

1.0 CALL TO ORDER

2.0 APPROVAL OF AGENDA

3.0 MINUTES

3.1 REGULAR MEETING HELD JULY 2, 2024

[Schedule A](#)

3.2 SPECIAL MEETING HELD JUNE 26, 2024

[Schedule B](#)

4.0 ACTION ITEMS:

**4.1 SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 24-R-829
SW 22-60-3-W5 (SUNNY ACRE)**

Administration recommends that Council approve subdivision application 24-R-829 proposing to create a 1.16 ha (2.87 acre) yard site separation within SW 22-60-3-W5 with the conditions as presented.

[Schedule C](#)

4.2 ANIMAL CONTROL BYLAW 5-2024

Administration recommends that Council gives 3 readings to Bylaw 5-2024 Animal Control Bylaw.

[Schedule D](#)

4.3 FINANCIAL AND OTHER POLICIES FOR COUNCIL CONSIDERATION

Administration recommends that:

Council approves the following policies:

- FN-006 – Tangible Capital Assets
- FN-007 – Financial Management & Reporting
- FN-008 – Budget and Expenditure Management
- FN-009 – Allocation of Year End Operating Budget Surplus
- AD-007 – Procurement

Council rescinds the following policies:

- 12.29 Tangible Capital Assets Classification/Capitalization Threshold/Amortization
- 11.19 Expenditure of Money
- 12.05 Purchasing
- 11.10-01 Assessment Act – Farm Status

[Schedule E](#)

4.4 MSI CAPITAL, LGFF, & CCBF GRANT FUNDING

Administration recommends that Council provide direction to Administration to submit applications to MSI Capital and LGFF for the following projects:

_____.

[Schedule F](#)

5.0 REPORTS**5.1 COUNTY MANAGER REPORT**

Administration recommends that Council accept the County Manager's report for information.

- Resolution Tracking List

[Schedule G](#)

5.2 PUBLIC WORKS REPORT (10:30 a.m.)

Administration recommends that Council accept the Director of Infrastructure's report for information.

[Schedule H](#)

5.3 DIRECTOR OF CORPORATE SERVICES REPORT

Administration recommends that Council accept the Director of Corporate Service's report for information.

- Cash, Investments, & Taxes Receivable as of June 30, 2024

[Schedule I](#)

- Payments Issued for the month of June 2024

[Schedule J](#)

- YTD Budget Report for the 6 months ending June 30, 2024

[Schedule K](#)

- YTD Capital Recap for period ending June 30, 2024

[Schedule L](#)

- Elected Official Remuneration Report as at June 30, 2024

[Schedule M](#)

5.4 COUNCILLOR REPORTS**6.0 INFORMATION ITEMS:****6.1 Thank you letter from STARS**

[Schedule N](#)

6.2 STARS Horizon Magazine – Spring 2024

[Schedule O](#)

6.3 Minutes**6.3.1 FCSS Meeting Minutes – May 16, 2024**

[Schedule P](#)

7.0 DELEGATIONS**7.1 11:00 a.m. Shannon Paquette, Donor Relations and Development Officer, Central Alberta Foundation STARS**

[Schedule Q](#)

8.0 ADJOURNMENT

REGULAR MEETING OF COUNCIL - HELD JULY 2, 2024

Regular Meeting of the Council of the County of Barrhead No. 11 held July 2, 2024 was called to order by Reeve Drozd at 9:01 a.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane
Councillor Paul Properzi
Councillor Walter Preugschas
Councillor Jared Stoik

**THESE MINUTES ARE
UNOFFICIAL AS THEY HAVE
NOT BEEN APPROVED BY THE
COUNCIL.**

STAFF

Debbie Oyarzun, County Manager
Pam Dodds, Executive Assistant
Jenny Bruns, Development Officer

Jane Dauphinee, Municipal Planner
Tara Troock, Development Clerk
Travis Wierenga, Public Works Manager

ATTENDEES

Public Attendees as attached
Barry Kerton - Town and Country Newspaper

APPROVAL OF AGENDA

2024-214 Moved by Councillor Lane that the agenda be approved as presented.
Carried Unanimously.

MINUTES OF REGULAR MEETING HELD JUNE 18, 2024

2024-215 Moved by Councillor Kleinfeldt that the minutes of the Regular Meeting of Council held June 18, 2024, be approved as circulated.
Carried Unanimously.

**SUBDIVISION APPLICATION – MUNICIPAL PLANNING FILE 24-R-825
SW 18-61-5-W5 (COOPER)**

2024-216 Moved by Councillor Preugschas that Council approve subdivision application 24-R-825 proposing to create a fragmented 22.74 ha (56.2 acre) agricultural parcel from within SW 18-61-5-W5 with the conditions as presented.
Carried Unanimously.

2023 ANNUAL REPORT

2024-217 Moved by Councillor Properzi that Council approves the 2023 Annual Report as presented.
Carried Unanimously.

2025 BUDGET SCHEDULE

2024-218 Moved by Deputy Reeve Schatz that Council approves the 2025 Budget Schedule as presented.
Carried Unanimously.

Councillor Stoik left the meeting at 10:33 a.m. and rejoined at 10:36 a.m.

REGULAR MEETING OF COUNCIL - HELD JULY 2, 2024

LAND USE BYLAW 4-2024 – SECOND READING

- 2024-219 Moved by Councillor Lane that Council amend the Land Use Bylaw as follows:
ADD - 3.2 All other words and expressions shall have the meanings assigned to them in the MGA, other applicable provincial legislation, or the County of Barrhead Municipal Development Plan.
Carried Unanimously.
- 2024-220 Moved by Councillor Properzi that Council amend the Land Use Bylaw item 3.1.65 Day Home by striking the words “**provincially licensed**” and “**including any resident children**”
Carried Unanimously.
- 2024-221 Moved by Councillor Preugschas that Council direct Administration to review and refine the definitions in the Land Use Bylaw and bring back at 3rd reading.
Carried Unanimously.
- 2024-222 Moved by Councillor Stoik that Council amend the Land Use Bylaw by removing reference to **Agriculture, Small Scale Operation** from the definitions and all applicable land use districts.
Carried Unanimously.
- 2024-223 Moved by Deputy Reeve Schatz that Council amend the Land Use Bylaw item 5.3.1(g) by adding the words “**and CFO’s**” after intensive agricultural operations.
Carried Unanimously.
- 2024-224 Moved by Councillor Lane that Council amend the Land Use Bylaw by moving **Day Homes** from a discretionary use to a permitted use on all applicable land use districts.
Carried Unanimously.
- 2024-225 Moved by Deputy Reeve Schatz that Council direct Administration to flag **Agriculture, Small Scale Operation** for future discussion.
Carried Unanimously.

RECESS

Reeve Drozd recessed the meeting at 11:06 a.m.

Reeve Drozd reconvened the meeting at 11:15 a.m.

Jenny Bruns left the meeting at 11:15 a.m. and rejoined at 11:17 a.m.

LAND USE BYLAW 4-2024 – SECOND READING (continued)

- 2024-226 Moved by Deputy Reeve Schatz that Council amend the Land Use Bylaw item 5.3.1(f)ii by removing the words “**with a floor area of less than 46.5 m² (500.0 ft²)**” after construction, renovation, or relocation of buildings.
Carried 4-3.
- 2024-227 Moved by Councillor Properzi that Council amend the Land Use Bylaw as follows:
6.4.7 As a condition of subdivision approval, environmental reserves ~~may will be taken~~ **required** according to Section 664 of the Act either in the form of a lot (ownership transferred to the County) or as an environmental reserve easement (private ownership is retained).
Carried Unanimously.

LUNCH RECESS

Reeve Drozd recessed the meeting at 12:00 p.m.

Reeve Drozd reconvened the meeting at 1:00 p.m.

Councillor Lane left the meeting at 1:12 p.m. and rejoined at 1:15 p.m.

REGULAR MEETING OF COUNCIL - HELD JULY 2, 2024

LAND USE BYLAW 4-2024 – SECOND READING (continued)

- 2024-228 Moved by Councillor Properzi that Council amend the chart in Section 9.21.4 to read:
Chickens: Keeping of chickens will be in accordance with the County's Animal Control Bylaw.
Carried Unanimously.
- 2024-229 Moved by Councillor Preugschas that the Land Use Bylaw be amended to include '**Tourist Accommodations**' in the list of discretionary uses in the Agricultural Land Use District.
Carried Unanimously.
- 2024-230 Moved by Councillor Lane that the Land Use Bylaw be amended to require the notification of adjacent landowner prior to the issuance of a development permit for a **Tourist Accommodation**.
Carried Unanimously.
- 2024-231 Moved by Councillor Stoik that Council amend the Land Use Bylaw as follows:
10.29.1 Development of a tourist accommodation shall require a development permit. At the discretion of the Development Authority, a development permit for a tourist accommodation may be issued ~~for a temporary period~~ **annually**.
Carried 6-1.
- 2024-232 Moved by Councillor Properzi that Council give 2nd reading to Land Use Bylaw 4-2024 as amended.
Carried Unanimously.

Councillor Preugschas left the meeting at 2:11 p.m. and rejoined at 2:12 p.m.

Jenny Bruns, Jane Dauphinee, and Tara Troock departed the meeting at 2:12 p.m.

COUNTY MANAGER REPORT

Debbie Oyarzun, County Manager, reviewed the 2024 Resolution Tracking List and included updates on:

- County Policy Committee meeting to be held July 4, 2024
- Annual County Tour will be held August 1, 2024
- Business Conference & Trade Show to be held October 19, 2024
- AAIP Monthly Status Report for June 2024

- 2024-233 Moved by Councillor Lane that the County Manager's report be received for information.
Carried Unanimously.

COUNCILLOR REPORTS

Councillor Stoik did not have any new County business to report.

Councillor Lane reported on volunteer duties at the FCSS Senior Dinner.

Councillor Properzi reported on his attendance at a FCSS meeting and volunteering at Grad.

Councillor Preugschas reported on his attendance at the Cooperative Extension Working Group meeting, ASB Provincial meeting, Chamber of Commerce lunch, and Indigenous Days.

Councillor Kleinfeldt reported on his attendance at a Library meeting, BARCC meeting, AGM and cleanup at the Manola cemetery.

Deputy Reeve Schatz reported on his attendance at CFYE AGM and volunteering at Grad.

Reeve Drozd reported on his attendance at the BARCC meeting, Canada Day celebrations, and office administration duties.

REGULAR MEETING OF COUNCIL - HELD JULY 2, 2024

INFORMATION ITEMS

- 2024-234 Moved by Councillor Kleinfeldt that Council accepts the following items for information:
- Letter from Minister of Municipal Affairs Re: Update on CCBF Funding – received June 14, 2024
- Carried Unanimously.

PUBLIC WORKS REPORT

Travis Wierenga, Public Works Manager, reviewed the written report for Public Works & Utilities and answered questions from Council.

- 2024-235 Moved by Deputy Reeve Schatz that the report from the Public Works Manager be received for information.
- Carried Unanimously.

2024 CONSTRUCTION PROJECT 24-740

- 2024-236 Moved by Councillor Kleinfeldt that Council directs the Reeve and County Manager to sign the agreements for Crop Damages on Backslope Area, Landscape Borrow Area and Crop Damage on Access Road, and Borrow Area and Crop Damage on Access Roads to Borrow Area for 2024 Road Reconstruction Project #24-740 – South of SW 9-62-4-W5, through 9-62-4-W5, South and East of SE 16-62-4-W5.
- Carried Unanimously.

ADJOURNMENT

- 2024-237 Moved by Councillor Stoik that the meeting adjourn at 2:55 p.m.
- Carried Unanimously.

SPECIAL MEETING OF COUNCIL HELD JUNE 26, 2024

The Special Meeting of the Council of the County of Barrhead No. 11 held June 26, 2024 was called to order by Reeve Drozd at 12:32 p.m.

PRESENT

Reeve Doug Drozd
Deputy Reeve Marvin Schatz
Councillor Ron Kleinfeldt
Councillor Bill Lane
Councillor Walter Preugschas
Councillor Paul Properzi
Councillor Jared Stoik

**THESE MINUTES ARE
UNOFFICIAL AS THEY
HAVE NOT BEEN
APPROVED BY THE
COUNCIL.**

STAFF

Debbie Oyarzun, County Manager

OFFICIAL NOTICE FOR SPECIAL COUNCIL MEETING

Notice of Special Meeting was emailed to all Councillors on May 31, 2024.

APPROVAL OF AGENDA

2024-209 Moved by Councillor Properzi that the agenda for the Special Council Meeting be approved as presented.

Carried Unanimously.

IN-CAMERA

2024-210 Moved by Councillor Lane that the meeting move in-camera at this time being 12:34 p.m. for discussion on:

CAO 2023 Performance Evaluation – FOIPP Section 19 – Confidential Evaluations

Carried Unanimously.

Councillor Stoik left the meeting at 1:05 p.m. and returned at 1:08 p.m.

Councillor Lane left the meeting at 1:22 p.m. and returned at 2:20 p.m.

Debbie Oyarzun departed the meeting at 2:30 p.m.

RECESS

Reeve Drozd recessed the meeting at 2:30 p.m.

Reeve Drozd reconvened the meeting at 2:38 p.m.

Debbie Oyarzun rejoined the meeting at this time being 2:55 p.m.

2024-211 Moved by Councillor Properzi that the meeting move out of in-camera at this time being 3:13 p.m.

Carried Unanimously.

CAO PERFORMANCE EVALUATION

2024-212 Moved by Councillor Kleinfeldt that the County Manager's salary be moved to the Step 7 on the 2024 Salary Grid, retroactive to January 1, 2024, in recognition of a successful performance evaluation for 2023 as discussed in-camera.

Carried Unanimously.

ADJOURNMENT

2024-213 Moved by Councillor Lane that the meeting adjourn at this time being 3:14 p.m.

Carried Unanimously.



TO: COUNCIL

**RE: SUBDIVISION APPLICATION – SW 22-60-3-W5
SUNNY ACRE - MUNICIPAL PLANNING FILE NO 24-R-829**

ISSUE:

Application has been received to create a 1.16 ha (2.87 acre) yard site separation within SW 22-60-3-W5.

BACKGROUND:

- Land is in the Agriculture District under Land Use Bylaw 5-2010.
- Land was previously subdivided with an institutional use, and yard site is developed with a residence and outbuildings.

ANALYSIS:

- Municipal Development Plan (MDP) requires residential parcels normally be a maximum of 10 acres in size, and no more than 15 acres.
 - Parcel size meets these requirements. Parcel has been designed to minimize loss of cropped farmland.
- Access to proposed lot and remainder lot will be from Highway 769.
 - Alberta Transportation has no service road requirements for this location.
 - County has no approach requirements as it is a Provincial highway under their jurisdiction.
- Road widening is not required from the County.
- Private septic inspection is required as parcel is developed.
- Reserves are not due as this is the 1st residential parcel out of the quarter.
 - County practice is that Institutional Uses do not count towards 1st parcel out and waive the requirement for reserves.
- Wetlands and creeks impact the remainder parcel, however suitable building sites appear to exist.

RECOMMENDATION FROM SUBDIVISION AUTHORITY OFFICER (Planner):

That the subdivision application be approved at this time, subject to the following conditions:

1. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead No. 11 and AB Transportation and Economic Corridors.
2. That prior to endorsement of an instrument affecting this plan, and in accordance with section 9(g) of the Matters Related to Subdivision and Development Regulation, AR 84/2022, submit to the County of Barrhead No. 11 and the Subdivision Authority Officer:
 - a) Real Property Report or a Building Site Certificate, prepared by an Alberta Land Surveyor, indicating the location and distances between the buildings, the private sewage disposal

system, any potable water source, shelter belts and above-ground appurtenances on the subject lands, and the existing and proposed property boundaries on the proposed lot; and

- b) certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal system on the proposed lot, will satisfy the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.
3. That taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.
 4. Any requirements for service road or service road caveat is to the satisfaction of Alberta Transportation and Economic Corridors.

ADMINISTRATION RECOMMENDS THAT:

Council approve subdivision application 24-R-829 proposing to create a 1.16 ha (2.87 acre) yard site separation within SW 22-60-3-W5 with the conditions as presented.

FORM 1 | APPLICATION FOR SUBDIVISION

MPS FILE NO. 24-R-829

DATE RECEIVED: APR 15 2024

DEEMED COMPLETE: May 2, 2024

This form is to be completed in full wherever applicable by the registered owner of the land that is the subject of the application, or by a person authorized to act on the registered owner's behalf.

FOIP Sec. 17

1. Name of registered owner of land to be subdivided
Sunny Acre Farms Ltd

Address, Phone Number, and Fax Number
[Redacted]

2. Name of person authorized to act on behalf of owner (if any)

Address, Phone Number, and Fax Number
[Redacted]

3. LEGAL DESCRIPTION AND AREA OF LAND TO BE SUBDIVIDED

ALL PART of the SW ¼ SEC. 22 TWP. 60 RANGE 3 WEST OF 5 MERIDIAN.

Being ALL PART of LOT _____ BLOCK _____ REG. PLAN NO. _____ C.O.T. NO. _____

Area of the above parcel of land to be subdivided 1.16 hectares (2.87 acres)

Municipal address (if applicable) 60305 hwy 769

4. LOCATION OF LAND TO BE SUBDIVIDED

a. The land is situated in the municipality of: county of Barrhead

b. Is the land situated immediately adjacent to the municipal boundary? YES NO

If 'YES', the adjoining municipality is _____

b. Is the land situated within 1.6 KM of a right-of-way of a highway? YES NO

If 'YES', the Highway # is: 769

d. Is a river, stream, lake, other water body, drainage ditch, or canal within (or adjacent to) the proposed parcel? YES NO

If 'YES', the name of the water body/course is: _____

e. Is the proposed parcel within 1.5 KM of a sour gas facility? YES NO

5. EXISTING AND PROPOSED USE OF LAND TO BE SUBDIVIDED (Please describe)

Existing Use of the Land	Proposed Use of the Land	Land Use District Designation (as identified in the Land Use Bylaw)
<u>yard site</u>	<u>yard site</u>	<u>AG</u>

6. PHYSICAL CHARACTERISTICS OF LAND TO BE SUBDIVIDED (Please describe, where appropriate)

Nature of the Topography (e.g. flat, rolling, steep, mixed)	Nature of the Vegetation and Water (e.g. brush, shrubs, treed, woodlots)	Soil Conditions (e.g. sandy, loam, clay)
<u>flat</u>	<u>treed-uncultivated</u>	<u>loam</u>

7. STRUCTURES AND SERVICING

Describe any buildings/structures on the land and whether they are to be demolished or moved.	Describe the manner of providing water and sewage disposal.
<u>house, garage, guonset</u>	<u>well, holding tank</u>

8. REGISTERED OWNER OR PERSON ACTING ON THE REGISTERED OWNER'S BEHALF

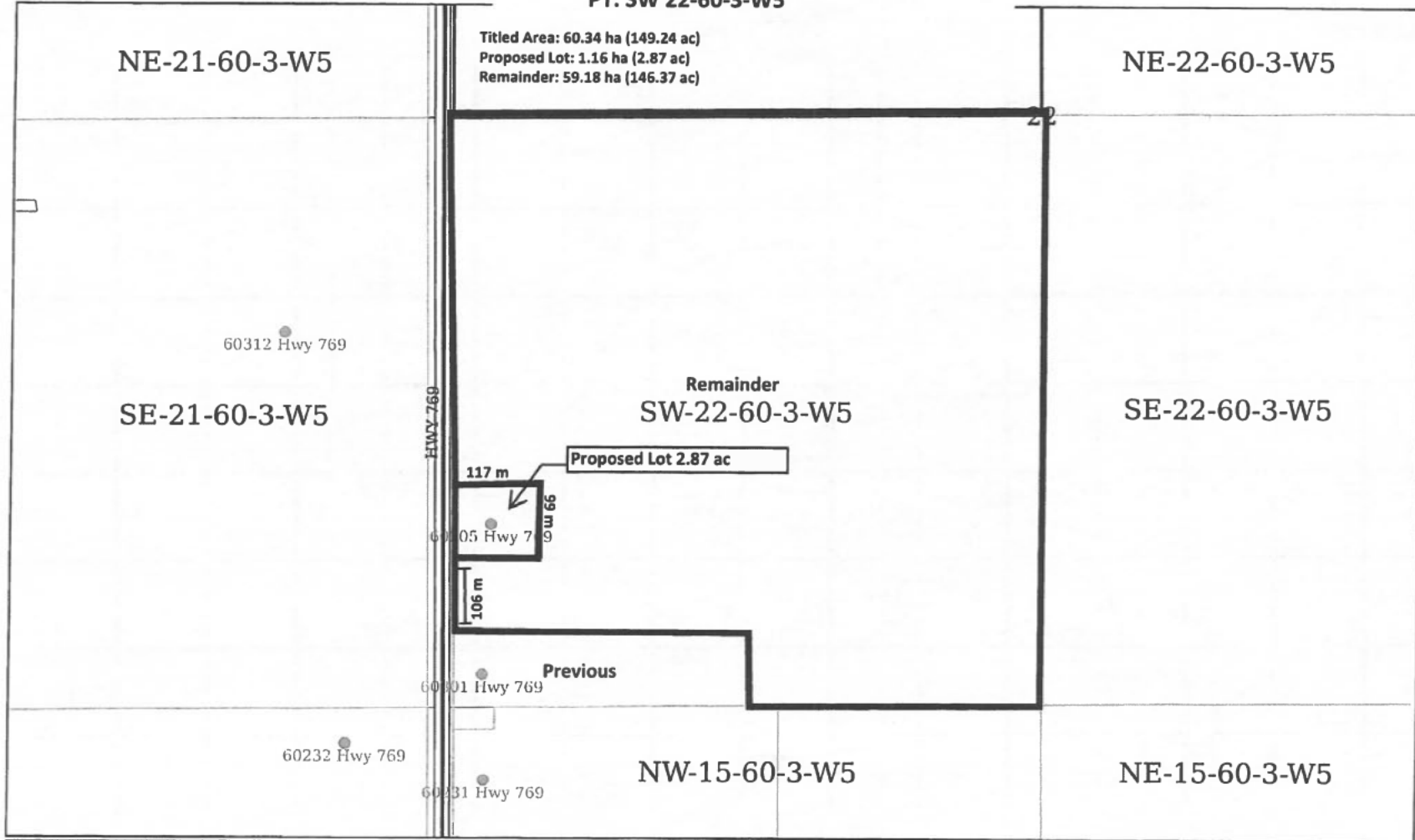
I Irene Elgersma hereby certify that I am the registered owner OR I am the agent authorized to act on behalf of the registered owner and that the information given on this form is full and complete and is (to the best of my knowledge) a true statement of the facts relating to this application for subdivision.

Signature: [Redacted] Date: April 2, 2024

FOIP Sec. 17

MPS FILE 24-R-829

TENTATIVE PLAN
PT. SW 22-60-3-W5



Titled Area: 60.34 ha (149.24 ac)
Proposed Lot: 1.16 ha (2.87 ac)
Remainder: 59.18 ha (146.37 ac)



Scale 1: 7,500

100 yd 
100 m 

County of Barrhead makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Person using this document do so solely at their own risk, and County of Barrhead shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent of County of Barrhead. Copyright County of Barrhead. All Rights Reserved.



Subdivision Report FILE INFORMATION

File Number: 24-R-829
Municipality: County of Barrhead No. 11
Legal: Pt. SW 22-60-3-W5
Applicants: Irene Elgersma
Owners: Same

Date Acknowledged: May 1, 2024
Referral Date: May 1, 2024
Decision Due Date: July 1, 2024
Revised Decision Date: n/a
Date of Report: June 17, 2024

Existing Use: Agriculture
Proposed Use: Country Residential
District: Agriculture (A)

Gross Area of Proposed Parcel: 1.16 ha (2.87 ac.)
Area of Remainder: 60.34 ha (149.24 ac.)
Reserve Status: Not Required (1st parcel out was institutional)

Soil Rating: 12% & 59%

1. SITE DESCRIPTION AND ANALYSIS

This proposal is to subdivide a developed 1.16 ha (2.87 ac.) country residential parcel from a previously subdivided 60.34 ha (149.24 ac.) agricultural quarter section being, Pt. SW 22-60-3-W5, in the County of Barrhead No. 11. The previous subdivision was for an institutional use parcel (church, cemetery & parsonage house).

The subject site is in the central portion of the County of Barrhead, approximately 1.85 km 3.5 miles north of the Town of Barrhead. The subject site is adjacent to Highway 769 (western boundary). Access to the proposed parcel and the remainder will be from Highway 769. Access requirements can be met.

The proposed parcel is adjacent to the western boundary of the quarter section, adjacent to Highway 769, AB Transportation and Economic Corridors has indicated that a service road is not required in this location.

From a review of the provincial data, the subject site is not affected by:

- active oil/gas facilities;
- an identified historic resource;
- pipeline or utility rights of way;
- wetlands identified on the Merged Wetland Inventory;
- flood hazards lands (the subject site is outside of the extent of the 1965 and 1974 Paddle River floods shown on the aerial photographs and the Flood Plain layer in the County's GIS);

The site may be affected by:

- abandoned wells (Barrhead Utilities Ltd.); and
- an approval, license or registration issued under an Act for which the Minister of Environment & Protected Areas is responsible (Document 00151178-00-00 Traditional Agricultural Use);

From the application, the proposed use is "yard site."

The proposed Lot is rectangular in shape and is developed. The proposed parcel is 1.16 ha (2.87 ac.) in area and is adjacent to the western boundary of the quarter section, 106 m north of the existing institutional lot. Access to the proposed lot is from Hwy 769. There appears to be a suitable building site on the proposed parcel.

The remainder is vacant and contains cultivated lands. The remainder appears suitable for Agricultural use.

The County assessment sheets show the subject quarter section as containing 4.2 acres at 12%, 142 acres at 59%. The proposed parcel is developed and does not appear to include cultivated lands.

In the opinion of the planner, the proposed subdivision of a developed country residential parcel from the quarter section should not significantly impact the agricultural capability of the balance of the quarter section. There appear to be reasonable building sites on the proposed parcel and on the remainder of the titled area.

2. AGENCY & ADJACENT LANDOWNER COMMENTS

Agency	Comments
1. County of Barrhead No. 11	<ul style="list-style-type: none"> • A Development Agreement is not required for road widening However a Service road caveat may be required by AB Transportation and Economic Corridors. • Reserves are not required. The first parcel out was an institutional use parcel - it has been the County's practice to waive reserves when the first parcel out is for an institutional use parcel. • Property taxes are not outstanding. • The proposal conforms to the County's LUB and MDP. • Site is not within 1.5 km of sour gas facility. • Site is within 2 miles of a CFO. The County notes that an approved CFO is located within NW 22-60-3-W5(dairy), SE 14-60-3-W5 (Poultry), NE 27-60-3-W5 (dairy). • Private Sewage Inspection is required.
2. Forestry, Parks, & Tourism (Craig/Bruce)	<ul style="list-style-type: none"> • No objections.
3. EPEA	<ul style="list-style-type: none"> • No response.
4. Water Act Approvals – Capital Region	<ul style="list-style-type: none"> • No response.
5. Alberta Energy Regulator	<ul style="list-style-type: none"> • No response. • The applicant has indicated that the site is not affected by sour gas facilities or abandoned wells. • No facilities with AER licences are located within the site. • MPS notes that the site is affected by an abandoned well, however, the abandoned well is located within the remainder and is well removed from the proposed lot.
6. Alberta Transportation	<ul style="list-style-type: none"> • No objections. • The subdivision application is subject to ss. 18 & 19 of the <i>Matters Related to Subdivision and Regulation</i>, AR 84/2022, due to the proximity of Highway 769. • The requirements of s. 18 of the <i>Regulation</i> are not met. However, Transportation and Economic Corridors has no objection to the proposal. Please see comments for reasoning. • Pursuant to s. 20(1) of the <i>Regulation</i>, the department grants authority for the subdivision authority to vary s. 18. • The requirements of s. 19 of the <i>Regulation</i> are not met. Pursuant to s. 20(1) of the <i>Regulation</i>, the department grants authority for the subdivision authority to vary s. 19. • The department expects the municipality will mitigate the impacts from this proposal to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the <i>Municipal Government Act</i>. R.S.A. 2000, c. M-26, as amended.

	<ul style="list-style-type: none"> • Transportation and Economic Corridors anticipates minimal impact to the highway from the proposed subdivision because this is a minor two-lane undivided highway at this location and the service road is not planned for the future, no Service Road Agreement is required in this instance. [The] existing temporary highway accesses to the remnant lands may remain at this time.
7. Canada Post	<ul style="list-style-type: none"> • No response.
8. NRCB – Morinville	<ul style="list-style-type: none"> • No response.
9. Barrhead Utilities Ltd.	<ul style="list-style-type: none"> • No response.
10. Atco Electric	<ul style="list-style-type: none"> • No response.
11. FortisAlberta	<ul style="list-style-type: none"> • No objections. • No easement is required. • FortisAlberta is the Distribution Wire Service Provider for this area. The developer can arrange the installation of electrical services for this subdivision through FortisAlberta. Please contact 310-WIRE to make an application for electrical services.
12. Telus Communications	<ul style="list-style-type: none"> • No objections.
13. Apex Utilities	<ul style="list-style-type: none"> • No objections..
14. Pembina Hills School Division	<ul style="list-style-type: none"> • No objections. • No Reserves requested.
15. Alberta Health Services	<ul style="list-style-type: none"> • No response

Adjacent landowners were notified on 2 May 2024. ***No comments or objections from adjacent landowners were received.***

3. STATUTORY ANALYSIS

MDP AND LUB REQUIREMENTS

The subject site is designated “Agriculture” in the County of Barrhead *Municipal Development Plan Bylaw 4-2010* (MDP). Farming is the intended use of the land. Table 1 in **Section 3.2.3(15)** of the Plan indicates that country residential uses are allowed, with a normal, combined maximum area of 6.0 ha (15.0 ac.) allowed for residential parcels, and a maximum of 3 country residential parcels and/or fragmented parcels within the quarter section. The proposed subdivision will result in a first country parcel within the quarter section and will remove 1.16 ha (2.87 ac.) from the quarter section for CR use. The normal maximum rea for a developed country residential parcel in the Agricultural Area is 4.05 ha (10.0 ac.), the proposed is well under this size. The total area of country residential parcels within the quarter section will be 1.16 ha (2.87 ac.). Therefore, the proposed subdivision is consistent with the applicable policies in the MDP.

The subject site is in the Agricultural (A) District in the County of Barrhead *Land Use Bylaw 5-2010* (LUB). Single detached dwellings are allowed. The minimum parcel area for a country residential parcel is 0.4 ha (1.0 ac.). The maximum parcel area for a developed CR use parcel is normally 4.05 ha (10.0 ac.). The proposed Lot 2 is 1.16 ha (2.87 ac.) and consistent with this regulation. **Therefore, this subdivision conforms to the County’s Land Use Bylaw.**

MGA AND MRS DR REQUIREMENTS

Section 10 of the *Matters Related to Subdivision and Development Regulation*, AR 84/2022, requires that the written decision of a Subdivision Authority include reasons for the decision, including an indication of how the Subdivision Authority has considered any submissions made to it by the adjacent landowners and the matters listed in Section 9 of the *Regulation*. Section 9 indicates that, in making a decision, a Subdivision Authority must consider its topography; its soil characteristics; storm water collection and disposal; any potential for flooding, subsidence or erosion; accessibility to a road; the availability and adequacy of water supply, sewage disposal system, and solid waste disposal; whether the proposal complies with the requirements of the

Private Sewage Disposal Systems Regulation; the use of land in the vicinity; and any other matters that it considers necessary to determine whether the land is suitable for the purposes for which the subdivision is intended.

In the opinion of the planner, with respect to these matters:

- topography
- soil characteristics
- storm water
- water supply
- sewage disposal
- solid waste
- flooding
- subsidence/erosion
- accessibility
- *Private Sewage Disposal Systems Regulation*
- use of land in vicinity
- other matters

the proposed subdivision appears satisfactory.

A note following the decision can indicate the Subdivision Authority's indication and satisfy the Regulation in this regard.

Sections 11 through 20 of *Matters Related to Subdivision and Development Regulation* are satisfied.

RESERVES

The proposed subdivision will create the first country residential use parcel within the quarter section. In the opinion of the planner, no part of section 663 of the *Municipal Government Act* applies to the proposed and Reserves are due. However, it is the County's practice to waive the MR when the first parcel out is for an institutional lot. We recommend that the same practice be applied to this subdivision and that MR be waived.

APPEAL BOARD

The subject site is within the referral distance to Highway 769, is subject to an authorization issued under the *Water Act* (Traditional Agricultural Use), and contains an abandoned well therefore, in our opinion, appeal of the decision is to the Land and Property Rights Tribunal.

4. SUMMARY

The proposed subdivision is for country residential use, and conforms to provisions in the County's Land Use Bylaw and Municipal Development Plan as well as the requirements set forth in the MGA and applicable Regulations therefore the subdivision can be approved subject to the following conditions:

1. Accesses and approaches
2. RPR & Private Sewage Inspection
3. Taxes up to date

5. RECOMMENDATION

That the subdivision application be approved at this time, subject to the following conditions:

1. That prior to endorsement of an instrument affecting this plan, approaches, including culverts and crossings to the proposed parcel and to the residual of the land, be provided at the owner's and/or developer's expense and to the specifications and satisfaction of the County of Barrhead No. 11 and AB Transportation and Economic Corridors.
2. That prior to endorsement of an instrument affecting this plan, and in accordance with section 9(g) of the *Matters Related to Subdivision and Development Regulation*, AR 84/2022, submit to the County of Barrhead No. 11 and the Subdivision Authority Officer:

- a. Real Property Report or a Building Site Certificate, prepared by an Alberta Land Surveyor, indicating the location and distances between the buildings, the private sewage disposal system, any potable water source, shelter belts and above-ground appurtenances on the subject lands, and the existing and proposed property boundaries on the proposed lot; and
 - b. certification from a Provincially accredited inspector confirming that the function and location of the existing sewage disposal system on the proposed lot, will satisfy the Alberta Private Sewage Systems Standard of Practice, and is suitable for the intended subdivision.
3. That taxes are fully paid when final approval (endorsement) of the instrument affecting the subdivision is requested.

Attachments:

1. Application
2. Location map
3. Site plan
4. Proposed Tentative Plan of Subdivision

TO: COUNCIL

RE: ANIMAL CONTROL BYLAW 5-2024

ISSUE:

Dog Control Bylaw and its amendments need to be brought up to date to align with best practices and allow for standardized enforcement and interpretation by the public. Transition to an Animal Control Bylaw also allows Council to prohibit wild boar and authorize the keeping of chickens in specific non-agricultural divisions.

BACKGROUND:

- MGA s. 7 - authorizes a Council to establish and adopt Bylaws for municipal purposes
- MGA s. 8 - permits Council to regular or prohibit particular activities.
- *Animal Health Act* and its regulations enable the province to respond to animal diseases affecting animal health, public health and food safety.
- *Agricultural Pest Act, Pest & Nuisance Control Regulation* – wild boar are a provincially regulated agricultural pest when at large.
- June 17, 2003 – Council adopted Bylaw 3-2003 – Dog Control Bylaw.
- April 5, 2022 – Council adopted Bylaw 3-2022 – Dog Control Bylaw Amending Bylaw 3-2003 to provide a “quick fix” for the enforcement of Dogs in the County.
- Throughout 2023/2024 discussion has occurred regarding:
 - allowing chickens in specific residential areas and
 - prohibiting Wild Boar within the County
- Draft Bylaw is a product of consultation within Administration, as well as a review of Animal Control Bylaws from several municipalities including but not limited to the County of Grande Prairie, Mountain View County, Sturgeon County, and Lac La Biche County.
- February 29, 2024 – Committee of the Whole reviewed and discussed components of an Animal Control Bylaw and recommended that a DRAFT Bylaw be taken to Council for consideration.
- Draft Bylaw also considers the input received during the 2023/2024 Land Use Bylaw public consultations.

ANALYSIS:

- Consideration was given to drafting a more general but inclusive “Animal Control Bylaw” to address new concerns for dogs, chickens, and prohibited animals.
- Draft Animal Control Bylaw does not address livestock.
- Following table outlines the various sections incorporated into the Draft Animal Control Bylaw

Topic	Current Bylaw	Proposed Change	Potential Impact/Reason
Definitions	Outdated definitions; Lacking clear definitions	Updated definition for: <ul style="list-style-type: none"> Peace Officer Vicious Dog NEW definitions: <ul style="list-style-type: none"> Attack, Barking, Bite, Chickens Muzzle, Non-agricultural & Agricultural Districts PID Prohibited Animal, 	<ul style="list-style-type: none"> Allows for appropriate interpretation by Peace Officers, public, and the Courts Ensures offences are defined by appropriate wording
# of Dogs on a Property (agricultural)	Not addressed. (Previously 3 in the LUB)	Allows for up to 4 dogs to be kept in an Agricultural District.	<ul style="list-style-type: none"> Ensures rules are clear for those residing in an Agricultural District.
# of Dogs on a Property (residential)	Allows for 2 dogs to reside on a residential parcel of 10 acres or less	Allows for up to 2 dogs to reside in a Non-Agricultural District (residential parcels)	<ul style="list-style-type: none"> Ensures rules are clear for those residing in Non-Agricultural District. Enables enforcement for excessive numbers (impacting neighbors)
Control of Dogs	Dogs at Large & a mix of other content from biting to CPO interference	Separate out the basic responsibilities of dog ownership and modernizes the language	<ul style="list-style-type: none"> Enables enforcement where owners do not take responsibility for their dogs.
Nuisance & Threatening Behaviors	Included in Dogs at Large and throughout other sections	Separate out this section to define excessive barking and threatening behaviours.	<ul style="list-style-type: none"> Enables enforcement involving different circumstances Provides clarity on nuisance & threatening behaviours; describes actions to take regarding excessive barking which is a common complaint
Targeted Dog attacks	Not addressed	Prohibit an owner from using/directing a dog to attack/chase/threaten someone	<ul style="list-style-type: none"> Allows for appropriate enforcement action should this occur.
Vicious Dogs	Does not address procedure to declare a vicious dog	Provide a detailed procedure for declaring a dog Vicious, and the requirements upon the dog being declared.	<ul style="list-style-type: none"> Allows for clear direction to dog owners & public as to expectations when their dog is declared vicious.

	Defines when a Vicious Dog can be outside of an enclosure	Expand offences & penalties involving a Vicious Dog. Places additional requirements and responsibilities of owners of vicious dogs.	<ul style="list-style-type: none"> • Ensures enforcement is clear on process & requirements. • Enhances public safety by providing clear expectations & consequence on Vicious Dog owners
Designated Off Leash Area	Not addressed	Provide the option for Council to designate such an area	<ul style="list-style-type: none"> • Flexibility to create this opportunity when/if needed
Transportation of Dogs	Not addressed	Requires owners to secure dogs which are in the box of a vehicle when driving on a highway	<ul style="list-style-type: none"> • Ensures dogs are secured from jumping out/falling out of moving motor vehicles to protect dog & motoring public.
Controlled Confinement, Rabies or Quarantine	Not addressed	Describe the process and expectation.	<ul style="list-style-type: none"> • Enhances public safety
Keeping Chickens	Not addressed	<p>Allow owners in Non-Agricultural Districts (on > 2 ac) to keep up to 10 chickens on their property, subject to certain conditions listed in the bylaw.</p> <p>Personal use only.</p> <p>Follow provincial legislation.</p>	<ul style="list-style-type: none"> • Increase in “urban hens” throughout the County. • Promotes food security. • Possibility for an increase in complaints regarding chicken coops and nuisances (enforcement outlined). • Does not apply to Agricultural Division; no longer considered an animal unit in the LUB
Prohibited Animals	Not addressed	Prohibits anyone in the County from harboring a “Wild Boar”	<ul style="list-style-type: none"> • Protects County farmland/crops, the County ecosystem and soil as Wild Boar are an invasive species. • Aligns with provinces position of wild boar as an invasive species.
Peace Officer Authority	Specific to impounding dogs found throughout bylaw	Compile all reference in one section; add general interference & obstruction	<ul style="list-style-type: none"> • Provides clarity on authorities
Offences	Contravention & Penalties	Separate section	<ul style="list-style-type: none"> • Provides clarity and distinguishes between 1st, 2nd, 3rd offences, and court issued penalties.
Violation Tags	Not addressed	Describe process for use of violation tags.	<ul style="list-style-type: none"> • Provides clarity on the authority to issue violation tags.

Violation Ticket	Contravention & Penalties	Separate section	<ul style="list-style-type: none"> • Simplifies the authority for issuing violation tickets.
Schedule A	Schedule “A” provides fine amounts as specified	Updating fines to reflect other municipalities as well as providing for 1 st , 2 nd , 3 rd offences	<ul style="list-style-type: none"> • Allows for escalating enforcement action and discourages reoffending.
Force & Effect	Severability Provision	Section includes severability, 3 rd and final reading, repeal Bylaw 3-2003 and all amending bylaws (3-2022); repeal 158-62	<ul style="list-style-type: none"> • Mitigates risk by ensuring only current bylaw is relevant and enforceable.

STRATEGIC ALIGNMENT:

Adoption of the proposed Animal Control Bylaw 5-2024 aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR 3 Rural Lifestyle

Outcome *3 County maintains its rural character and is recognized as a desirable location to invest, work, live and play.*

Goal 3.3 Rural character and community safety is preserved by providing protective & enforcement services.

PILLAR 4 Governance & Leadership

Outcome *4 Council is transparent & accountable.*

Goal 4.1 County improves risk management.

Goal 4.2 County demonstrates open & accountable government.

ADMINISTRATION RECOMMENDS THAT:

Council gives 3 readings to Bylaw 5-2024 Animal Control Bylaw.



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)

Page 1 of 11

A BYLAW OF THE COUNTY OF BARRHEAD NO. 11, in the Province of Alberta, for regulation, control and enforcement of animals in the County of Barrhead No. 11.

WHEREAS the *Municipal Government Act*, RSA 2000, c. M-26, authorizes Council to establish and adopt bylaws for municipal purposes;

WHEREAS the *Municipal Government Act* permits Council to regulate or prohibit particular activities;

WHEREAS the *Animal Health Act*, and its regulations enable the province to respond to animal diseases affecting animal health, public health and food safety;

WHEREAS the County of Barrhead No. 11 has deemed it necessary to regulate and control dogs that may be dangerous or create a nuisance;

WHEREAS the County of Barrhead has determined that they wish to authorize keeping of chickens within specified residential areas;

WHEREAS the County of Barrhead deems it necessary to prohibit wild boar within the County;

NOW THEREFORE, be it resolved that the Council of the County of Barrhead No. 11, in the Province of Alberta, duly assembled, enacts as follows:

1. TITLE

1.1 This Bylaw may be referred to as the “Animal Control Bylaw”.

2. DEFINITIONS

In this Bylaw:

2.1 “**Agricultural District**” means any zoning within the Land Use Bylaw which is agricultural. This includes but is not limited to: Agricultural District and Agricultural Conservation District.

2.2 “**Attack**” means an assault resulting in bleeding, bone breakage, sprains, abrasions, or bruising.

2.3 “**At Large**” when used in reference to a dog, means a dog that is not on or within the property of the dog’s Owner, unless the dog is restrained by a Permitted Leash, and/or under the effective control of a person.

2.4 “**Barking**” means howling, whining, whimpering, baying, or barking.

2.5 “**Bite**” means a wound to the skin causing an abrasion, bruising, puncture, or break.

2.6 “**Chicken**” means a domestic fowl kept for its eggs or meat but does not include a rooster or other poultry.

2.7 “**Chief Administrative Officer (CAO)**” means the person appointed to the position by Council in accordance with the *MGA*, or a person to whom the CAO has delegated the responsibilities, power or function of the CAO.

2.8 “**Coop**” means a fully enclosed weatherproof structure and attached outdoor enclosure used for keeping chickens.



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

**(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)**

Page 2 of 11

-
- 2.9 **“County”** means the County of Barrhead No. 11.
- 2.10 **“Damage to Public or Private Property”** may include defecating and/or urinating on such property.
- 2.11 **“Dog”** means either a male or female Dog of any breed.
- 2.12 **“Dangerous Dog”** means any dog which when either unmuzzled, unleashed or unattended by its owner, approaches any person in a vicious or terrorizing manner, in an apparent attitude of attack.
- 2.13 **“Dog Handler”** means a person who is responsible for a dog and is capable of restraining the size and strength of the particular animal.
- 2.14 **“Domestic Animal”** means an animal which has been habituated to live and breed in a tame condition, in or about the habitations of people.
- 2.15 **“Hen”** means a domesticated female chicken.
- 2.16 **“Impounded”** means a Dog or other animal that has been apprehended, caught, trapped in a live trap, or is otherwise caused to come into the care and custody of a Peace Officer pursuant to an investigation or apparent breach of this Bylaw or Provincial legislation.
- 2.17 **“Livestock”** is as defined by the *Agricultural Operation Practices Act, RSA 2000, Chapter A-7*;
- 2.18 **“Motor Vehicle”** is as defined by the *Traffic Safety Act, R.S.A. 2000, c. T-6*
- 2.19 **“Municipal Dog Shelter”** means the premises designated by the County for the purpose of impounding and caring for all dogs found to be At Large in violation of this Bylaw.
- 2.20 **“Municipal Government Act” or “MGA”** means the *Municipal Government Act RSA, 2000, c M-26* and amendments thereto;
- 2.21 **“Muzzle”** means a device of sufficient strength that, when placed over a Dog’s mouth, will prevent it from Biting.
- 2.22 **“Non-agricultural District”** means any zoning within the Land Use Bylaw which is not agricultural. This includes, but is not limited to, the Country Residential District, the Residential Recreation District, and the Urban Residential District.
- 2.23 **“Owner”** means a natural person or corporate body who has legal title to the Dog, and includes any person who temporarily keeps, controls or has custody of an animal or otherwise allows the animal to remain on their premises.
- 2.24 **“Peace Officer”** means a member of the Royal Canadian Mounted Police, a Peace Officer appointed under the *Peace Officer Act*, or a person appointed as a Bylaw Enforcement Officer by County of Barrhead No. 11.



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)

Page 3 of 11

- 2.25** "Permitted Leash" means a leash used to restrain a dog which is sufficiently strong for that purpose and does not exceed two (2) metres in length; but in no event shall an electronic leash be considered a Permitted Leash.
- 2.26** "Premise Identification Number or PID" means a unique identifier that is associated with a specific land location for the purpose of tracing animals, managing disease outbreaks and notifying animal owners in an emergency. Requirements to obtain a PID are governed under the Alberta *Animal Health Act, Premises Identification Regulation*
- 2.27** "Property Owner" means any person having a legal or equitable interest in any land or building and includes any resident, tenant or occupier of such land or building.
- 2.28** "Prohibited Animal" means an animal that is not permitted within the County of Barrhead, and are listed as follows:
- a) Wild Boar (*Sus scrofa*)
- 2.29** "Public Property" means any property within the County owned or occupied by the Government of Canada, Government of Alberta or by the County or otherwise under the control and management of the County.
- 2.30** "Trespasser" means as defined in the *Petty Trespass Act*, R.S.A. 2000, c. P-11.
- 2.31** "Vicious Dog" means a dog which in the opinion of a Peace Officer constitutes a Vicious Dog under the requirements of Section 5.
- 2.32** "Violation Tag" means a Violation Tag issued under the authority of the County which complies with subsection 13.3 hereof.
- 2.33** "Violation Ticket" means a Violation Ticket issued pursuant to the provisions of the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34 ("POPA"), or the regulations thereunder.

3. NUMBER OF DOGS

- 3.1** In an Agricultural District, no Owner shall keep or allow to be kept more than four (4) Dogs unless:
- a) Those dogs are less than six (6) months in age; or
 - b) Owner has obtained a development permit authorizing the Owner to keep more than the allowed number of dogs on that land.
- 3.2** In any Non-Agricultural District, no Owner shall keep or allow to be kept more than two (2) Dogs, unless
- a) Those dogs are less than six (6) months in age; or
 - b) Owner has obtained a development permit authorizing the Owner to keep more than the allowed number of dogs on that land.



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)

Page 4 of 11

4. CONTROL OF DOGS

- 4.1** No Dog shall run At Large; the owner of any Dog found At Large shall have committed an offence under this Bylaw.
- 4.2** No Dog shall cause Damage to Public or Private Property in the County. The Owner of any Dog found causing Damage to Public or Private Property shall have committed an offence under this Bylaw.
- 4.3** If a Dog defecates on public property, or on private property other than the property of its owner, the Dog owner shall cause such defecation to be removed immediately and an Owner who fails to cause such defecation to be removed is guilty of an offence.
- 4.4** No owner shall allow defecation to remain on the owner's property to such an extent that it results in excessive odor. An owner shall immediately remove any defecation from the owner's property upon notice from a Peace Officer.
- 4.5** No Owner shall permit or allow any Dog to ride on the outside of a moving Motor Vehicle where the dog is not secured in a manner that prevents the Dog from jumping or falling out.
- 4.6** No person, other than the Owner of a Dog or a person authorized by the Owner shall:
- a) Untie, loosen or otherwise free a Dog which has been tied or otherwise restrained; or
 - b) Negligently or willfully open a gate, door or other opening in a fence or enclosure in which a Dog has been confined and thereby allow a Dog to run at large in the County.
- 4.7** No person, other than the Owner of a Dog or a person authorized by the Owner shall represent themselves as being in charge or control of a Dog so as to establish that the Dog is not running at large.
- 4.8** No person shall remove or attempt to remove any Dog from the possession of the Municipal Dog Shelter without payment of required fees.

5. NUISANCE & THREATENING BEHAVIOURS

5.1 Excessive Barking

- a) An Owner shall ensure their Dog does not Bark in a manner that is reasonably likely to annoy or disturb the peace or the quality of life of others.
- b) When a Peace Officer is determining whether Barking is reasonably likely to annoy or disturb the peace or the quality of life of others consideration may be given to, but is not limited to:
 - i. Proximity of the property where the Dog resides;
 - ii. Duration of the Barking;
 - iii. Time of day and day of the week;



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)

Page 5 of 11

iv. Nature and use of the surrounding area.

5.2 An Owner of a Dog shall ensure that such Dog shall not:

- a) Chase, bite, threaten or any other act that causes injury to a person whether on the property of the owner or not;
- b) Chase, bite or attempt to bite other Domestic Animals, Livestock, Bicycles or Motor Vehicle;
- c) Cause death to Domestic Animal or Livestock;
- d) Cause death to a person.

5.3 An Owner shall not use or direct a Dog to attack, chase, or threaten a person, Domestic Animal, or Livestock.

5.4 Section 5.2 and Section 5.3 do not apply if the person chased, bitten or threatened is Trespassing on the property of the owner.

6. VICIOUS DOGS

6.1 A Peace Officer may declare any dog to be a Vicious Dog in the interest of public safety if:

- a) Any Dog which, in the opinion of the Peace Officer, has a propensity, tendency or disposition to attack, without provocation, other Domestic Animals, or humans; or
- b) Any Dog which, has without provocation, chased, injured, or bitten any person, domestic animal, or livestock; or
- c) Any Dog which, has without provocation, damaged or destroyed, any public or private property; or
- d) Any Dog which, has without provocation, threatened or created the reasonable apprehension of threat to any person, domestic animal or livestock; and which in the opinion of the Peace Officer presents a threat of serious harm to any person, domestic animals or livestock; or
- e) Any Dog which has been previously declared to be a Vicious Dog; or
- f) Peace Officer determines, on reasonable grounds, either through personal observations, or based upon facts determined after an investigation, that the dog is vicious.

6.2 Any Dog subject to an order or direction of a Judge or Justice, pursuant to the *Dangerous Dogs Act* R.S.A. 2000, c. D-3, as amended, is by virtue of that order a Vicious Dog and subject to all the conditions imposed by this bylaw.

6.3 A Dog shall not be declared vicious solely because it attacks or bites a Trespasser on the property of its Owner, or property controlled by its Owner.

6.4 Upon a dog being declared to be a Vicious Dog, a Peace Officer:

- a) Shall give the Owner written notice by personnel service or by mail to the address on County record within (15) days of such



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)

Page 6 of 11

determination;

- b) Shall require the Owner to keep the Vicious Dog in accordance with the provisions of Section 6.5 of this Bylaw; and
- c) Shall inform the Owner that if the Vicious Dog is not kept in accordance with Section 6.5 of this Bylaw, the Owner will be subject to enforcement action pursuant to this Bylaw.

6.5 An Owner of a Vicious Dog:

- a) Shall not allow the Vicious Dog to enter Public Property, or private property of which the Owner is not the registered owner, unless the Vicious Dog is muzzled and held and controlled by the Owner, or a person with the Owner's consent, by a Permitted Leash; and
- b) Shall ensure, at all times, that the Vicious Dog, while on the Owner's property, is confined within a secure enclosure, and such enclosure means a locked building, cage or fenced area of such construction that will not allow the confined dog to jump, climb, dig or force their way out, or allow the entry of any person not in control of the dog and not allow the dog out of the secure enclosure unless muzzled and held and controlled by the Owner, or a dog handler operating with the Owner's consent, by a Permitted Leash; and
- c) An Owner of a Vicious dog shall within ten (10) days after the dog has been declared Vicious at the Owner's expense:
 - i. Have a veterinarian tattoo or implant an electronic identification microchip in the Animal, if the animal has not had this done.
 - ii. Provide the information contained on the tattoo or in the microchip to the Peace Officer.
 - iii. Provide the County with a recent photograph of the dog, and current vaccination and medical history; and
- d) Shall within five (5) days inform the Peace Officer, if the Vicious Dog leaves the County permanently, with the name of the person(s) and legal address where the Vicious Dog has gone; and
- e) Shall within ten (10) days after the dog has been declared Vicious post a sign at each entrance of the property alerting the public to the fact that a Vicious dog is located on the premises; and
- f) Shall immediately notify a Peace Officer should the dog be At Large.
- g) When the Owner of a Vicious Dog produces a certificate indicating that the Dog has passed the Canine Good Neighbours Program, as administered by a qualified instructor, the County **may** grant an exemption for the Muzzling and secure pen requirements of this section.

6.6 An Owner of a Vicious Dog shall ensure that such Dog does not:

- a) Run at large;
- b) Chase, bite, threaten or any other act that causes injury to a



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)

Page 7 of 11

person;

- c) Chase, bite or attempt to bite other Domestic Animals, Livestock, Bicycles or Motor Vehicle;
- d) Cause death to Domestic Animal or Livestock;
- e) Cause death to a person.

7. DESIGNATED OFF LEASH AREA

7.1 Council may, posted by signs, designate any County Land as an off-leash area.

8. CONTROLLED CONFINEMENT, RABIES OR QUARANTINE PROVISIONS

8.1. Any Dog which bites a person shall be promptly reported to a Peace Officer and may thereupon be quarantined at the direction of the Peace Officer and shall not be released from such quarantine except by written permission of the Veterinarian at the Municipal Dog Shelter.

- a) At the discretion of the Peace Officer such quarantine may be on the premises of the Owner or at the Municipal Dog Shelter.
- b) In the case of stray dogs whose ownership is not known, such quarantine shall be at the Municipal Dog Shelter.

8.2. Upon demand made by the Peace Officer, the Owner shall forthwith surrender any dog which has bitten a person, or which is suspected of having been exposed to rabies, for supervised quarantine which expense shall be borne by the Owner.

- a) Dog may be reclaimed by the Owner if determined to be free of rabies upon payment of confinement expenses.

9. KEEPING CHICKENS

9.1 Property Owners in a Non-Agricultural District, with a lot size of two (2) acres or greater, and include a residential dwelling are permitted to keep up to a maximum of 10 chickens on their property in accordance with this bylaw.

9.2 Requirements for Chicken Coops

- a) Only 1 coop with an attached outdoor enclosure is allowed per lot
- b) Coop shall not be attached to a residential dwelling
- c) Coop is located in a place that is mindful and considerate of neighbors and kept in a manner which is reasonably likely to prevent a nuisance or disruption of the peace of another person.
- d) Coop meets the setback requirements of the Land Use District in which the lot is located and as established within the Land Use Bylaw.
- e) Coop provides adequate protection from vermin, wild animals and predators
- f) Coop is in good repair and sanitary condition with regular disposal



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)

Page 8 of 11

of manure and bedding material

- g) Coop must be properly constructed to ensure the chickens are unable to become at large or escape the property
- a) Coop must include opportunities for essential behaviour such as scratching, dust-bathing, and roosting, all sufficient to maintain good health
- h) Coop must be constructed in accordance with any applicable municipal, provincial or federal laws

9.3 Responsibilities of property owners:

- b) Ensure good management and husbandry practices are in place to maintain hens in such a condition to prevent distress, disease and welfare issues.
- c) Basic care and needs such as food, water, shelter, light and ventilation are provided
- d) Only hens will be allowed to be kept; no roosters shall be kept at any time
- e) No slaughtering or disposal of chickens occurs on the property at any time;
- f) Property must be properly maintained to prevent negative impacts, including but not limited to, attracting nuisance animals, excessive smell, and excessive noise;
- g) Chickens are kept for personal use only

9.4 A Property Owner shall comply with all applicable municipal, provincial and federal laws and regulations governing the raising and use of chickens and chicken related products including retaining a current Premise Identification (PID) Number.

9.5 A Property Owner who is keeping chickens in contravention of Section 9.1 is guilty of an offence and may be ordered to remedy the condition from which non-compliance originated.

9.6 A Property Owner who has failed to comply with any condition listed in Section 9.2 is guilty of an offence and may be ordered to remedy the condition from which non-compliance originated.

9.7 A Property Owner who has failed to comply with any condition listed in Section 9.3 is guilty of an offence and may be ordered to remedy the condition from which non-compliance originated.

10. PROHIBITED ANIMALS

10.1 No Person shall keep, either on a temporary or permanent basis, Prohibited Animals on any Property within the County.

10.2 Any Prohibited Animal located within the County must be euthanized, destroyed or removed from the County within fourteen (14) days of receiving notice from a Peace Officer, the cost of destruction, removal and



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)

Page 9 of 11

disposal will be the sole responsibility of the Owner.

11. PEACE OFFICER AUTHORITY

- 11.1** No person shall interfere with or attempt to obstruct a Peace Officer in the performance of any duty authorized by this Bylaw.
- 11.2** A Peace Officer is authorized to capture and impound in the Municipal Dog Shelter all dogs found in contravention of this Bylaw.
- 11.3** A Peace Officer is authorized to take such reasonable measures as necessary to subdue such dogs found in contravention of this Bylaw, including use of tranquilizer equipment and materials. If any such dog is seriously injured, it shall be taken to a Veterinarian for treatment to relieve pain or bleeding, then immediately to the Municipal Dog Shelter.
- 11.4** Any cost incurred by the County under Section 11.3 shall be an amount owing to the County by the dog owner and must be collected prior to the dog being released to the owner.
- 11.5** All impounded dogs shall be kept in the Municipal Dog Shelter for a period of at least seventy-two (72) hours. Saturday, Sunday, and Statutory Holidays shall not be included in the computation of the seventy-two (72) hour period. During this period, any healthy, sick or injured dog may be redeemed by its Owner, or authorized designate, upon payment to the County of applicable fees.
- a) Reasonable effort shall be made to locate the Owner of the Dog if it is tattooed, microchipped or has another form of visible identification.
 - b) No action shall be taken against any person acting under the authority of this Bylaw for damages, destruction or disposal of a Dog
- 11.6** At the expiration of the seventy-two (72) hour period, any such dog not redeemed will be surrendered to the Municipal Dog Shelter.
- 11.7** A Peace Officer is authorized to conduct an inspection of any property to determine compliance with this bylaw when a complaint has been received alleging a breach of this bylaw. This authority does not extend to a Dwelling House.

12. OFFENCES

- 12.1** A Person who contravenes any provision of this Bylaw is guilty of an offence and is liable upon summary conviction:
- a) to a specified penalty as set out in Schedule A attached hereto and forming part of the Bylaw;
 - b) where no penalty is specified, a penalty will be imposed at the discretion of the Court having jurisdiction.
- 12.2** An offence will be classified as a 2nd, 3rd or subsequent offence if the same offender has been charged with the same offence in the preceding 12-



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

**(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)**

Page 10 of 11

month period.

13. VIOLATION TAGS

13.1 A Peace Officer is hereby authorized and empowered to issue a Violation Tag to any person who contravenes any provision in this Bylaw.

13.2 Such Violation Tag may be issued to such person:

- a) Either personally or by leaving a copy of the violation tag to such person at their last or most usual place of residence; or
- b) By mailing a copy to such person to their last known address.

13.3 Violation Tag shall state, among other things:

- a) Name of the offender;
- b) The offence;
- c) Appropriate fine for the offence as specified in Schedule "A" of this Bylaw; and
- d) That the fine shall be paid within 30 days of the issuance of the Violation Tag.

13.4 Where a contravention of this Bylaw is of a continuing nature, further Violation Tags for the same offence may be issued by a Peace Officer, provided however, that no more than one Violation Tag shall be issued for each day that the contravention continues.

13.5 Where a Violation Tag is issued, the person to whom the Violation Tag is issued may, in lieu of being prosecuted for the offence, pay to the County the sum specified on the Violation Tag.

14. VIOLATION TICKETS

14.1 A violation ticket as distributed by the Province of Alberta and set out in the *Provincial Offences Procedures Act* and regulations may be issued by a Peace Officer for any contravention of this Bylaw.

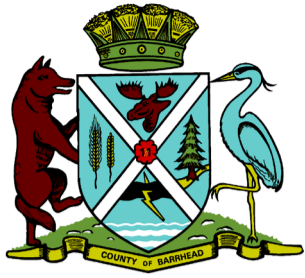
15. FORCE & EFFECT

15.1 If any portion of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed, and the remainder of the Bylaw is deemed valid.

15.2 Bylaw 5-2024 shall come into full force and take effect upon 3rd and final reading.

15.3 Bylaw 3-2003 Dog Control Bylaw and all amending bylaws are hereby repealed.

15.4 Bylaw 158-62 Dog Control Bylaw and all amending bylaws are hereby repealed.



COUNTY OF BARRHEAD NO. 11

Province of Alberta

BYLAW NO. 5-2024

ANIMAL CONTROL BYLAW

**(Repealing Dog Control Bylaws No. 3-2003, 158-62,
and amendments)**

Page 11 of 11

FIRST READING GIVEN THE _____ DAY OF _____, 2024.

SECOND READING GIVEN THE _____ DAY OF _____, 2024.

THIRD READING GIVEN THE _____ DAY OF _____, 2024.

Reeve

County Manager

SCHEDULE "A"

ANIMAL CONTROL BYLAW 5-2024

SPECIFIED PENALTIES

Part 3 – Number of Dogs

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence
3.1	Owner keep/allow to be kept more dogs than permitted in an Ag District	\$150	\$300	COURT
3.2	Owner keep/allow to be kept more dogs than permitted in a Non-Ag District	\$150	\$300	COURT

Part 4 – Control of Dogs

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence
4.1	Owner allows Dog to be At Large	\$150	\$300	COURT
4.2	Owner allows Dog to cause Damage to Public or Private property	\$150	\$300	COURT
4.3	Owner fails to remove defecation from Public Property/private property other than the property of the owner	\$150	\$300	COURT
4.4	Owner allows defecation to remain on owners property resulting in an excessive odor	\$150	\$300	COURT
4.5	Owner permit/allow Dog to ride on outside of a moving Motor Vehicle when not secured	\$300	\$600	COURT
4.6	Person untie/loosen/free a Dog	\$150	\$300	COURT
4.7	Person represents themselves as being in charge/control of dog when not the owner	\$150	\$300	COURT
4.8	Person remove/attempt to remove Dog from Municipal Dog Shelter – unpaid fees	\$300	\$600	COURT

Part 5 – Nuisance & Threatening Behaviours

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence
5.1(a)	Owner fails to ensure Dog does not bark – disturb the peace/quality of life of others	\$150	\$300	COURT
5.2(a)	Owner fails to ensure Dog does not chase/bite/threaten/cause injury to a person	\$300	\$600	COURT
5.2(b)	Owner fails to ensure Dog does not chase/ bite/attempt to bite a Domestic Animal/Livestock/Bicycle/Motor Vehicle	\$300	\$600	COURT
5.2(c)	Owner fails to ensure Dog does not cause death to a Domestic Animal/Livestock	\$500	\$1,000	COURT
5.2(d)	Owner fails to ensure Dog does not cause death to a person	\$1,000	COURT	COURT
5.3	Owner use/direct a Dog to attack/chase/threaten a person/Domestic Animal/Livestock	\$300	\$600	COURT

Part 6 – Vicious Dogs

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence
6.5(a)	Owner fails to muzzle/hold/control a Vicious Dog on Public/Private Property other than the Owners property	\$300	\$600	COURT
6.5(b)	Owner fails to keep Vicious Dog confined as specified	\$300	\$600	COURT
6.5(c)(i)	Owner fails to obtain a veterinarian tattoo/implant an electronic identification microchip within 10 days of the dog being declared Vicious	\$150	\$300	COURT
6.5(c)(ii)	Owner fails to provide tattoo/microchip information to a Peace Officer within 10 days of the dog being declared Vicious	\$150	\$300	COURT
6.5(c)(iii)	Owner fails to provide the County with a recent photo/current vaccination/medical history within 10 days of the dog being declared Vicious	\$150	\$300	COURT
6.5(d)	Owner fails to advise a Peace Officer within 5 days that a Vicious Dog has permanently left the County	\$150	\$300	COURT
6.5(e)	Owner fails to post signs at each entrance to the property alerting of a Vicious Dog within 10 days of the dog being declared Vicious	\$150	\$300	COURT
6.5(f)	Owner fails to immediately notify Peace Officer that Vicious Dog is At Large	\$300	\$600	COURT
6.6(a)	Owner allows Vicious Dog to be At Large	\$300	\$600	COURT
6.6(b)	Owner fails to ensure Dog does not chase/bite/threaten/cause injury to a person	\$500	\$1,000	COURT
6.6(c)	Owner fails to ensure Dog does not bite/attempt to bite Domestic Animal/Livestock/bicycle/motor vehicle	\$750	\$1,500	COURT
6.6(d)	Owner fails to ensure Dog does not cause death to Domestic Animal/Livestock	\$750	\$1,500	COURT
6.6(e)	Owner fails to ensure Dog does not cause death to a person	\$2,000	COURT	COURT

Part 9 – Keeping Chickens

Section	Offence	1 st Offence	2 nd Offence	3 rd Offence
9.5	Property Owner keeping chickens in contravention of Section 9.1	\$300	\$600	COURT
9.6	Property Owner fail to comply with conditions listed in Section 9.2	\$300	\$600	COURT
9.7	Property Owner fail to comply with conditions listed in Section 9.3	\$300	\$600	COURT

Part 10 – Prohibited Animals

Section	Offence	1st Offence	2nd Offence	3rd Offence
10.1	Person keeps a Prohibited Animal on Property	\$1,000	\$2,000	COURT
10.2	Person fails to euthanize/destroy/remove Prohibited Animal when requested by Peace Officer	\$1,000	\$2,000	COURT

Part 11 – Powers of a Peace Officer

Section	Offence	1st Offence	2nd Offence	3rd Offence
11.1	Person Obstructs a Peace Officer in the execution of enforcing this Bylaw	\$500	\$1,000	COURT



TO: COUNCIL

RE: FINANCIAL AND OTHER POLICIES FOR COUNCIL CONSIDERATION

ISSUE:

Policy Committee reviewed several policies and recommended they be forwarded to Council for approval.

BACKGROUND:

- June 13, 2024 – E-Team met and reviewed the following policies:
 - FN-006 Tangible Capital Assets
 - FN-007 Budget and Expenditure Management
 - FN-008 Financial Management and Reporting
 - FN-009 Allocation of Year End Operating Surplus
 - AD-007 Procurement
- July 4, 2024 – Policy Committee reviewed the policies and recommended they be forwarded to Council for approval.
- July 4, 2024 – Policy Committee also reviewed Policy 11.10-01 Assessment Act – Farm Status and recommended it be forwarded to Council for rescinding.

ANALYSIS:

- Policies are intended to achieve the following:
 - Provide direction to employees
 - Ensure situations are handled consistently
 - Guide decision-making and promotes the delegation of decision-making to the level that deals with the situation or provides the service
 - Reduces misunderstandings and uncertainties
 - Addresses processes, problems or situations that are repetitive or recurring
- Attached policies did not exist previously or reflect a significant change or modernization of the current policy.
- Administration recommends that any existing policy that relates to the above topics be rescinded in full and replaced by the new policy as significant changes were made.
 - New policies use County's standard template
 - Changes to legislation incorporated into new policies
 - Best practice incorporated into new policies

Policy	Title	Purpose/Issue	Action Required
FN-006	Tangible Capital Assets	Provide a standard process for recognition, recording & reporting TCA on a consistent basis and in accordance with PSAS and MGA.	APPROVE Policy FN-006; RESCIND Policy 12.29 Tangible Capital Asset Classification /Capitalization Threshold/Amortization
FN-007	Financial Management & Reporting	Provide communication of financial information to Council and the public in accordance with MGA and ensure financial management activities and practices promote appropriate & effective stewardship of County resources.	APPROVE Policy FN-007
FN-008	Budget & Expenditure Management	Ensure compliance with legislation, efficient & responsive delivery of programs and services; proper approval of expenditures; and overall management of approved County budget.	APPROVE Policy FN-008; RESCIND Policy 11.19 Expenditure of Money
FN-009	Allocation of Year End Operating Budget Surplus	Ensure allocation of year end operating budget surplus will be consistent with achieving Council's vision and areas of strategic priority.	APPROVE Policy FN-009
AD-007	Procurement	Provide a framework for procurement process that aligns with current legislation and trade agreements.	APPROVE Policy AD-007; RESCIND Policy 12.05 Purchasing
11.10-01	Assessment Act – Farm Status	Existing policy is out of date and does not align with legislation. No policy required to replace this as <i>MGA</i> and related regulation govern assessment.	RESCIND Policy 11.10-01 Assessment Act – Farm Status

- Attached policies will be reviewed in detail with Council.

STRATEGIC ALIGNMENT:

Regular review and modernization of policies and making those policies available to the public aligns with the County 2022 – 2026 Strategic Plan as follows:

Pillar	4 Governance & Leadership
Outcome	4 Council is transparent & accountable.
Goal	4.1 County improves risk management.
Strategy	4.1.3 Create, review & update County policies.

ADMINISTRATION RECOMMENDS THAT:

Council approves the following policies:

- FN-006 – Tangible Capital Assets
- FN-007 – Financial Management & Reporting
- FN-008 – Budget and Expenditure Management
- FN-009 – Allocation of Year End Operating Budget Surplus
- AD-007 – Procurement

Council rescinds the following policies:

- 12.29 Tangible Capital Assets Classification/Capitalization Threshold/Amortization
- 11.19 Expenditure of Money
- 12.05 Purchasing
- 11.10-01 Assessment Act – Farm Status



Policy Title: Tangible Capital Assets

Policy Number: FN-006

Functional Area: Finance

PURPOSE

To provide a standard process for the recognition, recording and reporting of Tangible Capital Assets (TCA) on a consistent basis and in accordance with Public Sector Accounting Standards and the *Municipal Government Act*.

POLICY STATEMENT

Tangible capital assets are a significant economic resource of the County and a key component in the delivery of its programs and services.

Recognition, recording and reporting of TCAs are necessary financial processes to support the County's goal to strategically manage, invest and plan for sustainable municipal infrastructure.

Tangible Capital Assets Policy is required to:

- measure and report the full cost of the County's operations;
- comply with Public Sector Accounting Standards (PS 3150);
- support transparency to the organization, the public and other stakeholders;
- support stewardship of the County's TCAs; and
- support efficient and effective use of the County's TCAs

SCOPE

This policy applies to all County departments and capital expenditures within the reporting entity of the County.

DEFINITIONS

In this policy,

- a) "*Amortization*" means an annual non-cash expense in the statement of operations that spreads the cost of a TCA across its Useful Life.
- b) "*Asset retirement obligation*" or "*ARO*" means the legal obligation associated with the retirement of a tangible capital asset.
- c) "*Betterment*" means subsequent, capitalized expenditures that enhance the service potential of the TCA by doing one or more of the following: increasing the physical output or service capacity, lowering associated operating costs, improving the quality of the output or extending the Useful Life.
- d) "*Capital Lease*" means a lease, with contractual terms, that transfers substantially all the benefits and risks inherent in ownership of property to the County.
- e) "*Component*" means a part of an asset with a cost that is significant in relation to the total cost of the asset.
- f) "*Chief Administrative Officer*" or "*CAO*" means the individual appointed by Council to the position of CAO or their designate.

- g) *“Fair Value”* means the amount of consideration that would be agreed upon in an arm’s length transaction between knowledgeable, willing parties who are under no compulsion to act.
- h) *“Net Book Value”* means the cost of a TCA, less accumulated Amortization and the amount of any Write-downs.
- i) *“Nominal Value”* means the value assigned to an asset when no asset valuation method is relevant, or where the accuracy of any estimate could not be supported in an audit. Nominal Value in this context is defined by the County to be one Canadian dollar (\$1).
- j) *“Residual Value”* means the estimated proceeds upon sale of a TCA at the end of its Useful Life.
- k) *“Tangible Capital Asset”* or *“TCA”* means non-financial assets having physical substance that:
 - i. are held for use in the production or supply of goods and services, for rental to others, for administrative purposes or for the development, construction, maintenance or repair of other TCA;
 - ii. have useful economic lives extending beyond an accounting period;
 - iii. are to be used on a continuing basis; and
 - iv. are not for sale in the ordinary course of operations.

For the purposes of this policy, Tangible Capital Assets are defined to include computer software.

- l) *“Useful Life”* means the estimate of either the period over which the County expects to use a Tangible Capital Asset or the number of production or similar units that it can obtain from the Tangible Capital Asset. Life of a Tangible Capital Asset may extend beyond its Useful Life. Life of a TCA, other than land, is finite, and is normally the shortest of the physical, technological, commercial or legal life.
- m) *“Write-down”* means the reduction in the cost of a TCA to reflect the decrease in the quality or quantity of its Service Potential due to a permanent impairment.

RESPONSIBILITIES

1. Council shall:

- a) Approve this Policy and any amendments to this Policy.
- b) Monitor and review all reports related to TCA.
- c) Make informed decisions based on the TCA data.

2. CAO shall:

- a) Direct and support all departments to ensure compliance with this policy.
- b) Ensure that the Council is provided with timely information reports regarding TCA.

3. Corporate Services shall:

- a) Oversee the organization’s ongoing compliance with the TCA Policy.
- b) Ensure that proper training and support is provided to departments.
- c) Ensure the timely production of relevant TCA reports.

4. Departments shall:

- a) Ensure compliance with the TCA Policy and the related Administrative Procedures to the Policy.

GUIDELINES

1. Recording Tangible Capital Assets

a) When to Record Tangible Capital Assets

- i. TCA will be recorded and accounted for in accordance with PS3150, Tangible Capital Assets.
- ii. TCA will be recorded when the TCA is expected to provide future economic benefits, the County can control the TCA and access to the future economic benefit, and the transaction or event giving rise to the County's control has occurred.

b) Betterments vs. Maintenance

- i. Betterments which exceed the capitalization threshold of the applicable TCA class will be included in the TCA's cost.
- ii. Any other expenditure would be considered a repair or maintenance and expensed in the period.

c) Single Asset vs. Asset Division into Components and/or Segments

- i. TCA may be accounted for as a single asset or by Components.
- ii. A linear asset may also be accounted for by segments or a combination of segments and Components.
- iii. Whether the Component and/or segment approach is to be used will be determined by the usefulness of the information versus the cost of collecting and maintaining information at the more detailed Component or segment level.

d) Grouped/Pooled Assets

- i. TCA that has an individual unit value less than the corresponding capitalization threshold (on their own) but have a significant value as a group will be 'grouped' as a single TCA with one combined value in the accounting records.

2. TCA Acquisition Value (Cost)

TCA are recorded at cost plus all ancillary charges necessary to place, prepare, and install the asset in its intended location and condition necessary for its intended use. Cost includes all non-refundable taxes and is net of any trade discounts or rebates. Funding sources such as grants and donations are not netted against the cost of the related TCA.

An ARO is a legal obligation associated with the retirement of a TCA. The estimated amount to retire a TCA is recorded as a liability and increases the carrying value of the related TCA.

Feasibility costs may be incurred to decide whether an asset should be acquired. These costs are excluded from the cost of a TCA as they are not directly attributable to the cost or the future economic benefit of the TCA. This is evidenced by the costs being incurred in advance of a formally approved capital project.

a) Purchased Assets

- i. Cost of purchased assets includes the purchase price and other acquisition costs to install the TCA at the location and in the condition necessary for its intended use, such as installation costs, design and engineering fees, legal fees, survey costs, site preparation costs, freight charges, transportation insurance costs, and duties.

b) Constructed or Developed Assets

- i. Cost of constructed or developed TCA includes the gross amount of consideration directly attributable to acquire control of, construct or develop, and to install the TCA at the location and in the condition necessary to prepare it for its intended use.

c) Donated or Contributed Assets

- i. Cost is equal to the Fair Value at the date of donation or contribution. Fair Value may be determined using market or appraisal values. If it is not possible or practical to determine the fair market or appraised value, other reasonable methods of valuation may be applied to determine an estimated cost, such as discounted cash flows or replacement cost.
- ii. If an estimate of Fair Value cannot be made, the TCA would be recognized at Nominal Value.
- iii. Ancillary costs necessary to place, prepare, and install the donated asset in its intended location and condition for use should be capitalized.

d) Leased Tangible Capital Assets

- i. Cost of a leased TCA is determined in accordance with Public Sector Guideline PSG-2, Leased Tangible Capital Assets.

3. Amortization Expense & Estimated Useful Life

a) Amortization Expense

- i. Cost, less any Residual Value, of a TCA with a limited life should be amortized over its Useful Life in a rational and systematic manner appropriate to its nature and use.
- ii. Land has an unlimited Useful Life and will not be amortized.
- iii. No Amortization expense should be recorded on a TCA which have been removed from service but not yet physically disposed of either through sale, demolition/dismantling, trade in or transfer.

b) Estimated Useful Life

- ii. A TCA's Useful Life is based on the County's planned use of that asset and experience with other similar assets.
- iii. Amortization method and estimate of the remaining Useful Life of a TCA should be reviewed on a regular basis and revised when the appropriateness of a change can be clearly demonstrated.

c) Residual Values

- i. A Residual Value may be recorded for a TCA when it is likely that the asset will have a significant value beyond its Useful Life to the County.
- ii. Residual Value will be based on trade-in prices, buy-back arrangements, or management's best estimate of the Residual Value at the planned disposal date.
- iii. Except for graders and road maintenance and construction equipment, the County will hold a TCA for an extended period, and as a result, the Residual Value will be immaterial for most TCA classes.

4. Classes, Capitalization Thresholds, Amortization Method, and Useful Life

Following table shows the classes, capitalization thresholds, amortization method and estimated useful life.

Major Asset Class	Minor Asset Class	Capitalization Threshold	Amortization Method	Useful Life (Years)
Land		All land will be capitalized	N/A	N/A
Land Improvements		\$5,000	Straight Line	15 – 45
Buildings		\$5,000	Straight Line	25 - 50
Engineered Structures	Roadway System	\$5,000	Straight Line	20 – 65
	Water System	\$5,000	Straight Line	45 – 75
	Wastewater System	\$5,000	Straight Line	45 – 75
	Storm System	\$5,000	Straight Line	45 – 75
Machinery & Equipment		\$5,000	Straight Line	5 – 25
Vehicles		\$5,000	Straight Line	5 – 25

5. Write-downs for Impairment

- a) Write-down for impairment of a TCA is required when either:
 - i. Service Potential is impaired (i.e. TCA no longer contributes to the County's ability to deliver goods or services); or
 - ii. Future economic benefits are impaired (i.e. Net Book Value of the TCA is in excess of the future economic benefits expected from its use and this excess is expected to be permanent).

6. TCA Disposal

- a) An asset disposal will be recognized when TCA are taken out of service, destroyed, replaced due to obsolescence, scrapped, abandoned, dismantled or otherwise written off as of the effective date of the change in the use of the asset.
- b) Disposal method will be determined based on Policy FN-005 Disposal of Surplus Items.

7. Maintaining Records

- a) Corporate Services will maintain records of the complete inventory of the County's TCAs and the related Amortization based on historical TCA acquisitions and disposals.

8. Financial Reporting

- a) Amortization is accounted for as an expense in the Statement of Operations.
- b) Write-downs are accounted for as an expense in the Statement of Operations in the period that the decrease can be measured and is expected to be permanent. Write-downs are permanent and cannot be reversed in subsequent periods even if circumstances change.
- c) Any gain or loss from the disposal of TCA will be recorded as a revenue or expense, respectively, in the period of the disposal in the Statement of Operations.

- d) In total and for each major category of TCA, the County will disclose the following in the annual financial statements:
- i. Cost at the beginning and end of the period;
 - ii. Additions in the period;
 - iii. Disposals in the period;
 - iv. Amount of any Write-downs in the period;
 - v. Amount of Amortization expense for the period;
 - vi. Accumulated Amortization at the beginning and end of the period; and
 - vii. Net Book Value at the beginning and end of the period.

REVIEW CYCLE

This policy should be reviewed every 4 years or when Administration becomes aware that changes need to be made.

CROSS-REFERENCE

- 1) *Municipal Government Act*
- 2) *Public Sector Accounting Standards*
- 3) FN-005 Disposal of Surplus Assets
- 4) AD-005 Asset Management Policy

Effective: [2024]

Approved by: Council

Resolution No:

Replaces: 12.29 Tangible Capital Assets Classification/Capitalization Threshold/Amortization

Last Review: N/A

Next Review: 2028

Policy Title: Financial Management & Reporting

Policy Number: FN-007

Functional Area: Finance

PURPOSE

To provide for communication of financial information to Council and the public in accordance with the *Municipal Government Act (MGA)* and to ensure that financial management activities and practices promote appropriate and effective stewardship of County resources.

POLICY STATEMENT

Council will be provided with regularly scheduled financial reports to:

- support the stewardship of County resources,
- support decision making, and
- provide transparent communication to the public.

Legislative requirements or guidance under the *MGA*, Public Sector Accounting Standards, Canada Revenue Agency, *Freedom of Information & Protection of Privacy Act*, Alberta Employment Standards and any other relevant legislation will be incorporated into the County's financial management and reporting practices.

SCOPE

This policy applies to all financial information and reporting of the County. All employees must abide by this policy.

DEFINITIONS

In this policy,

- a) "*Accountability*" means acknowledgment and assumption of responsibility.
- b) "*Best Practice*" means a set of guidelines, ethics or ideas that represent the most efficient or prudent course of action.
- c) "*Chief Administrative Officer*" or "*CAO*" means the individual appointed by Council to the position of CAO or their designate
- d) "*Council*" means the Council of County of Barrhead No. 11.
- e) "*Data integrity*" means the overall completeness, accuracy, and consistency of data.
- f) "*Financial management*" means the planning, organizing, directing, and controlling the financial activities such as procurement and utilization of funds of the county by applying general management principles to financial resources.
- g) "*Financial operations*" means the process of implementing and maintaining strengthened financial management and accountability practices.
- h) "*Internal controls*" means the mechanisms, rules, and procedure implemented to ensure the integrity of financial and accounting information, promote accountability, and prevent fraud.
- i) "*Public Sector Accounting Board (PSAB)*" is the independent body with authority to set accounting standards for the public sector, which includes municipalities.

- j) *“Public Sector Accounting Standards” or “PSAS”* means the set of rules and guidance with respect to matters of accounting and financial reporting for government organizations that were developed by the Chartered Professional Accountants of Canada. The objective of the standards is to meet the needs of the users of financial statements by providing the information needed for accountability and decision-making.
- k) *“Stewardship”* means the conducting, supervising, or managing of something; especially the careful and responsible management of something entrusted to one’s care.

RESPONSIBILITIES

1. Council shall:

- a) Approve this Policy and any amendments to this Policy.
- b) Receive and review all financial information provided.
- c) Discuss relevant matters with CAO and external auditors.

2. CAO shall:

- a) Ensure administrative compliance and monitoring of this Policy.
- b) Direct and support Corporate Services in the development of necessary administrative directives to implement this Policy.
- c) Approve any administrative directives developed by Corporate Services.
- d) Direct and support all departments to ensure compliance with the financial management and reporting requirements

3. Corporate Services shall:

- a) Create, update, and review administrative directives.
- b) Monitor and review legislation for changes at established intervals.
- c) Oversee the daily operational obligations to meet this Policy.
- d) Ensure that the financial reports prepared are in accordance with all regulatory requirements, including Canadian PSAS and the MGA.
- e) Ensure the organization’s ongoing compliance with the Policy.
- f) Ensure that proper training and support is provided to departments and employees.
- g) Ensure the timely production of relevant financial information.

4. Department heads shall:

- a) Ensure all required data and information is provided in a timely manner to ensure accurate reporting.
- b) Review internally published financial reports for accuracy and provide Corporate Services with any adjustments required where discrepancies are identified.
- c) Provide explanations for variances from budget.
- d) Comply with any administrative directives.

GUIDELINES

1. Financial Management

County of Barrhead will conduct its financial operations within the following guiding principles:

- a) Comply with all applicable legislation and County of Barrhead policies.

- b) Prepare financial statements in accordance with Canadian PSAS, which are the standards approved by the PSAB, and the basis of which the external auditor provides its opinion on the County's financial statements.
- c) Maintain appropriate and effective systems of internal controls with the emphasis on relevant administrative directives, data integrity and clearly defined roles and accountabilities.
- d) Maximize utilization of available resources such as alternative revenue sources (i.e. grants).
- e) Use a best practice approach.
- f) Monitor and report on operating and capital variances.
- g) Leverage technology to create operational efficiencies and improve internal controls.

2. Financial Reporting

Council approved Operating & Capital Budgets will be provided to Council and stored on the County's internal records and information management system. Budget documentation will also be made available to the public through the external website.

- a) During the year, Corporate Services will provide monthly financial reports at a Council meeting. Reports will include, but not be limited to:
 - b) Year to Date Budget Report
 - c) Year to Date Capital Report
 - d) Cash, Investments & Tax Receivable Report for the Prior Month
 - e) Payments Issued for the Prior Month
 - f) Year to Date Elected Official Remuneration Report
 - g) Year to Date Project Dashboard will be provided 4 times a year for following periods: May 31, August 31, October 31, and December 31.

In the 1st quarter of the year, Corporate Services will provide year-end financial reports for the preceding fiscal year, consisting of:

- a) Variances greater than or equal to 10% and \$20,000 for the YTD Budget Report and YTD Capital Report.
- b) Net operating surplus by department
- c) Reconciliation of budget data to financial statements
- d) Unaudited (draft) financial statements
- e) Reserve Report
- f) Any other financial information deemed appropriate by Corporate Services.

3. Audited Financial Statements

Audited financial statements prepared in accordance with Canadian PSAS and the auditor's report of the financial statements will be presented to Council at a Regular Council meeting for approval prior to May 1st of the following year.

Council approved annual audited financial statements, including the auditor's report of the financial statements, will be made available to the public by May 1st following the year for which the financial statements have been prepared.

REVIEW CYCLE

This policy should be reviewed every 4 years, or as Administration becomes aware that changes need to be made.

CROSS-REFERENCE

- 1) *Municipal Government Act*
- 2) *Public Sector Accounting Standards (PSAS)*

Effective: [2024]

Approved by: Council

Resolution No:

Replaces:

Last Review: N/A

Next Review: 2028

Policy Title: Budget & Expenditure Management

Policy Number: FN-008

Functional Area: Finance

PURPOSE

To ensure compliance with applicable legislation; efficient and responsive delivery of programs and services; proper approval of expenditures incurred by the County; and overall management of the approved County Budget.

POLICY STATEMENT

County of Barrhead will exercise good governance in the use of its resources to ensure sound financial stewardship, accountability, and transparency in accordance with *Municipal Government Act* (MGA).

Council approves the Operating and Capital Budget including programs, services and Projects, and their respective scope.

CAO manages the Budgets and will ensure any changes to its approved scope receive appropriate approval.

SCOPE

This policy applies to Council, CAO, employees, and all County departments.

DEFINITIONS

In this policy,

- a) “*Administrative Changes*” are categorized as “housekeeping” items whereby budget funds can be reallocated within departments to realign the existing Operating Budget and have a net zero impact to the tax or user rates levied. Authorized by the CAO and reported to Council.
- b) “*Budget Amendment*” means an adjustment and a corresponding revision made to the Operating or Capital Budget with the formal approval of Council.
- c) “*Chief Administrative Officer*” or “*CAO*” means the individual appointed by Council to the position of CAO or their designate
- d) “*Council*” means the Council of County of Barrhead No. 11.
- e) “*Department Head*” means the most senior employee in the department.
- f) “*Emergency*” has the same meaning as given to it in *Emergency Management Act* and means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment;
- g) “*Executive Team*” consists of the CAO, the senior positions of each department and any other staff as directed by the CAO.
- h) “*Net Cost*” means Expenditures less Revenue
- i) “*Project*” means both operating initiatives and capital projects, with a defined scope and budget, approved by Council.
- j) “*Unbudgeted Expenditure Approval*” means a Council approved variance from the Operating or Capital Budget that does not require a Budget Amendment.

- k) *“Unbudgeted Revenues”* means revenues not included in an approved budget. This does not include favorable variances from approved revenue sources.
- l) *“Year End Operating Deficit”* means actual Net Cost greater than the budgeted Net Cost for a department.

RESPONSIBILITIES

1. Council shall:

- a) Approve this Policy and any amendments to this Policy.

2. CAO shall:

- a) Have the authority to operate within the parameters of this policy.
- b) Ensure all budget processes comply with all regulations including the *MGA*.
- c) Ensure Department Heads operated within the parameters of this policy.

3. Corporate Services shall:

- a) Ensure adherence to budget and financial policies as approved by Council.
- b) Prepare reporting to track revenue and expenditures to budget.

4. Department Heads shall:

- a) Have accountability of their respective department budgets.
- b) Ensure that the resources and assets under their authority are effectively managed on an ongoing basis and to minimize any unbudgeted expenditure requirements.

GUIDELINES

1. General

- a) Operating and Capital budgets are approved annually by Council. These budgets inherently define the scope of programs, services and Projects delivered by the County.
 - i. Operating budget consists of:
 - one year of programs and services;
 - single year operating Projects; and
 - current year or planned spending for multi-year operating Projects.
 - ii. Capital budget is the planned capital spend for the year and consists of:
 - current year purchase and sale of Tangible Capital Assets;
 - single-year capital projects; and
 - current year of planned spending for multi-year capital projects.
 - iii. When multi-year Projects and funding are approved in their entirety, a Project may progress ahead of the current year of planned spending. In accordance with accounting requirements, the approved planned spending for subsequent years will be included in future budgets.

2. Administrative Changes

- a) Department Head, in consultation with the CAO, have the authority to manage within its department’s approved Operating Budget for operating programs or services provided that the activity is within the approved scope and that it does not create a Year-End Operating Deficit for the department.

3. Unbudgeted Expenditure Approvals

- a) At any point outside the annual budget process, Council may approve unbudgeted emergent Projects or cost adjustments, as well as the appropriate funding. These will be considered Unbudgeted Expenditure Approvals unless criteria for a Budget Amendment is met.

4. Budget Amendments

- a) A Budget Amendment must be completed based on the following criteria:
 - i. Any changes to a Capital Budget from the date of approval of the Capital Budget until passing of that year's Operating Budget will be processed.
 - ii. An amendment is required for legislative or compliance purposes; or
 - iii. An amendment is deemed necessary for other considerations.
- b) Additional expenses resulting from a change of scope or new Projects, programs, or services, not included in the approved County Budget, require Council approval prior to being incurred.
- c) A substantial change to the scope or expected outcome of an approved Project, program or service without a financial impact requires the review and approval of Council prior to changes being accepted.

5. Unbudgeted Revenues

- a) Unbudgeted Revenues may be accepted and will be reported as a variance from the County Budget.
- b) Additional expenses related to additional revenues must be handled in accordance with this policy.

6. Administration

- a) Director of Corporate Services has the authority to recategorize incurred expenditures and the corresponding funding between operating and capital, based upon the appropriate accounting treatment to comply with PSAS and County policies, if the scope of the Projects, programs, or services were previously approved. This does not constitute a Budget Amendment.
- b) Donations and are to be approved in accordance with **Policy FN-010 Donations – Received and Disbursed [in draft form]**
- c) Variances from the County Budget will be identified for reporting purposes. Council will receive regular reporting on all budget or unbudgeted activities in accordance with Policy FN-007 Financial Management and Reporting (DRAFT).

7. Expenditure Authority

- a) Purchases must be included in the current year's budget, or interim budget, or as otherwise approved by Council.
- b) Department Heads shall be responsible for procuring goods and services and construction projects within its budget. Departments Heads may delegate Expenditure Authority to a maximum of \$5,000.
- c) Except for CAO and Director of Corporate Services, employees are only authorized to purchase within their respective department and budgets.
- d) Procurement cards will be issued to the Executive Team and to any employee whose position is listed within the Expenditure Authority.

e) Expenditure Authority limits shall be as follows:

Purchasing Limit, per Transaction	Position	Conditions
\$500	Any employee not specifically mentioned	Requires verbal approval from Department Head
\$1,000	PW Administrative Assistant Utility Officer Safety Coordinator ALUS Coordinator Foreman / Lead Mechanic CPO	
\$5,000	Executive Assistant	
Any amount within Department Budget, except for Legal & IT Expenditures	Department Head	Refer to AD-007 Procurement Policy (DRAFT) for Approval Authority.
Legal expenditures	CAO Director of Corporate Services	
IT Expenditures	CAO Director of Corporate Services	
Any amount within any budget	CAO Director of Corporate Services	Limited to when Department Head absent or away
Emergency	CAO	Reported to Council at earliest opportunity

REVIEW CYCLE

This policy should be reviewed every 4 years or as Administration becomes aware that changes need to be made.

CROSS-REFERENCE

- 1) *Municipal Government Act*
- 2) *AD-007 Procurement Policy - DRAFT*
- 3) *FN-006 Tangible Capital Asset Policy - DRAFT*
- 4) *FN-007 Financial Management & Reporting Policy - DRAFT*
- 5) *FN-010 Donations Received & Disbursed Policy – DRAFT*

Effective: 2024

Approved by: Council

Resolution No:

Replaces: 11.19 Expenditure of Money

Last Review: N/A

Next Review: 2028

Policy Title: Allocation of Year End Operating Budget Surplus

Policy Number: FN-009

Functional Area: Finance

PURPOSE

To ensure the allocation of Year End Operating Budget Surplus will be consistent with achieving Council's vision and the areas of strategic priority.

POLICY STATEMENT

County of Barrhead will manage the allocation of the Year End Operating Budget Surplus in a fiscally responsible manner. Year End Operating Budget Surplus is not equivalent to the Surplus (Revenue over Expenses) calculated using Public Sector Accounting Standards (PSAS) and reported in the audited financial statements.

SCOPE

This policy applies to Council, the CAO and all County departments.

DEFINITIONS

In this policy,

- a) *"Budget Carryover Items"* are items or projects that have been approved in the current year budget that have not been started at year end.
- b) *"Chief Administrative Officer"* or *"CAO"* means the individual appointed by Council to the position of CAO or their designate.
- c) *"Council"* means the Council of County of Barrhead No. 11.
- d) *"County Budget"* means the annual, Council approved, County of Barrhead No. 11 operating and capital budgets.
- e) *"In-progress Budget Carryover Items"* means items or projects that been started but have not been completed at year-end. In-progress Budget Carryover Items are allocated to Designated Reserves at year-end and are not considered part of the Operating Budget Surplus.
- f) *"Reserves"* means funds set aside for a specific purpose, whether it be for the purchase or construction of tangible capital assets, to provide tax stabilization for one-time operating expenditures, or for unexpected expenditures or loss of revenues. Reserves are established and approved by Council in accordance with Policy FN-002 Reserves.
- g) *"Surplus for PSAS Purposes"* is calculated based on the Public Sector Accounting Standards (PSAS) as represented in the annual County of Barrhead Financial Statements. Unlike the Year-end Operating Budget Surplus, the Surplus for PSAS Purposes excludes all reserve transfers and principal debt payments, and includes capital revenues, gains (losses) from tangible capital asset disposals and amortization.
- h) *"Year End Operating Budget Surplus"* or *"Operating Budget Surplus"* refers to the excess of revenues over expenditures net of In Progress Budget Carryover Items, including non-operational items, such as reserve transfers and debt payments.

RESPONSIBILITIES

1. Council shall:

- a) Approve this Policy and any amendments to this Policy.
- b) Establish priorities through the Strategic Plan.

2. CAO shall:

- a) Monitor and ensure compliance with this policy in consultation with the Executive Team.
- b) Ensure that allocation of the Operating Budget Surplus is consistent with Council direction and objectives.

3. Corporate Services shall:

- a) Make recommendations via the year end operating variance report regarding the allocation of any year end surplus that is consistent with the principles and guidelines included in this policy.
- b) Ensure that the year end financial statements incorporate the recording of Operating Budget Surplus in accordance with this policy.

GUIDELINES

1. Approvals

- a) Broad guidance for the allocation of the Year End Operating Budget Surplus will be provided during the Budget planning process.
- b) Allocation of a Year End Operating Budget Surplus will be done as part of Council approving that year's draft financial statements.

2. Allocation of Year End Operating Budget Surplus

- a) Operating Budget Surplus represents one-time funding that, by its nature, cannot be relied on to recur on an ongoing basis. Therefore, Operating Budget Surplus should be allocated to fund one-time, generally non-recurring expenditures (i.e. capital, replenishment of reserves, etc.), and to contribute to the economic health and sustainability of the County of Barrhead.
- b) Allocation of the Year End Operating Budget Surplus should be balanced between the following options to contribute to the economic health and sustainability of County of Barrhead operations:
 - i. Year End Operating Budget Surplus may be allocated to Budget Carryover Items if Council deems it appropriate to do so.
 - ii. Year End Operating Budget Surplus may be allocated to Reserves to be expended in future years, as approved by Council in accordance with Policy FN-002 Reserves, to provide for future funding requirements and emergent costs, and to improve the County of Barrhead's working capital requirements.
 - iii. Year End Operating Budget Surplus may be allocated to fund nonrecurring expenditures planned within the following year's operating or capital budgets.
 - iv. Year End Operating Budget Surplus may be allocated to the Unrestricted Surplus to provide for Council flexibility to allocate funds to future projects as needs arise and for flexibility in establishing annual tax levy.
- c) Operating Budget Surplus for operations identified as user funded, will only be allocated within those operations and respective reserves. Examples of those operations include the Manola Truck Fill and Lagoons.

REVIEW CYCLE

This policy should be reviewed every 4 years or when Administration becomes aware that changes need to be made.

CROSS-REFERENCE

- 1) *Municipal Government Act (MGA)*
- 2) *Public Sector Accounting Standards (PSAS)*
- 3) FN-002 Reserves

Effective: [2024]

Approved by: Council

Resolution No:

Replaces:

Last Review: N/A

Next Review: 2028

Policy Title: Procurement

Policy Number: AD-007

Functional Area: Administration

PURPOSE

To provide a framework for the County of Barrhead's procurement process and to address the legislative requirements that apply to the County of Barrhead, as a publicly funded institution, in the acquisition of goods, services, or construction.

POLICY STATEMENT

County of Barrhead is committed to the acquisition of goods and services and construction of the appropriate quality and the best value for the County while treating all vendors equitably. County is committed to creating and maintaining a high level of confidence in its procurement of goods and services and construction by ensuring integrity, transparency, accountability, efficiency, and consistency in its procurement process, and acting within its authority under the federal and provincial legislation, regulations, and agreements governing municipal procurement.

SCOPE

This policy applies to all County of Barrhead employees who are authorized to purchase goods, services, or construction on behalf of the County of Barrhead.

DEFINITIONS

- a. "APC" means Alberta Purchasing Connection
- b. "Chief Administrative Officer" or "CAO" means the individual appointed by Council to the position of CAO or their designate;
- c. "Competitive Bidding Process" means a procurement method where three or more bidders are given equal opportunity to submit bids in accordance with County policy and procedures, and are posted on public procurement site such as APC;
- d. "Construction Project" means roads and infrastructure construction (water, sewage, landfills, buildings, site improvements, etc.), which would result in a Tangible Capital Asset;
- e. "County" means the County of Barrhead No. 11;
- f. "Direct Purchase" means the direct ordering and purchase of goods and services from a supplier with or without negotiation;
- g. "Emergency" has the same meaning as given to it in *Emergency Management Act* and means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health or welfare of people or to limit damage to property or the environment;
- h. "Goods and Services" means all non-construction purchases including professional services and operational contracts;
- i. "Local" means a business with a physical presence in the Town or County of Barrhead;

- j. *“Purchase Order” or “PO”* means a buyer generated document and first official offer issued by a buyer to a seller, indicating types, quantities, and agreed prices for products or services;
- k. *“Request for Information” or “RFI”* means a process used as general market research to determine what product and services are available, scope out business requirements, and/or estimate project costs;
- l. *“Request for Proposal” or “RFP”* means a process where a need is identified, but the method by which it will be achieved is unknown at the outset. This process allows bidders to propose solutions or methods to arrive at the desired result and each proposal is evaluated based on defined criteria;
- m. *“Request for Quotation” or “RFQ”* means a competitive procurement process for obtaining bids based on precisely defined requirements for which a clear or single solution exists for provision of goods or services;
- n. *“Request for Tender” or “Tender”* means a competitive procurement process for obtaining bids based on precisely defined requirements for which a clear or single solution exists with the purpose of establishing a contract to purchase goods or services;
- o. *“Single Source”* means more than one source is available but for reasons of function or service, one supplier is recommended for consideration of the particular goods or services;
- p. *“Sole Source”* means when there is only one available supplier of the required goods or services;
- q. *“Tangible Capital Asset”* has the meaning given to it in Policy FN-006 Tangible Capital Assets.

RESPONSIBILITIES

1. Council shall:

- a) Approve this Policy and any amendments to this Policy.
- b) Approve a vendor from a Request for Proposal or Tender process.

2. CAO shall:

- a) Monitor and ensure compliance with this policy.
- b) Approve alternative procurement processes, such as procurement where three quotes are required but less than three quotes could be obtained, on a case-by-case basis.
- c) Submit to Council a Request for Decision (RFD) to select a vendor from a Request for Proposal or Tender process.

3. Department Heads shall:

- a) Select the appropriate method for procuring goods, services, and construction projects in their respective Departments.
- b) Prepare, or engage engineering firms, to develop Request for Quotations, Request for Proposals, or Tenders
- c) Evaluate bids and rank vendors
- d) Draft the Request for Decision (RFD) for Council to consider approving the recommended vendor from a competitive process
- e) Comply with the intent of this policy. No employee may subdivide, split or otherwise structure a purchase to reduce the estimated total value to circumvent procurement process.

GUIDELINES

1. PROCUREMENT PRINCIPLES

- a) Compliance with all applicable laws, regulations, and trade agreements
- b) Open, fair, and transparent competition
- c) Best value for the County
- d) Effective balance between accountability and efficiency
- e) Adherence to highest standards of ethical conduct

2. OPEN & FAIR COMPETITION

- a) County will conduct open, fair, and transparent procurement that affords equal access to all qualified vendors while ensuring consistency with County policies, procedures and programs, and balances between accountability and efficiency.
- b) County will practice reciprocal non-discrimination with respect to Alberta's trading partners.

3. BEST VALUE CONSIDERATIONS

- a) County will strive to achieve best value for the expenditure of public funds through consideration of the full range of procurement formats.
- b) Consideration may be given to the overall cost in the procurement of goods, services, or construction including but not limited to acquisition cost, life cycle costing, salvage value, availability, serviceability, and delivery.
- c) County will consider and evaluate the relevant price and non-price factors prior to commencing the competitive process.

4. PURCHASING PROCESS

- a) Direct Purchase
 - i. Direct purchase method is used primarily for the purchase of low value goods where the cost and administrative burden of other methods of purchase may be equal to or greater than the price or value of the goods purchased.
 - ii. Employees are encouraged to use their own judgment to promote the principles of this policy in any direct purchase.
 - iii. Direct purchase can also be used for Single Source or Sole Source goods and services.
- b) Request for Quotations (RFQ):
 - i. All requests for quotations should be in writing and from a minimum of 3 suppliers unless noted otherwise in the procurement thresholds.
 - ii. If a written quote is not obtainable, verbal quotes must be fully documented with any supporting documentation attached.
 - iii. CAO may approve purchasing goods and services with less than the required quotes on a case-by-case basis.

c) Request for Tender / Request for Proposal (RFP):

- i. Formal tendering process is intended to ensure that all interested vendors are given an equal opportunity of providing goods and services in response to the identified needs of the County.
- ii. Responsibility for the preparation of the required specifications, tender/RFP documents and advertising rests with the department requiring the goods, services or construction project.
- iii. Lowest bid tender/proposal will not necessarily be accepted, depending on the goods and services being tendered/requested.
- iv. Bid evaluation and selection may be based upon quantitative and qualitative criteria, which is to be identified and documented.
 - Adequate documentation, to record the evaluation and selection process, will be created and retained.
- v. All Tenders, RFPs, or RFQs will have the following clause attached (variations may be made at the discretion of the Chief Administrative Officer):

County of Barrhead No. 11 reserves the right to reject any or all tenders (proposals), to accept any tender (proposal), or to accept any offer which may be considered in the best interest of the County of Barrhead No. 11.

5. PROCUREMENT THRESHOLD & PROCESS

a) The following table outlines the process required for each type of purchase:

Type of Purchase	Procurement Threshold (excluding GST)	Process	Approval Authority
Goods & Services	Up to \$9,999	<ul style="list-style-type: none"> • Direct purchase, taking into consideration procurement objectives. • Local preference may be given. 	Department Head, or Director of Corporate Services, or CAO
Goods & Services	\$10,000 to \$29,999	<ul style="list-style-type: none"> • 3 quotes are recommended but not required. • Quote can be written or verbal. • Local preference may be given 	Department Head, or Director of Corporate Services, or CAO
Goods & Services	\$30,000 to \$74,999	<ul style="list-style-type: none"> • 3 written quotes are required. • Local preference may be given. 	CAO
Goods & Services	Equal to or greater than \$75,000	<ul style="list-style-type: none"> • Competitive bidding process • Must be posted on a public procurement site such as APC. 	Council

Note – Request for Proposal or Tender can be for any value

Type of Purchase	Procurement Threshold (excluding GST)	Process	Approval Authority
Construction	Up to \$29,999	<ul style="list-style-type: none"> Direct purchases should be made locally whenever a local vendor is available and competitive 	Department Head
Construction	\$30,000 to \$199,999	<ul style="list-style-type: none"> 3 written quotes are required. Local preference may be given 	CAO
Construction	Equal to or greater than \$200,000	<ul style="list-style-type: none"> Competitive bidding process Must be posted on a public procurement site such as APC 	Council

Note – Request for Proposal or Tender can be for any value

Type of Purchase	Procurement Threshold (excluding GST)	Process	Approval Authority
Emergency	Any value	<ul style="list-style-type: none"> Direct purchase in accordance with policy FN-008 Budget & Expenditure Management 	CAO, reported to Council at next opportunity

NOTE: Approval authority will be moved to Signing Authority Policy when the Signing Authority policy is created.

- b) Where practical, purchases shall be collectively tendered to obtain the best purchase price.
- c) If a quote, RFP or tender is being issued collectively for the purchase of several goods or services, the estimated value of the total purchase shall prevail in applying these guidelines versus individual cost estimates.
- d) For goods and services being supplied over several years, the estimated value of the total purchases over the entire term (including renewals) shall prevail in applying these guidelines.
- e) These guidelines refer to purchases within budget. For purchases or contracts exceeding a budget amount by more than 10% with the approval of CAO, the purchase or contract must be approved by Council, or a policy adopted by Council.
- f) Quotes are not required for authorizing expenditures when a bulk purchasing agreement is in place, when purchasing goods or services from the Provincial Government, when purchasing from RMA's trading division, or when using government rates for the rental of machinery and equipment.
- g) CAO may approve variations to the process when warranted only if variations remain compliant with legislation and trade agreements.
- h) Competitive bidding process requires Council to approve the recommended vendor.

6. ACQUISITION VIA PURCHASE ORDER

- a) In the absence of a contract or service agreement, a Purchase Order initiates the contractual obligation between the County and the supplier of goods or services.
- b) A Purchase Order authorizes the supplier to supply the specified goods and/or services, subject to the terms and conditions that are specified on the Purchase Order or any attachment thereto.
- c) A Purchase Order shall be signed by the Department Head. Public Works Manager may also sign a Purchase Order for Public Works and Utility departments.
- d) Purchase orders shall be issued for all purchases of goods or services over \$1,000 or for any item for inventory.
- e) Following items do not require a Purchase Order:
 - i. Utilities
 - ii. Payments to other governments such as GST, source deductions, WCB, and requisitions
 - iii. Payroll, benefits, and employee expense claims
 - iv. Insurance
 - v. Conference, course registrations, membership in professional associations
 - vi. Licenses & permits
 - vii. Procurement card transactions
 - viii. Postage
 - ix. Damage claims / insurance claims
 - x. Debenture payments

7. CONFLICT OF INTEREST

- a) No requisition, purchase order, voucher, petty cash funds or any other order, written or verbal, shall be issued for personal goods and/or services for employees of the County, a member of County Council, or the public, unless approved by Council or a policy adopted by Council.
- b) If a purchase or contract for goods or services is to be placed with:
 - i. An employee or elected official of the County,
 - ii. Any company in which an employee or elected official of the County has an interest, or
 - iii. A relative of an employee or elected official of the County,the employee (or elected official) shall declare a pecuniary interest and that employee shall not be placed in a position to approve the purchase.

8. CONFIDENTIALITY OF INFORMATION

- a) County employees and Elected Officials shall not release, to any potential supplier of goods or services, any information that is not intended to be made available to all potential suppliers.
- b) County is committed to the protection of confidential information from unauthorized access or disclosure in compliance with the County's obligations and duties under the *Freedom of Information and Protection of Privacy Act*, as amended or repealed and replaced from time to time.

REVIEW CYCLE

This policy shall be reviewed every 4 years or when Administration becomes aware of legislation changes that would affect this policy.

CROSS-REFERENCE

- 1) *Municipal Government Act*
- 2) *Income Tax Act*
- 3) *Excise Tax Act*
- 4) *Freedom of Information and Protection of Privacy Act*
- 5) *Competition Act*
- 6) *Agreement on Internal Trade (AIT)*
- 7) *Trade, Investment and Labour Mobility Agreement (TILMA)*
- 8) *Canada Free Trade Agreement (CFTA)*
- 9) *New West Partnership Trade Agreement (NWPTA)*
- 10) *Canada-European Union Comprehensive Economic and Trade Agreement (CETA)*
- 11) *Emergency Management Act*
- 12) FN-006 Tangible Capital Assets DRAFT
- 13) FN-008 Budget & Expenditure Management DRAFT

Effective: XXXXX, 2024

Approved by: Council Resolution No: 2024-XXX

Replaces: Policy 12.05 Purchasing

Last Review: N/A

Next Review: 2028

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION		
Title:	Tangible Capital Assets Classification/Capitalization Threshold/Amortization	Policy No: 12.29	
Pages:	Page 1 of 3		

Purpose:

The purpose of the policy is to provide direction for recognizing and recording Tangible Capital Assets (TCA) on a consistent basis and in accordance with Public Sector Accounting Board (PSAB) 3150.

A number of recommendations for TCA have been established by Alberta Municipal Affairs & Housing (AMAH). These recommendations will be adopted by the County of Barrhead No. 11.

Policy Statement:

1. TANGIBLE CAPITAL ASSET:

Tangible Capital Assets are non-financial assets having physical substance that:

- are used on a continuous basis by the County
- have useful economic lives extending beyond one year
- are not for resale in the ordinary course of operations

Subsequent expenditures on a recorded TCA that:

- increase output or service capacity
- increase the service life
- lower associated operating costs
- improve the quality of the output

should be classified as betterments and capitalized accordingly. Any other expenditure should be considered a repair or maintenance and should be expensed in the period.

2. AMORTIZATION:

The cost, less any residual value of a TCA with a limited life should be amortized over its useful life in a rational and systematic manner.

The amortization method and estimate of useful life of the remaining unamortized portion should be reviewed on a regular basis (as outlined in the table below or more frequently if needed) and revised when the appropriateness of a change can be clearly demonstrated.

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION		
Title:	Tangible Capital Assets Classification/Capitalization Threshold/Amortization	Policy No: 12.29	
Pages:	Page 2 of 3		

3. SCOPE:

This policy addresses the following:

- Asset classifications (major & minor)
- Capitalization threshold for each asset classification
- Amortization method to be used
- Review schedule

The following table* shows the classes, capitalization thresholds and amortization method to be used:

Major Asset Class	Minor Asset Class	Capitalization Threshold	Amortization Method	Review Schedule
Land		All land will be recorded	N/A	N/A
Land Improvements		\$5,000.	Straight Line	Every 3 years
Buildings		\$50,000.	Straight Line	Every 5 years
Engineered Structures	Roadway System	\$50,000.	Straight Line	Every 5 years
	Water System	\$50,000.	Straight Line	Every 5 years
	Wastewater System	\$50,000.	Straight Line	Every 5 years
	Storm System	\$50,000.	Straight Line	Every 5 years
Machinery & Equipment		\$5,000.	Straight Line	Every 3 years
Vehicles		\$5,000.	Straight Line	Every 3 years
Cultural & Historical		N/A	N/A	N/A

**Where the above table cannot be used, the auditor for the County will be consulted to assist in establishing the correct accounting procedures for a TCA.*

	<i>Date</i>
Approved	February 5, 2008
Amended	
Amended	

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION		
Title:	Tangible Capital Assets Classification/Capitalization Threshold/Amortization	Policy No: 12.29	
Pages:	Page 3 of 3		

COUNTY OF BARRHEAD NO. 11

Section:	Legislation & Taxation		
Title:	Expenditure of Money	Policy No:	11.19
Pages:	Page 1 of 2		

Purpose

The purpose of this Policy is to clarify what expenditures are deemed to be included in an operating budget or capital budget and to define an emergency and establish procedures to authorize and verify expenditures that are not included in a budget.

Policy Statement and Guidelines

Section 248 of the Municipal Government Act, Chapter M-26.1, 1994, states that a municipality may only make an expenditure that is in a budget, for an emergency, or is legally required to be paid. Each Council must establish procedures to authorize and verify expenditures that are not included in a budget.

Part 1 – Non-Emergent Expenditures not Included in a Budget

An expenditure shall be deemed to be included in an operating budget if its payment does not exceed the bottom line budgeted total for the affected Department (by function). Any expenditure that is not otherwise identified as being for an emergency, or is legally required to be paid, shall be referred to Council.

Council shall review the budget in order to authorize a reallocation of funding within the budget or from any other alternate funding options that may be available. Due consideration shall be given to any proposal or suggestion provided by Administration.

Part II – Emergent Expenditures

An emergency is defined as follows:

- a) An emergency or disaster, as declared by the Disaster Services Committee.
- b) Repair or replacement of municipal improvements for delivery of essential services to residents including but not limited to water, sanitary sewer, storm sewer, street or road improvements.
- c) Repair or replacement due to failure of vehicles, equipment or facilities required to provide for delivery of essential services to residents, including but not limited to water, sanitary sewer, storm sewer, streets, roads, garbage, snow removal, fire protection and ambulance.

COUNTY OF BARRHEAD NO. 11

Section:	Legislation & Taxation		
Title:	Expenditure of Money	Policy No:	11.19
Pages:	Page 2 of 2		

The procedure to authorize and verify emergent expenditures that are not included in a budget shall be as follows:

1. Expenditures for a disaster, as declared by the disaster Services committee, or an emergency are to be verified and approved by Council after the disaster or emergency.

Part III – Other Matters

- a) Administration will advise Council of any changes or anticipated changes to budget revenues that may significantly affect the capital and/or operational budget surplus/deficit.

Any action to be taken respecting the change or changes will be at the discretion of Council.

- b) Council may, at its discretion, authorize any expenditure not otherwise:
 - i) included in a budget;
 - ii) for an emergency; or
 - iii) legally required to be paid.

that is not contrary to the Municipal Government Act of any other enactment if, in the opinion of Council the said expenditure is of advantage and benefit to the Municipality to immediately act upon and would:

- i) provide good government
- ii) provide services, facilities or other things that, in the opinion of Council, are necessary or desirable for all or a part of the municipality;
- iii) development and maintain safe and viable communities.

Due consideration shall be given to the method by which such an expenditure will be funded by resolution of Council as a recorded vote.

	Date
Approved	April 5, 1995
Amended	
Amended	

COUNTY OF BARRHEAD NO. 11

Section:	Administration		
Title:	PURCHASING	Policy No:	12.05
Pages:	Page 1 of 2		

Purpose

To establish a system for the purchase of goods and services in order that an accurate inventory system can be maintained and committed purchases are verified.

Policy Statement and Guidelines

1. The provisions of this policy are applicable to all departments of the municipality.
2. **Petty Cash Voucher System**
 - a) All staff are encouraged to utilize the Petty Cash Voucher System for all purchases \$25.00 or less.
 - b) Purchases under the Petty Cash Voucher System may be carried out without a Purchase Order.
 - c) Petty Cash Vouchers, with attached proof of purchase, authorized by the respective Department Head, or a person authorized by the Department Head, the County Manager or Director of Finance will be reimbursed by the Finance Department.
3. **Purchase Order System**
 - a) The purchase of:
 - i. goods and parts in excess of \$100.00, and
 - ii. goods and parts less than \$100.00 that will become part of the inventory systemis recommended to be done using the Purchase Order System outlined in this section.

COUNTY OF BARRHEAD NO. 11

Section:	Administration		
Title:	PURCHASING	Policy No:	12.05
Pages:	Page 2 of 2		

- b) All Purchase Orders must include:
- i. the name and address of the supplier;
 - ii. a description of the item(s) ordered
 - iii. the cost or estimated cost of the items
 - iv. the appropriate budget to which the purchase is to be charged
 - v. the signature of the person responsible for the budget or a person authorized by the Department Head.
- c) One copy of the purchase order will be forwarded to the Accounts Payable Department at the municipal office and one copy will be retained by the ordering department.

4. Invoices for Payment

- a) All invoices submitted to the Accounts Payable Department not approved for payment by a Purchase Order must be approved for payment by:
- i) the person responsible for the budget to which the invoice will be charged, or a person authorized by the respective Department Head, or
 - ii) the County Manager, or
 - iii) the Director of Finance.

The approval must include the appropriate budget code to which the invoice is to be charged.

	Date
Approved	January 1, 1986
Amended	July 7, 2003 – Resolution #2003-293
Amended	

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION		
Title:	Tangible Capital Assets Classification/Capitalization Threshold/Amortization	Policy No: 12.29	
Pages:	Page 1 of 3		

Purpose:

The purpose of the policy is to provide direction for recognizing and recording Tangible Capital Assets (TCA) on a consistent basis and in accordance with Public Sector Accounting Board (PSAB) 3150.

A number of recommendations for TCA have been established by Alberta Municipal Affairs & Housing (AMAH). These recommendations will be adopted by the County of Barrhead No. 11.

Policy Statement:

1. TANGIBLE CAPITAL ASSET:

Tangible Capital Assets are non-financial assets having physical substance that:

- are used on a continuous basis by the County
- have useful economic lives extending beyond one year
- are not for resale in the ordinary course of operations

Subsequent expenditures on a recorded TCA that:

- increase output or service capacity
- increase the service life
- lower associated operating costs
- improve the quality of the output

should be classified as betterments and capitalized accordingly. Any other expenditure should be considered a repair or maintenance and should be expensed in the period.

2. AMORTIZATION:

The cost, less any residual value of a TCA with a limited life should be amortized over its useful life in a rational and systematic manner.

The amortization method and estimate of useful life of the remaining unamortized portion should be reviewed on a regular basis (as outlined in the table below or more frequently if needed) and revised when the appropriateness of a change can be clearly demonstrated.

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION		
Title:	Tangible Capital Assets Classification/Capitalization Threshold/Amortization	Policy No: 12.29	
Pages:	Page 2 of 3		

3. SCOPE:

This policy addresses the following:

- Asset classifications (major & minor)
- Capitalization threshold for each asset classification
- Amortization method to be used
- Review schedule

The following table* shows the classes, capitalization thresholds and amortization method to be used:

Major Asset Class	Minor Asset Class	Capitalization Threshold	Amortization Method	Review Schedule
Land		All land will be recorded	N/A	N/A
Land Improvements		\$5,000.	Straight Line	Every 3 years
Buildings		\$50,000.	Straight Line	Every 5 years
Engineered Structures	Roadway System	\$50,000.	Straight Line	Every 5 years
	Water System	\$50,000.	Straight Line	Every 5 years
	Wastewater System	\$50,000.	Straight Line	Every 5 years
	Storm System	\$50,000.	Straight Line	Every 5 years
Machinery & Equipment		\$5,000.	Straight Line	Every 3 years
Vehicles		\$5,000.	Straight Line	Every 3 years
Cultural & Historical		N/A	N/A	N/A

**Where the above table cannot be used, the auditor for the County will be consulted to assist in establishing the correct accounting procedures for a TCA.*

	<i>Date</i>
Approved	February 5, 2008
Amended	
Amended	

COUNTY OF BARRHEAD NO. 11

Section:	ADMINISTRATION		
Title:	Tangible Capital Assets Classification/Capitalization Threshold/Amortization	Policy No: 12.29	
Pages:	Page 3 of 3		



TO: COUNCIL
RE: MSI CAPITAL, LGFF, & CCBF GRANT FUNDING

ISSUE:

Submissions to use grant funds must be approved by Council.
Naples Road project was cancelled in 2024. The corresponding MSI Capital application needs to be canceled and replaced with other projects.

BACKGROUND:

- June 7, 2022 - Council approved the following projects for grant funding:

1. Range Road 25 (Naples Road) upgrade in 2024	\$1,078,000
2. 2023 Road-regravelling	\$ 531,226
3. <u>Landfill Access Road - upgrade in 2026, paving in 2028</u>	<u>\$2,194,400</u>
Total	\$3,803,626
- December 20, 2022 – Council approved 2023 paving projects with funding to come from MSI/LGFF, CCBF and reserves.
- December 20, 2022 – Council canceled Landfill Access Road project.
- 2022 – MSI Capital grant applications were submitted and approved for Naples Road and 2023 Road re-gravelling.
- 2023 – Grant applications were amended and approved for Range Road 22 (MSI & CCBF) & Range Road 40 (CCBF) paving.
- March 5, 2024 – Council canceled Range Road 25 (Naples Road) as County was unable to obtain landowner agreements for borrow to complete the project.
- April 16, 2024 – Council approved the 2024 Operating & Capital Budget which included the following use of grant revenue:

Project	Grant funded	Funding Source
2024 Road re-gravelling	\$ 531,226	MSI / LGFF
5 miles road construction (replacing Naples Road)	\$1,078,000	MSI / LGFF
Total	\$1,609,226	

- LGFF portal is now available to submit applications.
- Minimum application thresholds:
 - MSI – 5% of current year allocation \$44,863 (2023)
 - LGFF – 10% of current year allocation \$119,200
 - CCBF – no minimum; however more restrictions on types of eligible projects.

ANALYSIS:

- County currently has grant revenue available as follows:

Grant	Deferred Revenue, received in prior years	2023 funding received in 2024	2024 Interest est. to June 30	2024 funding to be received	Total
MSI Capital, including BMTG	\$387,221	\$897,269	\$17,500	\$ -	\$1,301,990
LGFF				\$1,192,812	\$1,192,812
Canada Community-Building Fund (CCBF)	\$754,399			\$to be announced (est. \$393K)	Est. \$1.16M

MSI Capital & LGFF

- 2023 SFE has been certified (MSI Capital).
- 2022 (partial remaining) and 2023 allocations **must be expended by 2028** (MSI Capital).
- Municipal Affairs strongly recommends that projects be submitted to fully use allocated grant funds as soon as possible given the program is ending and being replaced with LGFF.
- One project is currently approved for MSI – Naples Road in the amount of \$1,078,000 but Council has canceled this project.
 - MSI Capital application will be canceled when Council approves other projects for MSI submission.
- 2024 Road Re-gravelling project has also been submitted for MSI and is awaiting approval.

Canada Community-Building Fund (CCBF)

- 2023 SFE has been certified.
- There are no projects submitted for CCBF
- 2022 (partial), 2023 and 2024 allocations remain available for future eligible projects. Estimate available \$1.16M.
- Eligible projects on the 10 Year Capital Plan:
 - Lac La Nonne Sanitary Sewer (Cost – TBD) (2025/2026). Lac Ste Anne to provide further information this year.
 - Annual road re-construction projects
 - Annual bridge reconstruction projects
- At this time, Administration is not recommending any projects be submitted for CCBF.

Direction Required for MSI / LGFF 2024 Submissions:

- Due to the canceling of re-construction of Range Road 25 (Naples Road), Council needs to consider the re-allocation of the planned use of MSI / LGFF for 2024.
- Assuming approval of the 2024 road re-gravelling project, the balance of MSI/LGFF planned for use in 2024 that requires allocation is \$1,078,000.

OPTION 1: Use MSI/LGFF funding as contemplated in 2024 Budget:

Project	Grant Applied	Funding Source
2024 Road re-gravelling	\$531,226	MSI
Project 24-241, West of 6 and 7-58-4-W5 (2 miles) <i>Project was approved by Council May 7, 2024 (as replacement)</i>	\$428,930	MSI
Project 24-740, South of SW 9-62-4-W5 (2 miles) <i>Project was approved by Council July 2, 2024 (as replacement)</i>	\$455,358	MSI / LGFF
1 mile road construction <i>(to fully replace Naples Road)</i>	\$193,712	LGFF
Total	\$1,609,226	

- Risk of this approach – County may not receive project approvals for other road re-construction project in 2024 and/or have all the work completed in 2024.

OPTION 2: Use MSI/LGFF funding for projects where there is a greater certainty the project will be completed in 2024.

- Review the attached 2024 Capital Projects Summary that identifies the current funding source and if the 2024 capital expenditure is LGFF eligible.

OTHER OPTIONS:

- Following options may also be considered in isolation or combined as appropriate:
 - Decrease value of grant funds to allocate for 2024, thereby saving the grant funds for future road re-construction projects.
 - Increase value of grant funds to allocate to 2024 capital expenditures.
 - Fund 2024 operating projects, such as shoulder pulls, and put the current year budgeted funds for that operating project into the Local Roads & Bridge Construction Reserve.

STRATEGIC ALIGNMENT:

Council's review and consideration of the use of grants aligns with the County 2022 – 2026 Strategic Plan as follows:

PILLAR 2 Municipal Infrastructure & Services

Outcome *2 County has the necessary tools & information to deliver programs and services efficiently.*

Goal 2.1 Infrastructure & services balance County capacity with ratepayer needs.

PILLAR 4 Governance & Leadership

Outcome *4 Council is transparent & accountable.*

Goal 4.2 County demonstrates open & accountable government.

Strategy 4.2.1 Council has the tools and information necessary to make informed decisions which are shared publicly.

ADMINISTRATION RECOMMENDS THAT:

Council provide direction to Administration to submit applications to MSI Capital and LGFF for the following projects: _____.

CF - denotes carry forward

	2024 PROJECT COST	REVISED ESTIMATE	Primary Funding Source	LGFF Eligible?
ADMINISTRATION				
Renovations	1,284,000		Reserves	Yes
Carpet (CF)	19,000		Reserves	Yes *
Telephone system (CF)	20,000		Reserves	Yes *
Asset Management Software (deferred to future year)				
	1,323,000			
FIRE				
OnSite Training Facility (50%) (CF)	5,950		Reserves	No
	5,950			
ENFORCEMENT				
Vehicle Buildout - Ticketing System	8,610		Reserves	No
Vehicle Buildout - Cargo Securement	3,000		Reserves	No
Axon Cameras	24,600		Reserves	No
AFRCSS Radio	18,000		Reserves	No
	54,210			

CF - denotes carry forward

		2024 PROJECT COST	REVISED ESTIMATE	Primary Funding Source	LGFF Eligible?
TRANSPORTATION		# miles			
Bridges					
BF 70370 RGE RD 51 (STIP Funding Denied) (CF)		210,000	125,000	Reserves	Yes
<i>Apply for STIP funding for BF72815,77360,74538,74974 with work to be done in 2025</i>					
Road Construction					
24-540 - RGE RD 25 (Naples Road)					
To be replaced with 5 1 miles of road from 2025/2026 list	1	1,078,000	193,712	MSI/LGFF	Yes
24-241 - W of 6 & 7-58-4-W5; approved by Council May 7	2		428,930	MSI/LGFF	Yes
24-740 - South of SW 9-62-4-W5; approved by Council July 2	2		455,358	MSI/LGFF	Yes
24-240 - RGE RD 45 West of SW 5-58-4-W5	0.25	52,583	95,000	Taxes	Yes
23-740 - RGE RD 32, north of TWP RD 613 (Mast North) (CF)	1	197,930		Reserves	Yes
RR24 extension - 310'	0.06	10,940		Reserves	No
Equipment Replacement					
2024 Grader 150AWD - Council Res #2023-203		577,250		Reserves	Yes
2024 Pickup Truck		70,000		Reserves	No
2024 1Ton Pickup with Box & Hoist		95,000		Reserves	No
2024 Tandem Truck with Hoist, Plow, Snow Wing & hydraulics		390,995		Reserves	Yes
2024 Plow Truck - Sander/Oil		525,363		Reserves	Yes
2024 Gravel Truck - Box/Pup		366,456		Reserves	Yes
Buildings, Land, & Land Improvements					
DEF Bulk Storage Building		28,000		Reserves	No
Shop Front Entrance		12,000		Reserves	No
Asphalt pad for Salt/Sand Shed		70,000		Reserves	Yes *
+ County prep for salt/sand shed pad (see Op projects below)					
Salt/sand shed (CF)		400,000		Reserves	Yes
County welcome sign (CF)		5,760		Reserves	No
	6.31	4,090,277			

CF - denotes carry forward

	2024 PROJECT COST	REVISED ESTIMATE	Primary Funding Source	LGFF Eligible?
WASTE MANAGEMENT				
Netting	12,500		Reserves	No
Non-Compliance Rehab (Well Drilling, etc)	25,000		Reserves	No
	37,500			
UTILITIES				
Utility Officer Vehicle - 1/2 T truck	57,000		Reserves	No
Neerlandia Water Dist. Pump Rebuild	25,000		Reserves	No
	82,000			
AGRICULTURAL SERVICES				
Retrofit of mower - Wet Blade Kit - deferred to a future year			-	
Plastic mulch applicator	10,000		Reserves	No
Sell 62-006; 2009 Dodge Dakota 4x4 Ex. Cab - Surplus				
Sell 62-008; 2012 Dodge 1500 - Surplus				
	10,000			
RECREATION				
Klondike Park Shelter Replacement (Deductible)	5,000		Taxes	No
	5,000			
TOTAL CAPITAL BUDGET		5,607,937		

* Eligible if combined with related project

OPERATING PROJECTS **	# miles				
Shoulder Pulls	12	198,000	144,000	Taxes	Yes
Oiling Projects & Soil Stabilization	4.5	456,820		Taxes	Yes
Road Re-Gravelling ***	322.5	1,199,963		Taxes & MSI	Yes
County prep for asphalt pad (sand/salt shed)					
Currently budgeted in operations; accounting treatment requires this expenditure is capitalized as TCA.		42,442		Taxes	Yes
		1,897,225			

** If Council elects to use MSI/LGFF for an Operating Project, Administration recommends that an equivalent amount be taken from Current Year Operating Budget and put into Local Roads & Bridge Construction Reserve.

*** Road Re-Gravelling - \$531,226 MSI Capital allocated in 2024 budget (historical BMTG component)



2024 COUNCIL RESOLUTION TRACKING LIST

(Items beyond the normal course of business)

Resol. #	Resolution Topic	Responsible	Comments	Status
2024-232,226-231,219-224	Approved 2nd reading to LUB 4-2024 with amendments	CAO/DEV	Approved amendments being incorporated into LUB for 3rd reading	Underway
2024-225	Flag Agriculture, Small Scale Operation for future discussion	CAO		Not started
2024-218	Approved 2025 Budget Schedule	CS/CAO	Meeting requests sent	Complete Jul 3/24
2024-217	Approved 2023 Annual Report	CAO/COMM	Posted to website	Complete Jul 3/24
2024-205	Prepare Draft resolution for Pembina Zone mtg to request RMA to setup a working group to examine and understand challenges of addressing rural crime.	CAO	Upcoming Pembina Zone meetings prior to Fall RMA Convention - July 22, 2024 & October 21, 2024	Underway
2024-203	Denied request from Barrhead & District Senior Citizens Society for funding (up to \$12K) to assist with kitchen upgrades at Senior Centre	CAO/EA	Letter sent	Complete Jun 20/24
2024-195,196,197	Authorized Reeve to sign MOA's for STIP funding for bridge files 74538, 74974, 77360	CAO/EA	Received finalized agreements; Signed & sent to Alberta Transportation for Minister's signature	Complete Jun 24/24
2024-183	Approved Barrhead & District Twinning Committee to co-host the 2027 Twinned Munis Conference at a maximum cost of \$2,500.	CAO/CS	Letter sent June 20, 2024	Complete Jun 20/24
2024-180	Enter into an agreement with ROHI Engineering to carry out Rural Road Study with additional traffic counting, for a cost of \$122,622.80.	PW	Contractor notified, waiting for agreement	Underway
2024-177	Public Auction to be held Dec 4/24 at 2:00 p.m. in Council Chambers; CAO to act as auctioneer.	CAO		Not started
2024-176	Rescind Policy 26.03 General Penalties	EA	Updated in mfiles	Complete Jun 7/24
2024-175	Adopt Bylaw 6-2024 repealing 4-87 & 60-84	EA/CAO	Bylaw is signed and all updated in mfiles	Complete Jun 13/24

2024-167	Consign Unit #220, a 2018 John Deere 772GP grader, to Ritchie Bros. Auctioneers with a guaranteed price of \$145,000, with the County to receive 80% of proceeds above \$164,500.	PW	Agreement signed and awaiting next auction; Waiting finalized agreement	Underway
2024-162	Approved tax-exempt status for the tax years 2024, 2025, and 2026 for Roll #120405007, 120406006, and 120407005	CS	Noted on assessment file	Complete May 21/24
2024-161	Include 2024 Community Grant Budget discussion on a future meeting of Council.	CAO	Scheduled for C.O.W in June 2024	Complete Jun 14/24
2024-160	Approved community grant of \$250 to Naples Community Hall	EA/CAO	Applicant informed of decision	Complete May 23/24
2024-159	Proclaimed May 27 – 31, 2024, as Alberta Rural Health Week	EA/COMM	Posted in office and on website	Complete May 23/24
2024-154	Change Committee of Whole mtg to June 14/24	CAO	New meeting request sent to Council/staff	Complete May 10/24
2024-152	Approved policies FN-001, FN-002 & FN-003	EA/CS	Policies updated in Mfiles	Complete May 10/24
2024-150	Received Enforcement Services Report for info	CPO/COMM	Posted to website	Complete May 23/24
2024-149, 179	Approved purchase salt/sand storage building incl installation from Coverco Buildings Ltd. for the price of \$395,426.65 excluding GST.	PW	Pad constructed by COB; Contracts awarded for paving, building; Company notified	Underway
2024-148	Awarded tender for bridge repairs on BF 70370 to Bridgemen Services Ltd. at the value of \$92,085.	PW	Contract signed; Contractor notified	Complete May 27/24
2024-147	Awarded 2024 crack sealing contract to Alberta Parking Lot Services to max of \$102,120	PW	Agreement signed; Contractor notified	Complete May 7/24
2024-146	Awarded contract for shoulder pull to Wallis Bros. Construction Ltd. for a total cost of \$144,000	PW	Agreement signed; Contractor notified	Complete May 10/24
2024-145	Approved landowner agreements for Poject 24-241	EA/CAO	Agreements signed	Complete May 9/24
2024-144	Approved in-kind support of up to \$1,600 for Barrhead & District Historical Society - Pioneer Church cleanup	PW	Cleanup complete	Complete May 9/24
2024-142	Grass Cutting Contracts renewed for sites 1-14	EA/PW	Signed and finalized	Complete May 10/24
2024-141	Approved grass cutting contract at MacGill Estates	EA/PW	Signed and finalized	Complete May 14/24

2024-140	Appointed Chelsea Jaeger as Weed Inspector & Pest Inspector and Jayleana Baron as Weed Inspector	CAO/AG	Inspector identification issued	Complete May 16/24
2024-139	Appointed Don Medcke as Ag Fieldman	CAO/COMM	Website updated	Complete May 8/24
2024-138	Declared June 3-9, 2024 as Seniors' Week	EA/COMM	GOA notified, posted in office & on website	Complete May 16/24
2024-136-137	1st Reading of LUB and set public hearing for June 6, 2024 at 10:00 am	DEV/CAO	PH occurred; Council approved 1st reading; Advertising for PH underway in accordance with legislation	Complete Jun 6/24
2024-129	Support withholding funds from BDHS and send letter to TOB requesting they do the same	CAO	Letter sent to Town of Barrhead CAO	Complete Apr 17/24
2024-128	Bring back to Council recommendations for the Thunder Lake Lagoon following PW April 17, 2024 meeting with AEP	PW/CAO	Reported to Council on Jun 4/24; BN to Council on May 28/24; May 24/24 - GOA emergency release approved based on proposed plan and data analysis, permission granted for release on Public Lands; Ongoing work with AEP to explore options for emergency discharge; PW met with AEP.	Complete Jun 4/24/24
2024-127	Supported C. Preugschas to serve on AB Coop Ag Extension Pilot project and max 18 per diems	CAO	Letter sent to Prov Ag Board	Complete Apr 18/24
2024-125	Approved 2024 road construction agreements for project 24-240	PW/EA	Agreements finalized	Complete Apr 17/24
2024-122-123	Approved 3-Year Financial Plan & 10-Year Capital Plan	CS/CAO	Posted to website April 19, 2024	Complete Apr 19/24
2024-121	Adopted Tax Penalty Bylaw 3-2024	CS/EA	Posted to website	Complete April 17/24
2024-117	Adopted 2024 Property Tax Bylaw 2-2024	CS/EA	Posted to website	Complete Apr 17/24
2024-113	Revised 2024 Capital Budget from \$6,459,335 to \$7,600,225	CS/CAO	Posted Operating Budget, Capital Budget, Budget Presentation and Budget Overview to website April 19, 2024	Complete Apr 19/24
2024-112	Adopt 2024 Operating Budget as presented with operating expenditures & revenue of \$19,145,635	CS/CAO		Complete Apr 19/24
2024-111	Accepted 2023 ASB Status Report	AF/CAO	Documented as required by <i>ASB Act</i>	Complete Apr 16/24
2024-110	Approve community grant of \$2,000 to Community Pumpkin Walk	EA/CAO	Letter sent to recipient	Complete Apr 18/24

2024-109	Approve community grant of \$2,500 to Mellowdale Community Hall	EA/CAO	Letter sent to recipient	Complete Apr 18/24
2024-108	Approve community grant of \$2,500 to Cross Roads Community Centre	EA/CAO	Letter sent to recipient	Complete Apr 18/24
2024-102	Administration to fill out the ICF Survey for Municipal Affairs	CAO	Survey submitted	Complete Apr 11/24
2024-099	Approved amendments to PS-003 CPO Traffic, Pursuit & Emergency Response Policy	EA/CPO	Policy updated and sent to APSES	Complete Apr 2/24
2024-098	Approve community grant of \$1,500 for Barrhead Indigenous Day Committee	EA/CAO	Letter sent to recipient	Complete Apr 9/24
2024-097	Accept 2nd What We Heard Report & Proceed with 1st Reading of LUB on May 7, 2024, Council meeting.	CAO/DEV	1st reading was approved by Council on May 7/24; Report posted to website	Complete May 7/24
2024-094	Publish the 2023 audited financial statements to the County website	COMM/CS	Posted to website	Complete Apr 12/24
2024-089	Deny request to cancel the permit fee for the 2nd temporary residence application within Lot 1 Block 1 Plan 202 1587 (SE 4 60 5 W5).	EA/CAO	Letter sent	Complete Apr 11/24
2024-070	Adopted Bylaw 1-2024 Rates & Fees Bylaw	EA/CAO	Posted on website	Complete Mar 15/24
2024-074,075	Approve Policy FN-005 and rescind 12.36	EA/CAO	Policies updated in Mfiles	Complete Mar 7/24
2024-072,073	Approve Policy PW-001 and rescind 32.27	EA/CAO	Policies updated in Mfiles	Complete Mar 7/24
2024-071, 145, 236	Cancel Project 24-540 and directs PW to reach out to landowners on future planned projects to secure an additional 5 miles of road construction for the 2024 season.	PW/CS	Agreements approved for project #24-740 S of SW 9-62-4-W5, through 9-62-4-W5, S and E of SE 16-62-4-W5 of 2 miles; Agreements approved for replacement project #24-241 W of 6 & 7-58-4-W5 of 2 miles; Negotiations underway	Underway
2024-070	Dispose of Unit 542, Unit 533 along with its plow attachments, which are Units 535, 536, and 537, as well as the plow attachments from Unit 543, which are Units 544 and 540.	PW/CS		Underway
2024-069, 178	Following the arrival of the new gravel truck and pup, dispose of Unit 532, 532A, and 532B.	PW/CS	Disposal awarded to Ritchie Bros.	Underway
2024-068	Not include Unit 543 in the disposal list in the 2024 Capital Budget in order to utilize this truck as a permanent oil/water tank truck.	CS/CAO	List updated	Complete Mar 22/24

2024-067	Approved engaging Hayworth Equipment Sales to carry out the supply and rig up of the truck box and triaxle pup at the cost of \$123,980.	PW	Hayworth Equipment notified	Complete Mar 6/24
2024-066	Approved engaging Wabash Manufacturing to supply and install an oil tank at the cost of \$115,435.	PW	Wabash Manufacturing notified	Complete Mar 6/24
2024-065	Approved engaging Viking Cives to carry out the rig up of two plow trucks for \$308,322.40	PW	Viking Cives notified	Complete Mar 6/24
2024-062	Council approved signing the land exchange agreement and to cancel the portion of Road Plan 2000MC north of NW 2-62-4-W5 containing approximately 0.938 ha (2.32 acres).	EA/DEV	Alberta Transportation contacted for permission to close portion of road plan	Underway
2024-061	Appointed Fire Guardians for Apr 2024-Mar 2025	CAO/EA	List has been updated and Fire Chief informed	Complete Mar 7/24
2024-053	Accept 2022 year-end financial reports; subject to audit adjustments & year end finalizations.	CS/CAO	2023 Year End Closed	Complete Feb 20/24
2024-046-49	Approve CPO policies PS-003, PS-008, PS-011, PS-014	CAO/EA	Policies updated in Mfiles	Complete Feb 23/24
2024-045	Rescind policies 25.01, 74.01, 74.03	CAO/EA	Policies status in Mfiles updated	Complete Feb 23/24
2024-042-44	Appointed ARB officials for CRASC	CAO/EA	ARB clerk notified of appointments	Complete Feb 21/24
2024-041	Approved community grant to Volunteer Appreciation for \$1,250	CAO/EA	Letter and cheque sent	Complete Feb 23/24
2024-040	Approved one-time donation of \$1,000 for community program & resource guide	CAO/EA	Letter and cheque sent	Complete Feb 23/24
2024-039	Include construction of a 2nd permanent dwelling on Ag parcels in the 1st draft of the Land Use Bylaw as presented in Option B.	DEV/CAO	Included in first draft document to be presented to Council on May 7, 2024	Complete Feb 22/24
2024-031	Approved RCMP annual policing priorities for County	CAO	Document signed by Reeve; Waiting for documents from RCMP for Reeves signature	Complete Apr 16/24
2024-030	Approved purchase of 2024 trucks; Chev 1500 for \$61,500; Ford F-250 XLT for \$74,954; Ford F-450 XL for \$74,053	PW/EA/CAO	Letters sent to dealerships informing of decision	Complete Feb 12/24
2024-027	Approved additional funding sources for 2023 capital projects (2022-440, 2023-640 & 2023-742)	CS/CAO	Done.	Complete Feb 6/24
2024-025	Move Gravel Pit Reclamation Reserve and Landfill Reserve to interest bearing reserves.	CS/CAO	Done. Reserve to bear interest starting Jan 1, 2024	Complete Feb 6/24

2024-022,023,024,026	Approved reserve transactions & reserve report	CS/CAO	Transactions recorded and Report updated.	Complete Feb 6/24
2024-021	Denied community grant to Bhd Community Program & resource guide committee	CAO/EA	Applicant informed of decision	Complete Feb 6/24
2024-020	Approved community grant to Bhd Street Festival for \$2,500	CAO/EA	Letter and cheque sent	Complete Feb 7/24
2024-019	Approved community grant to Paddle River GC for \$2,500 to replace deck, stairs, ramp	CAO/EA	Letter and cheque sent	Complete Feb 7/24
2024-010	Approved swoop and crest decal for County Peace Officer vehicle	CAO/CPO	Design submitted	Complete Jan 16/24
2024-006	Write-off uncollectable AR account as recommended for invoice # IVC402525 in the amount of \$1,850	CS/CAO	Journal Entry completed	Complete Jan 16/24
2024-005	Forgave charges to Barrhead & District Historical Society for fire-fighting at Pioneer Church; \$3,000 to be funded from Community Organizational Reserve	CS/CAO	Journal Entry completed	Complete Jan 17/24
2024-004	Forgave charges to St. Aidans Community Church for fire-fighting; \$1,350 to be funded from Community Organizational Reserve	CS/CAO	Journal Entry completed	Complete Jan 17/24
2023-458	Supported grant application up to \$40K for SCOP	DEV/CAO	Grant application submitted	Complete Jan 10/24
2023-456	Approved agreement with Luke's Contract Hauling for the period January 1, 2024 to December 31, 2026	EA/CAO	Contract fully executed	Complete Jan 4/24
2023-372	Set Ag lease rate of \$30/acre in SE 25-61-6-W5 for a 3 year term	CAO/EA	Agreement executed; Agreement sent to tenants for signature	Complete Feb 1/24
2023-297	Execute the CRTC-approved Next Generation 911 Local Government Service Agreement as provided by Telus Communications Inc.	CAO	Received finalized agreement; Service Agreement returned to Telus	Complete Jun 20/24
2023-296	Negotiate Use Agreement with NSC to construct a ball diamond near Neerlandia Lagoon and bring back to Council for final consideration.	CAO/DEV	Agreement shared with NSC; project likely put on hold until 2025; Draft agreement being prepared to support discussions	Underway
2023-256	Initiate road closure process to close an undeveloped road allowance related to sand and gravel extraction activities.	CAO/DEV	Met with operator Jul 3/24 working on details; Operator has been notified of the process ahead; waiting for confirmation of interest	*Underway

2023-254	Continue on current path as outlined in County Strategic Plan & Economic Development Plan; PLUS conduct research on other models in Alberta to explore options to promote Regional Tourism.	CAO/DEV	Grant funds received for NEW 2024 Business/Tourism Conference & Tradeshow; progress being made on YOLO marketing strategy	Complete Apr 5/24
2024-103, 2023-238	Contact "Alberta Carbon Grid" to present at a future Council meeting.	CAO/EA	Company has determined location, topic no longer relevant.	Rescinded
2023-210	Authorized to negotiate and refine the scope of the project with Next Architecture Inc., up to a maximum of \$146,570 + GST.	CAO	Discussed w NEXT to confirm capacity	*Underway
2023-208	Administration to send a letter of intent to Maykut Farms expressing the County's desire to enter into a lease agreement in 2026 for a portion of the gravel pit located in NE 3-63-4-W5.	PW/CAO	Revisions made & resent to pit owner; Letter of Intent sent to pit owner; Discussion with owner to confirm specifications, letter drafted; Gravel pit owner notified verbally of County's intent	Underway
2023-204	Tender Unit #220, a 2018 John Deere 772GP motor grader with snow wing, before arrival of new replacement motor grader.	PW	New grader arrived May 23/24; Decision for disposal to Council May 21; Awaiting arrival date of new grader	Complete May 23/24
2023-098	Cost share (50:50) with TOB purchase of 2023 John Deere 755K Landfill Track Loader (\$608,000 plus GST) from Brandt Tractor Ltd. as per 2023 Waste Management Capital	FIN/PW	Invoice is being processed; Delivered Sept 25 and awaiting invoice from Town in January; Ordered	Complete Jan 16/24
2023-064; 2024-064	Approved Admin to enter into an agreement with Western Star North to purchase 3 Western Star 47X SB trucks for delivery in 2024 & 2025 as per 10-yr Capital Plan; bring back final pricing to Council for final order approval	PW/CAO	Council approved purchase of 3 trucks at a cost of \$735,077; Western notified of intent to purchase	Complete Mar 5/24
2022-448	Draft congratulatory letter for Reeve's signature to new Min of MA and provide info on County of Barrhead strategic initiatives.	CAO/EA	New minister, revising message	Underway
2022-321	Authorized signing Emerg Mgmt Mutual Aid Agreement with LSAC	CAO	Received electronic file; Awaiting Signatures from LSAC	Complete Mar 14/24
2022-166	Preliminary consolidated report on status of wastewater infrastructure	CAO/PW/DF	Consolidating all lagoon reports (T.L. received Dec/22); incorporating asset management principles and discussions with LSAC	Underway
2021-174	VSU - letter to MLA re support and current service delivery model	CAO/EA	Met with VSU representative to better understand situation/impact; Rough draft prepared	Underway

2019-352	Follow-up letter to Minister Municipal Affairs	EA/CAO	Notes distributed	Underway
2018-029	Service Contract Review	FIN/EA/CAO	Initial list has been compiled.	Underway
2017-325	Develop a bylaw to provide necessary tools to deal with enforcement issues as an interim step	CAO/Dev	Bylaw is drafted, timeline to be discussed with Council; Work with LSA Bylaw enforcement to draft bylaw to use in the interim while developing a more substantive bylaw through public consultation	Underway
2017-245	Policy for Special Events	CAO/Dev	Reviewing policies from neighbouring municipalities	Underway



Public Works Director of Infrastructure Report July 16, 2024

H

Graders

- Area graders are blading roads and spreading gravel as well as lifting oil on Peanut Lake road for Permazyme project.

Gravel

- Gravelling 2024 maintenance projects out of the Vega gravel pit, utilizing County and contract forces.

Permazyme

- Lightning Bay road, west of Lac La Nonne Store and Manola road have the Permazyme worked into the road base, and the work on the Peanut Lake road is in progress.

Construction

- Continued work on Project 23-740 (Range Road 32 between Township Roads 613 and 614).

Pavement Crack Sealing

- Alberta Parking Lot Services started the Crack Sealing Project Monday July 8 on the paved roads in the Dunstable / Lac La Nonne area.

Roadside Mowing

- Tractor and mower are currently working south of Highway 18, west of Highway 33.

Labour

- Sign repairs, hand brushing, culvert delivery, campground and transfer station maintenance, and traffic control for Permazyme projects and pavement patching.

Shop

- CVIP on lowboy trailer used for hauling heavy equipment.
- One of the new 627 scrapers has been taken to Finning shop for a cracked engine head. Repair is to be covered by warranty.
- All other repairs and maintenance as required.

Utilities

- Thunder Lake Lagoon was re-opened on July 3, 2024. Post-release sampling was carried out and AEP was informed of the emergency release completion. Residents in the area and haulers were notified of the re-opening
- All other testing and monitoring are being carried out as per normal operations.



COUNTY OF BARRHEAD NO.11
 CASH, INVESTMENTS, & TAXES RECEIVABLE
 Sunday, June 30, 2024



	June YTD 2024	June YTD 2023
CASH:		
On Hand	\$300	\$300
Deposits	138,997	163,159
Disbursements	197,436	143,277
Savings	1,965,121	2,735,035
Tax Trust	23,900	22,672
Municipal Reserve	544,671	498,727
SHORT TERM DEPOSITS:		
31 day Notice	1,014,659	1,659,562
60 day Notice	1,026,666	2,817,753
90 day Notice	5,723,158	9,221,616
Total Cash and Temporary Investments	<u><u>10,634,907</u></u>	<u><u>17,262,101</u></u>
INVESTMENTS		
Term Deposits	2,243,668	2,124,289
Funds Held In Trust	1,606,027	1,523,523
Other Investments	21,283	10,034
Total Investments	<u><u>3,870,978</u></u>	<u><u>3,657,846</u></u>
TAXES AND GRANTS IN LIEU RECEIVABLE:		
Current	10,812,147	9,788,146
Arrears	386,745	367,901
Forfeited Land	4,719	4,719
	<u>11,203,611</u>	<u>10,160,766</u>
Allowance for Uncollectible Taxes	(100,000)	(100,000)
Total Taxes & Grants in Lieu Receivable	<u><u>11,103,611</u></u>	<u><u>10,060,766</u></u>
# of Tax Rolls on TIPP	321	263
DEFERRED REVENUE		
MSI	751,618	3,825,672
CCBF	774,398	1,443,122
Others	66,173	200
	<u>1,592,189</u>	<u>5,268,994</u>
RESERVES		
Unrestricted	2,527,487	2,527,487
Current YTD Budget	6,780,833	6,138,575
Operating	1,828,606	1,825,422
Capital	11,247,688	10,696,235
	<u><u>22,384,615</u></u>	<u><u>21,187,719</u></u>

Payment Issued
For Month ended June 30, 2024



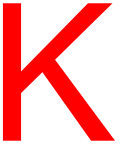
Vendor ID	Vendor Name	Document Date	Document Number	Document Amount	Voided
4IMP001	4 Imprint	2024-06-04	911583	1,095.37	No
9700001	970022 Alberta Ltd.	2024-06-04	911584	82,320.00	No
ATHA001	Athabasca County	2024-06-04	911585	143.05	No
BARR033	Barrhead Registries	2024-06-04	911586	196.00	No
BARR051	Barrhead Machine & Welding (2023) Ltd.	2024-06-04	911587	21.26	No
CALM001	Calmont Equipment Ltd.	2024-06-04	911588	692.33	No
CAPI001	Capital Estate Planning Trust Account	2024-06-04	911589	288.00	Yes
CCCY001	CC Cycle (2012) Ltd.	2024-06-04	911590	581.40	No
COVE001	Coverco Buildings Ltd.	2024-06-04	911591	98,987.70	No
GROW001	GROWTH Alberta Partnership	2024-06-04	911592	708.75	No
JOHN001	John Deere Financial	2024-06-04	911593	78.35	No
MCEW001	McEwen's Fuels and Fertilizers	2024-06-04	911594	1,021.39	No
NAPL001	Naples Communtiy Hall Association	2024-06-04	911595	250.00	No
PRAI001	Prairie Battery	2024-06-04	911596	70.31	No
RENE001	Rene's Vacuum Service	2024-06-04	911597	620.00	No
VASS001	Vass IT Professional Services Inc.	2024-06-04	911598	5,628.55	No
WEST020	Westlock Memorial Hall	2024-06-04	911599	160.00	No
DALE001	Dale Pederson Trucking	2024-06-04	911600	9,486.00	No
GARL001	Gar-Lyn Trucking Ltd.	2024-06-04	911601	7,469.54	No
TOPG001	Top Gunz Trucking Ltd.	2024-06-04	911602	8,228.66	No
ALLA002	All Around Oilfield Services Ltd.	2024-06-17	911603	5,945.42	No
DALE001	Dale Pederson Trucking	2024-06-17	911604	9,734.62	No
GARL001	Gar-Lyn Trucking Ltd.	2024-06-17	911605	16,983.65	No
GROS001	Grossenbacher Trucking Ltd.	2024-06-17	911606	3,910.71	No
SHEL001	Shelye Trucking Ltd.	2024-06-17	911607	9,489.06	No
SUNN001	Sunny Acre Farms Ltd.	2024-06-17	911608	8,385.58	No
ALBE007	Alberta Development Officers' Association	2024-06-17	911609	490.00	No
ALMO001	Almost, Barbara	2024-06-17	911610	352.50	No
ATHA001	Athabasca County	2024-06-17	911611	314.64	No
BARR005	Barrhead & District Senior Citizens Society	2024-06-17	911612	150.00	No
BARR033	Barrhead Registries	2024-06-17	911613	475.00	No
BORE001	Boreal Horticultural Services Ltd.	2024-06-17	911614	14,025.69	No
BREU001	Breukelman, Gerrit John	2024-06-17	911615	19.20	No
CALM001	Calmont Equipment Ltd.	2024-06-17	911616	208.39	No
CLAR003	Clark's Powder Coating Inc.	2024-06-17	911617	223.13	No
FIXJ001	Fix, Jodean	2024-06-17	911618	100.00	No
GOLD001	Golden Arrow Schoolbuses Ltd	2024-06-17	911619	193.20	No
GOVE002	Government of Alberta Land Titles	2024-06-17	911620	87.00	No
GOVE004	Government of Alberta - Forestry & Parks	2024-06-17	911621	812.00	No
HOOD001	Hood, Clayton	2024-06-17	911622	529.85	No
IMPA002	Impact HR Inc.	2024-06-17	911623	3,114.13	No
JOHN001	John Deere Financial	2024-06-17	911624	61.34	No
KERR001	Kerri's Cafe & Bakery	2024-06-17	911625	75.60	No
LAWS001	Lawson Products Inc.	2024-06-17	911626	3,788.71	No
LETT002	Letts, Scott & Wendy	2024-06-17	911627	200.00	No
MANT001	Mantey, Herbert & Derra	2024-06-17	911628	52.39	No
RESC003	Reschke, Greg	2024-06-17	911629	167.96	No
SCHA004	Schaffrick, Cheryl	2024-06-17	911630	39.38	No
STEI001	Stein, Colleen	2024-06-17	911631	446.43	No
TREB002	Trebell, Rodney & Rose	2024-06-17	911632	20.00	No

WEST011	Westlock County	2024-06-17	911633	420.34	No
ZASIO02	Zasiedko, Jesse A.	2024-06-17	911634	44.46	No
ALLA002	All Around Oilfield Services Ltd.	2024-06-28	911635	5,052.47	No
DALE001	Dale Pederson Trucking	2024-06-28	911636	6,345.29	No
GROS001	Grossenbacher Trucking Ltd.	2024-06-28	911637	9,798.21	No
SHEL001	Shelye Trucking Ltd.	2024-06-28	911638	8,758.84	No
SUNN001	Sunny Acre Farms Ltd.	2024-06-28	911639	11,250.07	No
TOPG001	Top Gunz Trucking Ltd.	2024-06-28	911640	9,742.02	No
ALBE029	Alberta Trappers Association	2024-06-28	911641	400.00	No
ALBE032	Alberta Lake Management Society	2024-06-28	911642	200.00	No
ATHA002	Athabasca Watershed Council	2024-06-28	911643	800.00	No
BARR016	Barrhead Community Victim Services Unit Associatio	2024-06-28	911644	750.00	No
BARR055	Barrhead 1st Scouts	2024-06-28	911645	200.00	No
BLUE003	Blue Spruce Contracting Ltd.	2024-06-28	911646	5,250.00	No
EMBR001	Embroidery Den	2024-06-28	911647	2,756.04	No
GLEN001	Glenreagh Community Centre	2024-06-28	911648	200.00	No
GREI003	Greilach Lussier LLP	2024-06-28	911649	21,000.00	No
JOHN001	John Deere Financial	2024-06-28	911650	5,934.63	No
LAWS001	Lawson Products Inc.	2024-06-28	911651	32.42	No
LOTH001	Lotholz, Randy B. & Wendy F.	2024-06-28	911652	2,092.00	No
MCKA003	McKain, Leigh B & Anita M.	2024-06-28	911653	94.92	No
SHOA001	Shoal Creek Enterprises Ltd.	2024-06-28	911654	295.63	No
STAH001	Stahl Peterbilt Inc.	2024-06-28	911655	387.94	No
UFAB001	UFA Barrhead	2024-06-28	911656	472.47	No
STIN002	Stingray Radio Inc.	2024-06-28	911657	153.30	No
BARO001	Baron, Jayleana	2024-06-05	EFT000000001866	58.32	No
BARR020	Barrhead Ford Sales Inc.	2024-06-05	EFT000000001867	157,570.80	No
BROW003	Brownell, Michael	2024-06-05	EFT000000001868	175.00	No
BRUN003	Bruns, Erin	2024-06-05	EFT000000001869	40.00	No
FINN002	Finning (Canada)	2024-06-05	EFT000000001870	606,112.51	No
FUCH001	Fuchs, Laura	2024-06-05	EFT000000001871	20.00	No
GREG001	Gregg Distributors Ltd.	2024-06-05	EFT000000001872	1,181.82	No
HAYW001	Hayworth Equipment Sales	2024-06-05	EFT000000001873	1,736.00	No
JAEG002	Jaeger, Chelsea	2024-06-05	EFT000000001874	160.00	No
KNMSA0001	KNM Sales & Service Ltd.	2024-06-05	EFT000000001875	3,371.42	No
KORT001	Kortech Calcium Services, Division of Calcium Inc.	2024-06-05	EFT000000001876	73,819.66	No
LAUR001	Laura Rose Catering	2024-06-05	EFT000000001877	210.00	No
MCLE001	McLean's Auto Parts LTD.	2024-06-05	EFT000000001878	25.60	No
OBAT001	ObaTel Inc.	2024-06-05	EFT000000001879	110.25	No
PETRO02	Petruchik, Blair	2024-06-05	EFT000000001880	13.00	No
REDL002	Red Lion Express Inc.	2024-06-05	EFT000000001881	141.70	No
SMAL001	Small Power Ltd.	2024-06-05	EFT000000001882	196.97	No
SONN002	Sonnenberg, Payton	2024-06-05	EFT000000001883	61.98	No
TOOL002	Tool Solutions Ltd.	2024-06-05	EFT000000001884	252.00	No
TOWN001	Town of Barrhead	2024-06-05	EFT000000001885	13,496.40	No

LIVE001	Live Out Loud Inc.	2024-06-05	EFT000000001886	4,462.50	No	
NEER003	Neerlandia Co-op Association	2024-06-12	EFT000000001889	2,075.20	No	
PEMB004	Pembina West Co-op	2024-06-12	EFT000000001890	54,015.52	No	
CANO001	Canoe Procurement Group of Canada	2024-06-14	EFT000000001891	31,441.28	No	
CANO001	Canoe Procurement Group of Canada	2024-06-14	EFT000000001892	198.41	No	
PEMB004	Pembina West Co-op	2024-06-14	EFT000000001893	2,117.59	No	
AMSC002	AMSC (BMO PCARD)	2024-06-14	EFT000000001894	3,778.43	No	
1737001	1737069 Alberta Ltd.	2024-06-18	EFT000000001898	2,411.85	No	
2202001	2202241 Alberta Ltd	2024-06-18	EFT000000001899	2,016.24	No	
AACO001	AACPO	2024-06-18	EFT000000001900	45.00	No	
ALTO001	Altogether Shredding Services	2024-06-18	EFT000000001901	84.00	No	
ARLE001	Arlen & Marian Stocking	2024-06-18	EFT000000001902	252.00	No	
AXON001	Axon Public Safety Canada Inc.	2024-06-18	EFT000000001903	2,320.90	No	
BARR020	Barrhead Ford Sales Inc.	2024-06-18	EFT000000001904	2,454.70	No	
BARR024	Barrhead Home Hardware Building Centre	2024-06-18	EFT000000001905	240.28	No	
BRAV001	Brave Nose Septic Service Inc.	2024-06-18	EFT000000001906	735.00	No	
BUMP001	Bumper to Bumper Anderson Auto and Supplies Ltd.	2024-06-18	EFT000000001907	151.73	No	
CARO001	CARO Analytical Services	2024-06-18	EFT000000001908	396.38	No	
CERT002	Certified Tracking Solutions	2024-06-18	EFT000000001909	452.34	No	
EVER001	Evergreen Catholic SRD No. 2	2024-06-18	EFT000000001910	6,660.78	No	
GREAO01	Great West Newspapers LP	2024-06-18	EFT000000001911	2,391.90	No	
GREG001	Gregg Distributors Ltd.	2024-06-18	EFT000000001912	3,360.03	No	
GRIZ001	Grizzly Trail Motors Ltd.	2024-06-18	EFT000000001913	2,138.38	No	
JESP001	Jespersen, Lorrie	2024-06-18	EFT000000001914	311.14	No	
KORT001	Kortech Calcium Services, Division of Calcium Inc.	2024-06-18	EFT000000001915	27,208.44	No	
LOND001	London Life	2024-06-18	EFT000000001916	250.00	No	
LUKE001	Luke's Contract Hauling	2024-06-18	EFT000000001917	6,783.26	No	
MCLE001	McLean's Auto Parts LTD.	2024-06-18	EFT000000001918	420.13	No	
ODVO001	Odvod Media Corp.	2024-06-18	EFT000000001919	1,385.00	No	
PEMB002	Pembina Hills School Division	2024-06-18	EFT000000001920	1,099.41	No	
PREC002	Precision Marketing Group	2024-06-18	EFT000000001921	3,150.00	Yes	
PURE001	Pure Glass	2024-06-18	EFT000000001922	1,176.00	No	
QUED003	Quedenbaum, Nadine	2024-06-18	EFT000000001923	311.14	No	
REID001	Reid's Kitchen	2024-06-18	EFT000000001924	174.93	No	
RMAI001	RMA Insurance	2024-06-18	EFT000000001925	1,875.63	No	
ROAD001	Roadata Services Ltd.	2024-06-18	EFT000000001926	369.60	No	
SHAZ001	Shazel Cleaning	2024-06-18	EFT000000001927	582.75	No	
SMAL001	Small Power Ltd.	2024-06-18	EFT000000001928	22.84	No	
STAR001	STARS Foundation	2024-06-18	EFT000000001929	7,500.00	No	
WEST007	Western Star Trucks	2024-06-18	EFT000000001930	837.66	No	
WSPC001	WSP Canada Inc.	2024-06-18	EFT000000001931	823.64	No	
XERO100	Xerox Canada Ltd.	2024-06-18	EFT000000001932	932.93	No	
DIRE001	Direct Energy Business	2024-06-03	EFT000000001863	3,063.85	No	
WORK001	Workers Compensation Board	2024-06-03	EFT000000001865	10,062.00	No	
RECE001	Receiver General For Canada	2024-06-10	EFT000000001887	134,643.62	No	
MYHS100	MYHSA	2024-06-12	EFT000000001895	650.40	No	
LOCA001	Local Authorities Pension Plan	2024-06-05	EFT000000001897	45,031.26	No	
GOVE007	Government of Alberta - Loans to Local Authorities	2024-06-24	EFT000000001934	140,987.05	No	
BELL001	Bell Canada	2024-06-19	EFT000000001935	698.88	No	
ASFF001	ASFF	2024-06-28	EFT000000001937	653,449.91	No	
XERO100	Xerox Canada Ltd.	2024-06-30	EFT000000001940	361.27	No	
VOIDED Payments				-	3,438.00	
Payments Issued					2,414,551.90	



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Summary of All Units
 For the Six Months Ending June 30, 2024



	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
Municipal taxes	\$13,332,882	\$13,262,837	(\$70,044)	(0.53%)	\$12,290,533	\$12,273,073
Local improvement levy	21,885	21,885	-	0.00%	21,885	21,885
Aggregate levy	2,513	115,000	112,487	97.81%	13,520	72,880
User fees and sale of goods	474,135	994,309	520,174	52.32%	556,157	1,122,059
Rental income	35,643	79,485	43,842	55.16%	36,402	72,916
Allocation for in-house equip Rental	137,123	818,318	681,195	83.24%	427,007	740,638
Penalties and costs on taxes	22,258	150,000	127,742	85.16%	26,781	139,821
Licenses, permits and fees	22,651	23,500	849	3.61%	5,855	14,972
Returns on investment	404,494	618,137	213,643	34.56%	399,493	899,436
Other governments transfer for operating	601,098	1,287,332	686,234	53.31%	220,518	1,760,944
Other revenue	24,767	1,538,958	1,514,190	98.39%	51,970	160,217
Drawn from unrestricted reserves	85,464	172,158	86,695	50.36%	90,054	174,303
Drawn from operating reserves	32,937	63,716	30,780	48.31%	11,110	196,599
Contribution from capital program	-	-	-	0.00%	1,650	22,902
TOTAL REVENUE	15,197,849	19,145,635	3,947,785	20.62%	14,152,934	17,672,645
EXPENDITURES						
Salaries and benefits	2,281,477	4,634,571	2,353,095	50.77%	2,015,724	4,089,895
Materials, goods, supplies	1,224,036	3,174,192	1,950,156	61.44%	1,229,792	2,603,296
Utilities	58,323	134,710	76,387	56.70%	50,113	124,683
Contracted and general services	690,494	2,165,582	1,475,088	68.12%	744,316	1,918,416
Purchases from other governments	84,103	323,635	239,532	74.01%	180,823	368,318
Transfer to other governments	249,697	2,844,404	2,594,707	91.22%	229,086	1,132,785
Transfer to individuals and organizations	24,401	96,000	71,599	74.58%	27,698	89,798
Transfer to local boards and agencies	81,642	171,070	89,428	52.28%	79,886	165,523
Interest on long term debt	55,524	109,816	54,292	49.44%	57,934	114,459
Principal payment for debenture	85,464	172,158	86,695	50.36%	83,054	167,303
Provision for allowances	-	-	-	0.00%	-	(365,100)
Bank charges and short term interest	815	1,970	1,155	58.61%	680	1,344
Tax cancellations	-	24,053	24,053	100.00%	990	17,414
Other expenditures	0	1,750	1,750	99.99%	0	2,068
Requisitions	1,565,894	3,007,576	1,441,682	47.94%	1,485,096	2,774,231
Transfer to operating reserves	148,501	234,276	85,775	36.61%	174,848	279,180
Transfer to capital reserves	1,740,217	1,992,288	252,071	12.65%	1,542,026	3,340,491
Transfer to capital program	134,207	57,583	(76,624)	(133.07%)	112,292	848,542
TOTAL EXPENDITURES	8,424,794	19,145,635	10,720,841	56.00%	8,014,358	17,672,645
NET COST / (REVENUE):	(6,773,056)	0	6,773,056	(111033702)	(6,138,575)	0
NET COST - OPERATING FUND	(8,677,580)	(2,048,272)	6,629,308	(323.65%)	(7,864,928)	(4,074,409)
NET COST - RESERVE FUND	1,770,317	1,990,689	220,372	11.07%	1,615,711	3,248,768
NET COST - CAPITAL FUND	134,207	57,583	(76,624)	(133.07%)	110,642	825,641



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 GENERAL GOVERNMENT
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Municipal taxes	\$13,332,882	\$13,262,837	(\$70,044)	(0.53%)	\$12,290,533	\$12,273,073
Penalties and costs on taxes	22,258	150,000	127,742	85.16%	26,781	139,821
Returns on investment	384,647	507,000	122,353	24.13%	380,396	824,175
Other revenue	-	16	16	100.00%	-	1,940
Drawn from unrestricted reserves	85,464	172,158	86,695	50.36%	83,054	167,303
Drawn from operating reserves	-	-	-	0.00%	-	142,201
TOTAL REVENUE	13,825,251	14,092,011	266,761	1.89%	12,780,763	13,548,514
EXPENDITURES						
Tax cancellations	-	24,053	24,053	100.00%	990	17,414
Other expenditures	-	1,750	1,750	100.00%	-	2,068
Requisitions	1,565,894	3,007,576	1,441,682	47.94%	1,485,096	2,774,231
Transfer to operating reserves	85,464	172,158	86,695	50.36%	83,054	167,303
Transfer to capital reserves	-	-	-	0.00%	50,000	50,000
TOTAL EXPENDITURES	1,651,357	3,205,537	1,554,180	48.48%	1,619,140	3,011,016
NET COST / (REVENUE):	(12,173,893)	(10,886,474)	1,287,420	(11.83%)	(11,161,623)	(10,537,498)
NET COST - OPERATING FUND	(12,173,893)	(10,886,474)	1,287,420	(11.83%)	(11,211,623)	(10,445,298)
NET COST - RESERVE FUND	-	-	-	0.00%	50,000	(92,201)



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 General Municipal
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Penalties and costs on taxes	\$22,258	\$150,000	\$127,742	85.16%	\$26,781	\$139,821
Returns on investment	384,647	507,000	122,353	24.13%	380,396	824,175
Drawn from unrestricted reserves	85,464	172,158	86,695	50.36%	83,054	167,303
Drawn from operating reserves	-	-	-	0.00%	-	142,201
TOTAL REVENUE	492,369	829,158	336,789	40.62%	490,230	1,273,501
EXPENDITURES						
Transfer to operating reserves	85,464	172,158	86,695	50.36%	83,054	167,303
Transfer to capital reserves	-	-	-	0.00%	50,000	50,000
TOTAL EXPENDITURES	85,464	172,158	86,695	50.36%	133,054	217,303
NET COST / (REVENUE):	(406,905)	(657,000)	(250,095)	38.07%	(357,176)	(1,056,198)
NET COST - OPERATING FUND	(406,905)	(657,000)	(250,095)	38.07%	(407,176)	(963,997)
NET COST - RESERVE FUND	-	-	-	0.00%	50,000	(92,201)



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Tax & Requisitions
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Municipal taxes	\$13,332,882	\$13,262,837	(\$70,044)	(0.53%)	\$12,290,533	\$12,273,073
Other revenue	-	16	16	100.00%	-	1,940
TOTAL REVENUE	<u>13,332,882</u>	<u>13,262,853</u>	<u>(70,029)</u>	<u>(0.53%)</u>	<u>12,290,533</u>	<u>12,275,013</u>
EXPENDITURES						
Tax cancellations	-	24,053	24,053	100.00%	990	17,414
Other expenditures	-	1,750	1,750	100.00%	-	2,068
Requisitions	1,565,894	3,007,576	1,441,682	47.94%	1,485,096	2,774,231
TOTAL EXPENDITURES	<u>1,565,894</u>	<u>3,033,379</u>	<u>1,467,485</u>	<u>48.38%</u>	<u>1,486,086</u>	<u>2,793,712</u>
NET COST / (REVENUE):	(11,766,988)	(10,229,474)	1,537,514	(15.03%)	(10,804,447)	(9,481,301)
NET COST - OPERATING FUND	(11,766,988)	(10,229,474)	1,537,514	(15.03%)	(10,804,447)	(9,481,301)



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 ADMINISTRATION & LEGISLATIVE
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$12,290	\$51,329	\$39,039	76.06%	\$5,783	\$12,494
Other governments transfer for operating	4,900	22,370	17,470	78.10%	109,928	87,558
Other revenue	7,951	7,000	(951)	(13.59%)	20,039	55,442
Drawn from operating reserves	-	2,381	2,381	100.00%	3,339	3,339
TOTAL REVENUE	25,141	83,079	57,938	69.74%	139,088	158,833
EXPENDITURES						
Salaries and benefits	663,978	1,323,241	659,263	49.82%	594,926	1,192,404
Materials, goods, supplies	48,948	75,659	26,711	35.30%	39,036	50,812
Utilities	6,868	17,800	10,932	61.42%	6,416	14,143
Contracted and general services	180,985	479,028	298,044	62.22%	199,118	493,600
Bank charges and short term interest	815	1,970	1,155	58.61%	680	1,344
Transfer to operating reserves	3,375	4,804	1,429	29.74%	3,375	6,790
Transfer to capital reserves	70,000	70,000	-	0.00%	70,000	597,000
TOTAL EXPENDITURES	974,969	1,972,502	997,533	50.57%	913,551	2,356,093
NET COST / (REVENUE):	949,828	1,889,422	939,595	49.73%	774,463	2,197,260
NET COST - OPERATING FUND	876,453	1,817,000	940,547	51.76%	704,427	1,596,809
NET COST - RESERVE FUND	73,375	72,423	(952)	(1.32%)	70,036	600,451



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Legislative
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
Other revenue	\$4,659	\$4,500	(\$159)	(3.54%)	\$4,229	\$6,725
Drawn from operating reserves	-	2,381	2,381	100.00%	-	-
TOTAL REVENUE	4,659	6,881	2,222	32.29%	4,229	6,725
EXPENDITURES						
Salaries and benefits	145,951	312,753	166,802	53.33%	134,495	276,680
Materials, goods, supplies	800	5,705	4,905	85.98%	761	884
Contracted and general services	14,190	50,442	36,252	71.87%	14,021	27,052
Transfer to operating reserves	875	875	-	0.00%	875	161
TOTAL EXPENDITURES	161,816	369,775	207,959	56.24%	150,152	304,777
NET COST / (REVENUE):	157,156	362,894	205,737	56.69%	145,923	298,051
NET COST - OPERATING FUND	156,281	364,400	208,118	57.11%	145,048	297,891
NET COST - RESERVE FUND	875	(1,506)	(2,381)	158.10%	875	161



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Administration
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$12,290	\$51,329	\$39,039	76.06%	\$5,783	\$12,494
Other governments transfer for operating	4,900	22,370	17,470	78.10%	109,928	87,558
Other revenue	3,292	2,500	(792)	(31.69%)	15,810	48,717
Drawn from operating reserves	-	-	-	0.00%	3,339	3,339
TOTAL REVENUE	20,482	76,198	55,716	73.12%	134,860	152,108
EXPENDITURES						
Salaries and benefits	518,027	1,010,488	492,461	48.73%	460,431	915,723
Materials, goods, supplies	48,148	69,954	21,805	31.17%	38,275	49,928
Utilities	6,868	17,800	10,932	61.42%	6,416	14,143
Contracted and general services	166,794	428,586	261,792	61.08%	185,097	466,548
Bank charges and short term interest	815	1,970	1,155	58.61%	680	1,344
Transfer to operating reserves	-	1,429	1,429	100.00%	-	4,130
Transfer to capital reserves	70,000	70,000	-	0.00%	70,000	597,000
TOTAL EXPENDITURES	810,653	1,600,227	789,574	49.34%	760,900	2,048,816
NET COST / (REVENUE):	790,171	1,524,029	733,857	48.15%	626,040	1,896,709
NET COST - OPERATING FUND	720,171	1,452,600	732,429	50.42%	559,379	1,298,918
NET COST - RESERVE FUND	70,000	71,429	1,429	2.00%	66,661	597,791



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Elections & Plebiscites
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
EXPENDITURES						
Transfer to operating reserves	\$2,500	\$2,500	-	0.00%	\$2,500	\$2,500
TOTAL EXPENDITURES	<u>2,500</u>	<u>2,500</u>	<u>-</u>	<u>0.00%</u>	<u>2,500</u>	<u>2,500</u>
NET COST / (REVENUE):	2,500	2,500	-	0.00%	2,500	2,500
NET COST - RESERVE FUND	2,500	2,500	-	0.00%	2,500	2,500



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 PROTECTIVE SERVICES
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$36,264	\$73,600	\$37,336	50.73%	\$85,376	\$121,413
Licenses, permits and fees	12,001	10,250	(1,751)	(17.09%)	755	3,572
Other governments transfer for operating	11,197	230,353	219,156	95.14%	26,685	218,939
Other revenue	5,508	5,660	152	2.68%	9,265	9,265
Drawn from operating reserves	1,937	6,000	4,063	67.72%	521	521
TOTAL REVENUE	66,907	325,863	258,956	79.47%	122,603	353,711
EXPENDITURES						
Salaries and benefits	69,473	157,539	88,066	55.90%	14,136	41,989
Materials, goods, supplies	16,128	37,809	21,681	57.34%	980	11,097
Contracted and general services	31,272	73,108	41,835	57.22%	7,828	20,836
Purchases from other governments	47,346	195,000	147,654	75.72%	122,523	227,576
Transfer to other governments	185,263	791,964	606,701	76.61%	170,076	612,958
Transfer to individuals and organizations	8,250	8,250	-	0.00%	8,500	8,500
Transfer to operating reserves	32,508	32,660	152	0.47%	36,265	36,265
Transfer to capital reserves	114,000	114,000	-	0.00%	107,000	331,556
TOTAL EXPENDITURES	504,240	1,410,329	906,090	64.25%	467,308	1,290,779
NET COST / (REVENUE):	437,332	1,084,466	647,134	59.67%	344,706	937,067
NET COST - OPERATING FUND	292,761	943,806	651,045	68.98%	201,961	569,767
NET COST - RESERVE FUND	144,571	140,660	(3,912)	(2.78%)	142,744	367,300



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Enhanced Policing Services / Prior Year SRO
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Other governments transfer for operating	-	\$173,159	\$173,159	100.00%	-	\$173,159
TOTAL REVENUE	-	<u>173,159</u>	<u>173,159</u>	<u>100.00%</u>	-	<u>173,159</u>
EXPENDITURES						
Transfer to other governments	88,397	405,764	317,367	78.21%	68,836	373,109
Transfer to individuals and organizations	750	750	-	0.00%	1,000	1,000
TOTAL EXPENDITURES	<u>89,147</u>	<u>406,514</u>	<u>317,367</u>	<u>78.07%</u>	<u>69,836</u>	<u>374,109</u>
NET COST / (REVENUE):	89,147	233,355	144,208	61.80%	69,836	200,950
NET COST - OPERATING FUND	89,147	233,355	144,208	61.80%	69,836	200,950



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Fire Services
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$33,875	\$68,000	\$34,125	50.18%	\$85,376	\$121,246
Other governments transfer for operating	-	34,987	34,987	100.00%	-	34,987
TOTAL REVENUE	33,875	102,987	69,112	67.11%	85,376	156,233
EXPENDITURES						
Salaries and benefits	7	510	503	98.63%	297	578
Contracted and general services	-	2,090	2,090	100.00%	-	29
Purchases from other governments	47,346	195,000	147,654	75.72%	122,523	227,576
Transfer to other governments	96,866	386,200	289,334	74.92%	94,159	186,175
Transfer to operating reserves	25,000	25,000	-	0.00%	25,000	25,000
Transfer to capital reserves	97,000	97,000	-	0.00%	97,000	256,556
TOTAL EXPENDITURES	266,219	705,800	439,581	62.28%	338,979	695,913
NET COST / (REVENUE):	232,344	602,813	370,469	61.46%	253,603	539,680
NET COST - OPERATING FUND	110,344	480,813	370,469	77.05%	131,603	258,124
NET COST - RESERVE FUND	122,000	122,000	-	0.00%	122,000	281,556



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Disaster Services
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
EXPENDITURES						
Salaries and benefits	\$3,374	\$11,876	\$8,503	71.59%	\$4,093	\$7,762
Materials, goods, supplies	339	200	(139)	(69.48%)	-	52
Contracted and general services	280	2,830	2,550	90.10%	511	1,179
Transfer to operating reserves	2,000	2,000	-	0.00%	2,000	2,000
TOTAL EXPENDITURES	5,993	16,906	10,914	64.55%	6,603	10,993
NET COST / (REVENUE):	5,993	16,906	10,914	64.55%	6,603	10,993
NET COST - OPERATING FUND	3,993	14,906	10,914	73.21%	4,603	8,993
NET COST - RESERVE FUND	2,000	2,000	-	0.00%	2,000	2,000



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 By-Law Enforcement
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$2,389	\$5,600	\$3,211	57.34%	-	-
Licenses, permits and fees	12,001	10,250	(1,751)	(17.09%)	755	3,572
TOTAL REVENUE	14,390	15,850	1,460	9.21%	755	3,572
EXPENDITURES						
Salaries and benefits	50,244	100,125	49,882	49.82%	-	5,095
Materials, goods, supplies	12,986	27,648	14,662	53.03%	-	7,733
Contracted and general services	16,737	25,403	8,666	34.12%	660	3,576
Transfer to other governments	-	-	-	0.00%	7,080	53,674
Transfer to capital reserves	17,000	17,000	-	0.00%	10,000	75,000
TOTAL EXPENDITURES	96,966	170,176	73,210	43.02%	17,740	145,079
NET COST / (REVENUE):	82,576	154,326	71,751	46.49%	16,985	141,507
NET COST - OPERATING FUND	65,576	137,326	71,751	52.25%	6,985	66,507
NET COST - RESERVE FUND	17,000	17,000	-	0.00%	10,000	75,000



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Ambulance Services
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
EXPENDITURES						
Transfer to individuals and organizations	\$7,500	\$7,500	-	0.00%	\$7,500	\$7,500
TOTAL EXPENDITURES	<u>7,500</u>	<u>7,500</u>	<u>-</u>	<u>0.00%</u>	<u>7,500</u>	<u>7,500</u>
NET COST / (REVENUE):	7,500	7,500	-	0.00%	7,500	7,500
NET COST - OPERATING FUND	7,500	7,500	-	0.00%	7,500	7,500



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Safety Program
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Other revenue	\$5,508	\$5,660	\$152	2.68%	\$9,265	\$9,265
Drawn from operating reserves	1,937	6,000	4,063	67.72%	521	521
TOTAL REVENUE	7,444	11,660	4,215	36.15%	9,787	9,787
EXPENDITURES						
Salaries and benefits	13,809	45,027	31,219	69.33%	9,747	26,515
Materials, goods, supplies	1,799	9,461	7,662	80.98%	980	3,312
Contracted and general services	5,927	18,581	12,654	68.10%	6,197	6,552
Transfer to operating reserves	5,508	5,660	152	2.68%	9,265	9,265
TOTAL EXPENDITURES	27,042	78,729	51,687	65.65%	26,189	45,644
NET COST / (REVENUE):	19,598	67,069	47,471	70.78%	16,403	35,857
NET COST - OPERATING FUND	16,027	67,409	51,383	76.23%	7,658	27,113
NET COST - RESERVE FUND	3,571	(340)	(3,912)	1149.96%	8,744	8,744



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Barrhead and Regional Crime Coalition (BARCC)
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	-	-	-	0.00%	-	\$167
Other governments transfer for operating	11,197	22,207	11,010	49.58%	26,685	10,793
TOTAL REVENUE	11,197	22,207	11,010	49.58%	26,685	10,960
EXPENDITURES						
Salaries and benefits	2,040	-	(2,040)	0.00%	-	2,040
Materials, goods, supplies	1,004	500	(504)	(100.76%)	-	-
Contracted and general services	8,328	24,204	15,875	65.59%	460	9,500
TOTAL EXPENDITURES	11,372	24,704	13,331	53.97%	460	11,540
NET COST / (REVENUE):	175	2,496	2,321	92.99%	(26,225)	580
NET COST - OPERATING FUND	175	2,496	2,321	92.99%	(26,225)	580



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 TRANSPORTATION SERVICES
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
Aggregate levy	\$2,513	\$115,000	\$112,487	97.81%	\$13,520	\$72,880
User fees and sale of goods	123,047	313,500	190,453	60.75%	210,865	399,259
Rental income	9,698	11,235	1,538	13.68%	9,538	11,075
Allocation for in-house equip Rental	137,123	818,318	681,195	83.24%	427,007	740,638
Returns on investment	2,790	19,790	17,000	85.90%	4,135	4,135
Other governments transfer for operating	539,886	548,546	8,660	1.58%	8,505	993,586
Other revenue	40	-	(40)	0.00%	11,454	63,080
TOTAL REVENUE	815,096	1,826,389	1,011,293	55.37%	685,023	2,284,653
EXPENDITURES						
Salaries and benefits	1,178,716	2,397,800	1,219,084	50.84%	1,017,228	2,127,618
Materials, goods, supplies	1,042,570	2,818,647	1,776,077	63.01%	1,041,076	2,313,584
Utilities	40,088	85,400	45,312	53.06%	33,673	82,459
Contracted and general services	295,394	1,095,492	800,097	73.04%	399,370	1,045,148
Transfer to operating reserves	-	-	-	0.00%	25,000	25,000
Transfer to capital reserves	1,286,227	1,416,004	129,777	9.17%	1,109,078	1,590,606
Transfer to capital program	134,207	52,583	(81,624)	(155.23%)	112,292	848,542
TOTAL EXPENDITURES	3,977,202	7,865,925	3,888,724	49.44%	3,737,718	8,032,957
NET COST / (REVENUE):	3,162,106	6,039,537	2,877,430	47.64%	3,052,695	5,748,304
NET COST - OPERATING FUND	1,741,673	4,570,949	2,829,277	61.90%	1,806,324	3,284,156
NET COST - RESERVE FUND	1,286,227	1,416,004	129,777	9.17%	1,134,078	1,615,606
NET COST - CAPITAL FUND	134,207	52,583	(81,624)	(155.23%)	112,292	848,542



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Public Works
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
Aggregate levy	\$2,513	\$115,000	\$112,487	97.81%	\$13,520	\$72,880
User fees and sale of goods	123,047	313,500	190,453	60.75%	210,865	399,259
Allocation for in-house equip Rental	137,123	818,318	681,195	83.24%	427,007	740,638
Returns on investment	2,790	19,790	17,000	85.90%	4,135	4,135
Other governments transfer for operating	531,226	531,226	-	0.00%	-	988,226
Other revenue	40	-	(40)	0.00%	11,454	54,240
TOTAL REVENUE	796,738	1,797,834	1,001,096	55.68%	666,981	2,259,378
EXPENDITURES						
Salaries and benefits	1,177,666	2,394,650	1,216,984	50.82%	1,016,228	2,125,618
Materials, goods, supplies	1,041,371	2,810,147	1,768,776	62.94%	1,038,324	2,310,739
Utilities	37,986	81,100	43,114	53.16%	32,107	78,235
Contracted and general services	285,248	1,065,567	780,318	73.23%	386,446	1,023,581
Transfer to operating reserves	-	-	-	0.00%	25,000	25,000
Transfer to capital reserves	1,268,227	1,398,004	129,777	9.28%	1,091,078	1,572,606
Transfer to capital program	134,207	52,583	(81,624)	(155.23%)	112,292	848,542
TOTAL EXPENDITURES	3,944,705	7,802,050	3,857,345	49.44%	3,701,476	7,984,322
NET COST / (REVENUE):	3,147,967	6,004,217	2,856,249	47.57%	3,034,495	5,724,944
NET COST - OPERATING FUND	1,745,534	4,553,629	2,808,096	61.67%	1,806,125	3,278,796
NET COST - RESERVE FUND	1,268,227	1,398,004	129,777	9.28%	1,116,078	1,597,606
NET COST - CAPITAL FUND	134,207	52,583	(81,624)	(155.23%)	112,292	848,542



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Airport Services
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
Rental income	\$9,698	\$11,235	\$1,538	13.68%	\$9,538	\$11,075
Other governments transfer for operating	8,660	17,320	8,660	50.00%	8,505	5,360
Other revenue	-	-	-	0.00%	-	8,840
TOTAL REVENUE	18,358	28,555	10,198	35.71%	18,043	25,275
EXPENDITURES						
Salaries and benefits	1,050	3,150	2,100	66.67%	1,000	2,000
Materials, goods, supplies	1,199	8,500	7,301	85.89%	2,752	2,845
Utilities	2,102	4,300	2,198	51.12%	1,566	4,224
Contracted and general services	10,146	29,925	19,779	66.10%	12,924	21,566
Transfer to capital reserves	18,000	18,000	-	0.00%	18,000	18,000
TOTAL EXPENDITURES	32,496	63,875	31,379	49.12%	36,242	48,635
NET COST / (REVENUE):	14,139	35,320	21,181	59.97%	18,199	23,360
NET COST - OPERATING FUND	(3,861)	17,320	21,181	122.29%	199	5,360
NET COST - RESERVE FUND	18,000	18,000	-	0.00%	18,000	18,000



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 UTILITIES AND WASTE MANAGEMENT
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Local improvement levy	\$21,885	\$21,885	-	0.00%	\$21,885	\$21,885
User fees and sale of goods	209,571	378,900	169,329	44.69%	193,518	409,787
Rental income	13,931	42,890	28,959	67.52%	16,525	40,216
Returns on investment	-	63,267	63,267	100.00%	-	42,587
Other revenue	-	1,500,000	1,500,000	100.00%	-	-
Contribution from capital program	-	-	-	0.00%	1,650	22,902
TOTAL REVENUE	245,387	2,006,942	1,761,555	87.77%	233,577	537,377
EXPENDITURES						
Salaries and benefits	53,130	93,752	40,622	43.33%	71,042	143,864
Materials, goods, supplies	12,457	57,331	44,874	78.27%	23,940	56,557
Utilities	11,357	26,510	15,153	57.16%	9,663	23,945
Contracted and general services	83,334	199,540	116,206	58.24%	80,906	159,419
Purchases from other governments	36,757	128,635	91,878	71.43%	58,299	140,742
Transfer to other governments	25,860	1,603,440	1,577,580	98.39%	21,260	84,516
Provision for allowances	-	-	-	0.00%	-	(365,100)
Transfer to operating reserves	5,000	5,000	-	0.00%	-	-
Transfer to capital reserves	198,885	297,284	98,399	33.10%	162,000	702,542
TOTAL EXPENDITURES	426,780	2,411,491	1,984,712	82.30%	427,110	946,485
NET COST / (REVENUE):	181,393	404,549	223,157	55.16%	193,533	409,108
NET COST - OPERATING FUND	(22,493)	102,266	124,758	121.99%	33,183	(270,532)
NET COST - RESERVE FUND	203,885	302,284	98,399	32.55%	162,000	702,542
NET COST - CAPITAL FUND	-	-	-	0.00%	(1,650)	(22,902)



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Water & Sewer Utility Holders
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Local improvement levy	\$21,885	\$21,885	-	0.00%	\$21,885	\$21,885
User fees and sale of goods	157,206	298,375	141,169	47.31%	172,598	308,340
Rental income	13,931	42,890	28,959	67.52%	16,525	40,216
Returns on investment	-	38,267	38,267	100.00%	-	42,587
Other revenue	-	1,500,000	1,500,000	100.00%	-	-
TOTAL REVENUE	193,022	1,901,417	1,708,395	89.85%	211,007	413,028
EXPENDITURES						
Salaries and benefits	35,426	63,941	28,515	44.60%	39,416	74,872
Materials, goods, supplies	6,048	29,805	23,757	79.71%	20,213	23,469
Utilities	8,870	19,200	10,330	53.80%	8,286	19,849
Contracted and general services	25,298	76,858	51,560	67.08%	26,496	43,825
Purchases from other governments	32,109	119,360	87,251	73.10%	53,502	130,168
Transfer to other governments	-	1,500,000	1,500,000	100.00%	-	-
Transfer to capital reserves	95,885	131,885	36,000	27.30%	67,000	128,996
TOTAL EXPENDITURES	203,636	1,941,049	1,737,413	89.51%	214,913	421,180
NET COST / (REVENUE):	10,614	39,632	29,018	73.22%	3,906	8,152
NET COST - OPERATING FUND	(85,271)	(92,253)	(6,982)	7.57%	(63,094)	(120,845)
NET COST - RESERVE FUND	95,885	131,885	36,000	27.30%	67,000	128,996



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Truck Fill
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$10,492	\$19,525	\$9,033	46.26%	\$9,879	\$22,545
TOTAL REVENUE	10,492	19,525	9,033	46.26%	9,879	22,545
EXPENDITURES						
Salaries and benefits	602	1,173	572	48.74%	633	1,206
Materials, goods, supplies	-	1,000	1,000	100.00%	298	298
Utilities	924	1,700	776	45.68%	591	1,468
Contracted and general services	319	6,181	5,862	94.85%	5,658	5,872
Purchases from other governments	4,648	6,275	1,627	25.93%	4,797	7,574
Transfer to capital reserves	-	3,196	3,196	100.00%	-	6,127
TOTAL EXPENDITURES	6,492	19,525	13,033	66.75%	11,977	22,545
NET COST / (REVENUE):	(4,000)	0	4,000	(106667633)	2,098	-
NET COST - OPERATING FUND	(4,000)	(3,196)	804	(25.18%)	2,098	(6,127)
NET COST - RESERVE FUND	-	3,196	3,196	100.00%	-	6,127



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Lagoons
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$41,873	\$61,000	\$19,127	31.36%	\$11,041	\$76,052
Contribution from capital program	-	-	-	0.00%	1,650	17,250
TOTAL REVENUE	41,873	61,000	19,127	31.36%	12,691	93,302
EXPENDITURES						
Salaries and benefits	7,185	8,687	1,502	17.29%	4,091	8,826
Materials, goods, supplies	1,835	1,200	(635)	(52.88%)	350	669
Utilities	1,564	5,610	4,046	72.13%	786	2,627
Contracted and general services	7,490	8,300	810	9.76%	1,868	17,760
Purchases from other governments	-	3,000	3,000	100.00%	-	3,000
Transfer to capital reserves	-	34,203	34,203	100.00%	-	60,419
TOTAL EXPENDITURES	18,073	61,000	42,927	70.37%	7,095	93,302
NET COST / (REVENUE):	(23,800)	0	23,800	(610250156)	(5,596)	-
NET COST - OPERATING FUND	(23,800)	(34,203)	(10,403)	30.42%	(3,946)	(43,169)
NET COST - RESERVE FUND	-	34,203	34,203	100.00%	-	60,419
NET COST - CAPITAL FUND	-	-	-	0.00%	(1,650)	(17,250)



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 General Utility Services
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
EXPENDITURES						
Salaries and benefits	-	-	-	0.00%	\$13,973	\$23,140
Materials, goods, supplies	1,485	7,126	5,641	79.15%	1,081	1,773
Contracted and general services	7,168	13,511	6,343	46.95%	5,265	10,237
Transfer to capital reserves	50,000	50,000	-	0.00%	50,000	60,000
TOTAL EXPENDITURES	58,653	70,637	11,984	16.97%	70,319	95,150
NET COST / (REVENUE):	58,653	70,637	11,984	16.97%	70,319	95,150
NET COST - OPERATING FUND	8,653	20,637	11,984	58.07%	20,319	35,150
NET COST - RESERVE FUND	50,000	50,000	-	0.00%	50,000	60,000



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Waste Management
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	-	-	-	0.00%	-	\$2,850
Returns on investment	-	25,000	25,000	100.00%	-	-
Contribution from capital program	-	-	-	0.00%	-	5,652
TOTAL REVENUE	-	25,000	25,000	100.00%	-	8,502
EXPENDITURES						
Salaries and benefits	9,917	19,950	10,033	50.29%	12,929	35,820
Materials, goods, supplies	3,089	18,200	15,111	83.03%	1,998	30,347
Contracted and general services	43,059	94,690	51,631	54.53%	41,620	81,725
Transfer to other governments	25,860	103,440	77,580	75.00%	21,260	84,516
Provision for allowances	-	-	-	0.00%	-	(365,100)
Transfer to operating reserves	5,000	5,000	-	0.00%	-	-
Transfer to capital reserves	53,000	78,000	25,000	32.05%	45,000	447,000
TOTAL EXPENDITURES	139,925	319,280	179,355	56.17%	122,807	314,308
NET COST / (REVENUE):	139,925	294,280	154,355	52.45%	122,807	305,806
NET COST - OPERATING FUND	81,925	211,280	129,355	61.22%	77,807	(135,542)
NET COST - RESERVE FUND	58,000	83,000	25,000	30.12%	45,000	447,000
NET COST - CAPITAL FUND	-	-	-	0.00%	-	(5,652)



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 COMMUNITY SUPPORT SERVICES
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
EXPENDITURES						
Transfer to other governments	\$38,575	\$77,149	\$38,575	50.00%	\$37,750	\$75,500
TOTAL EXPENDITURES	<u>38,575</u>	<u>77,149</u>	<u>38,575</u>	<u>50.00%</u>	<u>37,750</u>	<u>75,500</u>
NET COST / (REVENUE):	38,575	77,149	38,575	50.00%	37,750	75,500
NET COST - OPERATING FUND	38,575	77,149	38,575	50.00%	37,750	75,500



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Family and Community Support Services (FCSS)
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
EXPENDITURES						
Transfer to other governments	\$38,575	\$77,149	\$38,575	50.00%	\$37,750	\$75,500
TOTAL EXPENDITURES	<u>38,575</u>	<u>77,149</u>	<u>38,575</u>	<u>50.00%</u>	<u>37,750</u>	<u>75,500</u>
NET COST / (REVENUE):	38,575	77,149	38,575	50.00%	37,750	75,500
NET COST - OPERATING FUND	38,575	77,149	38,575	50.00%	37,750	75,500



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 PLANNING & DEVELOPMENT
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Rental income	\$12,015	\$17,360	\$5,345	30.79%	\$10,340	\$13,625
Licenses, permits and fees	10,650	13,250	2,600	19.62%	5,100	11,400
Returns on investment	13,977	25,000	11,023	44.09%	11,691	25,267
Other governments transfer for operating	44,115	20,000	(24,115)	(120.58%)	-	-
Other revenue	7,871	20,500	12,629	61.61%	11,211	22,979
Drawn from operating reserves	-	-	-	0.00%	-	18,065
TOTAL REVENUE	88,628	96,110	7,482	7.79%	38,342	91,336
EXPENDITURES						
Salaries and benefits	124,555	243,594	119,039	48.87%	101,779	211,189
Materials, goods, supplies	1,328	32,262	30,934	95.88%	30,834	31,572
Contracted and general services	26,940	108,998	82,058	75.28%	24,791	64,261
Transfer to individuals and organizations	1,000	-	(1,000)	0.00%	-	-
Transfer to operating reserves	10,000	10,000	-	0.00%	17,500	17,500
Transfer to capital reserves	21,105	45,000	23,895	53.10%	13,948	38,787
TOTAL EXPENDITURES	184,928	439,854	254,926	57.96%	188,852	363,309
NET COST / (REVENUE):	96,301	343,744	247,444	71.98%	150,510	271,973
NET COST - OPERATING FUND	65,196	288,744	223,549	77.42%	119,062	233,752
NET COST - RESERVE FUND	31,105	55,000	23,895	43.45%	31,448	38,222



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Land Use Planning & Dev
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
Licenses, permits and fees	\$10,650	\$13,250	\$2,600	19.62%	\$5,100	\$11,400
Returns on investment	13,977	25,000	11,023	44.09%	11,691	25,267
Other revenue	7,871	20,500	12,629	61.61%	11,211	22,979
Drawn from operating reserves	-	-	-	0.00%	-	11,565
TOTAL REVENUE	32,497	58,750	26,253	44.69%	28,002	71,211
EXPENDITURES						
Salaries and benefits	74,507	144,012	69,504	48.26%	66,790	126,597
Materials, goods, supplies	1,068	31,262	30,194	96.58%	30,721	31,223
Contracted and general services	10,216	61,937	51,721	83.51%	13,692	39,355
Transfer to operating reserves	10,000	10,000	-	0.00%	17,500	17,500
Transfer to capital reserves	21,105	45,000	23,895	53.10%	13,948	38,787
TOTAL EXPENDITURES	116,897	292,211	175,314	60.00%	142,651	253,462
NET COST / (REVENUE):	84,399	233,461	149,061	63.85%	114,649	182,251
NET COST - OPERATING FUND	53,295	178,461	125,166	70.14%	83,201	137,530
NET COST - RESERVE FUND	31,105	55,000	23,895	43.45%	31,448	44,722



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Economic Development
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Other governments transfer for operating	\$44,115	\$20,000	(\$24,115)	(120.58%)	-	-
Drawn from operating reserves	-	-	-	0.00%	-	6,500
TOTAL REVENUE	44,115	20,000	(24,115)	(120.58%)	-	6,500
EXPENDITURES						
Salaries and benefits	50,048	99,583	49,535	49.74%	34,989	84,592
Materials, goods, supplies	260	1,000	740	74.01%	113	349
Contracted and general services	16,724	46,778	30,054	64.25%	10,816	24,623
Transfer to individuals and organizations	1,000	-	(1,000)	0.00%	-	-
TOTAL EXPENDITURES	68,031	147,361	79,329	53.83%	45,918	109,564
NET COST / (REVENUE):	23,916	127,361	103,444	81.22%	45,918	103,064
NET COST - OPERATING FUND	23,916	127,361	103,444	81.22%	45,918	109,564
NET COST - RESERVE FUND	-	-	-	0.00%	-	(6,500)



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Subdivision & Land Development
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
EXPENDITURES						
Contracted and general services	-	\$283	\$283	100.00%	\$283	\$283
TOTAL EXPENDITURES	-	283	283	100.00%	283	283
NET COST / (REVENUE):	-	283	283	100.00%	283	283
NET COST - OPERATING FUND	-	283	283	100.00%	283	283



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Land, Housing & Building Rentals
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Rental income	\$12,015	\$17,360	\$5,345	30.79%	\$10,340	\$13,625
TOTAL REVENUE	<u>12,015</u>	<u>17,360</u>	<u>5,345</u>	<u>30.79%</u>	<u>10,340</u>	<u>13,625</u>
EXPENDITURES	_____	_____	_____	_____	_____	_____
NET COST / (REVENUE):	(12,015)	(17,360)	(5,345)	30.79%	(10,340)	(13,625)
NET COST - OPERATING FUND	(12,015)	(17,360)	(5,345)	30.79%	(10,340)	(13,625)



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 AGRICULTURAL SERVICES
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$89,725	\$166,980	\$77,255	46.27%	\$56,878	\$167,517
Rental income	-	8,000	8,000	100.00%	-	8,000
Other governments transfer for operating	1,000	328,733	327,733	99.70%	75,400	323,531
Other revenue	-	2,002	2,002	100.00%	-	4,999
Drawn from unrestricted reserves	-	-	-	0.00%	7,000	7,000
Drawn from operating reserves	-	25,935	25,935	100.00%	-	13,123
TOTAL REVENUE	90,725	531,650	440,925	82.94%	139,278	524,170
EXPENDITURES						
Salaries and benefits	182,708	401,246	218,537	54.46%	210,490	355,704
Materials, goods, supplies	98,588	140,902	42,314	30.03%	91,838	135,244
Utilities	10	5,000	4,990	99.80%	360	4,137
Contracted and general services	52,222	174,642	122,420	70.10%	25,886	117,406
Transfer to other governments	-	4,000	4,000	100.00%	-	2,970
Transfer to individuals and organizations	864	55,800	54,936	98.45%	7,008	57,008
Transfer to operating reserves	-	-	-	0.00%	-	16,666
Transfer to capital reserves	50,000	50,000	-	0.00%	30,000	30,000
TOTAL EXPENDITURES	384,392	831,590	447,198	53.78%	365,582	719,135
NET COST / (REVENUE):	293,667	299,940	6,273	2.09%	226,304	194,965
NET COST - OPERATING FUND	243,667	275,875	32,208	11.67%	203,304	168,422
NET COST - RESERVE FUND	50,000	24,065	(25,935)	(107.77%)	23,000	26,543



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Ag Services
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$23,993	\$28,550	\$4,557	15.96%	\$20,646	\$28,865
Rental income	-	8,000	8,000	100.00%	-	8,000
Other governments transfer for operating	1,000	169,247	168,247	99.41%	-	169,292
Other revenue	-	2,002	2,002	100.00%	-	4,999
Drawn from unrestricted reserves	-	-	-	0.00%	7,000	7,000
Drawn from operating reserves	-	36	36	100.00%	-	4,753
TOTAL REVENUE	24,993	207,835	182,842	87.97%	27,646	222,910
EXPENDITURES						
Salaries and benefits	116,400	280,700	164,301	58.53%	157,065	245,756
Materials, goods, supplies	62,710	109,526	46,816	42.74%	62,364	98,317
Utilities	10	5,000	4,990	99.80%	360	4,137
Contracted and general services	48,408	79,208	30,800	38.89%	21,073	51,770
Transfer to other governments	-	4,000	4,000	100.00%	-	2,970
Transfer to individuals and organizations	864	14,000	13,136	93.83%	7,000	20,000
Transfer to capital reserves	50,000	50,000	-	0.00%	30,000	30,000
TOTAL EXPENDITURES	278,391	542,434	264,043	48.68%	277,862	452,950
NET COST / (REVENUE):	253,398	334,599	81,201	24.27%	250,216	230,041
NET COST - OPERATING FUND	203,398	284,635	81,237	28.54%	227,216	211,794
NET COST - RESERVE FUND	50,000	49,964	(36)	(0.07%)	23,000	18,247



COUNTY OF BARRHEAD NO. 11
 YTD BUDGET REPORT
 Alus (ALUS)
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$65,732	\$138,430	\$72,698	52.52%	\$36,232	\$138,652
Other governments transfer for operating	-	159,486	159,486	100.00%	75,400	154,239
Drawn from operating reserves	-	25,899	25,899	100.00%	-	8,370
TOTAL REVENUE	65,732	323,815	258,083	79.70%	111,632	301,260
EXPENDITURES						
Salaries and benefits	66,308	120,545	54,237	44.99%	53,425	109,948
Materials, goods, supplies	35,878	31,376	(4,502)	(14.35%)	29,474	36,927
Contracted and general services	3,814	95,434	91,620	96.00%	4,813	65,636
Transfer to individuals and organizations	-	41,800	41,800	100.00%	8	37,008
Transfer to operating reserves	-	-	-	0.00%	-	16,666
TOTAL EXPENDITURES	106,001	289,155	183,155	63.34%	87,720	266,185
NET COST / (REVENUE):	40,268	(34,660)	(74,928)	216.18%	(23,912)	(35,075)
NET COST - OPERATING FUND	40,268	(8,761)	(49,029)	559.65%	(23,912)	(43,372)
NET COST - RESERVE FUND	-	(25,899)	(25,899)	100.00%	-	8,297



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 RECREATION & CULTURE
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	%	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$3,238	\$10,000	\$6,762	67.62%	\$3,737	\$11,588
Returns on investment	3,080	3,080	-	0.00%	3,272	3,272
Other governments transfer for operating	-	137,330	137,330	100.00%	-	137,330
Other revenue	3,397	3,780	383	10.12%	-	2,512
Drawn from operating reserves	31,000	29,400	(1,600)	(5.44%)	7,250	19,350
TOTAL REVENUE	40,716	183,590	142,874	77.82%	14,259	174,052
EXPENDITURES						
Salaries and benefits	8,917	17,400	8,483	48.75%	6,124	17,127
Materials, goods, supplies	4,017	11,582	7,565	65.32%	2,089	4,429
Contracted and general services	20,348	34,775	14,427	41.49%	6,416	17,746
Transfer to other governments	-	367,851	367,851	100.00%	-	356,841
Transfer to individuals and organizations	14,287	31,950	17,663	55.28%	12,190	24,290
Transfer to local boards and agencies	81,642	171,070	89,428	52.28%	79,886	165,523
Interest on long term debt	55,524	109,816	54,292	49.44%	57,934	114,459
Principal payment for debenture	85,464	172,158	86,695	50.36%	83,054	167,303
Transfer to operating reserves	12,154	9,654	(2,500)	(25.90%)	9,654	9,654
Transfer to capital program	-	5,000	5,000	100.00%	-	-
TOTAL EXPENDITURES	282,352	931,256	648,904	69.68%	257,346	877,372
NET COST / (REVENUE):	241,636	747,666	506,030	67.68%	243,087	703,320
NET COST - OPERATING FUND	260,482	762,412	501,930	65.83%	240,683	713,016
NET COST - RESERVE FUND	(18,846)	(19,746)	(900)	4.56%	2,404	(9,696)
NET COST - CAPITAL FUND	-	5,000	5,000	100.00%	-	-



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Recreation
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
User fees and sale of goods	\$3,238	\$10,000	\$6,762	67.62%	\$3,737	\$11,588
Returns on investment	3,080	3,080	-	0.00%	3,272	3,272
Other revenue	3,397	3,780	383	10.12%	-	2,512
Drawn from operating reserves	2,500	10,000	7,500	75.00%	2,500	10,250
TOTAL REVENUE	12,216	26,860	14,644	54.52%	9,509	27,622
EXPENDITURES						
Salaries and benefits	8,917	17,400	8,483	48.75%	6,124	17,127
Materials, goods, supplies	4,017	11,582	7,565	65.32%	2,089	4,429
Contracted and general services	5,948	20,375	14,427	70.81%	6,416	16,901
Transfer to other governments	-	362,951	362,951	100.00%	-	355,700
Transfer to individuals and organizations	-	22,000	22,000	100.00%	2,500	10,250
Interest on long term debt	55,524	109,816	54,292	49.44%	57,934	114,459
Principal payment for debenture	85,464	172,158	86,695	50.36%	83,054	167,303
Transfer to operating reserves	12,154	9,654	(2,500)	(25.90%)	9,654	9,654
Transfer to capital program	-	5,000	5,000	100.00%	-	-
TOTAL EXPENDITURES	172,023	730,936	558,913	76.47%	167,770	695,823
NET COST / (REVENUE):	159,807	704,076	544,269	77.30%	158,261	668,201
NET COST - OPERATING FUND	150,153	699,422	549,269	78.53%	151,107	668,797
NET COST - RESERVE FUND	9,654	(346)	(10,000)	2891.01%	7,154	(596)
NET COST - CAPITAL FUND	-	5,000	5,000	100.00%	-	-



COUNTY OF BARRHEAD NO.11
 YTD BUDGET REPORT
 Culture
 For the Six Months Ending June 30, 2024

	June 2024 YTD	2024 Budget	Budget Variance	% Variance	June 2023 YTD	PY (2023)
REVENUE						
Other governments transfer for operating	-	\$137,330	\$137,330	100.00%	-	\$137,330
Drawn from operating reserves	28,500	19,400	(9,100)	(46.91%)	4,750	9,100
TOTAL REVENUE	28,500	156,730	128,230	81.82%	4,750	146,430
EXPENDITURES						
Contracted and general services	14,400	14,400	-	0.00%	-	845
Transfer to other governments	-	4,900	4,900	100.00%	-	1,141
Transfer to individuals and organizations	14,287	9,950	(4,337)	(43.59%)	9,690	14,040
Transfer to local boards and agencies	81,642	171,070	89,428	52.28%	79,886	165,523
TOTAL EXPENDITURES	110,329	200,320	89,991	44.92%	89,576	181,549
NET COST / (REVENUE):	81,829	43,590	(38,239)	(87.72%)	84,826	35,119
NET COST - OPERATING FUND	110,329	62,990	(47,339)	(75.15%)	89,576	44,219
NET COST - RESERVE FUND	(28,500)	(19,400)	9,100	(46.91%)	(4,750)	(9,100)

County of Barrhead
April 2024 YTD Capital Report

	Admin & General	Enforce.	Fire & ERC	Public Works	Airport	Waste Mgmt	Utilities	Planning & Dev.	Subdiv & Land Dev.	Ag Services	Rec & Culture	Total - June 2024 YTD	2024 BUDGET
1 CAPITAL APPLIED													
2 Land & Land Improvements				-		-		-				-	113,260
3 Buildings	-		-	211,002						-		211,002	1,753,950
4 Machinery & Equipment	-	24,516	-	722,250		-						746,766	1,957,664
5 Engineered Structures												-	
6 Sidewalks												-	
7 Road Construction				201,049								201,049	1,339,453
8 Paving & Overlays				-								-	-
9 Bridges				11,737								11,737	210,000
10 Neerlandia Lagoon												-	-
11 Vehicles		8,316	-	1,036,923			61,500					1,106,739	233,610
Subtotal: Capital Assets													
13 Purchased/Constructed	-	32,832	-	2,182,961	-	-	61,500	-	-	-	-	2,277,293	5,607,937
14 Transfer to Individuals												-	-
15 Transfer to Local Governments												-	-
16 Transfer to Operating	-	-	-	-	-	-	-	-	-	-	-	-	-
17 Transfer to Capital Reserves	70,000	17,000	97,000	1,268,227	18,000	73,000	127,020	21,105	-	50,000	-	1,741,352	1,992,288
18 TOTAL CAPITAL APPLIED	70,000	49,832	97,000	3,451,188	18,000	73,000	188,520	21,105	-	50,000	-	4,018,644	
20 BUDGETED CAPITAL APPLIED:	1,493,000	10,000	102,950	4,364,603	18,000	34,202	296,580	45,000	-	90,000	5,000	6,459,335	7,600,225
21 CAPITAL ACQUIRED													
22 Sale of Land												-	-
23 Sale of Buildings												-	-
24 Sale of Machinery & Equipment				145,000		-						145,000	326,000
25 Sale of Vehicles			-	-								-	23,500
26 Contributions from Individuals -Develop. Agree.												-	-
27 Contributions from individuals to Other Reserves							1,135					1,135	-
28 Contributions from Individuals for Capital Assets								-				-	-
29 Federal Grants				-								-	-
30 Provincial Grants Capital-Bridges				-								-	-
31 Provincial Grants Capital-MSI				18,206								18,206	1,078,000
32 Local Governments Contributions												-	-
33 Contributions from Operating				134,207								134,207	57,583
34 Contributions from Operating to Capital Reserves	70,000	17,000	97,000	1,268,227	18,000	73,000	125,885	21,105	-	50,000	-	1,740,217	1,992,288
35 Contributions from Reserves to Operating	-	-	-	-	-	-	-	-	-	-	-	-	-
36 Contributions from Reserves for Capital	-	32,832	-	1,740,548	-	-	61,500	-	-	-	-	1,834,879	4,122,854
37 TOTAL CAPITAL ACQUIRED	70,000	49,832	97,000	3,306,188	18,000	73,000	188,520	21,105	-	50,000	-	3,873,644	
38 BUDGETED CAPITAL ACQUIRED:	1,493,000	10,000	102,950	4,364,603	18,000	34,202	296,580	45,000	-	90,000	5,000	6,459,335	7,600,225

Capital Report
2024 Capital Expenditures

CF - denotes carry forward

	EXPENDITURE YTD June 2024	FUNDING SOURCE						2024 BUDGET
		GENERAL REVENUES	RESERVES	FEDERAL GRANTS	PROVINCIAL GRANTS	SALE OF EQUIP	OTHER / UNKNOWN	
ADMINISTRATION								
Renovation								1,284,000
Carpet (CF)								19,000
Telephone System (CF)								20,000
Asset Management Software								
	-	-	-	-	-	-	-	1,323,000
FIRE								
OnSite Training Facility (50%) (CF)								5,950
	-	-	-	-	-	-	-	5,950
ENFORCEMENT								
CPO Vehicle - Ticketing System	8,316		8,316					8,610
CPO Vehicle - Cargo Securement	-		-					3,000
Axon Cameras	7,741		7,741					24,600
AFCSS Radios	16,774		16,774					18,000
	32,832	-	32,832	-	-	-	-	54,210

Capital Report
2024 Capital Expenditures

		FUNDING SOURCE							
		EXPENDITURE							
		YTD June 2024	GENERAL REVENUES	RESERVES	FEDERAL GRANTS	PROVINCIAL GRANTS	SALE OF EQUIP	OTHER / UNKNOWN	2024 BUDGET
CF - denotes carry forward									
TRANSPORTATION	# miles								
Bridges									
BF 70370 RGE RD 51 (STIP Denied) (CF)		11,737		11,737					210,000
		-							
Road Construction									
24-540 - RGE RD 25 (Naples Road)									
To be replaced with 5 miles of road from 2025/2026 list	5	-							1,078,000
24-240 - RGE RD 45 West of SW 5-58-4-W5	0.25	91,765	91,765						52,583
23-740 - RGE RD 32 (Mast North) (CF)	1	80,137		80,137					197,930
RR24 extension - 310'	0.06	10,940		10,940					10,940
24-241 West of 6 and 7-58-4-W5	2	18,206				18,206			
Equipment Replacement									
2024 Grader 150AWD - Council Res #2023-203		722,250		577,250			145,000		577,250
2024 Pickup Truck		74,954		74,954					70,000
2024 1Ton Pickup with Box & Hoist		74,053		74,053					95,000
2024 Tandem Truck with Hoist, Plow, Snow Wing & hydraulics		247,282		247,282					390,995
2024 Plow Truck - Sander/Oil		274,178		274,178					525,363
2024 Gravel Truck - Box/Pup		366,456		366,456					366,456
		-							
Buildings, Land, & Land Improvements									
DEF Bulk Storage Building		-							28,000
Shop Front Entrance		-							12,000
Asphalt pad for Salt/Sand Shed		42,442	42,442						70,000
Salt shed		168,560		168,560					400,000
County welcome sign (CF)		-	-						5,760
	8.31	2,182,961	134,207	1,885,548	-	18,206	145,000	-	4,090,277

Capital Report
2024 Capital Expenditures

CF - denotes carry forward

	EXPENDITURE YTD June 2024	FUNDING SOURCE						2024 BUDGET
		GENERAL REVENUES	RESERVES	FEDERAL GRANTS	PROVINCIAL GRANTS	SALE OF EQUIP	OTHER / UNKNOWN	
AIRPORT								
	-	-	-	-	-	-	-	-
WASTE MANAGEMENT								
Netting								12,500
Non-Compliance Rehab (Well Drilling, etc)								25,000
	-	-	-	-	-	-	-	37,500
UTILITIES								
Utility Officer Vehicle - 1/2 T truck	61,500		61,500					57,000
Neerlandia Water Dist. Pump Rebuild								25,000
	61,500	-	61,500	-	-	-	-	82,000
AGRICULTURAL SERVICES								
Retrofit of mower - Wet Blade Kit								-
Plastic mulch applicator								10,000
Sell 62-006; 2009 Dodge Dakota 4x4 Ex. Cab - Surplus								
Sell 62-008; 2012 Dodge 1500 - Surplus								
	-	-	-	-	-	-	-	10,000
PLANNING & DEVELOPMENT								
	-	-	-	-	-	-	-	-
RECREATION								
Klondike Park Shelter Replacement (Deductible)								5,000
	-	-	-	-	-	-	-	5,000
TOTAL	2,277,293	134,207	1,979,879	-	18,206	145,000	-	5,607,937

Capital Report
2024 Capital Reserve Transactions

	CONTRIBUTIONS TO CAPITAL RESERVES		CAPITAL RESERVES TO OPERATIONS		CAPITAL RESERVES TO CAPITAL (TCA)	
	YTD 2024 June	2024 BUDGET	YTD 2024 June	2024 BUDGET	YTD 2024 June	2024 BUDGET
ADMINISTRATION & GENERAL						
Computer & Equipment Reserve	20,000	20,000				(20,000)
Office	50,000	50,000				(1,303,000)
	70,000	70,000	-	-	-	(1,323,000)
FIRE						
ERC Equipment Reserve		-				
Fire Equipment Reserve	87,000	87,000				
Emergency Response Bldg.	10,000	10,000			-	(5,950)
	97,000	97,000	-	-	-	(5,950)
ENFORCEMENT						
CPO Equipment	17,000	17,000			(32,832)	(54,210)
	17,000	17,000	-	-	(32,832)	(54,210)
TRANSPORTATION						
P.W. Graders	517,420	517,420			(432,250)	(377,250)
P.W. Equipment	683,584	683,584			(1,036,923)	(1,312,314)
Aggregate Reserve	2,223	115,000				
P.W. - Local Roads & Bridge Construction		-			(102,814)	(418,870)
Public Works Shop	50,000	50,000			(168,560)	(510,000)
Land Right of Way Reserve						(5,760)
Gravel Pit Reserve	15,000	32,000				
	1,268,227	1,398,004	-	-	(1,740,548)	(2,624,194)

Capital Report
2024 Capital Reserve Transactions

	CONTRIBUTIONS TO CAPITAL RESERVES		CAPITAL RESERVES TO OPERATIONS		CAPITAL RESERVES TO CAPITAL (TCA)	
	YTD 2024 June	2024 BUDGET	YTD 2024 June	2024 BUDGET	YTD 2024 June	2024 BUDGET
AIRPORT						
Airport	18,000	18,000				
	18,000	18,000	-	-	-	-
WASTE MANAGEMENT						
Transfer Station Bins	20,000			-		-
Landfill Equipment Reserve	25,000	25,000				(12,500)
Landfill	28,000	53,000				(25,000)
	73,000	78,000	-	-	-	(37,500)
UTILITIES						
Utility Officer Truck	7,000	7,000			(61,500)	(53,000)
Offsite Levy Reserve - Neerlandia		-				
Offsite Levy Reserve - Manola	1,135	-				
Water & Sewer Capital Reserve	47,000	103,000				(25,000)
Regional Water & Sewer Lines / Future W&S Development	50,000	50,000				
Truck Fill		3,196				
Lagoons		34,203		-		-
Future Development - Fire Suppression	21,885	21,885				
	127,020	219,284	-	-	(61,500)	(78,000)
PLANNING & DEVELOPMENT						
Money in Lieu (of Municipal Reserve)	21,105	45,000				
	21,105	45,000	-	-	-	-

Capital Report
2024 Capital Reserve Transactions

	CONTRIBUTIONS TO CAPITAL RESERVES		CAPITAL RESERVES TO OPERATIONS		CAPITAL RESERVES TO CAPITAL (TCA)	
	YTD 2024 June	2024 BUDGET	YTD 2024 June	2024 BUDGET	YTD 2024 June	2024 BUDGET
SUBDIVISION & LAND DEVELOPMENT						
Future Development		-				
	-	-	-	-	-	-
AGRICULTURAL SERVICES						
Ag Vehicle & Equipment	40,000	40,000				(10,000)
Ag Building	10,000	10,000				-
Sale of Surplus Ag Vehicles						10,000
	50,000	50,000	-	-	-	-
RECREATION						
		-	-	-	-	-
TOTAL	1,741,352	1,992,288	-	-	(1,834,879)	(4,122,854)



COUNTY OF BARRHEAD NO.11
Elected Official Remuneration Report
For the Six Months Ending June 30, 2024



	June 2024 YTD	2024 Budget	Budget Variance	% Variance
Division 1 - Doug Drozd (Reeve)				
Base salary	15,055.68	30,111.36	15,055.68	50.00%
Per diems	5,222.52	13,897.62	8,675.10	62.42%
Mileage	847.67	2,380.00	1,532.33	64.38%
Benefits	4,338.90	8,888.01	4,549.11	51.18%
Salary and benefits	25,464.77	55,276.99	29,812.22	53.93%
Training and conventions	1,131.32	4,000.00	2,868.68	71.72%
	26,596.09	59,276.99	32,680.90	55.13%
Division 2 - Marvin Schatz (Deputy Reeve)				
Base salary	11,574.06	23,148.12	11,574.06	50.00%
Per diems	6,963.36	18,670.54	11,707.18	62.70%
Mileage	1,027.47	2,800.00	1,772.53	63.30%
Benefits	5,069.34	8,678.75	3,609.41	41.59%
Salary and benefits	24,634.23	53,297.41	28,663.18	53.78%
Training and conventions	1,356.65	4,000.00	2,643.35	66.08%
	25,990.88	57,297.41	31,306.53	54.64%
Division 3 - Ron Kleinfeldt				
Base salary	8,092.44	16,184.88	8,092.44	50.00%
Per diems	7,108.43	16,845.60	9,737.17	57.80%
Mileage	1,096.67	2,300.00	1,203.33	52.32%
Benefits	3,435.10	8,005.55	4,570.45	57.09%
Salary and benefits	19,732.64	43,336.03	23,603.39	54.47%
Training and conventions	1,347.32	4,000.00	2,652.68	66.32%
	21,079.96	47,336.03	26,256.07	55.47%
Division 4 - Bill Lane				
Base salary	8,092.44	16,184.88	8,092.44	50.00%
Per diems	9,284.48	17,547.50	8,263.02	47.09%
Mileage	1,374.66	3,750.00	2,375.34	63.34%
Benefits	2,701.11	6,005.61	3,304.50	55.02%
Salary and benefits	21,452.69	43,487.99	22,035.30	50.67%
Training and conventions	790.00	4,000.00	3,210.00	80.25%
	22,242.69	47,487.99	25,245.30	53.16%
Division 5 - Paul Properzi				
Base salary	8,092.44	16,184.88	8,092.44	50.00%
Per diems	6,092.94	12,774.58	6,681.64	52.30%
Mileage	945.80	2,000.00	1,054.20	52.71%
Benefits	3,485.25	7,783.94	4,298.69	55.23%
Salary and benefits	18,616.43	38,743.40	20,126.97	51.95%
Training and conventions	1,169.32	4,000.00	2,830.68	70.77%
	19,785.75	42,743.40	22,957.65	53.71%
Division 6 - Walter Preugschas				
Base salary	8,092.44	16,184.88	8,092.44	50.00%
Per diems	10,735.18	19,138.88	8,403.70	43.91%
Mileage	1,293.00	2,350.00	1,057.00	44.98%
Benefits	3,122.19	6,014.53	2,892.34	48.09%
Salary and benefits	23,242.81	43,688.29	20,445.48	46.80%
Training and conventions	1,851.44	7,022.00	5,170.56	73.63%
	25,094.25	50,710.29	25,616.04	50.51%
Division 7 - Jared Stoik				
Base salary	8,092.44	16,184.88	8,092.44	50.00%
Per diems	3,046.47	15,020.66	11,974.19	79.72%
Mileage	921.20	2,540.00	1,618.80	63.73%
Benefits	3,273.92	7,997.24	4,723.32	59.06%
Salary and benefits	15,334.03	41,742.78	26,408.75	63.27%
Training and conventions		4,000.00	4,000.00	100.00%
	15,334.03	45,742.78	30,408.75	66.48%



Reeve Drozd and Council
County of Barrhead
Attention: Debbie Oyarzun, County Manager (CAO)
Sent via email: doyarzun@countybarrhead.ab.ca

RE: Thank you to Council

Dear Reeve Drozd and Council,

Words cannot express the joy and gratitude I have, for the opportunities to work with your Councils (past and present), since 2012. Oh my . . . how time flies! Together, we have made a difference in many lives. You fly with STARS on every mission, bringing hope and a chance for life. Thank you.

The County of Barrhead is a long-standing partner of the STARS Municipal Initiative Program. Thank you for your dedication. As this program continues to grow, we have achieved more than 94% of Alberta's rural municipalities, joined in partnership to ensure health and safety for rural residents.

As the Senior Administrator/Liaison of this vital program, I find that my time is required to increase relationships with the urban sectors and build a united collaboration, that will continue to support the rising demands for STARS. My passion for STARS is boundless and I am devoted to ensuring that everyone has access to STARS, when they need STARS the most.

I will miss working with you and seeing you at the annual STARS Update on Tuesday, July 16, 2024. My colleague, Shannon Paquette, Donor Relations & Development Officer, will begin working with councils across Central Alberta as she is conveniently located out of the Edmonton STARS base. She is eager to meet all of you and I hope you will welcome her. Please know, I cherish the many years that we have shared. I am only a phone call away (780) 512-6205, if you should need anything at all. Thanks for the memories!

All the best,

A handwritten signature in blue ink that reads "Glenda".

Glenda Farnden
Senior Municipal Relations Liaison

STARS



780-890-3131



#100-1519 35 Ave E, Edmonton
International Airport, AB T9E 0V6



info@stars.ca | stars.ca



INSIDE THIS ISSUE:

VIP Willem van Lankvelt

Virtual care trial takes
place in SK

STARS hosts Transport
Physicians Conference

STARS®

HORIZONS

We provide critical care, **anywhere.**



CARE



PEOPLE



MISSION



INNOVATION

“The STARS team had skill sets that were not available to the rural medics who responded to me. I believe those skill sets made a significant difference in how I was able to overcome the trauma that I faced.”

– Willem van Lankvelt, STARS VERY IMPORTANT PATIENT



STARS flight nurse Melvin Yumang chats with STARS Very Important Patient Willem van Lankvelt at the Winnipeg STARS base.

From paramedic to patient: Willem's story

Being out in nature, on his bike, has always been one of Willem van Lankvelt's favourite activities. So, when summer arrived, he was excited to get up to his family cabin in a remote area and start peddling. During what Willem thought was going to be a pleasant afternoon on his bike, his ride took a life-threatening turn when he was struck by a truck.

The impact caused significant head trauma and severe internal bleeding.

"STARS was important because the degree of injuries that I received made me very difficult to manage," he said. "They had skill sets that were not available to the rural medics who responded to me. I believe those skill sets made a significant difference in how I was able to overcome the trauma that I faced."

Well before his accident, Willem already had a deep appreciation for STARS, having served as a paramedic for more than 16 years. He had seen firsthand the everyday difference STARS makes in the lives of critically ill and injured patients.

He had even worked and socialized with the crew that rescued him.

Those factors made it one of the most difficult missions that STARS flight nurse Melvin Yumang has ever been on.

"The extent of his injuries were such that neither myself nor my partner Ray recognized Willem at the time," said Melvin. "He had sustained such horrific injuries to his head and face."

Upon STARS' arrival at the scene, the air medical crew had to work quickly to stabilize Willem.

"He needed an advanced level of resuscitation before we could actually provide any of the interventions such as airway management," said flight paramedic Ray Rempel. He needed blood, which we were able to give him. He needed some interventions done with his chest, so we were able to decompress the flail chest that he

had, to allow him to breathe a little bit better. And then his jaw was tight, and he needed medications to help loosen that up so that we could safely intubate him and clear his airway in order to help give him vital oxygen."

Thanks to the rapid provision of critical care alongside the work of our allies on the ground and at the trauma centre where Willem was taken, he has been able to make a successful recovery.

Willem credits STARS with his survival. Since his recovery, he has returned to work as a paramedic. He encourages everyone he meets to support STARS.

"To anybody who has sponsored or supported STARS, I just want to say thank you," said Willem. "I can't put into words the impact your support has had on me and my family. Thank you."



ARC Resources has been a generous supporter of STARS for the last 28 years. As Canada's third-largest natural gas producer and largest producer of condensate, ARC considers safety a core value — and so does STARS. We have a shared goal to ensure our teams come back safely every day — whether it's out working to contribute to Canada's resource development, or providing critical care, anywhere. Thank you to ARC Resources for supporting STARS' mission and ensuring we are there for Canadians when they need us most. Because it shouldn't matter where you live, work, or play, you should be able to receive critical care.

2023/24

YEAR IN REVIEW



STARS EMERGENCY
LINK CENTRE



37,365

EMERGENCY REQUESTS HANDLED



MISSIONS



3,732

YEARLY MISSIONS

102

AVERAGE EMERGENCY
REQUESTS A DAY



1,633

AB

946

SK

1,153

MB



60K+

MISSIONS TO DATE SINCE 1985

10

AVERAGE DAILY MISSIONS

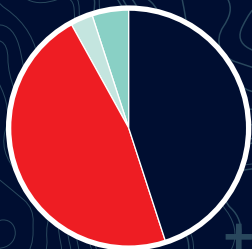


FUNDING

\$11.4M

APPROXIMATE ANNUAL
COST PER BASE

STARS FUNDING SOURCES



- NET FUNDRAISING
- GOVERNMENT CONTRIBUTIONS*
- INDUSTRY SERVICES
- OTHER

* cash received in year

37,345

ANNUAL DONORS



INCIDENT TYPES

STARS RESPONDS TO A VARIETY OF CRITICAL CARE CALLS



CARDIAC **18.27%**



ENVIRONMENTAL **0.32%**



NEUROLOGICAL **12.53%**



OBSTETRICAL **1.41%**



PULMONARY **12.58%**



VEHICLE INCIDENT **18.21%**



OTHER MEDICAL **19.42%**



OTHER TRAUMA **17.24%**



CARE



PEOPLE



MISSION



ELC



Baby Adler Hazen visits the STARS base with his family.

NICU patient flown in SK

STARS completes its first-ever helicopter NICU patient transport in Saskatchewan

A Saskatchewan newborn baby needing critical care was recently helped by STARS as the organization completed its first-ever helicopter neonatal intensive care (NICU) transport in the province.

A major accomplishment for STARS, the new equipment used in the mission received approval late last year, and when the need arose in December 2023, STARS crews were able to respond.

As described by baby Adler's mom, Dani Tendler, Dani and her husband Zach could not reach the hospital in time when Dani went into labour two months early. Their house was an hour and a half drive away from the nearest hospital. This resulted in Adler being born in their driveway. He was only 1.7 kg.

An ambulance arrived soon after to take them to the nearest hospital while STARS was dispatched to transport them. From there STARS took Adler and Zach to a major hospital for additional observation and treatment.

"It was a very traumatic event for us. You never want to watch your baby get taken away from you, especially by helicopter, but he was in such good hands. After meeting the crew that took him, we got to know just how amazing they are and how passionate they are about what they do. They took such good care of our baby boy. We will forever be grateful for STARS and everything they did. You just don't realize what a vital service STARS is until you need it. Now that he's home

and healthy, it's pretty cool to say he was the first baby in the STARS helicopter in Saskatchewan."

"The unique aspect of this child being born out of hospital was there were a lot of logistical challenges to overcome, with a lot of moving parts behind the scenes," said STARS flight paramedic Ryan MacMillan. "All of the various care providers involved really worked hard to reach that end goal of getting baby safely and quickly to the Regina General Hospital NICU Department. It was inspiring."

Before implementing this new innovation, STARS was able to provide transport for the NICU team and their isolette, dropping them off at the patient's side, after which they would return home by ground ambulance. During these previous missions the isolette was considered "cargo," and was never used for transporting the infant in the helicopter.

Knowing the need would arise to transport an infant eventually, in 2021 STARS began the many preparations to ensure crews could safely undergo the process.

When the most recent fleet upgrade was occurring, a new interface was designed within the helicopter to ensure that the isolette, including the infant and their medical team, would be safe and secure for transport.

Once designed, STARS sought approval by Transport Canada in

order to use it on missions. While that process was occurring, STARS also worked closely with NICU teams so they could gain time and experience in the helicopter, including running practice missions.

"STARS is always looking for new ways to provide the highest level of care to our youngest patients," said STARS President and CEO Katherine Emberly. "When a joyous moment like the birth of a child takes a scary turn, families across the prairies can rest assured that a team of STARS critical care specialists are on their way with the best equipment possible."

This first-of-its-kind mission was carried out by veteran STARS flight crew members Mike Rogers, Greg Chorney, and Ryan MacMillan and the NICU specialty team from the Regina General Hospital. The specialized helicopter configuration needed to transport the isolette was implemented by STARS transport physician Dr. Tom Elliott and flight nurse Colleen McGeough.

STARS thanks the Saskatchewan Health Authority, local health care providers – including the Regina NICU team – and community members whose ongoing support ensures that this technology is available to all STARS patients. Our partnerships enhance and improve current processes by leveraging each organization's strength to create collective, positive outcomes.

“Our enhanced ability to provide quick and efficient treatment will ultimately save time and lives.”

— **Cindy Seidl**, STARS CHIEF CLINICAL OFFICER AND FLIGHT NURSE



CARE



PEOPLE



MISSION



ELC

STARS Virtual Care connects team with patients faster

Critical patients may now receive care quicker than ever before thanks to the launch of a virtual care trial by STARS in partnership with Saskatchewan Health Authority.

STARS Virtual Care allows transport physicians to be connected to local providers during active missions via a secure video connection. The trial is underway across the province of Saskatchewan.

More specifically, the program allows STARS transport physicians to use a video link to support providers treating critically ill or injured patients, providing immediate assessment, stabilization and treatment support. STARS has chosen to use the GoodSAM platform based on its proven infrastructure, robust privacy standards, and ease of use. It is already in use in Canada and around the world by organizations including British Columbia Emergency Health Services and London Helicopter Emergency Medical Services.

“This new tool is allowing us to provide care more precisely and timely, because when I am consulted I can see the problem directly rather than having someone describe it to me over the phone, especially when they can often be in the midst of dealing with a very critical situation,” said STARS

base medical director for Regina and Saskatoon, Dr. Dallas Pearson.

When a local physician connects with STARS through a phone call to our Emergency Link Centre (ELC), their call can be immediately transferred to our transport physicians who are on call 24/7. In addition to providing critical care consultation to local providers, STARS transport physicians also support transport logistics and provide medical support to STARS air medical crews while on missions.

With the call underway, a STARS transport physician can then offer to launch a video consult with the local physician to “see” the patient and provide more nuanced support, diagnosis, and guidance. The transport physician can then send the gathered information to both STARS air medical crews and specialists at the receiving hospital, who can then prepare for the best course of treatment.

“Our commitment to the highest quality of critical care includes always looking for innovative ways to provide

care to our patients,” said STARS Chief Clinical Officer and Flight Nurse Cindy Seidl. “This new tool will help our transport physicians and medical crews quickly diagnose the patient and provide stabilization advice while our transport teams are en route. Our enhanced ability to provide quick and efficient treatment will ultimately save time and lives.”

STARS has worked closely with the Saskatchewan Health Authority to ensure that this new tool conforms to the provincial health standards governing virtual care and looks forward to working with them to continue improving this program.

“The Saskatchewan Health Authority is actively expanding virtual services across the health-care system in a connected and cohesive manner,” said Dr. Vern Behl, outgoing senior medical information officer with SHA Digital Health focused on virtual care. “The partnership with STARS is a natural next step in ensuring patients can get the timely care they need, regardless of their circumstances or location.”



“We taught (procedures) which might be things that will happen once in a physician’s career.”

— Dr. Paul Tourigny, STARS TRANSPORT PHYSICIAN



CARE



PEOPLE



MISSION



ELC



EDUCATION



Transport physicians from across STARS' six bases gathered in Calgary for the first time to train together to prepare for scenarios they may face.

STARS hosts Transport Physician Conference

First-ever event of its kind elevates patient care practices



“There’s a lot to gain by having lots of highly educated and well-trained people in the same room to share ideas.”

– Dr. Chase Krook, STARS TRANSPORT PHYSICIAN

Given the nature of the profession and the unpredictable world of first responders, transport physicians have seen everything. Well, nearly everything.

So, STARS took measures to expand the already considerable experience base of our doctors.

In November 2023, as part of the first-ever Transport Physicians Conference, representatives from all of the STARS bases – Grande Prairie, Edmonton, Calgary, Saskatoon, Regina, Winnipeg – participated in seminars at the University of Calgary’s cadaver lab. Local experts ran the sessions, with the aim of “elevating the game of our transport physicians,” said Dr. Paul Tourigny.

Quickly, the value of the program was established.

Dr. John Froh, chief medical officer of STARS, indicated that there are already plans to organize future get-togethers, emphasizing the upside of education that is tailored to the skills of medical crews.

“Having something we can build in-house that is world-class and addresses all of those needs,” he says, “it really does align with STARS’ commitment to education, innovation, and research.”

Of the STARS roster of physicians, nearly 60 were able to attend, taking

advantage of the unique learning opportunity, the focus of which had been gaining familiarity with emergency situations that are uncommon – but not unheard of – in the field.

This knowledge-broadening approach is expected to enhance in-person and virtual delivery of emergency health care.

“What we taught might be things that will happen once in a physician’s career,” said Tourigny, who is based in Calgary. “Some of us have had the misfortune to do these things several times. And these are rare procedures – drilling through bone to relieve pressure inside a brain, doing things to relieve the pressure on an eyeball, performing a surgical airway when we can’t access someone’s airway through their nose or their mouth.

“(At the conference) I got to see all of these people who have just got an immense amount of respect for doing incredible things, teaching each other, learning from each other, telling stories.”

For the critical procedures training, the lab offered a variety of stations and, crucial to the hands-on aspect of the lessons, the presence of cadavers.

“Which we don’t always have available to practise on,” said Dr. Jocelyn Andruko, who works out of the Winnipeg base. “Doing all of these procedures on real human bodies was extra special and extra helpful because then you can talk to someone who has genuinely done it before and get their tips in real time as you’re practising.”

This marked the first time an event had been staged for the transport physicians of STARS. That, too, was meaningful for participants – not only to learn as a group, but also to get to know each other. “There’s a lot to gain by having lots of highly educated and well-trained people in the same room to share ideas,” said Dr. Chase Krook, part of the STARS crew in Calgary.

While the names of peers from across Western Canada were familiar – from emails, phone calls, medical charts – the weekend’s activities, in a lot of cases, served as the official real-life introduction.

“It fosters a lot more organization-wide unity,” Andruko said of the conference. “It’ll certainly feel easier to hand off patients or unite in projects or do other things together with people from the other places after something like this.”



Finger thoracostomy pilot project trains STARS teams to perform life-saving procedure

In the world of critical care, the medical experts at STARS are always looking for new opportunities to save lives. Innovations like ultrasound and blood on board our aircraft have made a real difference for patients. Now, another life-saving tool is being trialed by STARS.

Thoracostomy is a potentially life-saving procedure used to relieve tension pneumothorax – a buildup of air in the cavity between the lungs and the chest wall. This condition, which can develop in severely injured patients, causes the lung to collapse, putting pressure on the heart and other vital organs. Without prompt intervention, this condition can lead to cardiac arrest and even death.

Historically, “needle thoracostomy” was used by paramedics to relieve the pressure in this life-threatening circumstance. However, current evidence suggests that needle thoracostomy is not always successful. A better solution was needed. For this reason, a small group of nurse and paramedic air medical crew members have now been trained to use the more definitive procedure, which is called “finger thoracostomy.”

Identical to the way it would be performed by a surgeon in a hospital, the procedure involves making a small incision to allow for the insertion of a gloved finger, followed by a sweep of the finger in the chest cavity, allowing the air to escape and the pressure on vital organs to be relieved.

“In addition to its speed and ease of use, the main benefit of finger thoracostomy is that it definitively addresses the problem of increased pressure in the chest,” explained Dr. Doug Martin, STARS medical director for Manitoba. “The crew can also proceed to insert a chest tube, in order to ensure that the problem does not recur during transport. This can absolutely be life-saving for a critically injured patient.”

Launched in the summer of 2023, this pilot project provided a group of STARS nurses and paramedics

in Manitoba with physician-led training on how to perform finger thoracostomies as well as the more traditional chest tube thoracostomies. Trained STARS medical crews have since performed both procedures on severely injured patients.

As part of STARS’ commitment to innovation, the results of this pilot project will be evaluated with the possibility of expanding training for thoracostomy procedures to additional STARS bases and medical crew members.

“Looking critically at our care and identifying ways to make it more effective is central to our mission at STARS,” added Dr. Martin. “If this procedure helps even a few people survive their injuries, that’s more than enough reason to invest in being able to provide it.”



CARE



PEOPLE



MISSION



INNOVATION

“The weight saved with the new pack rack allows us to allocate additional payload elsewhere.”

— Ray Grenkow, STARS CAPTAIN



STARS flight nurse Stuart Grant demonstrates the clip-in, clip-out functionality of the new pack rack.

New stretcher pack rack improves patient care

In 2019, STARS welcomed the next generation to our fleet with the introduction of the brand-new Airbus H145 helicopter. With these new aircraft, we also introduced a new state-of-the-art medical interior. Supplied by Swiss manufacturer Aerolite, the medical interior of the STARS H145 is designed to be lightweight and functional.

This medical interior is also designed to be adaptable, allowing STARS to stay on the cutting edge of critical care transport. These characteristics are all evident in one of the latest innovations found on-board the STARS helicopter, a redesigned equipment bridge fitted to our on-board stretcher.

The stretcher bridge, also known as a “pack rack,” is a specialized piece of equipment that attaches directly to the sides of the stretcher, with a flat surface to secure equipment across the top of the patient. The new design, initiated by STARS, allows independent removal of either vertical side, eliminating the need to completely remove the assembly when transferring a patient.

Although the pack rack weighs just 3.6kg, it can hold a significant amount of life-saving medical equipment such as oxygen systems, defibrillators, and monitors. Because it is attached directly to the stretcher, medical equipment attached to the pack rack can move with the patient while they are being transferred to or from the aircraft.

STARS crews began training on the use of the new pack rack in January, and it is now in use at every base.

Angela Mazzolini, STARS clinical operations manager in Edmonton, shared how this new tool is helping crews deliver care.

“When preparing a critically ill or injured patient for transport on-board the helicopter, time is of the essence. The ease of transferring the patient onto our stretcher and access to medical equipment is so important for our crews,” said Mazzolini.

“The new pack rack allows us to keep the tools we need right on the stretcher instead of unloading all our equipment and re-attaching it once the patient is secured for flight. This simple but important change is a more efficient use of resources and time. We believe it will lead to more efficient patient care and contribute to better patient outcomes.”

The new pack rack is certified for all phases of flight and is an integral

part of the on-board equipment used during a STARS mission. Thanks to the “clip-in, clip-out” design of the equipment and the fact that it is very lightweight, the sidewall of the pack rack can be removed to allow an easy transition from the STARS stretcher once the patient has arrived at a major trauma centre.

In addition to being a useful tool for patient care, the new pack rack is also popular with STARS pilots.

“We account for the weight of everything we carry on-board, so our equipment needs to be as light as possible,” explained STARS captain Ray Grenkow. “The weight saved with the new pack rack allows us to allocate additional payload elsewhere or simply fly lighter. It’s a great design.”

ELC upgrades a boon for patients

Renos and tech boosts improve workflow

Above: STARS ELC director John Griffiths speaks in front of a doorway filled with portraits of VIPs.

Left: The STARS ELC has recently received upgraded equipment and technology connecting the team even more to the patients we serve.

A few dozen smiles greeting you is one thing. When all 85 are STARS Very Important Patients gleaming with gratitude – it’s incredible. Welcome to the STARS Emergency Link Centre (ELC) and its portal of portraits beside the ethos “It’s about the patient.”

When upgrades to the ELC – the logistics coordination hub located at our Calgary base – began four years ago, we knew that phrase emblazoned on the doors since 1996 would not only remain but also anchor every planned improvement inside.

“When the team walk through those doors, it’s a very concrete reinforcement of their ‘why’ and the Link Centre’s rationale,” said ELC director John Griffiths.

He stood beside a new ergonomic desk, outfitted with independent height and climate control to improve our emergency communications specialists’ comfort and performance throughout their 12-hour shifts.

The biggest upgrade, though, is visible in the new ultra-wide displays on top: a modernized computer-aided dispatch (CAD) system custom-designed for STARS.

“Our CAD is patient-centred,” said Griffiths. “Sometimes CADs can be about the resource, but our CAD is

really about the patient’s interaction. It’s built around the patient and how we can utilize resources like helicopters, transport physicians, local geographic awareness, and virtual care for them. That’s why STARS has been so successful. We build our systems around our core mission. The values are consistent in the culture and in the technology.”

The new platform is quicker, more efficient, and streamlined, he said, and vastly improves data capture and future-readiness. It’s also the final step in the overall modernization project.

“It all began with our radios,” said Griffiths, noting an industry shift to digital infrastructure and the deep cooperation involved in mutual system integration. “STARS is connected into that network, and that gives improved interoperability with RCMP, fire, EMS, conservation officers, park rangers, government employees – everyone.”

Other upgrades include a dedicated workstation for STARS transport physicians, who have been sitting

in the ELC since 2021, and an isolated training laboratory to better prepare new hires before they start dispatching real helicopters.


In his 10 years with STARS, Griffiths has seen a lot of changes. The most recent ones make him beam with pride and excitement.

“The mission has always remained the same. It’s always been all about the patient and the culture here at STARS is, ‘What can we do for these patients?’ People have continually found innovative ways to push the boundaries and harness technology; and so that baseline mantra ‘It’s about the patient’ has spurred us to ensure our technology, communication, and dispatch tools remain equal to the task.”

The new CAD system is expected to be fully online by Fall 2024. The system upgrades are thanks to generous donor funding.

STARS celebrates 30 years of partnership with Enserva

The energy industry has rallied behind STARS' mission since the beginning, helping ensure people across Western Canada – no matter where they live, work, or play – have access to lifesaving care when it's needed.



“We are immensely proud and grateful of the partnership we have built with Enserva.”

– Katherine Emberly, STARS PRESIDENT & CEO

This year's Enserva gala raised \$1.6 million for STARS.

This April, STARS celebrated a major milestone in partnership with Enserva, formerly the Petroleum Services Association of Canada (PSAC), with the 30th anniversary of the Enserva STARS & Spurs Gala.

The STARS & Spurs Gala is one of our longest-running and largest fundraisers – bringing industry and community leaders together to raise over \$20 million in support of STARS' operations since its inception in 1994.

“STARS was built by the community, for the community, and has relied on the support of our allies to help us fulfill

our mission of providing critical care, anywhere since the very beginning,” says STARS President and CEO Katherine Emberly. “For the last three decades, Enserva has been one of our most committed and generous allies, going above and beyond to ensure STARS can continue being there for the next patient.”

The signature event, which was held at the Telus Convention Centre in downtown Calgary, raised an astonishing \$1.6 million during the 30th anniversary celebrations, all of which will support STARS in providing lifesaving care, wherever it's needed.

“We are immensely proud and grateful of the partnership we have built with Enserva,” says Emberly. “The unwavering support we have received from the energy sector has allowed us to stand at the forefront of critical care in Canada, and enabled us to grow, innovate, and implement new technologies that help us save lives everyday.”



Dr. Greg Powell, founder of STARS, and his partner Linda, continue to be incredible STARS supporters.

STARS founder leaves a legacy

“Donations save lives. Saving a life supports family and community. Your donations have a big impact that can be seen and felt.”

– Dr. Greg Powell, STARS FOUNDER

Not long after STARS was created, founder Dr. Greg Powell was invited to a fundraising event in a rural Alberta. When he walked into the small town’s community hall, he was surprised to see 400 people singing songs, playing bingo, and holding a silent auction to raise money in support of STARS. The community raised \$60,000 that evening and went on to donate \$100,000 more over the next few years.

Truly, STARS was built by the community, for the community.

Nearly 40 years later, STARS still relies on this kind of support and generosity to carry out roughly 3,000 missions a year from six different bases across the prairies and provide critical care, anywhere it’s needed.

To this day, Dr. Powell and his wife Linda believe so strongly in what they’ve created that they made the decision to support the community well beyond their lifetime – by opting

to leave a gift in their will, along with an insurance policy in STARS’ name.

For the Powells, one life lost is too many, and there are countless more lives to be saved. When asked what a gift to STARS means, Dr. Powell says, “Donations save lives. Saving a life supports family and community. Your donations have a big impact that can be seen and felt.”

Estate gifts to STARS are possible for anyone who wishes to leave a legacy that will make a difference and have

lasting community impacts for years to come.

There are many ways to include STARS in estate plans. It’s a big decision and an important one to communicate with family, financial advisors, and planned giving experts who can assist you in choosing the type of gift that best supports STARS and works best for you.

For more information, please reach out to legacy@stars.ca to get in touch with a STARS Foundation representative.

Benefits of gifts of life insurance:

- Allows you to leave a significant legacy gift at relatively little cost.
- The gift can be made on the “instalment” plan.
- The gift is not subject to probate as the death benefit is payable to STARS.
- Depending on how your life insurance policy is set up, you can either receive a charitable tax receipt for the premiums paid or your estate will receive a tax receipt for the amount of insurance that is gifted to STARS.
- If your estate receives a taxable receipt for the full insurance amount gifted to STARS, this could positively impact your estate taxes.



Since 1985, STARS has flown more than **60,000 missions** across Western Canada. Below are **3,732 missions** carried out from our six bases in Alberta, Saskatchewan, and Manitoba in the past year.

ALBERTA Acme 3, Airdrie 3, Alberta Beach, Alcomdale 2, Alder Flats, Aldersyde 3, Alexis Nakota Sioux Nation, Ardrossan, Ashmont, Athabasca 10, Atikameg 6, Balzac 2, Banff 14, Barrhead 18, Bassano 4, Bawlf 2, Beaumont, Beaverlodge 6, Beiseker, Bezanson 5, Black Diamond 10, Blackfalds 2, Blackie, Blairmore 22, Bluesky, Bonanza 2, Bonnyville 20, Bow Island 2, Bowden 3, Boyle, Bragg Creek 5, Brooks 25, Bruderheim 2, Buck Lake 2, Busby 2, Cadotte Lake 2, Calahoo 2, Calgary 5, Calling Lake, Calmar, Camrose 39, Canal Flats, Canmore 17, Cardston 6, Caroline 4, Carseland 2, Carstairs, Carvel, Caslan 3, Castor 4, Cavendish, Chauvin 2, Chestermere, Chetwynd 3, Chip Lake, Chipman 2, Clairmont 2, Claresholm 9, Cline River, Coal Valley 2, Coalhurst, Cochrane 4, Cold Lake 16, Colinton, Condor 3, Cooking Lake, Coronation 5, Cowley 4, Cranbrook 9, Cremona 2, Crooked Creek, Crystal City, Dalmuir, Dawson Creek 3, Daysland 3, De Winton 2, Debolt 3, Delburne, Delia, Demmitt 3, Didsbury 12, Donalda, Drayton Valley 14, Driftpile, Drumheller 21, Duchess 2, Duffield 3, Eckville, Eden Valley First Nation 4, Edgewater, Edson 10, Elbow Falls PRA 4, Elk Point 9, Elkford 2, Elko, Elnora, Enilda 2, Enoch Cree Nation 2, Entwistle, Evansburg 2, Exshaw, Fairview 14, Falher 2, Fallis 2, Faust, Fernie 8, Field 5, Flatbush, Fort Assiniboine 2, Fort Macleod 10, Fort McMurray, Fort Saskatchewan 4, Fort St. John 5, Fox Creek 5, Frog Lake, Gadsby, Ghost Lake, Gibbons, Gift Lake 3, Girouxville, Gleichen 8, Glendon, Glentworth, Golden 7, Goodfare, Goodfish Lake 4, Gordondale 2, Grande Cache 16, Grande Prairie 29, Grasmere, Grimshaw 2, Grouard, Grovedale 9, Gull Lake, Gunn, Hanna 11, Hardisty 6, Heisler, High Prairie 26, High River 15, Hinton 8, Hondo, Horse Lake First Nation 4, Hythe 2, Indus, Innisfail 9, Invermere 2, Irricana, Jasper 4, Josephsburg, Jossard, Kananaskis Village 2, Kapsiwin 2, Kathryn, Kavanagh, Keephills 3, Kelvington, Keoma 2, Kikino, Killam 6, Kinuso, La Glace 4, Lac La Biche 7, Lac la Nonne, Lac Ste. Anne, Lacombe 8, Lake Louise 10, Lamont 7, Lavoy, Leduc 3, Legal 3, Lethbridge 80, Linden 2, Little Buffalo, Little Smoky 2, Lloydminster 2, Lodgepole, Lomond, Longview 6, Loon Lake 2, Lymburn 2, Madden, Ma-Me-O Beach 4, Marshall 9, Maskwacis 3, Mayerthorpe 12, McBride, McLennan 9, Medicine Hat 6, Meeting Creek, Millarville 2, Millet, Mini Thni (Morley) 3, Mirror, Mission Beach 2, Mossleigh 4, Mulhurst, Mundare, Munson, Muskeg River 6, Namao, Nanton 2, New Norway, New Sarepta, Newbrook, Nisku, Nordegg 4, North Cooking Lake 2, O'Chiese First Nation, Okotoks 2, Olds 17, Onoway, Oyen 2, Paul First Nation, Peace River 19, Peavine, Penhold 4, Pincher Creek 11, Pink Mountain, Pipestone Creek 2, Ponoka 13, Provost 4, Purple Springs, Radium Hot Springs, Rainbow Lake, Raymond 3, Red Deer 94, Red Earth Creek, Redwater 6, Redwood Meadows 3, Rimbey 4, Rivière Qui Barre, Rochester, Rocky Mountain House 17, Rogers Pass, Rosalind, Round Hill, Rycroft 2, Ryley, Saddle Lake Cree Nation 2, Sandy Beach, Saskatchewan River Crossing 5, Seba Beach 2, Sedgewick, Sexsmith 9, Sherwood Park, Siksika Nation, Slave Lake 5, Smith 2, Smoky Lake 15, Sparwood 2, Spillimacheen 2, Spirit River 14, Spring Coulee, Spring Lake 3, Spruce Grove 3, St. Albert 2, St. Paul 36, Standard, Stavely, Steeper, Stettler 12, Stoney Nakoda First Nation 6, Stony Plain 2, Strachan, Strathmore 28, Sturgeon Heights 2, Sturgeon Lake Cree Nation 3, Sucker Creek First Nation, Sunchild First Nation 5, Sundre 17, Sunnybrook, Sunset House 2, Swan Hills, Sylvan Lake 2, Taber 9, Taylor, Teepee Creek 6, Thorhild 3, Thorsby 3, Three Hills 14, Tilley, Tofield 5, Tomahawk, Tomslake, Torrington 2, Travers 2, Trout Lake, Turner Valley 4, Two Hills 7, Valemont, Valleyview 22, Vegreville 15, Vermilion 15, Veteran, Viking 2, Vilna 2, Vulcan 16, Wabamun, Wainwright 10, Wandering River 2, Wanham, Warburg, Wasa, Water Valley 3, Wembley, Westrose 2, Westlock 27, Wetaskiwin 70, Whitecourt 11, Winfield 2, Woking 2, Wonowon 2, Worsley, Ya Ha Tinda Ranch 2

SASKATCHEWAN Abbey, Aberdeen, Ahtahkakoop Cree Nation 2, Alameda, Alice Beach, Arcola 13, Asquith 2, Assiniboia 10, Avonhurst, Avonlea, Baldwin, Battleford, Beechy, Bengough, Big River 2, Big River First Nation 6, Biggar 14, Birch Hills, Bjorkdale 2, Borden 3, Broadview 6, Broderick, Buffalo Pound Park, Cadillac, Candle Lake 2, Cando, Canora 6, Carberry, Central Butte, Chamberlain, Chaplin 3, Chitek Lake 8, Christopher Lake, Churchbridge, Clair, Clairmont, Clavet, Cochin 3, Colonsay, Coronach 3, Coteau Beach, Cowessess First Nation, Craik, Cut Knife, Dafeo, Dalmeny, Davidson 3, Davin 2, Debden 3, Delisle 3, Delmas, Denzil, Dinsmore 2, Domremy, Drake, Ebenezer, Edam 3, Edgeley, Elrose, Emma Lake, Endeavour, Esterhazy 3, Estevan 39, Fillmore, Fishing Lake First Nation 2, Fort Qu'Appelle 23, George Gordon First Nation 2, Girvin, Gladmar, Glentworth, Goodwater, Gravelbourg, Grenfell 2, Gruenthal, Hafford, Hague, Halbrite, Hanley 2, Happy Valley No. 10 RM, Harris, Hazlet, Hepburn 3, Hillmond 2, Humboldt 11, Indian Head 14, James Smith Cree Nation 4, Jasper, Kamsack 2, Kelvington 11, Kenaston 3, Kendal, Kerrobert 4, Kindersley 7, Kinley 2, Kipling 10, Kivimaa-Moonlight Bay, Kronau 2, Kyle, La Ronge, Landis, Langham, Lanigan, Leader, Leask, Leoville, Lestock 3, Little Bear Lake, Little Pine First Nation 6, Little River Cree Nation, Loon Lake, Luseland, Macklin, Maidstone, Makwa Sahgaiehan First Nation, Manitou Beach, Manor, Maple Creek 4, Maren, Marshall 19, Marwayne, Maymont, Meadow Lake 16, Medstead, Melfort 11, Melville 8, Meota, Midale, Milestone, Mistawasis First Nation 2, Mistusinne, Montmartre, Montreal Lake Cree Nation 5, Moose Jaw 43, Moosomin 16, Moosomin First Nation, Mosquito First Nation 4, Mossbank, Mount Hope No. 279 RM 2, Muenster, Muskowekwan First Nation 2, Netherhill, Nipawin 11, Norquay, North Battleford 34, Ochapowace Nation, Odessa, One Arrow First Nation 2, Osage, Outlook 9, Outram, Oxbow 4, Pamburn, Paradise Hill, Pasqua First Nation 2, Pense, Perdue 3, Pike Lake 2, Pilot Butte 2, Pleasant Valley No. 288 RM 2, Plunkett 2, Porcupine Plain 4, Poundmaker Cree Nation 3, Preeceville, Prince Albert 49, Provost, Punnichy, Qu'Appelle, Quinton, Radisson 2, Radville, Raymore 2, Red Earth Cree Nation 2, Redvers 8, Regina 37, Regina Beach, Richardson, Rosetown 3, Rosthern 5, Rush Lake, Saint-Front, Saskatoon 8, Saulteaux First Nation, Shaunavon 5, Shell Lake 4, Shellbrook 37, Simpson, Sintaiula 2, Smiley, Southey 2, Spiritwood 2, Springside, Spruce Home, St. Denis, Stoughton, Strasbourg 2, Sturgeon Lake First Nation, Sweetgrass First Nation 3, Swift Current 39, Tessier, Theodore, Thunderchild First Nation, Tisdale 15, Tobin Lake, Touchwood No. 248 RM 2, Tramping Lake, Turtleford 12, Tyvan, Unity 9, Vanscoy 4, Victoire 2, Vonda, Wadena 3, Wakaw, Waldheim, Warman 2, Waskesiu Lake, Watrous 14, Watson, Weldon 2, Weyburn 23, White Bear Lake 2, White City, Whitewood 2, Wishart, Witchekan First Nation 2, Wolseley 3, Wynyard 8, Yorkton 35

MANITOBA Alonsa 2, Altona 11, Amaranth, Anola 2, Arborg 5, Ashern 22, Austin 2, Bacon Ridge, Barren Lands First Nation, Beaconia, Beausejour 10, Birds Hill 3, Birdtail Sioux 2, Bloodvein First Nation 8, Blumenort 2, Brandon 67, Brereton Lake, Brokenhead Ojibway Nation 2, Bunibonibee Cree Nation 7, Caddy Lake 3, Carberry 2, Carman 5, Cloverleaf, Cracknell, Crane River 3, Cross Lake First Nation 12, Crystal City 4, Dacotah, Darlingford, Dauphin 57, Deloraine 2, Dog Creek 6, Dominion City, Dugald, East Braintree 2, East Selkirk, Easterville 5, Ebb and Flow First Nation 5, Elie 2, Emerson 2, Erickson 2, Eriksdale 11, Fairford, Fannystelle, Faulkner, Fisher Branch 2, Fisher River Cree Nation 4, Flin Flon 13, Fort Alexander 5, Fox Lake Cree Nation, Fraserwood, Garden Hill First Nation 29, Gardenton, Gimli 14, , Glenboro 2, God's Lake First Nation 5, Grahamdale, Grand Rapids 3, Grande Pointe, Grandview 3, Great Falls, Grunthal 3, Gypsumville 2, Hadashville, Hamiota, Haywood, Headingley, Hecla, Hodgson 22, Hollow Water First Nation 2, Horndean 2, Kenora 2, Keyes, Killarney 11, Kinonjeoshtegon First Nation 14, Kleefeld, Komarno, La Broquerie, La Salle, Lac du Bonnet 3, Langruth, Letellier, Little Grand Rapids 5, Little Saskatchewan First Nation 4, Long Plain First Nation 3, Lorette 4, Lowe Farm, Lynn Lake 4, Lyonshall, Manigotagan, Manitou, Manto Sipi Cree Nation 2, Mariapolis 2, Mathias Colomb First Nation 11, McCreary 2, Meadow Portage, Miami, Middlebro, Minnedosa 5, Mitchell 2, Morden 12, Morris, Mulvihill, Navin 3, Neepawa 8, Niverville 4, Norway House Cree Nation 19, Notre-Dame-de-Lourdes, Nutimik Lake, Oak Bluff, Oakbank 2, Oakville 3, Onanole 2, O-Pipon-Na-Piwin Cree Nation 5, Paupingassi, Peguis 3, Petersfield, Pinawa 6, Pinaymootang First Nation 4, Pine Creek 2, Pine Dock, Pine Falls 19, Piney 2, Pipestone 2, Plum Coulee, Plumias, Pointe du Bois 2, Poplar River 4, Poplarfield 2, Portage la Prairie 50, Rackham, Rathwell, Red Sucker Lake First Nation 3, Richer 2, Rivers, Riverton, Roblin 5, Roland, Roseau River 2, Roseau River Anishinabe First Nation 3, Roseisle, Ross, Russell 17, Sandy Bay Ojibway First Nation 8, Sandy Hook 2, Sanford 2, Sarto, Selkirk 63, Shamattawa First Nation 7, Sidney, Silver Falls, Silver Plains, Sioux Valley Dakota Nation, Skownan First Nation, Snow Lake, Somerset, Sprague, Sprucewoods 2, St. Adolphe, St. Andrews 2, St. Eustache, St. Jean Baptiste, St. Laurent 6, St. Malo 2, St. Martin 2, Ste. Agathe, Ste. Anne 13, Ste. Rita, Ste. Rose du Lac 4, Stead, Steinbach 38, Stonewall 9, Stony Mountain 7, St-Pierre-Jolys 5, Swan Lake 2, Swan River 32, Tataskweyak Cree Nation 2, Teulon 3, The Pas 60, Thompson 78, Treherne 4, Tyndall, Victoria Beach, Virden 19, Vita, Vogar, Warren 2, Wasagamack First Nation 11, Wellwood, West Hawk Lake 2, West St. Paul 2, Whitemouth 2, Winkler 24, Winnipeg 18, Winnipeg Beach, Woodridge 3, Zhoda

Our fiscal year runs from April 1-March 31. Missions may have been scene calls in the area closest to the listed communities. Missions flown to eastern British Columbia are included in the mission record for Alberta. Missions flown to western Ontario are included in the mission record for Manitoba. Locations with no number indicate a single mission responded to in or near that area.



Capt. Steve Curilla recently flew his 3,000th mission, and his family surprised him in the middle of the night to mark the moment.

Scan the QR code to see Capt. Curilla's warm reception following his mission.



STARS Horizons | Spring 2024
Return undeliverable items to:
1441 Aviation Park NE, Box 570
Calgary, Alberta T2E 8M7

Unsubscribe at newsletter@stars.ca

stars.ca

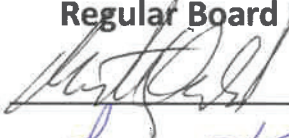

Regular Board Meeting Minutes
Thursday, May 16th, 2024

Present	<p>Anthony Oswald – Vice Chair Albert Mast – Secretary/Treasurer Karen Pronishen – Executive Director Kay Roberts – Finance Terese Koch – Recording Secretary</p> <p>Sally Littke, Paul Properzi, Jean Loitz Kavitha Kamalahasan, Peter Kuelken, Tom Carroll</p>	
Absent/ Regrets	Leslie Penny – Chair, Dausen Kluin, Bill Lane	
	<p>1) <u>Call to Order:</u> The regular meeting of the Barrhead & District Family and Community Support Services Society was called to order by Anothony Oswald at 9:30 am.</p>	
24/05-01	<p>2) <u>Acceptance of Agenda</u> – Additions/Deletions</p> <p>Moved by Jean Loitz to accept the agenda. Seconded by Albert Mast.</p>	Carried
	<p>3) <u>Board Delegation/Presentation</u></p> <ul style="list-style-type: none"> • No Presentation 	
24/05-02	<p>4) <u>Items for Approval</u></p> <p>a) Moved by Sally Littke to accept the minutes of the regular Board meeting for Barrhead and District FCSS Society from April 18th, 2024. Seconded by Tom Carroll.</p>	Carried
24/05-03	<p>b) Financial Statements. Moved by Peter Kuelken to accept the financial statements for the 80/20 General Account, Community Account and Casino Account for the period ending, April 30th, 2024, as presented. Seconded by Paul Properzi.</p>	Carried

<p>24/05-04</p> <p>24/05-05</p> <p>24/05-06</p> <p>24/05-07</p> <p>24/05-08</p> <p>24/05-09</p>	<p>5) <u>New Business:</u></p> <p>1) Selection of Executive and Committees</p> <p>a. Moved by Sally Littke to approve the new executive. Leslie Penny as Chair, Jean Loitz as Vice-Chair, and Albert Mast as Secretary, Treasurer. Seconded by Paul Properzi.</p> <p>b. Moved by Tom Carroll to have signing authority designated to Leslie Penny, Jean Loitz, Albert Mast, Karen Pronishen (Executive Director), and Terese Koch (Executive Admin).</p> <p>c. Moved by Jean Loitz to have the establishment of Board committees as presented. (See the email attachment for the committee members list) Seconded by Albert Mast.</p> <p>2) Board to sign Declarations</p> <p>3) Community Development Strategy Moved by Alberta Mast to accept the information provided by Peter Kuelken as information. Seconded by Sally Littke.</p> <p>4) Summer Business Hours Moved by Jean Loitz that the FCSS office will be closed on Fridays for summer starting June 28th, up to and including August 30th. First Friday back is September 6th. Seconded by Tom Carroll.</p> <p>5) 2022 FCSS Annual Report Moved by Peter Kuelken to accept the report as presented. Seconded by Paul Properzi.</p>	<p>Carried</p> <p>Carried</p> <p>Carried</p> <p>Carried</p> <p>Carried</p> <p>Carried</p>
	<p>6) <u>Old business</u></p> <ul style="list-style-type: none"> None at this meeting. 	
<p>24/05-10</p> <p>24/05-11</p>	<p>7) <u>Items for Information</u></p> <p>a) Director's Report – Accepted as information. Moved by Albert Mast to accept the above report as information. Seconded by Kavitha Kamalahasan.</p> <p>b) After the Bell – Moved by Paul Properzi to accept as information. Seconded by Albert Mast</p>	<p>Carried</p> <p>Carried</p>
<p>24/05-12</p>	<p>8) <u>Board Development</u></p> <p>1) FCSS 101 Slides Moved by Paul Properzi to accept the above slide presentation as information. Seconded by Albert Mast.</p>	<p>Carried</p>
	<p>9) <u>In Camera</u></p>	

	10) Next Meeting Thursday, June 20 th , 2024	
24/05-13	11) Adjournment Moved by Paul Properzi to adjourn the meeting at 10:41 am. Seconded by Sally Littke.	Carried

Barrhead & District Family and Community Support Services Society
Regular Board Meeting of May 16th, 2024


 _____ Chairperson

 _____ Recording Secretary

CRITICAL CARE, ANYWHERE



Your best hope, in a worst-case scenario.

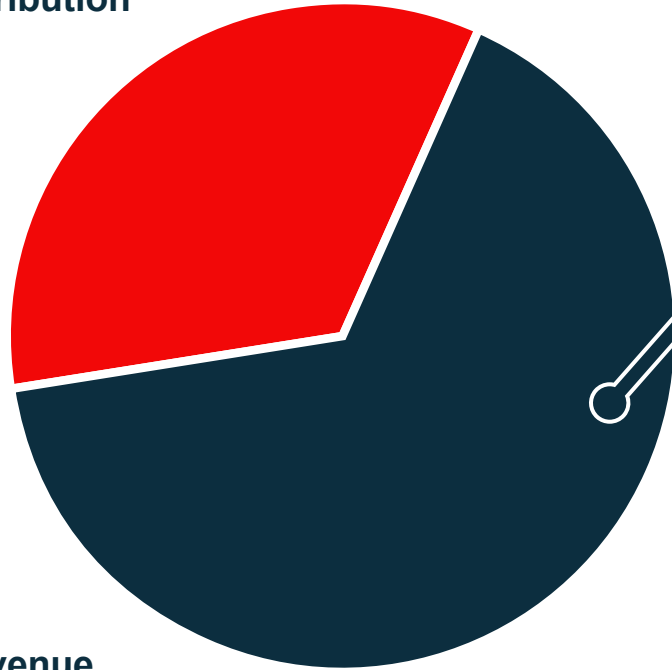


STARS ALBERTA REVENUE
FISCAL 2023

AB Government contribution
\$15.0 million

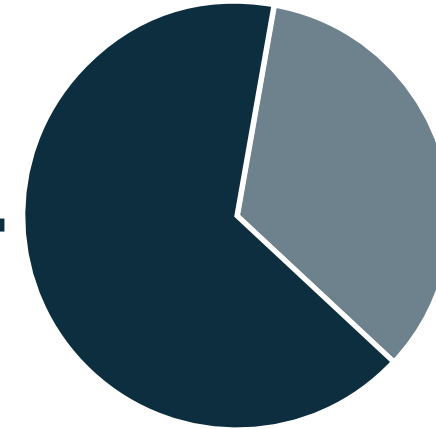
NEW!
10-Year
AHS Service
Agreement

NET fundraising revenue
\$27.8 million



2024 NET lottery proceeds: \$10.7 million
35% of total fundraising

- **STARS LOTTERY**
- **Provides for one base in Alberta!**



Fundraising revenue:
\$18.0 million
65% of total fundraising

* **Includes \$2M+ Annual Municipal Support**

FUELED BY GENEROSITY. Achieving success together.

PARTNERSHIP ENSURES ESSENTIAL SERVICE

New! 9 rural municipalities
New! 10 urban municipalities
Requests Pending

- 90% Alberta united partnerships
- Budgeted fixed rates / alleviates fluctuation
- 75% Regional partnerships

United effort promotes health & safety for residents

(9) MUNICIPAL LEADERS

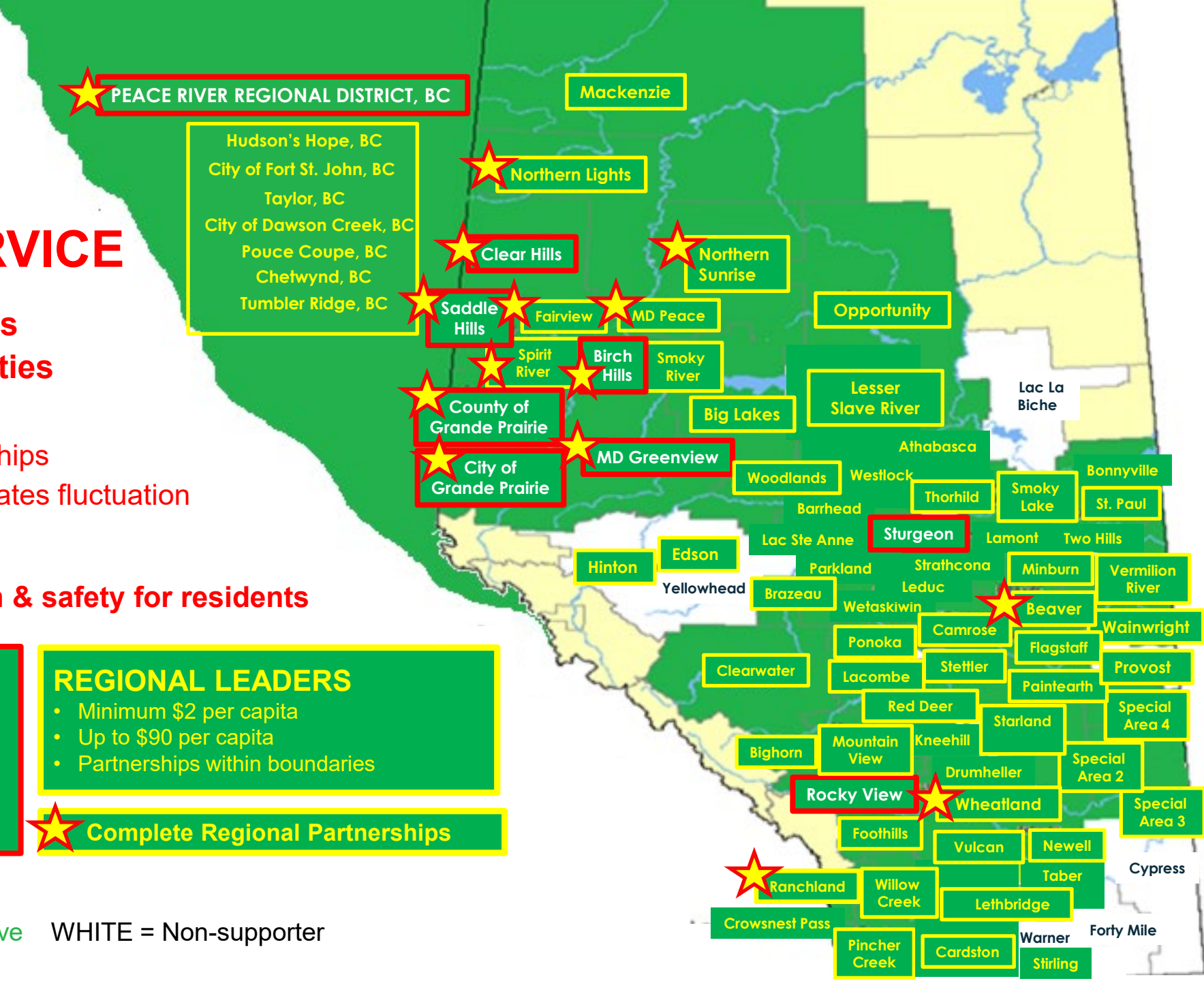
- Fixed rate / Standing Motion
- Included in Protective Services
- Up to \$210,000/per year
- Welcome Sturgeon County 2023
- Welcome Birch Hills County 2024

REGIONAL LEADERS

- Minimum \$2 per capita
- Up to \$90 per capita
- Partnerships within boundaries

★ **Complete Regional Partnerships**

*GREEN = AB/BC municipal initiative WHITE = Non-supporter



COUNTY OF BARRHEAD @ June 30, 2024	2020	2021	2022	2023	2024	TOTAL
Barrhead Hospital Critical Inter-facility Transfers	6	9	17	17	10	59
Barrhead (scene calls)	1	1	2	1		5
Near Lac la Nonne	2					2
Near Neerlandia	1	1	1			3
TOTAL *Avg. 14 missions per year/ *Increased 3-4 per year	10	11	20	18	10	69



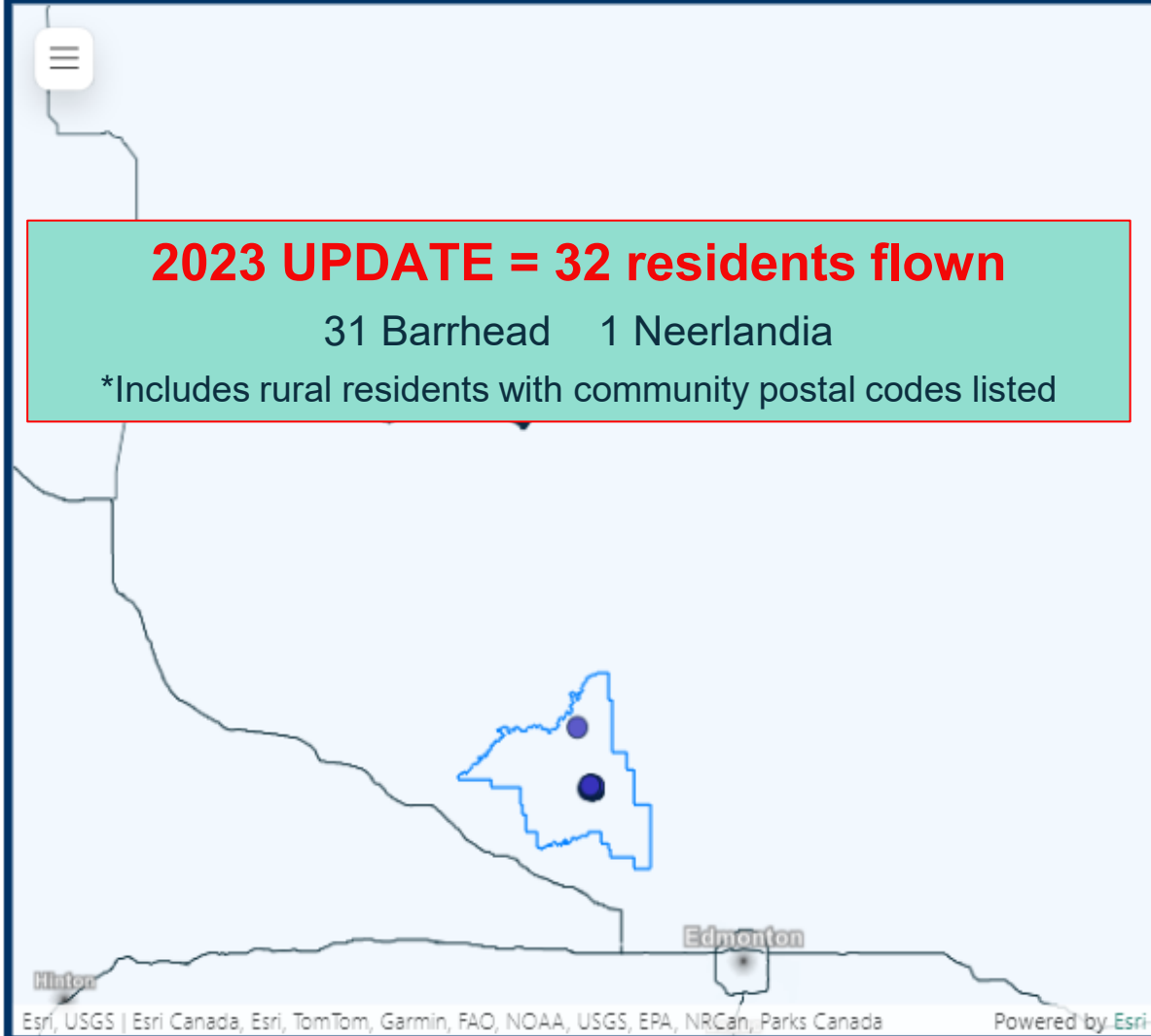
Within County of Barrhead Boundaries - Patients Flown by STARS (2010-Present)

County of Barrhead Residents Flown by STARS

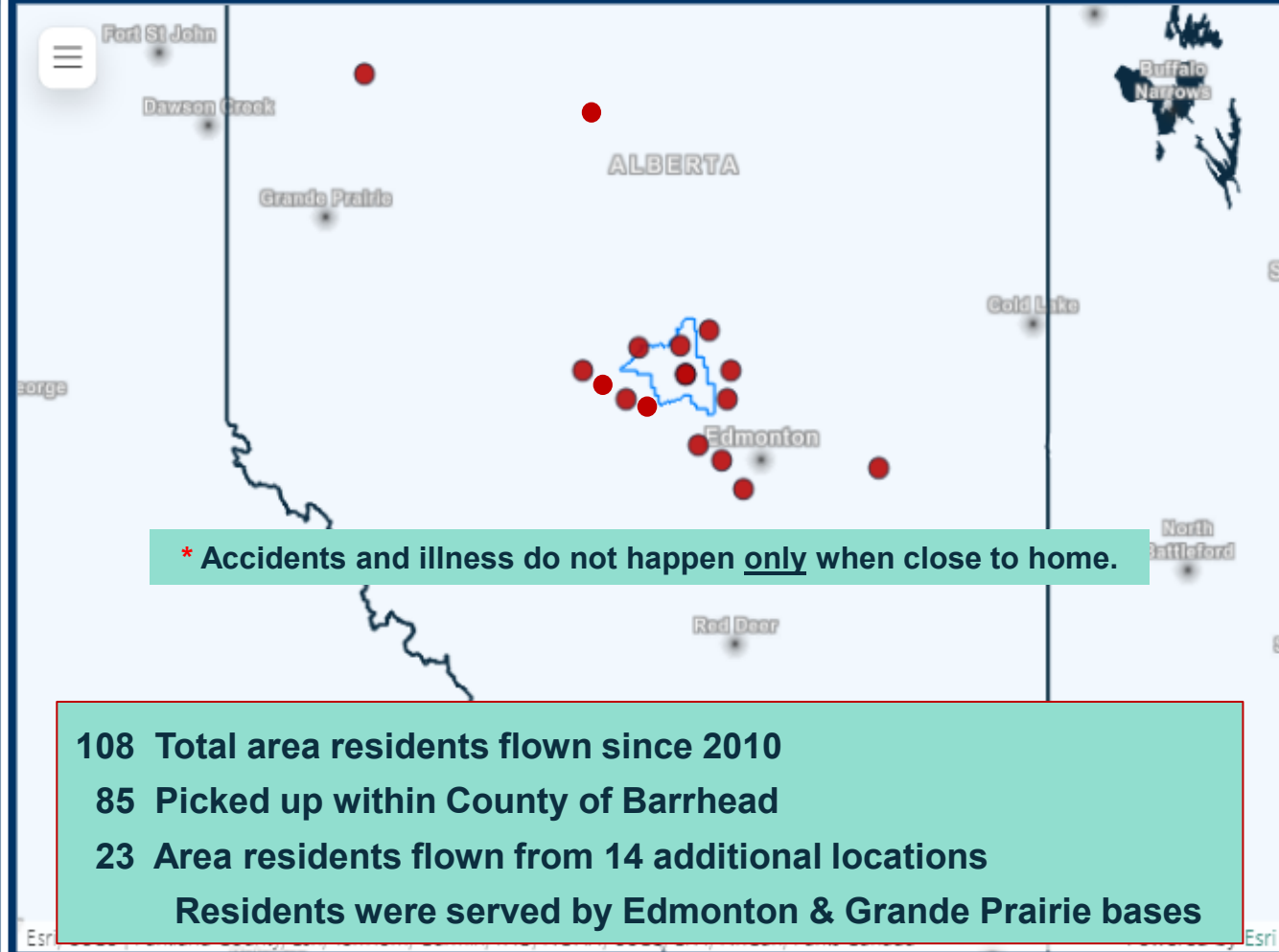
2023 UPDATE = 32 residents flown

31 Barrhead 1 Neerlandia

*Includes rural residents with community postal codes listed



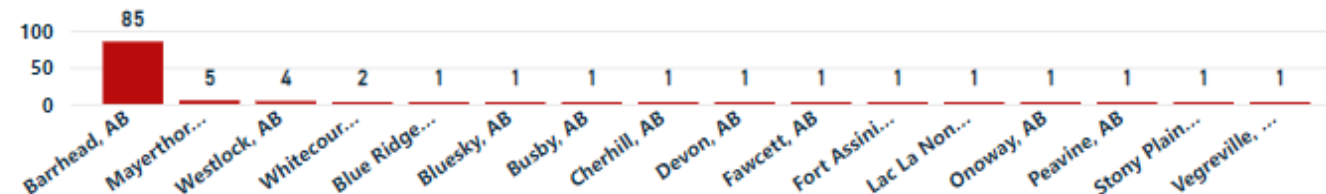
Locations where Barrhead Residents Travelled and Needed STARS



* Accidents and illness do not happen only when close to home.

108 Total area residents flown since 2010
 85 Picked up within County of Barrhead
 23 Area residents flown from 14 additional locations
 Residents were served by Edmonton & Grande Prairie bases

Count by Pickup Location



Resident Community	5 Yrs Ago	4 Yrs Ago	3 Yrs Ago	2 Yrs Ago	Last Year	5 Year Total	Total Since 2010
Barrhead	2	2	7	13	8	32	105
Neerlandia	0	0	0	0	0	0	3
Total	2	2	7	13	8	32	108

More Than Rapid Transport

EMERGENCY LINK CENTRE (ELC)

- Integrated with all dispatch centres and resources
- Precise GIS mapping coordinates
- Dispatches HALO and HERO response
- 36,000 emergency requests/year

STARS Transport Physicians

- Medical and procedural guidance
- Every critical call / All modes of transport
- Ground ambulance, rotary wing, fixed wing
- Schedule logistical arrangements with receiving Drs. and Hospitals



Innovative Leader

Night Vision Goggles (NVG)

- 1st Civilian Org. in Canada (2002)
- 50% of calls occur at night

Universal Blood Onboard

- 1st HEMS in North America (2013)
- Increased to 4 Units
- The difference between life and death.

New! A Canadian First! Massive Hemorrhage Protocol

- Reverse anticoagulation
- Promotes blood clotting in severe trauma patients



International Air Medical Transport Conference (AMTC)

- Rigorous competition
- Triage multiple patients
- Inconceivable critical situations
- Decisions/timing/patient outcome

STARS TOP 3 - 21 Years



COUNTY OF BARRHEAD

CURRENT PLEDGE OF SUPPORT

\$7,500.00 FIXED RATE

(Started 2023)

STANDING MOTION

A life is saved every day. Partnership makes it possible.

