

VILLAGE OF DONALDA
Regular Council Meeting, May 19, 2020
To Be Held at Donalda Municipal Office, Main Street Donalda, 10:00 am
To be broadcast through ZOOM
Regular Meeting Agenda

Call to Order-Mayor Gartside

1. AGENDA

1. Additions and/or Amendments

2. PREVIOUS MINUTES

1. Regular Council Meeting Minutes May 5, 2020

3. Delegations

4. Business Arising from Previous Meeting

1. Select Engineering CC Replacement Tenders
2. Sidewalk Replacement Project

5. VILLAGE BUSINESS

1. Direct Fill Line to Standpipe
2. Revenue and Expenditure Report up to April 30, 2020
3. Balance Sheet up to April 30, 2020
4. Trial Balances up to May 12, 2020
5. Cheque Register up to April 30, 2020

6. INFORMATIONAL ITEMS

- 1.

7. COMMITTEE AND STAFF REPORTS

1. Mayor
2. Deputy Mayor
3. Councilor
4. Public Works
5. CAO Report

8. CLOSED MEETING OF COUNCIL

9. NEXT MEETING

June 16, 2020 at 10:00 am

10. ADJOURNMENT

VILLAGE OF DONALDA
REGULAR COUNCIL MEETING
MINUTES
Tuesday, May 5, 2020

The Regular Meeting of Donalda Village Council was held at 10:00 am Tuesday, May 5, 2020, using ZOOM the following persons present:

Mayor: Bruce Gartside

Councilors: Paul McKay
Rick Nelson

Staff: Chief Administrative Officer Kristie Vallet

Public: Dan Knutson

CALL TO ORDER: Mayor Gartside called the meeting to order at 10:07 am.

1. AGENDA

Motioned by P. McKay to accept the agenda with the addition of 5.9 Village Website, 5.10 Truck Parking-Railway Ave, Closed Session of Council 8.1 FOIP Regulation 17(1)-harmful to Personal Privacy, 8.2 FOIP Regulation 20(1)(f)-Harmful to Law Enforcement, 8.3 FOIP Regulation 16(1)(a)(ii)(c)(i)-Harmful to Business Interest of Third Party.

Carried (80-20)

2. PREVIOUS MINUTES

1. Regular Council Meeting Minutes April 21, 2020

Motioned by P. McKay that the minutes of the April 21, 2020 Regular Council Meeting be accepted as presented.

Carried (81-20)

3. DELEGATIONS

No delegations

4. BUSINESS ARISING FROM PREVIOUS MINUTES

No business arising from previous minutes.

5. VILLAGE BUSINESS

1. Trial Balance

Motioned by P. McKay to accept the Trial Balances as presented.

Carried (82-20)

2. 2020 Operating Budget Amendment

Motioned by R. Nelson to accept the amendment of GL 2-80-761 County of Stettler Housing Authority from \$5830 to \$6002 to reflect the requisition increase.

Carried (83-20)

Motioned by P. McKay to relocate \$1200 from GL 2-32-270 Contracted Services to GL 2-32-532 Gravel, Cold Mix and Sand.

Carried (84-20)

3. 2020 Property Tax Bylaw 727 – Revision

Motioned by P. McKay for First Reading of Bylaw 727 – 2020 Property Tax-Revised.

Carried (85-20)

Motioned by R. Nelson for Second Reading of Bylaw 727 – 2020 Property Tax-Revised.

Carried (86-20)

Motioned by B. Gartside to introduce Third and Final Reading of Bylaw 727 -2020 Property Tax-Revised.

Carried (87-20)

Motioned by P. McKay for Third and Final Reading of Bylaw 727 – 2020 Property Tax-Revised.

Carried (88-20)

4. Select Engineering CC Replacement Tenders

Motioned by R. Nelson to acknowledge intent to proceed with the tender submitted by Forestburg Transit Mix for the CC Replacement Capital Project upon confirmation of MSI Capital Funding eligibility and confirmation by Select Engineering as to specific components of the Capital cost.

Carried (89-20)

5. Hydrant Replacement/Rehabilitation

Motioned by P. McKay to proceed with Forestburg Transit Mix to complete the Hydrant Replacement/Rehabilitation immediately upon confirmation of MSI Capital Funding eligibility.

Carried (90-20)

6. Sidewalk Replacement Project

Motioned by P. McKay to table the Sidewalk Replacement Project until May 19, 2020.

7. Canada Day Celebration

Motioned by R. Nelson to cancel Canada Day Celebration 2020 and inform Canadian Heritage of the decision.

Carried (91-20)

8. Lagoon Plug

Motioned by P. McKay to accept the estimate as presented for the lagoon plug and instruct Administration to proceed.

Carried (92-20)

9. Website Update

Motioned by R. Nelson to accept the status update of the contract between the Village of Donalda and Coulee Creative Company for information.

Carried (93-20)

10. Truck Parking-Railway Avenue

Motioned by P. McKay to advise Administration to revise Bylaw 603 in a timely manner.

Carried (94-20)

6. INFORMATION/CORRESPONDENCE

No Information or Correspondence

7. COMMITTEE REPORTS

1. Mayor
2. Deputy Mayor
3. Councilors
4. Public Works
5. CAO Reports

Motion by P. McKay to accept committee reports as presented.

Carried (95-20)

8. CLOSED MEETING OF COUNCIL

Motion by P. McKay to move session to a Closed Meeting of Council at 11:45 am.

Carried (96-20)

Motioned by P. McKay to return to the Regular Meeting of Council at 12:21 pm.

Carried (97-20)

10. NEXT MEETING DATE

Regular Meeting of Council May 19, 2020 at 10:00 am via ZOOM.

11. ADJOURNMENT

Motion by B. Gartside to adjourn meeting at 12:22 pm

Carried (98-20)

MAYOR

CHIEF ADMINISTRATIVE OFFICER

DRAFT

**Village of Donalda
Request for Decision (RFD)**

Meeting:	REGULAR MEETING
Meeting Date:	May 19, 2020
Originated by:	Kristie Vallet-Chief Administrative Officer
Decision Title:	Select Engineering CC Replacement Tenders
Agenda Number:	4.1 Select Engineering CC Replacement Tenders

Background Information: Select Engineering has been working on a package for invitation only tenders to replace/rehabilitate a portion of the Village of Donalda's faulty CCs.

Three contractors were invited to submit a tender. Tenders have been received and Select Engineering, Neil Renneberg is in attendance to answer any questions that Council may have.

May 12, 2020 a MSI Capital Project Application was submitted in accordance with MSI Capital Program Guidelines to reflect the CC Replacements and Hydrant Replacements combined at the advice of the MSI advisor. This application was submitted for \$340,000. Select Engineering has recommended to budget for a total project budget of \$289,926 for CC project, \$22,806 has been budget for the replacement of (7) hydrants (if deemed necessary) leaving \$27,268 for labour involved in hydrant rehabilitation and potential line locating services to locate any CC valves public works isn't able to locate.

In reviewing our 2019 Audited Financial Statement the Village of Donalda has received and is holding \$306,639 in MSI Capital Funds from previously approved projects.

Discussion/Options/Benefits:

Please note, due to COVID 19 the approval of applications, typically 4-8 weeks, has been severely delayed. The Advisor verbally agreed that our application is a fundable project.

If Council, by Resolution, chooses to proceed it is at risk of the municipality if the project is not approved upon review. The Village of Donalda would be solely responsible to cover this Capital Expense.

Source of Funding/Estimated Costs

MSI Capital Funds

Recommended Options:

Motion brought by Council:

4.1

MSI CAPITAL									
Projects	Submission Date	Approval Date	Total Project Cost	Total MSI Funding	MSI Spent to Date	Funds Remaining			
Prepare Waste Water Lines for Inspection	01-07-2014	06-17-2014	\$ 70,000.00	\$ 70,000.00	\$ 19,809.00	\$ 50,191.00			
Water Main Replacements	03-20-2018	07-16-2018	\$ 475,000.00	\$ 225,000.00	-				
Village Office Rehabilitation	03-20-2018	07-16-2018	\$ 135,000.00	\$ 100,000.00	\$ 23,429.00	\$ 76,571.00			
			\$ 680,000.00	\$ 395,000.00	\$ 43,238.00				
Curb Stop and Hydrant Replacements	05-12-2020		\$ 340,000.00	\$ 340,000.00	-	\$ 340,000.00			
Amended/Completed Projects									
Water Main Replacements	03-20-2018	07-16-2018	\$ 400,000.00	\$ 400,000.00	-	\$ 400,000.00			
Prepare Waste Water Lines for Inspection	01-07-2014	06-17-2014	\$ 70,000.00	\$ 70,000.00	\$ 19,809.00	\$ 50,191.00	CLOSED		

VILLAGE OF DONALDA

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2019

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

iii. Leases

Leases are classified as capital or operating leases. Leases which transfer substantially all of the benefits and risks incidental to ownership of property are accounted for as capital leases. All other leases are accounted for as operating leases and the related lease payments are charged to expenses as incurred.

iv. Inventories

Inventories held for consumption are recorded at the lower of cost and replacement cost.

v. Cultural and Historical Tangible Capital Assets

Works of art for display are not recorded as tangible capital assets but are disclosed.

2. CASH AND TERM DEPOSITS

	2019	2018
Included in cash and term deposits are amounts received from various grant funding programs that are held for use in accordance with the funding agreements. (Note 4)		
Federal Gas Tax	155,080	162,039
Municipal Sustainability Initiative - capital	306,639	346,460
	461,719	508,499
Deposits held in trust	19,695	19,725
Total restricted cash and term deposits	481,414	528,224

3. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLES

	2019	2018
Current taxes and grants in place of taxes	35,291	38,033
Arrears taxes	28,701	21,734
	63,992	59,767
Less: allowance for doubtful accounts	-	4,303
	63,992	55,464

VILLAGE OF DONALDA

Program Year	Annual Allocation	Payment	Outstanding Balance	% Paid	Statement of Funding and Expenditure Status	Income Earned	MSI Funding Applied to Project Expenditures
2007	\$20,894	\$20,894	\$0	100	Certified	\$0	\$0
2008	\$37,655	\$37,655	\$0	100	Certified	\$0	\$0
2009	\$31,980	\$31,980	\$0	100	Certified	\$0	\$40,308
2010	\$131,210	\$131,210	\$0	100	Certified	\$0	\$18,042
2011	\$131,621	\$131,621	\$0	100	Certified	\$0	\$142,196
2012	\$132,159	\$132,159	\$0	100	Certified	\$800	\$25,000
2013	\$135,085	\$135,085	\$0	100	Certified	\$2,500	\$65,387
2014	\$156,855	\$156,855	\$0	100	Certified	\$3,404	\$276,060
2015	\$153,799	\$153,799	\$0	100	Certified	\$2,577	\$126,431
2016	\$153,681	\$153,681	\$0	100	Certified	\$0	\$50,361
2017	\$152,938	\$152,938	\$0	100	Certified	\$0	\$0
2018	\$157,314	n/a	n/a	0	Certified	\$0	\$160,066
2019	\$129,563	n/a	n/a	0	Received	\$6,570	n/a
2020	\$144,608	n/a	n/a	0	n/a	n/a	n/a
Total	\$1,669,362	\$1,237,877	\$0			\$15,851	\$903,851

"Pending" Project Summary

	Count	Requested Amount	
		Total Project Costs	Requested MSI to be Applied
New Applications			
Draft	0	\$0	\$0
Submitted	0	\$0	\$0
Sub-total	0	\$0	\$0
Amendments *			
Draft	0	\$0	\$0
Submitted	0	\$0	\$0
Sub-total	0	\$0	\$0
TOTAL PENDING:		\$0	\$0

* Amounts reflect the total increase or decrease to the original accepted amounts.

"Accepted" Project Summary

	Ongoing	Completed/Fully Funded	Total
Count	3	16	19
Total Project Costs	\$680,000	\$1,506,361	\$2,186,361
Total MSI Funding to be Applied	\$395,000	\$905,568	\$1,300,568
Total MSI Funding Applied	\$40,387	\$863,464	\$903,851

Funding Available for Future Commitments: \$1,143,219

A municipality may commit future years' MSI capital funding to eligible project(s) prior to receiving its annual allocation, subject to a commitment limit.

The maximum amount of MSI funding a municipality may request for new project(s) is calculated as all of its historical allocations plus five times its current year allocation, plus credit items¹, less MSI funding applied to completed projects¹, MSI funding accepted for ongoing projects², and MSI funding recommended for submitted projects².

Acceptance of a project on the basis of estimated future funding does not guarantee that future funding will be available.

¹Based on certified Statements of Funding and Expenditures.

²Projects and amendments that have been submitted, but have not yet been recommended for funding, are not included in the calculation.

Village of Donalda
Request for Decision (RFD)

Meeting:	REGULAR MEETING
Meeting Date:	May 19, 2020
Originated by:	Kristie Vallet-Chief Administrative Officer
Decision Title:	Select Engineering CC Replacement Tenders
Agenda Number:	4.2 Select Engineering Sidewalk Replacement Project

Background Information: Select Engineering has put together a preliminary proposal for the replacement of the south side of Main Street sidewalks.

May 12, 2020 an GTF Application was submitted in accordance with the GTF Program Guidelines to reflect the removal of the existing sidewalks, install new curbs and gutters, install new sidewalks, and apply an asphalt overlay to the road. This application was submitted for \$205,000 to reflect the preliminary numbers submitted by Select Engineering.

In reviewing our 2019 Audited Financial Statement the Village of Donalda has received and is holding \$155,080 in GTF funding from previously approved projects.

Funds Not Yet Distributed

2019 Allocation \$100,000

2020 Allocation \$50,000

Discussion/Options/Benefits:

Please note, due to COVID 19 the approval of applications, typically 4-8 weeks, has been severely delayed. The Advisor verbally agreed that our application is a fundable project. The Village of Donalda has previously had this project approved however this application is being withdraw due to a major shift in the scope of the project.

If Council, by Resolution, chooses to proceed it is at risk of the municipality if the project is not approved upon review. The Village of Donalda would be solely responsible to cover this Capital Expense.

Source of Funding/Estimated Costs

GTF Funding

Recommended Options:

Motion brought by Council:

[illegible]

VILLAGE OF DONALDA

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2019

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

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Less: allowance for doubtful accounts	-	4,303
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**Village of Donalda
Request for Decision (RFD)**

Meeting: REGULAR MEETING
Meeting Date: May 19, 2020
Originated by: Kristie Vallet-Chief Administrative Officer
Decision Title: Direct Fill Line to Standpipe-SMRWC
Roslind/Bawlf Phase
Agenda Number: 5.1 Direct Fill Line

Background Information:

SMRWC is in the planning stage to commence the expansion of the water line to service Bawlf and Roslind.

Administration has previously been directed to inquire to our engineering firm as to the viability of installing a direct fill line to the standpipe during this expansion.

Neil Renneberg from Select Engineering is available to answer questions surrounding this inquiry.

Discussion/Options/Benefits:

This is for information only to assist in future capital planning.

Source of Funding/Estimated Costs

MSI Capital Funds

Recommended Options:

Motion brought by Council:

I BELIEVE THEY
WILL RUN NEW PIPE LINE TO
ROSILAND + BAWLF ON 850 (WAS) 0 0 0 0 0 0
OR RAIL BED TO NORTH END OF
VILLAGE,

SMRWCA IS IN THE PROPOSING STAGE TO CONTINUE LINE TO ROSKIND + BAWLF. ROCHON SANDS HAS BEEN ACCEPTED. COUNTY DOES NEGOTIATIONS WITH AB GOV. AND FEEL THEY WILL PASS PROPOSAL TO ROSKIND + BAWLF. THEY FEEL WITH CURENT SITUATION, 2021 WILL BE MORE FESIBLE TO COMPLETE WORK.

ROCHON SANDS HAS APPROVAL, ROSKIND + BAWLF HAS BEEN APPLIED FOR.

WE COULD RUN NEW LINE DIRECTLY TO TOWER (STAND PIPE) IF PROVINCE APPROVES LINE TO ROSKIND + BAWLF.

INSTEAD OF DIRECTIONAL DRILLING UNDER THE VILLAGE, THIS COULD BE AN ALTERNATIVE AS THIS WAS IN THE ORIGINAL PLANS WHEN THE WATER LINE CAME IN.

Balance Sheet Report

2020-May-12
5:58:11PM

All Funds

		2020		2019
Description		May	YTD Balance	Closing Balance
Assets	Asset Operating			
	Taxes Receivable-Arrears	0.00	20,284.50	28,701.19
	Allowance for uncollectible taxes	0.00	0.00	0.00
	Pre Paid Property Taxes	0.00	3,993.80	3,993.80
	Buildings - Accumulated Amortization	0.00	(197,635.42)	(197,635.42)
	Machinery - Accumulated Amortization	0.00	(113,023.24)	(113,023.24)
	Equipment Under Capital Lease - Acc Amor	0.00	0.00	0.00
	Vehicles - Accumulated Amortization	0.00	(31,291.20)	(31,291.20)
	Equipment Under Capital Lease	0.00	0.00	0.00
	Curbing & Sidewalks	0.00	0.00	0.00
	Roads - Accumulated Amortization	0.00	(1,307,203.18)	(1,307,203.18)
	Curbing & Sidewalks	0.00	0.00	0.00
	Water System	0.00	1,125,563.24	1,125,563.24
	Water System - Accumulated Amortization	0.00	(259,504.87)	(259,504.87)
	Wastewater System	0.00	881,656.71	881,656.71
	Wastewater - Accumulated Amortization	0.00	(274,937.06)	(274,937.06)
	Cultural & Historical Accumulated Amort	0.00	0.00	0.00
	Total	0.00	(152,096.72)	(143,680.03)
Accounts Receivable				
	Emergency Management Service Revenue	0.00	0.00	0.00
	Provincial Operating Grant	0.00	0.00	0.00
	Museum Agreement	0.00	0.00	0.00
	Library Agreement	0.00	0.00	0.00
	Canadian Heritage -Canada Day	0.00	0.00	0.00
	TOTAL TAXES RECEIVABLE	0.00	0.00	0.00
	Taxes Receivable	239,974.54	272,731.77	31,297.05
	Property Acquired Tax Rec'able	0.00	0.00	0.00
	GST Receivable	(20.55)	3,390.64	13,095.01
	Rounding Account	0.00	(0.01)	0.00
	Receivable From Other Government	0.00	386,877.00	386,877.00
	Accounts Receivable - Year End	0.00	4,888.63	4,888.63
	Utilities Receivable	10,896.80	9,710.10	16,394.12
	WSG Receivable	0.00	0.00	0.00
	Total Accounts Receivable	250,850.79	677,598.13	452,551.81
Bank				
	ATB - Term/GIC Investments	0.00	0.00	0.00
	Petty Cash	0.00	70.00	70.00
	Cash on Hand	0.00	230.00	230.00
	Fire Department Cash	0.00	0.00	0.00
	Treasury Branch	(2,815.12)	433,366.11	446,169.82
	Fire Department Account	0.00	0.00	0.00
	G.I.C. Cemetery	0.00	0.00	0.00
	Cemetery Account	0.00	0.00	0.00
	G.I.C. Creamery	0.00	0.00	0.00
	Creamery Account	0.00	0.00	0.00
	Total Bank	(2,815.12)	433,666.11	446,469.82
F Assets				
	Buildings	0.00	298,539.09	298,539.09
	Machinery	0.00	138,819.42	138,819.42
	Land For Own Gov't Uses	0.00	15,928.81	15,928.81
	Vehicles - Cost	0.00	34,768.00	34,768.00
	Roads	0.00	1,399,034.97	1,399,034.97



VILLAGE OF DONALDA

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Balance Sheet Report

2020-May-12

5:58:11P

All Funds

Description	2020		2019
	May	YTD Balance	Closing Balance
Land Held for Resale	0.00	18,472.91	18,472.91
Cultural & Historical	0.00	0.00	0.00
Total Fixed Assets	0.00	1,905,563.20	1,905,563.20
Other Assets			
Accrued Interest	0.00	(1,528.19)	0.00
Other Assets-Prepaid Expenses	0.00	0.00	0.00
Tax Recovery TB	0.00	18,247.05	18,247.05
Community Enhancement	0.00	0.00	0.00
Total Other Assets	0.00	16,718.86	18,247.05
Total Asset Operating	248,035.67	2,881,449.58	2,679,151.85
Total Assets	248,035.67	2,881,449.58	2,679,151.85
Liabilities Liability Capital			
Accounts Receivable			
Clearing Account	0.00	0.00	0.00
Total Accounts Receivable	0.00	0.00	0.00
Total Liability Capital	0.00	0.00	0.00
Liabilities Liability Operating			
Pre Paid Property Taxes	0.00	(3,993.80)	(3,993.80)
Revenue Canada Payable	0.00	1,436.43	1,369.84
Holiday Pay Payable	0.00	(15.60)	0.00
AMSC (Health Benefits)	0.00	0.00	0.00
Banked Time Payable	0.00	0.00	0.00
Total	0.00	(2,572.97)	(2,623.95)
Accounts Payable			
Trade Accounts Payable	0.00	0.00	0.00
Total Accounts Payable	0.00	0.00	0.00
Other Current Liability			
GST charged on sales	0.00	0.00	0.00
Operating Surplus \ Deficit(-)	0.00	(86,519.23)	(86,519.23)
Equity in Capital Assets	0.00	(1,710,715.27)	(1,710,715.27)
Debenture - Admin. Building	0.00	0.00	0.00
Accrued Audit Fees	0.00	0.00	(28,400.38)
Deferred Other Revenues	0.00	0.00	0.00
TAX RECOVERY SURPLUS	0.00	(17,805.41)	(17,805.41)
Allow. for Doubtful Accounts	0.00	0.00	0.00
Capital Reserves	0.00	0.00	0.00
General Admin. Reserves	0.00	0.00	0.00
The Lamp Fund	0.00	0.00	0.00
Requisition Overlevy	0.00	0.00	0.00
Capital Lease Obligation	0.00	0.00	0.00
Accrued Debenture Interest	0.00	0.00	0.00
Deferred Grant Revenues	0.00	(848,596.00)	(848,596.00)
Administered Trust Liabilities	0.00	0.00	0.00
Fire Reserve	0.00	(13,000.00)	(13,000.00)
Insurance Reserve	0.00	0.00	0.00
Roads & Streets Reserve	0.00	(5,000.00)	(5,000.00)
Deferred Utility Revenues	0.00	0.00	0.00
Utility Deposits	30.00	(1,800.00)	(1,890.00)
Deposits Held in Trust	0.00	0.00	0.00
Water Reserve	0.00	0.00	0.00

VILLAGE OF DONALDA

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Balance Sheet Report

2020-May-12
5:58:11PM

All Funds

Description	2020		2019
	May	YTD Balance	Closing Balance
Sewer Reserve	0.00	0.00	0.00
Garbage Reserve	0.00	0.00	0.00
Water Metering	0.00	0.00	0.00
Cemetery Reserve	0.00	0.00	0.00
Cemetery Survey Reserve	0.00	0.00	0.00
Recreation & Parks Reserve	0.00	0.00	0.00
Debenture - Museum	0.00	0.00	0.00
Creamery Reserve	0.00	0.00	0.00
Operating Reserve	0.00	0.00	0.00
Total Other Current Liability	30.00	(2,683,435.91)	(2,711,926.29)
Total Liability Operating	30.00	(2,686,008.88)	(2,714,550.24)
Total Liabilities	30.00	(2,686,008.88)	(2,714,550.24)
Current Year Surplus/Deficit	248,065.67	195,440.70	0.00
Total Liabilities	248,035.67	2,881,449.58	0.00

*** End of Report ***



VILLAGE OF DONALDA

2020 Operating Budget

5.2

General Ledger Description

2020 Actual 2020 Budget 2019 Actual 2019 Budget

GENERAL REVENUE

1-00-100	Residential Taxes	(177,224.05)	(188,536.00)	(191,156.20)	(188,536.00)
1-00-110	Non-Residential Taxes	(25,846.40)	(29,417.00)	(31,539.55)	(29,417.00)
1-00-120	Linear Taxes	(12,900.83)	(10,994.00)	(13,305.17)	(10,994.00)
1-00-130	Franchise - ATCO	(2,790.83)	(9,000.00)	(8,874.39)	(9,000.00)
1-00-140	Franchise - Alta Gas	(4,364.64)	(18,000.00)	(18,883.53)	(18,000.00)
1-00-160	Minimum Tax Revenue	(25,352.77)	0.00	0.00	0.00
1-00-200	Penalties & Costs on Taxes	(11,485.86)	(15,000.00)	(15,053.52)	(15,000.00)
* TOTAL GENERAL REVENUE		(259,965.38)	(270,947.00)	(278,812.36)	(270,947.00)

TOTAL GRANTS & OTHER REVENUE

1-00-720	Grant-Stettler County-Donalda Library	0.00	(4,000.00)	0.00	(4,000.00)
1-00-740	Municipal Sponsorship Program	0.00	0.00	(646.00)	0.00
1-00-751	Conditional Municipal - FCSS	(2,542.00)	(7,625.00)	(7,625.00)	(7,625.00)
1-00-841	Conditional Grant - Federal	0.00	1,100.00	(1,100.00)	1,100.00
1-00-845	PROVINCIAL GRANT OPERATING	0.00	(39,917.00)	(38,757.00)	(39,917.00)
1-00-990	Attorney General Fines & Costs	0.00	0.00	(787.00)	0.00
* TOTAL TOTAL GRANTS & OTHER REV		(2,542.00)	(50,442.00)	(48,915.00)	(50,442.00)

ADMINISTRATION REVENUE

1-12-411	Photocopy, Fax, Sales, etc.	(90.05)	(150.00)	(102.35)	(150.00)
1-12-416	Insurance Rebates	0.00	0.00	(203.90)	0.00
1-12-417	Tax Cert.Dev. Permits, etc.	(50.00)	(500.00)	(110.00)	(500.00)
1-12-418	Maintenance service revenue	0.00	(100.00)	(600.00)	(100.00)
1-12-419	Newsletter Ads	(525.00)	(850.00)	(646.72)	(850.00)
1-12-520	Licences	(60.00)	(350.00)	(190.00)	(350.00)
1-21-530	Fines	(483.40)	(160.00)	(99.00)	(160.00)
1-12-550	Investment Income - Bank Int.	(10.00)	(100.00)	(10,191.20)	(100.00)
1-12-561	Rental Revenue-Donalda Museum	(8,043.26)	(7,500.00)	(10,539.27)	(7,500.00)
1-12-590	Miscellaneous Admin. Revenue	(433.31)	(3,000.00)	4.76	(3,000.00)
* TOTAL ADMINISTRATION REVENUE		(9,695.02)	(12,710.00)	(22,677.68)	(12,710.00)

FIRE REVENUE



VILLAGE OF DONALDA

2020 Operating Budget

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General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
* TOTAL FIRE REVENUE		0.00	0.00	0.00	0.00
ROADS & STREETS REVENUE					
* TOTAL ROADS & STREETS REVENUE		0.00	0.00	0.00	0.00
WATER REVENUE					
1-41-400	Water Sales	(27,687.76)	(85,000.00)	(88,653.00)	(85,000.00)
1-41-401	Penalties - Water	(262.20)	(2,500.00)	(965.31)	(2,500.00)
1-41-414	Water On/Off Fee	0.00	(750.00)	(250.00)	(750.00)
1-41-416	Water Service Repairs	0.00	0.00	9.20	0.00
1-41-830	Capital Grant Federal	0.00	0.00	(6,959.00)	0.00
* TOTAL WATER REVENUE		(27,949.96)	(88,250.00)	(96,818.11)	(88,250.00)
SEWER REVENUE					
1-42-400	Sewer Services	(6,070.00)	(17,500.00)	(18,417.53)	(17,500.00)
* TOTAL SEWER REVENUE		(6,070.00)	(17,500.00)	(18,417.53)	(17,500.00)
WASTE REVENUE					
1-43-400	Garbage Fees	(13,887.00)	(37,000.00)	(38,326.20)	(37,000.00)
* TOTAL WASTE REVENUE		(13,887.00)	(37,000.00)	(38,326.20)	(37,000.00)
CEMETERY REVENUE					
1-56-464	Sale of Cemetery Plots	0.00	(700.00)	(690.48)	(700.00)
1-56-465	Plot Excavation Revenue	(200.00)	(700.00)	(1,700.00)	(700.00)
1-56-466	Snow Removal Revenue	(209.52)	0.00	0.00	0.00
* TOTAL CEMETERY REVENUE		(409.52)	(1,400.00)	(2,390.48)	(1,400.00)
SALE OF LAND					
* TOTAL SALE OF LAND		0.00	0.00	0.00	0.00
RECREATION REVENUE					
1-72-850	Government Grants	0.00	(800.00)	0.00	(800.00)



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
*	TOTAL RECREATION REVENUE	0.00	(800.00)	0.00	(800.00)
	CULTURE REVENUE				
1-74-835	FEDERAL GRANT OPERATING	0.00	(1,100.00)	0.00	(1,100.00)
*	TOTAL CULTURE REVENUE	0.00	(1,100.00)	0.00	(1,100.00)
**	TOTAL REVENUE	(320,518.88)	(480,149.00)	(506,357.36)	(480,149.00)



VILLAGE OF DONALDA

2020 Operating Budget

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General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
COUNCIL EXPENSE					
2-11-150	Council Meeting Pay	2,945.22	9,000.00	8,225.49	9,000.00
2-11-151	Council Supervision Pay	1,202.18	3,600.00	3,121.58	3,600.00
2-11-211	Travel & Subsistence	537.16	1,000.00	1,542.84	1,000.00
2-11-212	Legislative - Discretionary	20.00	0.00	0.00	0.00
*	TOTAL COUNCIL EXPENSE	4,704.56	13,600.00	12,889.91	13,600.00
ADMINISTRATION EXPENSE					
2-12-110	Salaries & Wages	4,791.94	24,000.00	22,791.95	24,000.00
2-12-130	Payroll Benefits	304.80	1,500.00	1,545.00	1,500.00
2-12-131	Holiday Pay	190.40	800.00	871.99	800.00
2-12-211	Travel & Subsistence	881.14	250.00	775.33	250.00
2-12-212	Course Fee Registration	1,000.00	1,000.00	1,446.76	1,000.00
2-12-216	Postage	858.97	2,200.00	3,027.86	2,200.00
2-12-217	Telephone	0.00	3,500.00	2,183.44	3,500.00
2-12-220	Advertising & Memberships	1,964.19	2,000.00	2,725.42	2,000.00
2-12-224	Land Title Fees	80.00	250.00	173.50	250.00
2-12-230	Assessors Fees	0.00	6,000.00	5,382.28	6,000.00
2-12-231	Auditors Fees	(500.00)	8,200.00	11,700.00	8,200.00
2-12-232	Legal Fees	0.00	7,000.00	14,055.48	7,000.00
2-12-240	Bad Debts	120.00	1,500.00	1,490.61	1,500.00
2-12-250	Repairs & Maint. Contract	0.00	400.00	168.86	400.00
2-12-251	Repairs & Maintenance	1,718.00	1,500.00	2,978.94	1,500.00
2-12-252	Cleaning - Supplies & Labor	600.00	2,200.00	2,530.50	2,200.00
2-12-255	Other Contracted Services	8,026.00	7,000.00	8,372.18	7,000.00
2-12-256	Contracted Services - CAO	15,200.00	45,600.00	44,650.00	45,600.00
2-12-270	Computer Expenses	816.95	3,500.00	6,806.36	3,500.00
2-12-271	Website Fees	157.14	350.00	628.56	350.00
2-12-274	Insurance & Bond	0.00	9,000.00	8,168.45	9,000.00
2-12-275	Workman's Compensation	0.00	1,500.00	1,039.64	1,500.00
2-12-276	Disaster Services	5,000.00	500.00	0.00	500.00
2-12-505	Photocopier Costs	1,116.84	3,200.00	4,224.22	3,200.00
2-12-510	General Office Supplies	709.01	1,600.00	1,329.84	1,600.00
2-12-540	Utilities - Heating	134.79	800.00	931.59	800.00
2-12-541	Utilities - Power	187.34	1,600.00	1,886.75	1,600.00
2-12-590	Miscellaneous	(73.22)	100.00	540.22	100.00
2-12-810	Bank Charges & Fees	404.05	850.00	2,077.86	850.00
2-12-920	AMORTIZATION	0.00	0.00	7,830.53	0.00



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
*	TOTAL ADMINISTRATION EXPENSE	43,688.34	137,900.00	162,334.12	137,900.00
FIRE EXPENSES					
2-23-700	FIRE SERVICE AGREEMENT	(3,476.60)	25,000.00	30,000.00	25,000.00
*	TOTAL FIRE EXPENSES	(3,476.60)	25,000.00	30,000.00	25,000.00
BYLAW ENFORCEMENT EXP					
2-26-751	Bylaw Enforcement	150.00	1,000.00	1,925.00	1,000.00
*	TOTAL BYLAW ENFORCEMENT EXP	150.00	1,000.00	1,925.00	1,000.00
STREETS & ROADS EXPENSE					
2-32-110	Salaries	2,782.30	8,700.00	8,384.61	8,700.00
2-32-111	Salaries - Equip. Rep. & Shop	1,315.40	2,900.00	2,443.00	2,900.00
2-32-130	Health Benefits	273.14	850.00	747.00	850.00
2-32-131	Holiday Pay	351.30	800.00	1,034.14	800.00
2-32-210	Travel	0.00	300.00	0.00	300.00
2-32-217	Maintenance Cell Phone	170.04	600.00	1,039.02	600.00
2-32-230	Engineering Fees	0.00	2,000.00	0.00	2,000.00
2-32-250	Road & Street Repairs	0.00	3,000.00	3,120.00	3,000.00
2-32-251	Equipment Repairs & Maint.	195.83	4,000.00	2,365.69	4,000.00
2-32-270	Contracted Services	12.00	1,000.00	3,008.37	1,000.00
2-32-271	Insurance Share	0.00	3,700.00	1,256.44	3,700.00
2-32-510	Small Equipment & Supplies	409.07	1,000.00	4,216.39	1,000.00
2-32-515	Equipment Rental	0.00	500.00	0.00	500.00
2-32-520	Shop Telephone	0.00	1,300.00	0.00	1,300.00
2-32-521	Gas & Diesel Fuel	845.41	2,300.00	(50.49)	2,300.00
2-32-530	Const. & Maint. Supplies	0.00	250.00	85.08	250.00
2-32-532	Gravel, Cold Mix & Sand	0.00	3,000.00	749.69	3,000.00
2-32-541	Street Lights	3,468.73	13,850.00	16,036.71	13,850.00
2-32-542	Shop Power	292.17	2,000.00	1,801.39	2,000.00
2-32-543	Shop Natural Gas	636.95	1,700.00	2,271.21	1,700.00
2-32-590	Miscellaneous	196.35	300.00	0.00	300.00
2-32-920	AMORTIZATION	0.00	0.00	52,632.28	0.00
*	TOTAL STREETS & ROADS EXPENSE	10,938.69	54,050.00	101,140.53	54,050.00
WATER EXPENSE :					



VILLAGE OF DONALDA

2020 Operating Budget

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General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
2-41-110	Salaries	1,258.92	5,000.00	4,561.22	5,000.00
2-41-130	Payroll Benefits	86.02	375.00	276.12	375.00
2-41-251	Maintenance Supplies	256.00	500.00	1,022.93	500.00
2-41-270	Contracted Services	8,316.90	35,000.00	18,189.92	35,000.00
2-41-271	Insurance	0.00	1,300.00	0.00	1,300.00
2-41-600	SMRWSC - Debenture Payments	0.00	11,000.00	8,952.98	11,000.00
2-41-601	SMRWSC - Water Consumption	8,540.22	37,500.00	44,374.99	37,500.00
2-41-920	AMORTIZATION	0.00	0.00	21,831.24	0.00
*	TOTAL WATER EXPENSE	18,458.06	90,675.00	99,209.40	90,675.00
SEWER EXPENSE					
2-42-110	Salaries	1,722.58	5,220.00	5,183.72	5,220.00
2-42-130	Payroll Deductions	96.75	375.00	360.34	375.00
2-42-250	Purchased Repairs & Maint.	0.00	4,000.00	23,747.10	4,000.00
2-42-251	Lagoon Cleaning & Maintenance	0.00	2,000.00	190.30	2,000.00
2-42-275	Contracted Services - Sewer	0.00	1,500.00	0.00	1,500.00
2-42-290	Lagoon Drainage Easement	0.00	100.00	0.00	100.00
2-42-510	Goods & Supplies	0.00	250.00	0.00	250.00
2-42-920	AMORTIZATION	0.00	0.00	14,408.55	0.00
*	TOTAL SEWER EXPENSE	1,819.33	13,445.00	43,890.01	13,445.00
WASTE REMOVAL EXPENSES					
2-43-110	Salaries	139.88	600.00	488.60	600.00
2-43-130	Payroll Benefits	9.56	100.00	33.95	100.00
2-43-251	Repairs & Maintenance	0.00	0.00	375.14	0.00
2-43-270	Contracted Garbage Pickup	5,082.79	20,000.00	21,508.91	20,000.00
*	TOTAL WASTE REMOVAL EXPENSES	5,232.23	20,700.00	22,406.60	20,700.00
CEMETERY EXPENSE					
2-56-110	Salaries	179.88	600.00	488.60	600.00
2-56-130	Payroll Benefits	10.44	100.00	33.95	100.00
2-56-510	General Services & Supplies	0.00	500.00	525.00	500.00
*	TOTAL CEMETERY EXPENSE	190.32	1,200.00	1,047.55	1,200.00
FCSS EXPENSE					
2-62-111	FCSS - Postage	195.29	850.00	697.61	850.00



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
2-62-750	FCSS - Photo Copy Expense	0.00	0.00	220.00	0.00
2-62-755	FCSS Programs	971.43	8,700.00	9,289.13	8,700.00
2-62-760	FCSS Management Expenses	0.00	0.00	(228.86)	0.00
*	TOTAL FCSS EXPENSE	1,166.72	9,550.00	9,977.88	9,550.00
PLANNING EXPENSE					
*	TOTAL PLANNING EXPENSE	0.00	0.00	0.00	0.00
RECREATION EXPENSE					
2-72-110	Salaries	699.40	2,900.00	2,443.00	2,900.00
2-72-130	Payroll Benefits	47.79	250.00	169.75	250.00
2-72-250	Parks - Contract Services	0.00	3,500.00	4,000.00	3,500.00
2-72-510	Parks - Supplies	0.00	150.00	0.00	150.00
2-72-541	Utilities - Power	0.00	200.00	0.00	200.00
*	TOTAL RECREATION EXPENSE	747.19	7,000.00	6,612.75	7,000.00
CULTURE EXPENSE					
2-74-110	Salaries	699.40	2,900.00	2,443.00	2,900.00
2-74-130	Payroll Benefits	47.80	250.00	169.61	250.00
2-74-232	VILLAGE BEAUTIFICATION	0.00	1,000.00	634.70	1,000.00
2-74-251	Repairs & Maintenance	0.00	500.00	0.00	500.00
2-74-271	Insurance	0.00	4,000.00	2,541.17	4,000.00
2-74-540	Utilities - Gas	273.66	1,600.00	1,891.46	1,600.00
2-74-541	Utilities - Power	952.30	4,900.00	5,548.79	4,900.00
2-74-770	Grants - Museum	0.00	5,000.00	5,800.00	5,000.00
2-74-771	Grants - Library	0.00	6,000.00	6,000.00	6,000.00
2-74-775	Parkland Reg. Library Req.	936.22	2,100.00	1,874.49	2,100.00
2-74-850	Canada Day Celebration	0.00	1,100.00	2,200.00	1,100.00
2-74-920	AMORTIZATION	0.00	0.00	806.54	0.00
*	TOTAL CULTURE EXPENSE	2,909.38	29,350.00	29,909.76	29,350.00
REQUISITIONS					
2-80-741	Provincial Education - ASFF	9,409.64	35,000.00	37,638.54	35,000.00
2-80-751	Recreation Requisition County of Stettler	3,832.50	3,300.00	3,285.00	3,300.00
2-80-761	Stettler Housing Auth	6,002.00	5,800.00	5,830.00	5,830.00
2-80-771	Stettler Waste Management Auth	3,558.75	15,000.00	14,396.64	15,000.00



VILLAGE OF DONALDA

2020 Operating Budget

General Ledger	Description	2020 Actual	2020 Budget	2019 Actual	2019 Budget
* TOTAL REQUISITIONS		22,802.89	59,130.00	61,150.18	59,130.00
** TOTAL EXPENSES		109,331.11	462,600.00	582,493.69	462,600.00
***P SURPLUS/DEFICIT		(211,187.77)	(17,549.00)	76,136.33	(17,549.00)

*** End of Report ***



VILLAGE OF JONALDA

Tax Trial Balance (Full Listing)

Trial Balance As Of 2020-05-12

Roll #	Title Holder	Tax Levy	Accum. Penalty	Out. Penalty	Outstanding	Current	1 Year	2 Years	3 Years	Over 3
		Tax Levy	241,324.05	Local Improvement Levy				0.00		
		Additional Tax Levy	0.00	Accumulated Penalty				11,448.82		
				Outstanding Penalty				10,604.33		
		Sub Ledger	General Ledger							
		Current	237,270.01							
		1 Year	28,889.17			3-00-211		272,731.77		
		2 Years	18,421.77			3-00-212		20,284.50		
		3 Years	8,435.32			Totals		293,016.27		
		Over 3	0.00							
		Outstanding	293,016.27							
		Total GL						293,016.27		
		Total SL						293,016.27		
		Proof						0.00		

*** End of Report ***



VILLAGE OF DONALDA
Utilities Trial Balance (All Balances)
Trial Balance As Of 2020-05-12

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Account #	Name	Account Active	Amount Outstanding	Current	Overdue1	Overdue2	Overdue3	Overdue4
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Sub Ledger		General Ledger	
Current	3,629.62	3-41-271	9,710.10
Overdue 1	3,518.72		
Overdue 2	1,756.36		
Overdue 3	805.40		
Overdue 4	0.00		
Outstanding	9,710.10	Totals	9,710.10
		Total GL	9,710.10
		Total SL	9,710.10
		Proof	0.00

*** End of Report ***



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Cheque Listing For Council

2020-May-12
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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20200108	2020-04-07	BASHAW HOME HARDWARE	30122 30233	PAYMENT OIL, CAULK, SEALANT PRIMER, PAINT PRODUCTS	30.61 264.23	294.84
20200109	2020-04-07	CENTRAL ALBERTA ECONOMIC PARTNERSHIP L	122408	PAYMENT CAEP MEMBERSHIP FEES	126.47	126.47
20200110	2020-04-07	GOVERNMENT OF ALBERTA	A053805 - 03.31	PAYMENT LAND TITLES - A053805	80.00	80.00
20200111	2020-04-07	MUNICIPAL INFORMATION SYSTEMS INC.	20200082	PAYMENT MONTHLY SUPPORT	386.69	386.69
20200112	2020-04-07	Vallet, Kristie	6150232993601	PAYMENT CAUTION TAPE, MASKING TAPE	69.03	69.03
20200113	2020-04-07	VITAL EFFECT	6686	PAYMENT MAY WEB & EMAIL HOSTING	55.00	55.00
20200114	2020-04-07	WELLS, JENNIFER	09	PAYMENT MARCH 2020 JANITORIAL	150.00	150.00
20200115	2020-04-14	1520504 ALBERTA LTD., HALF DIAMOND SALES	33390	PAYMENT MISC SHOP SUPPLIES	73.10	73.10
20200116	2020-04-14	ALBERTA ONE CALL CORPORATION	157979	PAYMENT ONE CALL NOTIFICATION	6.30	6.30
20200117	2020-04-14	Camrose Glass & Overhead Doors	21387	PAYMENT PANIC BAR MAIN ENTRANCE	711.06	711.06
20200118	2020-04-14	CENTRAL ALBERTA CO-OP LTD.	3842	PAYMENT BULK FUEL DELIVERY	412.98	412.98
20200119	2020-04-14	HEARTLAND STATIONERS (2014) LTD.	19330 19459	PAYMENT PAPER AND DIVIDERS ADDING MACHINE, PAPER, WIPE	97.55 176.24	273.79
20200120	2020-04-14	OLD MACDONALD KENNELS, ANIMAL SERVICES	10637	PAYMENT FEB ANIMAL SERVICES	52.50	52.50
20200123	2020-04-14	ATB FINANCIAL MASTERCARD	04062020	PAYMENT MISCELLANEOUS	423.22	423.22
20200124	2020-04-14	Environmental 360 Solutions (Alberta) Ltd.	RD0000016210	PAYMENT MARCH WASTE REMOVAL	1,779.52	1,779.52
20200125	2020-04-14	KODO MOBILE	03162020	PAYMENT PW CELL	63.97	63.97
20200126	2020-04-21	HOLDEN, CHAD	202004141	PAYMENT CREDIT BALANCE PAID	30.00	30.00
20200127	2020-04-27	BENOIT, ANDREA L				
20200128	2020-04-27	RAMSTAD, CHAD				
20200129	2020-04-27	COUNTY OF STETTLER NO.6	COS003977 COS003987	PAYMENT MARCH MONITORING AND MILE, PROF SERVICES FOR ICF AGRE	1,386.42 1,523.40	2,909.82
20200130	2020-04-27	DIGITAL CONNECTION OFFICE SYSTEMS	254766	PAYMENT MONTHLY COPIER FEES	95.84	95.84
20200131	2020-04-27	HEARTLAND STATIONERS (2014) LTD.	19501	PAYMENT SHANNON FILE	38.78	38.78
20200132	2020-04-27	MUNICIPAL INFORMATION SYSTEMS INC.	20200278 20200329	PAYMENT SUPPORT TRAINING ONLINE	386.69 210.00	596.69
20200133	2020-04-27	SELECT ENGINEERING CONSULTANTS LTD.	2004-0069	PAYMENT ENGINEERING SERVICES	1,115.10	1,115.10



VILLAGE OF DONALDA

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Cheque Listing For Council

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Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
20200134	2020-04-27	SHIRLEY McCLELLAN REGIONAL WATER SERV	SMRWSC-0012	PAYMENT WATER CONSUMPTION	2,582.58	2,582.58
20200135	2020-04-27	STETTLER WASTE MANAGEMENT AUTHORITY	SWM0001831	PAYMENT WASTE REQUISITION	3,558.75	3,558.75
20200136	2020-04-27	Vallet, Kristie	04.2020 APRIL MILEAGE	PAYMENT APRIL MANAGERIAL APRIL MILEAGE	3,990.00 182.00	4,172.00
20200137	2020-04-27	WELLS, JENNIFER	10	PAYMENT APRIL JANITORIAL	150.00	150.00
20200138	2020-04-27	RECEIVER GENERAL	202004	PAYMENT APRIL DEDUCTIONS	993.39	993.39
20200139	2020-04-29	BENOIT, ANDREA L				
20200140	2020-04-29	CRUMLY, GERALD	202004211	PAYMENT CREDIT BALANCE PAID	29.65	29.65

Total 24,392.99

*** End of Report ***

CAO Report May 19, 2020

- Application for MSI CC replacement and Hydrant replacement submitted
- Application for GTF south sidewalk on Main Street submitted
- Continuation of cleaning up Muniware software issues
- Notice of Assessment and Taxes mailed
- Creation and distribution of an overview to assist in understanding municipal taxation (created by Andrea Benoit)
- Fielding a lot of complaint regarding Education Property Tax. There appears to be a lack of understanding surrounding who collects verses who retains this revenue.
- A meeting between Select Engineering, Alberta Environment and Parks and the Village of Donalda is being scheduled to discuss the standpipe and compliance.
- A barrier has been installed to assist in the safe reopening of the Village Office.
- Reopening to occur when the County of Stettler opens their office to the public.