



 Morinville

# 2020

## FOURTH QUARTER

QUARTERLY REVIEW  
October–December



# 2020

## FOURTH QUARTER

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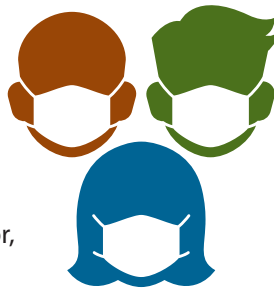
*Cover Photos: Crews clearing snow throughout Town, local Firefighters completing training.*



## Town Council

### Face Coverings Bylaw

At a Special Meeting of Council on November 13, 2020, Council passed three Readings of Bylaw 24/2020 – Mandatory Face Coverings Bylaw, requiring a person to wear a face covering at all times while in an indoor, enclosed, or substantially enclosed public place or in a public vehicle within the Town of Morinville. The measure was implemented after much discussion, consideration and debate for the safety and protection of our community.



Effective December 8, 2020 the province of Alberta made masks mandatory in all indoor public places, places of worship and indoor workplaces, unless a person qualifies for an exception.

### Edmonton Global

At the December 8, 2020, Regular Meeting of Council, Council made the very difficult decision to give notice to withdraw as a shareholder member of the Edmonton Metropolitan Region Economic Development Company, operating under the name Edmonton Global. **Edmonton Global** is the region’s economic development agency. The notice period for withdrawal of membership is two years and is following Articles 10 and 42 of Edmonton Global’s Articles of Association.

### 2021-2023 Operating Budget and 2021 – 2046 Long Range Capital Plan

In December, Council passed the Operating Budget and Long Range Capital Plan. Council approved a 1% residential tax increase – an annual average increase of \$24.99 for homeowners. The Non-residential tax rate for an average property will see an annual increase of \$70.96 for Commercial accounts and \$117.93 for Industrial accounts. The final municipal tax rates will be approved in the spring of 2021 through the passing of the Property Tax Bylaw.

#### Operating Budget

The approved consolidated budget reflects a surplus of \$225,320, which is comprised of a tax supported deficit of \$2.1M and utility supported surplus \$2.3M. Cost reductions of \$921,600 were approved by Council for the 2021 Operating Budget.

#### 25 Year Capital Plan

The Town of Morinville extended the planning timeline to 25 years to align with other 25-year municipal plans. The 25-year Capital plan totals \$174M. General Infrastructure Investments for 2021 total \$5M. Utility Investments for 2021 total \$345K.

### Lite Up the Park

Council and Administration realized that Christmas and the annual Lite Up the Park wasn't going to be the traditional celebration this year, so they tried to keep at least some of Christmas the same by lighting up the park virtually for residents and businesses just as we always have. Check out the Virtual Lite Up the Park video on the Town of Morinville’s YouTube or Facebook pages.





## Message from the CAO



2020 was a year like none other, and I am incredibly proud of the work our team has accomplished, despite the challenges that were faced. Since the onset of the COVID-19 pandemic, support has been provided to the community, where possible. In December, Economic Development, Community Peace Officers and the

Fire Department coordinated efforts and completed business visitations to see how companies were adapting to the latest COVID-19 public health measures.

The Morinville Community Cultural Centre (MCCC) and Morinville Leisure Centre (MLC) were open, with restrictions, throughout October and November. The MCCC closed November 27 and with new measures announced by the Government of Alberta on December 8, the MLC closed December 12. Both facilities were closed until further notice. Through these difficult times, staff have found new and interesting ways to support the community. The resiliency of everyone, including our community, is inspiring. New initiatives took place including:

- Live-streaming the annual Remembrance Day ceremony;
- Developing take-and-make art bags;
- Remember Together, stand on your porch Remembrance Day salute; and the
- Christmas Eve Jingle Bells



*New preacher curl bench featured at Morinville Leisure Centre*



*Remembrance Day  
Poppy Tree on display  
at Town office*

After many months of discussions and deliberations, on December 16 at a Special Meeting of Council, the 2021-2023 Operating Budget and 2021-2046 Capital Plan were approved. Council approved a 1% residential tax increase – the annual average increase of \$24.99 for homeowners. Thank you to the residents and business who joined us for our virtual budget consultations to listen to the presentations and engage in fruitful questions and answers.

Under the Government of Alberta's new Municipal Stimulus Program, Morinville will receive approximately \$1.2 million in funding to support four new capital projects. On September 22, Council voted to submit a grant application for the following projects:

- Curb Extensions on 100 Ave (\$530,000);
- RMSC Destination Building (\$285,000);
- RMSC Outdoor Rink (\$395,000);
- and Trail Construction on 100 Street North of 105 Avenue (\$85,000)

Council directed that any costs not covered by the province's grant would come from the Photo Enforcement Safety Reserve.

Administration is committed to continuous organizational improvements, and this quarter embarked on a journey to find new ways to be more deliberate, effective and efficient, in the way we deliver services and programs to our residents and businesses. The outcomes of this work were completed with a phased implementation to be announced in January 2021.

Stéphane Labonne, CAO  
Town of Morinville

## Legislative Services

### Supporting the Business of Council through a Pandemic

Navigating ever-changing public health measures, temporary changes to legislation, and technological challenges, 28 Meetings of Council (including 8 Special Meetings) and 9 Committee of the Whole Meetings were held in 2020.



#### 2020 Council Meeting Highlights:

- 8 meetings were conducted in Council Chambers
- 22 meetings were conducted via a virtual platform, with live streaming for the benefit of the general public.
- 6 meetings were held at the Morinville Community Cultural Centre, respecting the public health requirements for physical distancing
- Meeting minutes = 7,192 (just over 119 hours)

## Corporate Communications

### Social Media Statistics

TOTAL 2020 Town of Morinville Facebook Posts **538+**



3,863 Likes  
**+0.4%**  
increase



1,045 Followers  
**+0.5%**  
increase



53 Subscribers  
**+4%**  
increase



208 Followers  
**+9.5%**  
increase

#### Top 3 Town of Morinville Facebook Page Posts (One of our four social media platforms)

##### Face Coverings Required

21K Reached, 1,477 Reactions, Comments and Shares

##### Virtual Lite Up the Park (video)

12.2K Reached, 831 Reactions, Comments and Shares

##### Remember Together

10.8K Reached, 319 Reactions, Comments and Shares

#### Top Webpages

- 1 Town of Morinville Homepage
- 2 Morinville Leisure Centre
- 3 Careers
- 4 COVID-19 Resources
- 5 Contact Us

### CAO Contract Extension

In November, Council voted to extend the contract of Chief Administrative Officer, Stephane Labonne for an additional five years, now ending in March 2027. Council has been extremely pleased with the continuous improvement, forward thinking and level of commitment, shown by not only Stephane, but by all staff.

### Budget 2021 Public Consultation

Due to the ongoing public health measures associated with the COVID-19 pandemic, Administration had to reimagine how and in what ways we engaged the community in regards to the 2021-2023 Operating Budget and 2021-2046 Capital Plan. To support the decisions, Council undertook the following engagement and communication initiatives:

- Budget 2021 Business Forum (Virtual)
- Budget 2021 Open House (Virtual)
- Budget 2021 Video (YouTube)

### Next Quarter

- Corporate Organizational Redesign and Transformation Project 'Fit for 2025' Implementation
- Election 2021 – Nominations accepted as of January 1
- "Our Morinville" Video Series Launch



## Planning & Economic Development

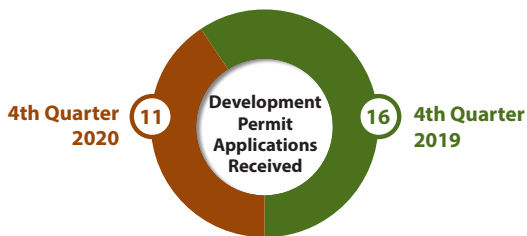


### Planning

#### Construction Stats

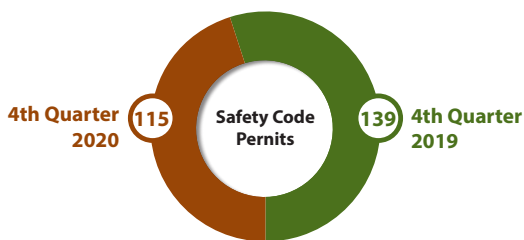
##### Development Permit Applications Received

There were 11 Development Permits received in the 4th quarter, lower than the 2019 4th quarter; 11 permits as opposed to 16 permits. One of these applications was for the new shopping centre on 100 Avenue and 107 Street.



##### Safety Codes Permits

There were 115 Safety Codes Permits issued in the 4th quarter, which is less than the 139 Safety Codes Permits issued in the 2019 4th quarter.



#### Grant Funding - Government of Canada

Administration submitted an affordable housing grant to the Government of Canada that would be located on Town-owned lands, located at 10505-107 Street (Multi Family) and 150 Houle Drive (Single Family). Morinville's application proposes a \$9 million facility with 100% of the funding provided by the Government of Canada.



#### Transportation Master Plan

##### 100 Ave Pedestrian Safety Study (Internal)

Work began on implementing some of the short-term recommendations contained in the Transportation Master Plan. The TMP recommended undertaking a review of pedestrian crossings within Morinville and implements crossing upgrades to ensure greater safety. As part of this initiative, analysis of the 100 Ave corridor from 107 Street to 100 Street was performed to inform the Council approved construction project to install temporary curb extensions at critical intersections to improve pedestrian safety. An internal comprehensive pedestrian count of all intersections along 100 Ave (hwy 642) from 107 Street to 100 Street was conducted to determine which traffic intersections had the most people crossing at various times of the day. The internal study was a direct cost saving to Morinville.

#### Next Quarter

- Survey regarding Heritage lake development plans
- Municipal Development Plan Amendments



## Economic Development

### Heritage Lake Area Concept Plan

Work has been initiated on seeking public input on a development concept/plan to enhance Heritage Lake as a recreation destination. It is expected that a survey will be available to residents in Q1 of 2021. This work will be a collaboration with the University of Alberta as students will perform consulting work on the plan.

### (EMRB) Regional Agriculture Master Plan RAMP

Staff supported the EMRB stakeholder engagement conducted in November and December, by identifying and sending invitations to local stakeholders to attend virtual engagement sessions. The RAMP policies will directly impact our community, so it was essential to ensure that those most affected are aware of opportunities to learn about RAMP and share their thoughts.

### Land Management Framework

The Town is embarking on a long-term Land Development Framework intended to guide Council and Administration on the future use of land currently held by the Town. The strategy will be presented to Council in early 2021.

### Global Information System (GIS)

#### Q4 projects included:

- Mapping the types and number of Fire Services to help determine the potential future planning of a new Fire Hall,
- Traffic incidents were mapped to help determine any "hot spot" intersections,
- An interactive business map was created and made accessible on the Town's website. The plan was initiated at the beginning of the COVID-19 pandemic to provide residents with information on which local businesses were open. The map evolved from there and now includes a function where residents can search for a local business, obtain contact information, search for a type of business and use a street view function to view the location,
- Creation of a map that reflected the new Snow Clearing Policy and provided a visual reference of road clearing priorities for residents.



### Storefront Improvement Program

The commercial property at 10002 100 Avenue, a Storefront Improvement Program recipient, has now completed its exterior updates. Five recipients were awarded the Storefront Improvement Program grant. Unfortunately, due to the COVID-19 climate, these remaining businesses reconsidered the grant but plan to participate in future years.

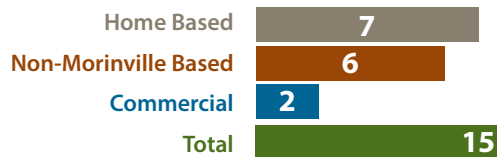
### Small Business Week

Small Business Week was acknowledged October 18 to 24 to recognize Morinville's small businesses. Morinville has over 150 storefront businesses within the community, the majority of which are small. We recognized the importance of our unique small businesses' diversity and creativity and appreciated their role in our community growth and local economy.

### EDA "Pitch It" Video

Morinville's: **Non-Residential Tax Rebate Program** was chosen as a finalist for the Economic Developers of Alberta (EDA) annual awards program. Staff from Corporate Communications teamed up with the Economic Development team to film a unique video promotion program. Morinville businesses that have benefited from the program were showcased.

### Approved Business Licences



### Next Quarter

- Morinville Economic Action Plan
- Economic Development Brand Strategy



## Community & Infrastructure Services



### Fire Services

#### Fire Drills

Fire Prevention Week was October 4 to 10 and Morinville Fire Department, in full PPE, conducted fire drills at the schools in Morinville on October 8.

#### Occupancy Load Permits

Due to the Government of Alberta's COVID-19 restrictions limiting occupancy loads under the Alberta Fire Code, Morinville Fire Department has assisted many businesses in the community to ascertain their limits for their establishments. An online Occupancy Load Permit form was also created and available on the website to make it easier for businesses to obtain their permits should they require one.

#### Fire Prevention Officer

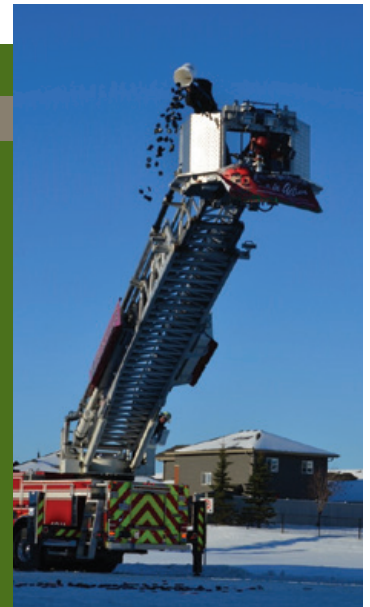
Our new Fire Prevention Officer, Fred Nash, joined the team December 14. Fire Prevention provides services and implements safety programs to manage community fire risk.

#### Air Compressor

We have received a new refilling station for our Self-Contained Breathing Apparatus (SCBA bottles). To date, 18 members have been trained on how to properly use this new piece of equipment in our fire hall.

#### Puck Drop

Morinville Fire Services participated in the Puck Drop that was sponsored by the Morinville's Marvelous Moms in conjunction with Andrew Webb Carpentry Services which took place on November 28. 225 pucks, that were \$20 each to raise money for the Adopt a Family Program, were dropped from the bucket on Morinville's Ladder Truck.



#### Training

In October, 10 firefighters completed training of the NFPA 1001 Level 1 course. These firefighters underwent practical skills training/evaluations at the Spruce Grove live fire training facility along with over 80 hours of theoretical and practical instruction. Congratulations to all 10 firefighters who successfully passed their Level 1 certification.



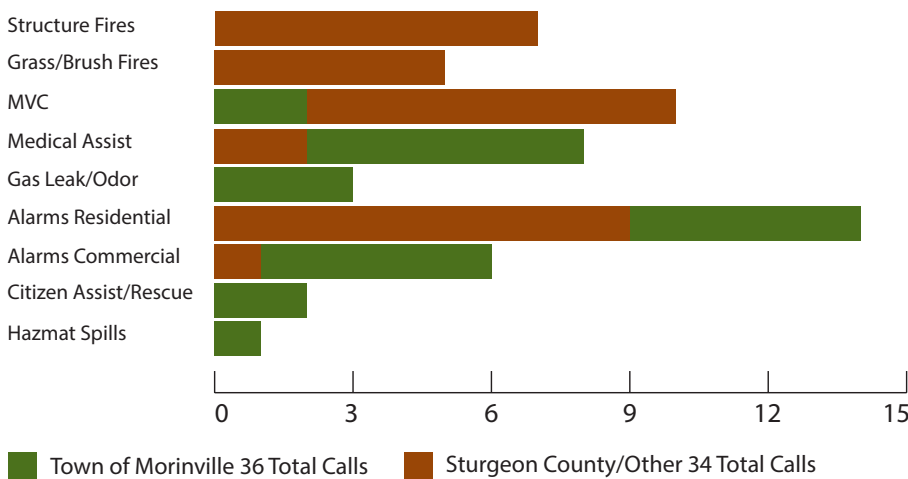
## Partners in Protection

In October we held a Partners in Protection. Residents submitted a picture of themselves checking their smoke detectors. Morinville Fire Department and Home Hardware supplied the carbon monoxide detectors and Domino's Pizza supplied the free large 4 topping pizza gift certificate that was provided to the winner. The prize was delivered to the winner on November 25.



## 4th Quarter

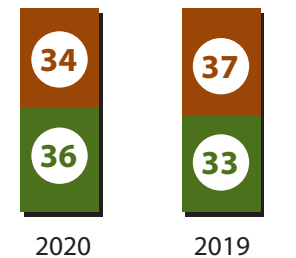
### Total Calls 70



### Total Responses by Month



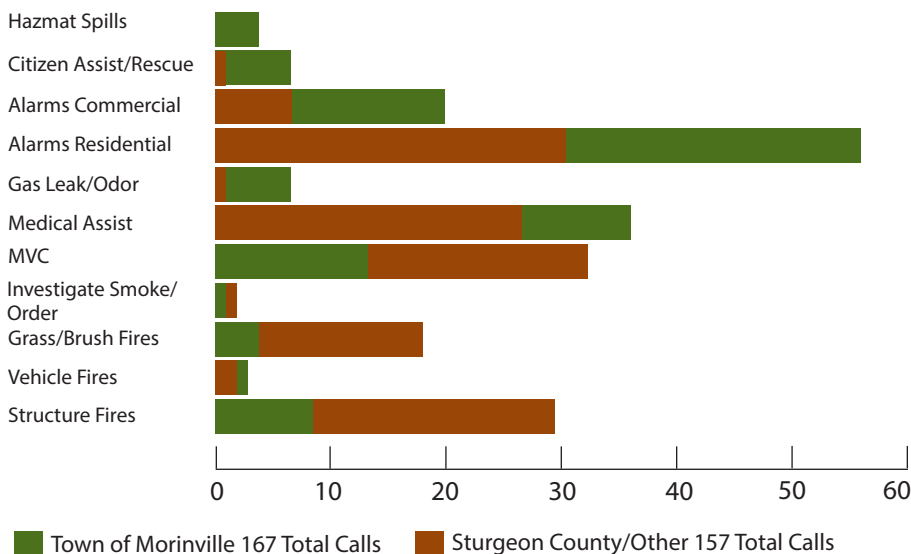
### 4th Quarter Comparison



Legend: Town of Morinville, Sturgeon County/Other

## Yearly Stats

### 2020 Yearly Response Types/Total Calls 324



## Next Quarter

- Assistance to businesses to develop their fire safety plans
- Recruitment
- Members will be starting their NFPA 1001 Level 2 course in March and April



## Enforcement Services

### COVID-19 Enforcement

COVID-19 remained a priority for officers. The implementation of the Municipal Face Coverings Bylaw in October along with further restrictions set out by the Government of Alberta, it heavily influenced the daily activities of the Community Peace Officers.

### Enforcement Services Audit

In November the Alberta Solicitor General Department completed an Audit for our department. Every 4 or 5 years audits are conducted. Based on the final findings, the Town of Morinville is in full compliance with the Peace Officer Act, Peace Officer (Ministerial) Regulation, Peace Officer Regulation and the Peace Officer Program Policy and Procedures Manual.

### Winter Driving Safety

Regular patrols and warnings were the primary avenues used to provide added public education and awareness regarding safe driving practices in the winter months.



Officer Rossing checks speed of vehicles coming through the school zone along 100 Street.

### School Zones

Morinville Enforcement Services regularly patrols school zones to increase safety on roadways in Morinville. For the 2020-2021 school year, peace officers have spent over 42 hours in school zones so far. Peace Officers follow the Morinville Traffic Safety Plan and are currently working towards the goal of no more than 100 motor vehicle collisions per year by 2021.

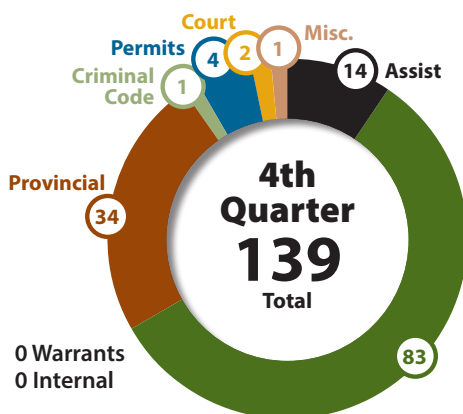
### Next Quarter

- 2021 Animal Licence renewals/registrations
- Snow Clearing/Snow Removal

### Automated Traffic Enforcement

December Violations	November Violations	October Violations
<p><b>School/Playground Zones 2</b> 1.03 hours   1.9 violations/hour   20% hours operated</p> <p><b>Speed Zones 1</b> 4.05 hours   0.2 violations/hour   80% hours operated</p>	<p><b>School/Playground Zones 23</b> 2.02 hours   11 violations/hour   50% hours operated</p> <p><b>Speed Zones 0</b> 2.05 hours   0 violations/hour   50% hours operated 100% hours operated</p>	<p><b>School/Playground Zones</b> 0 hours   0 violations/hour   0% hours operated</p> <p><b>Speed Zones 8</b> 3 hours   2.7 violations/hour   100% hours operated</p>

### Comparative Reporting



Types of Enforcement Files	1st Quarter	2nd Quarter	3rd Quarter	Total to Date
Assist	21	30	14	<b>79</b>
Bylaw	333	229	131	<b>776</b>
Provincial	53	62	49	<b>198</b>
Criminal Code	0	0	0	<b>1</b>
Permits	4	7	6	<b>21</b>
Court	11	1	2	<b>16</b>
Warrants	0	0	1	<b>1</b>
Misc.	2	3	2	<b>8</b>
Internal	2	2	1	<b>5</b>
<b>Total</b>	<b>426</b>	<b>334</b>	<b>206</b>	<b>1105</b>



## Infrastructure Services

### Christmas light install

Staff completed the annual Christmas light installs at St. Jean Baptiste Park, the south entrance sign and downtown street lights. Approximately 25 figurines were installed on light posts along 100 Avenue and 100 Street. The Christmas light display and SJB Park includes 10 figurines and 6-8 trees with lights, as well as the gazebo. The Christmas lights at SJB Park will be staying on until March.

### East Boundary Road

A 700m section of East Boundary Road had improvements completed. The repairs included shoulder pull, re-establishing the crown on the road, meant to improve drainage and field fit ditching.

### Capital Projects

A number of Capital Projects were commenced and completed in 2020, including;

- Re-paving and line-painting of Highway 642, which saw Council actively lobbying and advocating to the Government of Alberta on our community's behalf
- Laneway construction
- Playground replacements at Ray McDonald Sports Center and Rotary Park
- Street lighting from East Boundary Road to the Morinville Leisure Centre
- Multi-way trail development to the Morinville Leisure Centre
- Road expansion, traffic lights and trail expansion at 100 Street and 90 Avenue
- Removal of fitness equipment along trails
- Toboggan hill at the Morinville Leisure Centre
- Sunshine Lakes Pond aeration

#### Other highlights:

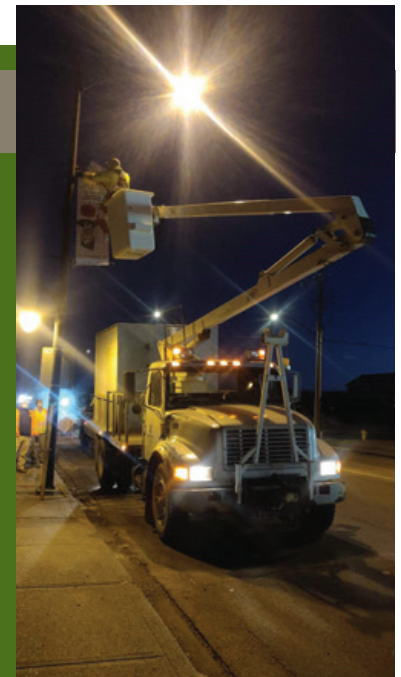
- 95 Ave/100 street turning lanes and no parking signs were installed
- Assisted Fire Services to set up a fire training scenario at Pump house 1
- Seasonal equipment inspection and repairs completed
- Equipment change overs from summer to winter took place
- Organization and painting of Public Works Shop

## Next Quarter

- Snow clearing/removal
- Signage installs (COVID-19 and Stormwater Ponds)
- Outdoor rinks maintenance

### Banners of Remembrance

Public Works assisted with the install and take down of 10 Banners of Remembrance developed by the Morinville Historical and Cultural Society. The banners profiled 10 soldiers who lived in Morinville and died in the line of duty. The banners hung on 100 Street near the fire hall until after Remembrance Day.



### Sunnydale Park Skating Rink



### Outdoor rinks

Due to one of the warmest winters on record, install of the outdoor rink was difficult and it opened for use on December 19, 2020. A new community skating rink was also installed this year at Sunnydale Park.

## Utilities

### Sanitary Lift Station Pump Maintenance

Annual pump maintenance (repair, clean and refurbish) was completed at the Grandin Sanitary Lift Station. The pumps were taken apart, cleaned and the impellers were refurbished. Utilities staff complete all cleaning and maintenance on an schedule. Over the last year, staff observed a substantial increase in disinfectant wipes that are affecting the effectiveness of the pumps.

### Flushing

Some storm lines and catch basins were flushed in the late fall, in hopes of eliminating or lessening the pooling of spring thaw. Flushing these lines is not normally done in the fall, so we are hoping to observe a difference in the spring when everything starts to melt.

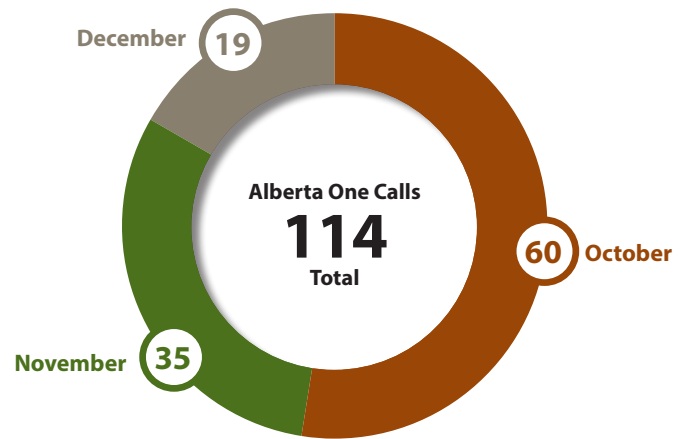
#### Other highlights:

- Fountains were removed from all ponds in preparation for winter
- All water lab results came back as negative for Bacteriological growth
- Utilities worked with Community Services to keep chlorine levels acceptable at the MCCC and MLC (low water usage results in lower chlorine levels)
- 35 work orders were completed including meter repairs, hydrant leaks, recycling pickup, repairing cc's and street sign installs
- Sunshine Lakes Pond aeration (2020 Capital Project) was completed in late summer/early fall



### Sanitary main break

In October we had to repair the main sanitary line coming out of Sewage Lift Station #3 (Industrial Park). There were multiple leaks in a section of pipe, which was repaired.



### Reservoir #2 Water Valve Leak

Staff repaired a water valve leaking outside the Morinville Reservoir #2. The repair took one week to complete.

### Next Quarter

- Regular pump maintenance
- Public education on proper sanitary disposal
- Prepping for spring



## Culture and Events



### Holiday Food Drive

A no-contact Holiday Food Drive was held on December 12 to accept non-perishable and monetary donations for the Morinville Food Bank. The Morinville Food Bank received \$3,750 in cash donations as well as an amazing amount of non-perishable food and items. Santa and Mrs. Claus (who were in attendance for the event) said the whole community made the nice list!



### Lite Up the Nite Christmas Festival

The Lite Up the Nite Christmas festival looked very different this year and had to be very fluid to adapt to changing conditions. Highlights this year included a pre-recorded Lite Up the Park video featuring Mayor Barry Turner and Council as well as special appearances by Santa and Mrs. Claus. Additional activities included a décor contest and the first annual Morinville Marvelous Mom's Adopt a Family Puck Drop fundraiser. The Morinville Museum also put up their annual Old-Fashioned Christmas display and the Morinville Library gave away take and make art bags.



### Halloween 2020

This year's Halloween celebrations featured two activities. The first was a Halloween Home Décor contest in which residents were encouraged to submit a photo of their home decorations in order to win prizes. There was a total of 39 entries. The other activity was a Halloween search and find that was painted on the MCCC front windows. Residents could come and find the objects listed on the search and find and enter to win a prize sponsored by Home Hardware. There were 19 entries for this prize.

## Programs

<b>Giving Tree</b> Residents brought gifts to make a difference for seniors and adults in our community. <i>42 participants in the program</i>	<b>Older Adult Celebration</b> Giveaway bags handed out containing Morinville swag and information from local businesses and organizations. <i>80 giveaway bags provided to residents</i>	<b>Play to Stay &amp; Let's Play</b> The ongoing program maintained weekly themes and activities for the preschoolers to get involved in. <i>Full capacity</i>
<b>Fitness Centre Orientations</b> Reintroduction of Fitness Centre Orientations which included shoe tagging system for youth	<b>Fitness Consultation</b> New Fitness Consultation service prepared	<b>Get Active Program</b> Soft Launch of Prescription to Get Active program

## FCSS, Senior and Youth

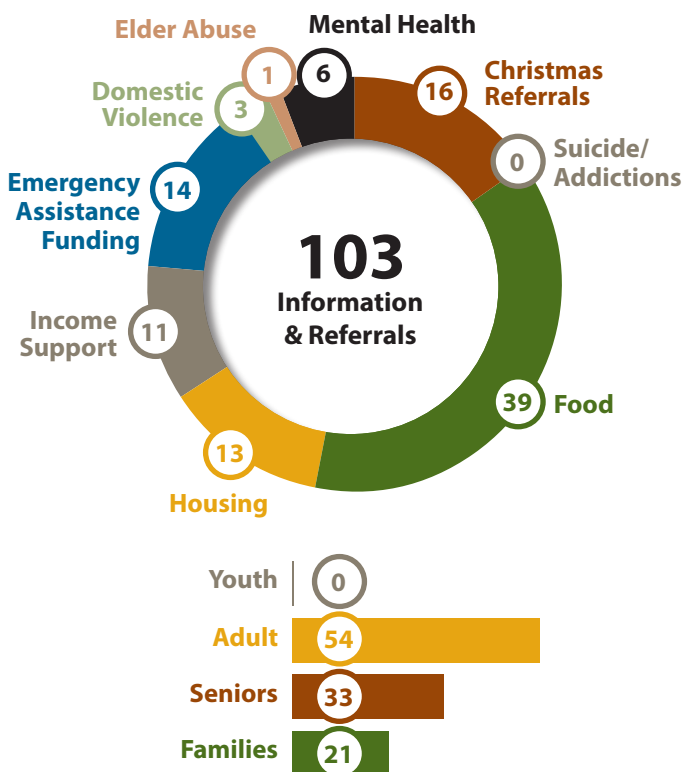
### Community Grants

No funds were requested through the Community Grant Program. A complete review of the grant was done with many suggestions for efficiency and access moving forward in 2021.

### Emergency Assistance Funding

14 requests for funds were received with 6 complete applications totaling \$2888.30 of the \$5000 used.

## Support/Referrals



## Sports & Recreation

### MCCC & MLC Closures due to COVID-19 Public Health Measures

Throughout October and November, the MCCC and MLC were open with restrictions in place for amenity usage, size of groups and types of activities. Throughout this time, there were constant changes required to balance the Government of Alberta COVID-19 public health guidelines as well as responding to guest feedback and requests.

MCCC closed officially on November 27. New public health measures were announced on December 8 that came into effect on December 12. These new measures meant that both the MCCC and MLC would stay closed until further notice.

### MLC Usage

MLC Total Active Memberships: 754; and 280 Sold  
 MLC Day Passes Sold: 1656  
 MLC Bookings: 280

### Mavericks Fun Team

The Mavericks Fun Team began their season in October. They were able to have a parent's information night and two "try out" days. The Mavericks had 46 kid register this year before having to pause the season; 13 in beginner, 22 in intermediate, and 11 in the senior team.

### Equipment

New equipment including a preacher curl, lifting platform, vertical bar, Olympic bench press, Olympic bar, Jelly Bell dumbbells and Rack and Iron barbell class set.

## Next Quarter

- Snowman Festival (virtual/at-home activities)
- Heart Month
- Virtual Fitness Group Programs



## Corporate Services



### Information Technology, FOIP, Records

#### Security Awareness Training

To advance Town staff's security awareness, a training provider which specializes in security awareness has been engaged. A one-year account subscription has been setup for launch in early 2021.

#### COVID laptop deployment

Based on operational need, all Town staff that have the ability to work remotely will be provided with a new laptop, replacing any existing desktop/laptop combination that a staff member may have. A round of laptops was ordered, received and deployed to many staff, with less than a handful remaining.

#### MCCC Wifi Expansion Project

As requested by MCCC event staff hosting large and diverse events, the use and coverage of the existing public wifi network was not always adequate for the coverage of people and signal strength. To address these needs the Morinville IT department drafted a plan for expanding wifi services within the MCCC in the 2020 budget. All installation worked was completed, invoiced, and paid for in 2020, with some final configuration tuning work completed in early January 2021.

#### Freedom of Information and Protection of Privacy Act Requests

	New Requests	Year to Date	Prior Year Reporting for same Quarter	Prior Year Total
2020 Quarter 1	11	11	7	
2020 Quarter 2	8	19	16	
2020 Quarter 3	14	33	7	
2020 Quarter 4	4	37	6	

### Acceptable Use of Technology Policy

A thorough review of other municipalities policies culminated in the updating of the Town's Acceptable Use of Technology Policy. The policy will be brought forward for Council's approval in early 2021.

#### Next Quarter

- Capital Plan RFQ Project work completion
- 2021 Evergreen Cycle
- Organizational Restructuring Support



### Human Resources

#### OHS Highlights

Multiple Occupational Health & Safety (OHS) initiatives came to fruition at the end of 2020 in support of effective oversight and delivery of our OHS Program and in building and maintaining a positive safety culture. Implementation plans including effective integration of these outcomes into our culture and day to day operations will continue into 2021.

#### Key Q4 initiatives

##### OHS Strategic Plan

An overarching guide has been developed that is aligned with our corporate mission, vision, and values; organizational plans and priorities; and legislative and governance responsibilities.

##### Certificate of Recognition (COR)

Successful completion of an external COR audit ensuring that we maintain our certification which demonstrates our adherence to set provincial standards established by OHS legislation and affords us certain financial savings through the Workers Compensation Board (WCB).

##### COVID-19 Pandemic Business Continuity

Creation and implementation an internal tracking systems including 'close contact' tracing processes to ensure timely and effective actions in accordance with AHS regulations.

## Financial Services

### Financial Reporting as at December 31, 2020

### Statement of Operations

*\*Please note these statements are unaudited and subject to change*

- Consolidated results including Other Revenue & Expenses, indicate a Net Revenue of approximately \$22M. Of this revenue:
  - Approximately \$15M is associated with Tax supported operations,
  - Approximately \$6.7M is attributable to Utility supported operations
- Overall, the draft fourth quarter financial results indicate a better than budgeted position of approx. \$1.6M primarily due to lower operational spending than budgeted.
- Revenues for the year total approximately \$22.1M of the annual budget and are slightly lower than budget by \$520K primarily driven by lower utility, development, sales and other revenues.
- Operating expenses for the year total approximately \$20.2M or 94% of the annual budget and are under budget by approximately \$1.3M. The favorable variance is primarily driven by lower Contract Services, General Goods & Supplies, Building & Grounds R & M, and Salary/Wages/Benefits savings due to quarter two temporary layoffs and vacancies (2 Directors, PW Manager/Communications, Planning Staff), timing of 3 new approved positions actual costs versus anticipated in the budget.

### Council Expenditures

- Expenditures to the fourth quarter total \$365K, which represents 79% of the annual budget totaling \$460K. The favorable variance to date totals \$95K and is primarily associated with lower Salaries/Benefits (Honorariums/Per Diems), Public Relations and Computer purchases largely being driven by budgetary timing differences due to Covid-19.

### Capital Projects

- The 2020 Capital Budget totals \$1,331,398 and Work in Progress projects remaining budget at the beginning of the year totalled \$4,350,259.
- Spending to date on current year capital projects totals \$1,065K which represents 80% completion of the capital budget.
- Spending to date on prior year Work in Progress Projects totals \$10,134M of overall approved budget representing 93% completion.

## Next Quarter

- Change in Property Tax Assessment and Tax Notices
- Roseridge Landfill Passes



### Drug & Alcohol Awareness Training

This training is part of an effective health and safety program and provides awareness and education on policy related to drugs and alcohol, testing, related supports following a non-negative result, and health effects of drug and alcohol use and abuse.

### Recruitment Quarter breakdown by department

Department	Position	FTE
Community Services	Fire Prevention Officer	1.0 FTE
Community Services	Facilities Operator II	Casual
Community Services	Facilities Operator I	Casual
Community Services	TFT Facilities Operator II	1.0 FTE
Community Services	TFT Facilities Foreman	1.0 FTE

## Next Quarter

- Organizational Restructuring Implementation
- Annual Performance Assessments
- Rollout of OHS Strategic Plan



## Summary Statement of Operations Summary - Revenue

REVENUE:	4th Quarter Actual	3rd Quarter Actual	2nd Quarter Actual	1st Quarter Actual	Year to Date (YTD)			Total Budget	YTD to Total Budget (Dollars)	YTD to Total Budget (Percent)
					Actual	Budget	Variance (unfavorable)			
Net Taxes	\$(1,275,404)	\$(794,333)	\$13,273,731	(899,971)	\$10,304,023	\$10,397,816	(\$93,793)	\$10,397,816	\$93,793	99%
Government Grants	\$1,104,754	\$486,103	\$137,067	83,193	1,811,117	978,402	832,715	978,402	-832,715	185%
Water Fees	\$762,834	\$784,277	\$796,204	748,272	3,091,587	3,262,128	-170,541	3,262,128	170,541	95%
Sanitary Fees	\$487,532	\$495,424	\$503,709	481,518	1,968,183	2,148,346	-180,163	2,148,346	180,163	92%
Solid Waste Fees	\$229,284	\$236,502	\$241,800	221,628	929,214	842,234	86,980	842,234	-86,980	110%
Development Fees and Permits	\$20,582	\$31,997	\$22,311	58,824	133,714	257,602	-123,888	257,602	123,888	52%
Sales to other Governments	\$199,106	\$149,905	\$209,801	127,069	685,881	870,989	-185,108	870,989	185,108	79%
Franchise Fees	\$434,640	\$415,094	\$462,230	513,048	1,825,012	1,764,605	60,407	1,764,602	-60,410	103%
Investment Income	\$15,797	\$9,189	\$3,171	17,597	45,754	115,000	-69,246	115,000	69,246	40%
Penalties and Fines	\$57,321	\$119,111	\$81,732	116,917	375,081	482,500	-107,419	482,500	107,419	78%
Rental Revenue / Ticket Sales	\$61,468	\$34,961	\$60,066	145,894	302,389	527,822	-225,433	527,822	225,433	57%
Other Revenue	\$11,436	\$54,522	\$24,957	72,781	163,696	221,400	-57,704	221,400	57,704	74%
Sales and User Charges	\$20,825	\$52,449	\$14,706	29,576	117,556	198,025	-80,469	198,025	80,469	59%
Transit Revenue	\$-	\$-	\$1,050	(130)	920	13,500	-12,580	13,500	12,580	7%
Donations/Sponsorship	\$(169,743)	\$100	\$1,250	184,868	16,475	202,500	-186,025	202,500	186,025	8%
Storm Fees	\$84,550	\$84,256	\$84,150	83,667	336,623	345,140	-8,517	345,140	8,517	98%
<b>Total Revenue</b>	<b>2,044,982</b>	<b>2,159,557</b>	<b>15,917,935</b>	<b>1,984,751</b>	<b>\$22,107,225</b>	<b>\$22,628,009</b>	<b>\$(520,784)</b>	<b>\$22,628,006</b>	<b>\$(520,781)</b>	<b>98%</b>

\*These statements are unaudited and subject to change

## Summary Statement of Operations Summary - Expense

EXPENSE:	4th Quarter	3rd Quarter	2nd Quarter	1st Quarter	Year to Date (YTD)			Total Budget	YTD to Total Budget (Dollars)	YTD to Total Budget (Percent)
	Actual	Actual	Actual	Actual	Actual	Budget	Variance (unfavorable)			
Salary/Wages/Benefits	3,172,543	2,463,989	1,813,468	2,042,881	9,492,881	10,454,160	961,279	10,454,160	961,279	91%
Staff Training / Professional Development	40,531	7,775	5,244	20,957	74,507	201,390	126,883	201,390	126,883	37%
Mileage/Subsistence	11,614	413	775	14,637	27,439	129,350	101,911	129,350	101,911	21%
Memberships/Association Fees	10,791	2,155	25,562	44,519	83,027	107,560	24,533	107,560	24,533	77%
Contracted Services	694,860	542,279	671,559	679,481	2,588,179	2,702,839	114,660	2,702,839	114,660	96%
Engineering Fees	3,512	-	-	-	3,512	12,200	8,688	12,200	8,688	29%
Professional Services	5,000	-	-	-	5,000	9,100	4,100	9,100	4,100	55%
Policing Contract	368,339	357,582	323,690	358,000	1,407,611	1,435,792	28,181	1,435,792	28,181	98%
Legal Fees	32,964	27,083	21,062	6,416	87,525	74,000	-13,525	74,000	-13,525	118%
Audit Fees	27,400	-	8,500	-	35,900	27,200	-8,700	27,200	-8,700	132%
General Goods and Supplies	102,097	60,218	70,947	58,174	291,436	463,659	172,223	463,659	172,223	63%
Office Supplies/Postage	27,976	11,077	24,894	17,380	81,327	113,960	32,633	113,960	32,633	71%
Telecommunications	35,474	31,776	33,731	42,638	143,619	173,800	30,181	173,800	30,181	83%
Insurance/Licenses	(167)	6,420	200,257	108	206,618	187,831	-18,787	187,831	-18,787	110%
Advertising /Promotions	38,376	21,280	15,596	10,056	85,308	127,400	42,092	127,400	42,092	67%
Subscriptions/Publications	-	-	-	665	665	1,500	835	1,500	835	44%
Small Tools & Equipment, Uniforms, Office Furniture	39,754	23,042	11,442	15,088	89,326	88,287	-1,039	88,287	-1,039	101%
Regional Sewage Charges	235,082	261,533	256,411	234,970	987,996	1,029,648	41,652	1,029,648	41,652	96%
Water Purchase	301,899	333,367	308,652	290,838	1,234,756	1,275,475	40,719	1,275,475	40,719	97%
Building & Grounds R&M	109,790	123,741	79,713	59,230	372,474	507,341	134,867	507,341	134,867	73%
Equipment R&M	256,020	90,513	101,603	43,786	491,922	417,884	-74,038	417,884	-74,038	118%
Engineered structures R&M	137,948	87,450	73,470	65,663	364,531	251,900	-112,631	251,900	-112,631	145%
Vehicle Fuel	25,558	20,846	30,037	30,953	107,394	157,280	49,886	157,280	49,886	68%
Rentals	90	152	-	-	242	10,612	10,370	10,612	10,370	2%
Utilities	256,440	207,898	258,275	280,700	1,003,313	989,345	-13,968	989,345	-13,968	101%
Public Relations	8,829	7,094	9,086	1,539	26,548	34,200	7,652	34,200	7,652	78%
Grants	40,276	2,216	10,000	657,231	709,723	766,460	56,737	766,460	56,737	93%
Bad Debt Expense	8,308	(2,739)	2,310	2,065	9,944	-195,000	-204,944	-195,000	-204,944	(5%)
Finance Charges	2,440	1,281	2,772	2,807	9,300	13,800	4,500	13,800	4,500	67%
Census Expenses	850	16,520	15,455	60	32,885	50,000	17,115	50,000	17,115	66%
Covid-19	118,524	47,123	46,247	16,966	228,860	0	-228,860	0	-228,860	100%
Council Computer Purchase	-	-	(60)	60	0	2,000	2,000	2,000	2,000	0%
<b>Total Operating Expense</b>	<b>\$6,113,118</b>	<b>\$4,752,084</b>	<b>\$4,420,698</b>	<b>\$4,997,868</b>	<b>\$20,283,768</b>	<b>\$21,620,973</b>	<b>\$1,337,205</b>	<b>\$21,620,973</b>	<b>\$1,337,205</b>	<b>94%</b>
Excess (Deficiency) before Other Revenue and Expense	<b>-4,068,136</b>	<b>-2,592,527</b>	<b>11,497,237</b>	<b>-3,013,117</b>	<b>1,823,457</b>	<b>1,007,036</b>	<b>816,421</b>	<b>1,007,033</b>	<b>816,424</b>	
<b>OTHER (REVENUE) EXPENSE</b>										
Other Revenue					(41,790)	0	41,790	0	41,790	100%
Offsite Levy Revenue					(645,036)	0	645,036	0	645,036	100%
Interest on Debt	168,102	262,499	19,802	105,946	556,349	622,947	66,598	622,947	66,598	89%
Depreciation					6,825,463	6,877,847	52,384	6,877,847	52,384	99%
Proceeds on Fixed Assets					-39,452	0	39,452	0	39,452	100%
	<b>168,102</b>	<b>262,499</b>	<b>19,802</b>	<b>105,946</b>	<b>6,655,534</b>	<b>7,500,794</b>	<b>845,260</b>	<b>7,500,794</b>	<b>845,260</b>	<b>89%</b>
<b>NET EXCESS (DEFICIENCY)</b>	<b>\$(4,236,238)</b>	<b>\$(2,855,026)</b>	<b>\$11,477,435</b>	<b>\$(3,119,063)</b>	<b>\$(4,832,077)</b>	<b>\$(6,493,758)</b>	<b>\$1,661,681</b>	<b>\$(6,493,761)</b>	<b>\$1,661,681</b>	

\*These statements are unaudited and subject to change

## Summary Statement of Operations Tax Supported - Revenue

REVENUE:	4th Quarter Actual	3rd Quarter Actual	2nd Quarter Actual	1st Quarter Actual	Year to Date (YTD)			Total Budget	YTD to Total Budget (Dollars)	YTD to Total Budget (Percent)
					Actual	Budget	Variance (unfavorable)			
Net Taxes	\$(1,275,404)	\$(794,333)	\$13,273,731	\$(899,971)	\$10,304,023	\$10,397,816	\$(93,793)	\$10,397,816	(\$93,793)	99%
Government Grants	\$1,104,754	\$486,103	\$137,067	\$83,193	\$1,811,117	\$978,402	\$832,715	978,402	\$832,715	185%
Development Fees and Permits	\$20,582	\$31,997	\$22,311	\$58,824	\$133,714	\$257,602	\$(123,888)	257,602	(\$123,888)	52%
Sales to other Governments	\$69,574	\$69,062	\$130,731	\$23,537	\$292,904	\$350,060	\$(57,156)	350,060	(\$57,156)	84%
Franchise Fees	\$434,640	\$415,094	\$462,230	\$513,048	\$1,825,012	\$1,764,605	\$60,407	1,764,605	\$60,407	103%
Investment Income	\$15,797	\$9,189	\$3,171	\$17,597	\$45,754	\$115,000	\$(69,246)	115,000	(\$69,246)	40%
Penalties and Fines	\$50,424	\$114,672	\$81,634	\$112,028	\$358,758	\$460,500	\$(101,742)	460,500	(\$101,742)	78%
Rental Revenue / Ticket Sales	\$61,468	\$34,961	\$60,066	\$145,894	\$302,389	\$527,822	\$(225,433)	527,822	(\$225,433)	57%
Other Revenue / Sponsorships	\$12,188	\$54,371	\$24,956	\$72,181	\$163,696	\$221,400	\$(57,704)	221,400	(\$57,704)	74%
Sales and User Charges	\$20,825	\$52,449	\$14,706	\$29,576	\$117,556	\$198,025	\$(80,469)	198,025	(\$80,469)	59%
Transit Revenue	\$-	\$-	\$1,050	\$(130)	\$920	\$13,500	\$(12,580)	13,500	(\$12,580)	7%
Donations	\$(169,743)	\$100	\$1,250	\$184,868	\$16,475	\$202,500	\$(186,025)	202,500	(\$186,025)	8%
<b>Total Revenue</b>	<b>\$345,105</b>	<b>\$473,665</b>	<b>\$14,212,903</b>	<b>\$340,645</b>	<b>\$15,372,318</b>	<b>\$15,487,232</b>	<b>\$(114,914)</b>	<b>\$15,487,232</b>	<b>\$(114,914)</b>	<b>99%</b>

\*These statements are unaudited and subject to change

## Summary Statement of Operations Tax Supported - Expense

EXPENSE:	4th Quarter Actual	3rd Quarter Actual	2nd Quarter Actual	1st Quarter Actual	Year to Date (YTD)			Total Budget	YTD to Total Budget (Dollars)	YTD to Total Budget (Percent)
					Actual	Budget	Variance (unfavorable)			
Salary/Wages/Benefits	\$2,864,351	\$2,204,992	\$1,596,278	\$1,801,656	\$8,467,277	\$9,326,570	\$859,293	9,326,570	859,293	91%
Staff Training / Professional Development	\$39,611	\$7,475	\$5,244	\$20,027	\$72,357	\$198,340	\$125,983	198,340	125,983	36%
Mileage/Subsistence	\$11,615	\$412	\$(255)	\$12,843	\$24,615	\$128,300	\$103,685	128,300	103,685	19%
Memberships/Association Fees	\$10,791	\$2,155	\$25,562	\$44,519	\$83,027	\$107,560	\$24,533	107,560	24,533	77%
Contracted Services	\$404,425	\$296,099	\$432,793	\$551,152	\$1,684,469	\$1,803,413	\$118,944	1,803,413	118,944	93%
Professional Services	\$-	\$-	\$-	\$-	\$-	\$4,000	\$4,000	4,000	4,000	0%
Policing Contract	\$368,339	\$357,582	\$323,690	\$358,000	\$1,407,611	\$1,435,792	\$28,181	1,435,792	28,181	98%
Legal Fees	\$32,964	\$27,083	\$21,062	\$6,416	\$87,525	\$72,000	\$(15,525)	72,000	-15,525	122%
Audit Fees	\$27,400	\$-	\$8,500	\$-	\$35,900	\$27,200	\$(8,700)	27,200	-8,700	132%
General Goods and Supplies	\$101,450	\$60,218	\$70,300	\$57,982	\$289,950	\$455,539	\$165,589	455,539	165,589	64%
Office Supplies/Postage	\$16,551	\$5,783	\$12,880	\$9,067	\$44,281	\$65,000	\$20,719	65,000	20,719	68%
Telecommunications	\$35,474	\$31,776	\$33,731	\$42,638	\$143,619	\$173,800	\$30,181	173,800	30,181	83%
Insurance/Licenses	\$(167)	\$6,420	\$141,398	\$108	\$147,759	\$155,701	\$7,942	155,701	7,942	95%
Advertising /Promotions	\$38,376	\$21,280	\$15,596	\$10,056	\$85,308	\$127,400	\$42,092	127,400	42,092	67%
Subscriptions/Publications	\$-	\$-	\$-	\$665	\$665	\$1,500	\$835	1,500	835	44%
Small Tools & Equipment, Uniforms, Office Furniture	\$37,038	\$22,000	\$9,323	\$13,823	\$82,184	\$78,087	\$(4,097)	78,087	-4,097	105%
Building & Grounds R&M	\$106,968	\$123,710	\$76,704	\$43,993	\$351,375	\$492,000	\$140,625	492,000	140,625	71%
Equipment R&M	\$132,378	\$64,686	\$85,334	\$42,961	\$325,359	\$366,660	\$41,301	366,660	41,301	89%
Engineered structures R&M	\$89,063	\$87,450	\$33,667	\$64,343	\$274,523	\$170,300	\$(104,223)	170,300	-104,223	161%
Vehicle Fuel	\$17,308	\$12,972	\$18,998	\$22,478	\$71,756	\$120,560	\$48,804	120,560	48,804	60%
Rentals	\$-	\$-	\$-	\$-	\$-	\$10,000	\$10,000	10,000	10,000	0%
Utilities	\$223,820	\$171,675	\$228,229	\$249,860	\$873,584	\$837,708	\$(35,876)	837,708	-35,876	104%
Public Relations	\$8,829	\$7,094	\$9,086	\$1,539	\$26,548	\$34,200	\$7,652	34,200	7,652	78%
Council Computer Purchases	\$-	\$-	\$-	\$-	\$-	\$2,000	\$2,000	2,000	2,000	0%
Grants	\$40,276	\$2,216	\$10,000	\$657,231	\$709,723	\$766,460	\$56,737	766,460	56,737	93%
Bad Debt Expense	\$7,964	\$(4,068)	\$2,051	\$316	\$6,263	\$(205,000)	\$(211,263)	-205,000	-211,263	(3%)
Finance Charges	\$2,485	\$1,416	\$2,773	\$2,626	\$9,300	\$13,800	\$4,500	13,800	4,500	67%
Census Expenses	\$850	\$16,520	\$15,455	\$60	\$32,885	\$50,000	\$17,115	50,000	17,115	66%
Covid-19 Expenses	\$118,524	\$47,123	\$46,247	\$16,966	\$228,860	\$-	\$(228,860)	0	-228,860	100%
<b>Total Operating Expense</b>	<b>\$4,736,683</b>	<b>\$3,574,069</b>	<b>\$3,224,646</b>	<b>\$4,031,325</b>	<b>\$15,566,723</b>	<b>\$16,818,890</b>	<b>\$1,252,167</b>	<b>\$16,818,890</b>	<b>1,252,167</b>	<b>93%</b>
Excess (Deficiency) before Other Revenue and Expense	<b>\$(4,391,578)</b>	<b>\$(3,100,404)</b>	<b>\$10,988,257</b>	<b>\$(3,690,680)</b>	<b>\$(194,405)</b>	<b>\$(1,331,658)</b>	<b>\$1,137,253</b>	<b>-1,331,658</b>	<b>1,137,253</b>	
<b>OTHER (REVENUE) EXPENSE</b>										
Other Revenue	0	0	-41,790	-	(41,790)		41,790	0	41,790	-100.0%
Offsite Levy	-64,313	0	-580,723	-	(645,036)		645,036	0	645,036	-100.00%
Interest on Debt	168,102	262,499	19,802	105,946	556,349	622,947	66,598	622,947	66,598	89%
Depreciation	5,843,067	0	0	-	5,843,067	5,366,496	-476,571	5,366,496	-476,571	0%
(Gain)/Loss on Capital Asset Disposal	-39,452	0	0	-	-39,452	0	39,452	0	39,452	0%
	<b>5,907,404</b>	<b>262,499</b>	<b>-602,711</b>	<b>105,946</b>	<b>5,673,138</b>	<b>5,989,443</b>	<b>316,305</b>	<b>5,989,443</b>	<b>316,305</b>	
<b>NET EXCESS (DEFICIENCY)</b>	<b>(10,298,982)</b>	<b>\$(3,362,903)</b>	<b>\$11,590,968</b>	<b>\$(3,796,626)</b>	<b>\$(5,867,543)</b>	<b>\$(7,321,101)</b>	<b>\$1,453,558</b>	<b>\$(7,321,101)</b>	<b>\$1,453,558</b>	

\*These statements are unaudited and subject to change

## Summary Statement of Operations Utility Supported - Revenue

REVENUE:	4th Quarter Actual	3rd Quarter Actual	2nd Quarter Actual	1st Quarter Actual	Year to Date (YTD)			Total Budget	YTD to Total Budget (Dollars)	YTD to Total Budget (Percent)
					Actual	Budget	Variance (unfavorable)			
Water Fees	\$762,834	\$784,277	\$796,204	\$748,272	\$3,091,587	\$3,262,128	(\$170,541)	\$3,262,128	\$170,541	95%
Sanitary Fees	\$487,532	\$495,424	503,709	481,518	1,968,183	2,148,346	-180,163	2,148,346	\$180,163	92%
Storm Fees	\$84,550	\$84,256	84,150	83,667	336,623	345,140	-8,517	345,140	\$8,517	98%
Solid Waste Fees	\$229,284	\$236,502	241,800	221,628	929,214	842,234	86,980	842,234	(\$86,980)	110%
Sales to other Governments	\$129,532	\$80,843	79,070	103,532	392,977	520,929	-127,952	520,929	\$127,952	75%
Penalties and Fines	\$6,182	\$4,552	102	5,487	16,323	22,000	-5,677	22,000	\$5,677	74%
Other Revenue	\$0	\$0	0	0	0					
<b>Total Revenue</b>	<b>\$1,699,914</b>	<b>\$1,685,854</b>	<b>\$1,705,035</b>	<b>\$1,644,104</b>	<b>\$6,734,907</b>	<b>\$7,140,777</b>	<b>\$(405,870)</b>	<b>\$7,140,777</b>	<b>\$(405,870)</b>	<b>94%</b>

\*These statements are unaudited and subject to change

## Summary Statement of Operations Utility Supported - Expense

EXPENSE:	4th Quarter	3rd Quarter	2nd Quarter	1st Quarter	Year to Date (YTD)			Total Budget	YTD to Total Budget (Dollars)	YTD to Total Budget (Percent)
	Actual	Actual	Actual	Actual	Actual	Budget	Variance (unfavorable)			
Salary/Wages/Benefits	308,192	258,996	217,191	241,225	1,025,604	1,127,590	101,986	1,127,590	\$101,986	91%
Staff Training	920	300	0	930	2,150	3,050	900	3,050	\$900	70%
Mileage/subsistence	0	0	1,030	1,794	2,824	1,050	-1,774	1,050	(\$1,774)	269%
Contracted Services	290,435	246,180	238,765	128,330	903,710	899,426	-4,284	899,426	(\$4,284)	100%
Engineering Fees	3,512	0	0	0	3,512	12,200	8,688	12,200	\$8,688	29%
Professional Services	5,000	0	0	0	5,000	5,100	100	5,100	\$100	98%
Legal Fees	0	0	0	0	0	2,000	2,000	2,000	\$2,000	0%
General Goods and Supplies	647	0	647	192	1,486	8,120	6,634	8,120	\$6,634	18%
Office Supplies/Postage	11,425	5,294	12,014	8,313	37,046	48,960	11,914	48,960	\$11,914	76%
Insurance/Licenses	0	0	58,859	0	58,859	32,130	-26,729	32,130	(\$26,729)	183%
Small Tools & Equipment, Uniforms, Office Furniture	2,718	1,041	2,119	1,265	7,143	10,200	3,057	10,200	\$3,057	70%
Regional Sewage Charges	235,082	261,533	256,411	234,970	987,996	1,029,648	41,652	1,029,648	\$41,652	96%
Water Purchase	301,899	333,367	308,652	290,838	1,234,756	1,275,475	40,719	1,275,475	\$40,719	97%
Building & Grounds R&M	2,823	30	3,010	15,237	21,100	15,341	-5,759	15,341	(\$5,759)	138%
Equipment R&M	123,642	25,827	16,269	825	166,563	51,224	-115,339	51,224	(\$115,339)	325%
Engineered structures R&M	48,886	0	39,803	1,320	90,009	81,600	-8,409	81,600	(\$8,409)	110%
Vehicle Fuel	8,251	7,873	11,040	8,475	35,639	36,720	1,081	36,720	\$1,081	97%
Rentals	90	152	0	0	242	612	370	612	\$370	40%
Utilities	32,620	36,223	30,046	30,840	129,729	151,637	21,908	151,637	\$21,908	86%
Bad Debt Expense	299	1,374	79	1,929	3,681	10,000	6,319	10,000	\$6,319	37%
<b>Total Operating Expense</b>	<b>\$1,376,441</b>	<b>\$1,178,190</b>	<b>\$1,195,935</b>	<b>\$966,483</b>	<b>\$4,717,049</b>	<b>\$4,802,083</b>	<b>\$85,034</b>	<b>\$4,802,083</b>	<b>\$85,034</b>	<b>98%</b>
Excess (Deficiency) before Other Revenue and Expense	323,473	507,664	509,100	677,621	2,017,858	2,338,694	-320,836	2,338,694	-320,836	
OTHER (REVENUE) EXPENSE										
Depreciation	0	0	0	0	982,396	1,511,351	528,955	1,511,351	528,955	
<b>NET EXCESS (DEFICIENCY)</b>	<b>\$323,473</b>	<b>\$507,664</b>	<b>\$509,100</b>	<b>\$677,621</b>	<b>\$1,035,462</b>	<b>\$827,343</b>	<b>\$208,119</b>	<b>\$827,343</b>	<b>\$208,119</b>	

\*These statements are unaudited and subject to change

## Council - For the Twelve Months Ending December 31, 2020

	4th Quarter Actual	3rd Quarter Actual	2nd Quarter Actual	1st Quarter Actual	Actual	Year to Date (YTD) Budget      Variance (unfavorable)		* Total Budget (TB)	YTD to TB
<b>REVENUE:</b>									
<b>Total Revenue</b>					\$0	\$0	\$0	\$0	0.00%
<b>EXPENSE:</b>									
Salary Staff Group Benefits	8,716	9,276	9,275	5,853	33,120	40,081	6,961	40,081	82.63%
Salary Staff Payroll Taxes	4,542	3,748	3,296	4,843	16,429	14,113	-2,316	14,113	116.41%
Honorarium & Per Diem - Mayor Turner	20,339	17,879	16,004	14,523	68,745	72,667	3,922	72,667	94.60%
Honorarium & Per Diem - Councillor Balanko	12,639	9,500	8,142	7,795	38,076	42,286	4,210	42,286	90.04%
Honorarium & Per Diem - Councillor Boutestein	11,539	10,100	8,942	8,845	39,426	42,286	2,860	42,286	93.24%
Honorarium & Per Diem - Councillor Dafoe	11,989	10,000	8,342	8,945	39,276	42,286	3,010	42,286	92.88%
Honorarium & Per Diem - Councillor Giffin	11,639	9,800	8,642	9,245	39,326	42,286	2,960	42,286	93.00%
Honorarium & Per Diem - Councillor Hall	11,589	10,350	9,392	8,995	40,326	42,287	1,961	42,286	95.36%
Honorarium & Per Diem - Councillor Richardson	10,989	9,500	8,142	7,795	36,426	42,286	5,860	42,286	86.14%
<b>Total Salaries &amp; Benefit Expense</b>	<b>103,981</b>	<b>90,153</b>	<b>80,177</b>	<b>76,839</b>	<b>351,150</b>	<b>380,578</b>	<b>29,428</b>	<b>380,577</b>	<b>92.27%</b>
Professional Development - Council	0	0	0	300	300	3,500	3,200	3,500	8.57%
Professional Development - Councillor Balanko	100	0	-890	1,070	280	2,000	1,720	2,000	14.00%
Professional Development - Councillor Boutestein	300	0	-890	890	300	2,000	1,700	2,000	15.00%
Professional Development - Councillor Dafoe	575	0	-890	890	575	2,000	1,425	2,000	28.75%
Professional Development - Councillor Giffin	300	0	0	656	956	2,000	1,044	2,000	47.80%
Professional Development - Councillor Hall	300	0	-890	890	300	2,000	1,700	2,000	15.00%
Professional Development - Councillor Richardson	100	0	-890	890	100	2,000	1,900	2,000	5.00%
Professional Development - Mayor Turner	715	400	-890	890	1,115	2,000	885	2,000	55.75%
Mileage & Subsistence - Council	1,294	104	143	748	2,289	2,800	511	2,800	81.75%
Mileage & Subsistence - Councillor Balanko	242	0	-351	882	773	4,500	3,727	4,500	17.18%
Mileage & Subsistence - Councillor Boutestein	90	0	-351	599	338	4,500	4,162	4,500	7.51%
Mileage & Subsistence - Councillor Dafoe	188	49	-351	991	877	4,500	3,623	4,500	19.49%
Mileage & Subsistence - Councillor Giffin	214	0	69	331	614	4,500	3,886	4,500	13.64%
Mileage & Subsistence - Councillor Hall	165	38	-217	632	618	4,500	3,882	4,500	13.73%
Mileage & Subsistence - Councillor Richardson	89	0	-351	946	684	4,500	3,816	4,500	15.20%
Mileage & Subsistence - Mayor Turner	237	97	-213	383	504	6,000	5,496	6,000	8.40%
Telecommunications - Mayor Turner	618	264	257	0	1,139	1,500	361	1,500	75.93%
Public Relations - Mayor Turner	0	116	0	125	241	1,200	959	1,200	20.08%
Public Relations - Councillor Balanko	0	0	0	110	110	1,200	1,090	1,200	9.17%
Public Relations - Councillor Boutestein	0	0	0	40	40	1,200	1,160	1,200	3.33%
Public Relations - Councillor Dafoe	0	0	0	40	40	1,200	1,160	1,200	3.33%
Public Relations - Councillor Giffin	0	0	0	40	40	1,200	1,160	1,200	3.33%
Public Relations - Councillor Hall	0	0	0	80	80	1,200	1,120	1,200	6.67%
Public Relations - Councillor Richardson	0	0	0	40	40	1,200	1,160	1,200	3.33%
Public Relations - Council	830	562	500	226	2,118	15,000	12,882	15,000	14.12%
Council Computer Purchase	0	0	0	0	0	2,000	2,000	2,000	0.00%
<b>Total Operating Expense</b>	<b>110,338</b>	<b>91,783</b>	<b>73,972</b>	<b>89,528</b>	<b>365,621</b>	<b>460,778</b>	<b>95,157</b>	<b>460,777</b>	<b>79.35%</b>
<b>Excess (Deficiency) before Other Revenue and Expense</b>	<b>-110,338</b>	<b>-91,783</b>	<b>-73,972</b>	<b>-89,528</b>	<b>-365,621</b>	<b>-460,778</b>	<b>-95,157</b>	<b>-460,777</b>	<b>79.35%</b>
<b>OTHER REVENUE AND EXPENSE</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00%</b>
<b>NET EXCESS (DEFICIENCY)</b>	<b>-110,338</b>	<b>-91,783</b>	<b>-73,972</b>	<b>-89,528</b>	<b>-365,621</b>	<b>-460,778</b>	<b>95,157</b>	<b>-460,777</b>	<b>79.35%</b>

\*The annual Council budget is an allocation of funds within the consolidated Town budget, intended to fund the operational requirements on behalf of Council.

\*This financial report will reflect a deficiency due to the fact no revenues are generated within this department.

Approved Capital Projects

Quarterly Status Report as at December 31, 2020



### Tax Supported Capital Projects

<b>Project: IT Storage Array Network Size Upgrade</b> 2020 Budget: 60,000 Spending: 91%	<b>Project: MLC 77 Acre Design</b> 2020 Budget: 100,000 Spending: 0%
<b>Project: Fire Department - Air Compressor</b> 2020 Budget: 65,000 Spending: 101%	<b>Project: Playground Upgrades</b> 2020 Budget: 371,000 Spending: 93%
<b>Project: Fleet Replacement</b> 2020 Budget: 122,328 Spending: 76%	<b>Project: Asset Management Implementation</b> 2020 Budget: 50,000 Spending: 0%
<b>Project: Trail Solar Lights</b> 2020 Budget: 351,070 Spending: 103%	
<b>Total Tax Supported Projects</b> 2020 Budget: 1,119,398 Spending: 82%	



### Utility Supported Capital Projects

<b>Project: Utilities Upgrades</b> 2020 Budget: 172,000 Spending: 84%
<b>Project: Stormwater Management Facility Aerating Fountain</b> 2020 Budget: 40,000 Spending: 130%
<b>Project: Sewer Relining</b> 2020 Budget: 275,000 Spending: 75%
<b>Total Utility Supported Projects</b> 2020 Budget: 212,000 Spending: 68%
<b>TOTAL CURRENT YEAR CAPITAL PROJECTS</b> 2020 Budget: 1,331,398 Spending: 80%

Work In Progress Capital Projects

Quarterly Status Report as at December 31, 2020



### Tax Supported Capital Projects

<b>Project: CCC Sound System Upgrade</b> 2020 Budget: 45,000 Spending: 0%	<b>Project: East Boundary Road Improvements</b> 2020 Budget: 95,000 Total Spending: 70%
<b>Project: Traffic Signal Design (100 Ave/Grandin Drive)</b> 2020 Budget: 50,000 Total Spending: 0%	<b>Project: MLC Multiway Trail Development</b> 2020 Budget: 80,000 Total Spending: 95%
<b>Project: 2018 Road Rehabilitation and Neighborhood Revitalization</b> 2020 Budget: 710,000 Total Spending: 97%	<b>Project: MLC Site Servicing</b> 2020 Budget: 4,500,000 Total Spending: 94%
<b>Project: Park/Sports Field Development</b> 2020 Budget: 100,000 Total Spending: 100%	<b>Project: Street Lighting Extension - EBR to MLC</b> 2020 Budget: 160,000 Total Spending: 94%
<b>Project: Transportation Master Plan</b> 2020 Budget: 180,000 Total Spending: 93%	<b>Project: 100th Street Improvements</b> 2020 Budget: 2,800,000 Total Spending: 106%
<b>Project: Road Rehabilitation and Neighborhood Revitalization (5 Yr Plan)</b> 2020 Budget: 200,000 Total Spending: 94%	<b>Project: Jessica Martel - Laneway</b> 2020 Budget: 47,000 Total Spending: 100%
<b>Total Tax Supported Projects</b> 2020 Budget: 8,967,000 Spending: 97%	



### Utility Supported Capital Projects

<b>Project: Westwinds Lift Station</b> 2020 Budget: 1,584,000 Total Spending: 63%
<b>Project: Westwinds Force main to Business Park</b> 2020 Budget: 297,000 Total Spending: 156%
<b>Total Utility Supported Projects</b> 2020 Budget: 1,881,000 Spending: 78%
<b>TOTAL WORK IN PROGRESS CAPITAL PROJECTS</b> 2020 Budget: 10,848,000 Spending: 93%





