

SUMMER VILLAGE OF WHITE SANDS COUNCIL MEETING
AGENDA
December 21st, 2018
9:00 AM
Town of Stettler Office

- 1) Call to Order
- 2) Additions to Agenda
- 3) Agenda Approval
- 4) Minutes
 - a. Adoption of the Minutes of the Regular Summer Village of White Sands Council Meeting held on November 2nd, 2018 2-4
- 5) Financial
 - a. Bank Reconciliation as of October 31st, 2018 & November 30th, 2018 5-6
 - b. Statement of Revenue & Expenses as of November 30th, 2018 7-8
 - c. Accounts Payable as of October 23rd, November 8th, November 22nd, & December 10th 2018 9-13
- 6) Bylaws none
- 7) Administration/Current Concerns
 - a. Memo re: 2018 Interim Operating Budget 14-17
 - b. Memo re: Maintenance Contractor Pay and bonuses 18
 - c. Development Letter of Support to be provided
 - d. Outstanding RV permits verbal
 - e. Council/Staff Reports verbal
- 8) Correspondence none
- 9) Additions
- 10) In-Camera Session
- 11) Next Meeting Date
- 12) Adjournment

**MINUTES OF THE REGULAR COUNCIL MEETING
OF THE SUMMER VILLAGE OF WHITE SANDS COUNCIL
HELD ON NOVEMBER 2, 2018
TOWN OF STETTLER BOARD ROOM**

Present: Mayor Lorne Thurston
Councillor Bill Sanchuck
Councillor Carl Cornelssen
Chief Administrative Officer Graham Scott
Office Administrator Laurie Tait

Absent: None

1. **Call to Order:** Mayor Thurston called the Council Meeting to order at 9:00 a.m.

2. **Agenda Additions/Approval**

Motion 18:11:01 Moved by Councillor Sanchuck to approve the agenda as presented.

MOTION CARRIED
Unanimous

3. **Adoption of Minutes**

(a) Minutes of the Regular Council Meeting held on September 21, 2018

Motion 18:11:02 Moved by Councillor Cornelssen that the Minutes of the Regular Council Meeting held on September 21, 2018 be approved as presented.

MOTION CARRIED
Unanimous

4. **Financial** (a) Bank Reconciliation as of September 30, 2018

Motion 18:11:03 Moved by Councillor Sanchuck that the Summer Village of White Sands Council approve that Financial Item 4(a) be accepted for information.

MOTION CARRIED
Unanimous

(b) Statement of Revenue & Expenses as of September 30, 2018

Motion 18:11:04 Moved by Councillor Sanchuck that the Summer Village of White Sands Council approve that Financial Item 4(b) be accepted for information.

MOTION CARRIED
Unanimous

(c) Accounts Payable as of September 21 and October 11, 2018

Motion 18:11:05 Moved by Councillor Cornelssen that the Accounts Payable for the periods: September 21 for \$27,286.32 and October 11 for \$59,058.95 in the total amount of \$86,345.27 having been paid, be accepted as presented.

MOTION CARRIED
Unanimous

5. Administration/Current Concerns

- (a) Parkland Regional Library Board Budget
CAO G. Scott reviewed the Parkland Regional Library Board 2019 Budget request with a requisition increase of 1.6%. The requisition is based on the population of 120 multiplied by the requisition of \$8.25/capita for that total 2019 requisition of \$974.40.

Motion 18:11:06

Moved by Councillor Sanchuck that the Summer Village of White Sands accept the Parkland Regional Library Board 2019 budget requisition as presented.

MOTION CARRIED
Unanimous

- (b) Feedback on Wi-Fi
CAO G. Scott reviewed the comments received. Discussion ensued. The service provider will be contacted to investigate options available. Tabled until next meeting.

- (c) Truck Purchase

Motion 18:11:07

Moved by Councillor Sanchuck that the Summer Village of White Sands approve the purchase a 2014 Ford F250 XLT truck from Empire Auto Sales for the sale price of \$27,615 less trade in value of \$2,500 for the 2007 Ford F350 XL truck plus GST for a total of \$26,370.75.

MOTION CARRIED
Unanimous

- (d) Paying of Water Debenture
Mayor Thurston advised that the SMRWSC is unable to allow the Summer Village of White Sands to prepay the current debenture amount owing. If payout would be allowed there would be no payout penalty at this time due to the low interest rates. Further information will be gathered.

- (e) Hall Event Signage
Maintenance Contractor Berger is making sandwich boards noting "Private Event".

- (f) Council/Staff Reports
-next year's property tax notice will include a contact information request area including phone number and email address.
-addition of home based cannabis business definition needs to be added to the Land Use Bylaw and consumption rules need to be added to the Community Standards Bylaw.
-Carriage Road – investigate options with regards to power utility right of ways.
-tennis court condition to be reviewed in the spring.
-fuel shed roof has been covered in metal.
-shop compound fencing – suggest 8'
-unsightly premises – new pictures will be forwarded to Bylaw Enforcement to start action.
-Jennifer Drive build up with clay – will be added to list.
-parking lot expansion – trees have been removed.
-Administration Contract with Town of Stettler – review staffing time to determine expanded workload costs.
-Pheasant Terrace access agreement for the swale – right of way or easement.

- parking enforcement will require the services of a commissionaire - will be invited to make a presentation to Council.
- Community Hall Rental Policy suggestions – damage deposit \$150; rental rate increase to \$150; cleaning honorarium \$35; renters to be rate payers; smoking rules.
- Community Standards Bylaw – suggestions for updates can be emailed to the CAO.
- fire lane project – concerns from home owners about unwanted activities, theft and vandalism.
- dust control – suggestion to use asphalt milling for high use traffic areas as a cost savings over calcium.
- Pocket Guide to Invasive Species to be placed at the Hall.
- No Stone Left Alone program consideration for the Erskine Cemetery.

Motion 18:11:08

Moved by Mayor Thurston that the Summer Village of White Sands provide funding of up to \$500 towards the No Stone Left Alone program for the Erskine Cemetery in 2019.

MOTION CARRIED
Unanimous

6. **Correspondence** none
7. **Bylaws** none
8. **Additions** none
9. **Next Meeting Date** Call of the Chair
10. **Adjournment**

Motion 18:11:09

Moved by Councillor Cornelssen that this Regular Meeting of the Summer Village of White Sands Council be adjourned.

MOTION CARRIED
Unanimous at 11:40

MAYOR

CHIEF ADMINISTRATIVE OFFICER

**SUMMER VILLAGE OF WHITE SANDS
BANK RECONCILIATION
As of October 31, 2018**

Net Balance at End of Previous Month	\$ 1,251,906.13
ADD: General Receipts	83,828.90
Interest Earned	2,275.14
Investments Matured	<u>0.00</u>
SUBTOTAL	1,338,010.17
LESS: General Disbursements	67,787.18
Investments	0.00
Returned Cheques	0.00
Bank Charges	<u>9.08</u>
SUBTOTAL	<u>67,796.26</u>
NET BALANCE AT END OF CURRENT MONTH	<u><u>\$ 1,270,213.91</u></u>

Balance at End of Month - Bank	1,275,685.81
ADD: Outstanding Deposits	0.00
LESS: Outstanding Cheques	<u>5,471.90</u>
NET BALANCE AT END OF CURRENT MONTH	<u><u>\$ 1,270,213.91</u></u>

INVESTMENTS:	0.00
	<u>0.00</u>
SUBTOTAL	<u>0.00</u>
TOTAL CASH ON HAND AND ON DEPOSIT	\$ 1,270,213.91

THIS STATEMENT SUBMITTED TO SUMMER VILLAGE OF WHITE SANDS THIS
1st DAY OF NOVEMBER 2018

MAYOR

CHIEF ADMINISTRATIVE OFFICER

GENERAL RECEIPTS SUMMARY		
Tax	AR	13,558
PI&Dev Permits		100
Lot Sale		66,500
Bylaw Fines		500
Return on Investments		2,275
Other		<u>895</u>
	Total	83,828

**SUMMER VILLAGE OF WHITE SANDS
BANK RECONCILIATION
As of November 30, 2018**

Net Balance at End of Previous Month	\$ 1,270,213.91
ADD: General Receipts	16,825.96
Interest Earned	2,319.28
Investments Matured	<u>0.00</u>
SUBTOTAL	1,289,359.15
LESS: General Disbursements	64,007.32
Investments	0.00
Returned Cheques	0.00
Bank Charges	<u>9.08</u>
SUBTOTAL	<u>64,016.40</u>
NET BALANCE AT END OF CURRENT MONTH	<u><u>\$ 1,225,342.75</u></u>
Balance at End of Month - Bank	1,235,101.92
ADD: Outstanding Deposits	0.00
LESS: Outstanding Cheques	<u>9,759.17</u>
NET BALANCE AT END OF CURRENT MONTH	<u><u>\$ 1,225,342.75</u></u>
INVESTMENTS:	0.00
	<u>0.00</u>
SUBTOTAL	<u>0.00</u>
TOTAL CASH ON HAND AND ON DEPOSIT	\$ 1,225,342.75

THIS STATEMENT SUBMITTED TO SUMMER VILLAGE OF WHITE SANDS THIS
1st DAY OF DECEMBER 2018

MAYOR

CHIEF ADMINISTRATIVE OFFICER

GENERAL RECEIPTS SUMMARY		
Tax	AR	15,611
PI&Dev Permits		100
PI&Dev Appeal		500
PI&Dev RV Permit		600
Other		15
	Total	16,826

**SUMMER VILLAGE OF WHITE SANDS
STATEMENT OF REVENUE AND EXPENDITURES
AS OF NOVEMBER 30, 2018**

	YTD Actual	Variance	Annual Budget
Revenue			
General Administration	79,179.00	(57,510.00)	21,669.00
Protective Services	1,324.00	(374.00)	950.00
Roads, Streets, Transportation	1,000.00	11,750.00	12,750.00
Planning & Development	11,277.95	4,422.05	15,700.00
Recreation & Parks	-	-	-
Taxes/Penalties	606,174.94	(2,986.94)	603,188.00
Other Revenue	<u>18,510.59</u>	<u>(12,510.59)</u>	<u>6,000.00</u>
Total Revenue	\$ 717,466.48	\$ (57,209.48)	\$ 660,257.00
Expenses			
Council & Legislative	7,990.35	6,009.65	14,000.00
General Administration	61,772.53	15,227.47	77,000.00
Fire Fighting & Preventive	35,424.75	2,575.25	38,000.00
Disaster Services	500.00	-	500.00
Ambulance	-	-	-
Bylaw Enforcement	871.00	2,129.00	3,000.00
Roads, Streets, Transportation	58,636.58	12,863.42	71,500.00
Water Department	7,071.20	2,386.80	9,458.00
Garbage Collection & Disposal	14,850.23	2,777.77	17,628.00
Planning & Development	20,583.75	10,216.25	30,800.00
Parks & Recreation	38,705.50	3,844.50	42,550.00
Culture	4,906.63	3,693.37	8,600.00
Requisitions	256,437.48	70,892.52	327,330.00
Contingency	<u>-</u>	<u>19,300.00</u>	<u>19,300.00</u>
Total Expenses	\$ 507,750.00	\$ 151,916.00	\$ 659,666.00
Surplus/Deficit	\$ 209,716.48	\$ (209,125.48)	\$ 591.00

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	5638
Cheque Date	First	Last		5644

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services	5638	2018-10-24	\$82.78

Invoice Description	Invoice Number	Invoice Amount	
Trans/Multi - Sep Gas bill	201809-3683	\$82.78	

Berger, Allen	5639	2018-10-24	\$4,553.56

Invoice Description	Invoice Number	Invoice Amount	
Trans/Parks - Oct Contract	686175	\$4,303.56	
Trans - Sep phone & fuel	2018.10.03	\$250.00	

Enmax	5640	2018-10-24	\$315.56

Invoice Description	Invoice Number	Invoice Amount	
Trans/Mult - Sept power	18-2799607	\$315.56	

Gra-Core Consulting & Investme	5641	2018-10-24	\$2,583.00

Invoice Description	Invoice Number	Invoice Amount	
Pl&Dev - Sept Monthly Services	2018-015	\$2,583.00	

Spade Septic Solutions	5642	2018-10-24	\$853.13

Invoice Description	Invoice Number	Invoice Amount	
Park - outhouse pumpouts	1986	\$853.13	

Spruyt, Ed	5643	2018-10-24	\$386.00

Invoice Description	Invoice Number	Invoice Amount	
Parks&Rec Coyote control	023	\$386.00	

Stettler Sales & Rentals Ltd.	5644	2018-10-24	\$340.20

Invoice Description	Invoice Number	Invoice Amount	
Parks&Rec - stump grinder rent	118520	\$340.20	

Total Cheques			\$9,114.23
=====			

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	5645
Cheque Date	First	Last		5653

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
E.K. Landscape	5645	2018-11-08	\$3,525.37

Invoice Description		Invoice Number	Invoice Amount

Drainage - Install culverts		507	\$1,593.37
Drainage - topsoil, seeding		508	\$1,932.00

Ember Graphics Ltd.	5646	2018-11-08	\$268.64

Invoice Description		Invoice Number	Invoice Amount

Trans - No ATV signs		14426	\$268.64

Empire Auto Sales	5647	2018-11-08	\$26,370.75

Invoice Description		Invoice Number	Invoice Amount

Common Svc - 2014 F250XLT		2018.10.18	\$26,370.75

Schwartz Home Building Centre	5648	2018-11-08	\$513.52

Invoice Description		Invoice Number	Invoice Amount

Trans - ridge cap,gable,lumber		709009	\$513.52

Shirley McClellan Regional Wat	5649	2018-11-08	\$2,173.04

Invoice Description		Invoice Number	Invoice Amount

Water - Phase 1 Oct payment		SMRWSC-000819	\$2,173.04

Stettler Home Hardware	5650	2018-11-08	\$284.72

Invoice Description		Invoice Number	Invoice Amount

Parks&Rec - file and chain		114328	\$30.35
Trans - Rollers, cleaner,bags		114459	\$48.73
Multi/Trans - detector,bolts		114485	\$192.33
Multi - batteries, hook & eye		114524	\$13.31

Stettler Waste Management Auth	5651	2018-11-08	\$3,782.00

Invoice Description		Invoice Number	Invoice Amount

Landfill - 3rd Qtr Requisition		SWM-0001208	\$3,782.00

Town of Stettler	5652	2018-11-08	\$9,085.88

Invoice Description		Invoice Number	Invoice Amount

Admin - Contract Jul/Aug/Sep		IVC028839	\$8,400.00
Multi - postage, fuel, xplornet		IVC028863	\$685.88

United Farmers of Alberta	5653	2018-11-08	\$244.30

Invoice Description		Invoice Number	Invoice Amount

Trans/Water - hose reel, ply		304292123	\$244.30

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	5654
Cheque Date	First	Last		5663

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
Access Gas Services	5654	2018-11-26	\$130.61

Invoice Description	Invoice Number	Invoice Amount	

Trans/Multi - Oct Gas Bill	201810-3683	\$130.61	

Berger, Allen	5655	2018-11-26	\$4,834.51

Invoice Description	Invoice Number	Invoice Amount	

November 18 Contract	686176	\$4,303.56	
Oct cell,fuel,boot allowance	2018.11.08	\$530.95	

Enmax	5656	2018-11-26	\$385.36

Invoice Description	Invoice Number	Invoice Amount	

October 2018 Power Bill	18-2804549	\$385.36	

Five Star Ventures Ltd.	5657	2018-11-26	\$115.50

Invoice Description	Invoice Number	Invoice Amount	

Landfill - bin dump 18.10.22	8819	\$31.50	
Landfill - bin dump 18.10.31	8825	\$31.50	
Landfill - Oct 18 bin rental	9052	\$52.50	

IJD Inspections Ltd.	5658	2018-11-26	\$1,072.62

Invoice Description	Invoice Number	Invoice Amount	

Pl&Dev - Oct 18 building permi	WS2018-10	\$1,072.62	

Municipal Property Consultants	5659	2018-11-26	\$5,703.08

Invoice Description	Invoice Number	Invoice Amount	

Assessor Jul-Dec 2018	3656	\$5,703.08	

Paul's Road Maintenance	5660	2018-11-26	\$2,352.00

Invoice Description	Invoice Number	Invoice Amount	

Trans - road blading	7655	\$2,352.00	

RMA Insurance Ltd	5661	2018-11-26	\$5,536.25

Invoice Description	Invoice Number	Invoice Amount	

Admin - accident insurance	INS0023529	\$404.79	
Parks - property insurance	INS0023670	\$418.18	
Admin - bond & crime insurance	INS0023824	\$402.73	
Trans - machinery insurance	INS0024541	\$62.83	
Admin - liability insurance	INS0024851	\$1,231.88	
Trans- auto insurance	INS0025080	\$491.31	
Trans/Parks - property insuran	INS0025877	\$1,149.48	
Admin - gen liability insuranc	JUB0025555	\$1,375.05	

Vendor Name	Cheque Number	Cheque Date	Cheque Amount									
Scott, Graham	5662	2018-11-26	\$1,069.50									
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Admin - ASVA conf mileage</td> <td>2018.11.09</td> <td>\$169.50</td> </tr> <tr> <td>2018 website maintenance</td> <td>20181126</td> <td>\$900.00</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Admin - ASVA conf mileage	2018.11.09	\$169.50	2018 website maintenance	20181126	\$900.00
Invoice Description	Invoice Number	Invoice Amount										
Admin - ASVA conf mileage	2018.11.09	\$169.50										
2018 website maintenance	20181126	\$900.00										
Shores Jardine	5663	2018-11-26	\$85.04									
<table border="1"> <thead> <tr> <th>Invoice Description</th> <th>Invoice Number</th> <th>Invoice Amount</th> </tr> </thead> <tbody> <tr> <td>Admin - Oct 18 legal fees</td> <td>34551</td> <td>\$85.04</td> </tr> </tbody> </table>				Invoice Description	Invoice Number	Invoice Amount	Admin - Oct 18 legal fees	34551	\$85.04			
Invoice Description	Invoice Number	Invoice Amount										
Admin - Oct 18 legal fees	34551	\$85.04										
Total Cheques			\$21,284.47									

Ranges:	From:	To:	From:	To:
Vendor ID	First	Last	Chequebook ID	First
Vendor Name	First	Last	Cheque Number	5664
Cheque Date	First	Last		5668

Sorted By: Cheque Number

Distribution Types Included:All

Vendor Name	Cheque Number	Cheque Date	Cheque Amount
=====			
Action Plumbing and Excavating	5664	2018-12-10	\$150.78
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Water - valves,fittings,cement		I022473	\$150.78
=====			
Five Star Ventures Ltd.	5665	2018-12-10	\$84.00
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Landfill - bin dump 18.11.05		9161	\$31.50
Landfill - bin rental Nov 18		9407	\$52.50
=====			
Horne, Geraldine	5666	2018-12-10	\$495.00
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Multi - 2018 hall clean up		2018.12.01	\$495.00
=====			
Spade Septic Solutions	5667	2018-12-10	\$131.25
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Trans/Multi - septic pumpout		2016	\$131.25
=====			
Wright, Nicole	5668	2018-12-10	\$158.00
=====			
Invoice Description		Invoice Number	Invoice Amount
-----		-----	
Pl&Dev - DAB fee & mileage		2018.11.27	\$158.00
=====			

	Total Cheques		\$1,019.03
		=====	

MEMORANDUM

To: Mayor and Council
From: Graham Scott
Date: December 14, 2018
Re: Interim Operating Budget 2019

Section 242 of the *Municipal Government Act (MGA)* requires Council to adopt an operating budget for each calendar year. Section 242 further states that a Council may adopt an interim operating budget for part of a calendar year.

Since the Summer Village's 2019 Operating Budget will not be adopted until May/June 2019, an Interim Operating Budget is required to provide legal expenditure authority per Section 248 of the *MGA*.

The Interim Operating Budget is not used to set property tax rates; rather its purpose is to be used as the authority to provide services, programs and overall corporate continuity. An Interim Operating Budget ceases to have any effect when the Operating Budget and Tax (Mill) Rate Bylaw is finally adopted in 2019.

At this time of year, it has been usual administrative practice to recommend that Council approve the same level of interim operational expenditures for 2019 as was finally approved for the previous year 2018. New this year is the extended projection of 2020 and 2021 as now set out in the *Municipal Government Act*.

Recommendation:

That the Summer Village of White Sands Council adopt, per Sections 242(2) and 248 of the *Municipal Government Act*, a 2019 - 2021 Interim Operating Budget with expenditures and surplus totaling \$660,257 for that part of 2019 prior to the Operating Budget being adopted by Council.

Account Number	Description	2018 Est'd	2019 interim	2020 projected	2021 projected
1-12-01-00-00-300	Admin - Sales to Other Governments				
1-12-01-00-00-520	Admin - Lot Sale Fees				
1-12-01-00-00-590	Admin - Other Revenue	\$50.00	\$50.00	\$50.00	\$50.00
1-12-01-00-00-840	Admin - Provincial Grant	\$11,369.00	\$11,369.00	\$11,369.00	\$11,369.00
1-12-01-00-01-490	Admin - Tax Information/Certificates	\$250.00	\$250.00	\$250.00	\$250.00
1-12-01-00-01-590	Admin - GST Interest				
Total General Administration		\$11,669.00	\$11,669.00	\$11,669.00	\$11,669.00
1-23-99-91-00-920	Fire - Drawn fr. Op Reserve				
Total Fire Department		\$0.00	\$0.00	\$0.00	\$0.00
1-25-00-00-00-560	Ambulance - Other Revenue	\$700.00	\$700.00	\$700.00	\$700.00
1-25-00-00-00-840	Ambulance - Provincial Grant				
1-25-99-92-00-940	Ambulance - Drawn from Capital				
1-26-00-00-00-530	Bylaw - Fines	\$250.00	\$250.00	\$250.00	\$250.00
Total Protective Services		\$950.00	\$950.00	\$950.00	\$950.00
1-31-99-91-00-920	Common Services - Drawn from Op. Reserve				
Total Common Services		\$0.00	\$0.00	\$0.00	\$0.00
1-32-00-00-00-550	Trans - Returns on Investments				
1-32-00-00-00-590	Trans - Multi-Purpose Room	\$750.00	\$750.00	\$750.00	\$750.00
1-32-00-00-00-840	Trans - Conditional Grants				
1-32-00-00-01-840	Trans - Road Grants	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
1-32-99-91-00-920	Trans - Drawn from Operating Reserve				
1-32-99-92-00-940	Trans - Drawn from Capital				
1-32-99-94-00-990	Trans - Contributed from Surplus				
Total Transportation		\$12,750.00	\$12,750.00	\$12,750.00	\$12,750.00
1-41-00-00-00-840	Water - Provincial Grant				
Total Water		\$0.00	\$0.00	\$0.00	\$0.00
1-61-00-00-00-520	Planning & Dev - Planning Permits	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
1-61-00-00-01-520	Planning & Dev - Building Permits	\$2,500.00	\$2,500.00	\$2,500.00	\$2,500.00
1-61-00-00-02-520	Planning & Dev - RV Permit	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00
1-61-00-00-05-520	Planning & Dev - PGE Permits	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
1-61-00-00-00-840	Planning & Dev - Provincial Grant				
1-61-99-91-00-920	Planning & Dev - Drawn from Op Reserve	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
Total Planning & Development		\$25,700.00	\$25,700.00	\$25,700.00	\$25,700.00
1-72-00-00-00-590	Recreation - Recycling Revenue				
1-72-00-00-00-840	Parks - Provincial Grant				
1-72-99-91-00-920	Recreation - Drawn from Operating Reserve				
1-72-99-92-00-940	Parks & Rec - Drawn fr. Capital				
Total for Recreation & Parks		\$0.00	\$0.00	\$0.00	\$0.00
1-97-00-00-00-990	Excess Collection of Requisitions				
1-97-00-00-01-990	Under Collection of Requisitions				
Subtotal Excess Collections		\$0.00	\$0.00	\$0.00	\$0.00
1-99-01-00-01-111	Taxes - Municipal	\$180,498.00	\$180,498.00	\$196,742.82	\$200,677.68
1-99-01-00-01-120	Taxes - Municipal - Special Tax	\$90,860.00	\$90,860.00	\$95,403.00	\$97,311.06
Subtotal Municipal Taxes		\$271,358.00	\$271,358.00	\$292,145.82	\$297,988.74
1-99-01-00-02-111	Taxes - School - Residential	\$281,909.88	\$281,909.88	\$290,367.18	\$299,078.19
1-99-01-00-03-111	Taxes - School - Non-Residential	\$1,661.13	\$1,661.13	\$1,710.96	\$1,762.29
1-99-01-00-04-111	Taxes - Ambulance				
1-99-01-00-05-111	Taxes - Senior Housing	\$43,744.00	\$43,744.00	\$45,056.32	\$46,408.01
1-99-01-00-06-111	Taxes - DIP	\$15.00	\$15.00	\$15.00	\$15.00
Subtotal Non-Municipal Taxes		\$327,330.01	\$327,330.01	\$337,149.46	\$347,263.49
1-99-02-00-01-510	Penalties & Cost on Taxes	\$4,500.00	\$4,500.00	\$4,500.00	\$4,500.00
1-99-02-00-02-550	Return on Investments	\$6,000.00	\$6,000.00	\$6,000.00	\$6,000.00
1-99-02-00-04-740	Unconditional Provincial Grant				
Subtotal Other Revenue		\$10,500.00	\$10,500.00	\$10,500.00	\$10,500.00
TOTAL REVENUE		\$660,257.01	\$660,257.01	\$690,864.28	\$706,821.23

Account Number	Description	2018 Est'd	2019 interim	2020 projected	2021 projected
2-11-00-00-00-151	Council - Honoraria	\$7,000.00	\$7,000.00	\$8,000.00	\$8,000.00
2-11-00-00-00-211	Council - Travel & Subsistence	\$7,000.00	\$7,000.00	\$7,500.00	\$7,500.00
Total Council & Legislative		\$14,000.00	\$14,000.00	\$15,500.00	\$15,500.00
2-12-00-00-00-200	Admin - Contracted Services	\$32,000.00	\$32,000.00	\$42,000.00	\$42,000.00
2-12-01-00-00-211	Admin - Travel & Subsistence	\$1,250.00	\$1,250.00	\$1,500.00	\$1,500.00
2-12-01-00-00-214	Admin - Association Memberships	\$2,700.00	\$2,700.00	\$2,700.00	\$2,700.00
2-12-01-00-00-225	Admin - Land Titles	\$50.00	\$50.00	\$50.00	\$50.00
2-12-01-00-00-227	Admin - Web Site Maintenance	\$1,900.00	\$1,900.00	\$1,900.00	\$1,900.00
2-12-01-00-00-231	Admin - Accounting & Audit	\$4,000.00	\$4,000.00	\$4,000.00	\$4,000.00
2-12-01-00-00-232	Admin - Legal Fees	\$14,000.00	\$14,000.00	\$12,000.00	\$10,000.00
2-12-01-00-00-260	Admin - Rentals				
2-12-01-00-00-274	Admin - Insurance & Bond	\$3,200.00	\$3,200.00	\$3,264.00	\$3,329.28
2-12-01-00-00-731	Admin - Contr. to Other Government				
2-12-01-00-00-810	Admin - Bank Charges & Interest	\$150.00	\$150.00	\$150.00	\$150.00
2-12-01-00-00-991	Admin - Cash Over/Short				
Subtotal Administration		\$59,250.00	\$59,250.00	\$67,564.00	\$65,629.28
2-12-02-00-00-221	Office - Advertising	\$250.00	\$250.00	\$250.00	\$250.00
2-12-02-00-00-222	Office - Telephone	\$300.00	\$300.00	\$300.00	\$300.00
2-12-02-00-00-223	Office - Postage	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
2-12-02-00-00-510	Office - Goods & Services	\$1,700.00	\$1,700.00	\$1,700.00	\$1,700.00
Subtotal Office		\$3,750.00	\$3,750.00	\$3,750.00	\$3,750.00
2-12-11-00-00-239	Assessor	\$12,000.00	\$12,000.00	\$12,240.00	\$12,484.80
2-12-11-00-02-239	Regional ARB	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
Subtotal Assessor		\$14,000.00	\$14,000.00	\$14,240.00	\$14,484.80
2-12-12-00-00-227	Municipal Election				\$2,000.00
Subtotal Election		\$0.00	\$0.00	\$0.00	\$2,000.00
Total General Administration		\$77,000.00	\$77,000.00	\$85,554.00	\$85,864.08
2-23-00-00-00-158	Fire - Regional Chief				
2-23-00-00-00-200	Fire - Fire Agreement	\$36,000.00	\$36,000.00	\$36,720.00	\$37,454.40
2-23-00-00-00-264	Fire - Access Road Agreement				
2-23-00-00-00-350	Fire - Fire Fighting	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00
2-23-99-91-00-764	Fire - Transfer to Reserve				
Subtotal Fire Fighting & Preventive		\$38,000.00	\$38,000.00	\$38,720.00	\$39,454.40
2-24-00-00-00-158	Disaster Services - Coordinator	\$500.00	\$500.00	\$500.00	\$500.00
Subtotal Disaster Services		\$500.00	\$500.00	\$500.00	\$500.00
2-25-00-00-00-765	Ambulance - Levy				
2-25-99-92-00-762	Ambulance - Contributed to Capital				
Subtotal Ambulance Services		\$0.00	\$0.00	\$0.00	\$0.00
2-26-00-00-00-158	Bylaw - Regional Officer				
2-26-00-00-00-200	Bylaw - Enforcement	\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
2-26-99-91-00-764	Bylaw - Transfer to Reserve				
Subtotal Bylaw Enforcement		\$3,000.00	\$3,000.00	\$3,000.00	\$3,000.00
Total Protective Services		\$41,500.00	\$41,500.00	\$42,220.00	\$42,954.40
2-31-00-00-00-562	Common Services - Small Equip/Tools	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
2-31-99-91-00-764	Common Services - Trsf to Reserve				
2-31-99-92-00-762	Common Services - Contributed to Capital				
Total Common Services		\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
2-32-00-00-00-112	Trans - Wages	\$2,000.00	\$2,000.00	\$2,040.00	\$2,080.80
2-32-00-00-00-158	Trans - Regional Employee Safety	\$500.00	\$500.00	\$500.00	\$500.00
2-32-00-00-00-200	Trans - Contracted Services	\$32,000.00	\$32,000.00	\$32,640.00	\$33,292.80
2-32-00-00-00-222	Trans - Telephone	\$650.00	\$650.00	\$650.00	\$650.00
2-32-00-00-00-252	Trans - Building Pumpout	\$500.00	\$500.00	\$500.00	\$500.00
2-32-00-00-00-274	Trans - Insurance	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
2-32-00-00-00-510	Trans - Goods & Services	\$15,000.00	\$15,000.00	\$15,300.00	\$15,606.00
2-32-00-00-00-521	Trans - Fuel	\$4,800.00	\$4,800.00	\$4,896.00	\$4,993.92
2-32-00-00-00-540	Trans - Street Lights				
2-32-00-00-00-552	Trans - Bldg - Power	\$750.00	\$750.00	\$765.00	\$780.30
2-32-00-00-00-581	Trans - Bldg - Gas	\$700.00	\$700.00	\$714.00	\$728.28
2-32-00-00-00-583	Trans - Bldg - Water	\$100.00	\$100.00	\$102.00	\$104.04

2-32-00-00-01-237	Trans - Bldg - Janitor				
2-32-15-00-00-263	Trans - Project 1 - Hired Equipment				
2-32-15-00-00-532	Trans - Project 1 - Gravel	\$12,000.00	\$12,000.00	\$12,000.00	\$12,000.00
2-32-15-00-00-554	Trans - Project 1 - Materials				
2-32-99-91-00-764	Trans - Transfer to Reserve				
2-32-99-92-00-762	Trans - Contributed to Capital				
Total Transportation		\$70,500.00	\$70,500.00	\$71,607.00	\$72,736.14

2-41-00-00-00-200	Water - SMRWSC Debt	\$4,316.00	\$4,316.00	\$4,316.00	\$4,316.00
2-41-00-00-00-214	Water - SMRWSC Membership	\$3,242.00	\$3,242.00	\$3,242.00	\$3,242.00
2-41-00-00-00-510	Water - General Goods & Services				
2-41-00-00-00-582	Water - Power	\$1,900.00	\$1,900.00	\$1,938.00	\$1,976.76
2-41-99-92-00-762	Water - Contributed to Capital				
Total Water		\$9,458.00	\$9,458.00	\$9,496.00	\$9,534.76

2-43-00-00-00-112	Landfill - Wages				
2-43-00-00-00-200	Landfill - Contracted Services	\$2,500.00	\$2,500.00	\$2,550.00	\$2,601.00
2-43-00-00-00-239	Landfill - Requisition	\$15,128.00	\$15,128.00	\$15,430.56	\$15,739.17
2-43-99-91-00-764	Landfill - Transfer to Reserve				
Total Landfill		\$17,628.00	\$17,628.00	\$17,980.56	\$18,340.17

2-61-00-00-00-158	Planning & Dev - DAB Fees				
2-61-00-00-01-158	Planning & Dev - Honorarium	\$11,000.00	\$11,000.00	\$11,000.00	\$11,000.00
2-61-00-00-00-200	Planning & Dev - Dev. Officer Contract	\$19,000.00	\$19,000.00	\$19,000.00	\$19,000.00
2-61-00-00-00-211	Planning & Dev - Travel & Subs.				
2-61-00-00-00-221	Planning & Dev - Advertising	\$300.00	\$300.00	\$306.00	\$312.12
2-61-00-00-00-232	Planning & Dev - Buffalo Lake Plan				
2-61-00-00-00-519	Planning & Dev - Other Supplies	\$500.00	\$500.00	\$500.00	\$500.00
Total Planning & Development		\$30,800.00	\$30,800.00	\$30,806.00	\$30,812.12

2-72-00-00-00-112	Parks & Rec - Wages	\$19,400.00	\$19,400.00	\$19,788.00	\$20,183.76
2-72-00-00-00-200	Parks & Rec - Contracted Services	\$15,000.00	\$15,000.00	\$15,300.00	\$15,606.00
2-72-00-00-00-272	Parks & Rec - Damage Claims	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
2-72-00-00-00-274	Parks & Rec - Insurance	\$650.00	\$650.00	\$663.00	\$676.26
2-72-00-00-00-510	Parks & Rec - General Goods & Services	\$5,000.00	\$5,000.00	\$5,100.00	\$5,202.00
2-72-00-00-00-518	Parks & Rec - Other Contribution				
2-72-00-00-00-582	Parks & Rec - Power				
2-72-15-00-00-263	Parks & Rec - Beach Improvements	\$1,500.00	\$1,500.00	\$1,530.00	\$1,560.60
2-72-99-91-00-764	Parks & Rec - Transfer to Reserve				
2-72-99-92-00-762	Parks & Rec - Contributed to Capital				
Total Parks & Recreation		\$42,550.00	\$42,550.00	\$43,381.00	\$44,228.62

2-74-11-00-00-214	Library - Parkland Membership	\$750.00	\$750.00	\$765.00	\$780.30
2-72-00-00-00-274	Multipurpose - Janitor	\$550.00	\$550.00	\$600.00	\$600.00
2-72-00-00-00-510	Multipurpose - Building Pumpout	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
2-72-00-00-00-518	Multipurpose - Wifi	\$1,200.00	\$1,200.00	\$1,200.00	\$1,200.00
2-72-00-00-00-582	Multipurpose - Supplies	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
2-72-15-00-00-263	Multipurpose - Gas	\$900.00	\$900.00	\$918.00	\$936.36
2-72-99-91-00-764	Multipurpose - Power	\$1,800.00	\$1,800.00	\$1,836.00	\$1,872.72
2-72-99-92-00-762	Multipurpose - Water	\$400.00	\$400.00	\$408.00	\$416.16
Total Culture		\$8,600.00	\$8,600.00	\$8,727.00	\$8,805.54

2-99-99-91-00-764	Contingency - Transfer to Reserve	\$19,300.00	\$19,300.00	\$30,000.00	\$30,000.00
Total Contingency		\$19,300.00	\$19,300.00	\$30,000.00	\$30,000.00

2-99-01-00-00-743	Requisitions - Alberta School Foundation Fund	\$283,571.01	\$283,571.01	\$289,242.43	\$295,027.28
2-99-01-00-00-746	Requisitions - Senior Housing	\$43,744.00	\$43,744.00	\$44,618.88	\$45,511.26
2-99-01-00-00-747		\$15.00	\$15.00	\$15.00	\$15.00
Total Non-Municipal Requisitions		\$327,330.01	\$327,330.01	\$333,876.31	\$340,553.54

TOTAL EXPENDITURES		\$659,666.01	\$659,666.01	\$690,147.87	\$700,329.37
---------------------------	--	---------------------	---------------------	---------------------	---------------------

Total Expenditures	\$659,666.01	\$659,666.01	\$690,147.87	\$700,329.37
Grand Total Revenues	\$660,257.01	\$660,257.01	\$690,864.28	\$706,821.23
Surplus/(Deficit)	\$591.00	\$591.00	\$716.41	\$6,491.86

MEMORANDUM

To: Mayor and Council
From: Graham Scott
Date: December 14, 2018
Re: Maintenance Contractor Pay & Christmas Bonus

The annual increases in pay for our maintenance contractor have corresponded to negotiated union rates at the Town of Stettler. For 2019 this rate is 1.5%. There is no obligation to stay with this rate. Some details are shown in the table below (with 3 different scenarios shown for 2019):

year	monthly pay	annual pay	change
2019	\$ 4,242.38	\$ 50,908.63	103%
	\$ 4,201.20	\$ 50,414.37	102%
	\$ 4,180.60	\$ 50,167.24	101.5%
2018	\$ 4,118.82	\$ 49,425.85	102%
2017	\$ 4,038.06	\$ 48,456.72	101.5%
2016	\$ 3,978.38	\$ 47,740.56	103%
2015	\$ 3,862.50	\$ 46,350.00	103%
2014	\$ 3,750.00	\$ 45,000.00	103%
2013	\$ 3,650.00	\$ 43,800.00	104%
2012	\$ 3,500.00	\$ 42,000.00	117%
2011	\$ 3,000.00	\$ 36,000.00	n/a

In addition to this, in past years a Christmas bonus has been paid to our maintenance contractor of \$300, and a contribution to all the Town of Stettler staff of \$250 Heart of Alberta dollars.

Recommendation:

That the Summer Village of White Sands Council once again considers these items:

- Maintenance Contractor Wage
- Maintenance Contractor Bonus
- Administration & Finance Bonus