

**MINUTES OF THE REGULAR MEETING OF COUNCIL FOR THE VILLAGE OF
KITSCOTY, ALBERTA HELD ON MONDAY, APRIL 1, 2019 AT THE KITSCOTY
VILLAGE OFFICE #2 COMMENCING AT 6:30 P.M.**

PRESENT Mayor Daryl Frank
Deputy Mayor Dennis Roth
Councillors: Geoff Barr, Heather Perryman, Travis Pollard
CAO Sharon Williams
Assistant CAO Colleen Parker

DELEGATE Amanda Mazzei, Chartered Accountant – Wilkinson Livingston Stevens LLP

1. CALL TO ORDER

Mayor Frank called the meeting to order at 6:30pm.

2. AGENDA

081-19 Moved by Councillor Pollard
That the Council of the Village of Kitscoty adopt the Agenda as presented.
CARRIED

3. DELEGATION
WLS Chartered Accountants – Amanda Mazzei AR-055-2019

Council welcomed Amanda Mazzei, Chartered Accountant representing Wilkinson Livingston Stevens LLP, to the meeting at 6:30pm. Ms. Mazzei presented the Village of Kitscoty's 2018 Draft Financial Statements to Council.

A. Mazzei left the meeting at 6:50pm.

4. DISPOSITION OF DELEGATION

082-19 Moved by Councillor Perryman
That the Council of the Village of Kitscoty approve the 2018 Financial Statements as presented by WLS Chartered Accountants and furthermore that the Mayor and Chief Administrative Officer sign the Financial Statements in addition to the WLS required forms and letters.
CARRIED

083-19 Moved by Councillor Barr
That the Council of the Village of Kitscoty approve the allocation of \$182,770.00, in excess revenue over expense for the 2018 fiscal year, to the Infrastructure Stabilization Reserve to be allocated to the Well 4 and 5 Lease Road Reclamation project.
CARRIED

5. MINUTES

084-19 Moved by Deputy Mayor Roth
That the Council of the Village of Kitscoty approve the minutes of the Regular Meeting of Council held on Monday, March 18, 2019 as presented.
CARRIED

6. BUSINESS ARISING
6.1. Action Item List Update

The Council of the Village of Kitscoty reviewed and discussed the Action Item List.



7. NEW BUSINESS

7.1. Villages – County Planning Services Sharing Agreement AR-057-2019

The Council of the Village Kitscoty reviewed and discussed the Villages – County Planning Services Sharing Agreement AR-057-2019.

7.2. Coalition of Canadian Municipalities for Energy Action (C-69) AR-058-2019

085-19

Moved by Councillor Barr

That the Council of the Village of Kitscoty join the Coalition of Canadian Municipalities for Energy Action to lobby the Federal Government regarding Bill C-69 and the impacts on local municipalities and furthermore that the \$1,000.00 fee be funded as follows: \$500 from the 2019 Council Discretionary Fund and \$500 from the General Administrative Reserve.

CARRIED

7.3. Local Authorities Pension Plan (LAPP) – New Governance Structure & Establishment of Trustee & Administrator AR-060-2019

The Council of the Village of Kitscoty reviewed and discussed the Local Authorities Pension Plan (LAPP) – New Governance Structure & Establishment of Trustee & Administrator AR-060-2019.

7.4. Local Authorities Election Act Amendments AR-061-2019

The Council of the Village of Kitscoty reviewed and discussed the Local Authorities Election Act Amendments AR-061-2019.

8. FINANCIAL REPORTS

8.1. Transfer from Reserves AR-056-2019

086-19

Moved by Councillor Barr

That the Council of the Village of Kitscoty, in accordance with the Financial Reserves Policy FE 0001, approve the transfer of \$10,000.00 from the General Administrative Reserve into the current account for the issuance of the funds to Buffalo Trail Public School that have been committed to the Kitscoty Elementary School Playground Project as per motion 117-18.

CARRIED

8.2. Alberta Central East (ACE) Water Corp – 2019 Water Rate Increase AR-062-2019

The Council of the Village of Kitscoty reviewed and discussed the Alberta Central East (ACE) Water Corp – 2019 Water Rate Increase AR-062-2019.

8.3. 2019 Draft Final Budget Scenarios AR-059-2019

The Council of the Village of Kitscoty reviewed and discussed the 2019 draft budget scenarios and Administration provided responses to Council's questions.

087-19

Moved by Deputy Mayor Roth

That the Council of the Village of Kitscoty approve the 2019 Operating and Capital Budget with a 1.65% revenue increase over 2018 taxation revenue as follows and attached to these minutes:

Projected Revenue:	\$2,688,481.61
Projected Expenditure:	\$3,031,109.09
Amortization:	<u>\$ 344,397.00</u>
Surplus:	\$ 1,769.52

CARRIED



9. INFORMATION

- 9.1. Listing of Accounts Payable Cheques #2884 to #2892 Inclusive, Vouchers #201910 to #201912 Inclusive;
- 9.2. Walking Through Grief Annual General Meeting and Dessert Appreciation Invitation;
- 9.3. Federation of Canadian Municipalities: Federal Budget 2019 Backgrounders;
 - 9.3.1. Improving Access to Broadband and Mobile Internet;
 - 9.3.2. New Investments through FCM in energy-efficiency & MAMP;
 - 9.3.3. Expansion of the Gas Tax Fund;
- 9.4. TCYHA Re: Letter from Manitoba's Minister of Infrastructure dated March 18, 2019;
- 9.5. AUMA:
 - 9.5.1. Digest of AUMA/AMSC March 20, 2019;
 - 9.5.2. Digest of AUMA/AMSC March 27, 2019;
 - 9.5.3. AUMA March 20, 2019 Strong Communities Build Alberta;

088-19 Moved by Councillor Perryman
That the Council of the Village of Kitscoty accept the items numbered 9.1 through 9.5.3. as information.
CARRIED

10. REPORTS

10.1. CAO Report AR-054-2019

089-19 Moved by Councillor Pollard
That the Council of the Village of Kitscoty accept the CAO report AR-054-2019 as presented.
CARRIED

10.2. Public Works Monthly Report AR-063-2019

090-19 Moved by Mayor Frank
That the Council of the Village of Kitscoty accept the Public Works Report dated April 1, 2019 as presented.
CARRIED

10.3. Council Reports

10.3.1. Councillor Barr

Councillor Barr provided a verbal report on the following:

- Attendance to the Kitscoty and District Agricultural Society meeting on March 21, 2019;
- Kitscoty Days on June 1, 2019;
- Next Kitscoty and District Agricultural Society meeting will be held on June 10, 2019.

10.3.2. Councillor Perryman

Councillor Perryman provided a verbal report on the following:

- Attendance to the Community Futures Board meeting on March 20, 2019.

Councillor Perryman left the meeting at 9:26pm

10.3.3. Councillor Pollard

Councillor Pollard provided a verbal report on the following:

- Attendance to the VRRWMSC Board meeting on March 20, 2019;
- The May 28, 2019 VRRWMSC Board meeting to be held in Kitscoty at the Village Council Chambers and to include a tour of the Kitscoty Transfer Station site.



10.3.4. Deputy Mayor Roth

Deputy Mayor Roth provided a verbal report on the following:

- Attendance to the Pioneer Lodge Board meeting on March 29, 2019;
- Attendance to ACE Board meeting on March 21, 2019;
- Will be attending the Alberta Seniors Communities Housing Association (ASCHA) Convention from April 15-17th in Edmonton.

10.3.5. Mayor Frank

Mayor Frank provided a verbal report on the following:

- Attendance to the LRHG Board meeting on March 20, 2019.

11. CIRCULATION FILE

11.1. Infrastructure Update: Investments in Provinces and Municipalities;

11.2. Makadiff Sports: Grassroots Community Sport Innovation Challenge;

11.3. Turf & Rec Magazine March 2019.

12. ADJOURNMENT

Mayor Frank adjourned the meeting at 9:43pm.

The next Regular Meeting of Council will be held on Monday, April 15, 2019 at the Village Office #2, upper level Council Chambers, at 6:30pm.



MAYOR



CHIEF ADMINISTRATIVE
OFFICER

Village of Kitscoty 2019 Combined Operating and Capital Budget and 3 Year Budget Plan (2020, 2021, 2022)

Function Name	2019			*2020 Plan			*2021 Plan			*2022 Plan			2019 Highlights
	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net	
Taxation	871,048.96	0.00	871,048.96	892,591.52	0.00	892,591.52	913,835.28	0.00	913,835.28	925,168.90	0.00	925,168.90	2% Revenue Increase Res Mill Rate: 8.452, Non-Res Mill Rate: 15.715
School Requisition	288,008.63	288,008.63	0.00	303,084.46	303,084.46	0.00	318,933.35	318,933.35	0.00	335,584.01	335,584.01	0.00	Three Year Average Increase to the School Requisition of 5.0% School Mill Rate: Res: 2.9561 Non Res: 4.0196
DIP Requisition	151.02	151.02	0.00	153.00	153.00	0.00	153.00	153.00	0.00	153.00	153.00	0.00	Mill Rate Set by Gov't of AB: 0.0786
Legislative	0.00	48,175.00	(48,175.00)	0.00	43,935.00	(43,935.00)	0.00	49,250.00	(49,250.00)	0.00	43,935.00	(43,935.00)	Council Honorariums, Convention, Training and Travel
Administrative	411,782.00	510,638.00	(98,856.00)	166,250.00	466,566.00	(300,316.00)	149,975.00	544,728.10	(394,753.10)	147,650.00	546,985.51	(399,335.51)	2019 Census, VoK Mmbrsps AUMA, FCM,IT Service Charges, Audit Fees, Website fees, Training, Travel, Office Supplies, Postage, Copying, WCB, Utilities, Office Supplies, Insurance, MAMP contribution, \$63,180 transfer to reserve of former debenture payment; VoK Office #2 Upgrades Amortization: \$15,911
Police	0.00	6,554.00	(6,554.00)	0.00	6,668.00	(6,668.00)	0.00	6,802.00	(6,802.00)	0.00	6,940.00	(6,940.00)	VoK share of Police Secretarial Position
Fire	34,900.00	156,545.00	(121,645.00)	34,865.00	166,016.20	(131,151.20)	34,865.00	169,309.02	(134,444.02)	34,865.00	170,358.77	(135,493.77)	Wages, Training, Travel, Land line and Cell phone chgs, Honorariums, Medical Supplies, Office Supplies, Honorariums, Fuel, Insurance, Truck Maintenance, Safety, Bunker Gear, boots, helmets, (CVR cost share) Amortization \$74,060
Emergency Services	0.00	800.00	(800.00)	0.00	950.00	(950.00)	0.00	950.00	(950.00)	0.00	950.00	(950.00)	Training and Travel
Ambulance	0.00	6,400.00	(6,400.00)	0.00	6,600.00	(6,600.00)	0.00	6,600.00	(6,600.00)	0.00	6,600.00	(6,600.00)	East Central 911 Requisition
Bylaw Services	2,450.00	3,600.00	(1,150.00)	2,250.00	3,500.00	(1,250.00)	3,250.00	3,750.00	(500.00)	3,250.00	3,750.00	(500.00)	Animal Control
Road	197,700.00	651,523.00	(453,823.00)	3,500.00	459,773.00	(456,273.00)	0.00	466,078.28	(466,078.28)	0.00	474,025.67	(474,025.67)	Wages (4 Summer students @X16 weeks, 2X8 weeks), Steamer costs, line painting, street sweeping, pot hole material, crack sealer, paving, sidewalk repairs, sand/salt mix, annual culvert cleaning, tools, oil, fuel, repairs on equipment, utilities, streetlights, spraying Amortization: \$135,659
Water	591,878.00	626,507.44	(34,629.44)	537,662.00	568,895.94	(31,233.94)	410,280.00	438,866.56	(28,586.56)	413,280.00	442,659.80	(29,379.80)	Wages, training, travel, Reg Water Operator, Well Road Lease, curb stop repairs, valve repair on distribution valve, H2O testing agents, Purchase of ACE Water, ACE Contribution, WTP/Well Decomission, utilities Amortization: \$30,872
Sewer	68,580.00	192,889.00	(124,309.00)	68,580.00	185,874.33	(117,294.33)	68,580.00	94,347.19	(25,767.19)	68,580.00	94,754.27	(26,174.27)	Wages, Cam Tracs Annual Flushing of Lines, utilities, Xylem pump inspection, \$92,620 Debenture payments Amortization \$42,839.00
Solid Waste	112,176.00	105,373.00	6,803.00	112,176.00	108,310.00	3,866.00	112,176.00	107,710.00	4,466.00	112,176.00	111,576.00	600.00	Commercial Garbage Chgs, VRRWMSC Requisition, Recycle chgs (VRRWMSC, Grass clipping, newspaper)
FCSS	25,342.00	31,678.00	(6,336.00)	25,342.00	31,678.00	(6,336.00)	25,342.00	31,678.00	(6,336.00)	25,342.00	31,678.00	(6,336.00)	VoK's contribution to the FCSS program as required by Gov't of AB

Approved by Council: (Signature) April 1, 2019
Motion Number: 087-2019

Mayor: (Signature)
Chief Administrative Officer: (Signature)

Village of Kitscoty 2019 Combined Operating and Capital Budget and 3 Year Budget Plan (2020, 2021, 2022)

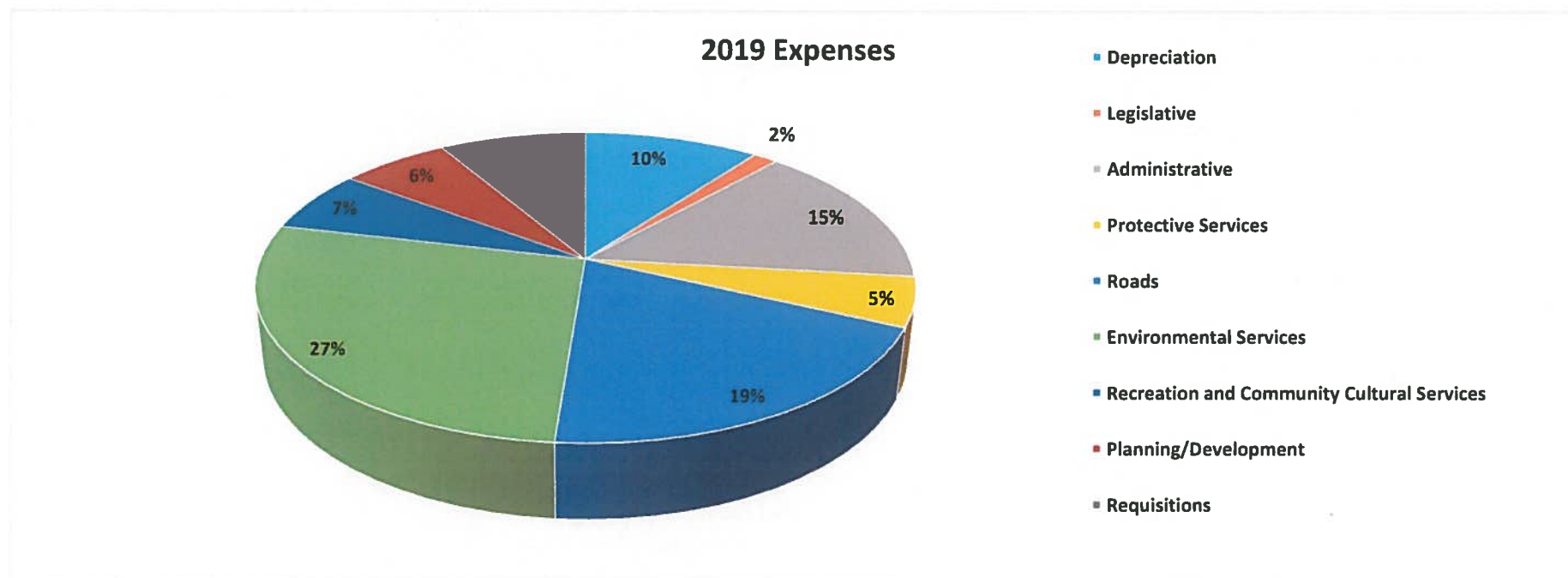
Function Name	2019			*2020 Plan			*2021 Plan			*2022 Plan			2019 Highlights		
	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net	Revenue	Expense	Net			
Cemetery	800.00	11,926.00	(11,126.00)	800.00	12,590.20	(11,790.20)	800.00	12,757.82	(11,957.82)	800.00	12,928.95	(12,128.95)	Wages, clean fill, insurance, spraying Amortization: \$1,791.00		
Planning	19,650.00	215,212.00	(195,562.00)	0.00	500.00	(500.00)	0.00	500.00	(500.00)	0.00	500.00	(500.00)	Advertising costs, 46 St Survey, Heritage/centennial Park, ACP - IDP Grant		
Development	14,000.00	0.00	14,000.00	0.00	1,000.00	(1,000.00)	0.00	500.00	(500.00)	0.00	500.00	(500.00)	Remaining of the 53rd Ave/ 46 Street Landscape Plan, Does NOT include cost to complete this project as this it TBD		
Municipal Rec Grant	0.00	29,280.00	(29,280.00)	0.00	29,280.00	(29,280.00)	0.00	29,280.00	(29,280.00)	0.00	29,280.00	(29,280.00)	Population (976) X \$30/person to Ag Society for Grant Distribution		
Regional Park	8,715.00	73,645.00	(64,930.00)	5,215.00	69,369.40	(64,154.40)	5,215.00	69,239.18	(64,024.18)	5,215.00	70,944.48	(65,729.48)	Wages, Insurance, Fire Woods, General Supplies, Sewer Pump outs, Utilities, Gravel, Spraying, Concession Building Roof Repair Amortization: \$43,265		
Parks/Trails	1,000.00	15,300.00	(14,300.00)	1,000.00	15,720.00	(14,720.00)	1,000.00	15,893.40	(14,893.40)	1,000.00	16,070.27	(15,070.27)	Wages, Spraying, Litter bags, recycle bags		
Culture	40,300.00	56,904.00	(16,604.00)	38,100.00	53,705.00	(15,605.00)	38,100.00	53,864.14	(15,764.14)	38,100.00	53,975.46	(15,875.46)	Newsletter - wages, Advertising, memberships, Flowers, Library Requisitions (NLLS, KHL)		
Net Surplus/Deficit with Depreciation			(342,627.48)	Net Surplus/Deficit with Depreciation			(342,599.55)	Net Surplus/Deficit with Depreciation			(338,685.41)	Net Surplus/Deficit with Depreciation			(342,985.27)
Net Surplus/Deficit without Depreciation			1,769.52	Net Surplus/Deficit without Depreciation			1,797.45	Net Surplus/Deficit without Depreciation			5,711.59	Net Surplus/Deficit without Depreciation			1,411.73

2019 General Notes: Includes Estimated MSI Operating Grant revenue of \$45,000 and Approved STEP student Grant of \$8,400, includes a 3 year average increase of 5% to the school requisition. Transfer from Reserves for the: WTP/Well decommission and Masonic Hall Upgrades. Does NOT include the road reclamation in the budget, anticipating the 2018 surplus to be used towards this project. Capital Items: Begin saving for Server and work stations, 50 St Turn around; RR32 Resurface, 49 Ave Streetlighting; ACE - Phase 7; 53 Ave and 46 St Commercial Dvmpnt; Begin saving for new sander.

2020 - 2% Wage Increase; Mill Rate Increase 2.5% - Residential, 2.5% Increase - Non Res; 5% School Requisition Increase; MSI Operating Grant Revenue

2021 - 2% Wage Increase; Mill Rate Increase 2.40% - Residential, 2.40% Increase - Non Res; 5% School Requisition Increase; MSI Operating Grant Revenue

2020- 2% Wage Increase; Mill Rate Increase 1.25%- Residential, 1.25% Increase - Non Res; 5% School Requisition Increase; MSI Operating Grant Revenue



Approved by Council: April 1, 2019
 Motion Number: 087-2019

Mayor: Daryl Frank
 Chief Administrative Officer: J. Williams