	1,000	-622	-62.20%	
2-42-00-522-00	WWATER-PPE AND SAFETY SUPPLIES	527	0	527	1,200	673	56.08%	
2-42-00-525-00	WWATER-FUEL AND FLUIDS	4,860	0	4,860	4,000	-860	-21.50%	
2-42-00-528-00	WWATER-SMALL TOOLS	447	0	447	500	53	10.60%	
2-42-00-530-00	WWATER-PHOTOCOPYING	3,022	0	3,022	2,975	-47	-1.58%	
2-42-00-535-00	WWATER-OFFICE SUPPLIES	1,045	0	1,045	1,050	5	0.48%	
2-42-00-541-00	WWATER-UTILITIES (WATER/SEWER)	481	0	481	630	149	23.65%	
2-42-00-542-00	WWATER-UTILITIES (NATURAL GAS)	1,544	0	1,544	1,600	56	3.50%	
2-42-00-543-00	WWATER-UTILITIES (ELECTRICITY)	59,327	0	59,327	67,200	7,873	11.72%	8
2-42-00-555-00	WWATER-COMPUTER HARDWARE & SOFTWARE	0	0	0	627	627	100.00%	
2-42-00-560-00	WWATER-VEHICLE/EQUIPMENT R&M	3	0	3	1,250	1,247	99.76%	
2-42-00-760-00	WWATER-TRANSFER TO RESERVES	154,750	65,515	220,265	204,146	-16,119	-7.90%	9
2-42-00-761-00	WWATER-TRANS. TO OPER. FUNCTION	0	0	0	0	0	#DIV/0!	
2-42-00-762-00	WWATER-TRANS. TO CAP. FUNCTION	14,529	0	14,529	0	-14,529	#DIV/0!	10
2-42-00-765-00	WWATER-TRANSFER TO GRANTS	145,296	0	145,296	141,280	-4,016	-2.84%	2
	TOTAL EXPENSES	785,735	65,515	851,250	838,224	-13,026	-1.55%	
	NET SURPLUS/DEFICIT	65,515	-65,515	0	2	-2		
	1) Consumption charge is based on 60% of the water consumption							
	2) 2016 Gas Tax Refund							
	3) Transfer from Reserves							
	Water Quality Based Effluent Study - 12,555 (Water & Wastewater Reserve)							
	Mag Flow Meter - 14,529 (Water & Wastewater Reserve)							
	4) Changes due to staff turnover & allocation adjustments							
	5) No work required in 2016 on lift stations							
	6) Major overhaul of motor at treatment facility - 7,168							
	7) Semi annual line flushings came in higher then anticipated							
	8) Actual charges came in below budget (2015 costs 56,560)							
	9) Transfer to Reserves							
	Wastewater Reserve - 154,750							
	Capacity Building - 24,995							
	2016 Surplus - 40,520 (2016 spring budget adjustment estimate was 15,016)							
	10) Transfer to Capital							
	Mag Flow Meter - 14,529							

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**TOWN OF SUNDRE
2016 BUDGET
SOLID WASTE**

Cost Centre: 43

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-43-00-411-00	SOLID WASTE-RESIDENTIAL CHARGE	321,573	0	321,573	320,420	1,153	0.36%	
1-43-00-492-00	SOLID WASTE-SALE OF KITCHEN COMPOST BINS	51	0	51	0	51	#DIV/0!	
1-43-00-493-00	SOLID WASTE-SALE OF ROLL OUT CARTS	51	0	51	250	-199	-79.60%	
1-43-00-550-00	SOLID WASTE-INTEREST	0	0	0	0	0	#DIV/0!	
1-43-00-920-00	SOLID WASTE-TRANS. FROM RESERVES	0	0	0	0	0	#DIV/0!	
1-43-00-925-00	SOLID WASTE-GRANT UTILIZATION - CAPITAL	67,293	0	67,293	0	67,293	#DIV/0!	1
1-43-00-930-00	SOLID WASTE-TRANS. FROM OPER. FUNCTION	0	0	0	0	0	#DIV/0!	
1-43-00-940-00	SOLID WASTE-TRANS. FROM CAP. FUNCTION	0	0	0	0	0	#DIV/0!	
	TOTAL REVENUE	388,968	0	388,968	320,670	68,298	21.30%	
Expenses								
2-43-00-110-00	SOLID WASTE-SALARIES & WAGES	33,040	0	33,040	31,841	-1,199	-3.77%	2
2-43-00-110-01	SOLID WASTE-WCB	290	0	290	0	-290	#DIV/0!	2
2-43-00-130-00	SOLID WASTE-EI & CPP	1,568	0	1,568	1,785	217	12.16%	2
2-43-00-131-00	SOLID WASTE-LAPP	3,258	0	3,258	3,892	634	16.29%	2
2-43-00-132-00	SOLID WASTE-AUMA	348	0	348	421	73	17.34%	2
2-43-00-133-00	SOLID WASTE-SUNLIFE	2,268	0	2,268	2,412	144	5.97%	2
2-43-00-200-00	SOLID WASTE-GENERAL SERVICES	100	0	100	250	150	60.00%	
2-43-00-211-00	SOLID WASTE-TRAVEL & SUBSISTENCE	0	0	0	0	0	#DIV/0!	
2-43-00-217-00	SOLID WASTE-POSTAGE	1,350	0	1,350	1,665	315	18.92%	
2-43-00-220-00	SOLID WASTE-ADVERTISING	4,156	0	4,156	4,440	284	6.40%	
2-43-00-260-00	SOLID WASTE-OFFICE/SOFTWARE RENT	510	0	510	519	9	1.73%	
2-43-00-261-00	SOLID WASTE-SHOP RENT	2,122	0	2,122	2,310	188	8.14%	
2-43-00-270-00	SOLID WASTE-COLLECTION CONTRACT	59,295	0	59,295	74,244	14,949	20.13%	3
2-43-00-274-00	SOLID WASTE-TIPPING FEES	48,950	0	48,950	53,706	4,756	8.86%	
2-43-00-500-00	SOLID WASTE-GENERAL SUPPLIES	193	0	193	250	57	22.80%	
2-43-00-530-00	SOLID WASTE-PHOTOCOPYING	533	0	533	525	-8	-1.52%	
2-43-00-535-00	SOLID WASTE-OFFICE SUPPLIES	1,285	0	1,285	1,050	-235	-22.38%	
2-43-00-760-00	SOLID WASTE-TRANS. TO RESERVES	0	124,433	124,433	102,148	-22,285	-21.82%	4
2-43-00-761-00	SOLID WASTE-TRANS. TO OPER. FUNCTION	0	0	0	0	0	#DIV/0!	
2-43-00-762-00	SOLID WASTE-TRANS. TO CAP. FUNCTION	67,293	0	67,293	0	-67,293	#DIV/0!	5
2-43-00-770-00	SOLID WASTE-MVRSWC	37,976	0	37,976	39,212	1,236	3.15%	
	TOTAL EXPENSES	264,535	124,433	388,968	320,670	-68,298	-21.30%	
	NET SURPLUS/DEFICIT	124,433	-124,433	0	0	0		
1)	Provincial Grant - Capital Recycling Carts - 67,293 (MSI - Capital)							
2)	Changes due to staff turnover and allocation adjustments							
3)	Reflects full year of Can-Pak contract savings							

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4) Transfer to Reserves							
2016 Surplus - 124,433 (2016 spring budget adjustment estimated surplus of 102,148)							
5 Transfer to Capital							
Recycling Carts - 67,293							

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TOWN OF SUNDRE

2016 BUDGET

FCSS

Cost Centre: 51

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-51-00-410-00	FCSS - SALE OF SERVICES	2,334	-	2,334	2,094	240	11.46%	
1-51-00-840-00	FCSS - PROV. CONDITIONAL GRANT (OP)	63,159	-	63,159	71,478	(8,319)	-11.64%	1
1-51-00-850-00	FCSS - MOUNTAIN VIEW COUNTY	47,768	-	47,768	-	47,768	#DIV/0!	2
1-51-00-925-00	FCSS - GRANT UTILIZATION	63,159	-	63,159	-	63,159	#DIV/0!	3
	TOTAL REVENUE	176,420	-	176,420	73,572	102,848	139.79%	
Expenses								
2-51-00-210-00	FCSS - YOUTH COORD./COM. LIAISON	14,900	-	14,900	14,900	-	0.00%	
2-51-00-274-00	FCSS - INSURANCE	2,334	-	2,334	2,094	(240)	-11.46%	
2-51-00-765-00	FCSS - TRANSFER TO GRANTS	63,159	-	63,159	-	(63,159)	#DIV/0!	4
2-51-00-770-00	FCSS - TRANSFER TO NON-GOVERNMENT	128,797	-	128,797	89,348	(39,449)	-44.15%	5
	TOTAL EXPENSES	209,190	-	209,190	106,342	(102,848)	-96.71%	
	NET SURPLUS/DEFICIT	(32,770)	-	(32,770)	(32,770)	-		
	1) Provincial Grant increased in 2016 - retro payment of 8,319							
	2) MVC contribution to Greenwood Neighbour Hood Place							
	3) Grant Utilization - as the grant is used through a transfer to GNP it is shown as being utilized							
	4) Transfer to Grants - as Provincial grant received it is transferred to General Reserves							
	5) Transfer to Non-Government - these are payments made to GNP							
	Provincial Government - 63,159							
	MVC - 47,768							
	Town - 17,870							

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**TOWN OF SUNDRE
2016 BUDGET
DEVELOPMENT**

Cost Centre: 61

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Revenues							
1-61-00-410-00	DEVELOPMENT - SALE OF SERVICES	3,043	-	3,043	3,943	(900)	-22.83%
1-61-00-449-00	DEVELOPMENT - CHARGEBACKS TO DEVELOPERS (ENGINEERING)	3,444	-	3,444	10,000	(6,556)	-65.56% 1
1-61-00-450-00	DEVELOPMENT - OFFSITE LEVIES	-	-	-	-	-	#DIV/0!
1-61-00-520-00	DEVELOPMENT - DEVELOPMENT PERMITS	9,149	-	9,149	15,000	(5,851)	-39.01% 1
1-61-00-521-00	DEVELOPMENT - ELECTRICAL PERMITS	3,394	-	3,394	3,000	394	13.13%
1-61-00-522-00	DEVELOPMENT - PLUMBING PERMITS	858	-	858	800	58	7.25%
1-61-00-523-00	DEVELOPMENT - GAS PERMITS	1,905	-	1,905	1,200	705	58.75%
1-61-00-525-00	DEVELOPMENT - BUILDING PERMITS	6,076	-	6,076	12,000	(5,924)	-49.37% 1
1-61-00-530-00	DEVELOPMENT - SUBDIVISION APPLICATION FEES	526	-	526	6,259	(5,733)	-91.60% 1
1-61-00-550-00	DEVELOPMENT - INTEREST	-	-	-	-	-	#DIV/0!
1-61-00-526-00	DEVELOPMENT - LAND USE DESIGNATION/BYLAWS FEES	3,158	-	3,158	3,156	2	0.06%
1-61-00-840-00	DEVELOPMENT - PROVINCIAL CONDITIONAL GRANT	-	-	-	-	-	#DIV/0!
1-61-00-920-00	DEVELOPMENT - TRANSFER FROM RESERVES	15,151	9,964	25,115	5,463	19,652	359.73% 2
1-61-00-925-00	DEVELOPMENT - GRANT UTILIZATION	-	-	-	-	-	#DIV/0!
	TOTAL REVENUE	46,704	9,964	56,668	60,821	(4,153)	-6.83%
Expenses							
2-61-00-110-00	DEVELOPMENT - SALARIES & WAGES	166,682	-	166,682	169,320	2,638	1.56% 3
2-61-00-110-01	DEVELOPMENT - WCB	11,893	-	11,893	-	(11,893)	#DIV/0! 3
2-61-00-115-00	DEVELOPMENT - LEGISLATIVE FEES	1,873	-	1,873	12,915	11,042	85.50% 3
2-61-00-130-00	DEVELOPMENT - EI & CPP	9,138	-	9,138	9,121	(17)	-0.19% 3
2-61-00-131-00	DEVELOPMENT - LAPP	20,553	-	20,553	20,843	290	1.39% 3
2-61-00-132-00	DEVELOPMENT - AUMA	2,217	-	2,217	2,253	36	1.60% 3
2-61-00-133-00	DEVELOPMENT - SUNLIFE	12,211	-	12,211	12,608	397	3.15% 3
2-61-00-200-00	DEVELOPMENT - GENERAL SERVICES	814	-	814	1,500	686	45.73%
2-61-00-202-00	DEVELOPMENT - LAND TITLES OFFICE	328	-	328	600	272	45.33%
2-61-00-207-00	DEVELOPMENT - IT SUPPORT	531	-	531	450	(81)	-18.00%
2-61-00-211-00	DEVELOPMENT - TRAVEL & SUBSISTENCE	2,400	-	2,400	6,453	4,053	62.81%
2-61-00-215-00	DEVELOPMENT - FREIGHT	81	-	81	75	(6)	-8.00%
2-61-00-217-00	DEVELOPMENT - POSTAGE	361	-	361	370	9	2.43%
2-61-00-220-00	DEVELOPMENT - ADVERTISING	5,021	-	5,021	5,865	844	14.39%
2-61-00-223-00	DEVELOPMENT - MEMBERSHIPS AND CONF. FEES	6,253	-	6,253	5,555	(698)	-12.57%
2-61-00-225-00	DEVELOPMENT - ENGINEERING	34,207	-	34,207	25,000	(9,207)	-36.83% 4
2-61-00-225-01	DEVELOPMENT - PRELIMINARY ENGINEERING	25,115	-	25,115	-	(25,115)	#DIV/0! 2
2-61-00-230-00	DEVELOPMENT - LEGAL FEES	34,199	-	34,199	35,000	801	2.29%
2-61-00-260-00	DEVELOPMENT - OFFICE/SOFTWARE RENT	510	-	510	519	9	1.73%
2-61-00-345-00	DEVELOPMENT - PLANNING SERVICES	731	-	731	15,000	14,269	95.13% 5
2-61-00-500-00	DEVELOPMENT - GENERAL SUPPLIES	921	-	921	1,000	79	7.90%

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2-61-00-521-00	DEVELOPMENT - ELECTRICAL PERMIT CHARGES	1,435	262	1,697	1,500	(197)	-13.13%
2-61-00-522-00	DEVELOPMENT - PLUMBING PERMIT CHARGES	391	-	391	400	9	2.25%
2-61-00-523-00	DEVELOPMENT - GAS PERMIT CHARGES	382	570	952	600	(352)	-58.67%
2-61-00-525-00	DEVELOPMENT - BUILDING PERMIT CHARGES	1,756	1,282	3,038	6,000	2,962	49.37%
2-61-00-530-00	DEVELOPMENT - PHOTOCOPYING	1,777	-	1,777	1,750	(27)	-1.54%
2-61-00-535-00	DEVELOPMENT - OFFICE SUPPLIES	170	-	170	500	330	66.00%
2-61-00-555-00	DEVELOPMENT - COMPUTER HARDWARE & SOFTWARE	755	-	755	1,056	301	28.50%
2-61-00-760-00	DEVELOPMENT - TRANSFER TO RESERVES	-	-	-	-	-	#DIV/0!
2-61-00-762-00	DEVELOPMENT - TRANSFER TO CAPITAL	-	-	-	-	-	#DIV/0!
	TOTAL EXPENSES	342,705	2,114	344,819	336,253	(8,566)	-2.55%
	NET SURPLUS/DEFICIT	(296,001)	7,850	(288,151)	(275,432)	(12,719)	
	1) Charge backs reflect reduced development activity in 2016						
	2) Transfer from Reserves/Preliminary Engineering Preliminary Design work for 2017-2021 Capital Plan - 25,115 (Infrastructure Reserve)						
	3) Changes due to staff turnover & allocation adjustments						
	4) Increase usage of engineering consultants on non-capital budget projects						
	5) Did not proceed with Downtown Revitalization (10,000) or used Parkland Services (5,000)						

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**TOWN OF SUNDRE
2016 BUDGET
ECONOMIC DEVELOPMENT**

Cost Centre: 63

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-63-00-410-00	ECO DEVELOPMENT - SALE OF SERVICES	0	0	0	0	0	#DIV/0!	
1-63-00-412-00	ECO DEVELOPMENT - SPONSORSHIP	7,800	0	7,800	0	7,800	#DIV/0!	1
1-63-00-520-00	ECO DEVELOPMENT - BUSINESS LICENSES	32,350	0	32,350	28,500	3,850	13.51%	
1-63-00-550-00	ECO DEVELOPMENT - INTEREST	0	0	0	500	-500	-100.00%	
1-63-00-840-00	ECO DEVELOPMENT - PROVINCIAL CONDITIONAL GRANT	29,104	0	29,104	0	29,104	#DIV/0!	2
1-63-00-850-00	ECO DEVELOPMENT - MOUNTAIN VIEW COUNTY FUNDING	0	0	0	0	0	#DIV/0!	
1-63-00-920-00	ECO DEVELOPMENT - TRANSFER FROM RESERVES	18,468	0	18,468	0	18,468	#DIV/0!	3
1-63-00-925-00	ECO DEVELOPMENT - GRANT UTILIZATION	29,104	0	29,104	0	29,104	#DIV/0!	2
	TOTAL REVENUE	116,826	0	116,826	29,000	87,826	302.85%	
Expenses								
2-63-00-110-00	ECO DEVELOPMENT - SALARIES & WAGES	143,699	0	143,699	150,968	7,269	4.81%	4
2-63-00-110-01	ECO DEVELOPMENT - WCB	1,485	0	1,485	0	-1,485	#DIV/0!	4
2-63-00-130-00	ECO DEVELOPMENT - EI & CPP	5,935	0	5,935	5,813	-122	-2.10%	4
2-63-00-131-00	ECO DEVELOPMENT - LAPP	18,491	0	18,491	20,009	1,518	7.59%	4
2-63-00-132-00	ECO DEVELOPMENT - AUMA	1,823	0	1,823	1,992	169	8.48%	4
2-63-00-133-00	ECO DEVELOPMENT - SUNLIFE	7,353	0	7,353	7,966	613	7.70%	4
2-63-00-200-00	ECO DEVELOPMENT - GENERAL SERVICES	898	0	898	2,800	1,902	67.93%	
2-63-00-211-00	ECO DEVELOPMENT - TRAVEL & SUBSISTENCE	3,566	0	3,566	7,024	3,458	49.23%	
2-63-00-215-00	ECO DEVELOPMENT - FREIGHT	34	0	34	350	316	90.29%	
2-63-00-217-00	ECO DEVELOPMENT - POSTAGE	600	0	600	740	140	18.92%	
2-63-00-220-00	ECO DEVELOPMENT - ADVERTISING & PROMOTION	69,146	0	69,146	38,010	-31,136	-81.92%	5
2-63-01-220-00	ECO DEVELOPMENT - PROMO.-GENERAL SERVICES	12,160	0	12,160	12,250	90	0.73%	
2-63-02-220-00	ECO DEVELOPMENT - PROMO.-GEN. SUPPLIES	8,334	0	8,334	10,000	1,666	16.66%	
2-63-00-223-00	ECO DEVELOPMENT - MEMBERSHIPS & CONF. FEES	5,643	0	5,643	5,833	190	3.26%	
2-63-00-260-00	ECO DEVELOPMENT - OFFICE/SOFTWARE RENT	510	0	510	519	9	1.73%	
2-63-00-345-00	ECO DEVELOPMENT - PLANNING & PROJECTS	5,216	0	5,216	0	-5,216	#DIV/0!	6
2-63-00-500-00	ECO DEVELOPMENT - GENERAL SUPPLIES	471	0	471	500	29	5.80%	
2-63-00-530-00	ECO DEVELOPMENT - PHOTOCOPYING	889	0	889	875	-14	-1.60%	
2-63-00-555-00	ECO DEVELOPMENT - COMPUTER HARDWARE & SOFTWARE	0	0	0	1,050	1,050	100.00%	
2-63-00-760-00	ECO DEVELOPMENT - TRANSFER TO RESERVES	16,500	0	16,500	15,500	-1,000	-6.45%	7
2-63-00-762-00	ECO DEVELOPMENT - TRANSFER TO CAPITAL	14,968	0	14,968	0	-14,968	#DIV/0!	8
2-63-00-765-00	ECO DEVELOPMENT - TRANSFER TO GRANTS	29,104	0	29,104	0	-29,104	#DIV/0!	2
2-63-00-777-00	ECO DEVELOPMENT - EVENTS & INCENTIVE PROGRAMS	25,703	0	25,703	30,500	4,797	15.73%	
	TOTAL EXPENSES	372,528	0	372,528	312,699	-59,829	-19.13%	
	NET SURPLUS/DEFICIT	-255,702	0	-255,702	-283,699	27,997		

1) Sponsorship								
Bio Mass Feedstock Study - 1,500								
2016 Travel Alberta Ad Campaign - 6,300								
2) Travel Alberta - Explore Sundre								
3) Transfer from Reserves								
Way finding Signs - 14,968 (Economic Development Reserves)								
Bio Mass Feedstock Study - 3,500 (Economic Development Reserves)								
4) Changes due to staff turnover & allocation adjustments								
5) Over expenditure offset by Travel Alberta Explore Sundre grant (29,104) and local sponsorships (6,300)								
6) Planning Project - Bio Mass Feedstock Study - 5,000								
7) Transfer to Reserves								
Way finding Signs - 15,000								
Sundre Day Care SEDIF Grant (approved in 2016 but to be paid in 2017) - 1,500								
8) Transfer to Capital								
Way finding Signs - 14,968								

**TOWN OF SUNDRÉ
2016 BUDGET
LIBRARY**

Cost Centre: 75

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-75-00-410-00	LIBRARY-SALE OF SERVICES	137,176	5,244	142,420	127,087	15,333	12.06%	1
1-75-00-850-00	LIBRARY - MOUNTAIN VIEW COUNTY	37,259	-	37,259	37,378	(119)	-0.32%	
	TOTAL REVENUE	174,435	5,244	179,679	164,465	15,214	9.25%	
Expenses								
2-75-00-110-00	LIBRARY-SALARIES & WAGES	127,446	0	127,446	113,949	-13,497	-11.84%	1
2-75-00-130-00	LIBRARY-EI & CPP	8,842	0	8,842	7,631	-1,211	-15.87%	1
2-75-00-131-00	LIBRARY-LAPP	6,131	0	6,131	5,507	-624	-11.33%	1
2-75-00-200-00	LIBRARY-TOWN CONTRIBUTIONS	105,001	0	105,001	105,001	0	0.00%	
2-75-00-201-00	PARKLAND REGIONAL LIBRARY	21,237	0	21,237	22,298	1,061	4.76%	
2-75-00-770-00	LIBRARY - TRANSFER TO LIBRARY	37,259	0	37,259	37,378	119	0.32%	
	TOTAL EXPENSES	305,916	0	305,916	291,764	-14,152	-33.97%	
	NET SURPLUS/DEFICIT	-131,481	5,244	-126,237	-127,299	1,062		
1) Cost of Salaries, EI, CPP & LAPP repaid by the Library								

TOWN OF SUNDRÉ
2016 BUDGET
SUNDRÉ COMMUNITY CENTRE

Cost Centre: 77

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Revenues							
1-77-00-410-00	SUNDRÉ COMM CENTRE - SALE OF SERVICES (Tenant Utilities)	20,723	-	20,723	23,768	(3,045)	-12.81%
1-77-00-550-00	SUNDRÉ COMM CENTRE - INTEREST INCOME	-	-	-	100	(100)	-100.00%
1-77-00-560-00	SUNDRÉ COMM CENTRE - FACILITY RENTAL INCOME	20,336	-	20,336	27,267	(6,931)	-25.42%
1-77-00-562-00	SUNDRÉ COMM CENTRE - MAINTENANCE COSTS RECOVERY	34,349	-	34,349	34,348	1	0.00%
1-77-00-850-00	SUNDRÉ COMM CENTRE - MOUNTAIN VIEW COUNTY REC GRANT	25,674	-	25,674	25,674	-	0.00%
1-77-00-920-00	SUNDRÉ COMM CENTRE - TRANSFER FROM RESERVES	17,861	3,259	21,120	-	21,120	#DIV/0!
	TOTAL REVENUE	118,943	3,259	122,202	111,157	11,045	9.94%
Expenses							
2-77-00-110-00	SUNDRÉ COMM CENTRE - SALARIES & WAGES	1,270	0	1,270	0	-1,270	0.00%
2-77-00-110-01	SUNDRÉ COMM CENTRE - WCB	0	0	0	0	0	0.00%
2-77-00-130-00	SUNDRÉ COMM CENTRE - EI & CPP	84	0	84	0	-84	0.00%
2-77-00-131-00	SUNDRÉ COMM CENTRE - LAPP	126	0	126	0	-126	0.00%
2-77-00-132-00	SUNDRÉ COMM CENTRE - AUMA	86	0	86	0	-86	0.00%
2-77-00-133-00	SUNDRÉ COMM CENTRE - SUNLIFE	0	0	0	0	0	0.00%
2-77-00-200-00	SUNDRÉ COMM CENTRE - TOWN GENERAL SERVICES	2,133	0	2,133	2,000	-133	-6.65%
2-77-00-201-00	SUNDRÉ COMM CENTRE - TOWN SCC CLEANING & CLEANING SUPPLIES	6,985	0	6,985	11,300	4,315	38.19%
2-77-00-216-00	SUNDRÉ COMM CENTRE - TELEPHONE	722	0	722	0	-722	#DIV/0!
2-77-00-220-00	SUNDRÉ COMM CENTRE - ADVERTISING	3,145	0	3,145	3,855	710	18.42%
2-77-00-274-00	SUNDRÉ COMM CENTRE - INSURANCE	9,519	0	9,519	11,450	1,931	16.86%
2-77-00-500-00	SUNDRÉ COMM CENTRE - TOWN GENERAL SUPPLIES	3,660	0	3,660	600	-3,060	-510.00%
2-77-00-541-00	SUNDRÉ COMM CENTRE - WATER, SEWER & GARBAGE	5,871	0	5,871	4,080	-1,791	-43.90%
2-77-00-542-00	SUNDRÉ COMM CENTRE - NATURAL GAS	7,462	0	7,462	12,240	4,778	39.04%
2-77-00-543-00	SUNDRÉ COMM CENTRE - ELECTRICITY	23,267	0	23,267	28,560	5,293	18.53%
2-77-00-555-00	SUNDRÉ COMM CENTRE - COMPUTER HARDWARE & SOFTWARE	0	0	0	100	100	100.00%
2-77-00-562-00	SUNDRÉ COMM CENTRE - TOWN BUILDING REPAIR & MAINTENANCE	10,065	0	10,065	2,830	-7,235	-255.65%
2-77-00-562-01	SUNDRÉ COMM CENTRE - COMMUNITY SERVICE OFFICE RELOCATION	21,120	0	21,120	0	-21,120	#DIV/0!
2-77-00-570-00	SUNDRÉ COMM CENTRE - TENANT GENERAL SERVICES & R&M	6,034	0	6,034	11,855	5,821	49.10%
2-77-00-571-00	SUNDRÉ COMM CENTRE - TENANT SIGN MAINTENANCE	142	0	142	500	358	71.60%
2-77-00-760-00	SUNDRÉ COMM CENTRE - TRANSFER TO RESERVES	9,000	0	9,000	9,100	100	1.10%
2-77-00-761-00	SUNDRÉ COMM CENTRE - TRANSFER TO OPERATING	0	6,463	6,463	6,463	0	0.00%
2-77-00-762-00	SUNDRÉ COMM CENTRE - TRANSFER TO CAPITAL	0	0	0	0	0	#DIV/0!
2-77-00-831-00	SUNDRÉ COMM CENTRE - DEBENTURE INTEREST PAYMENT	7,840	0	7,840	7,840	0	0.00%
2-77-00-832-00	SUNDRÉ COMM CENTRE - DEBENTURE PRINCIPAL PAYMENT	28,539	0	28,539	28,539	0	0.00%
	TOTAL EXPENSES	147,070	6,463	153,533	141,312	-12,221	-8.65%
	NET SURPLUS/DEFICIT	-28,127	-3,204	-31,331	-30,155	-1,176	
1)	Facility rental income down in 2016 reflecting downturn in economic environment (2015 revenues were 23,535)						

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2) Transfer from Reserves								
Community Services Office Relocation - 21,120 (Sundre Community Centre Reserves)								
3) 2016 costs below budget but in line with 2015 (24,226)								
4) Town/Tenant Building Maintenance - combined budgets over 1,414								
5) Transfer to Reserves								
Dishwasher - 2,000								
Tables & Chairs - 2,000								
Town & Tenant Capital - 5,000								

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TOWN OF SUNDRE

2016 BUDGET

ARENA

Cost Centre: 80

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-80-00-410-00	ARENA - USER FEES	94,869	-	94,869	108,956	(14,087)	-12.93%	1
1-80-00-412-00	ARENA - PUBLIC SKATING SPONSORSHIP	-	-	-	500	(500)	-100.00%	
1-80-00-412-01	ARENA - RECYCLING FUNDS	478	-	478	1,000	(522)	-52.20%	
1-80-00-550-00	ARENA - INTEREST	200	-	200	700	(500)	-71.43%	
1-80-00-560-00	ARENA - SIGN RENTALS	9,082	-	9,082	9,678	(596)	-6.16%	
1-80-00-570-00	ARENA - FUNDRAISERS/EVENT CONTRIBUTION	-	-	-	-	-	#DIV/0!	
1-80-00-590-00	ARENA - DONATIONS	-	-	-	-	-	#DIV/0!	
1-80-00-840-00	ARENA - PROV. COND. GRANT (OPERATING)	-	-	-	-	-	#DIV/0!	
1-80-00-841-00	ARENA - PROV. COND. GRANT (CAPITAL)	-	-	-	-	-	#DIV/0!	
1-80-00-850-00	ARENA - MOUNTAIN VIEW COUNTY	140,000	-	140,000	140,000	-	0.00%	
1-80-00-920-00	ARENA - TRANSFER FROM RESERVES	19,824	-	19,824	-	19,824	#DIV/0!	2
1-80-00-925-00	ARENA - GRANT UTILIZATION	-	-	-	-	-	#DIV/0!	
1-80-00-930-00	ARENA - TRANSFER TO CAPITAL	-	-	-	-	-	#DIV/0!	
1-80-00-940-00	ARENA - TRANSFER FROM OPERATING	-	-	-	-	-	#DIV/0!	
	TOTAL REVENUE	264,453	-	264,453	260,834	3,619	1.39%	
Expenses								
2-80-00-110-00	ARENA - SALARIES & WAGES	174,690	0	174,690	194,946	20,256	10.39%	3
2-80-00-110-01	ARENA - WCB	1,854	0	1,854	0	-1,854	#DIV/0!	3
2-80-00-130-00	ARENA - EI & CPP	9,913	0	9,913	11,805	1,892	16.03%	3
2-80-00-131-00	ARENA - LAPP	17,347	0	17,347	19,928	2,581	12.95%	3
2-80-00-132-00	ARENA - AUMA	1,870	0	1,870	2,170	300	13.82%	3
2-80-00-133-00	ARENA - SUNLIFE	8,512	0	8,512	8,172	-340	-4.16%	3
2-80-00-200-00	ARENA - GENERAL SERVICES	17,446	0	17,446	16,630	-816	-4.91%	
2-80-00-205-00	ARENA - BLADE SHARPENING	858	0	858	900	42	4.67%	
2-80-00-207-00	ARENA - IT SUPPORT	319	0	319	0	-319	#DIV/0!	
2-80-00-208-00	ARENA - GARBAGE REMOVAL	1,229	0	1,229	2,000	771	38.55%	
2-80-00-209-00	ARENA - LEASE FOR LIGHTING	2,856	0	2,856	0	-2,856	#DIV/0!	
2-80-00-210-00	ARENA - ICE PLANT MAINTENANCE	17,943	0	17,943	8,600	-9,343	-108.64%	4
2-80-00-211-00	ARENA - TRAVEL & SUBSISTENCE	1,055	0	1,055	643	-412	-64.07%	
2-80-00-215-00	ARENA - FREIGHT	43	0	43	700	657	93.86%	
2-80-00-216-00	ARENA - TELEPHONE	1,464	0	1,464	2,115	651	30.78%	
2-80-00-217-00	ARENA - POSTAGE	300	0	300	370	70	18.92%	
2-80-00-220-00	ARENA - ADVERTISING	4,156	0	4,156	4,440	284	6.40%	
2-80-00-223-00	ARENA - MUN. MEMB./CONF. FEES/TRAINING	3,761	0	3,761	2,239	-1,522	-67.98%	
2-80-00-260-00	ARENA - OFFICE/SOFTWARE RENT	510	0	510	519	9	1.73%	
2-80-00-261-00	ARENA - SHOP RENT	8,486	0	8,486	9,238	752	8.14%	
2-80-00-274-00	ARENA - INSURANCE	21,666	0	21,666	26,202	4,536	17.31%	
2-80-00-500-00	ARENA - GENERAL SUPPLIES	13,521	0	13,521	10,000	-3,521	-35.21%	
2-80-00-522-00	ARENA - PPE AND SAFETY SUPPLIES	440	0	440	1,000	560	56.00%	

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2-80-00-525-00	ARENA - FUEL AND FLUIDS	1,324	0	1,324	3,500	2,176	62.17%	
2-80-00-528-00	ARENA - SMALL TOOLS	300	0	300	200	-100	-50.00%	
2-80-00-530-00	ARENA - PHOTOCOPYING	533	0	533	525	-8	-1.52%	
2-80-00-535-00	ARENA - OFFICE SUPPLIES	305	0	305	100	-205	-205.00%	
2-80-00-541-00	ARENA - UTILITIES-WATER & SEWER	6,970	0	6,970	7,875	905	11.49%	
2-80-00-542-00	ARENA - UTILITIES-NATURAL GAS	7,492	0	7,492	11,550	4,058	35.13%	
2-80-00-543-00	ARENA - UTILITIES-ELECTRICITY	36,962	0	36,962	39,900	2,938	7.36%	
2-80-00-555-00	ARENA - COMPUTER HARDWARE & SOFTWARE	0	0	0	100	100	100.00%	
2-80-00-560-00	ARENA - VEHICLE/EQUIPMENT REPAIR	13,081	0	13,081	5,000	-8,081	-161.62%	5
2-80-00-562-00	ARENA - BUILDING REPAIR & MAINTENANCE	33,862	0	33,862	20,000	-13,862	-69.31%	6
2-80-00-760-00	ARENA - TRANSFER TO RESERVES	22,000	0	22,000	22,700	700	3.08%	7
2-80-00-762-00	ARENA - TRANSFER TO CAPITAL	19,824	0	19,824	0	-19,824	#DIV/0!	8
	TOTAL EXPENSES	452,892	0	452,892	434,067	-18,825	-4.34%	
	NET SURPLUS/DEFICIT	-188,439	0	-188,439	-173,233	-15,206		
	1) Arena rentals down from budget but up over 2015 (89,020)							
	2) Transfer from Reserves Arena Radiant Heaters - 19,824 (Facilities Reserves)							
	3) Changes due to staff turnover & allocations adjustments							
	4) Major work done on ice plant in July (8,363)							
	5) Major work done on Olympia in Oct (7,888)							
	6) Repairs to building including concession due to water break							
	7) Transfers to Reserves New Arena - 5,000 Olympia - 12,000 Compressor - 5,000							
	8) Transfer to Capital Radiant Heaters - 19,824							

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**TOWN OF SUNDRE
2016 BUDGET
GREENWOOD CAMPGROUND**

Cost Centre: 82

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-82-00-410-00	GW CAMPGROUND - USER FEE REVENUE	27,130	-	27,130	42,080	(14,950)	-35.53%	1
1-82-00-411-00	GW CAMPGROUND - WOOD SUPPLY SALES	1,059	-	1,059	2,630	(1,571)	-59.73%	
1-82-00-412-00	GW CAMPGROUND - DUMPING STATION FEES	487	-	487	1,578	(1,091)	-69.14%	
1-82-00-550-00	GW CAMPGROUND - INTEREST	-	-	-	250	(250)	-100.00%	
1-82-00-830-00	GW CAMPGROUND - DISASTER RECOVERY	-	-	-	-	-	#DIV/0!	
1-82-00-920-00	GW CAMPGROUND - TRANS. FROM RESERVES	-	-	-	-	-	#DIV/0!	
	TOTAL REVENUE	28,676	-	28,676	46,538	(17,862)	-38.38%	
Expenses								
2-82-00-110-00	GW CAMPGROUND - SALARIES & WAGES	19,796	0	19,796	21,973	2,177	9.91%	2
2-82-00-110-01	GW CAMPGROUND - WCB	324	0	324		-324	#DIV/0!	2
2-82-00-130-00	GW CAMPGROUND - EI & CPP	1,080	0	1,080	1,424	344	24.16%	2
2-82-00-131-00	GW CAMPGROUND - LAPP	1,739	0	1,739	2,280	541	23.73%	2
2-82-00-132-00	GW CAMPGROUND - AUMA	176	0	176	255	79	30.98%	2
2-82-00-133-00	GW CAMPGROUND - SUNLIFE	1,194	0	1,194	1,241	47	3.79%	2
2-82-00-200-00	GW CAMPGROUND - GENERAL SERVICES	21,955	0	21,955	21,750	-205	-0.94%	
2-82-00-208-00	GW CAMPGROUND - GARBAGE REMOVAL	600	0	600	1,200	600	50.00%	
2-82-00-215-00	GW CAMPGROUND - FREIGHT	0	0	0	0	0	#DIV/0!	
2-82-00-216-00	GW CAMPGROUND - TELEPHONE	695	0	695	900	205	22.78%	
2-82-00-220-00	GW CAMPGROUND - ADVERTISING	295	0	295	750	455	60.67%	
2-82-00-261-00	GW CAMPGROUND - SHOP RENT	2,122	0	2,122	2,310	188	8.14%	
2-82-00-274-00	GW CAMPGROUND - INSURANCE	2,598	0	2,598	2,420	-178	-7.36%	
2-82-00-500-00	GW CAMPGROUND - GENERAL SUPPLIES	3,139	0	3,139	5,000	1,861	37.22%	
2-82-00-511-00	GW CAMPGROUND - WOOD SUPPLIES	0	0	0	2,000	2,000	100.00%	
2-82-00-512-00	GW CAMPGROUND - SIGNS	0	0	0	150	150	100.00%	
2-82-00-525-00	GW CAMPGROUND - FUEL AND FLUIDS	69	0	69	300	231	77.00%	
2-82-00-530-00	GW CAMPGROUND - PHOTOCOPYING	178	0	178	175	-3	-1.71%	
2-82-00-535-00	GW CAMPGROUND - OFF. SUPPLIES/PRINTING	0	0	0	50	50	100.00%	
2-82-00-541-00	GW CAMPGROUND - UTILITIES-WATER & SEWER	1,847	0	1,847	2,000	153	7.65%	
2-82-00-542-00	GW CAMPGROUND - UTILITIES-NATURAL GAS	711	0	711	1,000	289	28.90%	
2-82-00-543-00	GW CAMPGROUND - UTILITIES-ELECTRICITY	4,186	0	4,186	4,000	-186	-4.65%	
2-82-00-560-00	GW CAMPGROUND - VEHICLE/EQUIPMENT R&M	0	0	0	500	500	100.00%	
2-82-00-562-00	GW CAMPGROUND - BUILDING R&M	2,564	0	2,564	300	-2,264	-754.67%	
2-82-00-760-00	GW CAMPGROUND - TRANSFER TO RESERVES	0	0	0	250	250	100.00%	
2-82-00-762-00	GW CAMPGROUND - TRANSFER TO CAPITAL	0	0	0	0	0	#DIV/0!	
	TOTAL EXPENSES	65,268	0	65,268	72,228	6,960	9.64%	
	NET SURPLUS/DEFICIT	-36,592	0	-36,592	-25,690	-10,902		

1) Reflects actual usage after closure in 2015

2) Changes due to staff turnovers & allocation adjustments

LCW

TOWN OF SUNDRE

2016 BUDGET

PARKS

Cost Centre: 84

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-84-00-410-00	PARKS - SALE OF SERVICES & SUPPLIES	-	2,250	2,250	1,000	1,250	125.00%	
1-84-00-411-00	PARKS - SALE OF FIXED ASSETS	11,690	-	11,690	-	11,690	#DIV/0!	1
1-84-00-412-01	PARKS - SPONSORSHIP	-	-	-	-	-	#DIV/0!	
1-84-00-550-00	PARKS - INTEREST	-	-	-	500	(500)	-100.00%	
1-84-00-560-00	PARKS - GRANTS NON-GOVERNMENT	-	-	-	-	-	#DIV/0!	
1-84-00-590-00	PARKS - DONATIONS - SKATEBOARD PARK	2,119	-	2,119	-	2,119	#DIV/0!	2
1-84-00-840-00	PARKS - PROV. COND. GRANT (STEP)	8,175	-	8,175	-	8,175	#DIV/0!	3
1-84-00-920-00	PARKS - TRANSFER FROM RESERVES	46,433	-	46,433	50,000	(3,567)	-7.13%	4
1-84-00-925-00	PARKS - GRANT UTILIZATION	99,429	-	99,429	108,000	(8,571)	-7.94%	5
1-84-00-930-00	PARKS - TRANSFER FROM OPERATING	-	-	-	-	-	#DIV/0!	
1-84-00-940-00	PARKS - TRANSFER FROM CAPITAL	-	-	-	-	-	#DIV/0!	
	TOTAL REVENUE	167,846	2,250	170,096	159,500	10,596	6.64%	
Expenses								
2-84-00-110-00	PARKS - SALARIES & WAGES	165,059	0	165,059	195,325	30,266	15.50%	6
2-84-00-110-01	PARKS - WCB	1,776	0	1,776	0	-1,776	#DIV/0!	6
2-84-00-130-00	PARKS - EI & CPP	9,399	0	9,399	12,356	2,957	23.93%	6
2-84-00-131-00	PARKS - LAPP	17,098	0	17,098	18,962	1,864	9.83%	6
2-84-00-132-00	PARKS - AUMA	1,845	0	1,845	2,084	239	11.47%	6
2-84-00-133-00	PARKS - SUNLIFE	8,235	0	8,235	7,790	-445	-5.71%	6
2-84-00-200-00	PARKS - GENERAL SERVICES	8,440	0	8,440	6,200	-2,240	-36.13%	
2-84-00-207-00	PARKS - IT SUPPORT	0	0	0	0	0	#DIV/0!	
2-84-00-208-00	PARKS - GARBAGE REMOVAL	500	0	500	500	0	0.00%	
2-84-00-210-00	PARKS - WEED CONTROL	11,737	0	11,737	10,500	-1,237	-11.78%	
2-84-00-211-00	PARKS - TRAVEL & SUBSISTENCE	257	0	257	1,103	846	76.70%	
2-84-00-215-00	PARKS - FREIGHT	22	0	22	200	178	89.00%	
2-84-00-216-00	PARKS - TELEPHONE	1,113	0	1,113	1,000	-113	-11.30%	
2-84-00-220-00	PARKS - ADVERTISING	1,039	0	1,039	1,110	71	6.40%	
2-84-00-223-00	PARKS - MUN. MEMB./CONF. FEES/TRAINING	763	0	763	2,939	2,176	74.04%	
2-84-00-260-00	PARKS - OFFICE/SOFTWARE RENT	2,295	0	2,295	2,334	39	1.67%	
2-84-00-261-00	PARKS - SHOP RENT	38,187	0	38,187	41,572	3,385	8.14%	
2-84-00-274-00	PARKS - INSURANCE	4,288	0	4,288	4,480	192	4.29%	
2-84-00-500-00	PARKS - GENERAL GOODS & SUPPLIES	9,404	0	9,404	19,200	9,796	51.02%	7
2-84-00-522-00	PARKS - PPE AND SAFETY SUPPLIES	282	0	282	1,000	718	71.80%	
2-84-00-525-00	PARKS - FUEL AND FLUIDS	7,470	0	7,470	6,630	-840	-12.67%	
2-84-00-528-00	PARKS - SMALL TOOLS	357	0	357	3,000	2,643	88.10%	
2-84-00-530-00	PARKS - PHOTOCOPYING	388	0	388	175	-213	-121.71%	
2-84-00-535-00	PARKS - OFFICE SUPPLIES	0	0	0	100	100	100.00%	
2-84-00-550-00	PARKS - PLAYGROUND R & M	4,973	0	4,973	5,000	27	0.54%	
2-84-00-555-00	PARKS - COMPUTER HARDWARE & SOFTWARE	0	0	0	100	100	100.00%	
2-84-00-560-00	PARKS - VEHICLE/EQUIPMENT R & M	1,338	0	1,338	5,000	3,662	73.24%	

2-84-00-563-00	PARKS - LANDSCAPING	1,500	0	1,500	2,500	1,000	40.00%	
2-84-00-760-00	PARKS - TRANSFER TO RESERVES	26,500	11,690	38,190	27,000	-11,190	-41.44%	8
2-84-00-761-00	PARKS - TRANSFER TO OPERATING	0	0	0	0	0	#DIV/0!	
2-84-00-762-00	PARKS - TRANSFER TO CAPITAL	141,203	0	141,203	158,000	16,797	10.63%	9
2-84-00-765-00	PARKS - TRANSFER TO GRANTS	8,175	0	8,175	8,175	0	0.00%	3
	TOTAL EXPENSES	473,643	11,690	485,333	544,335	59,002	10.84%	
	NET SURPLUS/DEFICIT	-305,797	-9,440	-315,237	-384,835	69,598		
	1) Sale of Kubota F3060 Tractor and attachments							
	2) Skateboard Park Donation							
	3) 2016 STEP Grant							
	4) Transfer from Reserves Parks Mower - 46,433 (Parks Reserve)							
	5) Grants Utilization North End Park - 50,224 (Gas Tax Fund) Betty Rose Park - 44,545 (Gas Tax Fund) 2016 STEP Grant - 4,660							
	6) Changes due to staff turnovers & allocation adjustments							
	7) Cost continue to decrease ; 2015 costs were 11,959							
	8) Transfer to Reserves New Mower - 7,750 Central Recreation Plan - 5,000 Mule Unit 144 - 6,250 Replace Unit 146 - 2,500 Replace Unit 147 - 2,500 Replace Unit 148 - 2,500 Sale proceeds from Kubota F3060 tractor & attachments - 11,690							
	9) Transfer to Capital North End Park - 50,225 Betty Rose Park - 44,545 New Parks Mower - 46,433							

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**TOWN OF SUNDRE
2016 BUDGET
RECREATION & CULTURE**

Cost Centre: 85

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-85-00-550-00	REC. & CULT. BRD. - INTEREST	-	-	-	-	-	#DIV/0!	
1-85-00-560-00	REC. & CULT. BRD. - GRANTS NON-GOVT	-	-	-	-	-	#DIV/0!	
1-85-00-850-00	REC. & CULT. BRD. - COUNTY TAX LEVY	136,880	-	136,880	138,184	(1,304)	-0.94%	
1-85-00-920-00	REC. & CULT. BRD. - TRANS. FROM RESERVES	11,704	-	11,704	-	11,704	#DIV/0!	1
	TOTAL REVENUE	148,584	-	148,584	138,184	10,400	7.53%	
Expenses								
2-85-00-770-00	REC. & CULT. BRD. - TRANS. TO NON-GOV'T ORG.	204,985	0	204,985	193,281	(11,704)	-6.06%	1
	TOTAL EXPENSES	204,985	0	204,985	193,281	-11,704	-6.06%	
	NET SURPLUS/DEFICIT	-56,401	0	-56,401	-55,097	-1,304		
	1) Transfer from Reserves - to cover grants utilizing 2015 funds transferred to reserves Sundre & District Allied Arts Council - 11,704							

of

**TOWN OF SUNDRE
2016 BUDGET
COMMUNITY SERVICES**

Cost Centre: 86

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-86-00-410-00	COMM. SERV. - SALE OF SERVICES	2,250	4,213	6,463	6,463	-	0.00%	
1-86-00-412-00	COMM. SERV. - PROGRAM FEES	2,250	-	2,250		2,250	#DIV/0!	
1-86-00-550-00	COMM. SERV. - INTEREST REVENUE	-	-	-	100	(100)	-100.00%	
1-86-00-590-00	COMM. SERV. - DONATIONS	-	-	-	-	-	#DIV/0!	
1-86-00-840-00	COMM. SERV. - PROV COND GRANTS (OP)	3,969	-	3,969	-	3,969	#DIV/0!	
1-86-00-841-00	COMM. SERV. - PROV. COND. GRANT (CAP)	-	-	-	-	-	#DIV/0!	
1-86-00-850-00	COMM. SERV. - MOUNTAIN VIEW COUNTY	50,037	-	50,037	50,037	-	0.00%	
1-86-00-920-00	COMM. SERV. - TRANS. FROM RESERVES	10,000	-	10,000	-	10,000	#DIV/0!	1
1-86-00-920-00	COMM. SERV. - GRANT UTILIZATION	4,256	-	4,256	-	4,256	#DIV/0!	
	TOTAL REVENUE	72,762	4,213	76,975	56,600	20,375	36.00%	
Expenses								
2-86-00-110-00	COMM. SERV. - SALARIES & WAGES	79,423	-	79,423	71,984	(7,439)	-10.33%	2
2-86-00-110-01	COMM. SERV. - WCB	604	-	604	-	(604)	#DIV/0!	2
2-86-00-130-00	COMM. SERV. - EI & CPP	3,946	-	3,946	4,581	635	13.86%	2
2-86-00-131-00	COMM. SERV. - LAPP	5,162	-	5,162	8,455	3,293	38.95%	2
2-86-00-132-00	COMM. SERV. - AUMA	391	-	391	955	564	59.06%	2
2-86-00-133-00	COMM. SERV. - SUNLIFE	5,528	-	5,528	6,963	1,435	20.61%	2
2-86-00-200-00	COMM. SERV. - GENERAL SERVICES	8,627	-	8,627	5,250	(3,377)	-64.32%	
2-86-00-211-00	COMM. SERV. - TRAVEL & SUBSISTENCE	878	-	878	1,690	812	48.05%	
2-86-00-216-00	COMM. SERV. - TELEPHONE	5,509	-	5,509	4,320	(1,189)	-27.52%	
2-86-00-220-00	COMM. SERV. - ADVERTISING	928	-	928	750	(178)	-23.73%	
2-86-00-223-00	COMM. SERV. - MEMBERSHIPS & CONF.FEES	1,192	-	1,192	700	(492)	-70.29%	
2-86-00-500-00	COMM. SERV. - GENERAL SUPPLIES	10,103	-	10,103	13,070	2,967	22.70%	
2-86-00-530-00	COMM. SERV. - PHOTOCOPYING	513	-	513	525	12	2.29%	
2-86-00-555-00	COMM. SERV. - COMPUTER HARDWARE & SOFTWARE	99	-	99	50	(49)	-98.00%	
2-86-00-760-00	COMM. SERV. - TRANS. TO RESERVES	-	-	-	100	100	100.00%	
2-86-00-765-00	COMM. SERV. - TRANS. TO GRANTS	2,000	-	2,000	-	(2,000)	#DIV/0!	
2-86-00-770-00	COMM. SERV. - COMMUNITY EVENT DONATIONS	28,010	-	28,010	20,000	(8,010)	-40.05%	3
2-86-02-200-00	COMM. SERV. - CELEBRATIONS	9,222	-	9,222	17,000	7,778	45.75%	4
	TOTAL EXPENSES	162,135	-	162,135	156,393	(5,742)	-3.67%	
	NET SURPLUS/DEFICIT	(89,373)	4,213	(85,160)	(99,793)	14,633		
1)	Transfer from Reserves							
	Gift to MVSH for Courtyard Garden - 10,000 (MVSH Reserve)							
2)	Changes due to staff turnover & allocations adjustments							
3)	Gift of 10,000 to MVSH charged to this line item							
4)	Did not do a Volunteer Appreciation activity - 5,000 balance of savings in Canada Day celebration							

TOWN OF SUNDRE

2016 BUDGET

TRAILS

Cost Centre: 87

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change
Revenues							
1-87-00-550-00	TRAILS - INTEREST	-	-	-	500	(500)	-100.00%
1-87-00-840-00	TRAILS - PROV. COND. GRANT (OPERATING)	-	-	-	-	-	#DIV/0!
1-87-00-841-00	TRAILS - PROV. COND GRANT (CAPITAL)	-	-	-	-	-	#DIV/0!
1-87-00-850-00	TRAILS - MTN. VIEW REC. GRANT	22,721	-	22,721	22,721	-	0.00%
1-87-00-920-00	TRAILS - TRANS. FROM RESERVES	1,468	-	1,468	-	1,468	#DIV/0!
1-87-00-925-00	TRAILS - GRANT UTILIZATION	409	-	409	-	409	#DIV/0!
1-87-00-930-00	TRAILS - TRANS. FROM OPERATING FUNCTION	-	-	-	-	-	#DIV/0!
1-87-00-940-00	TRAILS - TRANS. FROM CAPITAL FUNCTION	-	-	-	-	-	#DIV/0!
	TOTAL REVENUE	24,598	-	24,598	23,221	1,377	5.93%
Expenses							
2-87-00-110-00	TRAILS - SALARIES & WAGES	20,965	0	20,965	22,780	1,815	7.97%
2-87-00-110-01	TRAILS - WCB	193	0	193	0	-193	#DIV/0!
2-87-00-130-00	TRAILS - EI & CPP	1,186	0	1,186	1,493	307	20.56%
2-87-00-131-00	TRAILS - LAPP	1,612	0	1,612	2,450	838	34.20%
2-87-00-132-00	TRAILS - AJUMA	181	0	181	276	95	34.42%
2-87-00-133-00	TRAILS - SUNLIFE	1,301	0	1,301	1,090	-211	-19.36%
2-87-00-200-00	TRAILS - GENERAL SERVICES	1,250	0	1,250	2,500	1,250	50.00%
2-87-00-211-00	TRAILS - TRAVEL & SUBSISTENCE	38	0	38	1,104	1,066	96.56%
2-87-00-215-00	TRAILS - FREIGHT	0	0	0	100	100	100.00%
2-87-00-220-00	TRAILS - ADVERTISING	0	0	0	500	500	100.00%
2-87-00-223-00	TRAILS - MEMBERSHIPS/CONFERENCES	267	0	267	800	533	66.63%
2-87-00-261-00	TRAILS - SHOP RENT	4,241	0	4,241	4,619	378	8.18%
2-87-00-274-00	TRAILS - INSURANCE	3,019	0	3,019	2,938	-81	-2.76%
2-87-00-500-00	TRAILS - GENERAL SUPPLIES	0	0	0	1,000	1,000	100.00%
2-87-00-512-00	TRAILS - SIGNS	0	0	0	250	250	100.00%
2-87-00-525-00	TRAILS - FUEL AND FLUIDS	203	0	203	600	397	66.17%
2-87-00-560-00	TRAILS - VEHICLE/EQUIPMENT R & M	194	0	194	300	106	35.33%
2-87-00-760-00	TRAILS - TRANSFER TO RESERVES	10,000	0	10,000	10,500	500	4.76%
2-87-00-762-00	TRAILS - TRANSFER TO CAPITAL	1,468	0	1,468	0	-1,468	#DIV/0!
	TOTAL EXPENSES	46,118	0	46,118	53,300	7,182	13.47%
	NET SURPLUS/DEFICIT	-21,520	0	-21,520	-30,079	8,559	
1)	Transfer to Reserves						
	Trail Connections - 10,000						

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**TOWN OF SUNDRE
2016 BUDGET
OUTDOOR RECREATION**

Cost Centre: 89

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-89-00-410-00	Rec Fields - USER FEE REVENUE	841	-	841	1,157	(316)	-27.31%	
1-89-00-550-00	Rec Fields - INTEREST	-	-	-	140	(140)	-100.00%	
1-89-00-560-00	Rec Fields - GRANTS NON-GOVERNMENT	-	-	-	-	-	#DIV/0!	
1-89-00-850-00	Rec Fields - MOUNTAIN VIEW COUNTY	18,774	-	18,774	18,774	-	0.00%	
1-89-00-920-00	Rec Fields - TRANSFER FROM RESERVES	11,685	-	11,685	-	11,685	#DIV/0!	1
1-89-00-930-00	Rec Fields - TRANS. FROM OP. FUNCTION	-	-	-	-	-	#DIV/0!	
1-89-00-940-00	Rec Fields - TRANS. FROM CAP. FUNCTION	-	-	-	-	-	#DIV/0!	
	TOTAL REVENUE	31,300	-	31,300	20,071	11,229	55.95%	
Expenses								
2-89-00-110-00	Rec Fields - SALARIES & WAGES	24,536	0	24,536	26,700	2,164	8.10%	2
2-89-00-110-01	Rec Fields - WCB	177	0	177		-177	#DIV/0!	2
2-89-00-130-00	Rec Fields - EI & CPP	1,188	0	1,188	1,743	555	31.84%	2
2-89-00-131-00	Rec Fields - LAPP	1,826	0	1,826	2,780	954	34.32%	2
2-89-00-132-00	Rec Fields - AUMA	207	0	207	310	103	33.23%	2
2-89-00-133-00	Rec Fields - SUNLIFE	1,744	0	1,744	1,577	-167	-10.59%	2
2-89-00-200-00	Rec Fields - GENERAL SERVICES	1,758	0	1,758	8,284	6,526	78.78%	3
2-89-00-220-00	Rec Fields - ADVERTISING	0	0	0	0	0	#DIV/0!	
2-89-00-274-00	Rec Fields - INSURANCE	2,333	0	2,333	2,094	-239	-11.41%	
2-89-00-500-00	Rec Fields - GENERAL SUPPLIES	220	0	220	1,250	1,030	82.40%	
2-89-00-525-00	Rec Fields - FUEL AND FLUIDS	48	0	48	50	2	4.00%	
2-89-00-530-00	Rec Fields - PHOTOCOPYING	0	0	0	0	0	#DIV/0!	
2-89-00-560-00	Rec Fields-VEHICLE/EQUIPMENT REPAIR	14	0	14	400	386	96.50%	
2-89-00-760-00	Rec Fields - TRANSFER TO RESERVES	5,000	0	5,000	5,140	140	2.72%	4
2-89-00-762-00	Rec Fields - TRANSFER TO CAPITAL	11,685	0	11,685	0	-11,685	#DIV/0!	1
	TOTAL EXPENSES	50,736	0	50,736	50,328	-408	-0.81%	
	NET SURPLUS/DEFICIT	-19,436	0	-19,436	-30,257	-11,637		
1)	Transfer from Reserves Baseball Dugout Upgrades (Outdoor Rec Reserve)							
2)	Changes due to staff turnover & allocation adjustments							
3)	No work done on Skate Park (3,000) or charges for basic field work (3,500)							
4)	Transfer to Reserves Baseball Dugouts - 5,000							

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**TOWN OF SUNDRE
2016 BUDGET
GAS**

Cost Centre: 91

Account	Description	2016 Year to Date	Projected Balance for the Year	Projected Year End Balance	2016 Revised Budget	Variance	Percent Change	
Revenues								
1-91-00-411-00	GAS- GAS FLAT CHARGE	398,757	-	398,757	398,336	421	0.11%	
1-91-00-420-00	GAS- GAS CONSUMPTION CHARGE	830,549	-	830,549	930,049	(99,500)	-10.70%	1
1-91-00-430-00	GAS- AMR SURCHARGE	-	-	-	-	-	#DIV/0!	
1-91-00-440-00	GAS-GAS ALBERTA RMO OPERATING FEE	2,400	-	2,400	2,400	-	0.00%	
1-91-00-494-00	GAS-SERVICE INSTALL./RELOCATION FEES	19,101	-	19,101	13,500	5,601	41.49%	2
1-91-00-495-00	GAS-SALE OF FIXED ASSETS	-	-	-	-	-	#DIV/0!	
1-91-00-550-00	GAS- INTEREST	-	-	-	500	(500)	-100.00%	
1-91-00-555-00	GAS- UTILITY PENALTY REVENUE	17,972	-	17,972	16,500	1,472	8.92%	
1-91-00-560-00	GAS- RENTAL - TRANSCANADA	1,850	-	1,850	1,600	250	15.63%	
1-91-00-600-00	GAS- RETURN ON INVESTMENT FROM SHARE	5,200	-	5,200	-	5,200	#DIV/0!	3
1-91-00-840-00	GAS -PROV. COND. GRANT (OPERATING)	-	-	-	-	-	#DIV/0!	
1-91-00-920-00	GAS- TRANSFER FROM RESERVES	38,510	-	38,510	69,500	(30,990)	-44.59%	4
1-91-00-925-00	GAS- GRANT UTILIZATION	-	-	-	-	-	#DIV/0!	
1-91-00-930-00	GAS- TRANSFER FROM CAPITAL	-	-	-	-	-	#DIV/0!	
	TOTAL REVENUE	1,314,339	-	1,314,339	1,432,385	(118,046)	-8.24%	
Expenses								
2-91-00-009-00	GAS- GAS- AMORTIZATION OF FIXED ASSETS	0	0	0	0	0	#DIV/0!	
2-91-00-110-00	GAS- SALARIES & WAGES	224,180	0	224,180	236,185	12,005	5.08%	5
2-91-00-110-01	GAS-WCB	2,417	0	2,417	0	-2,417	#DIV/0!	5
2-91-00-130-00	GAS- EI & CPP	12,802	0	12,802	14,265	1,463	10.26%	5
2-91-00-131-00	GAS- LAPP	26,028	0	26,028	26,051	23	0.09%	5
2-91-00-132-00	GAS- AUMA	2,853	0	2,853	2,869	16	0.56%	5
2-91-00-133-00	GAS- SUNLIFE	13,786	0	13,786	14,312	526	3.68%	5
2-91-00-200-00	GAS- GENERAL SERVICES	10,788	0	10,788	11,000	212	1.93%	
2-91-00-202-00	GAS-GENERAL SERVICES RMO	1,244	0	1,244	1,700	456	26.82%	
2-91-00-203-00	GAS- GAS METER REPAIRS	27,058	0	27,058	27,500	442	1.61%	
2-91-00-211-00	GAS- TRAVEL & SUBSISTENCE	2,880	0	2,880	6,093	3,213	52.73%	
2-91-00-212-00	GAS-WELDING	0	0	0	2,000	2,000	100.00%	
2-91-00-213-00	GAS-LEAK SURVEY	5,200	0	5,200	8,000	2,800	35.00%	
2-91-00-215-00	GAS- FREIGHT	1,918	0	1,918	3,500	1,582	45.20%	
2-91-00-216-00	GAS- TELEPHONE	2,030	0	2,030	2,120	90	4.25%	

2-91-00-217-00	GAS- POSTAGE	2,550	0	2,550	3,145	595	18.92%	
2-91-00-220-00	GAS- ADVERTISING	1,039	0	1,039	1,110	71	6.40%	
2-91-00-223-00	GAS- MUN.MEMB/CONF. FEES/TRAINING	3,730	0	3,730	6,900	3,170	45.94%	
2-91-00-225-00	GAS- ENGINEERING	0	0	0	2,500	2,500	100.00%	
2-91-00-233-00	GAS- AUDIT SERVICES	0	0	0	0	0	#DIV/0!	
2-91-00-235-00	GAS- PROPERTY TAXES	11,992	0	11,992	28,165	16,173	57.42%	6
2-91-00-260-00	GAS- OFFICE/SOFTWARE RENT	4,334	0	4,334	4,408	74	1.68%	
2-91-00-261-00	GAS- SHOP RENT	38,187	0	38,187	41,281	3,094	7.49%	
2-91-00-274-00	GAS- INSURANCE	27,077	0	27,077	28,584	1,507	5.27%	
2-91-00-282-00	GAS- CATHODIC PROTECTION	2,874	0	2,874	6,500	3,626	55.78%	
2-91-00-500-00	GAS- GENERAL SUPPLIES	1,243	0	1,243	1,500	257	17.13%	
2-91-00-502-00	GAS-GENERAL SUPPLIES-RMO	1,547	0	1,547	1,000	-547	-54.70%	
2-91-00-504-00	GAS-GENERAL SUPPLIES-NEW TIE-INS	5,943	0	5,943	13,500	7,557	55.98%	7
2-91-00-511-00	GAS- GAS PURCHASES (GAS ALBERTA)	511,333	0	511,333	605,015	93,682	15.48%	8
2-91-00-522-00	GAS-PPE AND SAFETY SUPPLIES	731	0	731	1,500	769	51.27%	
2-91-00-525-00	GAS- FUEL AND FLUIDS	4,810	0	4,810	6,300	1,490	23.65%	
2-91-00-528-00	GAS-SMALL TOOLS	590	0	590	1,500	910	60.67%	
2-91-00-530-00	GAS- PHOTOCOPYING	2,666	0	2,666	2,625	-41	-1.56%	
2-91-00-535-00	GAS- OFFICE SUPPLIES	805	0	805	1,500	695	46.33%	
2-91-00-542-00	GAS- UTILITIES-NATURAL GAS	2,609	0	2,609	3,750	1,141	30.43%	
2-91-00-543-00	GAS-ELECTRICITY	1,796	0	1,796	2,100	304	14.48%	
2-91-00-555-00	GAS- COMPUTER HARDWARE & SOFTWARE	727	0	727	900	173	19.22%	
2-91-00-560-00	GAS- VEHICLE/EQUIPMENT R & M	185	0	185	2,000	1,815	90.75%	
2-91-00-760-00	GAS- TRANSFER TO RESERVES	141,566	113,553	255,119	162,293	-92,826	-57.20%	9
2-91-00-761-00	GAS- TRANSFER TO OPERATING	0	0	0	0	0	#DIV/0!	
2-91-00-762-00	GAS- TRANSFER TO CAPITAL	32,834	0	32,834	59,500	26,666	44.82%	10
2-91-00-765-00	GAS- TRANSFER TO GRANTS	0	0	0	0	0	#DIV/0!	
2-91-00-831-00	GAS- DEBENTURE INTEREST PAYMENT	0	0	0	0	0	#DIV/0!	
2-91-00-832-00	GAS- DEBENTURE PRINCIPAL PAYMENT	0	0	0	0	0	#DIV/0!	
2-91-00-911-00	GAS- BAD DEBTS	15,423	0	15,423	15,423	0	0.00%	
	TOTAL EXPENSES	1,149,775	113,553	1,263,328	1,358,594	95,266	7.01%	

	NET SURPLUS/DEFICIT	164,564	-113,553	51,011	73,791	-22,780		
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1) Consumption was only down 1,942 cubic meters from 203,444 in 2015 to 201,502 in 2016 but budget was based on 236,268 cubic meters

2) Serviced & installed more meters than budgeted

3) Rebate from Federation of Alberta Gas Co-op

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4)	Transfer from Reserves - all from Gas Reserves								
	Mobile Meter Reading Equipment - 9,405								
	Gas Piping Change Out - 17,591								
	Gas Odor Testing Device - 5,839								
	Gas Utility Operator Training - 5,675								
5)	Changes due to staff turnover & allocations adjustments								
6)	Reflects actual taxes paid in 2016								
7)	Not the same number of new tie-ins in 2016 as in previous years								
8)	Gas purchased was based on 236,268 but only purchased 207,377 and at a lower rate								
9)	Transfer to Reserves								
	Mobile Reading Equipment - 1,750								
	RMO Upgrade - 25,000								
	Rodeo Pipe Line - 7,500								
	Backhoe - 25,000								
	Gas Piping Change Out - 40,000								
	Capacity Expansion - 62,543								
	Gas Improvement Charges - 42,316								
	2016 Gas Surplus - 51,010								
10)	Transfer to Capital								
	Mobile Meter Reading Equipment - 9,405								
	2016 Piping Change Out - 17,590								
	Gas Odor Testing Equipment - 5,839								

4/6

Update on Fourth Quarter Financial Report

At the Council workshop held on Monday, March 6, 2017, Council requested additional information on several topics. This update provides Council with the requested information.

What were snow removal costs over the past five years compared to budget?

	Budget	Actual
2012	20,500	14,734
2013	21,000	69,762
2014	22,000	31,975
2015	22,000	10,605
2016	20,000	15,590
2017	32,000	22,628 (to March 9 th)
2018	25,000	

What is the cost of moving the commercial vacant rate from 15.000 mills to the 2017 proposed commercial rate of 11.764 mills?

Reducing the commercial vacant mill rate by 3.236 mills in 2017 will result in a reduction in tax revenues of \$25,419. Such a reduction will be felt in subsequent fiscal years. For example, the approved 2018 budget is based on 15.00 mills and will result in a similar shortfall in funding in 2018 should the mill rate be reduced to the commercial rate.

What is the account receivable amount outstanding regarding the Sundre Day Care?

The amount outstanding at the end of 2015 was \$11,819. The plan for 2016 was for the day care to remain current. This was largely achieved, as the amount outstanding for 2016 was \$673, which will be paid within the next couple of weeks. However, this still leaves the outstanding 2015 amount unpaid. Administration will continue to work with the day care to ensure all outstanding amounts are eventually repaid to the Town.

Administration will be pleased to answer other questions Council may have regarding the fourth quarter results.

Respectively submitted

Vic Pirie
Director of Finance & Administration



REQUEST FOR DECISION

COUNCIL DATE: March 13, 2017

SUBJECT: 2016 Fiscal Year End Transfers

ORIGINATING DEPARTMENT: Corporate Services

AGENDA ITEM: 6.2

BACKGROUND/PROPOSAL:

Council approved the 2016 budget on December 1, 2014 (Motion No. 261/14) as part of a two-year budget process that dealt with the 2015 and 2016 fiscal years.

In early 2016 it became readily apparent that adjustments were required in the approved 2016 operating budget due to significant changes in the economy. At the April 18th Council meeting, Council approved reducing the 2016 budget for revenues to \$6,076,157 from the original estimate of \$6,954,010, a \$877,853 reduction. This primarily reflected a reduction in water, wastewater and gas revenues. Council, in recognizing the shortfall in revenue estimates, made the decision to reduce expenditures rather than increasing taxes. As a result, expenditures for 2016 were reduced by \$877,854 from \$10,163,953 to \$9,286,099.

In the Third Quarter Fiscal report an estimated \$276,534 was projected as a surplus for 2016 of which approximately \$152,520 was from staff turnover and the balance from operational changes in revenues and expenditures. Administration has now completed the Fourth Quarter Fiscal report, presented separately from this RFD, which estimates a reduced surplus for 2016 of \$187,907 of which \$159,552 comes from staff turnover and the balance from operational changes in revenues and expenditures. The Fourth Quarter Fiscal report explains major variances from budget for those items with major deviations over \$5,000.

Council now has the opportunity to utilize the projected surplus by allocating it for various purposes.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES:

To assist Council in their discussion, the document "*Report on Proposed Adjustments to 2017-2018 Operational Budgets*", is attached for consideration.

ADMINISTRATION RECOMMENDATIONS:

Administration recommendations for the proposed surplus can be found on page 2 of the Fourth Quarter Fiscal report under "*Proposed Allocations*". The rationale for each proposal is as follows:

CAO Transition

There are a number of costs associated with recruiting a new CAO for the Town. These costs include: cost of consulting services, interviewing costs, re-location costs, interim CAO costs and costs associated with previous CAO. Administration estimates that these costs could run as high as \$62,500. For specifics Council will have to hold an in-camera session as it involves personnel issues.

Budget Stabilization Reserve

Council established a Budget Stabilization reserve in 2016 by allocating \$50,000 of the 2015 surplus into this newly established reserve. In developing the 2017 operational budget, Council appropriated \$40,000 to maintain a tax rate increase of 3.0% in 2017. This leaves a balance of \$10,000.

Administration is recommending \$60,000 be allocated to this reserve. The 2017 budget was based on a 1.0% increase in the assessment base for the Town. Recent information from our assessor indicates our overall assessment has decreased by 1.00% over the actual 2016 assessment and 2.01% over our estimated assessment for 2017. The shortfall in assessment between budget estimates and 2017 actuals is \$7,339,200. Such a shortfall will reduce taxes received by approximately \$66,190 for 2017. Details of the assessment changes are included in the Fourth Quarter Fiscal report on page 3.

Rather than increasing taxes, administration is recommending that utilizing the Budget Stabilization Reserve cover the shortfall. To do this Council needs to top up the reserve by the proposed \$60,000.

Snow Removal Reserve

Costs for snow removal varies from year to year due to the amount of snow received. In heavy snowfall years, costs for snow removal exceeds the budget and reductions are required in other areas to offset the additional costs. In lower snowfall years the amount unspent for snow removal has gone to cover other expenditures or to assist in increasing various reserves. Administration recommends that Council establish a snow removal reserve, which can be dipped into in heavy years and replenished in lighter years. To establish such a reserve, administration recommends that \$50,000 of the proposed 2016 surplus be placed in such reserve.

Computer Evergreening

In the approved budgets for 2015 & 2016 \$5,000 per year was to be spent on updating (evergreening) existing Town computers. These funds were not used in 2015 largely due to the transition in the Director of Finance and Administration position. In 2016, it was the intent of administration to acquire three computers for replacement, however in discussions with OSI (our technology service provider) it would be more economical to do both 2016 and 2017 in early 2017. To assist with the cost of acquiring 6 computers in 2017 administration recommends that the 2016 funds be transferred to the General Reserve and be brought into 2017 to offset the costs.

As mentioned previously, administration recommendations can be found on page 2 of the Fourth Quarter report.

COSTS/SOURCE OF FUNDING:

Costs of transferring to the Budget Stabilization Fund, General Reserve and Snow Removal Reserve are covered through the estimated 2016 operating surplus.

MOTION:

That Council of the Town of Sundre approves transferring \$62,500 of the projected 2016 operating surplus into General Reserves to assist in covering the costs of the 2017 CAO transition, and

That Council of the Town of Sundre approves transferring \$60,000 of the projected 2016 operating surplus into the Budget Stabilization Reserve to assist in covering the shortfall in tax revenues due to a reduction in 2017 Town assessment, and

That Council of the Town of Sundre approves transferring \$50,000 of the projected 2016 operating surplus into the Snow Removal Reserve to assist in offsetting the cost of snow removal in those years incurring excess snowfalls, and

That Council of the Town of Sundre approves transferring \$5,000 of the projected 2016 operating surplus into General Reserves to assist in the 2017 computer replacement program.

ATTACHMENTS:

Report on Proposed Adjustments to 2017-2018 Operational Budgets

Date Reviewed: _____ CAO: _____

**Report on Proposed Adjustments
To
2017 - 2018 Operational Budgets**

Prepared by: Vic Pirie, Director of Finance and Administration

November 21, 2016

Overview

Council received the draft proposed two-year operational budgets for the 2017 and 2018 fiscal years at the November 7th Council Workshop. That workshop was followed by a full day workshop on November 14th. At the workshop, Council directed administration to:

- Reduce the library budget to a zero increase in both 2017 & 2018 resulting in decreases of \$4,000 in 2017 and \$2,000 in 2018
- Reduce the rate reduction in the monthly charge for solid waste from a 5% reduction to a 2% reduction
- Delete from the budget support for Big Brothers and Big Sisters in each year resulting in a decrease of \$5,000 per year
- Delete from the budget support for 211 initiative in each year resulting in a decrease of \$3,000 in 2017 and \$2,000 in 2018

After a discussion by Council, Council directed administration to provide further reductions in the operational budgets to bring in a tax rate increase between 0% and 3% for each year.

Following the full day workshop Council held an Open House on Tuesday, November 15th from 6:00 pm to 8:00 pm to solicit public input. No input was provided at the Open House.

Senior administration met and is providing the following recommended changes to the 2017 and 2018 operational budgets to ensure a tax rate increase to residential and commercial property owners of 3% per year. In addition, there have been adjustments made to user fees as identified below.

2017 Recommendations

Legislative

EDA Membership	150
Red Deer River Watershed Alliance Membership	1,348
Southern Alberta Waste Energy Association Membership	1,100
Legal Services	10,000
Councilor Training	2,100
General Supplies	175
Total Legislative	14,873

There are no direct service reductions to the residents of the Town with the proposed adjustments. However, Councilors will be impacted by the lost of training opportunities and the reduction of membership in various organizations.

Corporate

Annual Meeting of Staff (1/2 Day Session)	1,000
Legal	<u>(10,000)</u>
Total Corporate	(9,000)

There are no direct service reductions to the residents of the Town with the proposed adjustments. Reduction in legal costs in legislative budget is reflected with a corresponding increase in corporate legal costs. There is a lost opportunity to provide staff with a group understanding of the strategic planning, vision and mission of the Council with the elimination of the annual meeting.

Bylaw

Bylaw Restructuring	<u>300</u>
Total Bylaw	300

There are no direct service reductions to the residents of the Town with the proposed adjustments. There is a reduction in the level of consulting available in revising or developing new bylaws or policies pertaining to Bylaw services.

Emergency Services

No proposed adjustments to the proposed budget, however administration is recommending the funding provided to Greenwood Neighbourhood Place for emergency training be discontinued and re-allocated to training of Town staff.

There is a direct reduction in services to Greenwood Neighbourhood Place with the elimination of funding to the organization.

Roads

Local Improvement Charges	<u>(14,000)</u>
Total Roads	(14,000)

Decrease in the funding provided through local improvement charges, as there have been prepayments of the local improvement charges by several of the residents over the 2015 and 2016 fiscal years.

There are no direct service reductions to the residents of the Town with the proposed adjustment.

Water

Flat Charge	8,251
Transfer from Operating Function	(2,506)
General Services	500
Transfer to Reserves	<u>(6,245)</u>
Total Water	-

There are no direct service reductions to the residents of the Town with the proposed adjustments. The proposed 2% increase in the monthly flat user fee is changed to reflect a 5.13% increase in the fee. The rate will increase from \$19.50 to \$20.50 per month or \$1.00 more per month. The rate increase reflects the impact on water and wastewater operations of the 2020 Sewer Lagoon Expansion capital project being funded by the Town at approximately 40%. There will be a need to increase both water and wastewater rates over the next five years to cover the cost of Town borrowings.

Wastewater

Flat Charge	8,244
Engineering	7,000
General Supplies - Lift Station	1,000
Transfer to Reserves	<u>(16,244)</u>
Total Wastewater	-

There are no direct service reductions to the residents of the Town with the proposed adjustments. The proposed 2% increase in the monthly flat user fee is changed to reflect a 5.13% increase in the fee. The rate will increase from \$19.50 to \$20.50 per month or \$1.00 more per month. The rate increase reflects the impact on water and wastewater operations of the 2020 Sewer Lagoon Expansion capital project being funded by the Town at approximately 40%. There will be a need to increase both water and wastewater rates over the next five years to cover the cost of Town borrowings.

Solid Waste

Residential Charges	7,517
Transfer to Reserves	(10,023)
Transfer to Operating Functions	<u>2,506</u>
Total Solid Waste	-

There are no direct service reductions to the residents of the Town with the proposed adjustments. Residential fees have increased as the rate reduction in the monthly residential charge has changed from a 5% reduction to a 2% reduction. The monthly fee for solid waste collection is reduced to \$25.15 from \$25.65 or \$0.50

monthly savings. The proposed budget fee of \$24.35 per month would have resulted in a \$1.30 per month saving.

Planning & Development

Transfer from Reserves	(12,500)
Planning Services	25,000
Legal Fees	5,000
Total Planning & Development	17,500

There are no direct service reductions to the residents of the Town with the proposed adjustments. Eastside ARP planning will commence later in 2017 and finish in 2018 allowing for a portion of the costs to be budgeted in 2018. The total costs for the plan is also reduced. Legal fees reduced for potential developer legal action.

Library

Towns Contribution	4,000
Total Library	4,000

There may be some service reductions to residents of the Town with the proposed adjustment as the library has seen increased usage and may not be able to meet the new service level with no increase in the budget. The reduction is a Council directive.

Greenwood Campground

Transfer from Reserves	(4,000)
General Supplies	4,750
R & M Building	4,000
Total Greenwood Campground	4,750

There are no current service reductions to residents of the Town with the proposed adjustments. However, there is a future delay in improved fitness with the removal of the installation of excise equipment at the campground until at least 2019. Staff will be able to maintain washroom facility at the current level.

Parks

Donations - Benches	(3,700)
General Services	2,500
Phone	240
General Services	2,000
Playground & Open Spaces	11,500
Playground & Open Spaces	5,000
Playground & Open Spaces	1,000
Playground & Open Spaces	1,325
Playground & Open Spaces	2,375
Total Parks	22,240

There may be potential service reductions to residents of the Town with the proposed adjustments. The adjustments will reduce flower baskets (\$2,000), eliminated landscaping three parks (\$11,500), reduce playground maintenance (\$5,000), delete Snake Hill garden (\$1,000), remove Derrick flower bed (\$1,325) and reduce turf or lawn maintenance (\$2,375)

Community Services

General Services	300
General Services	1,000
General Supplies	3,500
General Supplies	2,000
General Supplies	4,320
Community Events Donations	5,000
Community Events Donations	3,000
Celebrations	4,000
Total Community Services	23,120

There will be a reduction in service delivery to residents of the Town with the proposed adjustments. The adjustments will delete heritage flag plaques (\$1,000), reduce seasonal lighting (\$3,500), reduce street banners (\$2,000), delete flag purchases (\$4,320), not fund Big Brothers Big Sisters (\$5,000), not participate in 211 (\$3,000) and reduce volunteer recognition (\$4,000).

Trails

General Services	5,000
Advertising	2,000
Total Trails	7,000

There may be a possible reduction in services as gravel, patching and asphalt (\$5,000) is removed from the budget. Brochure development (\$2,000) will be delayed until the Open Space and Trail plan is completed.

Gas

Property Taxes	15,740
Total Gas	<u>15,740</u>

There is no service reduction to residents of the Town with the proposed adjustment as the reduction reflects current property tax charges.

2017 Summary

The above proposed adjustments to the various service departments results in a \$86,523 reduction to the 2017 operating budget. A 3% reduction to the initial proposed budget requires an adjustment of \$88,999. There is a shortfall of \$2,476 which will be adjusted for through a transfer of \$2,500 from the budget stabilization fund. Such a transfer will result in a \$24 surplus for the 2017 fiscal year.

2018 Recommendations

Legislative

General Services	20,000
Travel & Subsistence	1,000
Travel & Subsistence	3,600
Travel & Subsistence	1,000
Memberships & Conferences	800
Memberships & Conferences	3,000
Memberships & Conferences	150
Memberships & Conferences	300
Memberships & Conferences	1,348
Memberships & Conferences	1,100
Legal	7,000
Total Legislative	39,298

There are no direct service reductions to residents of the Town with the proposed adjustments. Administration moved the Records Management Contract position to 2019 saving \$20,000 in 2018. Attendance at conferences have been reduced or eliminated as follows:

ARPA Conference eliminated (\$1,000)
Reduced to 4 Councilors to AUMA Conference (\$3,600)
EDA Conference deleted (\$1,000)

Memberships have been reduced or eliminated as follows:

ARPA Conference eliminated (\$800)
Reduced to 4 Councilors to AUMA Conference (\$3,000)
EDA Membership deleted (\$150)
EDA Spring Conference (\$300)
Red Deer River Watershed Alliance Membership (\$1,348)
Southern Alberta Waste Energy Association Membership (\$1,100)

Legal service reductions moved to Corporate Services.

Corporate

General Services	17,000
Legal Services	(8,000)
Total Corporate	9,000

There are no direct service reductions to residents of the Town with the proposed adjustments. Administration reduced consulting fees for an external review of

salaries, as the majority of the work will be done in-house. Legal service costs increased to reflect legislative transfer costs.

Bylaw

General Services	550
Total Bylaw	<u>550</u>

There are no direct service reductions to the residents of the Town with the proposed adjustments. There is a reduction in the level of consulting available in revising or developing new bylaws or policies pertaining to Bylaw services.

Roads

Local Improvement Charges	(14,000)
Contract - Snow Removal	7,000
Street Lights - Electricity	5,258
Total Roads	<u>(1,742)</u>

Decrease in the funding provided through local improvement charges, as there have been prepayments of the local improvement charges by several of the residents over the 2015 and 2016 fiscal years. Reduced snow removal as in 2016 set up a snow removal reserve which can be drawn down if heavy snow year. Reduction in electricity reflects potential savings in changing to LED street lights in 2017.

There are no direct service reductions to the residents of the Town with the proposed adjustment.

Water

Flat Charge	16,873
Transfer from Operating Functions	(2,093)
General Services	400
Transfer to Reserves	(15,180)
Total Water	<u>-</u>

There are no direct service reductions to the residents of the Town with the proposed adjustments. The proposed 2% increase in the monthly flat user fee is changed to reflect a 4.88% increase in the fee. The rate will increase from \$20.50 to \$21.50 per month or \$1.00 more per month. The rate increase reflects the impact on water and wastewater operations of the 2020 Sewer Lagoon Expansion capital project being funded by the Town at approximately 40%. There will be a need to increase both water and wastewater rates over the next five years to cover the cost of Town borrowings.

Wastewater

Flat Charge	16,487
Engineering	7,070
General Supplies - Lift Station	1,000
Transfer to Reserves	<u>(24,557)</u>
Total Wastewater	-

There are no direct service reductions to the residents of the Town with the proposed adjustments. The proposed 2% increase in the monthly flat user fee is changed to reflect a 4.88% increase in the fee. The rate will increase from \$20.50 to \$21.50 per month or \$1.00 more per month. The rate increase reflects the impact on water and wastewater operations of the 2020 Sewer Lagoon Expansion capital project being funded by the Town at approximately 40%. There will be a need to increase both water and wastewater rates over the next five years to cover the cost of Town borrowings.

Solid Waste

Residential Charges	8,130
Transfer to Reserves	(10,223)
Transfer to Operating Functions	<u>2,093</u>
Total Solid Waste	-

There are no direct service reductions to the residents of the Town with the proposed adjustments. Residential fees have increased as the rate reduction in the monthly residential charge was changed from a 5% reduction to a 2% reduction in 2017 resulting in a larger base to charge the 2% proposed increase for 2018. The monthly fee for solid waste collection is increased from \$25.15 back to the 2016 rate of \$25.65.

Planning and Development

Transfer from Reserves	5,000
Transfer from Reserves	(40,000)
Transfer from Reserves	(25,000)
Planning Projects	(10,000)
Planning Projects	80,000
Planning Projects	50,000
Legal Fees	<u>5,000</u>
Total Planning and Development	65,000

There may be service reductions as some planning activities such as development of a new Offsite Levy bylaw is moved to 2019 saving a net of \$40,000 (\$80,000 less \$40,000). Work on various planning documents will begin in 2018 but will not be

finished until 2019 saving \$25,000 (\$50,000 less \$25,000). Added to 2018 is the completion of the Eastside ARP, which added a net of \$5,000 (\$10,000 less \$5,000). Legal fees reduced still provides for funding in event of developer pre-legal action costs.

Library

Towns Contribution	2,000
Total Library	2,000

There may be some service reductions to residents of the Town with the proposed adjustment as the library has seen increased usage and may not be able to meet the new service level with no increase in the budget. The reduction is a Council directive.

Greenwood Campground

R & M Building	(1,000)
Total Greenwood Campground	(1,000)

Increased to ensure staff has funds to address basic maintenance needs of the Greenwood campground washroom facilities.

Parks

Donations - Benches	(3,700)
General Services	2,500
General Services	2,040
Playground & Open Spaces	11,615
Playground & Open Spaces	5,050
Playground & Open Spaces	1,010
Playground & Open Spaces	2,665
Playground & Open Spaces	2,399
Total Parks	23,579

There may be potential service reductions to residents of the Town with the proposed adjustments. The adjustments will reduce flower baskets (\$2,040), eliminated landscaping three parks (\$11,615), reduce playground maintenance (\$5,050), delete Snake Hill garden (\$1,010), remove Skate Park landscaping as done in 2017 (\$2,665) and reduce turf or lawn maintenance (\$2,399)

Community Services

General Services	1,010
General Supplies	3,500
General Supplies	2,000
General Supplies	4,320
Community Events Donations	5,000
Community Events Donations	2,000
Celebrations	4,000
Total Community Services	21,830

There will be a reduction in service delivery to residents of the Town with the proposed adjustments. The adjustments will delete heritage flag plaques (\$1,010), reduce seasonal lighting (\$3,500), reduce street banners (\$2,000), delete flag purchases (\$4,320), not fund Big Brothers Big Sisters (\$5,000), not participate in 211 (\$2,000) and reduce volunteer recognition (\$4,000).

Trails

General Services	5,050
Total Trails	5,050

There may be a possible reduction in services as gravel, patching and asphalt (\$5,000) is removed from the budget.

Gas

Gas Meters Repairs	3,500
Property Taxes	16,087
Total Gas	19,587

There is no service reduction to residents of the Town with the proposed adjustment as the reduction reflects current property tax charges.

2018 Summary

The above proposed adjustments to the various service departments results in a \$183,152 reduction to the 2018 operating budget. A 3% reduction to the initial proposed budget requires an adjustment of \$185,945. There is a shortfall of \$2,793 which will be adjusted for through a transfer of \$2,800 from the budget stabilization fund. Such a transfer will result in a \$7 surplus for the 2018 fiscal year.

IMPACT OF 2017 AND 2018 BUDGETS ON RESIDENTS

- Based on home with an assessed value of \$350,000
- Water consumption of 20 cubic metres per month
- Gas consumption if 15gjs per month

2017 Impact on Residents

	2016	2017	2017 Annual Difference	Monthly Difference
Property Taxes (municipal)	\$2,709.00	\$2,790.20	\$81.20	\$6.77
Water	\$774.00	\$786.00	\$12.00	\$1.00
Wastewater	\$558.00	\$570.00	\$12.00	\$1.00
Solid Waste	\$307.80	\$301.80	(\$6.00)	(\$0.50)
Storm Water	\$61.80	\$63.00	\$1.20	\$0.10
Gas	\$1,063.80	\$1,069.80	\$6.00	\$0.50
Total	\$5,474.40	\$5,580.80	\$106.40	\$8.87

- **Proposed overall increase in cost to resident is 1.94% in 2017**

2018 Impact on Residents

	2017	2018	2018 Annual Difference	Monthly Difference
Property Taxes (municipal)	\$2,790.20	\$2,873.85	\$83.65	\$6.97
Water	\$786.00	\$798.00	\$12.00	\$1.00
Wastewater	\$570.00	\$582.00	\$12.00	\$1.00
Solid Waste	\$301.80	\$307.80	\$6.00	\$0.50
Storm Water	\$63.00	\$64.20	\$1.20	\$0.10
Gas	\$1,069.80	\$1,072.80	\$3.00	\$0.25
Total	\$5,580.80	\$5,698.65	\$117.85	\$9.82

- **Proposed overall increase in cost to resident is 2.11% in 2018**

Town of Sundre Capital Project Listing						
As at January 31, 2017						
Approval Date	Motion #	Project Description	Source of Funding	Estimated Project Cost	Total Spent to Date	Comments
2011		Red Deer River Bank Stabilization	Provincial Municipal Affairs Grant	2,400,000.00	2,340,451.25	In-stream work completed. Applied for an extension to Sep/17 as remainder of work will be completed next spring. Extension granted.
Dec 1/14	264/14	Questica Budget & Reporting System	MSI Operating	20,000.00	44,017.00	Overbudget as new SQL server was needed. More costs will be required to complete the project. Implementation delayed due to change in Director of Finance. To be completed in 2017.
			General Reserve	15,000.00	8,658.70	
			Roads Reserve	10,000.00	5,903.66	
			Water/Wastewater Reserve	10,000.00	5,903.66	
			Parks Reserve	5,000.00	2,886.24	
			Gas Reserve	5,000.00	2,886.24	
			Total	65,000.00	70,255.50	
Nov 9/15	298/15	Fire Training Facility	Shell Canada Donation	10,000.00	10,000.00	Training facility has been purchased. Location for the training facility to be determined.
			Town Fire Reserves	20,000.00	18,577.50	
			Mountain View County	20,000.00	18,577.50	
			Total	50,000.00	47,155.00	
Nov 21/16	363/16	Municipal Reserve Land Restoration (MVSH)	MVSH Reserve	220,000.00	1,468.26	To be completed in 2017.
Nov 21/16	366/16	Unit #133 Conversion	Fleet Reserve	8,500.00	8,500.00	Approved in 2017 Capital budget but project started in Dec 2016 to due to immediate need resulting from equipment failure.
			Parks Reserve	6,500.00	4,471.40	
			Sale of Assets	10,000.00	0.00	
			Total	25,000.00	12,971.40	
Nov 21/16	366/16	Town Phone System	General Reserve	30,000.00	0.00	To be completed in 2017.
Nov 21/16	366/16	Way-Finding Signage	Ec Dev Reserve	12,000.00	0.00	To be completed in 2017.
Nov 21/16	366/16	New Steamer Unit	MSI Capital	15,500.00	0.00	To be completed in 2017.
Nov 21/16	366/16	Upgrade Centre Street	Infrastructure Reserve	95,000.00	0.00	To be completed in 2017.
			Storm Water Reserve	150,000.00	0.00	
			Off-Site Levies	240,000.00	0.00	
			MSI Capital	715,000.00	0.00	
			Debenture	1,000,000.00	0.00	
			Total	2,200,000.00	0.00	
Nov 21/16	366/16	Well 4 Power Generator Upgrade	Federal Gas Tax Fund	43,000.00	0.00	To be completed in 2017.
Nov 21/16	366/16	Electro Fusion Welder	Gas Reserve	8,240.00	0.00	To be completed in 2017.
Nov 21/16	366/16	AML Pipe Locator	Gas Reserve	10,000.00	0.00	To be completed in 2017.

Town of Sundre Capital Project Listing						
As at February 28, 2017						
Approval Date	Motion #	Project Description	Source of Funding	Estimated Project Cost	Total Spent to Date	Comments
2011		Red Deer River Bank Stabilization	Provincial Municipal Affairs Grant	2,400,000.00	2,340,451.25	In-stream work completed. Applied for an extension to Sep/17 as remainder of work will be completed next spring. Extension granted.
Dec 1/14	264/14	Questica Budget & Reporting System	MSI Operating	20,000.00	44,017.00	Overbudget as new SQL server was needed. More costs will be required to complete the project. Implementation delayed due to change in Director of Finance. To be completed in 2017.
			General Reserve	15,000.00	8,658.70	
			Roads Reserve	10,000.00	5,903.66	
			Water/Wastewater Reserve	10,000.00	5,903.66	
			Parks Reserve	5,000.00	2,886.24	
			Gas Reserve	5,000.00	2,886.24	
			Total	65,000.00	70,255.50	
Nov 9/15	298/15	Fire Training Facility	Shell Canada Donation	10,000.00	10,000.00	Training facility has been purchased. Location for the training facility to be determined.
			Town Fire Reserves	20,000.00	18,577.50	
			Mountain View County	20,000.00	18,577.50	
			Total	50,000.00	47,155.00	
Nov 21/16	363/16	Municipal Reserve Land Restoration (MVSH)	MVSH Reserve	220,000.00	1,468.26	To be completed in 2017.
Nov 21/16	366/16	Unit #133 Conversion	Fleet Reserve	8,500.00	8,500.00	Approved in 2017 Capital budget but project started in Dec 2016 to due to immediate need resulting from equipment failure.
			Parks Reserve	6,500.00	5,126.57	
			Sale of Assets	10,000.00	0.00	
			Total	25,000.00	13,626.57	
Nov 21/16	366/16	Town Phone System	General Reserve	30,000.00	0.00	To be completed in 2017.
Nov 21/16	366/16	Way-Finding Signage	Ec Dev Reserve	12,000.00	0.00	To be completed in 2017.
Nov 21/16	366/16	New Steamer Unit	MSI Capital	15,500.00	0.00	To be completed in 2017.
Nov 21/16	366/16	Upgrade Centre Street	Infrastructure Reserve	95,000.00	0.00	To be completed in 2017.
			Storm Water Reserve	150,000.00	0.00	
			Off-Site Levies	240,000.00	0.00	
			MSI Capital	715,000.00	805.80	
			Debenture	1,000,000.00	0.00	
			Total	2,200,000.00	805.80	
Nov 21/16	366/16	Well 4 Power Generator Upgrade	Federal Gas Tax Fund	43,000.00	0.00	To be completed in 2017.
Nov 21/16	366/16	Electro Fusion Welder	Gas Reserve	8,240.00	0.00	To be completed in 2017.
Nov 21/16	366/16	AML Pipe Locator	Gas Reserve	10,000.00	0.00	To be completed in 2017.



REQUEST FOR DECISION

COUNCIL DATE: March 13, 2017

SUBJECT: Appointment of Interim Chief Administrative Officer

ORIGINATING DEPARTMENT: Legislative Services

AGENDA ITEM: 11.1

BACKGROUND/PROPOSAL:

During the February 27, 2017 Regular Council Meeting, Council accepted Ms. Angie Lucas' resignation from her position and duties of Interim Chief Administrative Officer, effective March 10, 2017. With the position becoming vacant as of March 10, 2017, Council needs to appoint another Interim Chief Administrative Officer.

Mr. Allan Harvey is recognized to have many years of municipal experience and is interested in assuming the position and duties of the Interim Chief Administrative Officer position.

MOTION:

The Town of Sundre Council moves to appoint Mr. Allan Harvey, as Interim Chief Administrative Officer, effective March 13, 2017.

Date Reviewed: _____ CAO: _____

BOARDS AND COMMITTEES REPORT

Name of Board/Committee: Mountain View Waste Commission

Councillor: Nerna M. Fadden

Meetings Attended: Regular Commission Mtg.

Date(s): Jan 30 - Feb. 27 2017

Upcoming: _____

Significant Points

- See attached
- _____
- _____
- _____
- _____

Feb 27, 2017 Meeting Highlights

- The Commission has chosen to not recognize the new 2016 Census numbers until the new budget for 2018.
- Garth Hollinger brought back info from the AB CARE Conference on Asbestos and the concerns for the employees. Board has made a motion for our CAO to bring back a policy banning this from our landfill.
- December financials were not available but the CAO supplied bank balances and an RFD came to transfer \$84,051.72 to make the ACFA loan payments from equipment sold.
- RFD presented and approved for Financial Records Management control.
- Tonnage slightly up from last year to this year for the month of January. Some contaminated dirt still coming in.
- CAO will speak to Penner Construction to see if they will come down a little on the shingle shred.
- Motion made to buy out the current leases on the 2 Chev trucks as mileage is very low and it doesn't make sense to start a new lease.
- Our Commission hosted a meeting with waste groups from Calgary. Main focus was on recycling.
- AB CARE Conference was held in Olds on Feb 22-24 and everyone went to our landfill for a tour and all were very impressed with the tire shred used and cover plates.
- 3.25 years of cell space left in cell 6 (new cell). There is a complete 20 years of air space left in the current approved amount the Commission has for current landfill footprint of 12 hectares.
- CAO is going to come back to the next meeting with a number of how much contaminated soil the Commission will be required to complete the current landfill.
- CAO was asked to bring back a number of what it would cost the Commission to hire an employee and have a vehicle to clean up the recycling depots daily. The cost for the year would be \$86,300. The costs to municipalities would be \$2.69/capita. CAO is going to take this option to municipalities CAOs as info to see if they want to pursue this option.
- Looking to sell the shredded shingle material for road basing. Each purchaser would then be responsible for getting approval for land application. Our CAO has information to help those who are applying.



Mountain View Regional Waste Management Commission

**Regular Meeting
Mountain View County Office
9:00 a.m.
January 30, 2017**

MINUTES

In Attendance	Mary Anne Overwater	Chair, Town of Olds
	Patricia McKean	Vice-Chair, Mountain View County
	Al Gil	Town of Carstairs
	Verna McFadden	Town of Sundre
	Garth Hollinger	Town of Didsbury
	Tim Hagen	Village of Cremona
	Angela Aalbers	Alternate, Mountain View County
Staff	Pat Sliworsky	CAO
	Lindsay Miller	Administrative Assistant

1. CALL TO ORDER Chair Mary Anne Overwater called the meeting to order at 9:00 a.m.

2. ADDITIONS TO OR DELETIONS FROM THE AGENDA

11.5 Canadian Diabetes Association

3. ADOPTION OF AGENDA

3.1 Adoption of Agenda

Resolution #01-17

Moved by Al Gil

THAT the agenda for the January 30, 2017 Regular Meeting be adopted as amended.

CARRIED unanimous

4. ADOPTION OF MINUTES

4.1 Minutes of December 19, 2016 Regular Meeting

Resolution #02-17

Moved by Garth Hollinger

THAT the Commission approve the minutes of the December 19, 2016 Regular Meeting as circulated.

CARRIED unanimous

5. BUSINESS ARISING

None.

6. NEW BUSINESS

**6.1 Recycling
Depots vs
Commercial Use**

Resolution #03-17

Moved by Al Gil

THAT the Commission direct Administration to send a letter to all of the member municipalities as discussed.

CARRIED unanimous

**6.2 Disposal
Of Carcasses**

Resolution #04-17

Moved by Patricia McKean

THAT Schedule B of the Waste Services Agreement and Prohibited Waste Policy 22-14 be changed to restrict all animal carcasses for disposal.

CARRIED unanimous

7. COMMITTEE REPORTS

**7.1 Finance
Committee**

Resolution #05-17

Moved by Patricia McKean

THAT the Commission approve the Financial Reports as presented.

CARRIED unanimous

Next Meeting: March 14, 2017 @ 9:00 a.m. Town of Olds Office.

**7.2 Landfill
Committee**

Al Gil updated the Commission on the tonnages received at the Landfill and Transfer Stations.

Pat Sliworsky, CAO, updated the Commission on the progress of the removal of the bales of plastic and twine at the Olds Transfer Station.

Resolution #06-17

Moved by Tim Hagen

THAT the tonnage reports be accepted as presented.

CARRIED unanimous

Next Meeting: February 6, 2017 @ 9:00 a.m. Didsbury Office

8. CAO REPORT

**8.1 Bids for
Shingle Grind**

Pat Sliworsky, CAO, updated the Commission on another contractor who is now starting to grind shingles in Alberta.

**8.2 Membership and
Waste Services
Agreements Update**

Pat Sliworsky, CAO, updated the Commission on the Membership and Waste Services Agreements. To date all municipalities have approved both Agreements.

Resolution #07-17

Moved by Al Gil

THAT the Commission accept the CAO report as presented.

CARRIED unanimous

11. CORRESPONDENCE

**11.1 Alberta CARE
Conference**

Resolution #08-17

Moved by Verna McFadden

THAT the Commission approve a maximum of two board members to attend the Alberta CARE Conference held in Olds on February 22 to 24, 2017.

CARRIED unanimous

**11.2 Letter from
Village of Cremona**

Resolution #09-17

Moved by Tim Hagen

THAT the Commission approve to pay the SAEWA membership fee for all of the Member municipalities.

DEFEATED

Resolution #10-17

Moved by Al Gil

THAT the Commission direct Administration to send a letter to the Village of Cremona as discussed.

CARRIED unanimous

**11.3 SWANA
Conference**

Pat Sliworsky, CAO, updated the Commission on the upcoming SWANA conference being held May 17 – 19, 2017 in Saskatoon, Saskatchewan.

**11.4 Canadian Wood
Waste Recycling
Workshop**

Pat Sliworsky, CAO, updated the Commission on the upcoming Wood Waste Recycling Workshop being held on March 1, 2017 in Drayton Valley.

**11.5 Canadian
Diabetes
Association**

Pat Sliworsky, CAO, updated the Commission on the request received from the Canadian Diabetes Association for donation bins.

Resolution #11-17

Moved by Al Gil

THAT the Commission direct Administration to send a letter to the Canadian Diabetes Association in regards to contacting all member municipalities as discussed.

CARRIED unanimous

Resolution #12-17

Moved by Garth Hollinger

THAT the Commission accept the Correspondence as information.

CARRIED unanimous

9. DIRECTORS COMMENTS

A discussion was held regarding the recycling centres.

12. NOTICE OF MOTION

None.

13. NEXT MEETING

13.1 Mountain View County Office, February 27, 2017 @ 9:00 a.m.

Break at 10:31 a.m. to 10:45 a.m.

Lindsay Miller left the meeting and Angela Aalbers joined the meeting.

16. IN-CAMERA ITEMS

Resolution #13-17

Garth Hollinger made a motion to go in-camera at 10:45 a.m.

CARRIED unanimous

Resolution #14-17

Garth Hollinger made a motion to come out of camera at 2:35 p.m.

CARRIED unanimous


17. ADJOURNMENT

Resolution #15-17


Moved by Patricia McKean

THAT the meeting be adjourned at 2:35 p.m.

CARRIED unanimous



Chair



CAO

BOARDS AND COMMITTEES REPORT

13.2

Name of Board/Committee: Municipal Library Board

Councillor: Verma Mifadden

Meetings Attended: Absent - but I am ^{including} ~~in~~ minutes sent to me

Date(s): February 15, 2017

Upcoming: _____

Significant Points

- Proposed Library upgrades & renovations
- There has been no firm costing projections from the town for the Library's share of the Community Center.
- Program Coordinator Dawn Lubb received the Lois Hole Community Leadership Award in recognition of her contribution to family literacy.
- Jamie speaking to town to clarify if I sit as a Council representative or as an appointed Justice? ?

February 15, 2017: Minutes of the Sundre Municipal Library Board

In attendance: Laura Skorodenski (Chair), Jamie Syer (Manager), Pat Toone, Mike Kapiczowski, Simon Ducatel, Jodi Orr, Bob Griebel

Absent: Anton Walker, Verna McFadden

The Chair called the meeting to order at 1:30 pm. The agenda was circulated and minutes of the meeting of January 18, 2017 were reviewed. Moved by Jodi, seconded by Simon that the minutes be adopted as presented. Carried.

Business Arising: Jamie reported that Shelley Rose's proposal for library upgrades should be completed next week and that renovations will then proceed.

There still has been no firm costing projection from the Town for the Library's share of the Community Centre.

Simon indicated that he and Jamie should have the Minister's Award for Excellence application completed by the February 24 deadline.

Library Manager's Report:

Parent Link has increased library rental from \$150/month to \$200/month. They will also be renting library space for extra programming over the next few months.

With County approval the residual funds that Mountain View County provided for added SuperNet bandwidth will now be used for a new hub for faster Wi-Fi, allowing up to 250GB / month at about 15Mbps. This will cost \$75/month and will require a password from the library desk to access.

The Sundre Lion's donated \$1000 to the library. \$500 were used for a new Daisy reader and \$500 will be spent on audio books.

Two recent events at the library including "Art, Music and Stories" and the annual "Valentine's Day Tea" were both well attended.

The completed Plan of Service was reviewed by the Board and positively commented upon. Pat moved, Simon seconded that the Plan be accepted. Carried. Jamie will forward it to Public Library Services Branch and our PRL consultant.

Also reviewed was the 2016 Alberta Public Library Survey. Materials circulated, number of library card holders, program participants and visits to the library have all significantly increased over the past year. Mike moved, Bob seconded that the annual report be accepted. Carried.

Board Committee Reports:

Financial: No news to report.

Personnel: Karen Tubb, our Program Coordinator, recently returned from Edmonton where she was awarded the Lois Hole Community Leadership Award in recognition of her contributions to family literacy.

Advertisement for the position of a summer student to head the Summer Reading Program will soon be posted.

Friend of the Library: No report.

New Business: Anton has spoken to William Knelsen about joining the Board and William is interested in doing so. With the approval of the Board, Bob will ask William to attend the March Board meeting as a guest.

Jamie felt it was important that both he and Karen attend the Alberta Library Association conference in Jasper, and are working on financial strategies to that end. Jodi volunteered to speak to Vic Pirie, Town CFO, to see if they would help finance Jamie in his capacity as Town representative to the Parkland Regional Library Board.

Jamie agreed to speak to the Town in order to clarify Verna McFadden's position on the Board. There appears to be some confusion as to whether she sits as a council representative or as an appointed Trustee.

In a brief discussion, the Board decided not to proceed on the idea to rename the Sundre Municipal Library.

Laura has reviewed the by-laws and policies of both the Calgary and Olds libraries. Olds does the better job of fulfilling the legislative requirements and will provide a template for completing our own policy revisions.

Bob suggested and there was general agreement the Board send a card and flowers to Anton's wife.

Calendar:

Feb. 16: Jamie to attend Parkland Regional Library Meeting

Mar 15: Date of next Board Meeting

Simon moved meeting be adjourned. Mike seconded. Carried.

Anton Walker, Chair

Bob Griebel, Secretary

2017/2018 APPOINTMENTS OF COMMITTEES AND BOARDS OF COUNCIL

- Broadband Committee: Mayor Leslie, Councillors Vardas, McFadden *as alternate
- Central Alberta Economic Partnership: Councillors Isaac, Vardas, Thompson *as alternate
- Central Alberta Mayors' Meetings: Mayor Leslie, Deputy Mayor Vardas
- Council Policies & Bylaw Committee: Mayor Leslie, Councillors Funke, Blatchford, CAO
- Downtown Area Revitalization: Councillors Blatchford, McFadden* as alternate
- Fire Advisory Committee: Councillors Blatchford, Funke, CAO
- Greenwood Neighbourhood Place/FCSS: Councillors Funke and McFadden* as alternate
- *Hospital Liaison: Deputy Mayor Vardas, Mayor Leslie* as alternate
 - **Intermunicipal MOA Committee: Mayor Leslie, Councillors Isaac, Funke * as alternate, CAO
- Intermunicipal Planning Commission: Councillors Vardas, Isaac, Funke * as alternate
- Intermunicipal Subdivision and Development Appeal Board: Councillor Thompson, Blatchford * as alternate, CAO
- Mountain View Regional Waste Management Commission (MVRWMC): Councillor McFadden and Mayor Leslie* as alternate
- Mountain View Seniors' Housing: Mayor Leslie and Councillor McFadden* alternate
- Municipal Area Partnership: Mayor Leslie and Deputy Mayor Vardas* as alternate, CAO
- Municipal Library Board: Councillor McFadden
- Municipal Planning Committee: Deputy Mayor Vardas, Councillors Isaac and Funke
- Parkland Regional Library Board: Jamie Syer, Manager Sundre Public Library *DIRECTOR*
- Red Deer River Municipal Users Group (RDRMUG): Mayor Leslie and Councillor Thompson* as alternate
- Red Deer River Watershed Alliance (RDRWA): Mayor Leslie, Councillor McFadden* as alternate
- *R.C.M.P. Liaison: Mayor Leslie, Councillor McFadden* as alternate, CAO
 - **Southern Alberta Energy-from-Waste Association (SAEWA):
- Subdivision and Development Appeal Board: Councillors Thompson, McFadden* as alternate
- Sundre and District Aquatic Society: Councillor McFadden
- Sundre and District Chamber of Commerce: Mayor Leslie, Councillor McFadden* as alternate
- **Sundre Schools Liaison: -
- Sundre Municipal Emergency Management Committee: Councillor Funke, Vardas* as alternate
- Sundre Petroleum Operators Group (S.P.O.G.): Councillor Vardas
- Sunpine Public Involvement Round Table: Mayor Leslie and Councillor Isaac* as alternate

Date Reviewed: _____ CAO: _____

*For the
Change
Work at the
February*

TO: Council, Town of Sundre
FROM: Jamie Syer, Town representative to Parkland Regional Library Board
DATE: February 22, 2017

A meeting of the PRL Board was held in Lacombe on February 16, 2017 and I was in attendance. Following is a report on Board proceedings. Please do not hesitate to ask me for additional information.

Following approval by a small margin of the PRL 2017 budget, that budget has been adopted.

Recommendations from the PRL Executive Committee were confirmed by the Board concerning transfers of reserve funds for the following purposes:

- \$9,000 from the Unrestricted Operating Fund to hire Margaret Law to carry out a compensation review of PRL staff positions
- up to \$35,000 from the Unrestricted Operating Fund to purchase eAudio books
- \$10,000 from the Technology Reserve for the development of website enhancements
- \$35,000 from the Vehicle Reserve to purchase a new cargo van
- up to \$4,500 from the Unrestricted Operating Fund to purchase the components for an Oculus Rift gaming kit (a virtual reality device)

PRL was successful in receiving a CIP grant of \$50,000 to support the purchase of SuperNet Customer Edge Devices (CEDs) for all member libraries and Parkland headquarters.

Long-term service awards were presented to several members of PRL staff.

The 2016 Annual Report of Public Library Systems for Parkland Regional Library was approved as presented. This report shows that PRL is processing about 30,000 items annually for member Libraries. These are books and other materials that Libraries have purchased to add to their collections. Total circulation for the region in 2016 was 1,227,177 items for 29,896 cardholders. The PRL van service delivered 890,000 items among member libraries during 2016.

PRL has recently upgraded SuperNet service in member Libraries. Sundre has benefitted from this upgrade due to a special effort by IT staff at PRL to have us included in increased government funding, even though our municipal population is below the eligibility cutoff. This effort was made because of the relatively large volume of items circulated by Sundre Municipal Library.

Discussions continue on the best way to fund electronic content for Library cardholders. One service in particular—*hoopla*—has become increasingly expensive, due to its licence costing provisions, combined with its popularity among library users.

All Library systems in the Province, Parkland included, are studying the best way to deliver Library service to First Nations residents, utilizing new Provincial funding earmarked for this purpose.

During the community sharing portion of the agenda, I reported that our Library Programmer, Karen Tubb, recently was named winner of the Lois E. Hole Memorial Community Leadership Award for Family Literacy, in recognition of Karen's outstanding work in this area, especially at the Sundre Library.

Respectfully submitted,


Jamie Syer

Council Report

Councillor Cheri Funke

March 1, 2017 Emergency Management Committee

The committee held discussions on changes that are needed to Bylaw #850, the Bylaw is very out of date so we compared the Bylaw with the Emergency Management Bylaw that Red Deer County uses, for the most part the items that needed to be in there from the Emergency Management Act are in there, the discussion was surrounding adding clarification between the Committee, the Agency and clarification of what the Director can do in the time of an emergency.

March 2-3, 2017 Crisis & Risk Communications Conference

This conference held a lot of important information for the uses of different communication in an emergency;

- The emergency management department will assign people to the different roles that they will be in during an emergency and one of the most important roles is the Communication spokesperson.
- There are many aspects that were more defined to me now, I was well aware that we need to establish a crisis communications plan for this department but there are several policies, such as; an emergency management aspect of the social media policy, we have no media relations or crisis management policies, it would also assist us in the time of crisis if we had pre-established templates for news releases, fact sheets, and key messages.
- Council's role in a crisis should be for things like advice and historical information, they can be an integral part of minimizing the emotional impact during the crisis, but I do not think that it is Councils place to be the main Communications Spokesperson in a crisis.
 - It is important that Council members are informed of what is going on, the more they know, and the calmer they will be.
 - It is key for a non-spokesperson to relate back to the municipalities values, identify the Emergency/Donor/Volunteering information and contacts, and keep the message clear, concise and constant with the information that has been released by the Emergency Management Department.
- In my opinion Council is responsible for making sure that all the plans and policies are in place before a crisis, but in a crisis it is the job of the Director and Deputy Director that we have appointed to get us thru the crisis not matter how big or small. Councils place in a crisis is to support but stay out of the way.

March 7, 2017 Fire Advisory Meeting

- The fire training facility location will be ready for the sea-cans in approximately 4-6 months, until the County has re-zoned the lands. It will cost approximately \$5000 to make the lands ready.
- A FireSmart grant application has been applied for \$26,000. If successful the area on Snake Hill surrounding the water treatment plant will be turned into a demo site for FireSmart.
 - A contractor will come in to clean up the dead and downed trees around the facility and then signage would be added to the area to describe what was done to make the area FireSmart.
- As far as the County is concerned the status for Unit 540 is unchanged and it will continue to be utilized; the County's discussion on level of Service is still ongoing and there will be more information brought forward after the Regional Chiefs retreat.
- Current thoughts on a new building for a protective services building is approximately 5-6 years (2022). The building is to house fire, RCMP, EMS, and bylaw services. The County wants to be involved in all levels of planning.
- There are weight restrictions on the James River Bridge, there are only 1-2 vehicles that the fire department has that fall under the weight restrictions.
- Update on the Casino funds, in order to hold another casino the fire department had to use up the past funds, approximately \$19,000, the society decided to use the funds to buy some upgraded jaws equipment which included a cutter, ram and spreader, the new equipment can be run on a battery pack.
 - The fire society is willing to lend the equipment to other departments if needed.
 - The new equipment will not be added to the capital listing.
- Clearwater County – looks like we will see a \$12-15,000 decrease in revenues. But at quick glance of the Service Agreement signed in 2015 between Clearwater and Sundre, they are legally bound to the contract, proper procedure would have been for Clearwater to approach us with an amendment to the agreement. Further research will need to take place and in the meantime, Reeve Beattie will have a discussion with the Clearwater Reeve and Councillors.
- Budget – Chief Butts brought up 2 items that he would like added to the operating budget but it was the consensus of the committee that the items should be brought forward during the proper channels for discussion for the 2019-2021 operating budget.
 - Also there was a discussion around a motor vehicle collision that was billed for and funding was received from risk and recovery, for us to later discover that the victim would have to cover the cost, it was moved by the committee to return the funds so that the victim would not have to pay.
- There was a discussion surrounding the pumper that will have to be replaced in the years 2021-2022, there will need to be more conversations with MVC before the purchase to discuss purchasing a pumper or a pumper/ladder truck.
- The amount of revenues and distributions of the revenues received from the Fort Mac fire will be discussed by the Regional Chiefs and then a recommendation will be coming back to respective Councils to make a decision.
- Approximately 144 calls in 2016, with approximately \$106,000 in revenues. There has been approximately 27 calls in 2017.