

VILLAGE OF DONALDA
Regular Council Meeting, July 18, 2023
Council Chambers
5001 Main Street, Donalda
Regular Meeting Agenda

Call to Order- Mayor Doug Booker

1. AGENDA

1. Additions and Amendments

2. PREVIOUS MINUTES

1. Regular Meeting of Council June 20, 2023
2. Special Meeting of the Council June 22, 2023
3. Special Meeting of the Council July 4, 2023
4. Special Meeting of the Council July 9, 2023

3. DELEGATIONS

1. Sergeant Trent Cleveland – Bashaw RCMP

4. BUSINESS ARISING FROM PREVIOUS MEETINGS

- 1.

5. VILLAGE BUSINESS

1. 2023 Operating Budget up to June 30, 2023
2. Balance Sheet June 2023
3. Trial Balances Utility & Tax up to July 5, 2023
4. Cheque Register – up to June 30, 2023
5. Bank Reconciliation – June 2023- MUSH, MSI, CCBF, Reserve
6. Stettler Housing Authority – Letter of Support – Capital Maintenance
Renewal Funding – Alberta Social Housing Corporation
7. Tax Penalty – Roll 180 -Request for Penalty Forgiveness
8. Tax Penalty – Roll 344 -Request for Penalty Forgiveness

6. INFORMATIONAL ITEMS & CORRESPONDENCE

1. Honourable Ric McIver – Minister of Municipal Affairs
2. Honourable Brandy Cox – Deputy Minister of Municipal Affairs
3. Stettler and District Ambulance Association – Audited Financial Statement
2022

In the spirit of Truth and Reconciliation, the Village of Donalda acknowledges that we gather, live, and work on Treaty 6 lands, the customary and traditional lands of the Indigenous Peoples of this territory.

7. COMMITTEE AND STAFF REPORTS

1. Mayor
2. Deputy Mayor
3. Councilor
4. CAO

8. GALLERY**9. CLOSED MEETING OF COUNCIL**

1. FOIPPA Section 18(1)(b) – Personnel
Annual CAO Evaluation
2. FOIPP Section 18(1)(c) Proposed or pending acquisition or disposition of
property by or for a public body.
Plan: 7288154; Block: 8; Lot: 5-6

10. NEXT MEETING

August 15, 2023

11. ADJOURNMENT

In the spirit of Truth and Reconciliation, the Village of Donalda acknowledges that we gather, live, and work on Treaty 6 lands, the customary and traditional lands of the Indigenous Peoples of this territory.

VILLAGE OF DONALDA
Regular Council Meeting
Minutes
Tuesday, June 20, 2023

The Regular Meeting of Donalda Village Council was held at 12:30 p.m. Tuesday, June 20, 2023, at the Village Complex in Council Chambers.

Mayor: Doug Booker
Deputy Mayor: Richard Nelson
Councillor: Derek Williams

Staff: CAO Vallet

Members of the Public: Dan Knutdson
Heather Briscoe

Call to Order- Mayor Doug Booker called the meeting to order at 12:30 p.m.

1. **AGENDA**

1. D. Williams motioned to accept the agenda as amended.

Carried Unanimously (101-23)

2. **PREVIOUS MINUTES**

1. Regular Meeting of Council May 16, 2023

As presented, R. Nelson motioned to accept the Regular Meeting of Council Minutes from June 20, 2023, as received.

Carried Unanimously (102-23)

3. **Delegations**

- 1.

4. **Business Arising from the Previous Meeting**

5. **VILLAGE BUSINESS**

1. Revenue and Expenditure Reports up to May 31, 2023
2. Balance Sheet May 2023
3. Trial Balances Utility & Tax up to June 13, 2023
4. Cheque Register – up to May 31, 2023
5. Bank Reconciliation – May 2023 – MUSH, MSI, CCBF, Reserve

MOVED by R. Nelson to accept the financial reports as presented.

Carried Unanimously (103-23)

6. Bylaw 761-23 Cemetery

D. Williams motioned to present Bylaw 761-23 Cemetery for the first reading.

Carried Unanimously (104-23)

R. Nelson motioned to present 761-23 Cemetery Bylaw for the second reading.

Carried Unanimously (105-23)

For the third and final reading, D. Booker motioned to introduce 761-23 Cemetery Bylaw.

Carried Unanimously (106-23)

R. Nelson motioned to present 761-23 Cemetery Bylaw for the third and final reading.

Carried Unanimously (107-23)

7. Bylaw 762-23 Fees for Services

D. Booker motioned to present Bylaw 762-23 Fees for Services Bylaw for the first reading.

Carried Unanimously (108-23)

R. Nelson motioned to present 762-23 Fees for Services Bylaw for the second reading.

Carried Unanimously (109-23)

For the third and final reading, D. Williams motioned to introduce 762-23 Fees for Services Bylaw.

Carried Unanimously (110-23)

D. Booker motioned to present 762-23 Fees for Services Bylaw for the third and final reading.

Carried Unanimously (111-23)

8. Office Policy #5, Fees for Services

MOVED by R. Nelson to accept Office Policy #5, Fees for Services as presented.

Carried Unanimously (112-23)

9. Quote – Relocation of Emergency Siren

MOVED by R. Nelson to table the replacement and relocation of the Emergency Siren.

Carried Unanimously (113-23)

10. Village Complex Accessibility Components

MOVED by R. Nelson to commit to \$32,500 worth of work to be performed by Contractor "A" to improve the accessibility within the Village Complex.

Carried Unanimously (114-23)

11. Request for Funding – Canada Day Committee

MOVED by D. Williams to provide \$1,000 of funding assistance to the Donalda Canada Day Committee to go directly towards the carnival games and youth activities.

Carried Unanimously (115-23)

12. Fire Ban vs Fire Restriction

MOVED by R. Nelson to support the Fire Chief's recommendation to move the Village of Donalda into Fire Restriction Status from Fire Ban Status.

Carried (116-23)

13. Standpipe Update – Select Engineering

MOVED by D. Williams to accept the Standpipe Update from Select Engineering for information.

Carried Unanimously (117-23)

14. SW 5-42-18-W4 – Two (2) acre parcel – List for Sale with Relator

MOVED by D. Williams to list SW 5-42-18-W4 for sale with Ramstad Realty.

Carried Unanimously (118-23)

6. INFORMATIONAL/CORRESPONDENCE ITEMS

1. Bashaw RCMP Community Policing Report – January 1-March 31, 2023
2. Parkland Regional Library System 2022 Audited Financial Statement

MOVED by D. Williams to add Information and Correspondence items 6.1 and 6.2 to the Minutes for June 20, 2023.

Carried Unanimously (119-23)

7. COMMITTEE AND STAFF REPORTS

1. Mayor
2. Deputy Mayor
3. Councilor
4. CAO

MOVED BY D. Williams to accept the Committee and Staff Reports as presented for information only.

Carried Unanimously (120-23)

8. GALLERY

9. CLOSED SESSION OF COUNCIL

1. FOIPPA Section 25(1)(c)(iii) Disclosure harmful to economic and other interests of a public body
2. FOIPPA Section 16(1)(c)(i) Disclosure harmful to business interests of a third party

MOVED BY D. Williams to enter a Closed Session of the Council at 1:54 p.m.

Carried Unanimously (121-23)

MOVED BY D. Booker to exit a Closed Session of the Council at 2:20 p.m.

Carried Unanimously (122-23)

MOVED by D. Booker to approve support in principle for the proposed funding model presented Parkland Community Planning Services.

Carried Unanimously (123-23)

MOVED by D. Williams to accept the Lease Agreement – Donalda Grazing Paddocks as presented.

Carried Unanimously (124-23)

MOVED by R. Nelson to instruct the Administration to arrange the disposal of the 96.ft Trylon Tower that has been abandoned next to the Standpipe.

Carried Unanimously (125-23)

10. NEXT MEETING

July 18, 2023

11. ADJOURNMENT

D. Booker motioned to adjourn the Regular Meeting of Council at 2:22 p.m.

Carried Unanimously (126-23)

Chief Elected Official

Chief Administrative Officer

VILLAGE OF DONALDA
Special Meeting of the Council
Minutes
Thursday, June 22, 2023

The Special Meeting of Donalda Village Council was held at 2:30 p.m. Thursday, June 22, 2023, at the Village Complex in Council Chambers.

Mayor: Doug Booker
Deputy Mayor: Richard Nelson
Councillor: Derek Williams

Staff: CAO Vallet

Members of the Public: Shaleah Fox
Asha Kaur

Call to Order- Mayor Doug Booker called the meeting to order at 2:30 p.m.

1. **AGENDA**

MOVED BY R. Nelson to accept the agenda as presented.

Carried Unanimously (127-23)

2. **VILLAGE BUSINESS**

1. Standpipe Update – Select Engineering

MOVED BY R. Nelson to support Scenario B as outlined by Select Engineering for the temporary remediation of the Village of Donalda’s Standpipe.

Carried Unanimously (128-23)

3. **ADJOURNMENT**

MOVED BY Mayor Booker to adjourn the meeting at 2:55 p.m.

Carried Unanimously (129-23)

Mayor

Chief Administrative Officer

VILLAGE OF DONALDA
Special Meeting of the Council
Minutes
Tuesday, July 4, 2023

The Special Meeting of Donalda Village Council was held at 1:00 p.m. Tuesday, July 4, 2023, at the Village Complex in Council Chambers.

Mayor:	Doug Booker
Deputy Mayor:	Richard Nelson
Councillor:	Derek Williams
Staff:	CAO Vallet
Members of the Public:	Dan Knutdson Michael Smith

Call to Order- Mayor Doug Booker called the meeting to order at 1:03 p.m.

1. **AGENDA**

MOVED BY R. Nelson to accept the agenda as presented.

Carried Unanimously (130-23)

2. **VILLAGE BUSINESS**

1. Tax Recovery Property – Plan 867CF, Block 15, Lot 17 – Sale Options

MOVED BY D. Williams that the Village of Donalda take the title on Plan 867CF, Block 15, Lot 17 and offer the property for sale in the East Central Alberta Review, with a reserve bid set at \$8,000.

Carried Unanimously (131-23)

2. Tax Recovery Property – Land Description SE 6 42 18 W4 – Sale Options

MOVED BY R. Nelson that the Village of Donalda take the title on SE 6 42 18 W4 and offer the property for sale in the East Central Alberta Review, with a reserve bid set at \$30,000.

Carried Unanimously (132-23)

1. **ADJOURNMENT**

MOVED BY Mayor Booker to adjourn the meeting at 1:25 p.m.

Carried Unanimously (133-23)

Mayor

Chief Administrative Officer

VILLAGE OF DONALDA
Special Meeting of the Council
Minutes
Tuesday, July 9, 2023

The Special Meeting of Donalda Village Council was held at 10:00 a.m. Tuesday, July 9, 2023, at the Village Complex in Council Chambers.

Mayor: Doug Booker
Deputy Mayor: Richard Nelson
Councillor: Derek Williams

Staff: CAO Vallet

Members of the Public: Bob Longbotham
Ty Wilson – Ramstad Realty

Call to Order- Mayor Doug Booker called the meeting to order at 10:05 a.m.

1. **AGENDA**

MOVED BY R. Nelson to accept the agenda as presented.

Carried Unanimously (134-23)

2. **VILLAGE BUSINESS**

1. Properties for Sale – Listing with a Realtor

MOVED by R. Nelson to rescind resolutions 131-23 and 132-23.

Carried Unanimously (135-23)

MOVED by D. Williams to take the title on Plan 867CF, Block 15, Lot 17 and the title on SE 6 42 18 W4.

Carried Unanimously (136-23)

MOVED by D. Booker to list Plan 867CF, Block 15, Lot 17, and SE 6 42 18 W4, and 7822154, Block: 8, Lot 5-6 with Ramstad Realty and accept an offer as reasonably close to market value, as deemed by Ramstad Realty, as possible.

Carried Unanimously (137-23)

2. **CLOSED SESSION**

1. FOIPP Section 18(1)(c) Proposed or pending acquisition or disposition of property by or for a public body.
-SE 6 42 18 W4

MOVED by D. Booker to enter into a Closed Session of the Council at 10:15 a.m.

Carried Unanimously (138-23)

MOVED by R. Nelson to exit the Closed Session of the Council at 10:30 a.m.

Carried Unanimously (139-23)

MOVED by D. Booker to counteroffer \$22,000 on the offer received on SE 6 42 18 W4.

Carried (140-23)

D. Booker - In Favour

D. Williams - In Favour

R. Nelson - Opposed

4. ADJOURNMENT

MOVED BY Mayor Booker to adjourn the meeting at 10:31 a.m.

Carried Unanimously (141-23)

Mayor

Chief Administrative Officer



VILLAGE OF DONALDA

2023 Operating Budget For the Period Ending June 30, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %	2022 Actual	2022 Budget
GENERAL REVENUE						
1-00-100	Residential Taxes	(167,623.31)	(167,623.34)	0.00	(201,760.88)	(200,543.88)
1-00-101	ASFF - School Tax Requisition	(38,524.74)	(38,534.72)	0.02	0.00	0.00
1-00-102	Seniors Requisition	(6,444.52)	(6,445.00)	0.00	0.00	0.00
1-00-103	Designated Industrial Property Req.	(41.64)	(41.64)	0.00	0.00	0.00
1-00-110	Non-Residential Taxes	(29,255.71)	(29,255.72)	0.00	(32,985.91)	(32,831.91)
1-00-120	Linear Taxes	(13,105.10)	(13,105.10)	0.00	(14,179.15)	(14,179.15)
1-00-130	Franchise - ATCO	(14,178.57)	(31,414.56)	54.86	(29,557.28)	(23,170.29)
1-00-140	Franchise - Apex Utilities Inc.	(9,989.03)	(31,433.00)	68.22	(21,898.89)	(24,351.46)
1-00-200	Penalties & Costs on Taxes	(9,291.54)	(15,000.00)	38.05	(15,479.10)	(18,500.00)
1-00-210	Penalties Accounts Receivable	(67.59)	(250.00)	72.96	(251.50)	(150.00)
1-32-510	Insurance Proceeds	0.00	0.00	0.00	(2,887.69)	0.00
* TOTAL GENERAL REVENUE		(288,521.75)	(333,103.08)	13.38	(319,000.40)	(313,726.69)
TOTAL GRANTS & OTHER REVENUE						
1-00-111	Canada Summer Jobs	0.00	0.00	0.00	0.00	(8,960.00)
1-00-751	Conditional Municipal - FCSS	(3,812.50)	(7,625.00)	50.00	(7,787.00)	(7,625.00)
1-00-845	Provincial Grant - MSI Operating	0.00	(72,712.00)	100.00	(36,356.00)	(36,356.00)
1-00-855	Grants - Other	(50,000.00)	(52,650.00)	5.03	(440.00)	0.00
1-00-856	Donations/Sponsorships	(2,950.00)	(5,000.00)	41.00	(4,688.70)	0.00
* TOTAL TOTAL GRANTS & OTHER REV		(56,762.50)	(137,987.00)	58.86	(49,271.70)	(52,941.00)
ADMINISTRATION REVENUE						
1-12-266	Tax Recovery Fees	(5,941.00)	0.00	0.00	0.00	0.00
1-12-411	Photocopy, Fax, Sales, etc.	(23.75)	0.00	0.00	(12.00)	(50.00)
1-12-417	Tax Cert. Dev. Permits, etc.	(385.00)	(1,000.00)	61.50	(1,294.50)	(600.00)
1-12-418	Maintenance service revenue	(125.00)	(1,200.00)	89.58	(1,150.00)	(700.00)
1-12-419	Newsletter Ads	(250.50)	(250.00)	(0.20)	(320.00)	(1,000.00)
1-12-550	Investment Income - Bank Int.	(10,949.54)	(8,000.00)	(36.86)	(17,499.39)	(6,300.00)
1-12-561	Rental Revenue	(1,640.00)	(5,000.00)	67.20	(4,969.27)	(5,840.00)
1-12-590	Miscellaneous Admin. Revenue	(2,051.69)	(2,050.00)	(0.08)	(1,580.32)	0.00
* TOTAL ADMINISTRATION REVENUE		(21,366.48)	(17,500.00)	(22.09)	(26,825.48)	(14,490.00)
EMERGENCY MANAGEMENT REVENUE						



VILLAGE OF DONALDA

2023 Operating Budget
For the Period Ending June 30, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %	2022 Actual	2022 Budget
1-23-410	Fire Charges	(12,246.98)	(25,200.00)	51.40	(25,151.69)	(25,000.00)
1-24-410	Emergency Management Service Revenue	(2,949.23)	(6,150.00)	52.04	(5,039.22)	(5,000.00)
*	TOTAL EMERGENCY MANAGEMENT REV	(15,196.21)	(31,350.00)	51.53	(30,190.91)	(30,000.00)
BYLAW REVENUE						
1-21-530	Fines-Bylaw	0.00	0.00	0.00	0.00	(200.00)
1-26-520	Chicken License	(75.00)	(55.00)	(36.36)	(55.00)	0.00
1-26-521	Dog License	(769.40)	(460.00)	(67.26)	(495.00)	(290.00)
1-26-522	Cat License	(170.00)	(170.00)	0.00	(170.00)	(120.00)
1-26-523	Business License	(210.00)	(120.00)	(75.00)	21.02	(120.00)
*	TOTAL BYLAW REVENUE	(1,224.40)	(805.00)	(52.10)	(698.98)	(730.00)
ROADS & STREETS REVENUE						
1-32-830	Fed. Infrastructure Funds	0.00	0.00	0.00	(134,686.00)	0.00
*	TOTAL ROADS & STREETS REVENUE	0.00	0.00	0.00	(134,686.00)	0.00
WATER REVENUE						
1-41-400	Water Sales	(46,481.38)	(92,000.00)	49.47	(92,238.23)	(95,800.00)
1-41-401	Penalties - Water	(424.21)	(700.00)	39.39	(714.42)	(840.00)
1-41-414	Water On/Off Fee	(200.00)	(300.00)	33.33	(100.00)	(550.00)
1-41-416	Water Service Repairs	0.00	(100.00)	100.00	(37.00)	(350.00)
1-41-840	Conditional Grant - Provincial	0.00	0.00	0.00	(12,563.00)	0.00
*	TOTAL WATER REVENUE	(47,105.59)	(93,100.00)	49.40	(105,652.65)	(97,540.00)
SEWER REVENUE						
1-42-400	Sewer Services	(9,115.27)	(18,200.00)	49.91	(18,220.13)	(19,030.00)
*	TOTAL SEWER REVENUE	(9,115.27)	(18,200.00)	49.92	(18,220.13)	(19,030.00)
WASTE REVENUE						
1-43-400	Garbage Fees	(21,587.81)	(42,200.00)	48.84	(42,185.13)	(41,837.98)
*	TOTAL WASTE REVENUE	(21,587.81)	(42,200.00)	48.84	(42,185.13)	(41,837.98)
CEMETERY REVENUE						

VILLAGE OF DONALDA

2023 Operating Budget
For the Period Ending June 30, 2023



General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %	2022 Actual	2022 Budget
1-56-463	Perpetual Care Fee	(1,200.00)	(1,000.00)	(20.00)	(1,945.72)	(200.00)
1-56-464	Sale of Cemetery Plots	(400.00)	(500.00)	20.00	(580.00)	(600.00)
1-56-466	Snow Removal Revenue	(1,200.00)	0.00	0.00	0.00	0.00
1-56-467	Interment Fee	(950.00)	(1,200.00)	20.83	(1,810.00)	0.00
1-56-468	Monument Deposit Fee	(300.00)	(800.00)	62.50	(900.00)	0.00
*	TOTAL CEMETERY REVENUE	(4,050.00)	(3,500.00)	(15.71)	(5,235.72)	(800.00)
SALE OF LAND						
1-66-590	Sale of Land	0.00	0.00	0.00	(57,654.50)	0.00
*	TOTAL SALE OF LAND	0.00	0.00	0.00	(57,654.50)	0.00
PLANNING REVENUE						
1-66-910	Planning Reserve	(16,000.00)	(16,000.00)	0.00	0.00	0.00
*	TOTAL PLANNING REVENUE	(16,000.00)	(16,000.00)	0.00	0.00	0.00
RECREATION REVENUE						
1-72-850	Government Grants - Recreation	0.00	(626.00)	100.00	(626.00)	(626.00)
*	TOTAL RECREATION REVENUE	0.00	(626.00)	100.00	(626.00)	(626.00)
CULTURAL REVENUE						
1-74-770	Museum Agreement	(6,500.00)	(6,500.00)	0.00	(6,500.00)	(6,500.00)
1-74-771	Library Agreement	(1,445.00)	(1,445.00)	0.68	(1,445.00)	(1,500.00)
1-74-850	Federal Grant - Heritage Canada	(2,400.00)	(1,160.00)	(106.89)	0.00	0.00
*	TOTAL CULTURAL REVENUE	(10,345.00)	(9,115.00)	(13.49)	(7,945.00)	(8,000.00)
**	TOTAL REVENUE	(491,275.01)	(703,486.08)	30.17	(798,192.60)	(579,721.67)
COUNCIL EXPENSE						
2-11-150	Council Meeting Pay	4,800.00	6,300.00	23.80	6,090.00	9,000.00
2-11-151	Council Supervision Pay	1,800.00	3,600.00	50.00	4,110.00	3,600.00
2-11-211	Travel & Subsistence	982.80	2,000.00	50.86	1,939.69	2,000.00
2-11-212	Legislative - Discretionary	200.98	300.00	33.00	612.75	120.00
*	TOTAL COUNCIL EXPENSE	7,783.78	12,200.00	36.20	12,752.44	14,720.00



VILLAGE OF DONALDA

2023 Operating Budget
For the Period Ending June 30, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %	2022 Actual	2022 Budget
ADMINISTRATION EXPENSE						
2-12-110	Salaries & Wages	55,320.00	123,338.50	55.14	38,030.38	29,500.00
2-12-111	Wages - Community Programming	2,350.00	12,684.00	81.47	10,633.66	17,920.00
2-12-130	Payroll Deductions	4,331.55	9,185.57	52.84	4,260.15	3,090.28
2-12-131	Vacation Pay	989.60	2,232.46	55.67	1,373.82	1,518.40
2-12-132	Payroll Benefits	1,083.62	1,000.00	(8.36)	0.00	0.00
2-12-211	Travel & Subsistence	1,322.19	4,000.00	66.94	2,844.40	2,000.00
2-12-212	Course Fee Registration	1,940.00	3,000.00	35.33	1,550.80	1,500.00
2-12-216	Postage	1,209.96	1,650.00	26.66	4,046.62	2,800.00
2-12-217	Telephone	629.74	1,500.00	58.01	1,609.73	1,600.00
2-12-220	Advertising & Memberships	4,519.52	5,500.00	17.82	4,638.48	4,520.00
2-12-224	Land Title Fees	72.00	500.00	85.60	781.60	150.00
2-12-226	Tax Recovery Fees	5,511.00	200.00	(2,655.50)	(270.00)	200.00
2-12-230	Assessors Fees	2,441.25	5,650.00	56.79	5,614.42	5,400.00
2-12-231	Auditors Fees	1,400.00	8,650.00	83.81	8,250.00	8,250.00
2-12-232	Legal Fees	2,888.88	4,748.87	39.16	5,531.46	3,000.00
2-12-240	Bad Debts	0.00	2,000.00	100.00	3,176.23	4,000.00
2-12-250	Repairs & Maint. Contract	16,626.69	800.00	(1,978.33)	117.38	1,284.60
2-12-251	Repairs & Maintenance	0.00	800.00	100.00	677.19	3,000.00
2-12-252	Cleaning - Supplies & Labor	942.39	2,500.00	62.30	2,525.96	2,500.00
2-12-255	Other Contracted Services	14,499.81	16,635.00	12.83	18,204.34	17,000.00
2-12-256	Contracted Services - CAO	6,678.00	0.00	0.00	80,452.64	75,600.00
2-12-270	Computer Expenses	810.80	750.00	(8.10)	1,197.23	1,000.00
2-12-271	Website Fees	324.42	1,300.00	75.04	1,224.85	900.00
2-12-274	Insurance & Bond	10,285.68	10,286.00	0.00	8,754.78	8,754.78
2-12-275	Workman's Compensation	1,574.28	2,775.00	43.26	2,819.63	2,587.20
2-12-505	Photocopier Costs	1,803.68	4,000.00	54.90	4,013.26	3,258.00
2-12-510	General Office Supplies	1,343.15	2,500.00	46.27	2,876.15	3,700.00
2-12-540	Utilities - Heating	220.12	1,300.00	83.06	1,883.35	1,200.00
2-12-541	Utilities - Power	250.21	800.00	68.72	657.78	1,500.00
2-12-590	Miscellaneous	236.33	500.00	52.73	157.70	250.00
2-12-810	Bank Charges & Fees	1,089.16	2,100.00	48.13	2,261.00	2,593.94
2-12-920	AMORTIZATION	0.00	14,184.45	100.00	14,184.45	8,635.83
* TOTAL ADMINISTRATION EXPENSE		142,694.03	247,069.85	42.25	234,079.44	219,213.03
EMERGENCY MANAGEMENT EXPENSE						
2-23-410	Fire Service Agreement	0.00	25,000.00	100.00	25,000.00	25,000.00
2-24-410	Emergency Management Agreement	0.00	6,000.00	100.00	5,989.59	5,000.00

VILLAGE OF DONALDA

2023 Operating Budget
For the Period Ending June 30, 2023



General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %	2022 Actual	2022 Budget
* TOTAL EMERGENCY MANAGEMENT EXP		0.00	31,000.00	100.00	30,989.59	30,000.00
BYLAW & RURAL POLICING EXPENSE						
2-26-751	Bylaw Enforcement	1,820.00	5,000.00	63.60	5,885.00	4,080.00
2-26-752	Rural Policing Expense	7,695.00	11,550.00	33.37	5,562.00	7,335.00
* TOTAL BYLAW & RURAL POLICING E		9,515.00	16,550.00	42.51	11,447.00	11,415.00
STREETS & ROADS EXPENSE						
2-32-110	Salaries - Roads & Streets	7,366.00	18,052.80	59.19	17,903.75	13,163.48
2-32-111	Salaries - Shop Work Hours	5,500.25	7,473.51	26.40	6,896.80	9,262.48
2-32-112	Wages - Casual Employee	0.00	0.00	0.00	562.50	0.00
2-32-130	Payroll Deductions	952.82	3,098.97	69.25	1,754.84	1,678.19
2-32-131	Vacation Pay	670.40	2,454.96	72.69	1,385.90	1,328.56
2-32-132	Payroll Benefits (Health Spending)	0.00	500.00	100.00	0.00	0.00
2-32-210	Travel	0.00	300.00	100.00	299.87	100.00
2-32-217	Maintenance Cell Phone	238.04	576.00	58.67	545.10	579.00
2-32-230	Engineering Fees	2,301.09	3,472.50	33.73	3,190.00	5,000.00
2-32-250	Road & Street Repairs	0.00	4,000.00	100.00	4,103.43	400.00
2-32-251	Equipment Repairs & Maint.	3,775.56	3,500.00	(7.87)	1,602.41	2,500.00
2-32-270	Contracted Services	2,175.50	6,000.00	63.74	7,398.99	5,500.00
2-32-271	Insurance Share	1,512.60	1,513.00	0.02	1,287.46	1,287.46
2-32-510	Small Equipment & Supplies	4,984.67	5,000.00	0.30	12,196.99	6,845.00
2-32-515	Equipment Rental	617.32	1,000.00	38.26	1,255.83	500.00
2-32-521	Gas & Diesel Fuel	2,672.75	7,500.00	64.36	6,788.64	3,000.00
2-32-530	Const. & Maint. Supplies	0.00	500.00	100.00	515.62	0.00
2-32-532	Gravel, Cold Mix & Sand	1,436.40	3,500.00	58.96	2,673.85	1,500.00
2-32-541	Street Lights	9,581.53	22,615.00	57.63	22,772.02	19,500.00
2-32-542	Shop Power	598.48	1,600.00	62.59	1,667.86	2,000.00
2-32-543	Shop Natural Gas	1,687.49	2,600.00	35.09	2,975.39	2,500.00
2-32-590	Miscellaneous	0.00	500.00	100.00	292.86	0.00
2-32-920	AMORTIZATION	0.00	29,008.57	100.00	29,008.57	27,385.75
* TOTAL STREETS & ROADS EXPENSE		46,070.90	124,765.31	63.07	127,078.68	104,029.92
WATER EXPENSE						
2-41-110	Salaries - Water Related	639.00	3,107.97	79.43	3,231.31	2,065.66
2-41-130	Payroll Deductions	45.81	378.72	87.93	203.68	141.01
2-41-215	Freight	0.00	50.00	100.00	26.25	0.00

VILLAGE OF DONALDA

2023 Operating Budget
For the Period Ending June 30, 2023



General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %	2022 Actual	2022 Budget
2-41-251	Maintenance Supplies	0.00	250.00	100.00	0.00	500.00
2-41-270	Contracted Services	11,047.70	19,500.00	43.34	19,968.07	18,000.00
2-41-272	Computer/Software Expense	0.00	2,275.00	100.00	2,275.00	2,275.00
2-41-600	SMRWSC - Debutment Payments	3,095.92	6,500.00	52.37	6,209.90	7,500.00
2-41-601	SMRWSC - Water Consumption	23,417.59	46,000.00	49.09	50,944.83	41,457.79
2-41-920	AMORTIZATION	0.00	25,760.11	100.00	25,760.11	25,022.20
*	TOTAL WATER EXPENSE	38,246.02	103,822.80	63.16	108,619.15	96,961.66
	SEWER EXPENSE					
2-42-110	Salaries - Sewer Related	85.50	775.90	88.98	807.70	201.53
2-42-130	Payroll Deductions	6.71	94.80	92.92	59.93	15.00
2-42-250	Purchased Repairs & Maint.	0.00	0.00	0.00	0.00	1,000.00
2-42-275	Contracted Services - Sewer	1,040.00	2,500.00	58.40	2,585.51	800.00
2-42-722	Sewer Reserves	0.00	36,000.00	100.00	0.00	0.00
2-42-920	AMORTIZATION	0.00	14,408.55	100.00	14,408.55	14,408.55
*	TOTAL SEWER EXPENSE	1,132.21	53,779.25	97.89	17,861.69	16,425.08
	WASTE REMOVAL EXPENSE					
2-43-110	Salaries - Garbage Related	0.00	21.80	100.00	23.45	167.94
2-43-130	Payroll Deductions	0.00	2.66	100.00	1.56	15.00
2-43-270	Contracted Garbage Pickup	7,885.80	18,170.00	56.59	22,604.45	18,800.00
*	TOTAL WASTE REMOVAL EXPENSE	7,885.80	18,194.46	56.66	22,629.46	18,982.94
	CEMETERY EXPENSE					
2-56-110	Salaries - Cemetery	1,031.25	178.72	(477.01)	187.45	383.86
2-56-130	Payroll Deductions	60.39	21.83	(176.63)	13.73	25.00
2-56-270	Contracted Services	0.00	0.00	0.00	2,840.00	0.00
2-56-510	General Services & Supplies	450.00	600.00	25.00	594.72	1,100.00
*	TOTAL CEMETERY EXPENSE	1,541.64	800.55	(92.57)	3,635.90	1,508.86
	FCSS EXPENSE					
2-62-111	FCSS - Postage	286.53	650.00	55.91	670.77	775.00
2-62-755	FCSS Programs	1,028.76	9,760.00	89.45	12,791.51	14,560.00
2-62-756	Community Programming	3,860.17	35,000.00	88.97	5,222.76	0.00
2-62-760	FCSS Membership Expenses	0.00	114.00	100.00	114.00	114.00

VILLAGE OF DONALDA

2023 Operating Budget
For the Period Ending June 30, 2023



General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %	2022 Actual	2022 Budget
* TOTAL FCSS EXPENSE		5,175.46	45,524.00	88.63	18,799.04	15,449.00
PLANNING EXPENSE						
2-66-762	Planning Services expenses	2,216.30	24,530.00	90.96	9,043.14	24,015.00
2-66-911	Purchase of Land	0.00	0.00	0.00	4,152.53	4,000.00
* TOTAL PLANNING EXPENSE		2,216.30	24,530.00	90.96	13,195.67	28,015.00
RENTAL BUILDING EXPENSE						
2-69-110	Salaries - Rental Space Maintenance	249.87	1,525.65	83.62	1,586.90	2,930.60
* TOTAL RENTAL BUILDING EXPENSE		249.87	1,525.65	83.62	1,586.90	2,930.60
RECREATION EXPENSE						
2-72-110	Salaries - Green Space Maintenance	2,080.75	12,165.97	82.89	12,657.63	7,535.70
2-72-111	Wages - Casual Employee	0.00	0.00	0.00	0.00	0.00
2-72-130	Payroll Deductions	142.99	1,486.37	90.37	512.81	558.46
2-72-250	Parks - Contract Services	0.00	1,500.00	100.00	1,636.10	2,058.00
* TOTAL RECREATION EXPENSE		2,223.74	15,152.34	85.32	14,806.54	10,152.16
CULTURAL EXPENSE						
2-74-110	Salaries - Culture Related	57.00	289.72	80.32	301.24	100.76
2-74-111	Wages - Casual Employee	0.00	0.00	0.00	0.00	0.00
2-74-130	Payroll Deductions	4.44	35.15	87.36	20.58	10.00
2-74-232	Village Beautification	927.50	800.00	(15.93)	550.75	1,200.00
2-74-251	Repairs & Maintenance	0.00	2,750.00	100.00	15.00	1,000.00
2-74-252	Miscellaneous	0.00	0.00	0.00	408.76	0.00
2-74-271	Insurance	3,028.40	3,028.00	(0.01)	2,560.31	2,832.43
2-74-540	Utilities - Gas	1,127.26	2,500.00	54.90	3,143.35	1,900.00
2-74-541	Utilities - Power	1,216.10	3,600.00	66.21	3,882.23	5,200.00
2-74-770	Grants - Museum	5,400.00	5,400.00	0.00	5,400.00	5,400.00
2-74-771	Grants - Library	5,000.00	5,000.00	0.00	5,000.00	5,000.00
2-74-775	Parkland Reg. Library Req.	1,515.93	2,122.32	28.57	1,838.25	1,832.25
2-74-850	Canada Day Celebration	2,400.00	1,160.00	(106.89)	1,160.00	1,100.00
2-74-920	AMORTIZATION	0.00	806.54	100.00	806.54	806.53
* TOTAL CULTURAL EXPENSE		20,676.63	27,491.73	24.79	25,087.01	26,381.97



VILLAGE OF DONALDA

2023 Operating Budget For the Period Ending June 30, 2023

General Ledger	Description	2023 YTD Actual	2023 Budget	2023 Budget Remaining %	2022 Actual	2022 Budget
REQUISITIONS						
2-80-741	Provincial Education - ASFF	19,045.41	38,534.72	50.57	38,090.83	36,720.24
2-80-751	Recreation Requisition County of Stettler	3,955.00	3,955.00	0.00	3,955.00	3,955.00
2-80-761	C.of Stettler Housing Auth	6,445.00	6,445.00	0.00	6,454.00	6,454.00
2-80-771	Stettler Waste Management Auth	8,030.92	16,272.00	50.64	11,169.00	14,892.00
*	TOTAL REQUISITIONS	37,476.33	65,206.72	42.53	59,668.83	62,021.24
**	TOTAL EXPENSE	322,887.71	787,612.66	59.00	702,237.34	658,206.46

*** End of Report ***

VILLAGE OF DONALDA

Balance Sheet Report

2023-Jul-5

1:29:11PM

Operating Only

General Ledger	Description	2023			2022	
		June	YTD Balance		Closing Balance	
Assets						
Asset Operating						
1-74-850	Federl Grant - Heritage Canada	0.00	(2,400.00)		0.00	
3-00-213	Allowance for uncollectible taxes	0.00	0.00		0.00	
3-00-214	Pre Paid Property Taxes	0.00	6,324.13		6,324.13	
3-00-249	GST REBATE/RETURN FILED	0.00	(19,416.32)		0.00	
3-12-124	ATB - Reserve Account	0.00	75.87		0.00	
3-12-720	Buildings - Accumulated Amortization	0.00	(231,732.64)		(231,732.64)	
3-12-730	Machinery - Accumulated Amortization	0.00	(133,232.32)		(133,232.32)	
3-12-735	Equipment Under Capital Lease - Acc Amor	0.00	0.00		0.00	
3-12-750	Vehicles - Accumulated Amortization	0.00	(40,968.00)		(40,968.00)	
3-12-760	Equipment Under Capital Lease	0.00	0.00		0.00	
3-32-620	Curbing & Sidewalks	0.00	0.00		0.00	
3-32-710	Roads - Accumulated Amortization	0.00	(1,364,109.87)		(1,364,109.87)	
3-32-720	Curbing & Sidewalks	0.00	0.00		0.00	
3-41-610	Water System	0.00	1,308,357.90		1,308,357.90	
3-41-710	Water System - Accumulated Amortization	0.00	(332,075.37)		(332,075.37)	
3-42-610	Wastewater System	0.00	881,656.71		881,656.71	
3-42-710	Wastewater - Accumulated Amortization	0.00	(318,162.71)		(318,162.71)	
3-74-720	Cultural & Historical Accumulated Amort	0.00	0.00		0.00	
	Total	0.00	(245,682.62)		(223,942.17)	
Accounts Receivable						
3-00-000	TOTAL TAXES RECEIVABLE	0.00	0.00		0.00	
3-00-211	Taxes Receivable	(87,516.15)	97,908.58		34,175.04	
3-00-212	Taxes Receivable-Arrears	(9,872.39)	68,898.27		15,491.60	
3-00-247	GST Receivable	1,874.85	31,172.79		22,058.08	
3-00-250	Rounding Account	0.00	(0.02)		0.00	
3-00-260	Clearing Account	0.00	(717.82)		0.00	
3-00-270	Trade Accounts Receivable	16.75	893.79		1,115.25	
3-00-271	Receivable From Other Government	0.00	366,983.00		366,983.00	
3-00-272	Accounts Receivable - Year End	0.00	0.00		5,323.87	
3-41-271	Utilities Receivable	(1,346.68)	13,871.20		14,616.48	
3-41-272	WSG Receivable	0.00	0.00		0.00	
	Total Accounts Receivable	(96,843.62)	579,009.79		459,763.32	
Bank						
3-00-320	ATB - Term/GIC Investments	0.00	0.00		0.00	
3-12-110	Petty Cash	0.00	70.00		70.00	
3-12-111	Cash on Hand	0.00	230.00		230.00	
3-12-121	ATB MUSH Operating (Chequing) - 8524	33,849.86	238,686.10		169,001.51	
3-12-122	ATB MSI Capital - 3779	0.00	636,017.67		435,592.95	
3-12-123	ATB GTF - 7179	0.00	5,148.48		17,260.61	
	Total Bank	33,849.86	880,152.25		622,155.07	
Fixed Assets						
3-12-620	Buildings	0.00	428,134.23		428,134.23	
3-12-630	Machinery	0.00	148,694.42		148,694.42	
3-12-640	Land For Own Gov't Uses	0.00	15,928.81		15,928.81	
3-12-650	Vehicles - Cost	0.00	50,268.00		50,268.00	
3-32-610	Roads	0.00	1,705,868.40		1,705,868.40	
3-6-000	Land Held for Resale	0.00	8,550.00		8,550.00	
3-74-000	Cultural & Historical	0.00	0.00		0.00	
	Total Fixed Assets	0.00	2,357,443.86		2,357,443.86	
Other Assets						
3-12-280	Accrued Interest	0.00	(2,527.35)		0.00	



VILLAGE OF DONALDA

Balance Sheet Report

2023-Jul-5

1:29:11PM

Operating Only

General Ledger	Description	2023		2022
		June	YTD Balance	Closing Balance
3-12-412	Other Assets-Prepaid Expenses	0.00	0.00	0.00
3-12-510	Tax Recovery TB	0.00	19,120.34	19,120.34
3-12-511	Tax Recovery MUSH 2	0.00	0.00	0.00
	Total Other Assets	0.00	16,592.99	19,120.34
Other Current Liability				
3-41-273	ALLOWANCE FOR DOUBTFUL ACCOUNTS	0.00	0.00	0.00
	Total Other Current Liability	0.00	0.00	0.00
	Total Asset Operating	(62,993.76)	3,587,516.27	3,234,540.42
	Total Assets	(62,993.76)	3,587,516.27	3,234,540.42
	Current Year Surplus/Deficit	(62,993.76)	3,587,516.27	0.00
	Total Liabilities	(62,993.76)	3,587,516.27	0.00

*** End of Report ***



VILLAGE OF JONALDA

Tax Trial Balance (Full Listing)

2023-Jul-17
10:20:25AM

Trial Balance As Of 2023-07-17

Roll #	Title Holder	Accum. Penalty	Out. Penalty	Current	1 Year	2 Years	3 Years	Over 3
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	Sub Ledger	General Ledger
Tax Levy	254,995.02	Local Improvement Levy 0.00
Additional Tax Levy	0.00	Accumulated Penalty 9,291.54
		Outstanding Penalty 6,249.54
Current	79,561.89	
1 Year	20,856.44	3-00-211 42,960.22
2 Years	6,589.23	3-00-212 68,620.85
3 Years	4,573.51	Totals 111,581.07
Over 3	0.00	
Outstanding	111,581.07	
		Total GL 111,581.07
		Total SL 111,581.07
		Proof 0.00

*** End of Report ***



VILLAGE OF DONALDA
 Utilities Trial Balance (All Balances)
 Trial Balance As Of 2023-07-17

Account # Name	Account Active	Amount Outstanding	Current	Overdue1	Overdue2	Overdue3	Overdue4
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Sub Ledger		General Ledger	
Current	885.97		
Overdue 1	2,999.55	3-41-271	6,393.25
Overdue 2	1,363.97		
Overdue 3	667.22		
Overdue 4	476.54		
Outstanding	6,393.25	Totals	6,393.25
		Total GL	6,393.25
		Total SL	6,393.25
		Proof	0.00

*** End of Report ***

VILLAGE OF DONALDA

Cheque Listing For Council

2023-Jul-5
1:29:38PM



Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230235	2023-06-13	BASHAW HOME HARDWARE	36765	PAYMENT MISC PUBLIC WORKS SUPPLIES	90.97	90.97
20230236	2023-06-13	CANOE PROCUREMENT GROUP OF CANADA	AB168383 AB168575	PAYMENT PAPER TOWEL 4-WAY STOP SIGNS, POSTS	44.51 1,978.96	2,023.47
20230237	2023-06-13	CHAPPELL BENOIT, HOLLY	June 13 mileage June 8 Health	PAYMENT MILEAGE - BANK, SIGNS, FOOD I HEALTH SPENDING - DENTIST	120.12 43.22	163.34
20230238	2023-06-13	COUNTY OF STETTLER NO.6	COS006929	PAYMENT FIRE EMERGENCY RESPONSE F	2,175.00	2,175.00
20230239	2023-06-13	Donalda & Dist. Community Promotions Society	Heritage Grant	PAYMENT CANADA DAY HERITAGE GRANT	2,400.00	2,400.00
20230240	2023-06-13	Environmental 360 Solutions (Alberta) ltd.	RD0000254844	PAYMENT MAY RESIDENTIAL WASTE	1,656.02	1,656.02
20230241	2023-06-13	GOVERNMENT OF ALBERTA	May 31, 2023	PAYMENT ROLL 315, 93	20.00	20.00
20230242	2023-06-13	LIDSTONE & COMPANY BARRISTERS AND SOLI	48291	PAYMENT BOND STREET ALLOWANCE ISS	201.60	201.60
20230243	2023-06-13	Next Gen Automation	500264	PAYMENT PHOTOCOPIER COSTS	129.05	129.05
20230244	2023-06-13	Nutec Electro Tel	180574 180678	PAYMENT MAY MAY CONTRACT 2142	80.80 52.45	133.25
20230245	2023-06-13	PARKLAND COMMUNITY PLANNING SERVICES	22001	PAYMENT CONSULTATIONS MAY 2023	285.00	285.00
20230246	2023-06-13	PAUL'S ROAD MAINTENANCE LTD.	8257	PAYMENT GRADING ROADS	1,567.13	1,567.13
20230247	2023-06-13	RALLY RENTALS	33831	PAYMENT WALK BEHIND TRENCHER RENT	150.15	150.15
20230248	2023-06-13	RAMSTAD, CHAD	May 2023	PAYMENT 1 DAY TRAILER RENTAL	498.04	498.04
20230249	2023-06-13	Rogers	2647817899	PAYMENT PW CELL PHONE	50.35	50.35
20230250	2023-06-13	Rural Bylaw	230601	PAYMENT MAY BYAW ENFORCEMENT	470.00	470.00
20230251	2023-06-13	SHIRLEY McCLELLAN REGIONAL WATER SERVI	SMRWSC00275	PAYMENT PHASE 1 JUNE BILLING	2,101.84	2,101.84
20230252	2023-06-13	SIRROM WIRING and ELECRTICAL SERVICES LT	17618	PAYMENT VILLAGE COMPLEX ELECTRICAL	151.20	151.20
20230253	2023-06-13	STETTLER HOME HARDWARE	133358	PAYMENT PUBLIC WORKS SUPPLIES	174.22	174.22
20230254	2023-06-13	STETTLER SUBWAY	Donalda School	PAYMENT SUBWAY LUNCHES FOR DONALI	212.50	212.50
20230255	2023-06-13	TAXERVICE	2402709 2402710	PAYMENT ROLL 305 PUBLICATION EXPENS ROLL 332 PUBLICATION EXPENS	265.65 265.65	531.30
20230256	2023-06-13	TELUS COMMUNICATIONS INC.	May 2023	PAYMENT LANDLINE	132.14	132.14
20230257	2023-06-13	TOWN OF BASHAW	2023-01	PAYMENT GRAVEL TRUCK WITH SANDER /	619.50	619.50



VILLAGE OF DONALDA

Cheque Listing For Council

2023-Jul-5
1:29:38PM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20230258	2023-06-13	TRINUS TECHNOLOGIES	3280	PAYMENT MAY MONTHLY FEE	485.60	485.60
20230259	2023-06-13	UFA	114726318	PAYMENT MAY CARDLOCK GAS PURCHAS	200.88	200.88
20230260	2023-06-13	VITAL EFFECT	10939	PAYMENT WEB AND EMAIL HOSTING	68.13	68.13
20230261	2023-06-13	RAMSTAD, CHAD				
20230262	2023-06-13	Vallet, Kristie A				
20230263	2023-06-13	CHAPPELL BENOIT, HOLLY R				
20230264	2023-06-13	WELLS, JENNIFER D				
20230265	2023-06-13	BORCHUK, RON				
20230266	2023-06-13	PARK, CHEYENNE				
20230267	2023-06-13	Bachman, Bobbi L				
20230268	2023-06-21	BASHAW CONCRETE PRODUCTS LTD.	BC30699 BC30740	PAYMENT CEDAR MULCH CEDAR MULCH	306.08 667.80	973.88
20230269	2023-06-21	CHAPPELL BENOIT, HOLLY	20220176 Jun 21 June Health	PAYMENT REPAYING EXTRA MEAL FOR CC BANK RUN MILEAGE DENTAL, MASSAGE BENEFITS	(70.00) 43.68 101.68	75.36
20230270	2023-06-21	COUNTY OF STETTLER NO.6	COS006967	PAYMENT MAY UTILITY MONITORING AND	1,327.41	1,327.41
20230271	2023-06-21	JRF Construction	0072567 0072568	PAYMENT R&R SAFETY GLASS AND FRAMI FLOORING MATERIAL ADVANCE	1,335.15 2,129.40	3,464.55
20230272	2023-06-21	Kathy's Printing Services Inc.	6401	PAYMENT WOODEN SIGN MAP FOR OFFIC	360.15	360.15
20230273	2023-06-21	PARKLAND REGIONAL LIBRARY	230099	PAYMENT Q3 REQUISITION	530.58	530.58
20230274	2023-06-21	SELECT ENGINEERING CONSULTANTS LTD.	2306-0102	PAYMENT STANDPIPE REPAIR	432.82	432.82
20230275	2023-06-21	SHIRLEY McCLELLAN REGIONAL WATER SERVI	SMRWSC00278	PAYMENT MAY WATER CONSUMPTION	5,822.73	5,822.73
20230276	2023-06-21	STETTLER WASTE MANAGEMENT AUTHORITY	SWM0003840	PAYMENT Q2 2023 WASTE REQUISITION	4,015.46	4,015.46
20230277	2023-06-21	Vallet, Kristie	June 15 Health	PAYMENT SARA DENTAL - HEALTH BENEFIT	179.22	179.22
20230278	2023-06-21	WILLIAMS, DEREK	Q2 Mileage	PAYMENT COUNCILLOR MILEAGE	90.64	90.64
20230279	2023-06-26	NELSON, RICHARD D				
20230280	2023-06-26	WILLIAMS, DEREK				
20230281	2023-06-26	Booker, Doug				
20230282	2023-06-26	ATB FINANCIAL MASTERCARD	06.26.23	PAYMENT JUNE PAYMENT	634.97	634.97
20230283	2023-06-26	AUMA	june 2023	PAYMENT JUNE PAYMENT	2,680.30	2,680.30
20230284	2023-06-26	BOOKER, DOUGLAS JOHN	june26	PAYMENT TRAVEL	209.66	209.66
20230285	2023-06-26	CONIBEAR, MARLENE		PAYMENT		450.79



VILLAGE OF DONALDA

Page 3 of 3

Cheque Listing For Council

2023-Jul-5
1:29:38PM

Cheque					Invoice	Cheque
Cheque #	Date	Vendor Name	Invoice #	Invoice Description	Amount	Amount
20230285	2023-06-26	CONIBEAR, MARLENE	june26.23	CANADA DAY EXPENSES	450.79	450.79
20230286	2023-06-26	GOVERNMENT OF ALBERTA	13747	PAYMENT JUNE PAYMENT	9,522.70	9,522.70
20230287	2023-06-26	NELSON, RICK	june26	PAYMENT TRAVEL	262.08	262.08
20230288	2023-06-26	QUADIENT CANADA LTD.	June 14 2023	PAYMENT POSTAGE	300.00	300.00
20230289	2023-06-26	SIRROM WIRING and ELECRITICAL SERVICES LT	17624	PAYMENT OFFICE REPAIRS	16,801.51	16,801.51
20230290	2023-06-26	TRINUS TECHNOLOGIES	3544	PAYMENT MONTHLY FEES	485.60	485.60
20230291	2023-06-26	UFA	909864395	PAYMENT GAS	1,776.43	1,776.43
20230292	2023-06-26	WELLS, JENNIFER	june.26	PAYMENT JANITORIAL JUNE	150.00	150.00
20230293	2023-06-26	WORKERS' COMPENSATION BOARD	26477903	PAYMENT JUNE PAYMENT	1,190.37	1,190.37
20230294	2023-06-26	RAMSTAD, CHAD				
20230295	2023-06-26	Vallet, Kristie A				
20230296	2023-06-26	CHAPPELL BENOIT, HOLLY R				
20230297	2023-06-26	WELLS, JENNIFER D				
20230298	2023-06-26	BORCHUK, RON				
20230299	2023-06-26	PARK, CHEYENNE				
20230300	2023-06-26	Bachman, Bobbi L				
20230301	2023-06-26	NORMAN, HANNA				

Total 84,495.87

*** End of Report ***



VILLAGE OF DONALDA

Accounts Payable Bank Reconciliation

June Balance Shown on Bank Statement

565,355.75

Add Outstanding Deposits

Deposit Description	Batch #	Deposit Date	Amount
BANK DRAFT DEPOSIT	9815	2023-06-30	100.00
RBC DEPOSIT	9815	2023-06-30	841.04
ATB DEPOSIT	9818	2023-06-30	1,999.65
SCOTIABANK DEPOSIT	9818	2023-06-30	1,128.29
TD DEPOSIT	9818	2023-06-30	275.00
Total Deposits Outstanding			4,343.98
			4,343.98
Sub Total			569,699.73

Less Outstanding Cheques

Payee	Cheque #	Cheque Date	Amount
TAXSERVICE	20230178	2023-05-01	1,523.65
PAUL'S ROAD MAINTENANCE L	20230246	2023-06-13	1,567.13
STFTTI FR SIRWAY	20230254	2023-06-13	212.50
	20230279	2023-06-26	1,140.00
NELSON, RICK	20230287	2023-06-26	262.08
WORKERS' COMPENSATION BC	20230293	2023-06-26	1,190.37
BORCHUK, RON	20230298	2023-06-26	73.66
Total Outstanding Cheques			5,969.39
			(5,969.39)

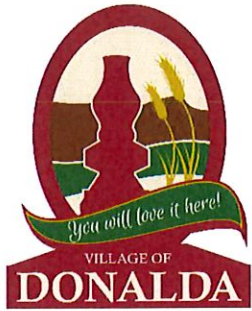
...d Adjustments

Your Bank Balance Should Be	563,730.34
Your Reconciled Bank Balance Is	563,730.34
Difference	0.00

*** End of Report ***

Approved Yes/No, Motion # _____

GL Code: _____



Request for Decision	
Meeting	Regular Meeting of Council
Meeting Date	July 18, 2023
Originated By	CAO Kristie Vallet
Decision Title	Stettler Housing Authority – Letter of Support – Capital Maintenance Renewal Funding – Alberta Social Housing Corporation
Agenda Number	5.6 Village Business

Background/Proposal

The Village of Donalda has received a request on behalf of the board of The County of Stettler Housing Authority for a letter of support.

Please see the attached correspondence from Betty Tschritter, CAO, County of Stettler Housing Authority for further explanation.

Discussion/Options/Benefits/Disadvantages

A) To provide a Letter of Support to the Stettler Housing Authority.

Costs/Source of Funding

N/A

Applicable Legislation

N/A

Recommended Action

The Administration recommends providing a Letter of Support to the Stettler Housing Authority as requested, seeking consideration for the Capital Maintenance Funding.

Implementation/Communication

The Administration will proceed upon Council's request.

Target Decision Date

July 18, 2023

cao@village.donalda.ab.ca

From: betty@stettlerhousing.com
Sent: June 28, 2023 1:35 PM
To: cao@village.donalda.ab.ca; cao@whitesandsab.ca; info@rochonsands.net; info@villageofbigvalley.ca; GSwitenky@stettler.net; ycassidy@stettlercounty.ca
Cc: dhoule@villageofbigvalley.ca; dgrover@stettlercounty.ca; ed@whitesandsab.ca; jnibourg@stettlercounty.ca; jaybyer@rochonsands.net; richarddnelson50@icloud.com; snolls@stettler.net; trandell@stettler.net
Subject: Letter of support
Attachments: June26 ,2023 Minister Nixon.pdf

I'm writing to you on behalf of the board of The County of Stettler Housing Authority.

We operate 14 community housing units that are owned by the province of Alberta, through Alberta Social Housing Corporation (ASHC). The province provides operating and capital funding for this program.

In the last few years we have requested Capital Maintenance Renewal (CMR) funding to update these units. We have one unit in particular that we are not able to rent because of the damage done by the former tenant.

Even one unit not rentable is huge as a family in our community is not getting housing and we do have tenants waiting. In 2022 we had applied for funding specific to this unit and indicated that it is unrentable. Seniors' ministry is aware that this unit is unrentable as they had put us on their priority list that was sent to Treasury in January 2023. As of today we still have not received any CMR funding for our 2023/2024 budget year nor did we receive CMR funding in the 2022/2023 year.

Attached is a letter sent to Minister Nixon, Minister of Seniors, Community and Social Services. We ask that you send a letter of support in helping us getting this CMR funding.

Thank you for your assistance.

Betty Tschritter, CAO

County of Stettler Housing Authority
6020 47 Ave, Stettler, AB T0C 2L1
403 742-2953
403 741-9691 Cell 403 742-3199 Fax
www.stettlerhousing.com
betty@stettlerhousing.com

COUNTY OF STETTLER HOUSING AUTHORITY

"Seniors and Community Housing"

stettlerhousing.com

Central Office

Willow Creek Lodge

6020 - 47 Avenue, Stettler, AB T0C 2L1
Phone: 403-742-2953 Fax: 403-742-3199

Paragon Place Lodge

5011- 55 Street, Stettler, AB T0C 2L2
Phone: 403-742-6195 Fax: 403-742-6198



Heart Haven Lodge

6011- 50 Avenue, Stettler, AB T0C 2L1
Phone: 403-742-9220 Fax: 403-742-9221

Stettler Community Housing

403-740-9224

Big Valley - Valley Villa Apts.

403-741-8605

June 26, 2023

Honourable Jason Nixon
Minister of Seniors, Community
And Social Service
404 Legislature Building
10800 - 97 Ave
Edmonton, AB T5K 2B6

Dear Minister Nixon,

Congratulations on your appointment as Minister!

We write to you today regarding our concern about the (CMR) Capital Maintenance & Renewal funding for Alberta Social Housing Corporation owned family housing in Stettler. We operate fourteen family housing in the Stettler area.

We are asking for your help in getting emergency CMR funding for one of our family units that is unrentable because of extensive damage done by the previous tenant. It has been vacant since December 2021.

We requested CMR funding last year to get this unit back in our active inventory. We have not been approved for any CMR funding to date. We had requested CMR funding for both the 2022 & 2023 Budget years.

We have a small portfolio of family housing in Stettler, so each unit counts toward helping our families who are in need. We currently have families on a waitlist for immediate housing and having even one unit not rentable is unacceptable. Every unit represents a fresh start for a family.

Thank you for your immediate attention in this matter by helping us get CMR funding so we can get Stettler families in need a safe place to live.

Sincerely Yours

County of Stettler Housing Authority



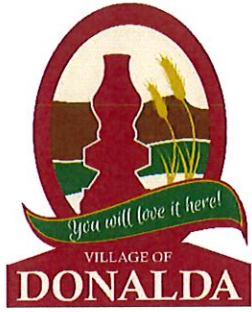
James Nibourg

Board Chair

Cc: Honourable Nate Horner MLA Drumheller - Stettler
Honourable Ric McIver, Minister of Municipal Affairs

Approved Yes/No, Motion # _____

GL Code: _____



Request for Decision	
Meeting	Regular Meeting of Council
Meeting Date	July 18, 2022
Originated By	CAO Kristie Vallet
Decision Title	Request for Tax Penalty Forgiveness Roll 180
Agenda Number	5.7 Village Business

Background/Proposal

The Village of Donalda combined Tax/Assessment Notices were mailed on April 19, 2023. Property taxes were due July 2, 2023. At such time a penalty of 10% was applied to any outstanding CURRENT taxes.

As per the MGA, the publication below appeared on the Village's website, Facebook page, the bulletin board in the Village Complex, and bulletin board at the post office:

Village of Donalda

Property Tax Notice 2023

The Village of Donalda, under Part 10, Taxation – Division 1 -General Provisions of the Municipal Government Act Chapter M-26 and by this publication certifies that the combined Tax/Assessment Notice for the municipality have been sent April 19, 2023. All assessed persons are deemed to have received their combined Tax/Assessment Notice because of this publication.

Property taxes are due July 2, 2023. A 10% penalty will be applied to all current tax outstanding on July 2, 2023. Additionally, all unpaid taxes as of December 31, 2023, are deemed to be in arrears and are subject to an 18% penalty effective January 1, 2024.

Kristie Vallet
Chief Administrative Officer
Village of Donalda

Rolls 180 had submitted a verbal request to forgive a penalty of \$262.73.

Approved Yes/No, Motion # _____

GL Code: _____

Discussion/Options/Benefits/Disadvantages

Option A – The Council can forgive the tax penalty applied to Rolls 180

Option B – The Council can uphold the tax penalty applied to Roll 180

Costs/Source of Funding

Applicable Legislation

MGA

- Section 335(2)(a) Sending tax notices
- Section 336(1) Certification of date of sending tax notices
- Section 336(2) Certification of date of sending tax notices

Recommended Action

To adhere to the regulations outlined in the Municipal Government Act RSA 2000, Chapter M-26.

Implementation/Communication

The Administration will proceed upon Council's request.

Target Decision Date

July 18, 2023

cao@village.donalda.ab.ca

From:
Sent: July 7, 2023 10:30 PM
To: CAO
Subject: Tax notice

Good morning,

I am sending this to request the tax penalty of 10% for late payment be waived. I looked for a copy of my tax notice in my emails as I thought they would be sent out the same as our water bills. I could not find an email. I phoned and didn't get an answer so I sent an email on June the 28, 2023 to ask for a copy, so I could pay my taxes on time. I got an auto response that no one would be available till July.

I called and left a message at the Village office on July 3, again to explain I had not received my tax notice and would need a copy.

I have never been late for a tax payment in the past and would really appreciate it, if the council would consider waiving the late penalty of \$262.73.

Thank you for your time and consideration.

roll#180



Request for Decision	
Meeting	Regular Meeting of Council
Meeting Date	July 18, 2022
Originated By	CAO Kristie Vallet
Decision Title	Request for Tax Penalty Forgiveness Roll 344
Agenda Number	5.8 Village Business

Background/Proposal

The Village of Donalda combined Tax/Assessment Notices were mailed on April 19, 2023. Property taxes were due July 2, 2023. At such time a penalty of 10% was applied to any outstanding CURRENT taxes.

As per the MGA, the publication below appeared on the Village’s website, Facebook page, the bulletin board in the Village Complex, and bulletin board at the post office:

Village of Donalda Property Tax Notice 2023

The Village of Donalda, under Part 10, Taxation – Division 1 -General Provisions of the Municipal Government Act Chapter M-26 and by this publication certifies that the combined Tax/Assessment Notice for the municipality have been sent April 19, 2023. All assessed persons are deemed to have received their combined Tax/Assessment Notice because of this publication.

Property taxes are due July 2, 2023. A 10% penalty will be applied to all current tax outstanding on July 2, 2023. Additionally, all unpaid taxes as of December 31, 2023, are deemed to be in arrears and are subject to an 18% penalty effective January 1, 2024.

Kristie Vallet
Chief Administrative Officer
Village of Donalda

Rolls 180 had submitted a verbal request to forgive a penalty of \$82.48.

Approved Yes/No, Motion # _____

GL Code: _____

Discussion/Options/Benefits/Disadvantages

Option A – The Council can forgive the tax penalty applied to Rolls 344

Option B – The Council can uphold the tax penalty applied to Roll 344

Costs/Source of Funding

Applicable Legislation

MGA

- Section 335(2)(a) Sending tax notices
- Section 336(1) Certification of date of sending tax notices
- Section 336(2) Certification of date of sending tax notices

Recommended Action

To adhere to the regulations outlined in the Municipal Government Act RSA 2000, Chapter M-26.

Implementation/Communication

The Administration will proceed upon Council's request.

Target Decision Date

July 18, 2023

cao@village.donalda.ab.ca

From:
Sent: July 7, 2023 10:47 PM
To: CAO
Subject: Tax Notice

Good Morning,

I am writing a request to have the late penalty for my taxes waived.

I did not receive the notice in the mail. I did check my emails for the notice but realized that was not sent in an email. I have had other mail returned to the Village office with the correct address in the past and have had missing water bills.

I sent an email to the Village office on June 28, 2023 requesting a copy. I also called on July 3, 2023 to explain I needed a copy of the tax notice.

I have never been late in the past paying my taxes and would appreciate it if you would waive the \$82.48 late fee.

Thank you for your time and consideration,

roll #344



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR111695

June 20, 2023

Dear Chief Elected Officials:

I am pleased and excited to return as the Minister of Municipal Affairs. It is an honour and a privilege to serve in this role, and I am eager to work together to build stronger, safer local communities that contribute to greater economic prosperity for all Albertans.

As Minister of Municipal Affairs, I continue to believe in the importance of supporting our local communities, as they play a significant role in creating the economic and social conditions that contribute to Alberta's vibrancy and prosperity. My ministry will continue to develop the tools, training, and programs to support fiscally responsible, accountable, and sustainable local government, and improve the long-term viability of municipalities. I am also committed to my ministry's role in providing Albertans with safe buildings, homes, and communities through the province's safety codes system.

Together, we can continue to reduce unnecessary government oversight with regulatory approaches and program delivery that emphasize outcomes, in order to attract investment, support innovation, and grow Alberta's businesses.

I look forward to once again working together to strengthen Alberta's municipalities and collaborating on areas of mutual interest.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers

JUN 22 2023

Deputy Minister
18th Floor Commerce Place
10155 - 102 Street
Edmonton, Alberta T5J 4L4
Canada
Telephone: 780-427-4826
MA.DMO@gov.ab.ca

AR111594

Ms. Kristie Vallet
Chief Administrative Officer
Village of Donalda
PO Box 160
Donalda AB T0B 1H0

Dear Ms. Vallet:

Subject: Municipal Accountability Program Cycle 2

As you may know, the Municipal Accountability Program (MAP) was initiated in 2018 to collaboratively foster effective local governance and build administrative capacity in Alberta's municipalities. Municipal Accountability Advisors review municipal processes and procedures to develop and enhance knowledge of mandatory legislative requirements. Through these efforts, Municipal Affairs supports Alberta municipalities with legislative compliance, and Chief Administrative Officers (CAOs) are able to confirm areas where the municipality is doing well and receive guidance on areas for improvement.

The first cycle of the program is complete, with 210 municipalities participating in a MAP review from 2018-22. The program is mandatory for municipalities with populations of 2,500 or less and may be offered to any municipality upon council request, if approved by the Minister.

I am pleased to advise Municipal Affairs is initiating the second cycle of the MAP in conjunction with continued support for municipalities to complete their remaining action plans for legislative compliance from Cycle 1. Your municipality is not included in the schedule for the 2023 program year; however, as a municipality with a population of 2,500 or less, Municipal Affairs will schedule a review within the five-year cycle between 2024 to 2027. As in the first cycle of the program, municipalities will be notified of their scheduling in advance of their review.

To ensure MAP continues to provide value to program participants and to the Ministry, the review areas in Cycle 2 have been expanded to include discretionary areas within the *Municipal Government Act*. During a MAP Cycle 2 review, the program team will work with you as the municipality's CAO to highlight the municipality's progress made through MAP Cycle 1. Additionally, the program team will assist in identifying areas to review and identify discretionary legislative provisions that apply or are likely to apply to your municipality. In your role as CAO, you will also be invited to identify other areas of focus for inclusion in the review.

.../2

STETTLER DISTRICT AMBULANCE ASSOCIATION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

STETTLER DISTRICT AMBULANCE ASSOCIATION

FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

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Statement of Operations	5
Statement of Changes in Financial Assets (Debt)	6
Statement of Cash Flow	7
Schedule 1 – Changes in Accumulated Surplus	8
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**MANAGEMENTS' RESPONSIBILITY FOR
FINANCIAL REPORTING**

Management of the Stettler District Ambulance Association is responsible for the preparation, accuracy, objectivity and integrity of the accompanying financial statements and all other information contained within this Financial Report. Management believes that the financial statements present fairly the association's financial position as at March 31, 2023 and the results of its operations for the year then ended.

The financial statements have been prepared in compliance with legislation, and in accordance with Canadian public sector accounting standards (PSAS).

The financial statements include certain amounts based on estimates and judgements. Such amounts have been determined on a reasonable basis in order to ensure that the financial statements are presented fairly in all material respects.


In fulfilling its responsibilities and recognizing the limits inherent in all systems, management has designed and maintains a system of internal controls to produce reliable information and to meet reporting requirements on a timely basis. The system is designed to provide management with reasonable assurance that transactions are properly authorized and assets are properly accounted for and safeguarded.

These systems are monitored and evaluated by management and reliable financial information is available for preparation of the financial statements.

The Board carries out its responsibilities for review of the financial statements principally through board meetings. They meet with management and the external auditors to discuss the results of audit examinations and financial reporting matters.

The external auditors have full access to the Board with and without the presence of management. The association Board has approved the financial statements.

The financial statements have been audited by Gitzel & Company, Chartered Professional Accountants, independent external auditors appointed by the association. The accompanying Independent Auditors' Report outlines their responsibilities, the scope of their examination and their opinion on the association's financial statements.



Chief Administrative Officer

June 19, 2023
Date



Director of Corporate Services

June 19, 2023
Date



*Peggy Weinzierl, CPA, CA *Scott St. Arnaud, CPA, CA *Jolene P. Kobi, CPA, CA *Justin J. Tanner, CPA, CA

INDEPENDENT AUDITORS' REPORT

TO: The Board Members
Stettler District Ambulance Association

Opinion

We have audited the financial statements of Stettler District Ambulance Association, which comprise the statement of financial position as at March 31, 2023 and the statements of operations, changes in net financial assets (debt) and cash flows for the year then ended March 31, 2023 and notes and schedules to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the association as at March 31, 2023, the results of its operations, change in its net financial assets (debt) and cash flows for the year then ended in accordance with Canadian public sector accounting standards.

Basis for Opinion

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditors' Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the association in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

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

Management is responsible for the preparation and fair presentation of the financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

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

Auditors' Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditors' report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgment and maintain professional skepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purposes of expressing an opinion on the effectiveness of the association's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.
- Conclude on the appropriateness of management's use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the association's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditors' report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of the auditors' report. However, future events or conditions may cause the association to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

We also provide those charged with governance with a statement that we have complied with relevant ethical requirements regarding independence, and to communicate with them all relationships and other matters that may reasonably be thought to bear on our independence, and where applicable, related safeguards.

Stettler, Alberta
June 19, 2023

Gitzel & Company
CHARTERED PROFESSIONAL ACCOUNTANTS

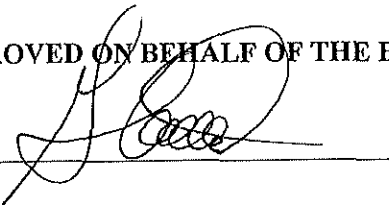
STETTLER DISTRICT AMBULANCE ASSOCIATION

STATEMENT OF FINANCIAL POSITION

AS AT MARCH 31, 2023

	2023	2022
FINANCIAL ASSETS		
Cash	\$ 603,358	\$ 642,402
Accounts receivable (Note 3)	109,705	59,713
GST receivable	<u>12,129</u>	<u>6,487</u>
	<u>725,192</u>	<u>708,602</u>
LIABILITIES		
Accounts payable and accrued liabilities	39,525	39,847
Wages & benefits payable	119,308	93,570
Due to related parties (Note 4)	<u>102,985</u>	<u>103,958</u>
	<u>261,818</u>	<u>237,375</u>
NET FINANCIAL ASSETS (DEBT)	<u>463,374</u>	<u>471,227</u>
NON-FINANCIAL ASSETS		
Tangible capital assets (Note 5)	510,230	572,828
Prepaid expenses	<u>184,177</u>	<u>6,930</u>
	<u>694,407</u>	<u>579,758</u>
ACCUMULATED SURPLUS (Schedule 1) (Note 6)	\$ <u>1,157,781</u>	\$ <u>1,050,985</u>

APPROVED ON BEHALF OF THE BOARD:



STETTLER DISTRICT AMBULANCE ASSOCIATION

STATEMENT OF OPERATIONS

FOR THE YEAR ENDED MARCH 31, 2023

	Budget (unaudited)	2023	2022
REVENUE			
Alberta Health Services	\$ 2,287,875	\$ 1,930,856	\$ 1,686,707
Ambulance service (Note 7)	252,000	272,182	252,799
Donations and recoveries	-	12,225	6,983
Interest	-	22,551	4,965
Gain on disposal	-	-	10,000
	<u>2,539,875</u>	<u>2,237,814</u>	<u>1,961,454</u>
EXPENDITURES			
Administration	185,298	185,298	185,298
Advertising	-	470	456
Amortization	114,688	62,598	65,387
Bad debts	42,878	37,303	33,813
Building repairs	8,045	5,581	2,173
Communications	-	-	3,939
Dues and fees	8,670	6,020	9,735
Insurance and license	14,703	11,118	12,252
Meals and mileage	9,161	8,789	8,830
Medical equipment maintenance	-	10,738	17,743
Medical supplies	79,676	64,868	60,671
Office	14,197	21,537	14,009
Professional fees	9,671	6,300	6,819
Rent	-	42,120	42,120
Staff education	3,682	4,310	3,762
Telephone & utilities	24,208	21,281	19,660
Uniforms	9,063	9,021	8,945
Vehicle - fuel	42,170	54,499	48,405
-repairs & maintenance	49,464	32,787	49,464
Wages and benefits	1,924,301	1,546,380	1,446,788
	<u>2,539,875</u>	<u>2,131,018</u>	<u>2,040,269</u>
EXCESS REVENUES OVER EXPENDITURES		106,796	(78,815)
ACCUMULATED SURPLUS - BEGINNING OF YEAR		<u>1,050,985</u>	<u>1,129,800</u>
ACCUMULATED SURPLUS - END OF YEAR		\$ <u>1,157,781</u>	\$ <u>1,050,985</u>

STETTLER DISTRICT AMBULANCE ASSOCIATION

STATEMENT OF CHANGES IN FINANCIAL ASSETS (DEBT)

FOR THE YEAR ENDED MARCH 31, 2023

	2023	2022
EXCESS (SHORTFALL) OF REVENUES OVER EXPENSES	\$ <u>106,796</u>	\$ <u>(78,815)</u>
CHANGES IN NON-FINANCIAL ASSETS		
Acquisition of tangible capital assets	-	-
Amortization	62,598	65,387
Net use (acquisition) of prepaid assets	<u>(177,247)</u>	<u>5,572</u>
	<u>(114,649)</u>	<u>70,959</u>
INCREASE (DECREASE) IN NET FINANCIAL ASSETS	(7,853)	(7,856)
NET FINANCIAL ASSETS (DEBT) - BEGINNING OF YEAR	<u>471,227</u>	<u>479,083</u>
NET FINANCIAL ASSETS (DEBT) - END OF YEAR	\$ <u><u>463,374</u></u>	\$ <u><u>471,227</u></u>

STETTLER DISTRICT AMBULANCE ASSOCIATION

STATEMENT OF CASH FLOW

FOR THE YEAR ENDED MARCH 31, 2023

	2023	2022
OPERATING ACTIVITIES		
Excess of revenue over expenditure	\$ 106,796	\$ (78,815)
Non-cash items included:		
Amortization	62,598	65,387
Gain on disposal	-	(10,000)
Change in non-cash current assets and liabilities:		
Accounts receivable	(49,992)	11,663
GST receivable	(5,642)	3,961
Prepaid expenses	(177,247)	5,572
Accounts payable and accrued liabilities	(322)	12,186
Wages and benefits payable	25,738	(61,983)
Due to related parties	<u>(973)</u>	<u>(2,858)</u>
Cash provided by (used in) operating activities	<u>(39,044)</u>	<u>(54,887)</u>
INVESTING ACTIVITIES		
Purchase of tangible capital assets	-	-
Sale of tangible capital assets	<u>-</u>	<u>10,000</u>
Cash provided by (used in) investing activities	<u>-</u>	<u>10,000</u>
CHANGE IN CASH AND EQUIVALENTS DURING THE YEAR	(39,044)	(44,887)
CASH AND EQUIVALENTS – BEGINNING OF YEAR	<u>642,402</u>	<u>687,289</u>
CASH AND EQUIVALENTS – END OF YEAR	\$ <u><u>603,358</u></u>	\$ <u><u>642,402</u></u>

STETTLER DISTRICT AMBULANCE ASSOCIATION

SCHEDULE 1 – CHANGES IN ACCUMULATED SURPLUS

FOR THE YEAR ENDED MARCH 31, 2023

	2023		2022		
	Equity in Tangible Capital Assets (Note 8)	Reserves (Note 9)	Unrestricted Net Assets		
			Total		
BALANCE - BEGINNING OF YEAR	\$ 572,828	\$ 507,067	\$ (28,910)	\$ 1,050,985	\$ 1,129,800
Excess (deficiency) of revenue over expenditures	-	-	106,796	106,796	(78,815)
Transfer to reserves	-	82,737	(82,737)	-	-
Tangible capital assets purchased	-	-	-	-	-
Amortization	(62,598)	-	62,598	-	-
BALANCE - END OF YEAR	<u>\$ 510,230</u>	<u>\$ 589,804</u>	<u>\$ 57,747</u>	<u>\$ 1,157,781</u>	<u>\$ 1,050,985</u>

STETTLER DISTRICT AMBULANCE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The financial statements are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting and Auditing Board of the Chartered Professional Accountants of Canada. Because a precise determination of many assets and liabilities is dependent upon future events, the preparation of financial statements for a period necessarily involves the use of estimates which have been made using careful judgment. Actual results could differ from these estimates.

The financial statements have, in management's opinion, been properly prepared within reasonable limits of materiality and within the framework of significant accounting policies adopted as follows:

(a) Reporting Entity

Stettler District Ambulance Association was founded to provide ambulance services for the residents of participating municipalities and is governed by the Ambulance Services Act. Stettler District Ambulance Association was incorporated under the Societies Act of the Province of Alberta on June 19, 1972. The association is funded by a contract with Alberta Health Services and individuals receiving services.

(b) Basis of Accounting

The basis of accounting followed in the financial statement presentation includes revenues in the period in which the transactions or events occurred that gave rise to the revenues and expenditures in the period the goods and services are acquired and a liability is incurred with the exception of pension expenditures as disclosed in Note 1(f).

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

(c) Use of Estimates

The preparation of financial statements in conformity with Canadian public sector accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the *reported amounts of revenue and expenditure during the period*. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

STETTLER DISTRICT AMBULANCE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

(c) Use of Estimates - Continued

Amortization is based on the estimated useful lives of property and equipment. Allowance for doubtful accounts is based on those accounts receivable outstanding greater than 365 days. These estimates and assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known.

(d) Contaminated Sites Liability

Contaminated sites are a result of contamination being introduced into air, soil, water or sediment of a chemical, organic or radioactive material or live organism that exceeds an environmental standard. The liability is recorded net of any expected recoveries. A liability for remediation of a contaminated site is recognized when a site is not in productive use and is management's estimate of the cost of post-remediation including operation, maintenance and monitoring.

(e) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of and exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenues in the period that the events giving rise to the transfer occurred, providing the transfers are authorized, any eligibility criteria have been met by the association, and reasonable estimates of the amounts can be made.

(f) Pension Expenditure

The association participates in a multi-employer defined benefit pension plan. The plan is accounted for as a defined contribution plan.

Contributions for current and past service pension benefits are recorded as expenditures in the year in which they become due.

(g) Allowances for Operating Assets

Allowances for asset valuations are netted against the related asset. Increases in allowances are recorded as an expenditure while decreases in allowances are recorded as a revenue.

(h) Cash and Cash Equivalents

Cash and cash equivalents consist of cash on hand and accounts with banks.

STETTLER DISTRICT AMBULANCE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES – Continued

(i) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the Change in Net Financial Assets (Debt) for the year.

(i) Tangible Capital Assets

Tangible capital assets are recorded at cost, which included all amounts that are directly attributable to the acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital asset is amortized on a straight-line basis over the estimated useful life as follows:

	YEARS
Land Improvements	15 - 25
Buildings	25 - 50
Machinery and Equipment	5 - 25
Vehicles	10 - 25

(ii) Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are received at fair value at the date of receipt and also recorded as revenue.

(j) Equity in Tangible Capital Assets

Equity in tangible capital assets represents the Association's investment in its total tangible capital assets net of related debt.

(k) Reserves

Reserves are established at the discretion of the Board to set aside funds for future operating and capital expenditures. Transfers to and/or from reserves are recorded on the statement of changes in net assets.

(n) Revenue Recognition

Revenue from transactions with no performance obligation is recognized at realizable value when the association has the authority to claim or retain an inflow of economic resources and identifies a past transaction or event giving rise to an asset.

Revenue from transactions with performance obligations is recognized as the performance obligations are satisfied by providing the promised goods or services to the payor. User fees are recognized over the period of use, sales of goods are recognized when goods are delivered. Licenses and permits with a single performance obligation at a point in time are recognized as revenue on issuance, those which result in a continued performance obligation over time are recognized over the period of the license or permit as the performance obligation is satisfied.

STETTLER DISTRICT AMBULANCE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

2. ACCOUNTING PRONOUNCEMENTS PUBLISHED BUT NOT YET ADOPTED

The following accounting standards have been issued by the Chartered Professional Accountants of Canada but are not yet effective. Management is currently evaluating the effect of adopting these standards on the financial statements.

(a) Section PS 3160 – Public Private Partnerships

This section establishes standards on accounting for public private partnerships between public and private sector entities where the public sector entity procures infrastructure using a private sector partner. Effective for the fiscal years beginning on or after April 1, 2023.

(b) Section PS 3400 – Revenue

This new section establishes standards on how to account for and report on revenue. Specifically, it differentiates between revenue arising from transactions that include performance obligations and transactions that do not have performance obligations. Effective for the fiscal years beginning on or after April 1, 2023.

(c) Section PSG – 8 – Purchased Intangibles

This section establishes standards on how to recognize and record purchased intangibles that meet the definition of an asset. Effective for the fiscal years beginning on or after April 1, 2023.

3. ACCOUNTS RECEIVABLE

	2023	2022
Alberta Health Services	\$ 43,759	\$ -
Trade accounts receivable	434,378	390,842
Allowance for doubtful accounts	<u>(368,432)</u>	<u>(331,129)</u>
	\$ <u>109,705</u>	\$ <u>59,713</u>

4. RELATED PARTY TRANSACTIONS

The Association has a contractual obligation with the County of Stettler to pay for administrative services on a quarterly basis based on actual costs. This contract was set to expire in October 2022. For the year ended March 31, 2023, \$185,298 (2022 - \$185,298) was paid to the County of Stettler for administrative services. The association also paid building rent of \$42,120 (2022 - \$42,120) to related municipal parties.

At year end, \$79,373 (2022 - \$83,352) was owed to the County of Stettler, \$20,402 (2022 - \$20,180) was owed to the Town of Stettler and \$3,209 (2022 - \$3,209) was owed to other related municipalities for various trade accounts payable. These municipalities are the participating members of the association.

Related party transactions are recorded at exchange amounts with regular terms of payment.

STETTLER DISTRICT AMBULANCE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

5. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated Amortization	2023	2022
Buildings	\$ 376,607	\$ 143,221	\$ 233,384	\$ 240,455
Equipment	282,412	171,998	110,414	125,386
Automotive	<u>585,266</u>	<u>418,834</u>	<u>166,432</u>	<u>206,987</u>
	<u>\$ 1,244,285</u>	<u>\$ 734,053</u>	<u>\$ 510,230</u>	<u>\$ 572,828</u>

6. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2023	2022
Unrestricted surplus (deficit)	\$ 57,747	\$ (28,910)
Restricted surplus: (Note 9)		
Operating	177,804	177,067
Capital	412,000	330,000
Equity in tangible capital assets	<u>510,230</u>	<u>572,828</u>
	<u>\$ 1,157,781</u>	<u>\$ 1,050,985</u>

7. AMBULANCE SERVICE

Ambulance service revenue is earned by providing service to the following:

	Budget (unaudited)	2023	2022
Alberta Blue Cross	\$ 163,000	\$ 196,107	\$ 166,435
Hospitals and individuals	<u>89,000</u>	<u>76,075</u>	<u>86,364</u>
	<u>\$ 252,000</u>	<u>\$ 272,182</u>	<u>\$ 252,799</u>

8. EQUITY IN TANGIBLE CAPITAL ASSETS

	2023	2022
Tangible capital assets (Note 5)	\$ <u>510,230</u>	\$ <u>572,828</u>

STETTLER DISTRICT AMBULANCE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

9. RESERVES

The board has established the following reserves:

	Opening	Transfers In	Transfers Out	Closing
Future operating expenses	\$ 177,067	\$ 737	\$ -	\$ 177,804
Future capital expenses	<u>330,000</u>	<u>82,000</u>	<u>-</u>	<u>412,000</u>
	<u>\$ 507,067</u>	<u>\$ 82,737</u>	<u>\$ -</u>	<u>\$ 589,804</u>

10. ECONOMIC DEPENDENCE

The Association is dependent on Alberta Health Services for the majority of funding for its operations and has received \$1,930,856 (2022 - \$1,686,707) during the year. The volume of transactions between the Association and Alberta Health Services is normal for this entity and this industry within the province of Alberta.

11. FINANCIAL INSTRUMENTS

A financial instrument is any contract that gives rise to a financial asset of one party and a financial liability or equity instrument of another party.

The Association's financial instruments consist of cash, receivables and accounts payable. The fair values of these financial instruments, where determinable, approximate their carrying amounts unless otherwise noted.

The Association is exposed to various risks through its financial instruments. The following analysis provides a measure of the Association's risk exposure and concentrations at the balance sheet date.

Market Risk

Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises three types of risk: currency risk, interest rate risk and other price risk. It is management's opinion that the Association is not exposed to significant currency or other price risk.

Interest Rate Risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates.

The association manages its exposure to interest rate risk through a combination of fixed and floating rate borrowings. The fixed rate credit card is subject to fair value risk, as the value will fluctuate as a result of changes in market rates. The floating rate line of credit is subject to interest rate cash flow risk, as the required cash flows to service the debt will fluctuate as a result of changes in market rates.

STETTLER DISTRICT AMBULANCE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

11. FINANCIAL INSTRUMENTS - Continued

Credit Risk

Credit risk is the risk that one party to a financial instrument will cause a financial loss for the other party by failing to discharge an obligation.

The Association's accounts receivable are normal industry credit risks. The carrying value of accounts receivable reflects management's assertion of the credit risk associated with these customers.

Operating Lines of Credit

At March 31, 2023 the Association had short-term bank credit facilities aggregating \$205,000 (2022 - \$205,000) of which \$NIL (2022 - \$NIL) had been drawn down. These credit facilities bear interest at Prime plus 1% and 19.99% per annum.

12. LOCAL AUTHORITIES PENSION PLAN

Employees of the Association participate in the Local Authorities Pension Plan (LAPP), which is covered by the Alberta Public Sector Pension Plans Act. The plan serves about 275,863 people and 433 employers. It is financed by employer and employee contributions and investment earnings of the LAPP fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The Association is required to make current service contributions to the Plan of 8.45% (2022 - 8.45%) of pensionable earnings up to the Canada Pension Plan Year's Maximum Pensionable Earnings and 12.23% (2022 - 12.80%) for the excess.

Employees of the association are required to make current service contributions of 7.45% (2022 - 7.45%) of pensionable salary up to the year's maximum pensionable salary and 11.23% (2022 - 11.80%) on pensionable salary above this amount.

Total current service contributions by the Association to the plan in 2023 were \$77,506 (2022 - \$92,608). Total current service contributions by employees to the plan in 2023 were \$69,644 (2022 - \$83,968).

At December 31, 2021, the Plan disclosed an actuarial surplus of \$5.0 billion.

STETTLER DISTRICT AMBULANCE ASSOCIATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED MARCH 31, 2023

13. COMMITMENTS

At year end the Association is committed to the following:

- A contract to provide services with Alberta Health Services
- A contract with Alberta Health Services for managing equipment and supplies
- A collective agreement with the Health Sciences Association of Alberta for terms of employment
- Contracts for maintenance and equipment maintenance
- Contracts for internet and electrical services

Prior to the end of the year two additional ambulances were ordered and had not been received

14. BUDGET AMOUNTS

The budget was prepared by the Association with the Board of Directors' approval. It is presented for information purposes only and has not been audited.

15. APPROVAL OF FINANCIAL STATEMENTS

The Board of Directors has approved these financial statements.



Chief Administrative Officer's Report

Submitted for July 18, 2023, Regular Meeting of Council

▪ CAO Activities

- Day to Day
- Meetings with ratepayers, public works staff, and municipal planning services
- Numerous phone and email communications follow up.
- Multiple contacts with Select Engineering Consultants Ltd. regarding the Standpipe
- Preparation of Council Agenda and Package
-

▪ Activity Report

- Bylaw is actively working to resolve multiple unsightly properties and dog complaints. Rural Bylaw is starting to work on the many derelict vehicles in the municipality.
- The Administration has issued several letters citing Unsightly conditions requiring remediation by July 17, 2023.
- Parkland Community Planning has provided the Administration with a Draft – LUB for review by the Committee of the Whole.
- The Village of Donalda's Municipal Taxes were due before July 2. Numerous ratepayers paid taxes in person on July 3 and are subject to a 10% penalty.
- The Tax Recovery Public Auction was held on June 26, having closed with no bids being received. Subsequently, the properties have been listed with Ramstad Realty, with one property being sold to date.
- The Administration attended a meeting with the Administration from the Town of Bashaw, The Village of Alix and the Village of Clive to discuss issues facing small municipalities.

▪ Upcoming Out-of-Office Days/Meetings

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