

**SPECIAL MEETING OF COUNCIL
IN THE VILLAGE OF GLENDON IN THE PROVINCE OF ALBERTA
IN COUNCIL CHAMBERS AT THE VILLAGE OFFICE
JUNE 5, 2023 AT 7:00 A.M.**

PRESENT: Mayor Nicholas Werstiuk
Deputy Mayor Daryn Galatiuk
Councillor Lorie Czuroska
CAO Tammy Helium
Steve Engman - SE Design
Ken Pshyk - Glendon Agricultural Society

ORDER: The meeting was called to order by Mayor Werstiuk at 7:00 a.m.

AGENDA:

Res: 151-23 Moved by Councillor Czuroska that the agenda be adopted as presented.

CARRIED

DELEGATIONS:

Ken Pshyk - Glendon Agricultural Society
Discussed the Arena Caretaker Position.

Steve Engman - SE Design
Updated Council on the status of current projects.

BYLAW/ POLICIES:

2023 Tax Bylaw

Res: 152-23 Moved by Mayor Werstiuk that Bylaw 502/23 be given its first reading.

CARRIED

Res: 153-23 Moved by Councillor Czuroska that Bylaw 502/23 be given its second reading.

CARRIED

Res: 154-23 Moved by Deputy Mayor Galatiuk that Bylaw 502/23 be considered for a third reading.

CARRIED UNANIMOUSLY

Res: 155-23 Moved by Mayor Werstiuk that Bylaw 502/23 be given its third and final reading.

CARRIED

NEW BUSINESS:

2023 Operating and Capital Budgets

Res: 156-23 Deputy Mayor Galatiuk moved to increase the annual funding for the Glendon Agricultural Society by \$12,500.00 to \$35,000.00 per year.

CARRIED

ADJOURNMENT:

Being that the agenda matters have been concluded the meeting adjourned at 8:30 a.m.



Mayor



Chief Administrative Officer

2023 Approved Operating Budget and 3 Year Plan

	2023	2023	2024	2025	2026
	Year to Date	Budget	Budget	Budget	Budget
Penalties & Costs on Taxes	27,218	15,000	15,000	15,000	15,000
Taxes - Commercial	0	77,300	77,300	77,300	77,300
Taxes - Farm	0	177	177	177	177
Taxes - Linear	0	27,008	27,008	27,008	27,008
Taxes - Residential	0	251,096	251,096	251,096	251,096
Rev from Franchise & Concessions	8,575	23,730	23,730	23,730	23,730
Return on Investments	64,286	35,000	15,000	25,000	15,000
School Public Requisition	0	109,136	109,136	109,136	109,136
DI Property	0	106	106	106	106
Seniors Foundation Requisition	0	4,097	4,097	4,097	4,097
Sales of Gen Services & Supplies	282	1,000	1,020	1,040	1,061
Licences & Permits - Building	334	2,500	2,500	2,500	2,500
Licences & Permits - Animal	100	200	200	200	200
Municipally Levied Fines	161	200	200	200	200
Rental and Lease	100	500	500	500	500
Other Revenue Own Sources	200	1,000	1,000	1,000	1,000
Other Transactions Disc & Adjust	-294	0	-300	-300	-300
Grant MSI Public Safety	0	32,800	32,800	32,800	32,800
Utilities - Water Billing	32,934	77,800	79,356	80,943	82,562
Water - Bulk Sales	1,790	4,000	4,080	4,162	4,245
Penalties and Costs Utilities	1,060	2,500	2,500	2,500	2,500
Grant - Provincial Conditional Water	0	24J72	24J72	24,772	24,772
Utilities - Sewer Billing	17,082	41,000	41,820	42,656	43,510
Utilities - Garbage Billing	18AS6	44,000	44,880	45J78	46,693
Grant -MSI	0	23,972	23,972	23,972	23,972
Grant - Provincial Conditional FCSS	7,018	14,036	14,036	14,036	14,036
Rent for Curling Club	3,525	4,500	4,500	4,500	4,500
<u>Other Recreation</u>	<u>344</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>	<u>1,200</u>
TOTAL REVENUE	183,171	818,630	801,686	815,109	808,601

Payroll Deductions Council	577	1,435			
Council Honorariums	13,190	36,900	36,900	36,900	36,900
Council Travel	0	1,025	1,025	1,025	1,025
Council Training and Conferences	0	2,563	2,563	2,563	2,563
Councilor Insurance	0	215	219	224	228
Council Activites	62	12,500	12,500	12,500	12,500
School Public Requisition	28,002	109,136	109,136	109,136	109,136
DI Property Requisition	0	106	106	106	106
Seniors Foundation Requisition	4,097	4,097	4,097	4,097	4,097
Salaries Admin	47,411	118,572	120,943	123,362	125,830
Payroll Deductions Admin	5,190	17,425	17,774	18,129	18,492
Fees & Benefits Admin	8,569	20,158	20,561	20,972	21,392
Meeting Expense	208	513	523	534	544
Travel Admin	0	1,025	1,046	1,066	1,088
Freight, Postage, Telephone Admin	2,769	6,500	6,630	6,763	6,898
Advertising, Promotional Admin	5,907	8,500	8,670	8,843	9,020
Staff Training Admin	0	1,500	1,530	1,561	1,592
Professional & Consulting Admin	9,266	15,000	15,300	15,606	15,918
Contract Services	6,069	20,500	20,910	21,328	21,755
Legal and Audit Expense	26,049	30,750	31,365	31,992	32,632
Memberships and Subscriptions Admin	2,896	12,813	13,069	13,331	13,597
Repairs & Maintenance Admin	3,518	4,000	4,080	4,162	4,245
Assessor Fees & Land Title Fee	4,093	9,255	9,440	9,629	9,821
Permits & SEC Fees	0	1,538	1,569	1,600	1,632
Insurance Admin	0	11,788	12,024	12,264	12,510
Stationery & Office Supplies Admin	2,147	7,175	7,319	7,465	7,614
Utilities Admin	5,513	12,300	12,546	12,797	13,053
Office Equipment Admin	0	1,025	1,046	1,066	1,088
Ammortization Expense	0	13,838	14,115	14,397	14,685
Grants to Non Gov't Organization Admin	3,500	43,250	44,115	44,997	45,897
Short Term Borrowing Fees Admin	393	1,025	1,046	1,066	1,088
Cash Over/Short	0	100	102	104	106
Fire-freight, postage, telephone	32	0	0	0	0
Insurance Fire	0	1,128	1,151	1,174	1,197

Equip, Mach, Parts, Supply Fire	0	1,538	1,569	1,600	1,632
Ammortization Expense	0	7,403	7,551	7,702	7,856
Contribs to Own Municipal Agency Fire	0	1,516	1,546	1,577	1,609
Special Constable	5,600	17,220	17,564	17,916	18,274
Bylaw Impound Fees	0	308	314	320	327
Policing	15,706	15,706	16,020	16,341	16,667
Salaries Public Works	26,482	87,638	89,391	91,179	93,002
Payroll Deductions PW	2,309	5,381	5,489	5,598	5,710
Fees & Benefits PW	3,636	9,994	10,194	10,398	10,606
Travel PW	591	1,025	1,046	1,066	1,088
Freight, Postage, Telephone PW	2,171	4,100	4,182	4,266	4,351
Staff Training PW	0	1,538	1,569	1,600	1,632
Professional & Consulting Fees PW	0	1,025	1,046	1,066	1,088
General Services Purchased PW	1,068	22,550	23,001	23,461	23,930
Miscellaneous General Services PW	0	513	523	534	544
Insurance PW	0	6,253	6,378	6,506	6,636
Goods & Supplies PW	6,114	15,000	15,300	15,606	15,918
Equip, Mach, Parts, Supply PW	11,024	14,350	14,637	14,930	15,228
Construction & Maint Supply PW	1,401	6,150	6,273	6,398	6,526
Utilities PW	29,964	41,000	41,820	42,656	43,510
Machinery & Equip Purch >\$500 PW	0	2,563	2,614	2,667	2,720
Ammortization Expense	0	201,925	205,964	210,083	214,284
Salaries Water	12,890	31,775	32,411	33,059	33,720
Payroll Deductions Water	1,077	2,117	2,159	2,203	2,247
Fees & Benefits Water	2,017	5,140	5,243	5,348	5,455
General Services Purchase Water	229	3,075	3,137	3,199	3,263
Freight, Postage, Telephone Water	3,521	10,250	10,455	10,664	10,877
Repairs & Maintenance Water	16,707	20,500	20,910	21,328	21,755
Miscellaneous General Services Water	660	1,025	1,046	1,066	1,088
Insurance Water	0	1,333	1,360	1,387	1,415
Goods & Supplies Water	1,702	5,125	5,228	5,332	5,439
Equip, Mach, Parts, Supply Water	0	1,025	1,046	1,066	1,088
Chemicals & Salt Water	6,569	13,838	14,115	14,397	14,685
Utilities Water	21,692	35,875	36,593	37,324	38,071

Ammortization Expense	0	85,075	86,777	88,512	90,282
Disc Allowed Prepayment Water Bill	4,340	3,456	3,525	3,596	3,668
Salaries Sewer	12,890	31,775	32,411	33,059	33,720
Payroll Deductions Sewer	1,071	2,117	2,159	2,203	2,247
Fees & Benefits Sewer	2,017	5,140	5,243	5,348	5,455
General Services Purchased Sewer	0	1,025	1,046	1,066	1,088
Freight, Postage, Telephone Sewer	728	3,075	3,137	3,199	3,263
Repairs & Maintenance Sewer	0	2,050	2,091	2,133	2,175
Miscellaneous General Services Sewer	0	1,025	1,046	1,066	1,088
Insurance Sewer	0	1,230	1,255	1,280	1,305
Goods & Supplies Sewer	1,670	5,000	5,100	5,202	5,306
Equip, Mach, Parts, Supply Sewer	0	1,025	1,046	1,066	1,088
Chemicals & Salts Sewer	570	3,075	3,137	3,199	3,263
Utilities Sewer	5,730	8,200	8,364	8,531	8,702
Ammortization Expense	0	37,413	38,161	38,924	39,703
Salaries Garbage	6,857	16,605	16,937	17,276	17,621
Payroll Deductions Garbage	563	953	972	992	1,011
Fees & Benefits Garbage	1,103	2,701	2,755	2,810	2,866
General Services Purchased Garbage	3,420	12,300	12,546	12,797	13,053
Freight Garbage	0	103	105	107	109
Repairs & Maintenance Garbage	5,384	7,500	7,650	7,803	7,959
Miscellaneous General Services Garbage	0	513	523	534	544
Insurance Garbage	0	3,793	3,869	3,946	4,025
Goods & Supplies Garbage	2,828	5,125	5,228	5,332	5,439
Equip, Mach, Parts, Supply Garbage	0	2,563	2,614	2,667	2,720
General Services Purchased FCSS	0	3,588	3,660	3,733	3,808
Goods & Supplies FCSS	0	6,150	6,273	6,398	6,526
Transfers to Capital FCSS	0	5,125	5,228	5,332	5,439
Salaries Rec	2,607	6,970	7,109	7,252	7,397
Payroll Deductions Rec	233	523	533	544	555
Fees & Benefits Recreation	362	1,046	1,067	1,088	1,110
General Services Purchased Rec	196	3,075	3,137	3,199	3,263
Freight, Postage, Telephone Rec	267	641	654	667	680
Advertising, Print, Subscriptions Rec	0	1,025	1,046	1,066	1,088

Repairs & Maintenance Rec	175	1,538	1,569	1,600	1,632
Miscellaneous General Services Rec	0	513	523	534	544
Insurance Rec	0	49,200	50,184	51,188	52,211
Goods & Supplies Rec	0	1,025	1,046	1,066	1,088
Equip, Mach, Parts, Supply Rec	0	1,025	1,046	1,066	1,088
Construction & Maint Supply Rec	0	1,025	1,046	1,066	1,088
Utilities Rec	4,302	7,688	7,842	7,999	8,159
Equip Purchases >\$500 Rec	0	2,563	2,614	2,667	2,720
Ammortization Expense	0	44,075	44,957	45,856	46,773
Contributed to Capital Rec	3,338	0	0	0	0
Grants to Recreational Organizations	5,761	0	0	0	0
TOTAL EXPENSES	418,998	1,503,061	1,528,332	1,555,572	1,583,357
OPERATING EXCESS REVENUE (DEFICIT)	-235,827	-684,431	-726,646	-740,463	-774,756
Reverse Amoritization		389,729	397,524	405,474	413,584
Surplus (Deficit)		-294,702	-329,122	-334,989	-361,173

2023 Approved Capital Budget (5 Years)

Revenue	2022 Budget	2023 Budget	2024	2025	2026	2027	2028
Transfer in of Capital Funds (prior year)	1,740,355.00	2,363,969.67	0.00				
MSI Capital	90,000.00	89,257.00	89,257.00	89,257.00	89,257.00	89,257.00	89,257.00
ID 349 Funding	920,000.00	920,000.00	920,000.00	920,000.00	920,000.00	920,000.00	920,000.00
Canada Community Building Fund	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00	50,000.00
Total Available Funding	2,800,355.00	3,423,226.67	1,061,281.00	1,061,282.00	1,061,283.00	1,061,284.00	1,061,285.00

Administration	2022 Budget						2024 Capital Expenses	2025 Capital Expenses	2026 Capital Expenses	2027 Capital Expenses	2028 Capital Expenses
	2022 Projects Completed	Potential Carry forwards to 2023	2023 New Capital Items	Total 2023 Capital Budget	2024 Capital Expenses						
Office Renovations	350,000.00	346,362.00			0.00						
Website			5,000.00	5,000.00	0.00						
Public Works					0.00						
Truck	60,000.00	62,503.29			0.00						
Infrastructure Management Plan	125,000.00		125,000.00	125,000.00	0.00						
Equipment Replacement Program			50,000.00	50,000.00	0.00						
Street and Sidewalk Repair	200,000.00	4,131.75	195,868.25	(45,868.25)	150,000.00						
Railway Avenue & 55 Street Rebuild				2,375,000.00	2,375,000.00						
Mower					0.00	15,000.00					
Gravel Truck							50,000.00				
4x4 Grader								150,000.00			
Water/Waste water											
Water Treatment Plant Upgrade	75,000.00		75,000.00	(65,000.00)	10,000.00						
Plant Upgrade vs Water Line Cost Study	25,000.00		25,000.00	(25,000.00)	0.00						
Land Purchase for WTP Upgrade				20,000.00	20,000.00						
Waste Management					0.00						
Former Landfill Site	50,000.00	4,864.30	45,135.70	(35,135.70)	10,000.00						
Recreation					0.00						
Gym and Fitness Studio	400,000.00	18,523.99	381,476.01	518,523.99	900,000.00						
Land Purchase for Historical Society				50,000.00	50,000.00						
Trees/ Beautification	20,000.00		20,000.00	(15,000.00)	5,000.00						
Perogy Lights				6,000.00	6,000.00						
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Total Capital Expense	1,305,000.00	436,385.33	867,479.96	2,838,520.04	3,706,000.00	15,000.00	0.00	50,000.00	0.00	150,000.00	
Transfer from Reserves					282,773.33						
Remaining Balance	1,495,355.00		1,932,875.04		0.00						