

Regular and Closed Meeting Agenda
for Monday, June 12, 2023, at 5:30 p.m. to be held
in the Council Chambers, in the Town Hall Complex,
at 240 Main Street, Milk River, Alberta



1. Call to Order
2. Delegations 6:00 pm
 - A) RCMP
 - B) Chief Mountain Chief Mountain Solid Waste Services Commission Strategic Plan
 - C) Community Futures
3. Additions to the Agenda
4. Approval of Minutes
 - A) Minutes of the May 8, 2023, Regular Council Meeting
5. Business Arising from Minutes
 - A) Council Table
6. Financial Report
7. Administration Reports
 - A) Public Works
 - B) Community Peace Officer
 - C) Chief Administrative Officer
8. Bylaws and Policies
 - A) 1037-22 Animal Control Bylaw
 - B) 1040-23 Tax Rate Bylaw
 - C) 1041-23 Special Levies Bylaw
9. Old Business
 - A) RCMP Outpost
10. New Business
 - A) Correspondence
 - B) 2023 Operating Budget
 - C) 2023 Capital Budget Adjustment
 - D) 2024-2026 Financial Plan
 - E) Municipal Accountability Program Action Plan
 - F) Transfer Station Hours
 - G) Milk River Health Professionals Attraction and Retention Housing Subcommittee Appointment
11. Councillor Reports
 - A) Authorities, Boards, Committees and Commission Minutes
12. Mayor's Report
 - A) Authorities, Boards, Committees and Commission Minutes
13. Closed Session
14. Adjournment

Request for Decision

2023 Operating Budget

June 12, 2023



RECOMMENDATION

That the 2023 Operating budget in the amount of \$2,419,947 be approved as presented.

LEGISLATIVE AUTHORITY

Section 242 (1) of the Municipal Government Act states each council must adopt an operating budget for each calendar year.

BACKGROUND

Council reviewed the draft 2023 Operating Budget during a Special Meeting on April 21, 2023 and the regular council meeting on May 8, 2023. Adjustments were discussed and are presented to Council for approval.

ATTACHMENTS

1. 2023 Operating Budget

		2021	2022	2023	15-Jul-05	2023	2023
		ACTUAL	ACTUAL	INTERIM BUDGET	YTD April 30	BUDGET	Budget vs.
							2022 Budget
Tax Requirement Summary							
0	General Government Services	(952,741)	(995,448)	(980,834)	(27,742)	(1,204,227)	(223,393)
11	Council - Legislative	54,421	77,027	67,393	16,156	101,753	34,360
12	Administration	223,817	227,230	221,353	141,510	185,829	(35,525)
23	Fire Services	21,386	43,309	42,878	17,770	92,429	49,551
26	Municipal Enforcement	45,923	59,129	52,468	41,816	60,281	7,813
31	Common Services	110,191	140,630	111,000	47,423	172,690	61,690
32	Roads	233,631	269,492	209,392	46,623	240,280	30,888
33	Airport	12,255	7,030	9,887	3,375	10,419	532
41	Water	(83,837)	(39,641)	(13,698)	17,718	(59,450)	(45,752)
42	Wastewater	(60,836)	(43,318)	(2,390)	(10,734)	(13,533)	(11,143)
43	Solid Waste	(14,861)	(10,013)	1,900	(347)	11,663	9,763
56	Cemetery	(3,200)	1,400	2,500	50	2,500	-
61	Planning & Development	(58,153)	36,779	121,000	8,296	78,330	(42,670)
72	Recreation Administration	156,451	134,281	116,000	46,806	201,453	85,453
7201	Campground	7,812	13,037	14,332	12,755	76,044	61,712
7202	Pool	51,537	42,625	40,575	7,826	14,938	(25,637)
7203	Golf Course	-	7,837	-	233	8,300	8,300
74	Culture & Library	13,418	20,782	21,000	17,151	20,301	(699)
	Operating (Surplus) Deficit	(242,788)	(7,832)	34,758	386,684	(0)	242,787

	2021 ACTUAL	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 BUDGET	2023 vs 2022
General Government Services	(1,174,775)	(1,237,474)	(1,201,016)	(109,230)	(1,434,595)	(233,579)
Council	(4,000)	-	(5,604)	-	-	5,604
Finance	(113,729)	(113,767)	(141,465)	(12,898)	(239,982)	(98,517)
Fire Services	(27,660)	(19,043)	(3,000)	(17,800)	(17,800)	(14,800)
Municipal Enforcement	(1,620)	(2,972)	(3,160)	(2,233)	(2,900)	260
Common Services	(1,346)	(272)	-	(424)	-	-
Roads	-	(24,450)	(24,768)	-	(24,475)	293
Airport	(465)	(465)	(465)	-	(465)	-
Water	(313,440)	(310,062)	(307,800)	(91,138)	(309,700)	(1,900)
Wastewater	(103,794)	(103,652)	(90,500)	(31,062)	(100,560)	(10,060)
Solid Waste	(132,432)	(129,601)	(118,050)	(38,572)	(121,350)	(3,300)
Cemetery	(5,200)	(3,600)	(2,500)	(1,950)	(2,500)	-
Planning & Development	(76,181)	(9,916)	(28,000)	(4,507)	(51,460)	(23,460)
Recreation Administration	-	-	-	-	(15,600)	(15,600)
Campground	(16,828)	(21,623)	(18,000)	(3,303)	(18,000)	-
Pool	(29,698)	(29,728)	(30,000)	(95)	(80,560)	(50,560)
Library	-	-	-	-	-	-
Total Revenues	(2,001,167)	(2,006,624)	(1,974,328)	(313,211)	(2,419,947)	(445,619)
General Government Services	222,034	242,026	220,182	81,488	230,368	10,186
Council	58,421	77,027	72,997	16,156	101,753	28,756
Finance	337,546	340,997	362,818	154,408	425,811	62,992
Fire Services	49,046	62,351	64,878	20,770	110,229	45,351
Municipal Enforcement	47,543	62,101	55,628	44,049	63,181	7,553
Common Services	111,537	140,902	111,000	47,847	172,690	61,690
Roads	233,631	293,942	234,160	46,623	264,755	30,595
Airport	12,720	7,495	10,352	3,375	10,884	532
Water	229,602	270,421	294,102	108,856	250,250	(43,852)
Wastewater	42,958	60,334	88,110	20,328	87,027	(1,083)
Solid Waste	117,571	119,587	119,950	38,225	133,013	13,063
Cemetery	2,000	5,000	5,000	2,000	5,000	-
Planning & Development	18,027	46,695	149,000	12,803	129,790	(19,210)
Recreation Administration	156,451	134,281	116,000	46,806	217,053	101,053
Campground	24,640	34,660	32,332	16,058	94,044	61,712
Pool	81,234	72,353	70,575	7,921	95,498	24,923
Golf Course	-	7,837	-	233	8,300	8,300
Library	13,418	20,782	21,000	17,151	20,301	(699)
Total Expenditures	1,758,380	1,998,793	2,028,085	685,095	2,419,946	391,861

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022
GENERAL GOVERNMENT REVENUE							
1-00-00-111-00	Property Taxes Levied	(759,485.48)	(775,947.88)	(791,254)	-	(1,006,543)	(215,289)
1-00-00-112-00	ASFP Residential Tax	(150,998.04)	(156,301.93)	(149,365)	-	(153,410)	(4,045)
1-00-00-113-00	ASFP Non Residential Tax	(37,869.32)	(34,526.93)	(45,195)	-	(41,054)	4,141
1-00-00-115-00	Homes For The Aged Tax Rate	(23,741.71)	(20,953.58)	(21,201)	-	(21,905)	(703)
1-00-00-510-00	Penalties and Costs Levied on Taxes	(17,591.63)	(11,524.00)	(10,000)	(3,294.88)	(10,600)	(600)
1-00-00-540-00	Revenues From Franchises	(164,100.46)	(190,825.55)	(164,000)	(79,826.73)	(161,083)	2,917
1-00-00-550-00	Returns On Investments	(19,848.48)	(47,394.21)	(20,000)	(26,107.93)	(40,000)	(20,000)
1-00-00-741-00	Fines And Costs	(1,140.00)	-	-	-	-	-
	TOTAL REVENUE	(1,174,775.12)	(1,237,474.08)	(1,201,016)	(109,229.54)	(1,434,595)	(233,579)
GENERAL GOVERNMENT EXPENSES							
2-00-00-741-00	School Found. Program	183,980.56	194,562.39	183,981	48,640.60	194,463	10,483
2-00-00-752-00	Ridge Country Housing	23,804.26	21,201.44	21,201	21,904.67	21,905	703
2-00-00-990-00	Discount on Taxes	14,249.32	26,262.56	15,000	10,942.77	14,000	(1,000)
	TOTAL EXPENSES	222,034.14	242,026.39	220,182	81,488.04	230,368	10,186
	NET	(952,740.98)	(995,447.69)	(980,834)	(27,741.50)	(1,204,227)	(223,393)

Town of Milk River Operating Budget 2023 Draft

	2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
LEGISLATIVE REV							
1-11-00-410-00							
Sale of Goods	-	-	-	-	-	-	
1-11-00-590-00							
Other Revenue From Own Sources	-	-	(5,604)	-	-	5,604	
1-11-00-840-00							
Provincial Conditional Grants	(2,000.00)	-	-	-	-	-	
1-11-00-850-00							
Local Gov't Conditional Grants	(2,000.00)	-	-	-	-	-	
TOTAL REVENUE	(4,000.00)	-	(5,604)	-	-	5,604	
LEGISLATIVE EXP							
2-11-00-110-00							
Remuneration	28,000.12	33,075.12	30,000	7,250.04	33,000	3,000	\$18,000 plus ABC's
2-11-00-120-00							
Benefits	457.80	809.42	600	-	842	242	AMSC increase of 4.03% / includes WCB
2-11-00-210-00							
Contracted Services	10,893.89	22,188.13	5,000	200.00	1,000	(4,000)	MPC / Staff Appreciation (\$3000 golf/xmas/MR Bucks)
2-11-00-213-00							
Insurance	397.00	397.00	397	397.00	397	-	
2-11-00-215-00							
Training	-	10,742.40	15,000	535.00	1,000	(14,000)	SouthGrow \$80 forum /
2-11-00-216-00							
Travel and Subsistance	-	-	-	1,652.53	7,000	7,000	
2-11-00-217-00							
Conference and Convention Fees	-	-	-	-	4,000	4,000	AB Munis / MLC /
2-11-00-224-00							
Memberships	-	-	-	1,966.45	2,454	2,454	AB Munis \$1873.73/ RMA \$195 / MR Community
2-11-00-510-00							
Legislative Supplies	8,860.07	2,434.72	2,000	3,104.50	5,060	3,060	\$35/FCM \$315 seniors day/footballs/business cards/commissioner stamps / new council table \$3105
2-11-00-214-00							
Repairs and Maintenance - Building	-	-	-	-	25,000	25,000	Council Chambers - painting /storage room
2-11-00-520-00							
Promotional Items	-	-	-	-	2,000	2,000	
2-11-00-770-00							
Community Grants	5,002.02	2,570.45	20,000	1,050.00	20,000	-	add Dr. Recruitment? / museum painting \$2-3000/ heritage hall utilities \$5622 for 2022
TOTAL EXPENSES	58,420.68	77,027.02	72,997	16,155.52	101,753	28,756	
NET	54,420.68	77,027.02	67,393	16,155.52	101,753	34,360	

Town of Milk River Operating Budget 2023 Draft

	2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
ADMINISTRATIVE REVENUE							
1-00-00-755-00 Grants - MSI Operating	(58,715.00)	(58,715.00)	(58,715)	-	(117,430)	(58,715)	2023 allocation
1-12-00-410-00 Sales of Goods	(88.68)	-	-	-	-	-	
1-12-00-420-00 Sale of Services	(2,387.68)	(754.06)	-	(307.11)	(750)	(750)	
1-12-00-421-00 Tax Certificates	(2,850.00)	(1,980.00)	-	(360.00)	(1,500)	(1,500)	
1-12-00-510-00 Tax Sale Costs Recovered	(240.00)	(225.00)	(250)	(75.00)	(250)	-	
1-12-00-520-00 Business Licenses	(1,937.00)	-	(42,500)	-	-	42,500	moved to 16200420
1-12-00-560-00 Rental Revenues	(47,086.96)	(49,850.08)	(40,000)	(11,842.89)	(48,000)	(8,000)	office rent
1-12-00-590-00 Other Revenue From Own Sources	(423.97)	(2,242.52)	-	(312.97)	-	-	
Transfer from Reserves	-	-	-	-	(72,052)		
TOTAL REVENUE	(113,729.29)	(113,766.66)	(141,465)	(12,897.97)	(239,982)	(26,465)	
GENERAL ADMINISTRATIVE							
2-12-00-110-00 Salaries & Wages - Admin	139,355.79	143,299.67	143,000	48,263.37	149,032	6,032	4% COLA
2-12-00-120-00 Benefits	27,846.02	39,939.22	28,000	11,933.07	41,549	13,549	increase of 4.03% / RSP council contribution 7.5% gross income
2-12-00-210-00 Contracted Services	88,600.52	88,199.91	90,000	7,069.10	15,000	(75,000)	Raymond / shredding 12% new environmental fee / snow removal / grant writer for 2023
2-12-00-211-00 Postage and Freight	7,005.84	6,801.91	7,000	2,700.77	7,500	500	
2-12-00-212-00 Advertising	1,772.81	478.19	750	133.64	750	-	
2-12-00-213-00 Insurance	19,471.61	20,193.00	20,193	23,514.88	20,193	-	
2-12-00-214-00 Repairs & Maintenance	9,391.64	-	25,000	-	-	(25,000)	
2-12-00-214-00 Repairs & Maintenance - Building	-	-	-	424.99	15,000	15,000	851 quote for snow stops / paint repair /back door to boardroom/bathrooms flooring
2-12-00-214-01 Repairs & Maintenance - Equipment	-	-	-	-	-	-	
2-12-00-215-00 Training	-	4,141.54	6,500	826.19	-	(6,500)	
2-12-00-216-00 Travel and Subsistence	-	-	-	-	5,000	5,000	
2-12-00-217-00 Conference and Convention Fees	-	-	-	416.00	2,540	2,540	
2-12-00-224-00 Memberships	-	-	-	445.38	1,200	1,200	GFOA/LGAA/CAMA/AB Tax professional / IAMA/EDA
2-12-00-231-00 Auditor	-	-	-	-	10,660	10,660	
2-12-00-232-00 Solicitor	-	-	-	-	1,000	1,000	
2-12-00-233-00 Assessor	-	-	-	4,691.68	14,600	14,600	
2-12-00-234-00 Safety Officer	-	-	-	4,000.00	12,360	12,360	
2-12-00-239-00 IT Network Systems/Website	-	-	-	10,463.91	55,000	55,000	muniware/website comms 4990/security 10000/ website IT per user per month 6x250x12 = 18000 / \$2000 server
2-12-00-240-00 Janitorial Services/Supplies	-	-	-	2,700.01	8,500	8,500	
2-12-00-263-00 Rentals and Leases - Equipment	-	-	-	1,840.00	5,520	5,520	
2-12-00-510-00 Materials, Goods and Supplies	12,739.97	4,948.57	10,000	1,904.13	10,300	300	year round lites 5045
2-12-00-511-00 Utilities	20,332.20	20,766.36	20,691	-	-	(20,691)	
2-12-00-515-00 Natural Gas	-	-	-	3,444.79	4,725	4,725	
2-12-00-516-00 Electricity	-	-	-	5,169.33	10,100	10,100	
2-12-00-513-00 Telephone	-	-	-	1,751.94	3,875	3,875	
2-12-00-514-00 Internet	-	-	-	528.00	1,625	1,625	
2-12-00-810-00 Bank Charges/Short Term Interest	-	736.82	200	342.96	1,000	800	
2-12-00-814-00 POS (Visa/MC) Fees	-	-	-	2,333.65	4,150	4,150	
2-12-00-890-00 Bad Debt	-	-	-	12,911.81	12,912	12,912	taxes written off (3910000)
2-12-00-990-00 Other Trans. Discounts & Adjustments	4,736.52	5,008.18	5,000	6.36	5,100	100	
2-51-00-770-00 FCSS	6,293.47	6,483.68	6,484	6,592.00	6,620	136	Increase of 2%
Debt	-	-	-	-	-	-	
TOTAL EXPENSE	337,546.39	340,997.05	362,818	154,407.96	425,811	62,992	
NET	223,817.10	227,230.39	221,353	141,509.99	185,829	(35,525)	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
FIRE SERVICES REVENUE								
1-23-01-420-00	Sale of Services	(13,165.00)	(3,200.00)	(7,500)	-	(3,300)	4,200	
1-23-01-590-00	Other Revenue From Own Sources	-	(145.98)	-	-	-	-	
1-23-01-850-00	County of Warner	(14,494.69)	(15,696.76)	(14,500)	(3,000.00)	(14,500)	-	
TOTAL FIRE SERVICES		(27,659.69)	(19,042.74)	(22,000)	(3,000)	(17,800)	4,200	
FIRE SERVICES EXPENSES								
2-23-01-110-00	Honourarium	12,055.00	11,307.50	15,000	-	15,000	-	
2-23-01-210-00	Contracted Services	7,371.04	5,292.78	7,500	1,449.74	3,370	(4,130)	
2-23-01-211-00	Dispatch Services	-	-	-	1,212.66	3,338	3,338	\$4.10 per capita @ 814 pop
2-23-01-213-00	Insurance	6,302.18	6,748.32	6,478	7,487.61	6,700	222	
2-23-01-214-00	Repairs & Maintenance	4,817.47	8,226.78	9,000	-	-	(9,000)	
2-23-01-214-00	Repairs & Maintenance - Building	-	-	-	-	10,000	10,000	exhaust fan 8575/ lights
2-23-01-214-01	Repairs & Maintenance - Equipment	-	-	-	3,584.31	9,000	9,000	SCBA/chain saws/flashlights
2-23-01-214-02	Repairs & Maintenance - Vehicles	-	-	-	-	5,700	5,700	
2-23-01-215-00	Fire Training	240.00	-	1,000	662.14	1,000	-	
2-23-01-510-00	Materials, Goods & Supplies	5,830.71	16,410.11	10,000	465.21	40,796	30,796	tools, radio, veh r&m, turnout gear
2-23-01-511-00	Utilities	10,752.63	11,973.09	11,500	-	-	(11,500)	
2-23-01-515-00	Natural Gas	-	-	-	2,817.89	3,075	3,075	
2-23-01-516-00	Electricity	-	-	-	2,131.24	5,050	5,050	
2-23-01-517-00	Telephone	-	-	-	632.96	1,650	1,650	4%
2-23-01-513-00	Fuel - Town	302.77	918.40	1,200	-	1,200	-	
2-23-03-513-00	Fuel - County	854.69	958.45	1,200	-	1,200	-	
2-23-01-518-00	Internet	-	-	-	320.00	650	650	
2-23-01-990-00	Other	-	-	-	-	-	-	
	Transactions/Discounts/Adjustments	19.08	15.90	-	6.36	-	-	
	IT	-	-	-	-	2,000	2,000	
2-24-00-210-00	Emergency Management	500.00	500.00	2,000	-	500	(1,500)	
TOTAL EXPENSES		49,045.57	62,351.33	64,878	20,770.12	110,229	45,351	
NET		21,385.88	43,308.59	42,878	17,770.12	92,429	49,551	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
MUNICIPAL ENFORCEMENT REVENUES								
1-26-00-520-00	Animal Licenses	(1,620.00)	(1,870.00)	(1,660)	(1,840.00)	(1,700)	(40)	
1-26-00-530-00	Fines	-	(1,102.00)	(1,500)	(393.00)	(1,200)	300	
TOTAL REVENUES		(1,620.00)	(2,972.00)	(3,160)	(2,233)	(2,900)	260	
MUNICIPAL ENFORCEMENT EXPENSES								
2-26-00-210-00	Ridge Regional Public Safety	31,794.03	32,906.25	32,000	13,867.78	32,500	500	
2-26-00-215-00	Provincial Policing	15,409.00	28,822.75	23,128	30,181.00	30,181	7,053	2023 requisition
2-26-00-510-00	Materials, Goods & Supplies	339.73	371.97	500	-	500	-	
TOTAL EXPENSES		47,542.76	62,100.97	55,628	44,048.78	63,181	7,553	
NET		45,922.76	59,128.97	52,468	41,815.78	60,281	7,813	

Town of Milk River Operating Budget 2023 Draft

	2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
COMMON SERVICES REVENUE							
1-31-00-590-00 Other Rev from Own Sources	(1,346.00)	(272.10)	-	(424.15)	-	-	
TOTAL REVENUES	(1,346.00)	(272.10)	-	(424.15)	-	-	
COMMON SERVICES EXPENSES							
2-31-00-110-00 Salaries and Wages	24,197.50	30,046.76	30,000	9,174.49	58,000	28,000	4% COLA
2-31-00-120-00 Benefits	11,307.20	15,224.23	2,000	5,357.13	19,100	17,100	increase of 4.03%
2-31-00-210-00 Contracted Services	3,208.06	3,456.08	5,000	1,951.65	-	(5,000)	veh r&m/IT/fertilizer
2-31-00-213-00 Insurance	6,615.28	5,953.95	-	7,399.29	7,400	7,400	
2-31-00-214-00 Repairs & Maintenance	18,410.23	14,653.94	10,000	-	-	(10,000)	
2-31-00-214-00 Repairs & Maintenance - Building	-	-	-	911.22	3,500	3,500	
2-31-00-214-01 Repairs & Maintenance - Equipment	-	-	-	4,554.31	3,500	3,500	
2-31-00-214-02 Repairs & Maintenance - Vehicles	-	-	-	3,429.76	5,330	5,330	
2-31-00-215-00 Training	-	2,023.89	1,000	420.63	1,030	30	class 3
2-31-00-216-00 Travel and Subsistence	-	-	-	-	2,000	2,000	
2-31-00-263-00 Rentals and Leases - Equipment	-	-	-	-	1,000	1,000	
2-31-00-510-00 Materials, Goods, Supplies	12,807.77	17,299.88	12,000	1,182.67	15,000	3,000	
2-31-00-511-00 Utilities	12,391.05	14,059.38	14,000	-	-	(14,000)	
2-31-00-515-00 Natural Gas	-	-	-	3,168.04	4,100	4,100	
2-31-00-516-00 Electricity	-	-	-	1,279.31	4,850	4,850	
2-31-00-517-00 Telephone	-	-	-	890.34	2,360	2,360	
2-31-00-518-00 Internet	-	-	-	320.00	1,000	1,000	
2-31-00-513-00 Fuel	22,582.20	38,164.52	25,000	7,802.00	30,000	5,000	
2-31-00-990-00 Discounts & Adjustments	17.49	19.08	12,000	6.36	20	20	
IT	-	-	-	-	2,500	2,500	
transfer to capital	-	-	-	-	12,000	12,000	
TOTAL EXPENSES	111,536.78	140,901.71	111,000	47,847.20	172,690	172,690	
NET	110,190.78	140,629.61	111,000	47,423.05	172,690	61,690	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022
ROADS, STREETS, WALKS, LIGHTS							
1-32-00-100-00	Road Operating Special Levy	-	(24,450.00)	(24,750)	-	(24,450)	300
1-32-00-560-00	Rental Revenue	-	-		-	(25)	25
1-32-00-590-00	Other Revenue From Own Sources	-	-	(18)	-	-	-
TOTAL REVENUE		-	(24,450.00)	(24,768)	-	(24,475)	325
ROADS EXPENSE							
2-32-00-110-00	Salaries and Wages	14,459.99	24,312.77	20,000	17,706.55	33,300	13,300
2-32-00-120-00	Benefits	2,111.04	5,247.79	1,500	3,408.19	7,460	5,960
2-32-00-210-00	Contracted Services	48,013.82	48,483.19	50,000	-	50,000	-
2-32-00-213-00	Insurance	706.46	660.27	660	744.83	745	85
2-32-00-214-00	Repairs and Maintenance	96,215.52	105,936.97	85,000	-	85,000	-
2-32-00-510-00	Materials, Goods and Supplies	6,374.97	11,980.56	12,000	-	14,000	2,000
2-32-00-511-00	EV Charging Station Internet/Power	-	-	-	87.89		
2-32-02-511-00	Street Lights	65,749.37	68,295.61	65,000	24,675.57	66,950	1,950
2-32-00-762-00	Transfer to Capital	-	29,025.13	-			
	equipment lease/rental	-	-	-	-	2,000	2,000
	freight	-	-	-	-	500	500
	R&m equipment	-	-	-	-	4,800	4,800
TOTAL EXPENSE		233,631.17	293,942.29	234,160	46,623.03	264,755	30,595
NET		233,631.17	269,492.29	209,392	46,623.03	240,280	30,888

Town of Milk River Operating Budget 2023 Draft

	2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
AIRPORT REVENUE							
1-33-00-560-00 Rental Revenue - Airport	(465.00)	(465.00)	(465)	-	(465)	-	
TOTAL AIRPORT REVENUE	(465.00)	(465.00)	(465)	-	(465)	-	
AIRPORT EXPENSES							
2-33-00-210-00 Contracted Services	54.65	144.10	200	47.10	150	(50)	radio license/portable toilet servicing
2-33-00-213-00 Insurance	2,916.05	3,051.84	3,052	2,933.92	2,934	(118)	
2-33-00-214-00 Repairs and Maintenance	8,452.00	-	5,000	-	4,000	(1,000)	
2-33-00-513-00 Fuel	-	-	500	-	500		fuel for mower
2-33-00-510-00 Materials, Goods and Supplies	16.76	3,062.27	100	-	2,000	1,900	crackfill
2-33-00-511-00 Airport Utilities	1,280.79	1,236.39	1,500	394.02	1,300	(200)	
TOTAL AIRPORT EXPENSES	12,720.25	7,494.60	10,352	3,375.04	10,884	532	
NET	12,255.25	7,029.60	9,887	3,375.04	10,419	532	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
WATER REVENUE								
1-41-00-420-00	Sales of Water	(298,236.32)	(295,875.06)	(297,000)	(88,871.24)	(297,000)	-	
1-41-00-510-00	Penalties	(1,618.30)	(1,818.32)	(1,800)	(642.47)	(1,800)	-	
1-41-00-590-00	Resident Services	(1,162.50)	(902.00)	(1,500)	(150.00)	(900)	600	
1-41-00-940-00	Sales of Farm Water	(12,422.44)	(11,466.52)	(7,500)	(1,474.00)	(10,000)	(2,500)	
1-41-02-420-00								
TOTAL REVENUE		(313,439.56)	(310,061.90)	(307,800)	(91,137.71)	(309,700)	(1,900)	
WATER EXPENSES								
2-41-00-990-00	Other Trans., Dis. & Adjustments	3,492.25	3,251.00	3,500	2,398.85	3,500	-	
2-41-01-110-00	Water Treatment Salaries	51,191.72	45,983.50	30,000	13,118.75	56,000	26,000	
2-41-01-120-00	Water Treatment Benefits	8,960.12	10,963.91	2,000	2,809.90	13,410	11,410	increase of 4.03%
2-41-01-210-00	W.T. Contracted Services	21,056.52	28,449.26	38,000	4,847.60	18,800	(19,200)	only Ridge Water \$1500/month
2-41-01-212-00	Shipping/Freight	-	-	-	920.91	5,000	5,000	
2-41-01-213-00	Water Treatment Insurance	15,805.87	16,270.67	16,271	17,364.77	17,365	1,094	
2-41-01-214-00	W.T. Repairs & Maintenance	15,279.69	26,313.95	18,000	-	-	(18,000)	
2-41-01-214-00	W.T. R&M - Building	-	-	-	1,841.15	-	-	
2-41-01-214-01	W.T. R&M - Equipment	-	-	-	8,585.20	2,000	2,000	
2-41-01-217-00	Water Testing	-	-	-	4,059.00	3,000	3,000	
2-41-01-510-00	W.T. Materials, Goods & Supplies	18,776.94	(1,935.47)	15,000	-	2,000	(13,000)	
2-41-01-511-00	Water Treatment Utilities	37,568.00	47,879.79	38,000	-	-	(38,000)	
2-41-01-515-00	Natural Gas	-	-	-	4,195.35	6,300	6,300	
2-41-01-516-00	Electricity	-	-	-	12,711.31	42,000	42,000	
2-41-01-517-00	Telephone	-	-	-	310.92	950	950	
2-41-01-518-00	Internet	-	-	-	320.00	890	890	
2-41-01-519-00	Chemicals	-	-	-	726.00	17,400	17,400	
2-41-02-110-00	P&P Salaries	-	390.00	-	-	406	406	
2-41-02-120-00	P&P Benefits	-	73.65	-	-	77	-	
2-41-02-210-00	P&P Contracted Services	-	-	-	-	-	-	
2-41-02-213-00	P&P Insurance	1,954.71	2,710.36	2,710	2,892.61	2,893	183	
2-41-02-214-00	P&P Repairs & Maintenance	187.74	43,980.48	50,000	-	-	(50,000)	
2-41-02-214-00	P&P R&M - Building	-	-	-	-	4,000	4,000	
2-41-02-214*-01	P&P R&M - Equipment	-	-	-	1,389.18	5,000	5,000	
2-41-02-510-00	P&P Materials, Goods & Supplies	139.99	188.32	200	570.52	200	-	
2-41-02-511-00	P&P Utilities	10,434.01	11,366.71	35,000	-	-	(35,000)	
2-41-02-515-00	Natural Gas	-	-	-	357.05	1,000	1,000	
2-41-02-516-00	Electricity	-	-	-	4,484.40	11,000	11,000	
2-41-03-110-00	Trans. Lines Salaries	3,558.39	1,355.50	-	1,095.41	1,410	1,287	
2-41-03-120-00	Trans. Lines Benefits	523.33	218.16	-	221.93	227	-	
2-41-03-210-00	Trans. Lines Contracted Services	3,512.31	17,481.67	5,000	3,356.79	5,000	-	
2-41-03-213-00	Trans. Lines - Insurance	393.86	421.43	421	421.36	422	1	text2car/membership
2-41-03-214-00	Trans. Lines R&M	17,215.01	4,424.57	20,000	17,842.00	25,000	5,000	
2-41-03-510-00	Trans. Lines Materials, Goods & Supplies	19,552.01	10,633.64	20,000	2,014.81	5,000	(15,000)	
TOTAL EXPENSES		229,602.47	270,421.10	294,102	108,855.77	250,250	(43,852)	
NET		(83,837.09)	(39,640.80)	(13,698)	17,718.06	(59,450)	(45,752)	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
WASTE WATER REVENUE								
1-42-00-410-00	Sales of Goods	(10.00)	(20.00)	-	(10.00)	(10)	(10)	
1-42-00-420-00	Sales of Sewage Services	(102,445.74)	(102,451.61)	(90,000)	(30,847.92)	(100,000)	(10,000)	
1-42-00-421-00	Sales of Services - Other	(1,338.02)	(1,180.28)	(500)	(204.08)	(550)	(50)	WOS/Gold Spring
1-42-00-590-00	Other Revenue from Own Sources	-	-		-	-	-	
TOTAL REVENUE		(103,793.76)	(103,651.89)	(90,500)	(31,062.00)	(100,560)	(10,060)	
WASTE WATER EXPENSES								
2-42-00-110-00	Salaries and Wages	9,203.85	10,753.30	27,500	3,611.28	19,200	(8,300)	
2-42-00-120-00	Benefits	1,081.15	2,510.87	2,000	801.70	4,613	2,613	increase of 4.03%
2-42-00-210-00	Contracted Services	9,297.96	7,820.74	10,500	809.14	8,300	(2,200)	membership/sewer main inspection 2312/4020
2-42-00-213-00	Insurance	1,506.19	1,609.76	1,610	1,713.99	1,714	104	
2-42-00-214-00	Repairs and Maintenance	10,878.89	20,215.70	30,000	8,138.96	32,000	2,000	resident work/flushing 2x \$11200 / acti-zyme
2-42-00-510-00	Materials, Goods and Supplies	3,305.16	7,298.57	7,500	-	10,500	3,000	
2-42-00-511-00	Utilities	6,467.23	8,846.56	7,500	-	-	(7,500)	
2-42-00-515-00	Natural Gas	-	-	-	726.61	1,350	1,350	
2-42-00-516-00	Electricity	-	-	-	3,501.98	7,850	7,850	
2-42-00-990-00	Other Trans., Discounts & Adjustments	1,217.50	1,278.75	1,500	1,024.04	1,500	-	
TOTAL EXPENSES		42,957.93	60,334.25	88,110	20,327.70	87,027	(1,083)	
NET		(60,835.83)	(43,317.64)	(2,390)	(10,734.30)	(13,533)	(11,143)	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
SOLID WASTE REVENUE								
1-43-00-420-00	Sales of Garbage Service	(119,211.41)	(115,876.39)	(105,000)	(38,488.05)	(108,150)	(3,150)	Warner and Coutts
1-43-00-590-00	Other Revenue from Own Sources	(95.00)	(190.00)	-	-	-	-	
1-43-01-590-00	Recycling - Other	(1,150.03)	(1,294.04)	(1,000)	-	(1,000)	-	
TOTAL SOLID WASTE REVENUE		(120,456.44)	(117,360.43)	(106,000)	(38,488.05)	(109,150)	(3,150)	
TRANSFER STATION REVENUE								
1-43-00-550-00	Return on Investments	(50.53)	(124.73)	(50)	(84.04)	(100)	(50)	
1-43-00-850-00	County of Warner and Coutts	(11,925.00)	(12,115.80)	(12,000)	-	(12,100)	(100)	
TOTAL TRANSFER STATION REVENUE		(11,975.53)	(12,240.53)	(12,050)	(84.04)	(12,200)	(150)	
SOLID WASTE EXPENSE								
2-43-00-110-00	Salaries and Wages	33,460.44	33,146.51	36,000	11,207.07	36,500	500	
2-43-00-120-00	Benefits	3,759.70	7,468.38	2,700	2,472.43	9,800	7,100	increase of 4.03%
2-43-00-213-00	Insurance	-	641.44	-	727.00	727	727	
2-43-00-214-00	Garbage Repairs and Maintenance	4,348.22	9,644.25	5,000	186.28	9,200	4,200	
2-43-00-510-00	Garbage Materials, Goods, Supplies	9,002.73	34.80	2,250	307.86	500	(1,750)	concrete pads \$145
2-43-00-513-00	Fuel	8,855.73	12,126.16	10,000	2,129.56	15,000	5,000	
2-43-00-765-00	Chief Mountain Commission	26,864.60	25,991.53	27,500	12,541.46	26,500	(1,000)	increase of 3% \$30.33 per capita / plus \$10 per campsite
2-43-00-990-00	Other Trans., Disc. & Adjustments	1,233.50	1,124.00	2,500	1,106.21	2,000	(500)	
2-43-01-210-00	Recycling Contracted Services	6,163.93	6,253.30	5,000	39.04	6,500	1,500	
2-43-01-213-00	Recycling Insurance	52.19	55.85	-	55.84	56	56	
TOTAL SOLID WASTE EXPENSES		93,741.04	96,486.22	90,950	30,772.75	106,783	15,833	
TRANSFER STATION EXPENSES								
2-43-00-111-00	Wages - Transfer Station	21,696.92	20,869.24	19,000	6,515.42	21,710	2,710	
2-43-00-121-00	Transfer Station Benefits & W.C.B.	355.76	495.63	3,000	148.68	520	(2,480)	increase of 4.03%
2-43-00-211-00	Transfer Stn. Supply / Service / Repair	36.99	-	5,000	788.35	2,000	(3,000)	
2-43-00-511-00	Transfer Station Cell Phone/Utilities	1,740.12	1,736.38	2,000	-	2,000	-	
TOTAL TRANSFER STATION EXPENSES		23,829.79	23,101.25	29,000	7,452.45	26,230	(2,770)	
NET: SOLID WASTE		(26,715.40)	(20,874.21)	(15,050)	(7,715.30)	(2,367)	12,683	
NET: TRANSFER STATION		11,854.26	10,860.72	16,950	7,368.41	14,030	(2,920)	
NET: OVERALL		(14,861.14)	(10,013.49)	1,900	(346.89)	11,663	9,763	

Town of Milk River Operating Budget 2023 Draft

	2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
CEMETERY REVENUES							
1-56-00-420-00 Cemetary Sale of Service	(5,200.00)	(3,600.00)	(2,500)	(1,950.00)	(2,500)	-	open/close - not the plot sales
TOTAL REVENUE	(5,200.00)	(3,600.00)	(2,500)	(1,950.00)	(2,500)	-	
CEMETERY EXPENSES							
2-56-00-770-00 Grants To Individuals & Organizations	2,000.00	5,000.00	5,000	2,000.00	5,000	-	is this annually or keep at 2000?
TOTAL EXPENSES	2,000.00	5,000.00	5,000	2,000.00	5,000	-	
NET	(3,200.00)	1,400.00	2,500	50.00	2,500	-	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
PLANNING & DEVELOPMENT REVENUES								
1-61-00-420-00	Planning / Development Services	-	-	-	(90.00)	(180)	-	compliance letter
1-61-00-520-00	Development Permit Revenue	(530.00)	(630.00)	(2,000)	-	(750)	1,250	
1-61-00-521-00	Permit Revenue from Agencies	(1,154.26)	(9,285.97)	(1,000)	(164.65)	(1,030)	(30)	Park
1-62-00-420-00	Business Licenses		-	-	(4,252.00)	(5,000)	(5,000)	
	TOTAL REVENUES	(1,684.26)	(9,915.97)	(3,000)	(4,506.65)	(6,960)	(3,960)	
SUBDIV, LAND & DEV REV								
1-66-00-410-00	Sale of Land	(74,496.46)	-	(25,000)	-	(44,500)	(19,500)	
	TOTAL SUBDIVISION REVENUES	(74,496.46)	-	(25,000)	-	(44,500)	(19,500)	
PLANNING & DEVELOPMENT EXPENSES								
2-61-00-210-00	Contracted Services	12,211.20	13,185.20	42,000	7,912.60	15,000	(27,000)	GIS/SDAB/dev officer 6354/block 39
	TOTAL PLANNING & ZONING EXPENSE	12,211.20	13,185.20	42,000	7,912.60	15,000	(27,000)	
ECON. DEV./COMM SERV EXP								
2-62-00-210-00	EDT - Contracted Services	-	-	1,000	-	7,000	6,000	Mitacs \$5000 / Hwy 4 \$1250
2-62-00-510-00	EDT Materials, Goods and Supplies	25.97	2,365.70	1,000	-	2,000	1,000	flowers 2022 / greenhouse - hanging baskets
2-62-00-765-00	EDT Con't To Own Mun. Agencies	900.12	824.00	-	-	900	900	
2-62-00-770-00	Heritage Handi Bus	4,890.00	4,890.00	5,000	4,890.00	4,890	(110)	
	TOTAL EC D. EXPENSES	5,816.09	8,079.70	7,000	4,890.00	14,790	7,790	
SUBDIV, LAND & DEV EXP								
2-66-00-210-00	Contracted Services	-	25,430.40	100,000	-	100,000	-	clean up/ demolition 82,824/ realtor \$4,000 per
	TOTAL SUBDIVISION EXPENSES	-	25,430.40	100,000	-	100,000	-	
NET: PLANNING AND DEVELOPMENT		10,526.94	3,269.23	39,000.00	3,405.95	8,040	(30,960)	
NET: SUBDIVISION		(74,496.46)	25,430.40	75,000.00	-	55,500	(19,500)	
NET: ECONOMIC DEVELOPMENT		5,816.09	8,079.70	7,000.00	4,890.00	14,790	7,790	
	NET: OVERALL	(58,153.43)	36,779.33	121,000	8,295.95	78,330	(42,670)	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
RECREATION GENERAL REVENUE								
1-72-00-840-00	Summer Jobs Grant	-	-	-	-	(15,600)	-	
TOTAL REVENUE		-	-	-	-	(15,600)	-	
RECREATION GENERAL EXPENSES								
2-72-00-110-00	Salaries and Wages	88,258.55	73,411.64	50,000	15,211.98	80,400	30,400	summer students
2-72-00-120-00	Benefits	13,134.27	15,541.46	3,500	3,133.42	18,168	14,668	increase of 4.03%
2-72-00-210-00	Contracted Services	13,172.28	11,155.00	20,000	133.33	32,500	12,500	snow removal /membership/toilet rental/weed spraying/fertilizer/ cemetery weed spraying / tree pruning
2-72-00-213-00	Insurance	4,805.35	5,135.90	-	5,485.10	5,485	5,485	
2-72-00-214-00	Repairs & Maintenance - Equipment	5,364.98	3,027.66	7,000	-	3,300	(3,700)	
2-72-00-215-00	Training	-	-	1,500	-	1,500	-	pesticide training
2-72-00-510-00	Materials, Goods & Supplies	4,982.51	2,828.61	6,000	-	3,500	(2,500)	sprinkler heads/weed killer/fertilizer
2-72-00-511-00	Utilities	26,733.43	23,180.25	28,000		-	(28,000)	
2-72-00-515-00	Natural Gas	-	-	-	4,400.60	13,200	13,200	curling rink \$10280 in first three months
2-72-00-515-00	Electricity	-	-	-	18,441.36	55,000	55,000	curling rink \$11480 in first three months
	transfer to capital	-	-	-	-	4,000	4,000	
TOTAL EXPENSES		156,451.37	134,280.52	116,000	46,805.79	217,053	101,053	
NET		156,451.37	134,280.52	116,000	46,805.79	201,453	(101,053)	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
REC - CAMPGROUND REV								
1-72-01-420-00	Sale of Services	(16,828.37)	(21,623.14)	(18,000)	(3,302.85)	(18,000)	-	
TOTAL CAMPGROUND REV		(16,828.37)	(21,623.14)	(18,000)	(3,302.85)	(18,000)	-	
RECREATION - CAMPGROUND								
2-72-01-210-00	Contracted Services	620.00	588.75	1,500	-	1,000	(500)	campground listing
2-72-01-213-00	Insurance	309.11	330.35	330	318.90	319	(11)	
2-72-01-214-00	Repairs & Maintenance	155.99	7,388.28	8,000	3,843.99	8,000	-	
	R&M Building	-	1.00	2.00	3.00	2,900		surge protectors
2-72-01-510-00	Mat., Goods & Supplies	5,577.30	3,171.85	2,500	325.69	2,575	75	Janitorial
2-72-01-511-00	Utilities	17,977.69	23,180.25	20,000	-	-	(20,000)	
2-72-01-515-00	Natural Gas	-	-	-	697.47	3,650	3,650	
2-72-01-516-00	Electricity	-	-	-	10,868.73	75,600	75,600	first three months in 2023 is \$6300
TOTAL CAMPGROUND EXP		24,640	34,660	32,332	16,058	94,044	58,814	
NET		7,811.72	13,037.34	14,332	12,754.93	76,044	(58,814)	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
RECREATION - POOL REV								
1-72-02-410-00	Sale of Goods - Pool	(20.00)	(8.55)	-	-	(10)	(10)	
1-72-02-420-00	Sales of Services - Pool	(5,100.49)	(5,671.43)	(5,500)	(95.24)	(5,900)	(400)	
1-72-02-560-00	Pool Rentals	-	-	-	-	(150)	(150)	
1-72-02-590-00	Other Revenue from Own Sources	(42.00)	-	-	-	-	-	
1-72-02-850-00	Local Gov't Conditional Grants	(24,535.23)	(24,048.00)	(24,500)	-	(24,500)	-	
	Summer Jobs Grant					(50,000)		
	TOTAL POOL REVENUE	(29,697.72)	(29,727.98)	(30,000)	(95.24)	(80,560)	(50,560)	
RECREATION - POOL								
2-72-02-110-00	Salaries and Wages	41,074.16	33,595.49	30,000	-	45,000	15,000	
2-72-02-120-00	Benefits	1,784.81	1,613.59	1,500	-	3,500	2,000	increase of 4.03%
2-72-02-210-00	Contracted Services	10,985.43	3,805.80	5,000	715.00	5,150	150	mileage
2-72-02-212-00	Advertising	-	-	-	-	-	-	
2-72-02-212-00	Shipping/Freight	-	-	100	-	500	400	
2-72-02-213-00	Insurance	1,847.86	1,974.84	1,975	2,107.64	2,108	133	
2-72-02-214-00	Repairs & Maintenance	5,215.60	1,104.37	10,000	-	-	(10,000)	
	Repairs & Maintenance - Building	-	-	-	-	1,100	1,100	
	Repairs & Maintenance - Pool	-	-	-	-	1,300	1,300	
2-72-02-215-00	Training	-	3,743.74	2,000	-	6,000	4,000	12 lifeguards
2-72-02-510-00	Materials, Goods & Supplies	10,260.82	12,936.43	10,000	1,385.87	2,000	(8,000)	
2-72-02-511-00	Utilities	10,065.60	13,578.71	10,000	-	-	(10,000)	
2-72-02-515-00	Natural Gas	-	-	-	2,840.41	9,300	9,300	
2-72-02-516-00	Electricity	-	-	-	673.78	4,500	4,500	
2-72-02-517-00	Telephone	-	-	-	198.24	620	620	
2-72-02-518-00	Internet	-	-	-	-	500	500	
2-72-02-519-00	Chemicals	-	-	-	-	7,770	7,770	1.5 x's increase -
								open longer
	transfer to capital	-	-	-	-	6,150	6,150	
	TOTAL POOL EXPENSE	81,234.28	72,352.97	70,575	7,920.94	95,498	24,923	
	NET	51,536.56	42,624.99	40,575	7,825.70	14,938	(25,637)	

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD April 30	2023 Budget	2023 vs 2022	Explanation
Golf Course Revenue								
		-	-	-	-	-	-	
TOTAL REVENUE		-	-	-	-	-	-	
Golf Course Expenses								
2-72-03-510-00	Golf Course Materials, Goods, Supplies	-	-	-	-	-		
2-72-03-516-00	Golf Course Electricity	-	7,837.01	-	233.31	8,300	463	power for irrigation
TOTAL EXPENSES		-	7,837.01	-	233.31	8,300	463	
NET		-	7,837.01	-	233.31	8,300	463	

Town of Milk River Operating Budget 2023 Draft

		2021 Actual	2022 Actual	2023 Interim Budget	2023 YTD Apri 30	2023 Budget	2023 vs 2022	Explanation
CULTURE AND LIBRARY REVENUE		-	-	-	-	-	-	
TOTAL REVENUE		-	-	-	-	-	-	
CULTURE AND LIBRARY EXPENSES								
2-74-00-765-00	Municipal and Regional	13,417.51	20,782.24	21,000	17,150.56	20,301	(699)	Bylaw 1036-22 / 812 x 7.76 per capita
TOTAL EXPENSES		13,417.51	20,782.24	21,000	17,150.56	20,301	(699)	
NET		13,417.51	20,782.24	21,000	17,150.56	20,301	(699)	

Operational Projects	
Council	
Heritage Hall power and gas	\$ 5,622.00
Council Chambers	\$ 25,000.00
council table	\$ 3,105.00
Museum painting	\$ 3,000.00
Dr. Recruitment	?
	\$ 36,727.00
Administration	
Grant Writer	\$ 10,000.00
IT provider 250x user x 12 months plus cyber \$10000	\$ 30,000.00
All-Net: communication system	\$ 4,990.00
year round lights on admin building	\$ 5,045.00
snow stops on admin roof	\$ 851.00
paint atrium	\$ 5,000.00
flooring (back door/boardroom/bathrooms)	\$ 10,000.00
	\$ 65,886.00
Economic Development	
realtor	\$ 16,000.00
theatre & rolfe building demolition	\$ 82,824.00
Mitacs	\$ 5,000.00
highway 4 Corridor	\$ 1,250.00
	\$ 105,074.00
Common Services	
PW position - 1/2 year	\$ 54,000.00
	\$ 54,000.00
Cemetery	
cemetery water	\$ 3,000.00
	\$ 3,000.00
Roads	
asphalt patching 8th avenue	\$ 9,899.51
	\$ 9,899.51
Recreation	
Tree pruning	\$ 20,000.00
	\$ 20,000.00
Sub-total	\$ 294,586.51

78892+3932

incl benefits and RSP

Request for Decision

2023 Capital Budget Adjustment

June 12, 2023



RECOMMENDATION

That the 2023 capital budget be amended and approved for the total amount of \$11,105,531, as presented.

LEGISLATIVE AUTHORITY

Section 245 each council must adopt a capital budget for each calendar year.

BACKGROUND

Council approved the 2023 capital budget on May 8, 2023, in the amount of \$11,089,381. Subsequently a PH controller was identified as an emergent item for the capital budget and there was an increase in the generator costs. Those amounts are \$6,150 and \$10,000.

ATTACHMENTS

1. 2023 Capital Budget

2023 - Capital Budget - Approved May 8 2023

Dept.	Project Description	2023 Proposed Budget Estimated Cost	TF from Operating	MSI \$117,621	Debentures / Loan	From Reserves	Other Funds	CGBF \$51,772	Total Funds	COMMENTS
23 Fire Service										
	Fire Hall lights	\$ 10,000				\$ 5,000	\$ 5,000			Fortis
	Total	\$ 10,000	\$ -			\$ 5,000	\$ 5,000		\$ 10,000	
31 Common Services										
	Cement Pad at PW	\$ 12,000	\$ 12,000						\$ 12,000	not completed in 2022 / carry forward
	Total	\$ 12,000	\$ 12,000						\$ 12,000	
32 Roads										
	6th Ave Cul de Sac Paving	\$ 90,000				\$ 90,000				
	8th Avenue Phase 8 Power	\$ 172,603		\$ 117,621		\$ 3,210		\$ 51,772		
	New Holland Workmaster 25S Sub Comp	\$ 39,500				\$ 39,500				agreed upon equipment with golf course
	Line Painter	\$ 10,500				\$ 10,500				
	EV Charging Station	\$ 50,400					\$ 50,400			MCCAC / transformer, etc included in their proposal
	Total	\$ 363,003	\$ -	\$ 117,621		\$ 143,210	\$ 50,400	\$ 51,772	\$ 363,003	
41 Water										
	Fence at WTP	\$ 33,578				\$ 33,578				
	IT Hardware - WTP	\$ 25,400				\$ 25,400				
	Total	\$ 58,978	\$ -	\$ -		\$ 58,978		\$ -	\$ 58,978	
42 Wastewater										
	Lagoon rehabilitation and upgrades**	\$ 10,330,000		\$ -	\$ 2,582,500		\$ 7,747,500			AMWWP / IMP Priority
	Total	\$ 10,330,000	\$ -	\$ -	\$ 2,582,500	\$ -	\$ 7,747,500		\$ 10,330,000	
61 Economic Development										
	EV Bus	\$ 81,400					\$ 81,400			20% - MCCAC
	Total	\$ 81,400					\$ 81,400		\$ 81,400	
72 Recreation										
	Civic Centre generator	\$ 110,000					\$ 110,000			
	Swimming pool upgrades	\$ 85,000					\$ 85,000			strategic plan priority - steps for seniors and sundeck - Fundraising Committee
	PH Controller	\$ 6,150	\$ 6,150							
	Block 39 Engineering and Design	\$ 45,000					\$ 45,000			strategic plan priority
	Corner lot / block 39 fencing	\$ 4,000	\$ 4,000							
	Total	\$ 250,150	\$ 10,150			\$ -	\$ 240,000		\$ 250,150	
Total 2023 Capital Budget		\$ 11,105,531	\$ 22,150	\$ 117,621	\$ 2,582,500	\$ 202,188	\$ 8,124,300	\$ 51,772	\$ 11,105,531	

** means high priority within next five years as per IMP

Request for Decision

2024-2026 Financial Plan

June 12, 2023



RECOMMENDATION

That the 2024-2026 Financial Plan be approved as presented.

LEGISLATIVE AUTHORITY

Municipal Government Act: Financial Plans and Capital Plans

Required plans 283.1

(1) In this section, (a) “capital plan” means a plan referred to in subsection (3); (b) “financial plan” means a plan referred to in subsection (2).

(2) Each municipality must prepare a written plan respecting its anticipated financial operations over a period of at least the next 3 financial years.

(3) Each municipality must prepare a written plan respecting its anticipated capital property additions over a period of at least the next 5 financial years.

(4) The 3 financial years referred to in subsection (2) and the 5 financial years referred to in subsection (3) do not include the financial year in which the financial plan or capital plan is prepared.

(5) Council may elect to include more than 3 financial years in a financial plan or more than 5 financial years in a capital plan.

(6) Council must annually review and update its financial plan and capital plan.

BACKGROUND

The 2024-2026 Financial Plan is presented to council for discussion and approval.

ATTACHMENTS

1. 2024-2026 Financial Plan

2023 BUDGET

2024

2025

2026

General Government Services	(1,433,561)	(1,490,903)	(1,550,539)	(1,612,561)
Council	-	-	-	-
Finance	(241,016)	(250,657)	(260,683)	(271,110)
Fire Services	(17,800)	(18,512)	(19,252)	(20,022)
Municipal Enforcement	(2,900)	(3,016)	(3,137)	(3,262)
Common Services	-	-	-	-
Roads	(24,475)	(25,454)	(26,472)	(27,531)
Airport	(465)	(484)	(503)	(523)
Water	(309,700)	(322,088)	(334,972)	(348,371)
Wastewater	(100,560)	(104,582)	(108,766)	(113,117)
Solid Waste	(121,350)	(126,204)	(131,252)	(136,502)
Cemetery	(2,500)	(2,600)	(2,704)	(2,812)
Planning & Development	(51,460)	(53,518)	(55,659)	(57,885)
Recreation Administration	(15,600)	(16,224)	(16,873)	(17,548)
Campground	(18,000)	(18,720)	(19,469)	(20,248)
Pool	(80,560)	(83,782)	(87,134)	(90,619)
Library	-	-	-	-
Total Revenues	(2,419,947)	(2,516,744)	(2,617,415)	(2,722,111)
General Government Services	230,368	239,582	249,166	259,132
Council	101,753	105,823	110,056	114,458
Finance	425,811	442,843	460,557	478,979
Fire Services	110,229	114,638	119,224	123,993
Municipal Enforcement	63,181	65,708	68,337	71,070
Common Services	172,690	179,598	186,782	194,253
Roads	264,755	275,345	286,359	297,813
Airport	10,884	11,319	11,772	12,243
Water	250,250	260,260	270,670	281,497
Wastewater	87,027	90,508	94,128	97,894
Solid Waste	133,013	138,334	143,867	149,622
Cemetery	5,000	5,200	5,408	5,624
Planning & Development	129,790	134,982	140,381	145,996
Recreation Administration	217,053	225,735	234,765	244,155
Campground	94,044	97,806	101,718	105,787
Pool	95,498	99,318	103,291	107,422
Golf Course	8,300	8,632	8,977	9,336
Library	20,301	21,113	21,958	22,836
Total Expenditures	2,419,946	2,516,744	2,617,414	2,722,111

Request for Decision

Municipal Accountability Program

June 12, 2023



RECOMMENDATION

That the Municipal Accountability Program Action Plan be accepted as information.

LEGISLATIVE AUTHORITY

Ministerial Order under Section 571 of the Municipal Government Act

BACKGROUND

The Municipal Accountability Program is intended as a program of support and collaboration for municipal Chief Administrative Officers to either confirm compliance with requirements of municipal legislation or to identify concerns and develop corrective solutions where needed. The outcome of this program will be strong, well-managed, accountable municipalities and a strong collaborative relationship between the CAOs and the ministry.

With a focus on supporting municipalities in continuing to strengthen municipal accountability and transparency, the purpose of this program is to:

- support municipalities in strengthening their knowledge of mandatory legislative requirements with a primary focus on the *MGA*;
- support municipalities in achieving legislative compliance;
- support municipalities in being well-managed, accountable and transparent; and
- provide a collaborative partnership between Municipal Affairs and municipalities to address legislative discrepancies that may exist.

The Town of Milk River's 2022 report consisted of 13 areas with 63 items of review. The Town is compliant in 48 of those areas and 15 areas to remedy. An action plan was prepared and sent to Municipal Affairs, depicting 7 items completed.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Municipal Accountability Program Action Plan

Update for 2024 Deadline

Status

- Completed
Completed
Completed
Work in Progress - May or June 2023 Council meeting
Completed
Completed
Work in Progress - May or June 2023 Council meeting
Completed

Work in Progress - May or June 2023 Council meeting
Completed
Work in Progress - May or June 2023 Council meeting
Work in Progress - May or June 2023 tax notice disbursement
This item says no action required.

August 8 2022 minutes
April 11 2023 minutes
Policy approved May 17 2023 minutes

February 23 2023 minutes / Bylaw 1039-23
January 9 2023 minutes / Bylaw 1038-23

January 9 2023 minutes / Bylaw 1038-23
Unclear as the Town does not have any debt and did show transfers from reserves and to capital (i.e. roads/water)
Bylaw 842 repealed May 17 2023 minutes

ent

The bylaw does not use the word secretary, only clerk. Subsection 4.4 speaks to individual representatives allowed. Subsection 9.1 allows for the CAO to subdelegate the clerk's role, which has been completed through the 2019 ORRSC agreement, section 3.6

April 11 2023 minutes

Request for Decision

Transfer Station Hours

June 12, 2023



RECOMMENDATION

That the transfer station hours discussion be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

In the spring of 2022, the Milk River/Coutts Transfer Station Hours were revised, reducing hours on Tuesdays, Fridays and Saturdays from 9:00 a.m. to 5:00 p.m. to the same days from 10:00 a.m. to 4:00 p.m.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

**Milk River Health Professionals Attraction and Retention
Housing Subcommittee Appointment**

June 12, 2023



RECOMMENDATION

That _____ be appointed to the Milk River Health Professionals Attraction and Retention Housing Subcommittee.

LEGISLATIVE AUTHORITY

BACKGROUND

At the May 8 regular council meeting, the following motion was made:

Moved by Councillor Michaelis, **"that Council form a partnership with the communities served by the hospital to investigate the viability of building a duplex for physicians."**

Motion Carried 2023-129

This appointment comes at a request from the Milk River Health Professionals Attraction and Retention Committee who have decided to form a Housing Subcommittee.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

None

Request for Decision

Councillors Report

June 12, 2023



RECOMMENDATION

That the Councillors reports for the period ending June 12, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Elected Officials, appointed at the annual organizational meeting, attend regular meetings of various boards, commissions, and committees. Each elected official is required to keep Council informed by providing regular activity of the board, commission, or committee they are appointed to.

RISKS/CONSEQUENCES

Should committee reports not be relayed, members of Council will not be informed on the various boards, commissions, and committees.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Oldman River Regional Services Commission
2. Chief Mountain Regional Solid Waste Services Commission
3. Milk River Health Professionals Attraction and Retention Committee
4. Family & Community Support Services

EXECUTIVE COMMITTEE MEETING MINUTES
April 13, 2023; 6:00 pm
ORRSC Boardroom (3105 - 16 Avenue North, Lethbridge)

The Executive Committee Meeting of the Oldman River Regional Services Commission was held on Thursday, April 13, 2023, at 6:00 pm, in the ORRSC Administration Building, as well as virtually via Zoom.

Attendance

Executive Committee:

Gordon Wolstenholme, Chair
Don Anderberg, Vice Chair, Virtual
David Cody
Christopher Northcott, Virtual
Jesse Potrie
Brad Schlossberger, Virtual
Neil Sieben

Staff:

Lenze Kuiper, Chief Administrative Officer
Raeanne Keer, Executive Assistant

Guest:

Derek Taylor, KMPG LLP

Chairman Wolstenholme called the meeting to order at 6:05 pm.

1. Approval of Agenda

Moved by: Neil Sieben

THAT the Executive Committee adopts the April 13, 2023 Executive Committee Meeting Agenda, as presented.

CARRIED

2. Approval of Minutes

Moved by: David Cody

THAT the Executive Committee approves the January 12, 2023 Executive Committee Meeting Minutes, as presented.

CARRIED

3. Business Arising from the Minutes

There was no business arising from the minutes.

4. Delegation Presentation

a. KMPG LLP – Auditor’s Report and Financial Statements 2022

D. Taylor, of KMPG LLP, presented the Financial Statements and Independent Auditor’s Report for the Year ended December 31, 2022 to the Committee.

The Committee discussed the report and presentation.

Moved by: Don Anderberg

THAT the Executive Committee accepts the Auditor’s Report and Financial Statements for the year ended December 31, 2022 prepared by KMPG LLP, as presented.

CARRIED

5. Official Business

a. 2022/23 Alberta Community Partnership Grant

L. Kuiper presented the 2022/23 Alberta Community Partnership Grant to the Committee, and stated that ORRSC was successful in its application to the Municipal Internship Program to receive grant funding for a 18-months for an Intern Planner.

b. Staff Update

L. Kuiper stated that there have been a few changes to the staff. He stated that Kattie Schlamp and Maxwell Kelly’s titles have changed from “Planning Assistant” to “Planner”, and Tristan Scholten would be joining the organization in mid-May to fulfill the role of Intern Planner for the next 18-months .

L. Kuiper noted that CAD/GIS Technologist Kaylee Sailer would be returning from maternity leave in May, and that CAD/GIS Technologist Yueu Majok would be leaving the organization at the end of April.

c. Subdivision Activity

L. Kuiper presented the Subdivision Activity statistics as of March 31, 2023 for information.

6. Accounts

a. Office Accounts

L. Kuiper presented the Monthly Office Accounts for December 2022, January 2023, and February 2023 and the Payments and Credits for November 2022, December 2022, and January 2023 to the Committee.

6. **Accounts – Cont'd**
a. **Office Accounts – Cont'd**

Moved by: Christopher Northcott

THAT the Executive Committee approves the Monthly Office Account for December 2022, January 2023, and February 2023 and the Payments and Credits for November 2022, December 2022, and January 2023.

CARRIED

b. **Details of Account**

L. Kuiper presented the Details of Account as of December 31, 2022 through February 28, 2023 to the Committee.

Moved by: Jesse Potrie

THAT the Executive Committee approves the and Details of Account as of December 31, 2022 through February 28, 2023

CARRIED

7. **New Business**

There was no new business for discussion.

8. **CAO's Report**

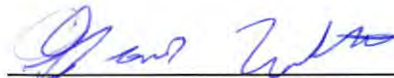
L. Kuiper presented his CAO Report to the Committee.

9. **Round Table Discussions**

Committee members reported on various projects and activities in their respective municipalities.

10. **Adjournment**

Following all discussions, Chair Gordon Wolstenholme adjourned the meeting, the time being 7:28 pm.



CHAIR

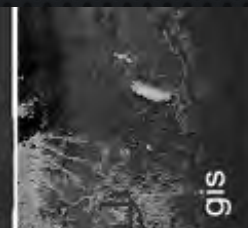
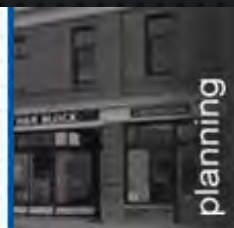


CHIEF ADMINISTRATIVE OFFICER

AN OVERVIEW OF FINANCIAL PERFORMANCE

2022 - AUDITED

AGM - FINANCIAL PERFORMANCE



2022 ANNUAL REPORT HIGHLIGHTS

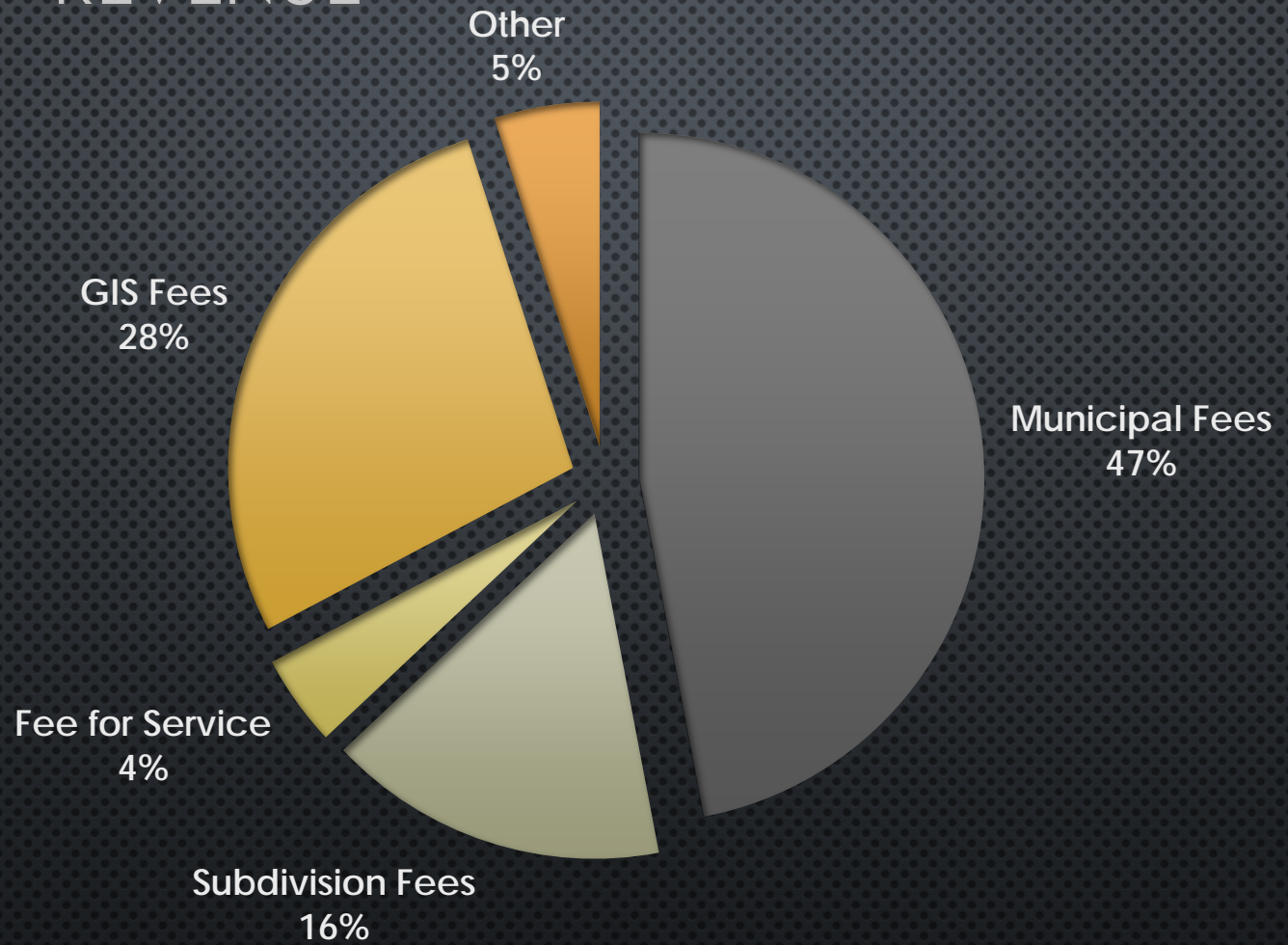
- COLLABORATION WITH MIISTAKIS INSTITUTE ON CONNECTIVITY RISK ASSESSMENT TOOL AND ECOLOGICAL CORRIDOR OVERLAND FEASIBILITY STUDY
- NUMEROUS STATUTORY PLANS AND LUB'S COMMENCED AND COMPLETED
- NUMEROUS ROAD CLOSURES COMPLETED
- NEW GIS PLATFORM OPERATIONAL FOR ALL MEMBERS
- GIS WORK ORDER MODULE COMPLETED
- ASSET MANAGEMENT MAPPING AND REPORTING MODULE COMMENCED
- DRONE IMAGE CAPTURE SERVICE OFFERED & UTILIZED
- NUMEROUS MAPS PRODUCED IN SUPPORT OF STATUTORY PLANS AND LUBs
- 13 SDAB HEARINGS FILED AND COMPLETED
- 32 ARB HEARINGS COMPLETED
- 190 SUBDIVISION APPLICATIONS PROCESSED
- 4 PERIODICAL'S RELEASED

HIGHLIGHTS

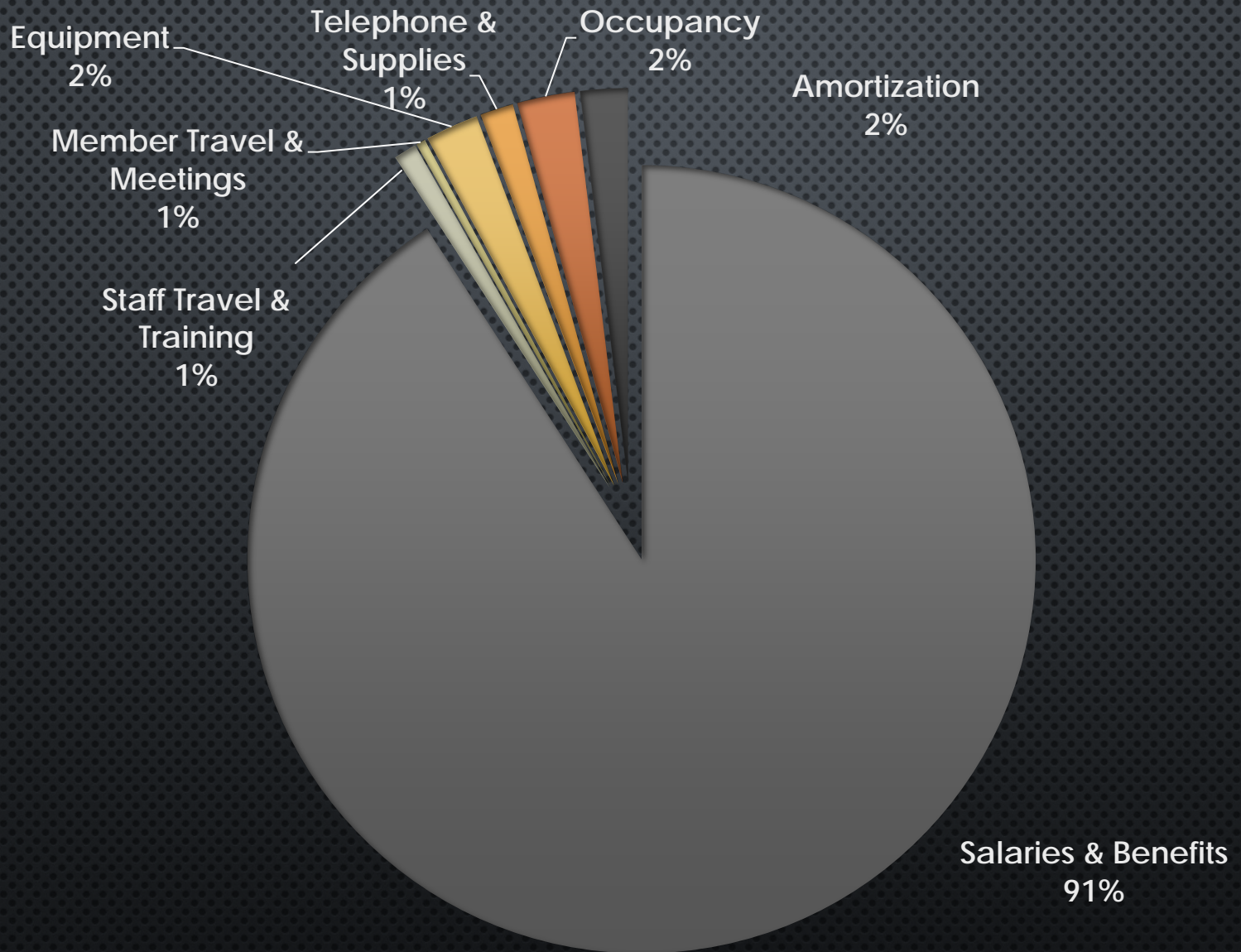
	2021	2022
Net Revenues	2,622,925	2,027,673
Membership (Planning & GIS)	1,498,344	1,498,178
Subdivision	332,901	320,169
Fee-for-Service	729,264	85,759
Net Expenses	2,342,668	2,166,516
Salaries & Benefits	2,023,814	1,855,012
Excess of Revenues over Expenditures	296,030	(138,843)
Internally Restricted Net Assets (Reserves)	342,707	350,035
Total Equity	1,539,153	1,375,230



REVENUE

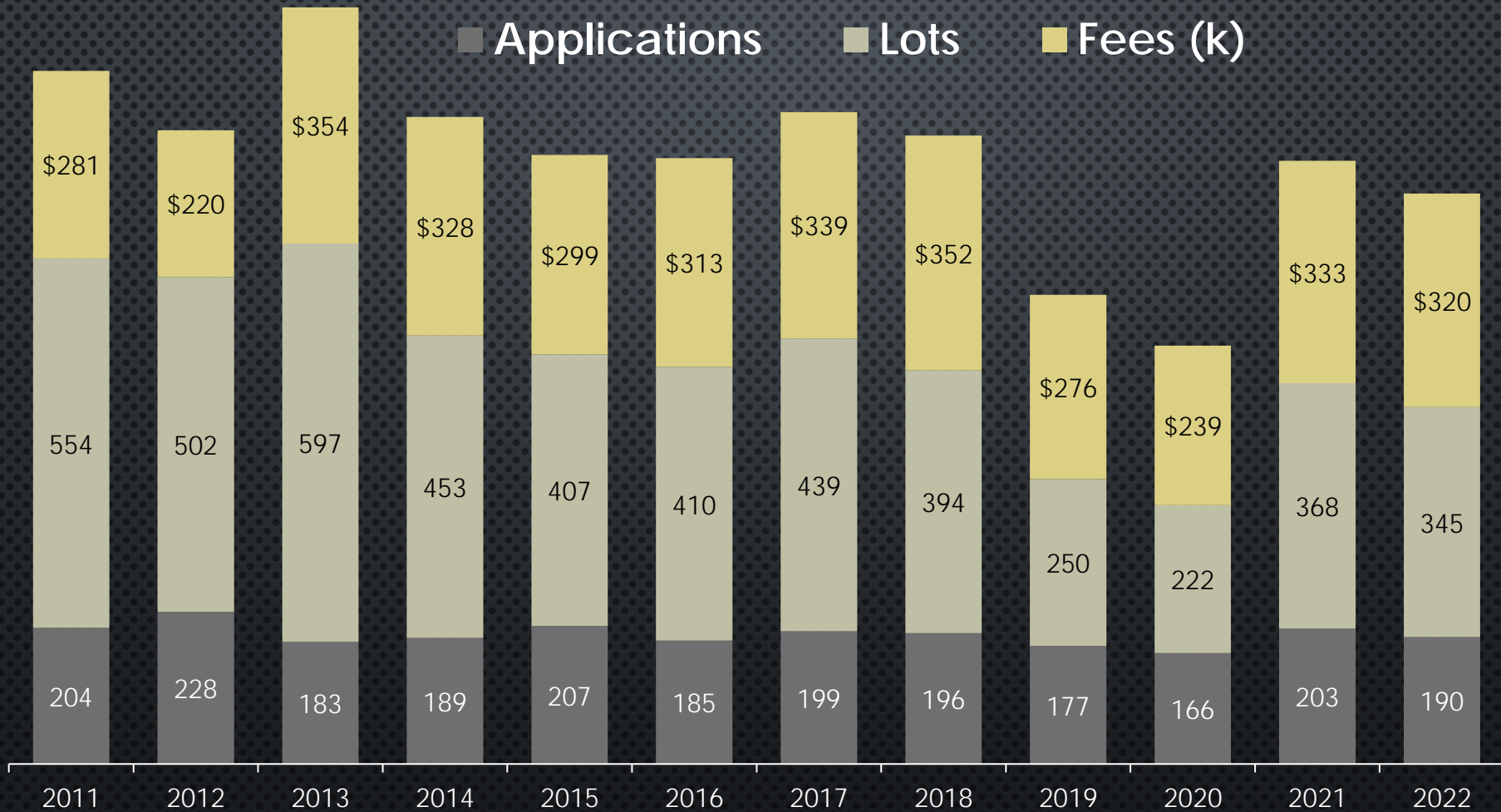


EXPENSE



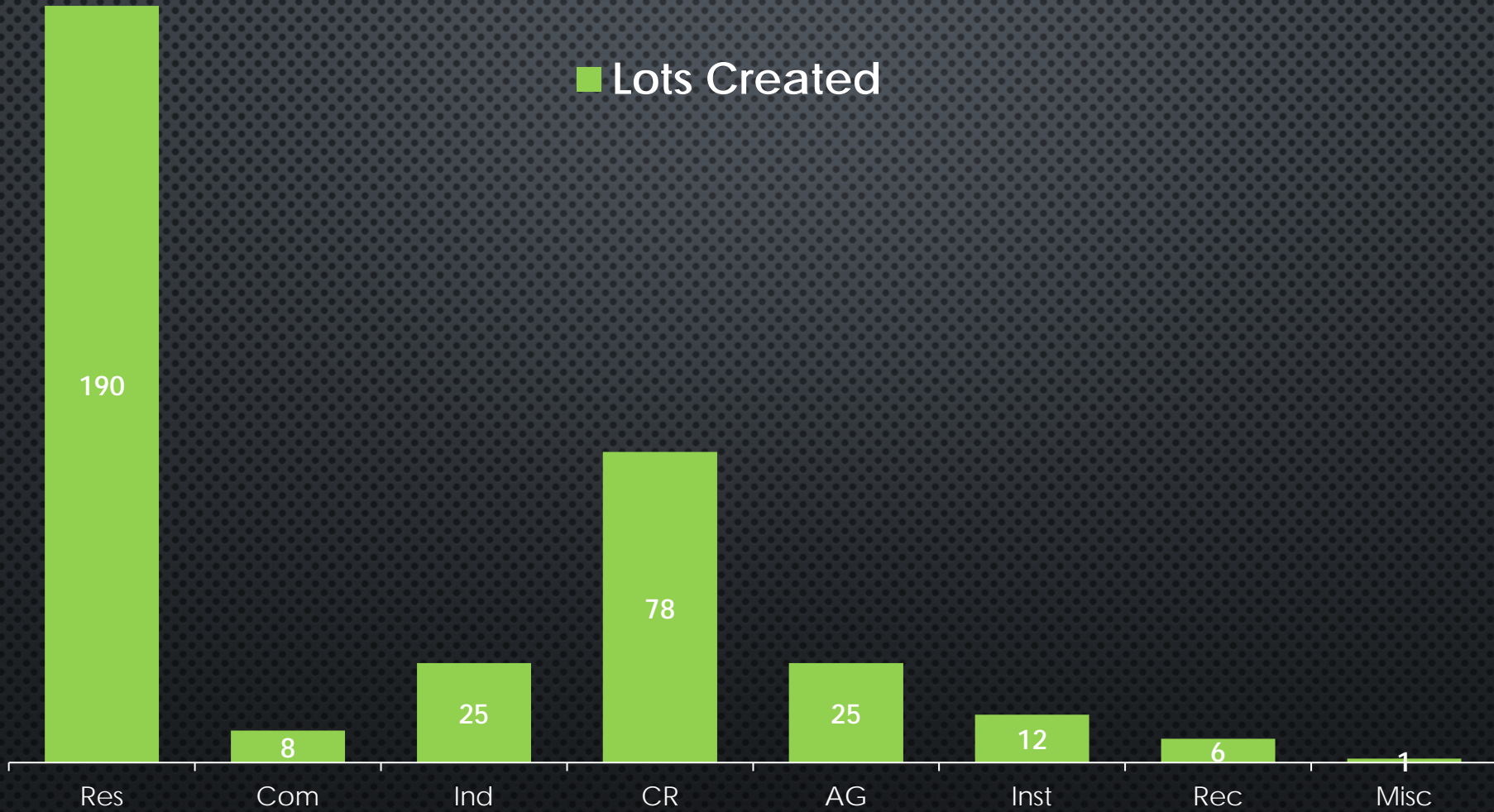
Subdivision Activity

■ Applications ■ Lots ■ Fees (k)



Subdivision Activity

■ Lots Created



MOTION

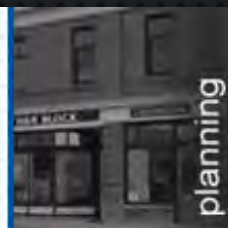
**THAT THE BOARD OF DIRECTORS HAVE REVIEWED AND
RATIFIED THE EXECUTIVE COMMITTEE APPROVAL OF THE
ORRSC ANNUAL REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDING DECEMBER 31, 2022**

MOTION

THAT THE BOARD OF DIRECTORS APPROVE THE
BALANCE SHEET AND STATEMENT OF INCOME FOR THE
4-MONTH PERIOD: JANUARY 1 – MARCH 30, 2023

NEXT BOARD MEETING

THURSDAY, SEPTEMBER 7, 2023



OLDMAN RIVER REGIONAL SERVICES COMMISSION

ANNUAL REPORT





MESSAGE FROM THE CHAIR AND CAO

Image, cover: Village of Stirling, ORRSC; Image, above: Town of Nanton, ORRSC

“Synergy – the bonus that is achieved when things work together harmoniously” – Mark Twain

On behalf of the Executive Committee, Board of Directors, and staff we are pleased to present to you the 2022 Annual Report of the Oldman River Regional Services Commission (ORRSC). As a shared service, we continue to realize and appreciate the benefits of our commission model for land use planning and GIS services.

The shared service model allows for more efficient use of resources. By combining resources and expertise, the Commission can provide quality planning and GIS services at a lower cost and these savings are passed on to our members, making land use planning and GIS more affordable for all. The model promotes collaboration and knowledge-sharing among different municipalities. This allows for a more holistic approach by considering the broader regional context, in addition to the needs of individual municipalities. As the Commission is comprised of representatives from multiple municipalities, there is a greater degree of oversight and input from a variety of stakeholders. By working together, we can create growth and development opportunities that can benefit and promote the entire region.

The Commission is an extension of our member municipalities and their organizational structure. This relationship allows municipal staff to work closely with Commission planning and GIS departments to fulfill the needs of your communities. The Commission has the professional experience and historical knowledge of our member municipalities to provide professional planning advice and specific GIS innovation to meet the desires of our members and their individual needs. However, the Commission's viability faces challenges from outside private planning and GIS consultants. The Commission's existence and success relies on the work provided to us by our members. To broaden service capabilities, ORRSC continually seeks to be fully staffed in a competitive job market and has worked to develop strong relationships with government ministries and outside agencies. Municipalities are encouraged to discuss their long-term planning and future GIS needs with ORRSC staff to allow for balanced workloads while considering municipal priorities.

MESSAGE FROM THE CHAIR AND CAO CONTINUED

We strongly believe that the shared service commission model will continue to be a success and by working together we can provide sound, affordable planning and GIS services that benefit our member municipalities and the region. The Commission looks forward to continuing its work with our member municipalities and creating a bright future for our communities in 2023. At the Executive level, we would like to thank Don Anderberg (Town of Pincher Creek), Christopher Northcott (Vulcan County), Jesse Potrie (Town of Coalhurst), Brad Schlossberger (Town of Claresholm), Neil Sieben (Town of Raymond), and posthumously Ian Sundquist (M.D. of Willow Creek), for their continued support and leadership.

Lastly, we thank you - each of our professional and dedicated staff, each of our member municipalities and each of our GIS partners - for your continued commitment and partnership. Together, we can work to ensure that the future of the Commission remains bright and continues to enrich your communities.



GORD WOLSTENHOME
Chair



LENZE KUIPER
Chief Administrative Officer

Image: Village of Milo, ORRSC



ABOUT ORRSC

The Oldman River Regional Services Commission (ORRSC) provides a spectrum of land use planning, subdivision, GIS, drone photography, and assessment review services to municipalities spanning the Oldman, Milk, and Bow River watersheds. 2022 marked our 67-year anniversary of embodying an exemplary shared service approach to regional service delivery. Going forward, we will continue to champion municipal perspectives—sustaining the legacy of southern Alberta as a region where meaningful connections to place are experienced.

Established under Part 15.1 of the **Municipal Government Act (MGA)**, this service commission is a cooperative effort of its member municipalities in southwestern Alberta who have created an organization to provide municipal planning advice to its members.

WHEN WAS ORRSC ESTABLISHED?

ORRSC has a long planning history in southern Alberta and has evolved from various forms since 1955 when it first started as the Lethbridge District Planning Commission. In 1996, following changes to the MGA a new chapter in regional planning had begun, and the Oldman River Intermunicipal Service Agency (ORISA) was formed. In 2003, as a result of consistent growth ORISA needed to expand outside their existing office space in the basement of the Lethbridge County building, resulting in the need to become a Regional Commission to satisfy property and liability needs of the organization, where it remains today.

WHO IS ORRSC TODAY?

In 2022, ORRSC was comprised of 39 member municipalities, 40 appointed members to the Board of Directors, and 20 staff members. ORRSC continues to provide land use planning support and other services to our members.

Image: Vulcan County, ORRSC

1955-2022

67 YEARS SERVING
SOUTHERN ALBERTA

WHAT WE DO

The **Municipal Government Act** requires municipalities to manage land use, subdivision, and development by preparing bylaws and statutory long-range planning documents. ORRSC is contracted by its member municipalities and provides advice and assistance to Administration and Council regarding land use planning, subdivision, and other planning related concerns.

But ORRSC is not only planning services, we are also comprised of a robust GIS Department who offers a multi-faceted approach to the world of displaying and providing geographic information to our member municipalities and their residents. The GIS Department also provides services such as producing maps, plotting, GPS acquisition, and a variety of geographic analysis tools and modules.

Our services include:

- Preparing Statutory Plans - Municipal Development Plans, Intermunicipal Development Plans, Area Structure Plans, etc.
- Subdivision Processing & Finalization
- Regional Subdivision and Development Appeal Board
- Regional Assessment Review Board
- Quarterly Periodical
- Development Training
- Professional Planning Advice
- GIS Services & Data Acquisition
- Mapping Services
- Drone Photography

Image: Town of Fort Macleod, ORRSC

An aerial photograph of a town, likely Fort Macleod, showing a mix of residential and commercial areas with roads and green spaces. A large, bold yellow number '76' is superimposed on the right side of the image.

76

bylaw amendments were implemented for existing Intermunicipal Development Plans, Land Use Bylaws, and Municipal Development Plans in 2022*

*as of December 31, 2022



EXECUTIVE COMMITTEE

Image: Municipal District of Willow Creek No. 26, ORRSC

The Executive Committee is elected by their peers on the Board of Directors and are delegated the responsibility of financial and administrative matters, such as budget preparation, approval of accounts, and policy and procedure review. In accordance with its governing Bylaw, the Board of Directors works to elect a minimum of 2 Rural Members to ensure their is equal representation of all Member Municipalities fulfilling the roles of the Executive Committee. At the Organizational Meeting held on December 2, 2021 the following Members were elected:

GORDON WOLSTENHOLME

Chair, Town of Fort Macleod

DON ANDERBERG

Vice Chair, Town of Pincher Creek

CHRISTOPHER NORTHCOTT

Vulcan County

JESSE POTRIE

Town of Coalhurst

BRAD SCHLOSSBERGER

Town of Claresholm

NEIL SIEBEN

Town of Raymond

IAN SUNDQUIST*

Municipal District of Willow Creek

*Mr. Ian Sundquist passed away on Saturday, August 21, 2022 after a long battle with cancer. Ian served as a Councillor in the Municipal District of Willow Creek for 27 years. During this time he spent 8 years on the Board of Directors, 5 of which were spent on the Executive Committee where he provided irreplaceable knowledge and experience to our organization. At the Regular Board of Directors Meeting held on Thursday, September 1, 2022 the Board chose to have the Executive Committee continue to operate as a membership of 6 in lieu of Ian's passing for the remainder of 2022.

BOARD OF DIRECTORS

As of December 31, 2022, including former members of 2022.

Image: Village of Hill Spring, ORRSC

Colin Bexte
Village of Arrowwood

Kent Bullock
Village of Barnwell

Dan Doell
Village of Barons

Mike Wetzstein
Town of Bassano

Ray Juska
City of Brooks

Roger Houghton
Cardston County

Allan Burton
Town of Cardston

Sue Dahl
Village of Carmangay

James Smith
Village of Champion

Trevor Wagenvoort
Village of Champion - Former Member

Brad Schlossberger
Town of Claresholm

Jesse Potrie
Town of Coalhurst

Tanya Smith
Village of Coutts

Dave Slingerland
Village of Cowley

Dave Filipuzzi
Municipality of Crowsnest Pass

Dean Ward
Municipality of Crowsnest Pass

Stephen Dortch
Village of Duchess

Kole Steinley
Village of Duchess - Former Member

Gordon Wolstenholme
Town of Fort Macleod

Mark Peterson
Village of Glenwood

Suzanne French
Village of Hill Spring

Morris Zienstra
Lethbridge County

Brad Koch
Village of Lomond

Gerry Baril
Town of Magrath

Peggy Losey
Town of Milk River

Dean Melnyk
Village of Milo

Victor Czop
Town of Nanton

Marinus de Leeuw
Town of Nobleford

Teresa Feist
Town of Picture Butte

Henry de Kok
Town of Picture Butte - Former Member

Tony Bruder
Municipal District of Pincher Creek

Don Anderberg
Town of Pincher Creek

Ronald Davis
Municipal District of Ranchland

Neil Sieben
Town of Raymond

Don Norby
Town of Stavely

Matthew Foss
Village of Stirling

John DeGroot
Municipal District of Taber

John Turcato
Municipal District of Taber - Former Member

Raymond Coad
Town of Vauxhall

Christopher Northcott
Vulcan County

Richard DeBolt
Town of Vulcan

David Cody
County of Warner

Marty Kirby
Village of Warner

Scott Alexander
Village of Warner - Former Member

Evan Berger
Municipal District of Willow Creek

Ian Sundquist
Municipal District of Willow Creek - Former Member

39
MEMBER
MUNICIPALITIES

ORRSC STAFF

ADMINISTRATION

Lenze Kuiper

Chief Administrative Officer (2005)

Raeanne Keer

Executive Assistant (July 2022)

Sherry Johnson

Bookkeeper (1981)

Tara Cyderman

Executive Assistant (2020-April 2022)

PLANNING

Mike Burla

Senior Planner (1978)*

Diane Horvath

Senior Planner (2000)

Gavin Scott

Senior Planner (2007)

Madeleine Baldwin

Planner (2019)**

Maxwell Kelly

Assistant Planner (2019)

Hailey Winder

Planner (2019-Dec 2022)

Steve Harty

Senior Planner (1998)

Bonnie Brunner

Senior Planner (2007)

Ryan Dyck

Planner (2013)

Jennifer Maxwell

Subdivision Technician (2015)

Kattie Schlamp

Assistant Planner (April 2022)

GIS

Jaime Thomas

GIS Analyst (2005)

Mladen Kristic

CAD/GIS Technologist (2006)

Yueu Majok

CAD/GIS Technologist (2017)

Jordan Thomas

GIS Analyst (2006)

Kaylee Sailer

CAD/GIS Technologist (2013)**

Carlin Groves

GIS Technician (2019)

* M. Burla retired in February 2022, and continued as a contracted employee for the remainder for 2022.

** M. Baldwin and K. Sailer both left for maternity leave in February 2022.

Image: Municipal District of Pincher Creek No. 9, ORRSC



RECOGNITION OF SERVICE

We would like to acknowledge the years of dedication of our long standing board members and staff for reaching milestones with our organization in 2022.

BOARD OF DIRECTORS

5+ Years

Tanya Smith, Village of Coutts
Dean Ward, Municipality of Crowsnest Pass
Dave Filipuzzi, Municipality of Crowsnest Pass
Suzanne French, Village of Hill Spring
Morris Zienstra, Lethbridge County
Peggy Losey, Town of Milk River
Marinus de Leeuw, Town of Nobleford
Henry de Kok, Town of Picture Butte
David Cody, County of Warner
Ian Sundquist, Municipal District of Willow Creek

10+ Years

Don Anderberg, Town of Pincher Creek

15+ Years

Gordon Wolstenholme, Town of Fort Macleod

20+ Years

Brad Koch, Village of Lomond

30+ Years

Ron Davis, Municipal District of Ranchland

ORRSC STAFF

5+ Years

Ryan Dyck, Planner
Yueu Majok, CAD/GIS Technologist
Jennifer Maxwell, Subdivision Technician
Kaylee Sailer, CAD/GIS Technologist

15+ Years

Bonnie Brunner, Senior Planner
Mladen Kristic, CAD/GIS Technologist
Lenze Kuiper, Chief Administrative Officer
Gavin Scott, Senior Planner
Jaime Thomas, GIS Analyst
Jordan Thomas, GIS Analyst

20+ Years

Steve Harty, Senior Planner
Diane Horvath, Senior Planner

40+ Years

Mike Burla, Senior Planner
Sherry Johnson, Bookkeeper



GIS & PLANNING PROJECTS

Image: Municipal District of Taber, ORRSC

GIS Projects

Work Order Module (Completed)

- This module allows users to create and track work orders associated with all types of municipal infrastructure. A geographic interface was developed to allow public works to create detailed planning when it comes to future and on-going infrastructure projects.

Asset Management Mapping and Reporting Module (Commenced)

- This module will allow users to track asset inventories and create reports that will fulfill Tangible Capital Asset Program requirements.

Planning Projects

As we continue to move through the lingering changes and challenges from the COVID-19 pandemic, a sense of normalcy has begun to return to planning projects and public engagement opportunities throughout 2022. Our professional support to our member municipalities, and collaboration with outside agencies, has continued to grow, ranging from traditional in-person meetings to virtual discussions, creating more opportunities to actively engage municipalities and landowners.

In 2022, we worked to complete numerous statutory plans, including Intermunicipal Development Plans, Municipal Development Plans, and Area Structure Plans. We also provided planning advice and support to assist our members with intermunicipal disputes and mediation, annexation discussions, and attendance at Provincial Board hearings. Work continued with a variety of Land Use Bylaw reviews and updates while working with our members to ensure that each of their unique land use needs continued to be addressed. The year also allowed for a number of new projects to be initiated such as land use strategies, new land use bylaws, recreational space designs, and policy reviews.

GIS & PLANNING PROJECTS

CONTINUED

Planning Projects CONTINUED

Again this year, our Planners were provided with the opportunity to work with the Miistakis Institute. Miistakis' mission is to bring people and ideas together to promote healthy communities and landscapes, and work to ensure that their innovative research is accessible to communities and decision makers. Planners assisted by participating in the Connectivity Risk Assessment Tool Working Group and advising on the Ecological Corridor Overland Feasibility Study. The results of those projects can be leveraged by member municipalities in their own planning processes.

Moving into 2023, our Planners continue to work towards completing several projects, initiating new projects, and continuing to provide valuable planning support to our members.

Image: County of Warner, ORRSC



CHINOOK INTERMUNICIPAL SDAB

The Chinook Intermunicipal Subdivision and Development Appeal Board (SDAB) was established in 2019 and is an independent quasi-judicial board comprised of appointed persons from the participating member municipalities. The Chinook Intermunicipal SDAB is a Regional Board which provides numerous benefits to its member municipalities, such as shared access to a large pool of trained Board members, supplied trained Clerks, less recruitment initiatives, and less time, commitment and cost on administration of an individual municipality to manage their community specific SDAB. ORRSC offers in-house training for both member and non-member municipalities to ensure board members meet the legislative training requirements.

36

Individuals trained for Subdivision and Development Appeals Boards over 5 training sessions

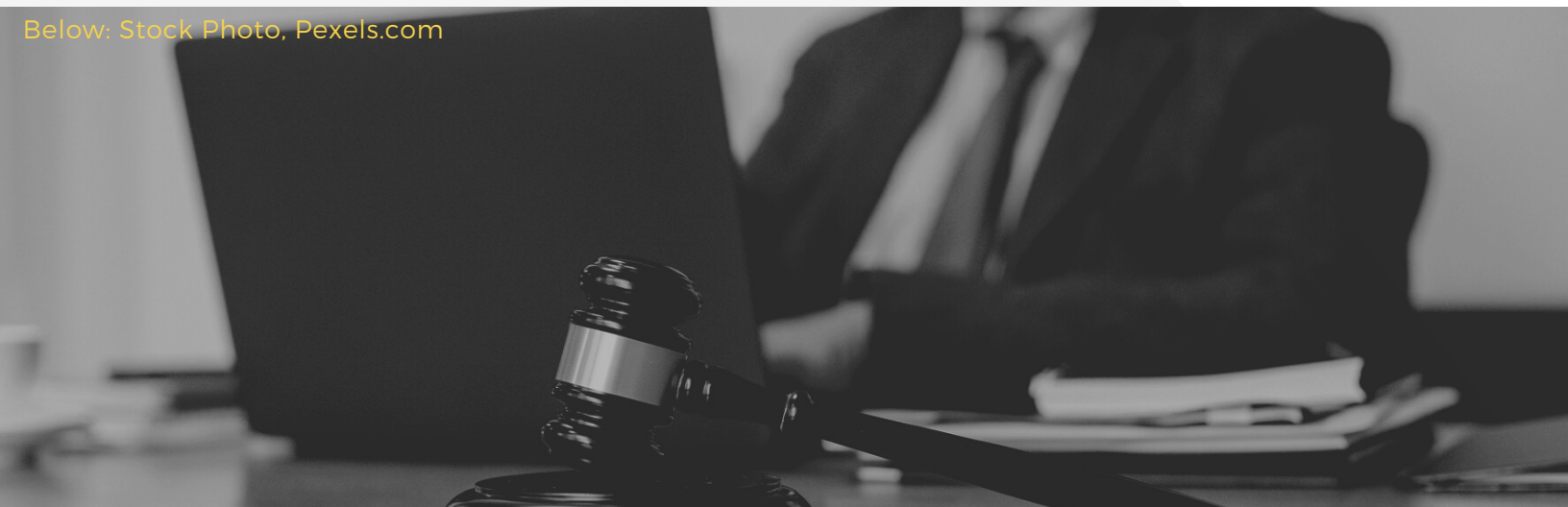
13

Subdivision and Development Appeal Board hearings processed

54

Members appointed to the Chinook Intermunicipal Subdivision and Development Appeal Board

Below: Stock Photo, Pexels.com



REGIONAL ASSESSMENT REVIEW BOARD

The Regional Assessment Review Board (ARB) is a long-standing quasi-judicial board established under the **Municipal Government Act**, and is responsible for making decisions regarding property assessment complaints. The assessment complaint system was founded on the principle that taxpayers have the right to an understandable, effective, timely, efficient, objective, and procedurally fair complaint appeal process. The Regional ARB is comprised of both appointed lay-members and Councillors from participating municipalities; in 2022 the ARB was comprised of 32 Board Members,

ARB's are intended to ensure that complaints are administered consistently throughout the province and that qualified people, who have completed the mandatory training, consistently administer and adjudicate complaints throughout the province.



18 Assessment Review Board Hearings held
across various Member Municipalities



16 Residential Assessment Complaints Filed
16 Commercial Assessment Complaints Filed



14 Assessment Complaints Withdrawn

Below: Stock Photo, Pexels.com



SUBDIVISION STATISTICS

A total of 190 subdivision applications were processed during the 2022 calendar year.
The status of these applications, as of December 31, 2022, are as follows:

168 Approved or
Approved on Conditions

20 Pending

1 Withdrawn or Expired

5 Appeals

MEMBER MUNICIPALITY	# of Subdivisions	Boundary Line Adj	DECISION				NEWLY CREATED LOTS (By Use)									
			A or A/C	R	W/E	P	Res	Com	Ind	CR	Ag	Inst	Rec	Misc	TOTAL	
Cardston County	25	3	22	1	1	1	7	-	-	14	11	-	2	-	34	
City of Brooks	5	2	3	-	-	2	4	-	-	-	-	-	-	-	4	
County of Warner No. 5	10	6	10	-	-	-	-	-	-	6	2	3	-	-	11	
Lethbridge County	29	5	26	-	-	3	1	1	2	18	4	1	-	-	27	
Municipal District of Pincher Creek No. 9	11	3	9	-	-	2	-	-	2	5	2	-	-	-	9	
Municipal District of Ranchland No. 66	0	0	-	-	-	-	-	-	-	-	-	-	-	-	0	
Municipal District of Willow Creek No. 26	13	1	13	-	-	-	4	2	1	9	1	-	-	-	17	
Municipal District of Taber	27	7	23	-	-	4	35	-	2	18	1	-	-	-	56	
Municipality of Crowsnest Pass	14	9	12	-	-	2	42	1	-	-	-	1	-	-	44	
Town of Bassano	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Town of Cardston	2	2	2	-	-	-	-	-	-	-	-	-	-	-	0	
Town of Claresholm	3	6	1	-	-	2	-	2	-	-	-	-	-	-	2	
Town of Coalhurst	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Town of Fort Macleod	2	1	1	-	-	1	-	-	-	-	1	-	-	-	1	
Town of Magrath	2	1	2	-	-	-	1	-	-	-	-	-	-	-	1	
Town of Milk River	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Town of Nanton	1	-	1	-	-	-	1	-	-	-	-	-	-	-	1	
Town of Nobleford	3	2	3	-	-	-	6	-	-	-	-	-	-	-	6	
Town of Picture Butte	3	2	3	-	-	-	1	-	-	-	-	-	-	-	1	
Town of Pincher Creek	2	1	2	-	-	-	-	-	-	-	-	-	1	-	1	
Town of Raymond	9	3	8	-	-	1	60	2	-	-	-	7	-	-	69	
Town of Stavely	1	-	1	-	-	-	1	-	-	-	-	-	-	-	1	
Town of Vauxhall	2	-	2	-	-	-	5	-	-	-	-	-	-	-	5	
Town of Vulcan	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Village of Arrowwood	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Village of Barnwell	1	-	1	-	-	-	1	-	-	-	-	-	-	-	1	
Village of Barons	1	-	1	-	-	-	1	-	-	-	-	-	-	-	1	
Village of Carmangay	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Village of Champion	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Village of Coutts	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Village of Cowley	1	-	1	-	-	-	-	-	-	-	-	-	-	-	0	
Village of Duchess	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Village of Glenwood	2	-	2	-	-	-	18	-	-	-	-	-	-	-	18	
Village of Hill Spring	1	-	1	-	-	-	1	-	-	-	-	-	-	-	1	
Village of Lomond	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Village of Milo	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Village of Stirling	1	-	1	-	-	-	1	-	-	-	-	-	-	-	1	
Village of Warner	-	-	-	-	-	-	-	-	-	-	-	-	-	-	0	
Vulcan County	19	9	17	-	-	2	-	-	18	8	3	-	3	1	33	
TOTAL	190	63	168	1	1	20	190	8	25	78	25	12	6	1	345	

NOTE: Lot count includes Pending Decisions as of December 31, 2022

PERIODICAL

2022 EDITIONS

Spring 2022
Confined Feeding
Operations

Summer 2022
Cryptocurrency Mining

Fall 2022
Short-term Rentals

Winter 2022
Wildfire Resilience

Image: Town of Magrath, ORRSC



WHAT IS THE PERIODICAL?

The ORRSC Periodical is a quarterly publication focusing on planning topics of a regional interest and the promotion of planning best practices.

The Periodical is researched, written, and designed in house by ORRSC Staff.

WHAT IS THE GOAL?

- To provide a regular research based topic report for municipalities for educational purposes, and for use at other levels, such as academic institutions and professional organizations.
- To help facilitate planning discussions and support informed and effective decision making namely in land use bylaws and statutory plans.
- To bring attention to matters of a regional interest.
- To provide operational efficiency by reducing redundancy in staff research and reporting.

WHERE CAN I READ IT?

Copies of current and past editions of the Periodical can be found at www.orrsc.com.

FINANCIAL STATEMENTS

The following pages consist of the Independent Auditor's Report prepared by KMPG LLP.

Financial Statements of

**OLDMAN RIVER
REGIONAL SERVICES
COMMISSION**

And Independent Auditor's Report thereon

Year ended December 31, 2022



KPMG LLP
3410 Fairway Plaza Road South
Lethbridge AB T1K 7T5
Canada
Tel 403-380-5700
Fax 403-380-5760

INDEPENDENT AUDITOR'S REPORT

To the Board of Directors of Oldman River Regional Services Commission

Opinion

We have audited the financial statements of Oldman River Regional Services Commission (the Commission), which comprise:

- the statement of financial position as at December 31, 2022
- the statement of operations for the year then ended
- the statement of changes in net financial assets for the year then ended
- the statement of cash flows for the year then ended
- and notes to the financial statements, including a summary of significant accounting policies

(Hereinafter referred to as the "financial statements").

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the Commission as at December 31, 2022, and its results of operations, changes in net financial assets, and its cash flows for the year then ended in accordance with Canadian public sector accounting standards, including the 4200 series of standards for government not-for-profit organizations.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the "***Auditor's Responsibilities for the Audit of the Financial Statements***" section of our auditors' report.

We are independent of the Commission in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.



Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, including the 4200 series of standards for government not-for-profit organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the Commission's ability to continue as a going concern, disclosing as applicable, matters related to going concern and using the going concern basis of accounting unless management either intends to liquidate the Commission or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the Commission's financial reporting process.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion.

Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists.

Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements.

As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit.

We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion.

The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.



- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the Commission's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Commission's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditors' report. However, future events or conditions may cause the Commission to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represents the underlying transactions and events in a manner that achieves fair presentation.
- Communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

A handwritten signature in black ink that reads 'KPMG LLP'. The signature is written in a cursive, stylized font and is underlined with a single horizontal stroke.

Chartered Professional Accountants

Lethbridge, Canada

April 13, 2023

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Statement of Financial Position

December 31, 2022, with comparative information for 2021

	2022	2021
Assets		
Current assets:		
Cash and short-term deposits	\$ 460,068	\$ 580,803
Accounts receivable (note 3)	51,631	66,082
Prepaid expenses and deposits	11,356	15,689
	523,055	662,574
Cash not available for current operations	350,035	342,707
Capital assets (note 4)	502,140	533,872
	\$ 1,375,230	\$ 1,539,153

Liabilities

Current liabilities:		
Accounts payable and accrued liabilities	\$ 241,114	\$ 266,194
Deferred revenue	20,000	20,000
	261,114	286,194
Long-term debt	40,000	40,000
Net assets:		
Unrestricted	221,941	336,380
Invested in capital assets	502,140	533,872
Internally restricted	350,035	342,707
	1,074,116	1,212,959
Commitments (note 6)		
	\$ 1,375,230	\$ 1,539,153

See accompanying notes to financial statements.

On behalf of the Board:

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Statement of Operations

Year ended December 31, 2022, with comparative information for 2021

	2022 Budget (note 13)	2022 Actual	2021 Actual
Revenue:			
Municipal contributions	\$ 941,573	\$ 941,570	\$ 926,318
GIS member fees	556,608	556,608	572,026
Application fees	300,000	249,815	260,410
Other revenue	59,700	99,058	56,977
Service fees	400,000	85,759	729,264
Finalization fees	-	64,144	63,246
Interest income	12,000	24,509	5,439
Extension fees	-	6,210	9,245
	2,269,881	2,027,673	2,622,925
Expenses:			
Salaries and benefits	2,014,830	1,855,012	2,023,814
Occupancy costs	34,200	48,193	36,937
Software licenses and equipment	104,000	44,384	56,783
Repairs and maintenance	15,001	36,855	37,055
Telephone	16,000	27,895	25,997
Miscellaneous	1,250	22,798	16,232
Staff travel	13,000	13,945	15,476
Consulting	1	11,465	5,519
Public relations	2,000	10,513	12,567
Professional fees	13,000	9,000	11,480
Office and general	5,500	8,233	9,927
Janitorial	6,000	7,502	5,389
Members' fees	5,000	6,144	6,700
Staff training and conferences	7,000	5,170	2,120
Printing and duplicating	4,500	4,937	6,735
Advertising	5,000	4,863	5,850
Postage	7,500	4,135	10,803
Land titles office	2,500	3,008	2,002
Members' travel	8,000	1,646	1,564
Interest and bank charges	-	1,014	585
Amortization	-	39,804	49,133
	2,264,282	2,166,516	2,342,668
Excess (deficiency) of revenues over expenses before the undernoted item	5,599	(138,843)	280,257
Other income:			
Gain on disposal of capital assets	-	-	15,773
Excess (deficiency) of revenues over expenses	\$ 5,599	\$ (138,843)	\$ 296,030

See accompanying notes to financial statements.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Statement of Changes in Net Financial Assets

December 31, 2022, with comparative information for 2021

	Budget	2022	2021
Excess of revenue over expenses	\$ 5,599	\$ (138,843)	\$ 296,030
Acquisition of tangible capital assets	--	(8,072)	(23,472)
Proceeds on disposal of tangible capital assets	--	--	23,055
Gain on disposal of tangible capital assets	--	--	(15,773)
Amortization of tangible capital assets	--	39,804	49,133
	5,599	31,732	32,943
Increase (decrease) of prepaid expenses	--	4,333	(7,018)
Change in net financial assets	5,599	(102,778)	321,955
Net financial assets, beginning of year	663,398	663,398	341,443
Net financial assets, end of year	\$ 668,997	\$ 560,620	\$ 663,398

See accompanying notes to financial statements.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Statement of Cash Flows

Year ended December 31, 2022, with comparative information for 2021

	2022	2021
Cash provided by (used in):		
Operations:		
Excess (deficiency) of revenue over expenses	\$ (138,843)	\$ 296,030
Items not involving cash:		
Amortization	39,804	49,133
Gain on disposal of capital assets	-	(15,773)
	(99,039)	329,390
Changes in non-cash operating working capital:		
Accounts receivable	14,452	12
Prepaid expenses and deposits	4,333	(7,018)
Accounts payable and accrued liabilities	(25,081)	42,249
Deferred revenue	-	20,000
	(105,335)	384,633
Capital activities:		
Purchase of capital assets	(8,072)	(23,472)
Proceeds on sale of capital assets	-	23,055
	(8,072)	(417)
Financing activities:		
Proceeds of long-term debt	-	40,000
Increase (decrease) in cash and short-term deposits	(113,407)	424,216
Cash and short-term deposits, beginning of year	923,510	499,294
Cash, end of year	\$ 810,103	\$ 923,510
Cash is represented by:		
Cash and short-term deposits	\$ 460,068	\$ 580,803
Cash not available for current operations	350,035	342,707
	\$ 810,103	\$ 923,510

See accompanying notes to financial statements.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements

Year ended December 31, 2022

Nature of operations:

Oldman River Regional Services Commission (the "Commission") is a regional planning commission created by an order in Council of the province of Alberta on October 21, 2003. It was created pursuant to the Municipal Government Act of Alberta. Members of the Commission are restricted to municipal authorities. The Commission is exempt from income tax under Section 149 of the Canadian Income Tax Act.

1. Significant accounting policies:

These financial statements are prepared in accordance with Canadian public sector accounting standards including the 4200 standards for government not-for-profit organizations. The Commission's significant accounting policies are as follows:

(a) Revenue recognition:

The Commission follows the deferral method of accounting for contributions. Externally restricted contributions are recognized as revenue in the year in which the related expenses are recognized. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Restricted investment income is recognized as revenue in the year in which the related expenses are recognized. Unrestricted investment income is recognized as revenue when earned.

Approval fees, sales of maps revenue and fee for service revenue are recognized as revenue in the period in which the service is delivered or in which the transaction or events that gave rise to the revenue occurred.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements (continued)

Year ended December 31, 2022

1. Significant accounting policies (continued):

(b) Capital assets:

Capital assets are stated at cost, less accumulated amortization. Amortization is provided using the following methods and annual rates:

Asset	Basis	Rate
Building	Declining balance	4%
Vehicles	Declining balance	30%
Computer	Straight-line	4 years
General contents	Straight-line	5 years

Capital assets are reviewed for impairment whenever events or changes in circumstances indicate that the asset no longer has any long-term service potential to the Commission. Any such impairment is measured by a comparison of the carrying amount of an asset to estimated residual value.

(c) Cash and cash equivalents:

Cash and cash equivalents include cash on hand and short-term deposits, which are highly liquid with original maturities of less than three months from the date of acquisition. These financial assets are convertible to known amounts of cash and are subject to an insignificant risk of changes in value.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements (continued)

Year ended December 31, 2022

1. Significant accounting policies (continued):

(d) Financial instruments:

A contract establishing a financial instrument creates, at its inception, rights and obligations to receive or deliver economic benefits. The financial assets and financial liabilities portray these rights and obligations in the financial statements. The Commission recognizes a financial instrument when it becomes a party to a financial instrument contract.

Financial instruments consist of cash and cash equivalents, accounts receivable, portfolio investments, bank indebtedness, accounts payable and accrued liabilities, debt and other liabilities. Unless otherwise noted, it is management's opinion that the Commission is not exposed to significant credit and liquidity risks, or market risk, which includes currency, interest rate and other price risks.

Portfolio investments in equity instruments quoted in an active market and derivatives are recorded at fair value. All other financial assets and liabilities are recorded at cost or amortized cost and the associated transaction costs are added to the carrying value of items in the cost or amortized cost upon initial recognition. The gain or loss arising from de-recognition of a financial instrument is recognized in the Statement of Operations. Impairment losses such as write-downs or write-offs are reported in the Statement of Operations.

There are no remeasurement gains or losses and as such, a statement of remeasurement gains and losses has not been prepared.

(e) Employee future benefits:

The Commission participates in a multi-employer defined pension plan call the Local Authorities Pension Plan ("LAPP"). This pension plan is a multi-employer defined benefit pension plan that provides pension benefits for the Commission's participating employees, based on years of service and earnings.

The plan is accounted for as a defined contribution plan whereby contributions are expensed as incurred.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements (continued)

Year ended December 31, 2022

1. Significant accounting policies (continued):

(f) Use of estimates:

The preparation of the financial statements in conformity with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenue and expenses during the year. Significant items subject to such estimates and assumptions include the carrying amounts of capital assets. Actual results could differ from those estimates.

(g) Contaminated sites liability:

The Commission uses Public Sector Accounting Standards section 3260 - liability for contaminated sites. Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or retroactive or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring. At December 31, 2022 the Commission did not have any liabilities associated with contaminated sites.

2. Future accounting pronouncements:

The following summarizes the upcoming changes to the Public Sector Accounting Standards by the Public Sector Accounting Standards Board ("PSAB"). In 2023, the Commission will continue to assess the impact and prepare for the adoption of these standards. While the timing of standard adoption can vary, certain standards must be adopted concurrently.

(i) PS 3280 - Asset retirement obligations:

This section provides guidance on how to account for and report a liability for retirement of a tangible capital asset. This section is effective for fiscal years beginning on or after April 1, 2022.

(ii) PS 3400 - Revenue:

This section provides guidance on how to account for and report on revenue, specifically addressing revenue arising from exchange transactions and unilateral transactions. This section is effective for fiscal years beginning on or after April 1, 2023.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements (continued)

Year ended December 31, 2022

3. Accounts receivable:

	2022		2021	
Trade receivables	\$	46,990	\$	61,150
Goods and services tax		4,641		4,932
	\$	51,631	\$	66,082

4. Capital assets:

			2022	
	Cost	Accumulated amortization	Net book value	
Land	\$ 80,000	\$ -	\$	80,000
Building	773,397	392,071		381,326
General contents	280,461	267,448		13,013
Other equipment	13,678	13,097		581
Vehicles	53,411	42,499		10,912
Computer	173,446	157,138		16,308
	\$ 1,374,393	\$ 872,253	\$	502,140

			2021	
	Cost	Accumulated amortization	Net book value	
Land	\$ 80,000	\$ -	\$	80,000
Building	773,397	376,182		397,215
General contents	275,986	264,000		11,986
Other equipment	13,678	13,097		581
Vehicles	53,411	37,822		15,589
Computer	169,849	141,348		28,501
	\$ 1,366,321	\$ 832,449	\$	533,872

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements (continued)

Year ended December 31, 2022

5. Financial risks and concentration of risk:

(a) Liquidity risk:

Liquidity risk is the risk that the Commission will be unable to fulfil its obligations on a timely basis or at a reasonable cost. The Commission manages its liquidity risk by monitoring its operating requirements. There has been no change to the risk exposures from 2021.

(b) Market risk:

Market risk is the risk that changes in market price such as interest rates will affect the Commission's income or value of its holdings of financial instruments. The objective of market risk management is to control market risk exposures within acceptable parameters.

(c) Interest rate risk:

The Commission is exposed to interest rate risk on its fixed interest rate financial instruments and floating rate operating line of credit.

(d) Credit risk:

Credit risk refers to the risk that a counterparty may default on its contractual obligations resulting in a financial loss. The Commission is exposed to credit risk with respect to accounts receivable and has processes in place to monitor accounts receivable balances. The Commission believes that it is not exposed to significant credit risk arising from its financial instruments.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements (continued)

Year ended December 31, 2022

6. Commitments:

- (a) The Commission leased equipment under agreements expiring on dates ranging from June, 2026 to August, 2026. The base rent obligation under the leases for the next year is approximately \$7,284.
- (b) The Commission has signed contracts for electricity and natural gas for its facilities, which expired on December 31, 2018, however it is to continue on a year to year basis until written notice of termination on December 31, 2023.

7. Economic dependence:

The Commission receives a significant portion of its revenue directly and indirectly from its members, as such, the Commission is economically dependent on its members.

8. Debt limits:

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 76/2000 for the Commission be disclosed as follows:

	2022	2021
Total debt limit	\$ 1,013,836	\$ 1,311,463
Total debt	(40,000)	(40,000)
Amount of debt limit unused	\$ 973,836	1,271,463
Debt servicing limit	\$ 202,767	262,293
Debt servicing	(40,000)	-
Amount of debt servicing limit unused	\$ 162,767	\$ 262,293

The debt limit is calculated at 0.5 times revenue of the Commission (as defined in Alberta Regulation 76/2000) and the debt service limit is calculated at 0.1 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the Commission. Rather, the financial statements must be interpreted as a whole.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements (continued)

Year ended December 31, 2022

9. Accumulated surplus

	2022	2021
Net assets:		
Unrestricted	221,941	336,380
Investment in capital assets	502,140	533,872
Internally restricted	350,035	342,707
	1,074,116	1,212,959

Internally restricted net assets is comprised of the following:

	2022	2021
Operating reserve fund	175,017	171,353
Capital reserve fund	175,018	171,354
	350,035	342,707

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements (continued)

Year ended December 31, 2022

10. Local Authorities Pension Plan:

Employees of the Commission participate in the Local Authorities Pension Plan, which is one of the plans covered by the Public Sector Pension Plans Act. The plan covers approximately 281,764 employees of approximately 435 non-government employer organizations such as municipalities, hospitals, and schools (non-teachers).

The Commission is required to make current service contributions to the Plan of 8.45% of pensionable payroll up to the year's maximum pensionable earnings under the Canada Pension Plan, and 12.80% on pensionable earnings above this amount.

Employees of the Commission are required to make current service contributions of 7.45% of pensionable salary up to the year's maximum pensionable earnings under the Canada Pension Plan, and 11.80% on pensionable salary above this amount.

Total current and past service contributions by the Commission to the Local Authorities Pension Plan in 2022 were \$137,670 (2021 - \$156,677). Total current and past service contributions by the employees of the Commission to the Local Authorities Pension Plan in 2022 were \$123,539 (2021 - \$142,045).

At December 31, 2021 the Plan disclosed an actuarial surplus of \$11.9 billion.

11. Contractual rights:

Contractual rights are rights of the Commission to economic resources arising from contracts or agreements that will result in both assets and revenues in the future when the terms of those contracts or agreements are met.

The Commission has entered into agreements to provide services to municipal members. The timing and extent of the fees collected in the future depend upon the timing and extent of services provided and as such will vary in the future.

The Commission collects municipal contributions from its members, the amounts collected depend upon participation and population of member communities and as such will vary in the future.

12. Budget information:

The budget information was approved by the Board on December 2, 2021.

OLDMAN RIVER REGIONAL SERVICES COMMISSION

Notes to Financial Statements (continued)

Year ended December 31, 2022

13. Comparative information:

Certain comparative figures have been reclassified to conform with the financial statement presentation adopted in the current year.



OLDMAN RIVER REGIONAL SERVICES COMMISSION

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**MINUTES OF THE CHIEF MOUNTAIN REGIONAL SOLID WASTE SERVICES COMMISSION MEETING HELD
March 8, 2023, AT THE TOWN OF MAGRATH.**

Members Present:

Brian Wickhorst – Village of Glenwood
Byrne Cook – Town of Magrath
Bryce Coppieters – Town of Raymond
Tyler Lindsay – Village of Warner
Randy Taylor – County of Warner

Tanya Smith – Village of Coutts
Wayne Harris – Cardston County
Larry Liebelt – Town of Milk River
Gary Bikman – Village of Stirling
Mike Nish – Village of Hill Spring

Others Present:

Marian Carlson – SEO
Suzanne Pierson- Secretary/Treasurer

Lee Beazer – Operator

Commenced at 12:41 pm

Gary Bikman in the Chair.

AGENDA

Bryce Coppieters moved that the agenda be adopted as presented. Carried

MINUTES

Larry Liebelt moved that the minutes of the February 8, 2023, regular board meeting be adopted as presented. Carried

BUSINESS ARISING FROM THE MINUTES

The board inquired as to whether a response had been sent to the mayor's letter that was reviewed at the last board meeting. A letter has been sent to the four mayors in response.

NEW BUSINESS

The SEO advised that she is working on gathering information from the first strategic planning session.

Randy Taylor approved the SEO's report. Carried

The Operator reported that 619.36 tonnes of waste were delivered to the Landfill in February 2023 making the year-to-date total 1,370.625 tonnes.

The Operator reported that the summer months will be a good indication as to whether recycling is occurring but advised that the campgrounds will affect the waste totals.

The Operator advised that Lethbridge Door Systems has been contacted regarding the door at the Milk River Transfer Station. Materials have been ordered and awaiting delivery.

Brian Wickhorst moved to approve the Operator's report. Carried

Financial Statement

The Financial Statement for January 31, 2023 was reviewed.

Bryce Coppieters moved to accept the January 31, 2023, Financial Statement. Carried

Approval of Bills

Bills for the month of February 2023 were reviewed.

Brian Wickhorst moved to approve the bills for February 2023. Carried

Larry Liebelt and Brian Wickhorst reported on the Alberta CARE Conference.

The board discussed a full day per diem rate. The SEO will compare municipalities rates and bring the information back to the next board meeting.

Randy Taylor moved discussion regarding the per diem rates. Carried

Each board member gave updates as to what their municipalities are doing for projects that the Commission should be aware of. Most municipalities are working on recycling projects. Stirling and Raymond are negotiating curbside pick-up.

CORRESPONDENCE

A letter from the Land & Property Rights Tribunal regarding the intent to annex land for the Town of Magrath.

A letter from Solution 105 regarding utility optimization.

Tanya Smith moved to file correspondence for information. Carried

Wayne Harris arrived at 1:13 p.m.

Randy Taylor is concerned about the road and yard at the Landfill. Larry Liebelt will work with the Operator to get more information regarding improving the turnaround area for the semi-trucks. The Operator will bring the information to the next board meeting.

The next two months of board meetings will be as follows: April 12th and May 24th at 4:30 p.m.

ADJOURNMENT

Tanya Smith moved meeting adjourned.

Adjournment at 1:24 p.m.

Next Commission board meeting is scheduled for Wednesday, April 12, 2023, at the 4:30 p.m. at the Town of Magrath.



Chairman

**MINUTES OF THE CHIEF MOUNTAIN REGIONAL SOLID WASTE SERVICES COMMISSION MEETING HELD
April 12, 2023, AT THE TOWN OF MAGRATH.**

Members Present:

Brian Wickhorst – Village of Glenwood
Byrne Cook – Town of Magrath
Larry Liebelt – Town of Milk River
Gary Bikman – Village of Stirling

Tanya Smith – Village of Coutts
Wayne Harris – Cardston County
Tyler Lindsay – Village of Warner
Randy Taylor – County of Warner

Others Present:

Marian Carlson – SEO
Suzanne Pierson- Secretary/Treasurer (zoom)

Lee Beazer – Operator
Chandra Deaust - Avail

Commenced at 4:30 pm

Gary Bikman in the Chair.

AGENDA

Randy Taylor moved that the agenda be adopted as presented. Carried

MINUTES

Tanya Smith moved that the minutes of the March 8, 2023, regular board meeting be adopted as presented. Carried

NEW BUSINESS

DELEGATION

Chandra Deaust, from Avail, went over the audited financial books for the 2022 year. Avail found the books to be in order.

23-04 Brian Wickhorst moved to accept the audited 2022 Financial Statement as performed by Avail. Carried

Chandra Deaust was excused at 4:53 p.m.

The SEO advised that the per diem rates from the municipalities are varied. The board discussed hourly rates versus day and half-day rates.

23-05 Randy Taylor moved that the per diem rate be \$200 for meetings less than four hours and \$260 for meetings over four hours. Carried

The SEO reported that Kim Welby will have the strategic planning draft to the SEO in April. Kim will be attending the May board meeting to present the strategic plan.

Wayne Harris approved the SEO's report.

Carried

The Operator reported that 619.36 tonnes of waste were delivered to the Landfill in February 2023 making the year-to-date total 1,370.625 tonnes.

The Operator advised that Wilde Brothers Engineering has submitted their reports and they are included in the agenda.

The Operator reports that he is pumping water out of the cell to keep it dry and operational.

Larry Liebelt moved to approve the Operator's report.

Carried

Financial Statement

The Financial Statement for February 28, 2023 was reviewed.

Byrne Cook moved to accept the February 28, 2023, Financial Statement.

Carried

Approval of Bills

Bills for the month of March 2023 were reviewed.

Tanya Smith moved to approve the bills for March 2023.

Carried

CORRESPONDENCE

A newsletter from AltaLink regarding the Spring Coulee Substation Upgrade.

An email from Alberta Ombudsman regarding a government program to ensure fair treatment.

An email from the Town of Barrhead regarding a letter sent to Minister Savage requesting an exemption for newspaper media from the upcoming EPR program changes.

A letter from Wilde Brothers Engineering regarding the approximate life of the Landfill was sent to Avail.

A letter from Wilde Brothers Engineering regarding a summary report was sent to the Government of Alberta.

The board would like to look at the letters from Wilde Brothers Engineering prior to them being released to the government and accountant.

ADJOURNMENT

Tanya Smith moved the meeting adjourned.

Adjournment at 5:19 p.m.



The Next Commission board meeting is scheduled for Wednesday, May 24, 2023, at 4:30 p.m. in the Town of Magrath.



Chairman

**MILK RIVER HEALTH PROFESSIONALS ATTRACTION & RETENTION
COMMITTEE
ANNUAL GENERAL MEETING
APRIL 4, 2023**

MILK RIVER TOWN HALL – COUNCIL CHAMBERS

In Attendance: Scott MacCumber, Austin Hook, Emma Hult, Anne Michaelis, David Cody, Colleen Bianchi, Sharon Thompson, Joan Hughson, Tanya Smith, Derek Baron, Shaylin Hoyt, Lynne Brower, Vivian O'Hara, Christa Reich, George Henline, Judy Gaehring

1. **Call to Order** – The meeting was called to order by Scott at 7:00 p.m.
2. **Agenda** – David made a motion to accept the agenda as written. All in favour. Carried.
3. **Introductions** of all attendees was done.
4. **Minutes** – Tanya made a motion to approve the minutes of the last AGM meeting held on April 5, 2022. All in favour. Carried.
5. **Chairperson Report** – Scott gave a report on all the activities that the committee completed in 2022.
6. **Financial Report** – The annual report for 2022, audited by David and Colleen, was reviewed. A motion was made by Scott to accept the report as written. All in favour. Carried. As at December 31, 2022, the committee had \$7,189.88 in the chequing account and \$13,075.59 in GIC's for a total of \$20,265.47.
7. **Old Business**
 - A) **Membership** – A discussion on overall membership resulted in the opinion of the committee that the Clinic Manager and the Health Centre Site Manager should be official members of the committee. The bylaws will be amended. OPEN
8. **New Business**
 - A) **Meeting Dates/Times/Location Review** – After discussion it was decided that having 6 meetings a year should be sufficient and it would be beneficial to have 3 of those during the daytime so that both the Clinic Manager and the Site Manager could attend. But as we are in a state of change with new doctors coming in, we will continue to meet monthly until the staffing is stable. We will stay with the first Tuesday of the month at 7:00 p.m. and adjust as needed. OPEN
 - B) **Mission Statement Review** – 1 change and 1 addition made to our Mission Statement. The list of healthcare providers will not be distributed to area residents every year but as needed when changes are made in the community. The next list will likely be done at the end of summer 2023. The addition will be: "Researching the barriers to workers such as housing and childcare and making recommendations where appropriate. OPEN
 - C) **Bylaw Review** – Scott made a motion to amend paragraph 4 to include the Clinic

Manager and the Health Centre Site Manager as committee members. All in favour.
Carried.

9. Elections

A) **Board of Directors** – George Henline (County of Warner) and Christine Latimer (Warner) were appointed to the committee to fill existing vacancies.

B) **Executive** – The accepted nominations made and filled by acclamation were Scott MacCumber as Chairperson, David Cody as Vice-Chairperson, Colleen Bianchi as Secretary, and Scott MacCumber as Treasurer.

10. **Auditors** – David and Austin will audit the 2023 financial records.

11. **AGM 2024** – the date of April 2, 2024, was selected.

12. **Adjournment** – the meeting was adjourned at 7:31 by Colleen.

Milk River Health Professionals Attraction & Retention Committee
Meeting Notes – April 4, 2023

In Attendance: Scott MacCumber, Austin Hook, Emma Hult, Anne Michaelis, David Cody, Colleen Bianchi, Sharon Thompson, Joan Hughson, Tanya Smith, Derek Baron, Shaylin Hoyt, Lynne Brower, Vivian O'Hara, Christa Reich, George Henline, Judy Gaehring

The meeting started at 7:39 p.m.

Financials from the AGM – Chequing Account = \$8048.84, GIC's = \$13,075.59, Total = \$20,265.47

Updates:

- Lynsey Robinson, RhPAP Representative is from Brooks and not able to attend tonight's meeting. She will meet with committee on April 13th. Scott will be in contact.
- Doctor Suite is still undergoing renovations, the shower is enlarged, new lighting, cupboards updated, Wifi and Cable provided. There is a need for new bedding so requests have been sent out. The Coutts Friends of the Library are considering this request.
- Milk River Clinic is without a manager at this time.
- AHS has hired a Nurse Practitioner, Sarah Duncan, who will be working at the Health Centre part time with her expected start date in May. She will do rounds in the Long-Term Care and provide coverage in the ER.
- Health Centre Staffing – A Health Care Aide and his wife who is working in the lab have started recently. She can do bloodwork but not x-rays. They are looking for a place to live.
- The Long-Term Care section of the hospital is being updated, e.g., painting.
- The nursing staff that are currently working 8-hour shifts are moving to 12 hour shifts.
- There are 7 RN positions but only 2 of them are full time FTE's.
- There are 5 LPN positions but only 1 is full time.
- At Oyen, RNs are being offered \$10,000 to take a position, and that is not something that Milk River can afford at this time.
- Dr. Theresa Akewe is coming to Milk River after completing her initial 3-month assessment. The location of the assessment has not been named yet. She has been a doctor since 2007 in Nigeria.
- Dr. Pieter Meyer is coming to Milk River and is expected to start working April 24th, working out of the Emergency Room until the paperwork for the clinic is completed.
- The doctors will be paid under the ARP (Alternative Renumeration Program) instead of fee for service.
- Dr. Meyer will have a 3-year contract and Dr. Akewe a 5 year contract. Both have been offered \$5000 from the committee to assist with expenses as previously approved.
- Shay Hoyt, the Health Centre Site Manager, gave an update. The unit clerk positions have been cut back which is an issue. She is looking forward as positive changes have been made at the workplace. She is suggesting a "refresh – restart" for the facility. Having a BBQ was talked about, a greetings evening for the new staff with the community including a fundraiser with a silent auction.
- A shortage of housing and childcare in the area was discussed and it needs to be addressed somehow.
- The meeting was adjourned at 8:50 by George.

Milk River Health Professionals Attraction & Retention Committee Minutes May 2, 2023

In Attendance: Scott MacCumber, Shawn Rogers, Austin Hook, Anne Michaelis, Joan Hughson, Sharon Thompson, Emma Hulit, Judy Gaehring, Christine Latimer, Tanya Smith, Colleen Bianchi, George Henline

1. Welcome: The meeting was called to order at 7p.m
2. Agenda: Tanya made a motion to accept agenda as written. All in favor. Carried.
3. Clinic/Health Centre Updates – see notes below.
4. Previous Minutes – Anne made a motion to accept the minutes of February 7 and April 4 minutes as presented. All in favour. Carried.
5. Financial Report – Bank Account - \$9584.20, GIC's - \$13,075.59, Total \$2,659.79. Dr. Meyer received \$5000.00 as suggested. Scott made a motion to accept the report as written. Motion carried.
6. Old Business:
 - A. Doctor Suite- MR Cable Club will allow the Dr's Suite to have free internet/TV system. Friends of Coutts Library has given this committee \$750 for the suite's bedding. \$278.44 worth of queen size sheets has been ordered. Also, Shay is on the lookout for newer appliances.
 - B. Doctor Recruitment Update- Mark Simons - Phy. Asst. is leaving Milk River to work up north. AHS is paying for Dr. Meyer's room at the Sandstone. In the meantime, Dr. Meyer's has broken his arm. Lisa Balog is "holding down the fort" at the clinic. The diabetic nurse is still working in the Clinic.

Dr Theresa Akewe is starting in Settler on May 22, 2023, to start her 3 month Assessment, hoping she in Milk River in September. We will need Peter M's email address.
 - C. Commitments – Village of Coutts has committed to donate \$2500 to this Committee, and County of Warner has given \$5000.
 - D. Ambulance – not stopping in Milk River, at this time.
 - E. ER Coverage - for the next 2 weeks is covered.

HEALTH CENTER – SHAY'S REPORT

REFRESH/RESTART – discussion Thinking of a meal and Silent Auction for Fund raising, will discuss more at June meeting. There is issues for Housing for Staff and Dr's and Child-Care is a problem with Staffing. Discussion of Bow Island area bought homes for their local Dr's. Discussion

Emma moves to approach The two [Warner/40 Mile] Counties, Milk River, Warner, and Coutts Councils, with Council members from this Committee go back to each of their own Councils, to ask if they would put funds into housing. Motion Carried.

Scott will put on Facebook the need of housing for the two coming DR's. Information will be sent to Christine and Scott, to passed on to Dr Meyer and Dr. Akewe.

F. RESIDE - Medical Grad's possible funding

Int'l Medical Dr's able to receive funding

\$1800 > 3months

Milk River Council is inquiring about being able to save the East end of the Erle Rivers building, for the Town use.

7. PROJECTS:

A. Support of Healthcare Workers -

May 29- June 2 – AB Rural Health Week

Tanya moves for AB Rural Health Week to get 2 gift certificates of \$200 each to the Park Place Mall for the Milk River Health Area People for a Draw. Scott will advertise on Facebook, to email Scott to able to have their name in this draw. Motion Carried

B. Locum Orientation – OPEN

C. Healthcare Services Book --working on this

D. Health Professionals Q &A Project- OPEN

E. School Awards Project – [none] OPEN

8. RhPAP Update - CPSA is the Topic of the next webinar on May 18 by zoom at 11 am.

9. New Business – Roundtable - Colleen moves to give Mark Simeos a card and Massages of \$200, From Tonye Truba of Coaldale. Motion Carried. [Mark was 2 months 'shy of ' being in Milk River for 10 years.]

Austin has offered storage for furniture if needed for Dr Meyers.

10. The next meeting is scheduled for June 6, 2023 at 7:00 pm in Milk River.

11. Sharon Thompson adjourned 9:10pm

Barons-Eureka-Warner Family & Community Support Services (FCSS)
Minutes of Board Meeting – Wednesday, March 1, 2023
Coaldale Hub (2107-13th Street)
In-person and Online via Teams

Attendance (in-person)

Board Members:

Bekkering, Garth – Town of Taber
Chapman, Bill - Town of Coaldale
Degenstein, Dave – Town of Milk River
Feist, Teresa - Town of Picture Butte
Foster, Missy – Village of Barnwell
Harris, Merrill – M.D. of Taber, Board Chair
Heggie, Jack – County of Warner
Hickey, Lorne – Lethbridge County
Kirby, Martin – Village of Warner
Weistra, Ed – Village of Barons

Attendance (online) – Board Members

Jensen, Melissa – Town of Nobleford
Montina, Lyndsay – Town of Coalhurst
Payne, Megan – Village of Coutts
Plumtree, Margaret - Town of Vauxhall

Absent – Board Members

Jensen, Kelly – Town of Raymond
Nilsson, Larry – Village of Stirling

Staff (in-person):

Morrison, Zakk - Executive Director
Florence-Greene, Evelyn – Accounting Assistant
Hashizume, Linda – Executive Assistant

Call to Order


M. Harris called the meeting to order at 4:09 p.m.
Carried Unanimously

Approval of Agenda

T. Feist moved the Board approve the agenda as amended.
6 b) New Business – 2023 Interim Budget
Carried

Minutes

E. Weistra moved the minutes of the February 1, 2023, FCSS Board meeting be approved as presented.
Carried



Business Arising from Minutes

All Councils Meeting

The All-Councils meeting has been set for:

Date: April 5, 2023

Venue: Civic Square, Coaldale

Registration: 5:30 pm

Dinner: 6:00 pm

Program to follow.

The Board decided on a cash bar.

Strategic Planning

G. Bekkering moved the Board hold the Strategic Planning Meeting on Tuesday June 20, from 9:00 a.m. to 4:00 p.m. at Coyote Flats Pioneer Village, Picture Butte.

Carried Unanimously

Correspondence

The following correspondence was presented for information:

- 2023-01-18 Minister of Seniors, Community and Social Services – Jeremy Nixon
- Family and Community Support Services Association of Alberta (FCSSAA) Newsletter – February 2023

L. Hickey moved the Board receive the correspondence as presented for information.

Carried Unanimously

Reports


Executive Director

Z. Morrison reviewed the Executive Director's report.

The following was highlighted:

- Drive Happiness partnership with FCSS and Lethbridge Senior Citizens Organization (LSCO).
- New Funding
 - Employment and Social Development Canada (Enabling Accessibility Fund – Youth Innovation Component.
 - Employment and Social Development Canada (Canada Service Corps).
- The Community Volunteer Income Tax Program is available to all eligible residents in the Barons-Eureka-Warner FCSS service area.
- Conference for LGM Service Providers poster provided to the Board for information.

The Board tasked Z. Morrison to research Drive Happiness further and bring information back to the Board.



J. Heggie moved the Board approve the Executive Director's Report as presented.

Carried

Financial Report

Z. Morrison reviewed the Financial Report.

E. Weistra moved the Board approve the March, 2023 Financial Report including:

- Financial statement for January 31, 2023;
- Monthly accounts for January 1 -31, 2023;
- Mastercard statement for January 13 to February 10, 2023.

The Board tasked Administration to research options for using ATB Mastercard points earned.

New Business

South Region Meeting

Z. Morrison report the South Region meeting will be held on May 24th, 2023. Further details will be communicated when received.

2023 Interim Budget

Z. Morrison presented the proposed interim budget for 2023.



**Barons-Eureka-Warner
FCSS**

Interim Budget 2023

		<i>UNAUDITED</i>	<i>Interim</i>
	2022		
	Budget	2022 Actual	2023 Budget
REVENUE	Revenue	Revenue	Revenue
Provincial FCSS Funding	1,428,896	1,428,896	1,428,896
Municipal Requisitions	425,022	425,022	433,696
Carry Forward	0	0	0
Interest Income	5,000	18,425	12,000
Revenue Other	26,000	38,505	6,395
Family Resource Network (FRN)	588,500	583,198	588,500
Project Grant Funding	42,512	90,198	266,003
TOTAL	\$2,515,930	\$2,584,245	\$2,735,490

M.H.
22

	2022	UNAUDITED	Interim
	Budget	2022 Actual	2023 Budget
EXPENDITURES	Expenses	Expenses	Expenses
Counselling Services	548,375	535,250	596,320
Family Services	611,480	622,806	712,568
Program Support	282,098	296,462	281,248
Senior & Volunteer Services	203,947	211,651	218,165
Youth Services	239,018	282,999	72,686
Family Resource Network			
(FRN)	588,500	583,198	588,500
Project Grant Funding	42,512	23,390	266,003
TOTAL	\$2,515,930	\$2,555,756	\$2,735,490
Excess (deficiency) of Revenue over expenditures		\$28,489	

M. Harris proposed future interim budgets be presented at the December Board meeting.

E. Weistra moved the Board approve the interim budget as presented.

Carried Unanimously.

Round Table

The Board tasked Z. Morrison to draft a simple policy regarding meetings in absence of the public (closed session) policy and bring back to the Board for their approval.

Z. Morrison distributed Ministry Business Plans:

- Children's Services Business Plan 2023 – 2026
- Seniors, Community and Social Services Business Plan 2023 – 2026

G. Bekkering inquired about the statement on the Children's Services Business Plan regarding post intervention supports.

Z. Morrison responded that supports are in place when a child leaves care and returns to their families.

L. Hickey inquired about senior supports in the Rural municipalities.

Z. Morrison responded that part of the FCSS mission is to enhance lives and support seniors living independently as long as they are able to. Our approach is cooperative and sensitive to the needs to the communities we serve.

- FCSS staff communicate with local Senior Centre's to see how we can be of assistance to them.
- Seniors Coffee Chat is run in the Lodges in a number of our communities.
- FCSS staff provide documentation assistance.

m.H.
2/3

- Seniors bi-annual conferences.

B. Chapman reported he is on the Board for SAKA (Southern Alberta Kanadier Association) and provided an update.

Z. Morrison shared about the Homelessness Project in Taber being conducted by Safe Haven.

Date of Next Meeting

The date of the next regular Board meeting will be April 5, 2023, at the Coaldale Hub (2107-13th Street) in-person and online (via Teams). The 2023 All Councils meeting will immediately follow at the Coaldale Civic Square with registration starting at 5:30 pm.


Adjournment

E. Weistra moved the meeting adjourn at 5:41 p.m.

Carried Unanimously



Chairperson



Executive Director

Barons-Eureka-Warner Family & Community Support Services (FCSS)
Minutes of Board Meeting – Wednesday, April 5, 2023
Coaldale Hub (2107-13th Street)
In-person

Attendance (in-person)

Board Members:

Bekkering, Garth – Town of Taber
Chapman, Bill - Town of Coaldale
Degenstein, Dave – Town of Milk River
Doell, Daniel – Village of Barons
Feist, Teresa - Town of Picture Butte
Foster, Missy – Village of Barnwell
Harris, Merrill – M.D. of Taber, Board Chair
Heggie, Jack – County of Warner
Hickey, Lorne – Lethbridge County
Jensen, Kelly – Town of Raymond
Jensen, Melissa – Town of Nobleford
Kirby, Martin – Village of Warner
Payne, Megan – Village of Coutts
Nilsson, Larry – Village of Stirling
Plumtree, Margaret - Town of Vauxhall

Absent – Board Members

Montina, Lyndsay – Town of Coalhurst

Staff (in-person):

Morrison, Zakk - Executive Director
Florence-Greene, Evelyn – Accounting Assistant
Weaver, Kaitlynn – Outreach Services Supervisor

Call to Order

M. Harris called the meeting to order at 4:03 p.m.

Carried Unanimously

Approval of Agenda

D. Degenstein moved the Board approved the agenda as presented.

Carried Unanimously

Minutes

M. Foster moved the minutes of the March 1, 2023, FCSS Board meeting be approved as presented.

Carried Unanimously

mt
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Business Arising from Minutes

Drive Happiness

K. Weaver presented community needs and statistics for Drive Happiness services to the Board.

The Board discussed the presentation.

T. Feist moved the Board accepts the information presented by Kaitlynn Weaver for information.

Carried Unanimously

Proposed Barons-Eureka-Warner (BEW) FCSS Governance Policy Update

Z. Morrison reviewed the memo regarding the proposed Governance Policy Update related to Board meetings – Meeting in Absence of the Public.

The Board discussed the Governance Policies as related to Board meeting – Meeting in Absence of the Public.

D. Degenstein moved the Board accept the proposed section 2.5 – Board meetings – Meetings in Absence of the Public of the BEW FCSS Governance Policy *and directed Administration to update the policy.*

Carried Unanimously

Delegation

Audited Financial Statements

B. Bettger of KPMG presented the Year End Audited Financial Statement for December 31, 2022.

The Board discussed the Draft Year End Audited Financial Statement for December 31, 2022.

L. Hickey moved the Board approve the Year End Audited Financial Statement for December 31, 2022, as presented.

Carried Unanimously

Barrett Bettger left the meeting at 4:44 p.m.

Reports

Executive Director

Z. Morrison reviewed the Executive Director's report.

The following was highlighted:

- Alberta Health Services provided Barons-Eureka-Warner FCSS families with 75 home safety kits to increase awareness of Poison Prevention Month in March. The kits included Grip'n Twist Doorknob covers, Wide Grip Latches, Plug Protectors, Locking Storage bag and Cupboard locks.

m.H.
AD

L. Nilsson moved the Board approve the Executive Director's Report as presented.

Carried Unanimously

Financial Report

Z. Morrison reviewed the Financial Report.

B. Chapman moved the Board approve the April 2023 Financial Report including:

- Financial statement for February 28, 2023;
- Monthly accounts for February 1-28, 2023;
- Mastercard statement for February 11 to March 10, 2023.

Carried Unanimously

Round Table

Z. Morrison reviewed the agenda for the All Councils meeting. Centerpieces designed by staff are to be taken back to each individual municipality by the representing Board Member.

Date of Next Meeting

The date of the next regular Board meeting will be May 3, 2023, at the Coaldale Hub (2107-13th Street) in-person and online (via Teams).

Adjournment

G. Bekkering moved the meeting adjourn at 5:30 p.m.

Carried Unanimously



Chairperson



Executive Director

Request for Decision

Mayors Report

June 12, 2023



RECOMMENDATION

That the Mayors Report for June 12, 2023, be accepted as information.

LEGISLATIVE AUTHORITY

BACKGROUND

Mayor Liebelt will provide a report from the Mayors Desk.

RISKS/CONSEQUENCES

1. Council may provide further direction on any item contained in the report. Council shall be specific in the direction it provides.

FINANCIAL CONSIDERATIONS

None

ATTACHMENTS

1. Riverside Community Golf Society Minutes

Riverside Community Golf Society
Regular Meeting
June 4, 2023 @ 7:00 pm

CALL TO ORDER: The meeting was called to order by Doug @ 7:05.
In attendance: Doug, Lee, Layne, Beth, Darcy, Larry

MINUTES: Beth read the minutes of the May 1st meeting & acted as recording Secretary in Kristin's absence.

MOTION: by ~~Layne~~ John/Layne that the minutes be ~~received~~ ^{accepted} ~~as information~~. adopted as read. CARRIED

TREASURER'S REPORT: presented by John

MOTION: to accept report as information by Layne - CARRIED

OLD BUSINESS:

- CAMPGROUND - Nadine has resigned
 - Doug will do poster to advertise
 - Darcy will take over lead contact for campground
- Restaurant - Ron doing scheduling, all working well
- Visitor Info Center - will start mowing in June & spray for weeds
 - need to hire a student to do the work there
- Back Flush Pump - Larry - waiting on skid for pump
 - water is getting on the whole course
- BBQ - Lee - Home Depot has best price - Lee will donate labour for gas line. To be purchased + installed ASAP.
- Rough Mower - getting tires @ SouthCountry Tire - S/B delivered to golf course within days.
- Grant Applications - still no word. Town of Milk River has hired a grant writer we will be able to use in future
- Cell Phone - fully operational - landline mostly gone.
- Greens - punched & overseeded on June 1, 2023
- Air Compressor - (for shop) Doug had a spare he has donated
- Credit Card - ATB approved \$10,000.00
 - MOTION: Layne/Darcy - increase limit to \$20,000.00 for emergency use - CARRIED.

- Insurance Claim - ongoing investigation into lawsuit filed by a campground resident.
- Locks - installed or being installed
- 2022 Society Filing - no update
- Men's League Donation - no update
- Cement Blocks - advertised - not sold yet

NEW BUSINESS:

- Topsoil Bin - blocks will be moved to form bin & topsoil will be purchased. In progress.
- Rough Mower - new gearbox \$1,500.00 - CJ will install
- Students - advertising in progress to hire
- Tee Box Sign #3 - new sign ordered pointing to upper tee box
- Golf Carts on Streets - RCMP have been issuing warnings
 - Town of Milk River Council Mtg June 12
 - RCMP Delegation will address
- OB Markers - will keep out of Bounds markers on (R) side of #1 (outside tree line) & on (R) side of #2 (ditch by campground) to the pump house. Markers on #6 & #7 will be pulled - road will be considered OB. Behind #2 green (outside tree line - maintenance area) considered OB.

AED Monthly Testing

Next Meeting July 3, 2023

Motion to adjour by John @ 8:30pm Carried

PRESIDENT

RECORDING SECRETARY

TREASURER