



**TOWN OF BONNYVILLE
COUNCIL MEETING
TOWN HALL
Tuesday, August 23, 2022
6:00 P.M.
AGENDA**

1. **Call to Order**
2. **Indigenous Land Acknowledgement**
3. **Adoption of Agenda**
4. **Adoption of Minutes**
 - a) Council Meeting Minutes – July 12, 2022
5. **Financials**
 - a) Request for Decision – June 2022 Financials – Capital
 - b) Request for Decision – June 2022 Financials – Operating
 - c) Request for Decision – June 2022 Bank Reconciliation
 - d) Request for Decision – July 2022 Financials – Capital
 - e) Request for Decision – July 2022 Financials – Operating
 - f) Request for Decision – July 2022 Bank Reconciliation
6. **Business**
 - a) Appointment – Deputy Mayor – August 16, 2022 – May 31, 2023 – Kayla Blanchette
 - b) Request for Decision – Bonnyville Friendship Centre Men's Shelter – Funding
 - c) Request for Decision – 2023 Budget Delegations
 - d) Request for Decision – Policy No. 03-FN-035 Travel Expense Claim Procedures
 - e) Request for Decision – Policy No. 22-PW-081 Snow Removal Policy
7. **Committee Reports**
8. **Correspondence**
 - a) Letter – Ukrainian Canadian Congress Alberta Provincial Congress – Ukrainian Independence Day August 24, 2022, and Alberta Ukrainian Heritage Day September 7, 2022.
 - b) Email – Danielle Larson, AHS – Overdose Awareness Day – August 31, 2022
 - c) Letter – Kiev's-K-Hi – Thank You Letter
 - d) Invitation – Bonnyville Chamber of Commerce – Grand Opening at New Location
 - e) Receptions & Public Relations Summary
9. **Questions**
10. **In Camera**
 - a) Land – FOIP Sections (16), (25) and (27)
 - b) Land – FOIP Sections (16), (25) and (27)
 - c) Personnel – FOIP Sections (17) and (27)
11. **Adjournment**

4a)

**MINUTES OF THE REGULAR COUNCIL MEETING OF THE
TOWN OF BONNYVILLE IN THE PROVINCE OF ALBERTA HELD
AT THE TOWN HALL ON TUESDAY, JULY 12, 2022
COMMENCING AT 6:00 P.M.**

PRESENT

Deputy Mayor Brian McEvoy; Councillors Phil Kushnir, Byron Johnson, Kayla Blanchette, Neil Langridge, David Sharun

REGRETS

Mayor Elisa Brosseau

STAFF

Bill Rogers – Chief Administrative Officer (CAO), Renee Stoyles – General Manager of Corporate Services, Brad Trimble - General Manager of Operations and Engineering, Ted Traikovski - General Manager of Planning and Community Services, Jeannine Chornohos – Finance Director, Joe Kopala – Building Safety Codes Manager, Mark Laver - Economic Development Officer, Robynne Henry – Communications Coordinator, Tracy Ghostkeeper – Executive Assistant

GUESTS

Andrew Nickless – Bonnyville Search and Rescue

**REGULAR MEETING OF
COUNCIL**

Deputy Mayor Brian McEvoy called the Regular Meeting of Council to order at 6:00 p.m.

LAND ACKNOWLEDGEMENT

Deputy Mayor McEvoy read the following land acknowledgement: As we gather, we are reminded that the Town of Bonnyville is situated on Treaty 6 land, that is steeped in rich Indigenous history and is the traditional homeland and home to First Nations and Métis People today. We respect the histories, languages and cultures of First Nations, Métis and all First Peoples of Canada, whose presence continues to enrich our community.

**ADOPTION OF AGENDA OF
REGULAR COUNCIL
MEETING – JULY 12, 2022**

201 **Moved by Councillor Neil Langridge** that the agenda for the July 12, 2022, Regular Council meeting be adopted with the following addition:

12b) Land – FOIP Sections (21) & (27)

CARRIED

**ADOPTION OF THE REGULAR
COUNCIL MEETING MINUTES
– JUNE 28, 2022**

202 **Moved by Councillor David Sharun** that the minutes of the June 28, 2022 Regular Council meeting be adopted as presented.

CARRIED

DELEGATION

**Bonnyville Search & Rescue –
Andrew Nickless**

Andrew Nickless, President of the Bonnyville Search and Rescue Society discussed who the Society is, what they do

**Bonnyville Search & Rescue –
Andrew Nickless**

and why they do it and different opportunities for the Town to assist.

Deputy Mayor McEvoy thanked Andrew for his presentation and Andrew left the meeting at 6:20 p.m.

**MOVE TO MUNICIPAL
PLANNING COMMISSION
MEETING**

- 203 **Moved by Councillor Kayla Blanchette** that Council adjourn the Regular Council Meeting and enter into a Municipal Planning Commission Meeting.

Time: 6:20 p.m.

CARRIED

**ADJOURN MUNICIPAL
PLANNING COMMISSION
MEETING**

- 204 **Moved by Councillor David Sharun** that the Municipal Planning Commission Meeting be adjourned and Council enter into the Regular Meeting of Council.

Time: 6:28 p.m.

CARRIED

BYLAWS

**Bylaw No. 1537-22 a Bylaw to
Amend Utility Bylaw No. 1523-
21**

The MD of Bonnyville has requested assistance from the Town of Bonnyville for the Town to accept domestic wastewater from residential properties located in the MD due to overloading of sludge and inorganic material which has necessitated the unexpected closure of the MD lagoon facilities. It is anticipated that the closure of their Ardmore, Fort Kent and Therien lagoon sites will see around 32,000 m³ of wastewater diverted to either the Bonnyville or Cold Lake lagoon annually.

Historically, the Town's policy has been to refuse MD generated domestic wastewater as it typically contains a higher organic and inorganic content which can cause issues in the lagoon if left unaddressed. While this risk is still present, the impact should now be mitigated as the Town lagoon has gone through recent upgrades with the cleaning of two of the four primary cells and the incorporation of a security camera system and electronic billing system.

This service is intended for MD residential wastewater only. Problematic sources such as commercial sumps, porta-potties and other commercial uses are not proposed to be accepted in an attempt to avoid unnecessary operating problems. Prequalification and pre-approval of contractors should also reduce the likelihood of abuse or inflow of inorganic material.

Bylaw No. 1537-22 a Bylaw to Amend Utility Bylaw No. 1523-21

Our current rate is \$18/m³ of wastewater and a \$90 tipping fee per load. If the Town does not adjust the current rate it will bring the total lagoon charge to \$235 per load, per resident. Comparing this to the MD who currently does not charge for this service or the City of Cold Lake which charges \$5/m³, it would be cost-prohibitive for MD residents to discharge at the Bonnyville lagoon if the rate was unadjusted. A more practical fee which still includes full cost recovery for the Town would be to charge 50% of our current rate, or \$9/m³ with a \$45 tipping fee and allow multiple addresses to be dumped at one time.

Discussion ensued.

- 205 **Moved by Councillor Neil Langridge** that Council provide first reading of Bylaw 1537-22 a Bylaw to Amend Utility Bylaw No. 1523-21.

CARRIED

- 206 **Moved by Councillor Phil Kushnir** that Council provide second reading of Bylaw 1537-22 a Bylaw to Amend Utility Bylaw No. 1523-21.

CARRIED

- 207 **Moved by Councillor Byron Johnson** that Council proceed to third reading of Bylaw 1537-22 a Bylaw to Amend Utility Bylaw No. 1523-21.

CARRIED UNANIMOUSLY

- 208 **Moved by Councillor Kayla Blanchette** that Council provide third reading of Bylaw 1537-22 a Bylaw to Amend Utility Bylaw No. 1523-21.

CARRIED

BUSINESS

Premier Academy Funding Request

The Town of Bonnyville recently received a sponsorship request from Premier Academy, a Cheerleading and Tumbling Training Centre, to attend the All-Star World Cheerleading Championship in Orlando, Florida. The cost per athlete to attend such an event average \$3,500.00 and as such the Premier Cheer Parents Association is seeking sponsors to help support the costs of the travel, attire and competition fees. There are four levels of sponsorship ranging from a Bronze Sponsorship valued at \$250.00 up to a Platinum Sponsorship valued at \$1,500.00. This event is scheduled for May 4 to 7, 2023.

Premier Academy Funding Request

The 2022 Operating Budget does include a sponsorship to the PCPA for a cheerleading event in the amount of \$250.00 but as this is a 2023 event and the budget has yet to be approved, this request requires approval from Council. The Bronze Level Sponsorship does include the Town Logo on the banner to be hung at the gym and would be taken to World's for pictures.

- 209 **Moved by Councillor Byron Johnson** that Council approve a Bronze Sponsorship in the amount of \$250.00 for Premier Academy to attend the All-Star World Cheerleading Competition in 2023 to be funded from the 2023 Council Receptions and Public Relations Budget.

CARRIED

**Bonnyville Health Foundation-
Healthcare Appreciation Luncheon**

In 2021 The Foundation held their first Bonnyville Healthcare Appreciation Luncheon and the Town did not receive a request to fund that event as the Foundation redirected the sponsorships from the cancelled Healthcare Gala which the Town had previously sponsored and approved the redirection of these funds. The 2021 Luncheon was such a success that the goal of the Foundation is to make this an annual event.

The Town of Bonnyville received the attached letter dated July 7th, 2022 from the Bonnyville Health Foundation requesting sponsorship for their Bonnyville Healthcare Appreciation Luncheon being held on August 18, 2022. The sponsorship levels for this event range from a Bronze Sponsorship in the amount of \$2,500.00, a Silver Sponsorship for \$5,000.00 or a Gold Sponsorship at a cost of \$10,000.00. The sponsorship requests are to cover the planned Mexican Fiesta theme for this event that will see upwards of 350 local healthcare workers in attendance. This event is to thank and acknowledge the sacrifices and resilience of these healthcare workers over the last three years of new challenges.

- 210 **Moved by Councillor Phil Kushnir** that Council approve the purchase of a Bronze Level Sponsorship for the Bonnyville Health Foundations "Bonnyville Healthcare Appreciation Luncheon" at a cost of \$2,500.00, with funds to be reallocated from the Hospital Gala 2022 Sponsorship budget.

CARRIED

Portable Signage

At the June 28th, 2022 Council meeting, Administration was asked to bring information back regarding the fee structure and general regulations of the Land Use Bylaw as it relates to portable signage.

In late 2021 a local business owner was asked to remove an unauthorized portable sign that had become frozen in place in

Portable Signage

front of the owner's business. The owner was reminded of the fees and regulations regarding signage pursuant to the Land Use Bylaw. In November 2021, a Stop Order was issued to the business owner and ultimately the sign was removed from its location and remains on the property with all copy removed. In further discussions with the business owner, they advise that they are not against paying a fee for a portable sign, rather they argue that it should be a one-time only fee. It should be noted that this is the only concern the Department has received regarding portable signage.

Pursuant to Bylaw No. 1399-13 (Fees for Planning and Development Services Schedule "A" attached) specifies an annual \$300 fee for "all signage in all districts" which includes Portable (Temporary) Signage, this fee must be accompanied with a completed application form.

Municipalities throughout Alberta have varying approaches in the regulation of portable signage. Larger centres like Edmonton, Calgary, Red Deer and Lethbridge have adopted separate Portable Sign Bylaws to address the complexities they bring. These stand-alone Bylaws aim to balance the advertising needs of local business owners versus the concerns of citizens regarding the aesthetics and proliferation of these signs.

Extensive discussion ensued and Council decided that the Bylaw should remain the way it is written.

COMMITTEE REPORTS

Councillor David Sharun

Councillor Sharun attended the Canada Day festivities, the webinar meeting with Minister Shandro regarding Policing Services and the Grand Opening of the Fort Kent Fire Hall.

Councillor Kayla Blanchette

Councillor Blanchette attended the Canada Day festivities, the Economic Development Issues Impacting Rural Communities Working Group for MP Shannon Stubbs, an Events Committee meeting and the webinar meeting with Minister Shandro regarding Policing Services. She also attended tours at the Fire Hall, EMS and 911 buildings, brought Greetings at the U19B Ladies Softball Provincial Championships, attended the Grand Opening of the Fort Kent Fire Hall, and a tour of the SPCA and the HIVE Youth Club.

Councillor Neil Langridge

Councillor Langridge attended the Canada Day festivities, the Economic Development Issues Impacting Rural Communities Working Group for MP Shannon Stubbs, an Events Committee meeting and the webinar meeting with Minister Shandro regarding Policing Services.

Councillor Phil Kushnir

Councillor Kushnir attended the Canada Day festivities, the Economic Development Issues Impacting Rural Communities Working Group for MP Shannon Stubbs, and the webinar meeting with Minister Shandro regarding Policing Services, the Portage and U of C - Growing your nursing career closer to home webinar, the Grand Opening of the Fort Kent Fire Hall and a NE Muni-Corr Zoom meeting.

Councillor Byron Johnson

Councillor Johnson attended the Canada Day festivities, an Events Committee meeting and the webinar meeting with Minister Shandro regarding Policing Services, a Bonnyville & District Daycare Board meeting and another Daycare meeting by Zoom.

Deputy Mayor Brian McEvoy

Deputy Mayor McEvoy attended the Canada Day festivities, the Economic Development Issues Impacting Rural Communities Working Group for MP Shannon Stubbs, the webinar meeting with Minister Shandro regarding Policing Services and brought greetings at the Grand Opening of the Fort Kent Fire Hall.

INFORMATION

Letter – Lakeland Lodge & Housing – Thank You for Donation

Administration received a letter from Lakeland Lodge and Housing Foundation thanking the Town for the donation to purchase the sheds to store outside property and BBQs at Villa Ouimet.

Council accepted this letter for information.

Memorandum – Budget Timelines

Council was provided with the 2023 Administration/Council Budget Timeline.

Council accepted this timeline for information.

Memorandum – Business Licensing – Economic Development Report

Administration presented Council with the Business Licensing – Economic Development Report which stated there were 618 Business License Renewals sent out and there are 92 Renewals outstanding. It also stated that there was 12 new business that applied for or obtained business licenses and 1 business license cancellation.

Council accepted this report for information.

Memorandum – Strategic Plan Update – Second Quarter

Administration presented Council with a Second Quarter Strategic Plan Update on each of the five Council priority focus areas; Economic Growth, Recreation and Wellness, Communications Strategy, Value Added Services and Service Excellence.

Council accepted this Strategic Plan Update for information.

**Email – Municipal Affairs
2021-22 Annual Report**

Administration received an email from Deputy Minister of Alberta Municipal Affairs Brandy Cox sharing the Ministry of Municipal Affairs' 2021-22 Annual Report.

Council accepted this email for information.

**Open House – Dr. Margaret
Savage Crisis Centre – July
20, 2022**

Administration received an invitation for Council to attend the Open House at the Dr. Margaret Savage Crisis Centre on July 20, 2022 in Cold Lake.

Administration will send a calendar invite to Council to see who is available to attend.

**Email – Ronald McDonald
House Charities Lakeland Golf
Impact Report**

Administration received an email from Oreen Skiba, Provincial Events Senior Manager with the Ronald McDonald House Charities that included the Impact Report that announced that over \$48,000.00 was raised for the Ronald McDonald House Golf Tournament.

Council accepted this email for information.

**Letter – Counselling Alberta –
New Services**

Administration received a letter from Counselling Alberta announcing that Calgary Counselling Centre and the Alberta Government have partnered to establish Counselling Alberta, which will provide virtual services across the province with no wait list.

Council accepted this letter for information.

Appendix "A"

Applicable policies related to Requests for Decisions will be inserted here to assist Council when making decisions based on financial requests.

QUESTIONS

No questions were asked.

In addition to Council, Bill Rogers, CAO, Renee Stoyles, General Manager of Corporate Services, Ted Traikovski, General Manager of Planning and Community Services and Mark Laver, Economic Development Officer attended the In-Camera session to provide Administrative and Procedural support.

IN CAMERA

211 **Moved by Councillor Neil Langridge** that Council close the meeting to the public and move to In-Camera for Council Agenda item 12a) Land – FOIP Sections (16), (25) and (27) and 12b) WALK ON - Land – FOIP Sections (21) & (27)

Time: 6:58 p.m.

CARRIED

OUT OF CAMERA

- 212 **Moved by Councillor Neil Langridge** that Council adjourn In Camera and return to the Regular Meeting of Council.

Time: 7:59 p.m.

CARRIED

- 213 **Moved by Councillor Phil Kushnir** that Council proceed with the transfer of the Department of License of Occupation from Ducks Unlimited to the Town of Bonnyville.

CARRIED

ADJOURNMENT

- 214 **Moved by Councillor David Sharun** that the Regular Meeting of Council be adjourned.

Time: 8:00 p.m.

CARRIED

Minutes read and adopted this _____ day of _____, 2022.

Mayor

Chief Administrative Officer

5a)

REQUEST FOR DECISION

To: Council

Date: July 22, 2022

Submitted By: Administration

Target Decision Date: Aug 23, 2022

SUBJECT: June 2022 Financial Report
Capital

Reviewed By: C.A.O.

Comments:


Attached are the June year to date financials for the capital projects for each department. This report compares the Budget figures against the actual to date figures and provides Council with a variance. The attached spreadsheet includes a breakdown of all revenues and expenses.

Background:

According to policy, Administration is to present a financial report to Council on a monthly basis and a detailed report on a quarterly basis.

Report/Document: Financials for the Capital Projects to June 30, 2022

Recommendation: That Council accepts the attached report for information.



Renee Stoyles
General Manager of Corporate Services



Bill Rogers
Chief Administrative Officer

2022 Capital Revenue & Expenditures

Revenue:	\$ 613,785	Expenses:	\$ 1,459,047
Description	Amount	Description	Amount
Atco Electric Capital Investment Lights	\$ 611,219	Fire Truck (Carried Over from 2021)	\$ 521,854.00
Frog Lake Tie In Grant Interest	\$ 2,566	54 Avenue Rehab	\$ 1,000.00
	\$ -	53 Avenue Rehab	\$ 19,071.00
	\$ -	Eastgate Subdivision	\$ 1,000.00
	\$ -	47 Avenue Rehab	\$ 14,292
	\$ -	Connect Existing Customers to Waterline	\$ 10,862
	\$ -	Sidewalk Program	\$ 3,394
	\$ -	47A Street	\$ 11,938
	\$ -	Lakeshore Drive Rehab	\$ 151,170
	\$ -	Traffic Lights Design	\$ 24,691
	\$ -	44 Street Rehab	\$ 217,146
	\$ -	Truck	\$ 37,986
	\$ -	Storm Trunk Assessment	\$ 16,394
	\$ -	Regional Waterline	\$ 500
	\$ -	Regional Waterline - Contract 01	\$ 6,843
	\$ -	Regional Waterline - Contract 03	\$ 137,023
	\$ -	Regional Waterline - Contract 04	\$ 34,728
	\$ -	Frog Lake Tie In	\$ 62,449
	\$ -	Water Level Monitoring	\$ 35,237
	\$ -	Reservoir	\$ 4,533
	\$ -	Forcemain Inspection	\$ 3,187
	\$ -	RV Dump Relocation	\$ 1,631
	\$ -	Plotter	\$ 14,848
	\$ -	C2 Agriplex Renovations	\$ 5,513
	\$ -	Staging Area Washroom	\$ 140
	\$ -	Playground Upgrades	\$ 14,025
	\$ -	Outdoor Fitness Centre	\$ 49,466
	\$ -	Mower	\$ 14,990
	\$ -	Pickleball Courts	\$ 1,000
	\$ -	50 Avenue Trail	\$ 3,433
	\$ -	66 Street Trail	\$ 2,753
	\$ -	Resurface Splash Park Pad	\$ 35,950
	\$ 613,785		\$ 1,459,047

TOWN OF BONNYVILLE CAPITAL REPORT AS OF June 30, 2022

SUMMARY OF REVENUE AND EXPENSES BY DEPARTMENT

	2022 Revenue			2022 Expenses			2022 Variance	
	Y.T.D	Budget	%tage	Y.T.D	Budget	%tage	Y.T.D	Budget
General Administration	-	-	-	-	515,000	-	-	515,000
Police	-	-	-	-	-	-	-	-
Fire	-	-	-	521,854	-	-	521,854	-
Ambulance	-	-	-	-	-	-	-	-
Bylaw	-	-	-	-	80,000	-	-	80,000
P.W. Admin & Shop	-	-	-	-	-	-	-	-
Roads	611,219	17,915,324	3.41	425,327	5,728,540	7.42	(185,892)	(12,186,784)
Storm sewer	-	-	-	16,394	323,635		16,394	323,635
Water	2,566	7,238,352	0.04	318,384	9,014,212	3.53	315,818	1,775,860
Sewage	-	-	-	34,970	1,165,225	3.00	34,970	1,165,225
FCSS	-	-	-	-	-	-	-	-
Landfill	-	325,000		-	400,000	-	-	75,000
Recreation	-	450,762	-	5,513	413,000	1.33	5,513	(37,762)
Planning & Dev	-	-	-	14,848	15,000	-	14,848	15,000
Pool	-	-	-	-	1,010,000	-	-	1,010,000
Parks	-	15,000	-	121,757	1,030,730	11.81	121,757	1,015,730
Curling Rink	-	-	-	-	75,000	-	-	75,000
Library	-	-	-	-	-	-	-	-
Culture	-	-	-	-	-	-	-	-
Contingency	-	-	-	-	6,174,096	-	-	6,174,096
Sub Totals	613,785	25,944,438	2.37	1,459,047	25,944,438	5.62	845,262	-

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 1

Date : Jul 22,2022

Time : 10:37 am

Fiscal Year : 2022 Period : 6
 Account Code : 2-3-????-??? To 2-4-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
CAPITAL FINANCES ACQUIRED								
3200 Transportation								
2-3-3200-590	Other Revenue			0.00	0.00	-540980	-540980.00	100.00
2-3-3200-840	Provincial Conditional Grants			0.00	0.00	-4559260	-4559260.00	100.00
2-3-3200-850	Local Government or Agencies			-611219.17	-611219.17	-6174096	-5562876.83	90.10
2-3-3200-920	Drawn from Capital Reserve			0.00	0.00	-6640988	-6640988.00	100.00
Total Transportation				-611219.17	-611219.17	-17915324	-17304104.83	96.59
4000 Water								
2-3-4000-310	Debenture - A.M.F.C.			0.00	0.00	-4236172	-4236172.00	100.00
2-3-4000-551	WATER - Return on Investment			-632.48	-2565.72	0	2565.72	0.00
2-3-4000-840	Provincial Conditional Grants			0.00	0.00	-3002180	-3002180.00	100.00
Total Water				-632.48	-2565.72	-7238352	-7235786.28	99.96
4300 Garbage								
2-3-4300-920	Drawn from Function Capital Re			0.00	0.00	-325000	-325000.00	100.00
Total Garbage				0.00	0.00	-325000	-325000.00	100.00
7200 Parks & Recreation								
2-3-7200-840	Provincial Conditional Grants			0.00	0.00	-144260	-144260.00	100.00
2-3-7200-920	Drawn from Capital Reserves			0.00	0.00	-195637	-195637.00	100.00
2-3-7200-930	Contributed from Operating			0.00	0.00	-110865	-110865.00	100.00
Total Parks & Recreation				0.00	0.00	-450762	-450762.00	100.00
7203 Parks								
2-3-7203-920	Drawn from Capital Reserves			0.00	0.00	-15000	-15000.00	100.00
Total Parks				0.00	0.00	-15000	-15000.00	100.00
Total CAPITAL FINANCES ACQUIRE				-611851.65	-613784.89	-25944438	-25330653.11	97.63
CAPITAL FINANCES APPLIED								
1200 General Administration								
2-4-1200-610	Engineering Structures	165		0.00	0.00	75000	75000.00	100.00
2-4-1200-620	Buildings	089		0.00	0.00	300000	300000.00	100.00
2-4-1200-630	Machinery & Equipment			0.00	0.00	60000	60000.00	100.00
2-4-1200-764	Contributed to Capital Reserve			0.00	0.00	80000	80000.00	100.00
Total General Administration				0.00	0.00	515000	515000.00	100.00
2300 Fire Department								
2-4-2300-630	Machinery & Equipment			0.00	521854.00	0	-521854.00	0.00
Total Fire Department				0.00	521854.00	0	-521854.00	0.00
2600 Bylaw Enforcement								
2-4-2600-650	Vehicles			0.00	0.00	80000	80000.00	100.00

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 2

Date : Jul 22,2022

Time : 10:37 am

Fiscal Year : 2022 Period : 6
 Account Code : 2-3-????-??? To 2-4-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
CAPITAL FINANCES APPLIED								
Total Bylaw Enforcement				0.00	0.00	80000	80000.00	100.00
3200 Transportation								
2-4-3200-610	Engineering Structures	000003		0.00	0.00	5000	5000.00	100.00
2-4-3200-610	Engineering Structures	000016		0.00	0.00	25000	25000.00	100.00
2-4-3200-610	Engineering Structures	000021		1000.00	1000.00	282580	281580.00	99.65
2-4-3200-610	Engineering Structures	000022		0.00	16320.58	587450	571129.42	97.22
2-4-3200-610	Engineering Structures	000053		0.00	0.00	1513060	1513060.00	100.00
2-4-3200-610	Engineering Structures	000056		0.00	0.00	100900	100900.00	100.00
2-4-3200-610	Engineering Structures	000061		1000.00	1000.00	520800	519800.00	99.81
2-4-3200-610	Engineering Structures	082		0.00	0.00	8600	8600.00	100.00
2-4-3200-610	Engineering Structures	112		0.00	14292.23	250000	235707.77	94.28
2-4-3200-610	Engineering Structures	139		0.00	10861.73	0	-10861.73	0.00
2-4-3200-610	Engineering Structures	141		0.00	3394.05	0	-3394.05	0.00
2-4-3200-610	Engineering Structures	144		0.00	11938.81	570220	558281.19	97.91
2-4-3200-610	Engineering Structures	146		0.00	151170.09	175000	23829.91	13.62
2-4-3200-610	Engineering Structures	152		20107.17	24691.42	47750	23058.58	48.29
2-4-3200-610	Engineering Structures	153		0.00	0.00	25000	25000.00	100.00
2-4-3200-610	Engineering Structures	156		0.00	0.00	300000	300000.00	100.00
2-4-3200-610	Engineering Structures	157		0.00	0.00	385880	385880.00	100.00
2-4-3200-610	Engineering Structures	158		0.00	152672.37	589300	436627.63	74.09
2-4-3200-650	Vehicles			0.00	37985.78	100000	62014.22	62.01
2-4-3200-650	Vehicles	000054		0.00	0.00	182000	182000.00	100.00
2-4-3200-764	Contributed to Capital Reserve			0.00	0.00	60000	60000.00	100.00
Total Transportation				22107.17	425327.06	5728540	5303212.94	92.58
3700 Storm Sewer								
2-4-3700-610	Engineering Structures	000022		0.00	0.00	197750	197750.00	100.00
2-4-3700-610	Engineering Structures	144		0.00	0.00	65885	65885.00	100.00
2-4-3700-610	Engineering Structures	149		16394.40	16394.40	60000	43605.60	72.68
Total Storm Sewer				16394.40	16394.40	323635	307240.60	94.93
4000 Water								
2-4-4000-610	Engineering Structures	000022		0.00	1375.00	180450	179075.00	99.24
2-4-4000-610	Engineering Structures	000073		0.00	500.00	0	-500.00	0.00
2-4-4000-610	Engineering Structures	115		594.00	6843.00	0	-6843.00	0.00
2-4-4000-610	Engineering Structures	117		56.50	137022.82	0	-137022.82	0.00
2-4-4000-610	Engineering Structures	118		0.00	34727.77	0	-34727.77	0.00
2-4-4000-610	Engineering Structures	137		16230.31	62448.96	0	-62448.96	0.00
2-4-4000-610	Engineering Structures	139		0.00	0.00	65000	65000.00	100.00
2-4-4000-610	Engineering Structures	144		0.00	0.00	760735	760735.00	100.00
2-4-4000-610	Engineering Structures	150		0.00	0.00	70000	70000.00	100.00
2-4-4000-610	Engineering Structures	158		27401.60	35696.60	124675	88978.40	71.37
2-4-4000-610	Engineering Structures	167		3435.62	35237.30	175000	139762.70	79.86

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 3

Date : Jul 22,2022

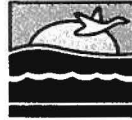
Time : 10:38 am

Fiscal Year : 2022 Period : 6
 Account Code : 2-3-????-??? To 2-4-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
CAPITAL FINANCES APPLIED								
2-4-4000-620	Buildings			0.00	4532.76	7238352	7233819.24	99.94
2-4-4000-630	Machinery & Equipment	000007		0.00	0.00	400000	400000.00	100.00
Total Water				47718.03	318384.21	9014212	8695827.79	96.47
4200 Sewage								
2-4-4200-610	Engineering Structures	000022		0.00	1375.00	179750	178375.00	99.24
2-4-4200-610	Engineering Structures	134		0.00	0.00	75000	75000.00	100.00
2-4-4200-610	Engineering Structures	136		0.00	3186.81	3200	13.19	0.41
2-4-4200-610	Engineering Structures	140		1631.49	1631.49	34300	32668.51	95.24
2-4-4200-610	Engineering Structures	144		0.00	0.00	672975	672975.00	100.00
2-4-4200-610	Engineering Structures	158		27401.60	28776.60	170000	141223.40	83.07
2-4-4200-764	Contributed to Function Capita			0.00	0.00	30000	30000.00	100.00
Total Sewage				29033.09	34969.90	1165225	1130255.10	97.00
4300 Landfill								
2-4-4300-650	Vehicles			0.00	0.00	325000	325000.00	100.00
2-4-4300-660	LAND IMPROVEMENTS			0.00	0.00	75000	75000.00	100.00
Total Landfill				0.00	0.00	400000	400000.00	100.00
6100 Land Use Planning & Development								
2-4-6100-630	Machinery & Equipment			0.00	14848.00	15000	152.00	1.01
Total Land Use Planning & Development				0.00	14848.00	15000	152.00	1.01
7200 Parks & Recreation								
2-4-7200-610	Engineering Structures			0.00	0.00	50000	50000.00	100.00
2-4-7200-620	Buildings	000006		0.00	5512.50	356500	350987.50	98.45
2-4-7200-630	Machinery & Equipment	164		0.00	0.00	6500	6500.00	100.00
Total Parks & Recreation				0.00	5512.50	413000	407487.50	98.67
7202 Swimming Pool								
2-4-7202-630	POOL-Machinery & Equipment			0.00	0.00	10000	10000.00	100.00
2-4-7202-764	Contributed to Capital Reserve			0.00	0.00	1000000	1000000.00	100.00
Total Swimming Pool				0.00	0.00	1010000	1010000.00	100.00
7203 Parks								
2-4-7203-620	Parks - Buildings	093		139.50	139.50	50000	49860.50	99.72
2-4-7203-630	PARKS Machinery & Equipment			19114.98	78481.27	65000	-13481.27	-20.74
2-4-7203-660	Parks Land Improvements	000054		0.00	0.00	115000	115000.00	100.00
2-4-7203-660	Parks Land Improvements	086		1000.00	1000.00	175000	174000.00	99.43
2-4-7203-660	Parks Land Improvements	087		0.00	0.00	22500	22500.00	100.00
2-4-7203-660	Parks Land Improvements	130		0.00	3432.65	418230	414797.35	99.18
2-4-7203-660	Parks Land Improvements	131		0.00	2753.37	5000	2246.63	44.93
2-4-7203-660	Parks Land Improvements	161		0.00	35950.00	75000	39050.00	52.07
2-4-7203-660	Parks Land Improvements	162		0.00	0.00	40000	40000.00	100.00

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 4

Date : Jul 22,2022

Time : 10:38 am

Fiscal Year : 2022 Period : 6
 Account Code : 2-3-????-??? To 2-4-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
CAPITAL FINANCES APPLIED								
2-4-7203-660	Parks Land Improvements	162		0.00	0.00	40000	40000.00	100.00
2-4-7203-660	Parks Land Improvements	163		0.00	0.00	20000	20000.00	100.00
2-4-7203-660	Parks Land Improvements	168		0.00	0.00	45000	45000.00	100.00
Total Parks				20254.48	121756.79	1030730	908973.21	88.19
7205 Curling Rink								
2-4-7205-630	CR Machinery & Equipment	151		0.00	0.00	75000	75000.00	100.00
Total Curling Rink				0.00	0.00	75000	75000.00	100.00
9700 Contingency								
2-4-9700-764	Contributed to Capital Reserve			0.00	0.00	6174096	6174096.00	100.00
Total Contingency				0.00	0.00	6174096	6174096.00	100.00
Total CAPITAL FINANCES APPLIED				135507.17	1459046.86	25944438	24485391.14	94.38
Report Total				-476344.48	845261.97	0	-845261.97	0.00

REQUEST FOR DECISION

To: Council

Date: July 22, 2022

Submitted By: Administration

Target Decision Date: Aug 23, 2022

SUBJECT: June 2022 Financial Report
Operating

Reviewed By: CAO

Comments:

Attached are the June financials for the operating budget for each department. This report compares the Budget figures against the actual to date figures and provides Council with a variance.

Background:

According to policy, Administration is to present a financial report to Council on a monthly basis and a detailed report on a quarterly basis.

Report/Document:

Attached is the detailed report of revenues and expenses for the operating budget to the end of June 2022.

Recommendation:

That Council accepts the attached report for information.



Renee Stoyles
General Manager of Corporate Services



Bill Rogers
Chief Administrative Officer

TOWN OF BONNYVILLE OPERATING REPORT AS OF June 30, 2022

SUMMARY OF REVENUE AND EXPENSES BY DEPARTMENT

	2022 Revenue			2022 Expenses			2022 Variance	
	Y.T.D	Budget	% Received	Y.T.D	Budget	% Expended	Y.T.D	Budget
General Municipal	11,098,955	11,137,357	99.66	1,485,951	3,036,052	48.94	(9,613,004)	(8,101,305)
Gen Govt Services	833,941	1,596,943	52.22	34,609	194,945	17.75	(799,332)	(1,401,998)
Council & Other	-	-	-	266,533	587,601	45.36	266,533	587,601
General Administration	196,885	409,701	48.06	1,155,294	2,289,313	50.46	958,409	1,879,612
Occupation Health	-	-	-	42,327	126,388	33.49	42,327	126,388
Police	144,866	884,353	16.38	854,433	2,465,086	34.66	709,567	1,580,733
Fire	-	-	-	130,754	496,564	26.33	130,754	496,564
Disaster Services	-	-	-	524	25,000	2.10	524	25,000
Emergency Operations Centre	-	-	-	-	3,000	-	-	3,000
ICP-Covid 19	-	-	-	12,016	-	-	12,016	-
Ambulance	20,004	47,500	42.11	720	47,500	1.52	(19,284)	-
Bylaw Enforcement	7,177	20,500	35.01	19,100	169,918	11.24	11,923	149,418
911 Services	-	-	-	44,737	89,474	50.00	44,737	89,474
P.W. Admin & Shop	463	500	-	624,268	1,263,827	49.40	623,805	1,263,327
Roads	902,275	1,382,053	65.29	1,800,173	3,374,074	53.35	897,898	1,992,021
Storm sewer	-	-	-	63	14,000	0.45	63	14,000
Water	1,043,313	2,175,679	47.95	940,186	2,236,125	42.05	(103,127)	60,446
Sewage	445,863	865,492	51.52	109,571	277,401	39.50	(336,292)	(588,091)
SW Collection & Recycling	178,524	536,045	33.30	86,049	479,576	17.94	(92,475)	(56,469)
Landfill & Transfer Station	511,665	1,000,000	51.17	436,256	880,816	49.53	(75,409)	(119,184)
FCSS	370,615	702,905	52.73	321,072	702,905	45.68	(49,543)	-
Parent Child Centre	8,400	18,000	46.67	-	18,000	-	(8,400)	-
Family Resource Network Hub	164,832	162,333	101.54	53,893	162,333	33.20	(110,939)	-
Family Resource Network Spoke	25,000	70,232	35.60	26,395	70,232	37.58	1,395	-
Planning & Dev	267,820	144,100	185.86	107,339	346,734	30.96	(160,481)	202,634
Economic Dev	69,591	80,000	86.99	44,981	148,595	30.27	(24,610)	68,595
Parks & Rec Admin	-	-	-	734,606	949,548	77.36	734,606	949,548
Swimming Pool	90,356	538,692	16.77	343,217	815,558	42.08	252,861	276,866
Parks	2,400	277,285	0.87	199,276	495,359	40.23	196,876	218,074
Programs	3,360	66,860	5.03	79,571	126,967	62.67	76,211	60,107
Curling Rink	1,000	17,253	5.80	13,153	30,550	43.05	12,153	13,297
Library	138,025	295,983	46.63	241,905	481,434	50.25	103,880	185,451
Handi-Bus	5,310	12,000	44.25	5,310	12,000	44.25	-	-
Museum	-	-	-	-	30,000	-	-	30,000
Contingency	-	255,109	-	2,610	250,000	-	2,610	(5,109)
Totals	16,530,640	22,696,875	72.83	10,216,892	22,696,875	45.01	(6,313,748)	-

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 1

Date : Aug 17,2022

Time : 10:08 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
REVENUE								
0 General Municipal								
1-1-0000-110	Residential Taxes			841.13	-4203190.94	-4209679	-6488.06	0.15
1-1-0000-111	Commercial Taxes			2500.13	-2813480.77	-2817721	-4240.23	0.15
1-1-0000-113	Industrial Taxes			0.00	-875146.48	-879146	-3999.52	0.45
1-1-0000-114	Farmland Taxes			0.00	-1118.66	-1119	-0.34	0.03
1-1-0000-115	School Requisitions			1204.36	-2928378.14	-2932272	-3893.86	0.13
1-1-0000-116	Srs Foundation Requisition			24.35	-65561.29	-65162	399.29	-0.61
1-1-0000-117	DIP Requisition			0.00	-1031.15	-1031	0.15	-0.01
1-1-0000-120	Local Improvement Revenue			0.00	0.00	-20180	-20180.00	100.00
1-1-0000-190	Power, Pipeline, Cable TV			0.00	-141626.06	-141626	0.06	0.00
1-1-0000-230	Federal Grants In Lieu			0.00	-30593.29	-30593	0.29	0.00
1-1-0000-240	Provincial Grants In Lieu			0.00	-38828.17	-38828	0.17	0.00
Total General Municipal				4569.97	-11098954.95	-11137357	-38402.05	0.34
1000 General Government Services								
1-1-1000-510	Penalties			0.00	-172769.79	-230000	-57230.21	24.88
1-1-1000-540	ATCO Electric Franchise			-45204.79	-248289.82	-574949	-326659.18	56.82
1-1-1000-541	AltaGas Utilities Franchise			-58294.62	-412881.40	-791994	-379112.60	47.87
Total General Government Services				-103499.41	-833941.01	-1596943	-763001.99	47.78
1200 General Administration								
1-1-1200-411	Tax Certificates/Land Charges			-660.00	-38144.84	-7500	30644.84	-408.60
1-1-1200-412	Searches, maps, copies, etc			-336.50	-1587.40	-5000	-3412.60	68.25
1-1-1200-510	Penalties, N.S.F., etc			98.79	-3965.44	-12000	-8034.56	66.95
1-1-1200-550	Return on Investments			-39703.24	-147207.10	-175000	-27792.90	15.88
1-1-1200-560	Lease/Rental Income			0.00	-2256.30	-4156	-1899.70	45.71
1-1-1200-590	Miscellaneous Income			-1664.19	-3713.88	-12000	-8286.12	69.05
1-1-1200-671	Bad Debt Recovery			0.00	-10.15	0	10.15	0.00
1-1-1200-841	Prov/Conditional - Grant			0.00	0.00	-58370	-58370.00	100.00
1-1-1200-851	Other Local Govmts & Agencies			0.00	0.00	-135675	-135675.00	100.00
Total General Administration				-42265.14	-196885.11	-409701	-212815.89	51.94
2100 Police Department								
1-1-2100-530	Fines - Liquor, Traffic			-4121.44	-16542.74	-55000	-38457.26	69.92
1-1-2100-560	Lease/Rental Income			-14760.42	-103322.94	-208879	-105556.06	50.53
1-1-2100-740	Unconditional Prov Grant			0.00	-25000.00	-351376	-326376.00	92.89
1-1-2100-851	Other Local Government			0.00	0.00	-269098	-269098.00	100.00
Total Police Department				-18881.86	-144865.68	-884353	-739487.32	83.62
2500 Ambulance								
1-1-2500-491	Custom Work			-10002.00	-20004.00	-47500	-27496.00	57.89
Total Ambulance				-10002.00	-20004.00	-47500	-27496.00	57.89
2600 Bylaw Enforcement								
1-1-2600-522	Dog & Cat Licenses			-120.00	-2880.00	-4500	-1620.00	36.00
1-1-2600-528	Other Permits & Fees			0.00	-1000.00	-1250	-250.00	20.00

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 2

Date : Aug 17, 2022

Time : 10:08 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
REVENUE								
1-1-2600-530	Fines - Liquor, Traffic			-1304.56	-2507.07	-6500	-3992.93	61.43
1-1-2600-531	Enforcement Charges - General			0.00	-40.00	-3750	-3710.00	98.93
1-1-2600-532	Enforcement Charges - Weeds/Sn			0.00	0.00	-1000	-1000.00	100.00
1-1-2600-533	Fines - Animal Control			0.00	-750.00	-3500	-2750.00	78.57
Total Bylaw Enforcement				-1424.56	-7177.07	-20500	-13322.93	64.99
3100 Public Works Administration								
1-1-3100-491	Custom Work			0.00	-180.00	-500	-320.00	64.00
1-1-3100-590	Miscellaneous Income			0.00	-282.92	0	282.92	0.00
Total Public Works Administration				0.00	-462.92	-500	-37.08	7.42
3200 Transportation								
1-1-3200-491	Custom Work			0.00	-17909.38	-20000	-2090.62	10.45
1-1-3200-590	Miscellaneous Income			0.00	-36.33	-250	-213.67	85.47
1-1-3200-851	Other Local Governments & Agen			0.00	0.00	-423503	-423503.00	100.00
1-1-3200-920	Drawn Operating Reserve			0.00	-884329.32	-938300	-53970.68	5.75
Total Transportation				0.00	-902275.03	-1382053	-479777.97	34.71
4000 Water Distribution								
1-1-4000-112	Fixed Charges			-24204.00	-144988.38	-292625	-147636.62	50.45
1-1-4000-410	Sales			-135535.79	-657546.52	-1395286	-737739.48	52.87
1-1-4000-412	Service Connection Fees			-300.00	-900.00	-6000	-5100.00	85.00
1-1-4000-430	Bulk Water Sales			-23060.26	-95317.36	-250000	-154682.64	61.87
1-1-4000-433	MD Water Sales			-384.00	-3835.55	-11500	-7664.45	66.65
1-1-4000-491	Custom Work			-550.00	-2700.00	-4000	-1300.00	32.50
1-1-4000-492	Meter Sales			-1558.70	-2855.82	-15000	-12144.18	80.96
1-1-4000-510	Penalties			-1142.80	-7374.95	-15000	-7625.05	50.83
1-1-4000-590	Miscellaneous Income			23.25	23.25	-500	-523.25	104.65
1-1-4000-595	Water Service Administration Fee			-3200.00	-18050.00	-28000	-9950.00	35.54
1-1-4000-851	Other Governments & Agencies			-24000.00	-48000.00	-96000	-48000.00	50.00
1-1-4000-920	Drawn from Op. Reserves			0.00	-61767.88	-61768	-0.12	0.00
Total Water Distribution				-213912.30	-1043313.21	-2175679	-1132365.79	52.05
4200 Sanitary Sewage Service								
1-1-4200-112	Fixed Charges			-8068.01	-48329.49	-97542	-49212.51	50.45
1-1-4200-410	Sales			-45202.60	-219326.21	-465095	-245768.79	52.84
1-1-4200-412	Service Connection Fees			-200.00	-600.00	-2000	-1400.00	70.00
1-1-4200-433	MS Wastewater			-232.80	-2325.30	-7500	-5174.70	69.00
1-1-4200-491	Custom Work			0.00	-570.00	-5000	-4430.00	88.60
1-1-4200-590	Miscellaneous Income			0.00	0.00	-100	-100.00	100.00
1-1-4200-920	Drawn from Operating Reserve			0.00	-68255.06	-68255	0.06	0.00
Total Sanitary Sewage Service				-53703.41	-339406.06	-645492	-306085.94	47.42
4201 Sewage Treatment								
1-1-4201-410	Disposal Sales			-16666.56	-106457.22	-220000	-113542.78	51.61
Total Sewage Treatment				-16666.56	-106457.22	-220000	-113542.78	51.61

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 3
 Time : 10:08 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
REVENUE								
Total Sewage Treatment				-16666.56	-106457.22	-220000	-113542.78	51.61
4300 Solid Waste Collection & Recycling								
1-1-4300-112	Collection Fixed Charges			-28804.76	-172583.14	-341153	-168569.86	49.41
1-1-4300-441	Recycling Revenue			0.00	-4285.75	-9000	-4714.25	52.38
1-1-4300-510	Penalties			-230.73	-1480.00	-2500	-1020.00	40.80
1-1-4300-560	Lease/Rental Income			0.00	0.00	-250	-250.00	100.00
1-1-4300-590	Miscellaneous Income			0.00	-175.00	-500	-325.00	65.00
1-1-4300-851	Other Local Governments			0.00	0.00	-128196	-128196.00	100.00
1-1-4300-920	Drawn Oper. Reserve			0.00	0.00	-54446	-54446.00	100.00
Total Solid Waste Collection & Recycling				-29035.49	-178523.89	-536045	-357521.11	66.70
4301 LTS-Landfill & Transfer Station								
1-1-4301-440	Transfer Station			-59427.45	-323135.64	-625000	-301864.36	48.30
1-1-4301-441	Class 3 Landfill			-42479.00	-188529.50	-375000	-186470.50	49.73
Total LTS-Landfill & Transfer Station				-101906.45	-511665.14	-1000000	-488334.86	48.83
5100 F.C.S.S. - Administration								
1-1-5100-590	Miscellaneous Income			-176.79	-2137.74	-2000	137.74	-6.89
1-1-5100-844	Prov/Cond - Town of Bonnyville			0.00	-83993.00	-167983	-83990.00	50.00
1-1-5100-845	Local Government - Town			0.00	0.00	-43445	-43445.00	100.00
1-1-5100-850	Local Govt - MD of B'ville			0.00	-33292.50	-66584	-33291.50	50.00
1-1-5100-852	Prov/Cond - MD of B'ville			0.00	-133170.00	-266328	-133158.00	50.00
1-1-5100-920	Drawn from function Operating			0.00	-13225.02	-13225	0.02	0.00
1-1-5100-930	Contributed from Other Operati			-3658.34	-21885.00	-60440	-38555.00	63.79
Total F.C.S.S. - Administration				-3835.13	-287703.26	-620005	-332301.74	53.60
5108 F.C.S.S. - Kids Day Out								
1-1-5108-450	KIDS DAY - Program Revenue			-55.00	-865.00	-3000	-2135.00	71.17
Total F.C.S.S. - Kids Day Out				-55.00	-865.00	-3000	-2135.00	71.17
5109 F.C.S.S. - Kiddies Korner								
1-1-5109-450	KK - Program Revenue			-30.00	-225.00	-1500	-1275.00	85.00
Total F.C.S.S. - Kiddies Korner				-30.00	-225.00	-1500	-1275.00	85.00
5117 F.C.S.S. - Summer Programs								
1-1-5117-450	SP - Program Revenue			0.00	0.00	-2000	-2000.00	100.00
1-1-5117-846	SP - Prov/Conditional - Emp			0.00	0.00	-1000	-1000.00	100.00
Total F.C.S.S. - Summer Programs				0.00	0.00	-3000	-3000.00	100.00
5121 FCSS - Community Centered Programs								
1-1-5121-450	CCP - Program Revenue			0.00	0.00	-2400	-2400.00	100.00
1-1-5121-590	CCP - Misc Income			0.00	-570.00	0	570.00	0.00
1-1-5121-840	CCP - Grants			0.00	-77413.70	-61000	16413.70	-26.91
Total FCSS - Community Centered Programs				0.00	-77983.70	-63400	14583.70	-23.00

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 4

Date : Aug 17,2022

Time : 10:08 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
REVENUE								
Total FCSS - Community Centered Programs				0.00	-77983.70	-63400	14583.70	-23.00
5160 FCSS - Home Support Program								
1-1-5160-450	Program Revenue			-960.00	-3837.50	-12000	-8162.50	68.02
Total FCSS - Home Support Program				-960.00	-3837.50	-12000	-8162.50	68.02
5200 Parent Child Centre								
1-1-5200-560	Lease/Rental Income			-4200.00	-8400.00	-18000	-9600.00	53.33
Total Parent Child Centre				-4200.00	-8400.00	-18000	-9600.00	53.33
5400 Family Resource Network Hub								
1-1-5400-840	FRN-Provincial Conditional Grant			0.00	-71650.00	-111256	-39606.00	35.60
1-1-5400-920	Contributed from Operating Reserve			0.00	-93182.14	-51077	42105.14	-82.43
Total Family Resource Network Hub				0.00	-164832.14	-162333	2499.14	-1.54
5401 Family Resource Network Spoke								
1-1-5401-840	FRNS-Provincial/Conditional Grant			0.00	-25000.00	-68956	-43956.00	63.74
1-1-5401-920	Contributed from Operating Reserve			0.00	0.00	-1276	-1276.00	100.00
Total Family Resource Network Spoke				0.00	-25000.00	-70232	-45232.00	64.40
6100 Land Use Planning & Development								
1-1-6100-461	Subdivision Fees			0.00	0.00	-5000	-5000.00	100.00
1-1-6100-462	Adminstration Fees on Permits			-850.00	-3300.00	-10000	-6700.00	67.00
1-1-6100-524	Building Permits			-4675.00	-34841.74	-55000	-20158.26	36.65
1-1-6100-525	Development Permits			-1450.00	-9150.00	-20000	-10850.00	54.25
1-1-6100-526	Compliance Letters			0.00	-100.00	-1500	-1400.00	93.33
1-1-6100-528	Other Permits & Fees			0.00	-2618.96	-2500	118.96	-4.76
1-1-6100-529	GIS/Mapping Services			0.00	0.00	-100	-100.00	100.00
1-1-6100-596	Off-site Levy Fees			-41058.10	-217809.10	-50000	167809.10	-335.62
Total Land Use Planning & Development				-48033.10	-267819.80	-144100	123719.80	-85.86
6200 Economic Development								
1-1-6200-520	Business Licenses			-2350.00	-69590.88	-80000	-10409.12	13.01
Total Economic Development				-2350.00	-69590.88	-80000	-10409.12	13.01
7202 Swimming Pool								
1-1-7202-410	Retail Sales			-527.68	-2255.23	-7800	-5544.77	71.09
1-1-7202-413	Passes			-464.38	-9773.84	-20000	-10226.16	51.13
1-1-7202-414	Pool Rental			-2663.76	-8536.66	-14000	-5463.34	39.02
1-1-7202-415	School Rentals			-10835.94	-22739.94	-32400	-9660.06	29.82
1-1-7202-417	Admissions			-3186.86	-15566.15	-45000	-29433.85	65.41
1-1-7202-418	Youth Lessons			-8839.00	-24488.75	-56000	-31511.25	56.27
1-1-7202-419	Adult Programs			-991.92	-6341.73	-23000	-16658.27	72.43
1-1-7202-594	Vending Machine Income			-380.34	-654.08	-2100	-1445.92	68.85
1-1-7202-851	Other Local Governments			0.00	0.00	-338392	-338392.00	100.00

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 5
 Time : 10:08 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
REVENUE								
Total Swimming Pool				-27889.88	-90356.38	-538692	-448335.62	83.23
7203 Parks								
1-1-7203-452	Sport Field Rentals			0.00	0.00	-750	-750.00	100.00
1-1-7203-846	Prov/Fed Employment Program			-2400.00	-2400.00	-10000	-7600.00	76.00
1-1-7203-851	Other Agencies/Governments			0.00	0.00	-266535	-266535.00	100.00
Total Parks				-2400.00	-2400.00	-277285	-274885.00	99.13
7204 Programs								
1-1-7204-451	Special Events			0.00	0.00	-1000	-1000.00	100.00
1-1-7204-581	Festival of Trees			0.00	0.00	-15000	-15000.00	100.00
1-1-7204-841	Prov/Cond Grant			0.00	-3360.00	-3360	0.00	0.00
1-1-7204-851	Other Local Governments			0.00	0.00	-27500	-27500.00	100.00
1-1-7204-920	Contr. from Operating Reserve			0.00	0.00	-20000	-20000.00	100.00
Total Programs				0.00	-3360.00	-66860	-63500.00	94.97
7205 Curling Rink								
1-1-7205-590	Miscellaneous Income			0.00	-1000.00	-1000	0.00	0.00
1-1-7205-851	Other Local Governments & Agen			0.00	0.00	-16253	-16253.00	100.00
Total Curling Rink				0.00	-1000.00	-17253	-16253.00	94.20
7400 Municipal Library								
1-1-7400-851	Other Local Governments & Agen			-32693.93	-138024.90	-295983	-157958.10	53.37
Total Municipal Library				-32693.93	-138024.90	-295983	-157958.10	53.37
7402 Culture - Handibus								
1-1-7402-920	Contributed from Operating Reserve			0.00	0.00	-12000	-12000.00	100.00
1-1-7402-930	Contributed from Operating Function			0.00	-5310.30	0	5310.30	0.00
Total Culture - Handibus				0.00	-5310.30	-12000	-6689.70	55.75
9700 Contingency								
1-1-9700-920	Drawn from function Operating			0.00	0.00	-255109	-255109.00	100.00
Total Contingency				0.00	0.00	-255109	-255109.00	100.00
Total REVENUE				-709174.25	-16530640.15	-22696875	-6166234.85	27.17
EXPENDITURES								
0 General Municipal								
1-2-0000-671	Bad Debts - Taxes			0.00	15940.04	17407	1466.96	8.43
1-2-0000-740	Alberta School Foundation Fund			632129.11	1264258.22	2574822	1310563.78	50.90
1-2-0000-744	Lakeland Catholic School Distr			86070.46	172140.92	357450	185309.08	51.84
1-2-0000-745	Lakeland Lodge & Housing Found			16290.55	32581.10	65162	32580.90	50.00
1-2-0000-747	AMA DIP Assessments			1031.15	1031.15	1031	-0.15	-0.01
1-2-0000-764	Contributed to Operating Reserve			0.00	0.00	20180	20180.00	100.00
Total General Municipal				735521.27	1485951.43	3036052	1550100.57	51.06

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 6
 Time : 10:08 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
Total General Municipal				735521.27	1485951.43	3036052	1550100.57	51.06
1000 General Government Services								
1-2-1000-221	Advertising			5648.70	31230.60	56750	25519.40	44.97
1-2-1000-761	Contrib to Operating Function			0.00	0.00	43445	43445.00	100.00
Total General Government Services				5648.70	31230.60	100195	68964.40	68.83
1002 Chamber of Commerce								
1-2-1002-770	Grant to Chamber of Commerce			0.00	2014.00	17000	14986.00	88.15
Total Chamber of Commerce				0.00	2014.00	17000	14986.00	88.15
1003 Senior's Taxi Subsidy								
1-2-1003-770	Grant Senior's Taxi Subsidy			176.19	1364.28	2750	1385.72	50.39
Total Senior's Taxi Subsidy				176.19	1364.28	2750	1385.72	50.39
1004 Health Services								
1-2-1004-770	Grants PCN			0.00	0.00	75000	75000.00	100.00
Total Health Services				0.00	0.00	75000	75000.00	100.00
1100 Council & Other Legislative								
1-2-1100-110	Elected Officials Salaries			59616.56	154323.92	304165	149841.08	49.26
1-2-1100-130	Mayor & Council Employer Contr			3548.51	9226.07	16166	6939.93	42.93
1-2-1100-148	Training & Development			0.00	5035.00	14500	9465.00	65.28
1-2-1100-149	Conference Costs			-247.50	9637.50	15000	5362.50	35.75
1-2-1100-154	Volunteer Honorariums			1500.00	5750.00	13750	8000.00	58.18
1-2-1100-211	Mileage & Subsistance			13304.91	26901.05	49500	22598.95	45.65
1-2-1100-212	Meeting Expense			751.98	2699.07	6000	3300.93	55.02
1-2-1100-217	Telephone			1075.12	3287.66	7500	4212.34	56.16
1-2-1100-221	Receptions & Public Relations			8286.36	43106.36	145550	102443.64	70.38
1-2-1100-223	Association Fees & Subscriptio			0.00	2891.13	3020	128.87	4.27
1-2-1100-274	Insurance			0.00	950.00	950	0.00	0.00
1-2-1100-510	Materials			-1402.75	815.25	1500	684.75	45.65
1-2-1100-590	Other Expenses			918.57	1910.37	10000	8089.63	80.90
Total Council & Other Legislative				87351.76	266533.38	587601	321067.62	54.64
1200 General Administration								
1-2-1200-110	Salaries & Wages			151358.20	560132.24	1209630	649497.76	53.69
1-2-1200-125	Overtime Costs			0.00	106.08	1000	893.92	89.39
1-2-1200-130	Employer Contributions			29895.31	131807.27	302408	170600.73	56.41
1-2-1200-148	Training & Development			370.00	6955.00	15000	8045.00	53.63
1-2-1200-149	Conference Costs			0.00	458.20	5500	5041.80	91.67
1-2-1200-200	Contracted Costs			10615.00	64937.60	149500	84562.40	56.56
1-2-1200-211	Mileage & Subsistance			0.00	2660.88	8000	5339.12	66.74
1-2-1200-212	Meeting Expense			164.62	876.69	1500	623.31	41.55
1-2-1200-215	Freight & Postage			5578.16	16851.46	30000	13148.54	43.83
1-2-1200-217	Telephone			1138.04	8668.12	18500	9831.88	53.15

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 7
 Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
1-2-1200-217	Telephone			1138.04	8668.12	18500	9831.88	53.15
1-2-1200-223	Assoc Fees & Subscriptions			6155.00	14849.64	15000	150.36	1.00
1-2-1200-231	Auditor			2500.00	72300.00	70000	-2300.00	-3.29
1-2-1200-232	Legal Fees			4546.00	6739.75	25000	18260.25	73.04
1-2-1200-233	Assessor			0.00	32220.12	72700	40479.88	55.68
1-2-1200-235	Collection Agency Fees			0.00	0.00	200	200.00	100.00
1-2-1200-236	Land Title Searches/Fees			0.00	1676.00	2000	324.00	16.20
1-2-1200-237	Janitorial Contract			4785.52	28836.86	59750	30913.14	51.74
1-2-1200-241	Computer Program & Maint			3918.87	8208.30	29275	21066.70	71.96
1-2-1200-250	Bldg. Repair & Maintenance			5606.70	8108.93	20000	11891.07	59.46
1-2-1200-260	Lease/Rental Equipment			2121.83	8953.26	17000	8046.74	47.33
1-2-1200-261	Serv Agreement & Licenses			0.00	56727.70	74400	17672.30	23.75
1-2-1200-274	Insurance			0.00	95055.17	95100	44.83	0.05
1-2-1200-293	Cash Over/Short			0.14	7.58	0	-7.58	0.00
1-2-1200-294	Cash Over/Short Rounding			0.12	0.14	0	-0.14	0.00
1-2-1200-510	Materials			409.33	1212.66	7000	5787.34	82.68
1-2-1200-516	Office Supplies			715.60	6830.29	13000	6169.71	47.46
1-2-1200-520	Equip Repair & Maintenance			0.00	409.74	500	90.26	18.05
1-2-1200-541	Water			77.21	512.26	1250	737.74	59.02
1-2-1200-542	Heat			552.46	4411.58	9100	4688.42	51.52
1-2-1200-543	Power			2082.04	10179.94	27000	16820.06	62.30
1-2-1200-590	Other Expenses			380.18	2753.49	5000	2246.51	44.93
1-2-1200-790	Amortization Expense			0.00	0.00	226712	226712.00	100.00
1-2-1200-810	Interest & Bank Charges, Short			363.57	1847.32	5000	3152.68	63.05
Total General Administration				233333.90	1155294.27	2516025	1360730.73	54.08
1400 Occupational Health & Safety								
1-2-1400-110	Salaries & Wages			9323.07	27677.87	75750	48072.13	63.46
1-2-1400-130	Employer Contributions			936.57	2929.87	18938	16008.13	84.53
1-2-1400-148	Training & Development			0.00	100.98	2500	2399.02	95.96
1-2-1400-211	Mileage & Subsistance			0.00	0.00	2000	2000.00	100.00
1-2-1400-212	Meeting Expense			0.00	69.26	250	180.74	72.30
1-2-1400-217	Telephone			82.95	284.47	500	215.53	43.11
1-2-1400-223	Association Fees & Subscription			0.00	0.00	750	750.00	100.00
1-2-1400-241	Computer Programming/Maintenance			0.00	0.00	1000	1000.00	100.00
1-2-1400-510	Materials			189.75	554.52	2000	1445.48	72.27
1-2-1400-517	Health & Wellness Program			3020.32	10585.80	22500	11914.20	52.95
1-2-1400-590	Other Expenses			29.40	124.40	200	75.60	37.80
Total Occupational Health & Safety				13582.06	42327.17	126388	84060.83	66.51
2100 Police Department								
1-2-2100-110	Salaries & Wages			27177.82	97378.39	244513	147134.61	60.17
1-2-2100-125	Overtime Costs			138.88	727.42	2000	1272.58	63.63
1-2-2100-130	Employer Contributions			5371.90	24320.71	61128	36807.29	60.21
1-2-2100-148	Training & Development			0.00	0.00	1000	1000.00	100.00
1-2-2100-200	Contracted Costs			0.00	448871.01	1630000	1181128.99	72.46

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 8
 Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
1-2-2100-211	Mileage & Subsistance			0.00	0.00	1500	1500.00	100.00
1-2-2100-237	Janitorial			6326.63	37317.96	81000	43682.04	53.93
1-2-2100-250	Bldg Repair & Maintenance			6792.02	16137.13	25000	8862.87	35.45
1-2-2100-261	Service Agreement, Licenses, C			0.00	0.00	2000	2000.00	100.00
1-2-2100-274	Insurance			0.00	16466.18	14000	-2466.18	-17.62
1-2-2100-510	Materials			0.00	0.00	500	500.00	100.00
1-2-2100-524	Consummable Tools			0.00	0.00	500	500.00	100.00
1-2-2100-541	Water			65.44	332.84	1000	667.16	66.72
1-2-2100-542	Heat			999.00	9511.52	19500	9988.48	51.22
1-2-2100-543	Power			4326.58	24379.10	53500	29120.90	54.43
1-2-2100-590	Other Expenses			0.00	609.18	750	140.82	18.78
1-2-2100-761	Contributed to Operating Function			0.00	31943.84	34320	2376.16	6.92
1-2-2100-790	Amortization Expense			0.00	0.00	134018	134018.00	100.00
1-2-2100-831	Debenture Interest			0.00	58267.92	115032	56764.08	49.35
1-2-2100-832	Debenture Principle			0.00	88169.76	177843	89673.24	50.42
Total Police Department				51198.27	854432.96	2599104	1744671.04	67.13
2300 Fire Department								
1-2-2300-200	Contracted Costs			0.00	124924.62	255699	130774.38	51.14
1-2-2300-250	Bldg. Repair & Maintenance			723.60	723.60	20000	19276.40	96.38
1-2-2300-274	Insurance			0.00	5106.22	4600	-506.22	-11.00
1-2-2300-762	Contributed to Capital Reserves			0.00	0.00	216265	216265.00	100.00
1-2-2300-790	Amortization Expense			0.00	0.00	131076	131076.00	100.00
Total Fire Department				723.60	130754.44	627640	496885.56	79.17
2400 Disaster Services								
1-2-2400-149	Conference Fees			0.00	0.00	5000	5000.00	100.00
1-2-2400-211	Mileage & Subsistance			524.22	524.22	5000	4475.78	89.52
1-2-2400-590	Programs			0.00	0.00	15000	15000.00	100.00
Total Disaster Services				524.22	524.22	25000	24475.78	97.90
2401 Emergency Operations Centre								
1-2-2401-590	Other Expenses			0.00	0.00	3000	3000.00	100.00
Total Emergency Operations Centre				0.00	0.00	3000	3000.00	100.00
2402 ICP-COVID-19								
1-2-2402-110	Salaries & Wages			1794.69	9863.09	0	-9863.09	0.00
1-2-2402-130	Employer Contributions			152.97	2153.04	0	-2153.04	0.00
Total ICP-COVID-19				1947.66	12016.13	0	-12016.13	0.00
2500 Ambulance								
1-2-2500-250	Building Repair & Maintenance			719.64	719.64	15000	14280.36	95.20
1-2-2500-762	Contributed to Capital Reserve			0.00	0.00	32500	32500.00	100.00
1-2-2500-790	Amortization Expense			0.00	0.00	10407	10407.00	100.00
Total Ambulance				719.64	719.64	57907	57187.36	98.76

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 9

Date : Aug 17,2022

Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
Total Ambulance				719.64	719.64	57907	57187.36	98.76
2600 Bylaw Enforcement								
1-2-2600-110	Salaries & Wages			0.00	5477.69	63630	58152.31	91.39
1-2-2600-130	Employer Contributions			0.00	1540.25	15908	14367.75	90.32
1-2-2600-148	Training & Development			0.00	0.00	5000	5000.00	100.00
1-2-2600-211	Mileage & Subsistance			0.00	0.00	2000	2000.00	100.00
1-2-2600-217	Telephone			12.95	163.10	1500	1336.90	89.13
1-2-2600-223	Association Fees & Subscriptio			375.00	8978.48	9000	21.52	0.24
1-2-2600-232	Legal Fees			0.00	0.00	1500	1500.00	100.00
1-2-2600-239	Animal Control (Fines,boarding)			400.00	2200.00	4000	1800.00	45.00
1-2-2600-240	Weed/Snow Control			0.00	0.00	1000	1000.00	100.00
1-2-2600-241	Computer Programming/Maintenan			0.00	0.00	6750	6750.00	100.00
1-2-2600-260	Lease/Rental Equipment			0.00	0.00	2500	2500.00	100.00
1-2-2600-274	Insurance			0.00	469.35	500	30.65	6.13
1-2-2600-510	Materials			0.00	270.99	3000	2729.01	90.97
1-2-2600-511	Clothing			0.00	0.00	3500	3500.00	100.00
1-2-2600-590	Other Expenses			0.00	0.00	130	130.00	100.00
1-2-2600-770	Grants to Individuals/Organizations			0.00	0.00	50000	50000.00	100.00
Total Bylaw Enforcement				787.95	19099.86	169918	150818.14	88.76
2700 911 Services								
1-2-2700-200	Contracted Costs			0.00	44736.66	89474	44737.34	50.00
Total 911 Services				0.00	44736.66	89474	44737.34	50.00
3100 Public Works Administration								
1-2-3100-110	Salaries & Wages			16469.88	45551.48	237992	192440.52	80.86
1-2-3100-125	Overtime Costs			143.48	143.48	750	606.52	80.87
1-2-3100-130	Employer Contributions			3418.10	11646.84	59498	47851.16	80.42
1-2-3100-148	Training & Development			0.00	975.25	4500	3524.75	78.33
1-2-3100-200	Contracted Costs			0.00	568.62	20000	19431.38	97.16
1-2-3100-215	Freight & Postage			0.00	0.00	100	100.00	100.00
1-2-3100-217	Telephone			1105.58	6910.42	10000	3089.58	30.90
1-2-3100-223	Association Fees & Subscriptio			0.00	611.10	1200	588.90	49.08
1-2-3100-237	Janitorial			444.97	2208.92	4000	1791.08	44.78
1-2-3100-241	Computer Programming/Maintenan			0.00	-100.00	5000	5100.00	102.00
1-2-3100-260	Lease / rental equipment			0.00	687.92	3000	2312.08	77.07
1-2-3100-274	Insurance			0.00	50612.56	55000	4387.44	7.98
1-2-3100-510	Materials			0.00	1089.32	3500	2410.68	68.88
1-2-3100-511	Clothing			0.00	725.90	1400	674.10	48.15
1-2-3100-520	Equip Repairs & Maintenance			0.00	0.00	800	800.00	100.00
1-2-3100-590	Other Expenses			7.06	911.49	1000	88.51	8.85
1-2-3100-762	Contributed to Capital Reserves			0.00	0.00	138953	138953.00	100.00
1-2-3100-790	Amortization Expense			0.00	0.00	242253	242253.00	100.00
Total Public Works Administration				21589.07	122543.30	788946	666402.70	84.47

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 10

Date : Aug 17,2022

Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
Total Public Works Administration				21589.07	122543.30	788946	666402.70	84.47
3101 Town Shop								
1-2-3101-110	Salaries & Wages			30727.11	110531.89	142147	31615.11	22.24
1-2-3101-120	Casual Wages			0.00	497.06	0	-497.06	0.00
1-2-3101-125	Overtime Costs			40.79	4718.62	2000	-2718.62	-135.93
1-2-3101-130	Employer Contributions			6486.61	26117.49	35537	9419.51	26.51
1-2-3101-148	Training & Development			0.00	442.88	4100	3657.12	89.20
1-2-3101-215	Freight & Postage			0.00	0.00	1500	1500.00	100.00
1-2-3101-237	Janitorial			0.00	599.70	2000	1400.30	70.02
1-2-3101-250	Bldg. Repair & Maintenance			260.86	20352.01	22000	1647.99	7.49
1-2-3101-260	Lease/Rental Equipment			0.00	0.00	2750	2750.00	100.00
1-2-3101-261	Service Agreement, Licenses, C			913.48	13498.85	14000	501.15	3.58
1-2-3101-510	Materials			379.22	8884.85	18000	9115.15	50.64
1-2-3101-511	Clothing			377.00	3064.37	10000	6935.63	69.36
1-2-3101-520	Equip Repairs & Maintenance			11378.69	113556.22	175000	61443.78	35.11
1-2-3101-521	Fuel & Oil			24995.65	163430.75	200000	36569.25	18.28
1-2-3101-522	Equip. R & M Contracted			2375.84	11323.33	22000	10676.67	48.53
1-2-3101-524	Consummable Tools			483.62	3741.82	5500	1758.18	31.97
1-2-3101-541	Water			414.44	3088.59	7000	3911.41	55.88
1-2-3101-542	Heat			1446.52	12445.20	38800	26354.80	67.92
1-2-3101-543	Power			700.42	5431.74	14800	9368.26	63.30
Total Town Shop				80980.25	501725.37	717134	215408.63	30.04
3200 Transportation								
1-2-3200-110	Salaries & Wages			77552.76	361430.90	528809	167378.10	31.65
1-2-3200-120	Casual Wages			11777.74	12862.75	22241	9378.25	42.17
1-2-3200-125	Overtime Costs			1099.60	34268.16	35000	731.84	2.09
1-2-3200-130	Employer Contributions			17577.61	80371.87	137763	57391.13	41.66
1-2-3200-148	Training & Development			844.40	4828.08	3250	-1578.08	-48.56
1-2-3200-200	Contracted Costs			0.00	89850.00	125000	35150.00	28.12
1-2-3200-251	Annual Repair & Maint.			436035.62	514917.30	270000	-244917.30	-90.71
1-2-3200-260	Lease/Rental Equipment			3400.00	3400.00	25000	21600.00	86.40
1-2-3200-510	Materials			196.89	1052.56	8000	6947.44	86.84
1-2-3200-511	Clothing Allowance			0.00	0.00	2000	2000.00	100.00
1-2-3200-524	Consumable Tools			136.87	229.37	2500	2270.63	90.83
1-2-3200-534	Sand, Gravel, Calcium			0.00	6183.07	199875	193691.93	96.91
1-2-3200-535	Cold Mix Street Repairs			0.00	8403.90	138375	129971.10	93.93
1-2-3200-536	Street Signs/R & M			0.00	4872.58	12500	7627.42	61.02
1-2-3200-537	Xmas Lights/Banners/Boulevards			315.58	1566.04	7400	5833.96	78.84
1-2-3200-545	Street Light - Power			33370.17	166278.92	474500	308221.08	64.96
1-2-3200-590	Other Expenses			0.00	0.00	500	500.00	100.00
1-2-3200-762	Contributed to Capital Reserves			0.00	0.00	362046	362046.00	100.00
1-2-3200-790	Amortization Expense			0.00	0.00	2840232	2840232.00	100.00
1-2-3200-831	Debenture Interest			155978.23	155978.23	306416	150437.77	49.10
1-2-3200-832	Debenture Principal			353679.47	353679.47	712899	359219.53	50.39

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 11
 Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
Total Transportation				1091964.94	1800173.20	6214306	4414132.80	71.03
3700 Storm Sewer								
1-2-3700-200	Contracted Costs			0.00	0.00	4000	4000.00	100.00
1-2-3700-251	Repairs & Maint - Engineering			0.00	62.97	10000	9937.03	99.37
1-2-3700-790	Amortization Expense			0.00	0.00	101673	101673.00	100.00
Total Storm Sewer				0.00	62.97	115673	115610.03	99.95
4000 Water Distribution								
1-2-4000-110	Salaries & Wages			52926.46	195065.80	467780	272714.20	58.30
1-2-4000-120	Casual Wages			0.00	0.00	82707	82707.00	100.00
1-2-4000-125	Overtime Costs			1208.04	8067.30	20000	11932.70	59.66
1-2-4000-130	Employer Contributions			10880.22	44418.82	116945	72526.18	62.02
1-2-4000-148	Training & Development			276.41	5017.32	7000	1982.68	28.32
1-2-4000-200	Contracted Costs			6436.50	38396.98	120000	81603.02	68.00
1-2-4000-210	COLD LAKE WATER CONTRACT			93182.10	466202.13	1017950	551747.87	54.20
1-2-4000-215	Freight & Postage			0.00	67.71	300	232.29	77.43
1-2-4000-223	Association Fees & Subscriptions			0.00	2090.80	3500	1409.20	40.26
1-2-4000-235	Collection Agency Fees			0.00	0.00	250	250.00	100.00
1-2-4000-250	Building Repair & Maintenance			726.24	898.93	5000	4101.07	82.02
1-2-4000-251	Annual Line & Curbstop Repairs			12989.73	18609.78	40000	21390.22	53.48
1-2-4000-260	Lease/Equipment Rental			0.00	0.00	3000	3000.00	100.00
1-2-4000-261	Service Agreements, Licenses			0.00	4334.94	7500	3165.06	42.20
1-2-4000-274	Insurance			0.00	44694.45	45000	305.55	0.68
1-2-4000-297	Meters & Conversions			0.00	5511.40	15000	9488.60	63.26
1-2-4000-298	Meters Repair & Maint			0.00	1629.48	4000	2370.52	59.26
1-2-4000-510	Materials			489.34	3979.75	6000	2020.25	33.67
1-2-4000-511	Clothing			0.00	725.00	1500	775.00	51.67
1-2-4000-520	Equip Repairs & Maintenance			479.45	11816.21	42000	30183.79	71.87
1-2-4000-524	Consummable Tools			0.00	213.95	2500	2286.05	91.44
1-2-4000-529	Testing, Analysis & Monitoring			0.00	3866.00	5000	1134.00	22.68
1-2-4000-590	Other Expenses			100.00	100.00	250	150.00	60.00
1-2-4000-762	Contributed to Capital Reserves			0.00	0.00	7396	7396.00	100.00
1-2-4000-790	Amortization Expense			0.00	0.00	523853	523853.00	100.00
1-2-4000-831	Debenture Interest			1722.16	10061.23	19754	9692.77	49.07
1-2-4000-832	Debenture Principal			4545.54	24705.16	49793	25087.84	50.38
Total Water Distribution				185962.19	890473.14	2613978	1723504.86	65.93
4100 Water Treatment Plant, Reservoir, Pump								
1-2-4100-110	Salaries & Wages			0.00	1727.60	0	-1727.60	0.00
1-2-4100-130	Employer Contributions			0.00	446.70	0	-446.70	0.00
1-2-4100-200	Contracted Costs			0.00	0.00	40000	40000.00	100.00
1-2-4100-217	Telephone			62.10	291.05	1500	1208.95	80.60
1-2-4100-542	Heat			2252.25	15788.07	26500	10711.93	40.42
1-2-4100-543	Power			5091.04	31459.69	78000	46540.31	59.67
1-2-4100-790	Amortization Expense			0.00	0.00	8535	8535.00	100.00

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 12
 Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
Total Water Treatment Plant, Reservoir, Pumpo				7405.39	49713.11	154535	104821.89	67.83
4200 Sanitary Sewage Service								
1-2-4200-110	Salaries & Wages			4525.22	18002.39	22191	4188.61	18.88
1-2-4200-125	Overtime Costs			81.58	3271.28	6000	2728.72	45.48
1-2-4200-130	Employer Contributions			1057.69	5104.42	5548	443.58	8.00
1-2-4200-148	Training & Development			0.00	0.00	3075	3075.00	100.00
1-2-4200-200	Contracted Costs			0.00	0.00	7500	7500.00	100.00
1-2-4200-223	Association Fees & Subscriptions			0.00	0.00	1000	1000.00	100.00
1-2-4200-251	Annual Line & Manhole Repairs			0.00	0.00	20000	20000.00	100.00
1-2-4200-260	Lease/Rental Equipment			0.00	0.00	500	500.00	100.00
1-2-4200-510	Materials			0.00	0.00	4000	4000.00	100.00
1-2-4200-520	Equip Repairs & Maintenance			54.99	4098.63	21500	17401.37	80.94
1-2-4200-524	Consummable Tools			0.00	94.23	1000	905.77	90.58
1-2-4200-762	Contributed to Capital Reserves			0.00	0.00	18870	18870.00	100.00
1-2-4200-790	Amortization Expense			0.00	0.00	890302	890302.00	100.00
1-2-4200-831	Debenture Interest			1390.97	1390.97	2728	1337.03	49.01
1-2-4200-832	Debenture Principal			3671.40	3671.40	7397	3725.60	50.37
Total Sanitary Sewage Service				10781.85	35633.32	1011611	975977.68	96.48
4201 Sewage Treatment								
1-2-4201-110	Salaries & Wages			2858.25	5482.45	7538	2055.55	27.27
1-2-4201-120	Casual Wages			0.00	310.00	0	-310.00	0.00
1-2-4201-125	Overtime Costs			0.00	322.35	2000	1677.65	83.88
1-2-4201-130	Employer Contributions			709.77	1427.33	1884	456.67	24.24
1-2-4201-148	Training & Development			0.00	460.00	1000	540.00	54.00
1-2-4201-200	Contracted Costs			0.00	0.00	10000	10000.00	100.00
1-2-4201-217	Telephone			57.74	264.13	1150	885.87	77.03
1-2-4201-250	Repair & Maintenance - Building			0.00	191.19	5000	4808.81	96.18
1-2-4201-261	Service Agreement, Licen, C			0.00	0.00	795	795.00	100.00
1-2-4201-274	Insurance			0.00	8811.93	9000	188.07	2.09
1-2-4201-510	Materials			27.99	2665.94	10000	7334.06	73.34
1-2-4201-520	Equip Repairs & Maintenance			0.00	10748.29	15000	4251.71	28.34
1-2-4201-542	Heat			1829.45	11949.05	17100	5150.95	30.12
1-2-4201-543	Power			5577.80	31305.78	75625	44319.22	58.60
Total Sewage Treatment				11061.00	73938.44	156092	82153.56	52.63
4300 Solid Waste								
1-2-4300-110	Salaries & Wages			6128.69	29327.85	119531	90203.15	75.46
1-2-4300-120	Casual Wages			0.00	474.36	14828	14353.64	96.80
1-2-4300-125	Overtime Costs			96.66	96.66	1000	903.34	90.33
1-2-4300-130	Employer Contributions			1648.11	6348.66	33590	27241.34	81.10
1-2-4300-148	Training & Development			0.00	125.00	2000	1875.00	93.75
1-2-4300-200	Contracted Costs			0.00	7990.00	120992	113002.00	93.40
1-2-4300-205	Recycling Costs			7056.00	40959.38	90000	49040.62	54.49
1-2-4300-206	Annual Clean-up			0.00	150.00	1250	1100.00	88.00

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 13

Date : Aug 17,2022

Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
1-2-4300-261	Service Agree, Licenses, C			162.18	486.54	1500	1013.46	67.56
1-2-4300-510	Materials			0.00	0.00	750	750.00	100.00
1-2-4300-511	Clothing			0.00	0.00	500	500.00	100.00
1-2-4300-518	Garbage Cart Replacement Program			0.00	0.00	1000	1000.00	100.00
1-2-4300-520	R & M - Equipment			0.00	90.22	500	409.78	81.96
1-2-4300-762	Contributed to Capital Reserves			0.00	0.00	92135	92135.00	100.00
1-2-4300-790	Amortization Expense			0.00	0.00	7590	7590.00	100.00
Total Solid Waste				15091.64	86048.67	487166	401117.33	82.34
4301 LTS-Landfill Transfer Station								
1-2-4301-110	Salaries & Wages			28599.44	114884.64	226533	111648.36	49.29
1-2-4301-125	Overtime Costs			0.00	793.23	5500	4706.77	85.58
1-2-4301-130	Employer Contributions			6046.59	27502.81	56633	29130.19	51.44
1-2-4301-148	Training & Development			0.00	0.00	2000	2000.00	100.00
1-2-4301-200	Contracted Costs			10535.00	27445.00	90000	62555.00	69.51
1-2-4301-210	Contracts (BRRVM)			42238.84	242488.87	450750	208261.13	46.20
1-2-4301-217	Telephone			27.52	167.61	750	582.39	77.65
1-2-4301-250	Bldg Repair & Maintenance			97.40	2701.25	5000	2298.75	45.98
1-2-4301-274	Insurance			0.00	3663.26	6350	2686.74	42.31
1-2-4301-520	Equipment Repair & Maintenance			2177.36	6967.35	12000	5032.65	41.94
1-2-4301-542	Heat			140.30	947.08	3050	2102.92	68.95
1-2-4301-543	Power			1159.12	7783.92	19250	11466.08	59.56
1-2-4301-590	Other Expenses			41.99	911.31	3000	2088.69	69.62
Total LTS-Landfill Transfer Station				91063.56	436256.33	880816	444559.67	50.47
5100 F.C.S.S. - Administration								
1-2-5100-110	Salaries & Wages			23396.46	89431.59	186000	96568.41	51.92
1-2-5100-125	Overtime Costs			0.00	0.00	200	200.00	100.00
1-2-5100-130	Employer Contributions			3635.43	16837.46	35000	18162.54	51.89
1-2-5100-148	Training & Development			0.00	819.25	8800	7980.75	90.69
1-2-5100-211	Mileage & Subsistance			127.80	2885.45	4000	1114.55	27.86
1-2-5100-212	Meeting Expense			469.35	725.28	2000	1274.72	63.74
1-2-5100-215	Freight & Postage			65.50	65.50	200	134.50	67.25
1-2-5100-217	Telephone			428.25	3473.16	5300	1826.84	34.47
1-2-5100-221	Advertising			566.95	2767.38	9000	6232.62	69.25
1-2-5100-223	Association Fees & Subscripti			0.00	0.00	1400	1400.00	100.00
1-2-5100-231	Auditor			0.00	3700.00	3600	-100.00	-2.78
1-2-5100-237	Janitorial Contract			2500.00	15000.00	30600	15600.00	50.98
1-2-5100-241	Computer Programming/Maintenan			440.63	1791.07	3200	1408.93	44.03
1-2-5100-250	Repair & Maintenance - Buildin			4054.18	10729.17	24000	13270.83	55.30
1-2-5100-261	Service Agreement, Licenses, C			0.00	981.28	2500	1518.72	60.75
1-2-5100-274	Insurance			0.00	6684.88	6400	-284.88	-4.45
1-2-5100-510	Materials			592.31	2989.36	7200	4210.64	58.48
1-2-5100-512	Meals on Wheels Supplies			0.00	200.00	1200	1000.00	83.33
1-2-5100-513	Janitorial Supplies			76.62	3342.43	10400	7057.57	67.86
1-2-5100-541	Water			190.77	935.19	2700	1764.81	65.36

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 14
 Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
1-2-5100-542	Heat			636.88	5007.30	9000	3992.70	44.36
1-2-5100-543	Power			1410.16	7159.53	14000	6840.47	48.86
1-2-5100-544	Garbage Disposal			255.00	1035.00	2100	1065.00	50.71
1-2-5100-590	Other Expenses			296.81	296.81	2000	1703.19	85.16
1-2-5100-770	Grants to Individual/Organizat			29000.00	52000.00	60000	8000.00	13.33
1-2-5100-790	Amortization Expense			0.00	0.00	33148	33148.00	100.00
Total F.C.S.S. - Administration				68143.10	228857.09	463948	235090.91	50.67
5101 F.C.S.S. - Child Centered Programs								
1-2-5101-110	Salaries & Wages			7372.55	27541.59	65000	37458.41	57.63
1-2-5101-125	Overtime Costs			0.00	281.82	400	118.18	29.55
1-2-5101-130	Employer Contributions			1280.43	5557.14	13525	7967.86	58.91
1-2-5101-510	Materials			1383.81	2807.06	4000	1192.94	29.82
1-2-5101-512	Groceries			400.00	823.08	2000	1176.92	58.85
Total F.C.S.S. - Child Centered Programs				10436.79	37010.69	84925	47914.31	56.42
5116 F.C.S.S. - Family Centered Programs								
1-2-5116-110	Salaries & Wages			6553.84	25702.07	57600	31897.93	55.38
1-2-5116-125	Overtime			0.00	28.77	400	371.23	92.81
1-2-5116-130	Employer Contributions			1513.06	6990.02	14000	7009.98	50.07
Total F.C.S.S. - Family Centered Programs				8066.90	32720.86	72000	39279.14	54.55
5117 FCSS - Summer Programs								
1-2-5117-110	Salaries & Wages			0.00	0.00	15000	15000.00	100.00
1-2-5117-130	Employer Contributions			0.00	0.00	1500	1500.00	100.00
1-2-5117-510	Materials			0.00	0.00	1000	1000.00	100.00
1-2-5117-512	Groceries			0.00	74.18	500	425.82	85.16
Total FCSS - Summer Programs				0.00	74.18	18000	17925.82	99.59
5120 FCSS - Senior Centered Programs								
1-2-5120-221	Advertising			700.00	700.00	1000	300.00	30.00
1-2-5120-510	Materials			0.00	0.00	500	500.00	100.00
Total FCSS - Senior Centered Programs				700.00	700.00	1500	800.00	53.33
5121 FCSS - Community Centered Programs								
1-2-5121-200	Contracted Costs			0.00	0.00	10000	10000.00	100.00
1-2-5121-211	Mileage & Subsistance			98.18	626.26	600	-26.26	-4.38
1-2-5121-212	Meeting Expense			413.59	1626.56	2000	373.44	18.67
1-2-5121-221	Advertising			250.00	360.00	5000	4640.00	92.80
1-2-5121-510	Materials			212.00	977.94	36000	35022.06	97.28
1-2-5121-761	Contributed to Operating Function			0.00	5310.30	0	-5310.30	0.00
Total FCSS - Community Centered Programs				973.77	8901.06	53600	44698.94	83.39
5160 FCSS - Home Support Program								
1-2-5160-110	Salaries & Wages			2406.42	10809.33	30000	19190.67	63.97
1-2-5160-130	Employer Contributions			184.94	795.96	3000	2204.04	73.47

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 15
 Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
1-2-5160-130	Employer Contributions			184.94	795.96	3000	2204.04	73.47
1-2-5160-148	Training & Development			0.00	0.00	1080	1080.00	100.00
1-2-5160-211	Mileage & Subsistance			0.00	927.19	5200	4272.81	82.17
1-2-5160-221	Advertising			0.00	0.00	1000	1000.00	100.00
1-2-5160-510	Materials			75.98	275.98	1800	1524.02	84.67
Total FCSS - Home Support Program				2667.34	12808.46	42080	29271.54	69.56
5200 Parent Child Centre								
1-2-5200-761	Contr to Other Oper. Function			0.00	0.00	18000	18000.00	100.00
Total Parent Child Centre				0.00	0.00	18000	18000.00	100.00
5400 Family Resource Network Hub								
1-2-5400-110	FRN-Salaries & Wages			8607.29	37891.57	96475	58583.43	60.72
1-2-5400-130	FRN-Employer Contributions			876.08	4149.91	12250	8100.09	66.12
1-2-5400-148	FRN-Training & Development			0.00	283.00	3983	3700.00	92.89
1-2-5400-200	FRN-Contracted Costs			0.00	0.00	7250	7250.00	100.00
1-2-5400-211	FRN-Mileage & Subsistance			0.00	65.06	7500	7434.94	99.13
1-2-5400-217	FRN-Telephone			21.44	137.70	700	562.30	80.33
1-2-5400-221	FRN-Advertising			1500.00	4416.32	15450	11033.68	71.42
1-2-5400-241	FRN-Computer Programming/Maintena			182.15	407.15	450	42.85	9.52
1-2-5400-260	FRN-Lease/Rental Equipment			416.67	2500.02	5000	2499.98	50.00
1-2-5400-274	FRN-Insurance			91.67	550.02	1100	549.98	50.00
1-2-5400-510	FRN-Materials			83.34	3145.97	8750	5604.03	64.05
1-2-5400-515	Programming Supplies			0.00	0.00	3000	3000.00	100.00
1-2-5400-516	FRN-Office Supplies			0.00	246.87	325	78.13	24.04
1-2-5400-590	FRN-Other Expenses			0.00	99.52	100	0.48	0.48
Total Family Resource Network Hub				11778.64	53893.11	162333	108439.89	66.80
5401 Family Resource Network Spoke								
1-2-5401-110	FRNS-Salaries & Wages			5132.53	14319.47	46533	32213.53	69.23
1-2-5401-130	FRNS-Employer Contributions			836.40	3092.52	5790	2697.48	46.59
1-2-5401-148	FRNS-Training & Development			0.00	199.00	2375	2176.00	91.62
1-2-5401-200	FRNS-Contracted Costs			0.00	0.00	400	400.00	100.00
1-2-5401-211	FRNS-Mileage & Subsistance			0.00	0.00	500	500.00	100.00
1-2-5401-221	FRNS-Advertising			0.00	2567.00	2517	-50.00	-1.99
1-2-5401-241	FRNS-Computer Programming/Mainter			480.00	480.00	0	-480.00	0.00
1-2-5401-260	Lease & Rental Equipment			583.33	3499.98	7000	3500.02	50.00
1-2-5401-274	FRNS-Insurance			33.33	199.98	400	200.02	50.01
1-2-5401-510	FRNS-Materials			251.69	1996.84	4317	2320.16	53.74
1-2-5401-516	FRNS-Office Supplies			0.00	39.98	400	360.02	90.01
Total Family Resource Network Spoke				7317.28	26394.77	70232	43837.23	62.42
6100 Land Use Planning & Development								
1-2-6100-110	Salaries & Wages			10775.10	47204.62	125867	78662.38	62.50
1-2-6100-125	Overtime Costs			0.00	0.00	500	500.00	100.00
1-2-6100-130	Employer Contributions			2365.94	10741.35	31467	20725.65	65.86

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 16
 Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
1-2-6100-148	Training & Development			95.00	95.00	4000	3905.00	97.63
1-2-6100-200	Contracted Costs			0.00	33849.00	90000	56151.00	62.39
1-2-6100-210	Safety Code Contractors			0.00	0.00	2500	2500.00	100.00
1-2-6100-211	Mileage & Subsistance			0.00	2000.00	3500	1500.00	42.86
1-2-6100-212	Meeting Expense			0.00	132.55	500	367.45	73.49
1-2-6100-217	Telephone			50.98	192.59	1500	1307.41	87.16
1-2-6100-223	Association Fees & Subscriptio			0.00	378.00	1700	1322.00	77.76
1-2-6100-232	Legal Fees			0.00	351.50	5000	4648.50	92.97
1-2-6100-236	Land Title Searches/Fees			0.00	35.00	500	465.00	93.00
1-2-6100-241	Computer Programming/Maintenan			0.00	580.83	500	-80.83	-16.17
1-2-6100-261	Service Agreement, Licenses, C			0.00	10698.35	20000	9301.65	46.51
1-2-6100-274	Insurance			0.00	469.35	500	30.65	6.13
1-2-6100-510	Materials			0.00	228.89	1500	1271.11	84.74
1-2-6100-520	Equip Repairs & Maintenance			0.00	0.00	1200	1200.00	100.00
1-2-6100-590	Other Expenses			0.00	382.00	1000	618.00	61.80
1-2-6100-762	Contributed to Capital Reserves			0.00	0.00	55000	55000.00	100.00
Total Land Use Planning & Development				13287.02	107339.03	346734	239394.97	69.04
6200 Economic Development								
1-2-6200-148	Training & Development			0.00	0.00	3000	3000.00	100.00
1-2-6200-149	Conference Fees			0.00	715.00	2500	1785.00	71.40
1-2-6200-200	Contracted Costs			8282.00	33128.00	99385	66257.00	66.67
1-2-6200-211	Travel & Subsistance			500.00	2290.96	8000	5709.04	71.36
1-2-6200-217	Telephone			0.00	6.60	150	143.40	95.60
1-2-6200-221	Advertising			0.00	1800.00	5000	3200.00	64.00
1-2-6200-222	Promotions (Trade Shows, etc.)			0.00	2462.00	6500	4038.00	62.12
1-2-6200-223	Association Fees & Subscriptio			0.00	4032.00	9500	5468.00	57.56
1-2-6200-510	Materials			0.00	0.00	500	500.00	100.00
1-2-6200-590	Other Expenses			0.00	546.61	250	-296.61	-118.64
1-2-6200-770	Grants to Ind/Organizations			0.00	0.00	13810	13810.00	100.00
Total Economic Development				8782.00	44981.17	148595	103613.83	69.73
7200 Recreation Administration								
1-2-7200-148	Training & Development			0.00	83.00	0	-83.00	0.00
1-2-7200-223	Association Fees & Subscripti			0.00	0.00	650	650.00	100.00
1-2-7200-274	Insurance			0.00	5068.66	2250	-2818.66	-125.27
1-2-7200-510	Materials			0.00	0.00	500	500.00	100.00
1-2-7200-590	Other Expenses			0.00	0.00	500	500.00	100.00
1-2-7200-770	Grants to Individual/Organizat			256630.75	729454.75	945648	216193.25	22.86
1-2-7200-790	Amortization Expense			0.00	0.00	740800	740800.00	100.00
Total Recreation Administration				256630.75	734606.41	1690348	955741.59	56.54
7202 Swimming Pool								
1-2-7202-110	Salaries & Wages			62445.74	185180.29	435606	250425.71	57.49
1-2-7202-125	Overtime Costs			1246.78	3060.27	2250	-810.27	-36.01
1-2-7202-130	Employer Contributions			7562.00	30573.13	108902	78328.87	71.93

TOWN OF BONNYVILLE
Budget Variance Report



GL5070
 Date : Aug 17,2022

Page : 17
 Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
1-2-7202-148	Training & Development			0.00	0.00	5500	5500.00	100.00
1-2-7202-211	Mileage & Substantance			30.00	180.00	3500	3320.00	94.86
1-2-7202-215	Freight & Postage			970.73	3880.58	4000	119.42	2.99
1-2-7202-217	Telephone			322.80	2819.72	4500	1680.28	37.34
1-2-7202-221	Advertising			0.00	0.00	1000	1000.00	100.00
1-2-7202-223	Assoc. Fees & Subscriptions			0.00	513.01	1000	486.99	48.70
1-2-7202-241	Computer Programming/Maintenance			0.00	0.00	2000	2000.00	100.00
1-2-7202-250	Building R & M			1328.04	32123.12	45000	12876.88	28.62
1-2-7202-274	Insurance			0.00	7041.75	7100	58.25	0.82
1-2-7202-293	Cash Over/Short			0.57	28.62	0	-28.62	0.00
1-2-7202-415	Items for Resale			394.31	3441.97	3000	-441.97	-14.73
1-2-7202-510	Materials			14.35	661.71	2500	1838.29	73.53
1-2-7202-511	Clothing			70.89	588.95	2000	1411.05	70.55
1-2-7202-512	Product for Vending Machine			128.61	561.21	250	-311.21	-124.48
1-2-7202-513	Cleaning Supplies			891.07	1662.07	4000	2337.93	58.45
1-2-7202-514	Shutdown			0.00	5300.48	5000	-300.48	-6.01
1-2-7202-515	Programming Supplies			479.68	2766.68	8000	5233.32	65.42
1-2-7202-520	Equipment R & M			3405.34	3847.06	17500	13652.94	78.02
1-2-7202-524	Consumable Tools			0.00	79.24	500	420.76	84.15
1-2-7202-531	Chemicals			4912.36	15164.89	16000	835.11	5.22
1-2-7202-541	Water			1245.85	3895.53	15000	11104.47	74.03
1-2-7202-542	Heat			4482.65	25183.16	64300	39116.84	60.83
1-2-7202-543	Power			2986.69	14248.44	38500	24251.56	62.99
1-2-7202-544	Garbage Disposal			0.00	0.00	3150	3150.00	100.00
1-2-7202-590	Miscell Expenses			414.90	414.90	500	85.10	17.02
1-2-7202-762	Contr to Capital Reserve			0.00	0.00	15000	15000.00	100.00
Total Swimming Pool				93333.36	343216.78	815558	472341.22	57.92
7203 Parks								
1-2-7203-110	Salaries & Wages			23338.08	80075.70	135774	55698.30	41.02
1-2-7203-120	Casual Wages			23730.95	31086.80	103793	72706.20	70.05
1-2-7203-125	Overtime Costs			3121.96	3121.96	10000	6878.04	68.78
1-2-7203-130	Employer Contributions			7357.79	23159.71	59892	36732.29	61.33
1-2-7203-148	Training & Development			0.00	2559.67	3300	740.33	22.43
1-2-7203-215	Freight & Postage			0.00	0.00	250	250.00	100.00
1-2-7203-217	Telephone			66.66	88.88	1750	1661.12	94.92
1-2-7203-223	Assoc Fees & Subscriptions			0.00	0.00	500	500.00	100.00
1-2-7203-250	Building R & M			0.00	12.99	1000	987.01	98.70
1-2-7203-253	Flowers & Trees			0.00	20844.00	20000	-844.00	-4.22
1-2-7203-256	Sportfield Maintenance			5357.67	5886.69	13500	7613.31	56.39
1-2-7203-257	Parks Maintenance			986.26	2515.95	15000	12484.05	83.23
1-2-7203-260	Rental/Lease Equipment			1820.00	6870.00	18000	11130.00	61.83
1-2-7203-274	Insurance			0.00	6875.20	7100	224.80	3.17
1-2-7203-510	Materials			71.59	556.70	3000	2443.30	81.44
1-2-7203-511	Clothing			97.80	652.35	1500	847.65	56.51
1-2-7203-513	Cleaning Supplies			43.96	178.50	250	71.50	28.60

TOWN OF BONNYVILLE

Budget Variance Report



GL5070
Date : Aug 17,2022

Page : 18
Time : 10:09 am

Fiscal Year : 2022 Period : 6
Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
1-2-7203-520	Equipment R & M			197.21	6944.80	15500	8555.20	55.19
1-2-7203-521	Fuel & Oil			19.99	19.99	0	-19.99	0.00
1-2-7203-524	Small Tools			0.00	577.70	1500	922.30	61.49
1-2-7203-543	Power			1491.19	7247.92	12950	5702.08	44.03
1-2-7203-544	Garbage Disposal			0.00	0.00	1500	1500.00	100.00
1-2-7203-762	Contr. to Capital Reserves			0.00	0.00	69300	69300.00	100.00
Total Parks				67701.11	199275.51	495359	296083.49	59.77
7204 Programs								
1-2-7204-110	Salaries & Wages			2684.86	10530.80	24774	14243.20	57.49
1-2-7204-130	Employer Contributions			573.68	2919.43	6193	3273.57	52.86
1-2-7204-510	Materials			0.00	0.00	500	500.00	100.00
1-2-7204-583	Community Events			-1000.00	1758.07	10000	8241.93	82.42
1-2-7204-590	Other Expenses			0.00	0.00	500	500.00	100.00
1-2-7204-591	Festival of Trees			-12.00	312.87	15000	14687.13	97.91
1-2-7204-595	Canada Day			16391.12	64050.17	70000	5949.83	8.50
Total Programs				18637.66	79571.34	126967	47395.66	37.33
7205 Curling Rink								
1-2-7205-250	Building R & M			0.00	5605.93	20000	14394.07	71.97
1-2-7205-274	Insurance			0.00	7547.10	7550	2.90	0.04
1-2-7205-520	Equipment R & M			0.00	0.00	3000	3000.00	100.00
Total Curling Rink				0.00	13153.03	30550	17396.97	56.95
7400 Municipal Library								
1-2-7400-110	Salaries & Wages			28081.95	112919.58	245666	132746.42	54.04
1-2-7400-130	Employer Contributions			4624.34	21477.77	50317	28839.23	57.32
1-2-7400-250	Bldg Repair & Maintenance			71.74	553.83	3500	2946.17	84.18
1-2-7400-274	Insurance			0.00	4384.94	4400	15.06	0.34
1-2-7400-762	Contr to Capital Reserve			0.00	0.00	6000	6000.00	100.00
1-2-7400-770	NORTHERN LIGHTS SYSTEM			0.00	33587.06	33587	-0.06	0.00
1-2-7400-790	Amortization Expense			0.00	0.00	15983	15983.00	100.00
1-2-7400-845	Grant			11497.00	68982.00	137964	68982.00	50.00
Total Municipal Library				44275.03	241905.18	497417	255511.82	51.37
7401 Museum								
1-2-7401-770	Grant to Organization/Individual			0.00	0.00	30000	30000.00	100.00
Total Museum				0.00	0.00	30000	30000.00	100.00
7402 Culture - Handibus								
1-2-7402-770	Grants to Individuals/organizations			0.00	5310.30	12000	6689.70	55.75
Total Culture - Handibus				0.00	5310.30	12000	6689.70	55.75
9700 Contingency								
1-2-9700-590	Other Expenses			0.00	2609.77	250000	247390.23	98.96

TOWN OF BONNYVILLE
Budget Variance Report



GL5070

Page : 19

Date : Aug 17,2022

Time : 10:09 am

Fiscal Year : 2022 Period : 6
 Account Code : 1-1-????-??? To 1-2-????-???

Budget Type : Final Budget

Acct Code	Acct Desc	CC1	CC2	Current Month	Year to Date	Budget Amt	Variance	% Variance
EXPENDITURES								
	Total Contingency			0.00	2609.77	250000	247390.23	98.96
	Total EXPENDITURES			3260145.86	10216895.63	28603457	18386561.37	64.28
	Report Total			2550971.61	-6313744.52	5906582	12220326.52	206.89

5c)

TOWN OF BONNYVILLE

REQUEST FOR DECISION

To: Council

Date: July 21, 2022

Submitted By: Administration

Target Decision Date: August 23, 2022

SUBJECT: June 2022 Bank Reconciliation

Reviewed By: CAO

Comments:

Attached is the June Bank Reconciliation Statement showing our account at the ATB Financial as well as the Term Deposits at ATB Financial and the Lakeland Credit Union.

ATB Financial Balance	<u>\$26,643,670.67</u>
Total Bank Balance	\$26,463,670.67

Lakeland Credit Union Term Deposits	\$ 60,817.00
ATB Notice on Amount 90 days	<u>\$ 147,183.73</u>
Total Balance	\$ 208,000.73

Frog Lake Tie-In Design	\$ 356,802.03
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Report/Document:

As attached

Recommendation:

That Council accepts the attached report as presented.



Renee Stoyles
General Manager of Corporate Services



Bill Rogers
Chief Administrative Officer

Bank Reconciliation as of June 30, 2022

ATB Financial

Bank Statement Balance	26,026,769.70	as of June 30, 2022
Add outstanding deposits	561,738.00	
Less outstanding cheques	<u>(124,837.03)</u>	
Calculated Bank Balance	26,463,670.67	
GL Bank Account Balance	<u>26,463,670.67</u>	as of June 30, 2022
Difference	-	

Note: Bank Balance includes Regional Waterline

Frog Lake Tie In	\$356,802.03
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Term Deposits as of October 31, 2021

Term Deposits - LCU	60,817.00
Notice on Amount 90 days Account - ATB	<u>147,183.73</u>
Total Balance for Term Deposits:	<u>208,000.73</u>

5d)

REQUEST FOR DECISION

To: Council

Date: August 17, 2022

Submitted By: Administration

Target Decision Date: Aug 23, 2022

SUBJECT: July 2022 Financial Report
Capital

Reviewed By: C.A.O.

Comments:

Attached are the July year to date financials for the capital projects for each department. This report compares the Budget figures against the actual to date figures and provides Council with a variance. The attached spreadsheet includes a breakdown of all revenues and expenses.

Background:

According to policy, Administration is to present a financial report to Council on a monthly basis and a detailed report on a quarterly basis.

Report/Document: Financials for the Capital Projects to July 31, 2022

Recommendation: That Council accepts the attached report for information.



fr Renee Stoyles
General Manager of Corporate Services



Bill Rogers
Chief Administrative Officer

TOWN OF BONNYVILLE CAPITAL REPORT AS OF July 31, 2022

SUMMARY OF REVENUE AND EXPENSES BY DEPARTMENT

	2022 Revenue			2022 Expenses			2022 Variance		
	Y.T.D	Budget	%tage	Y.T.D	Budget	%tage	Y.T.D	Budget	
General Administration	-	-	-	-	515,000	-	-	515,000	
Police	-	-	-	-	-	-	-	-	
Fire	-	-	-	521,854	-	-	521,854	-	
Ambulance	-	-	-	-	-	-	-	-	
Bylaw	-	-	-	-	80,000	-	-	80,000	
P.W. Admin & Shop	-	-	-	-	-	-	-	-	
Roads	1,343,639	17,915,324	7.50	1,279,767	5,728,540	22.34	(63,872)	(12,186,784)	
Storm sewer	-	-	-	17,920	323,635		17,920	323,635	
Water	3,199	7,238,352	0.04	600,756	9,014,212	6.66	597,557	1,775,860	
Sewage	-	-	-	249,007	1,165,225	21.37	249,007	1,165,225	
FCSS	-	-	-	-	-	-	-	-	
Landfill	-	325,000		310,947	400,000	-	310,947	75,000	
Recreation	-	450,762	-	8,540	413,000	2.07	8,540	(37,762)	
Planning & Dev	-	-	-	14,848	15,000	-	14,848	15,000	
Pool	-	-	-	-	1,010,000	-	-	1,010,000	
Parks	-	15,000	-	149,881	1,030,730	14.54	149,881	1,015,730	
Curling Rink	-	-	-	-	75,000	-	-	75,000	
Library	-	-	-	-	-	-	-	-	
Culture	-	-	-	-	-	-	-	-	
Contingency	-	-	-	-	6,174,096	-	-	6,174,096	
Sub Totals	1,346,838	25,944,438	5.19	3,153,520	25,944,438	12.15	1,806,682	-	

2022 Capital Revenue & Expenditures

Revenue:	\$ 1,346,838	Expenses:	\$ 3,153,520
Description	Amount	Description	Amount
MSI Grant	\$ 732,420	Fire Truck (Carried Over from 2021)	\$ 521,854.00
Atco Electric Capital Investment Lights	\$ 611,219	54 Avenue Rehab	\$ 10,394.00
Frog Lake Tie In Grant Interest	\$ 3,199	53 Avenue Rehab	\$ 381,133.00
	\$ -	Overlay Program	\$ 368,202.00
	\$ -	Alley	\$ 50,808.00
	\$ -	Eastgate Subdivision	\$ 27,662.00
	\$ -	47 Avenue Rehab	\$ 106,473
	\$ -	Connect Existing Customers to Waterline	\$ 10,862
	\$ -	Sidewalk Program	\$ 9,466
	\$ -	47A Street	\$ 57,689
	\$ -	Lakeshore Drive Rehab	\$ 156,840
	\$ -	Traffic Lights Design	\$ 24,691
	\$ -	44 Street Rehab	\$ 561,711
	\$ -	Truck	\$ 37,986
	\$ -	Storm Trunk Assessment	\$ 17,920
	\$ -	Regional Waterline	\$ 500
	\$ -	Regional Waterline - Contract 01	\$ 6,843
	\$ -	Regional Waterline - Contract 03	\$ 137,023
	\$ -	Regional Waterline - Contract 04	\$ 34,728
	\$ -	Frog Lake Tie In	\$ 75,146
	\$ -	Water Level Monitoring	\$ 35,237
	\$ -	Reservoir	\$ 4,533
	\$ -	Forcemain Inspection	\$ 3,187
	\$ -	RV Dump Relocation	\$ 28,431
	\$ -	Garbage Truck	\$ 310,947
	\$ -	Plotter	\$ 14,848
	\$ -	C2 Agriplex Renovations	\$ 8,540
	\$ -	Staging Area Washroom	\$ 140
	\$ -	Playground Upgrades	\$ 14,025
	\$ -	Outdoor Fitness Centre	\$ 49,466
	\$ -	Mower	\$ 14,990
	\$ -	Pickleball Courts	\$ 11,190
	\$ -	50 Avenue Trail	\$ 3,433
	\$ -	66 Street Trail	\$ 11,150
	\$ -	Resurface Splash Park Pad	\$ 35,950
	\$ -	Jesse Lake Tree Lighting	\$ 9,522
	\$ 1,346,838		\$ 3,153,520

REQUEST FOR DECISION

To: Council

Date: August 17, 2022

Submitted By: Administration

Target Decision Date: Aug 23, 2022

SUBJECT: July 2022 Financial Report
Operating

Reviewed By: CAO

Comments:

Attached are the July financials for the operating budget for each department. This report compares the Budget figures against the actual to date figures and provides Council with a variance.

Background:

According to policy, Administration is to present a financial report to Council on a monthly basis and a detailed report on a quarterly basis.

Report/Document:

Attached is the monthly report of revenues and expenses for the operating budget to the end of July 2022.

Recommendation:

That Council accepts the attached report for information.



for Renee Stoyles
General Manager of Corporate Services



Bill Rogers
Chief Administrative Officer

TOWN OF BONNYVILLE OPERATING REPORT AS OF July 31, 2022

SUMMARY OF REVENUE AND EXPENSES BY DEPARTMENT

	2022 Revenue			2022 Expenses			2022 Variance	
	Y.T.D	Budget	% Received	Y.T.D	Budget	% Expended	Y.T.D	Budget
General Municipal	11,093,396	11,137,357	99.61	1,485,951	3,036,052	48.94	(9,607,445)	(8,101,305)
Gen Govt Services	948,091	1,596,943	59.37	129,038	194,945	66.19	(819,053)	(1,401,998)
Council & Other	-	-	-	305,378	587,601	51.97	305,378	587,601
General Administration	261,587	409,701	63.85	1,306,542	2,289,313	57.07	1,044,955	1,879,612
Occupation Health	-	-	-	51,681	126,388	40.89	51,681	126,388
Police	164,878	884,353	18.64	888,379	2,465,086	36.04	723,501	1,580,733
Fire	-	-	-	189,620	496,564	38.19	189,620	496,564
Disaster Services	-	-	-	524	25,000	2.10	524	25,000
Emergency Operations Centre	-	-	-	-	3,000	-	-	3,000
ICP-Covid 19	-	-	-	13,203	-	-	13,203	-
Ambulance	20,004	47,500	42.11	720	47,500	1.52	(19,284)	-
Bylaw Enforcement	8,779	20,500	42.82	69,113	169,918	40.67	60,334	149,418
911 Services	-	-	-	69,210	89,474	77.35	69,210	89,474
P.W. Admin & Shop	463	500	-	695,355	1,263,827	55.02	694,892	1,263,327
Roads	902,275	1,382,053	65.29	1,977,602	3,374,074	58.61	1,075,327	1,992,021
Storm sewer	-	-	-	63	14,000	0.45	63	14,000
Water	1,209,302	2,175,679	55.58	1,012,860	2,236,125	45.30	(196,442)	60,446
Sewage	512,076	865,492	59.17	126,646	277,401	45.65	(385,430)	(588,091)
SW Collection & Recycling	207,681	536,045	38.74	98,405	479,576	20.52	(109,276)	(56,469)
Landfill & Transfer Station	515,975	1,000,000	51.60	516,638	880,816	58.65	663	(119,184)
FCSS	418,244	702,905	59.50	358,407	702,905	50.99	(59,837)	-
Parent Child Centre	8,400	18,000	46.67	100	18,000	0.56	(8,300)	-
Family Resource Network Hub	194,232	162,333	119.65	60,836	162,333	37.48	(133,396)	-
Family Resource Network Spoke	43,925	70,232	62.54	33,954	70,232	48.35	(9,971)	-
Planning & Dev	303,889	144,100	210.89	118,134	346,734	34.07	(185,755)	202,634
Economic Dev	70,266	80,000	87.83	54,000	148,595	36.34	(16,266)	68,595
Parks & Rec Admin	-	-	-	714,388	949,548	75.23	714,388	949,548
Swimming Pool	108,087	538,692	20.06	404,444	815,558	49.59	296,357	276,866
Parks	4,178	277,285	1.51	258,658	495,359	52.22	254,480	218,074
Programs	3,360	66,860	5.03	92,366	126,967	72.75	89,006	60,107
Curling Rink	1,000	17,253	5.80	13,153	30,550	43.05	12,153	13,297
Library	162,121	295,983	54.77	277,782	481,434	57.70	115,661	185,451
Handi-Bus	5,310	12,000	44.25	5,310	12,000	44.25	-	-
Museum	-	-	-	30,000	30,000	100.00	30,000	30,000
Contingency	-	255,109	-	2,610	250,000	-	2,610	(5,109)
Totals	17,167,519	22,696,875	75.64	11,361,070	22,696,875	50.06	(5,806,449)	-

5-f)

TOWN OF BONNYVILLE REQUEST FOR DECISION

To: Council

Date: August 17, 2022

Submitted By: Administration

Target Decision Date: August 23, 2022

SUBJECT: July 2022 Bank Reconciliation

Reviewed By: CAO

Comments:

Attached is the July Bank Reconciliation Statement showing our account at the ATB Financial as well as the Term Deposits at ATB Financial and the Lakeland Credit Union.

ATB Financial Balance	<u>\$26,002,789.91</u>
Total Bank Balance	\$26,002,789.91

Lakeland Credit Union Term Deposits	\$ 60,817.00
ATB Notice on Amount 90 days	<u>\$ 147,525.08</u>
Total Balance	\$ 208,342.08

Frog Lake Tie-In Design	\$ 344,057.11
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
Report/Document:

As attached

Recommendation:

That Council accepts the attached report as presented.



 Renee Stoyles
General Manager of Corporate Services



Bill Rogers
Chief Administrative Officer

Bank Reconciliation as of July 31, 2022

ATB Financial

Bank Statement Balance	26,139,103.53	as of July 31 2022
Add outstanding deposits	6,914.15	
Less outstanding cheques	<u>(143,227.77)</u>	
Calculated Bank Balance	26,002,789.91	
GL Bank Account Balance	<u>26,002,789.91</u>	as of July 31 2022
Difference	-	

Note: Bank Balance includes Regional Waterline

Frog Lake Tie In \$344,057.11

Term Deposits as of July 31, 2022

Term Deposits - LCU	60,817.00
Notice on Amount 90 days Account - ATB	<u>147,525.08</u>
Total Balance for Term Deposits:	<u>208,342.08</u>

6a)

OFFICIAL OATH

I, **Kayla Blanchette**, do swear that I will diligently, faithfully and to the best of my ability, execute according to law, the office of **Deputy Mayor** for the Town of Bonnyville.

SWORN before me at the
Town of Bonnyville
in the Province of Alberta,
this 23rd day of August A.D., 2022

(Signature of Councillor)

A Justice of the Peace, Notary Public, or
Commissioner of Oaths

(b)

**Town of Bonnyville
REQUEST FOR DECISION**

To: Mayor and Council

Date: August 16, 2022

Submitted By: Administration

Decision Date: August 23, 2022

SUBJECT: Funding Request from Bonnyville
Friendship Centre Men's
Shelter

Reviewed by: CAO

BACKGROUND: The Bonnyville Friendship Centre (BFC) currently administers the Men's Shelter which is located within the Town of Bonnyville. In 2021 the Town contributed \$15,000.00 to this program. During budget delegation requests for the 2022 fiscal year, the BFC requested \$35,000.00 from the Town for this program should the funding be needed. The BFC has been operating the shelter since September 2020 with funding from the Community Initiatives Program. These grant funds were exhausted as of September 2021.

COMMENTS: An email was received on August 9th, 2022 from Janet Gobert, Community Initiatives Coordinator with the Bonnyville Friendship Centre (BFC) requesting funding assistance for the BFC Men's Shelter from the Town. The total amount included in the 2022 operating budget for this program is \$35,000.00. BFC is currently awaiting for applications to open for grant streams to aid in funding this program and will continue to investigate alternative funding avenues for this program.

REPORT/DOCUMENT: Email from the Bonnyville Friendship Centre, Financial Statements from the Bonnyville Canadian Friendship Centre

KEY ISSUE(S)/CONCEPT: To request Council's direction with regards to the funding request from the Bonnyville Friendship Centre Men's Shelter.


DESIRED OUTCOME: That Council approve the request for the release of funding in the amount of \$35,000.00 to the Bonnyville Friendship Centre for the Men's Shelter.

ALTERNATIVES: Council can choose to provide a different level of funding or choose not to fund this project.

RELEVANCE TO STRATEGIC PLAN: The request for funding from the Bonnyville Friendship Centre for funding for the Men's Shelter is in direct correlation to Council's Strategic Plan Priority Focus Area of Value-Added Services as this project does consider service opportunities that will add to our community's health and wellness including mental health care, rehabilitation and a youth hub.

RECOMMENDATION: That Council approve the request for funding from the Bonnyville Friendship Centre and release funds in the amount of \$35,000.00 for the Men's Shelter program.

Financial Implications: These funds are included in the 2022 operating budget.



for Renee Stoyles
General Manager of Corporate Services



Bill Rogers
Chief Administrative Officer

Tracy Ghostkeeper

Subject: FW: Seeking Assistance

From: Janet Gobert <j.gobert@bfriendship.ca>
Sent: August 9, 2022 1:43 PM
To: Bill Rogers <brogers@town.bonnyville.ab.ca>
Subject: Seeking Assistance

You don't often get email from j.gobert@bfriendship.ca. [Learn why this is important](#)

Good afternoon Bill,

RE: BFC Men's Shelter

As per our conversation via telephone, the Bonnyville Friendship Centre has currently exhausted funds to continue the operation of the Men's Shelter.

This situation is very unfortunate as the men's shelter has been consistently utilized since opening.

I am requesting monetary assistance from the Town of Bonnyville in order to continue offering this essential service to our community of Bonnyville.

Please note that I am seeking alternate funding opportunities but unfortunately the new call for proposals that are available for this stream of funding are not open until November 2022.

If you have any questions or concerns please feel free to contact me at your convenience.

Warm regards,



Janet Gobert

Community Initiatives Coordinator

Phone: (780) 826-3374 Fax: (780) 826-2540



We acknowledge that the land on which we gather in Treaty Six Territory is the traditional gathering place for many Indigenous people. We honour and respect the history, languages, ceremonies and culture of the First Nations, Métis and Inuit who call this territory home.

The attached material is intended for the use of the individual or institution to which this is addressed and may not be distributed, copied or disclosed to other unauthorized person(s) or institution(s). This material may contain confidential or personal information which may be subject to the provisions of the Personal Information Protection Act. If you receive this transmission in error, please notify me immediately by email. Thank you for your cooperation and assistance,

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE
Financial Statements
Year Ended March 31, 2020

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Index to Financial Statements

Year Ended March 31, 2020

	Page
INDEPENDENT AUDITOR'S REPORT	1 - 2
FINANCIAL STATEMENTS	
Statement of Financial Position	3
Statement of Operations	4
Statement of Changes in Net Assets	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 11
Schedule of Operations - Alberta Indigenous Relations (<i>Schedule 1</i>)	12
Schedule of Operations - Alberta Indigenous Relations - Capacity Enhancement (<i>Schedule 2</i>)	13
Schedule of Operations - Urban Programming for Indigenous Peoples - Organizational Capacity Stream (<i>Schedule 3</i>)	14
Schedule of Operations - Urban Programming for Indigenous Peoples - Programs & Services Stream (<i>Schedule 4</i>)	15



INDEPENDENT AUDITOR'S REPORT

To the Members of Bonnyville Canadian Native Friendship Centre

Qualified Opinion

We have audited the financial statements of Bonnyville Canadian Native Friendship Centre (the Centre), which comprise the statement of financial position as at March 31, 2020, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Centre as at March 31, 2020, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many charitable organizations, the Centre derives revenue from fundraising activities the completeness of which is not susceptible of satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Centre. Therefore, we were not able to determine whether any adjustments might be necessary to donations and other activities, deficiency of revenues over expenses, and cash flows from operations for the year ended March 31, 2020 and 2019, current assets as at March 31, 2020 and 2019 and net assets as at April 1 and March 31 for both the 2020 and 2019 years. Our audit opinion on the financial statements for the year ended March 31, 2019 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Centre 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 those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit 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 accounting standards for not-for-profit organizations, 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 Centre's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Centre or to cease operations, or has no realistic alternative but to do so.

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

(continues)

Auditor's 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 auditor's 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 control.
- 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 purpose of expressing an opinion on the effectiveness of the Centre'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 Centre's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 our auditor's report. However, future events or conditions may cause the Centre 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.

Edmonton, Alberta
August 21, 2020

RSM Alberta LLP
Chartered Professional Accountants

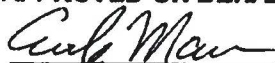
BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Statement of Financial Position

March 31, 2020

	2020	2019
ASSETS		
CURRENT		
Cash	\$ 189,975	\$ 187,533
Grants receivable	11,733	14,632
Goods and services tax recoverable	1,388	864
	203,096	203,029
RESTRICTED CASH (Note 3)	78,299	78,299
TERM DEPOSIT (Note 4)	324,308	317,574
TANGIBLE CAPITAL ASSETS (Note 5)	221,772	125,915
	\$ 827,475	\$ 724,817
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 15,097	\$ 8,717
Wages payable (Note 6)	12,809	1,882
Deferred program funds (Note 7)	126,849	104,132
	154,755	114,731
DEFERRED CONTRIBUTIONS RELATED TO TANGIBLE CAPITAL ASSETS (Note 8)	98,311	25,000
	253,066	139,731
NET ASSETS		
Unrestricted net assets (Note 9)	48,341	88,298
Internally restricted net assets	402,607	395,873
Invested in tangible capital assets	123,461	100,915
	574,409	585,086
	\$ 827,475	\$ 724,817

APPROVED ON BEHALF OF THE BOARD



Director



Director

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Statement of Operations

Year Ended March 31, 2020

	2020	2019
REVENUES		
Government grants	\$ 313,855	\$ 319,134
Donations and activities	90,562	75,293
Food bank donations	41,832	49,078
Gaming income	4,798	5,228
Interest income and other income	3,453	10,146
	454,500	458,879
EXPENSES		
Salaries and benefits	305,832	309,854
Programs and activities	75,242	80,008
Utilities	14,126	12,478
Office	12,862	11,255
Travel	11,625	15,148
Repairs and maintenance	11,053	8,944
Audit and accounting fees	8,969	7,194
Insurance	7,086	6,836
Amortization	5,876	4,825
Telephone and fax	5,053	5,994
Meetings and conventions	4,118	8,098
Gifts and appreciation	3,335	6,398
	465,177	477,032
DEFICIENCY OF REVENUES OVER EXPENSES	\$ (10,677)	\$ (18,153)

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Statement of Changes in Net Assets

Year Ended March 31, 2020

	Unrestricted Net Assets	Internally Restricted Net Assets	Invested in Tangible Capital Assets	2020	2019
NET ASSETS - BEGINNING OF YEAR	\$ 88,298	\$ 395,873	\$ 100,915	\$ 585,086	\$ 603,239
Purchase of tangible capital assets	(101,733)	-	101,733	-	-
Deferred contributions - tangible capital assets	74,807	-	(74,807)	-	-
Excess (deficiency) of revenues over expenses	(13,031)	6,734	(4,380)	(10,677)	(18,153)
NET ASSETS - END OF YEAR	\$ 48,341	\$ 402,607	\$ 123,461	\$ 574,409	\$ 585,086

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Statement of Cash Flows

Year Ended March 31, 2020

	2020	2019
CASH PROVIDED BY (USED IN):		
OPERATING ACTIVITIES		
Deficiency of revenues over expenses	\$ (10,677)	\$ (18,153)
Items not affecting cash:		
Amortization of tangible capital assets	5,876	4,825
Amortization of deferred contributions related to tangible capital assets	(1,496)	-
Accrued interest income	(6,734)	(5,675)
	(13,031)	(19,003)
Changes in non-cash working capital:		
Grants receivable	2,899	43,507
Goods and services tax recoverable	(524)	1,178
Accounts payable and accrued liabilities	6,380	(54)
Wages payable	10,927	(108)
Deferred program funds	22,717	(52,533)
	42,399	(8,010)
	29,368	(27,013)
INVESTING ACTIVITY		
Purchase of tangible capital assets	(101,733)	(4,445)
FINANCING ACTIVITY		
Contributions received for purchase of capital assets	74,807	25,000
INCREASE (DECREASE) IN CASH	2,442	(6,458)
Cash - beginning of year	187,533	193,991
CASH - END OF YEAR	\$ 189,975	\$ 187,533

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2020

1. PURPOSE OF THE CENTRE

Bonnyville Canadian Native Friendship Centre (the "Centre") is a not-for-profit organization incorporated provincially under the Companies Act of Alberta in 1971. As a registered charity, the Centre is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The Centre operates programs aimed at creating opportunities for self-sufficiency while maintaining the strength of spirituality and native traditions.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations. Significant accounting policies observed in the preparation of the financial statements are summarized below.

Cash

Cash consists of cash on hand and bank balances.

Tangible capital assets

Tangible capital assets are stated at cost or deemed cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives on a declining balance basis at the following rates:

Building	4%
Solar panel	4%
Furniture and equipment	20%
Greenhouse	10%

One-half of the annual amortization is taken in the year of acquisition.

On April 1, 2019 the Centre adopted the new accounting standard Section 4433 - Tangible capital assets held by not-for-profit organizations. This standard is applied on a prospective basis. As a result of the implementation of this new standard, the Centre has updated their policy as it relates to the impairment of equipment as follows:

When conditions indicate an equipment is impaired, the carrying value of the equipment is written down to the asset's fair value or replacement cost. The write down of the equipment is recorded as an expense in the statement of operations. A write-down shall not be reversed.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

(continues)

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Revenue recognition

The Centre follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Interest revenue is recognized as earned.

Contributions related to tangible capital assets are deferred and recognized as revenue on the same basis as the amortization of the related capital assets.

Contributed services and materials

The operations of the Centre depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

Financial instruments policy

Measurement of Financial Instruments

Financial instruments are financial assets or financial liabilities of the Centre where, in general, the Centre has the right to receive cash or another financial asset from another party or the Centre has the obligation to pay another party cash or other financial assets.

The Centre initially measures its financial assets and liabilities at fair value.

The Centre subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, grants receivable, restricted cash and term deposit.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and wages payable.

Impairment

Financial assets measured at cost or amortized cost are tested for impairment, at the end of each year, to determine whether there are indicators that the asset may be impaired. The amount of the write-down, if any, is recognized in operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account. The reversal may be recorded provided it is no greater than the amount that had been previously reported as a reduction in the asset and it does not exceed original cost. The amount of the reversal is recognized in operations.

(continues)

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2020

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Significant estimates included in the preparation of the financial statements are the estimated useful lives of the tangible capital assets for the purposes of calculating amortization, amortization of deferred contributions related to tangible capital assets, and the allocation of expenses to program funds. Actual results could differ from these estimates.

3. RESTRICTED CASH

Restricted cash has been set aside by the Centre for future operations and cannot be used for current purposes.

4. TERM DEPOSIT

Term deposit consists of a guaranteed investment certificate bearing interest at 1.89% (2019 - 2.15%) per annum maturing February 2021 (2019 - February 2020). The balance has been classified as long-term asset since it is restricted and cannot be used for current purposes.

5. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2020 Net book value	2019 Net book value
Land	\$ 65,000	\$ -	\$ 65,000	\$ 65,000
Building	166,693	95,516	71,177	48,101
Solar panel	76,732	1,535	75,197	-
Furniture and equipment	80,074	70,990	9,084	11,354
Greenhouse	1,537	223	1,314	1,460
	\$ 390,036	\$ 168,264	\$ 221,772	\$ 125,915

Included in building is building under construction with a net book value of \$25,000 (2019 - \$nil) which are not amortized until completed and put in use.

6. WAGE PAYABLE

Included in wage payable is source deduction remittance payable of \$4,643 (2019 - \$nil).

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2020

7. DEFERRED PROGRAM FUNDS

	March 31, 2019	Received During the Year	Recognized as Revenue During the Year	March 31, 2020
Food Bank Donations	\$ 90,722	\$ 65,734	\$ 41,832	\$ 114,624
Urban Programming for Indigenous Peoples - Programs and Services				
Stream	7,024	57,989	63,762	1,251
Casino	6,386	-	4,798	1,588
Alberta Indigenous Relations	-	31,000	27,991	3,009
Empowering Women	-	33,457	28,164	5,293
Thanksgiving & Christmas Dinner	-	7,200	6,116	1,084
	\$ 104,132	\$ 195,380	\$ 172,663	\$ 126,849

8. DEFERRED CONTRIBUTIONS RELATED TO TANGIBLE CAPITAL ASSETS

Deferred contributions related to tangible capital assets represent restricted contributions with which some of the Centre's tangible capital assets were purchased. The changes in these contributions are as follows:

	2020	2019
Opening balance	\$ 25,000	\$ -
Contributions received	74,807	25,000
Recognized as revenue	(1,496)	-
	\$ 98,311	\$ 25,000

9. INTERNALLY RESTRICTED NET ASSETS

The Centre has established the internally restricted net assets as a reserve to be used for future operations and will be drawn on as required, subject to approval by the Board of Directors.

10. RISK MANAGEMENT

The Centre is exposed to various risks through its financial instruments and has a risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Centre's risk exposure and concentration as of March 31, 2020.

The Centre's activities are exposed to credit risk, liquidity risk and market risk. The Centre's overall risk management program focuses on the unpredictability of financial and economic markets and seeks to minimize potential adverse effects on financial performance. Risk management is carried out by the Centre's management.

(continues)

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2020

10. RISK MANAGEMENT (continued)

(a) Credit risk

Credit risk arises from the potential that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss. The Centre's credit risk is primarily attributable to its cash, term deposit and grants receivable. The maximum credit exposure of the Centre is represented by the carrying value of the cash, term deposit and grants receivable presented in the statement of financial position. The Centre mitigates its risk by maintaining its cash and term deposits with a major Canadian chartered bank. The credit risk relating to grants receivable is low due to the credit worthiness of the counter-party.

(b) Liquidity risk

Liquidity risk is the risk that the Centre will not be able to meet its financial obligations, including commitments as they become due. In order to manage this risk, the Centre forecasts its requirements to determine whether sufficient funds will be available. The Centre expects to generate sufficient funds through their grants.

(c) 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 rate risk, interest rate risk and other price risk. The Centre does not believe it is exposed to significant market risk.

11. ECONOMIC DEPENDENCE

The Centre receives significant amounts of its operating revenue from the National Association of Friendship Centres and the Alberta Native Friendship Centres Association and is economically dependent on these revenues in order to provide their services.

12. COVID-19

On March 11, 2020, the World Health Organization assessed the coronavirus outbreak (COVID-19) as a pandemic. In Canada, the Government of Alberta declared a provincial state of public health emergency as per the Province of Alberta's Public Health Act on March 17, 2020 with respect to COVID-19. As of the date of these financial statements, the extent to which COVID-19 impacts the Centre's results will depend on future developments, which are highly uncertain and cannot be predicted and dependent upon new information which may emerge concerning the severity of COVID-19 and actions taken to contain this or its impact, among others. Subsequent to year end, the Centre received \$87,900 in grants from third party funders as financial support related to COVID-19.

13. COMPARATIVE FIGURES

Some of the comparative figures have been reclassified to conform to the current year's presentation.

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Schedule of Operations - Alberta Indigenous Relations

(Schedule 1)

Year Ended March 31, 2020

	2020	2019
REVENUE		
Grant	\$ 31,000	\$ 31,000
Transferred to deferred program funds	(3,009)	-
	27,991	31,000
EXPENSES		
Soup kitchen wages	9,992	11,402
Soup kitchen supplies	4,024	2,599
Elders council	3,292	4,679
Community events	2,770	4,000
Community appreciation	2,500	2,158
Website	1,230	1,025
Programs supplies	1,003	750
Hospitality	982	750
Travel within Alberta	917	1,200
Advertising and promotion	823	750
Meetings	335	-
Benevolent/emergency assistance	123	221
Swimming	-	600
Elders education program	-	666
Family Day	-	200
	27,991	31,000
EXCESS OF REVENUE OVER EXPENSES	\$ -	\$ -

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Schedule of Operations - Alberta Indigenous Relations - Capacity Enhancement (Schedule 2)
Year Ended March 31, 2020

	2020	2019
REVENUE		
Grant	\$ 35,000	\$ -
EXPENSES		
Salaries and benefits	29,037	-
Travel and accommodations	2,566	-
Board and staff training	1,182	-
Professional fees	1,000	-
Workshops	727	-
Materials and supplies	488	-
	35,000	-
EXCESS OF REVENUE OVER EXPENSES	\$ -	\$ -

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Schedule of Operations - Urban Programming for Indigenous Peoples - Organizational Capacity Stream
(Schedule 3)

Year Ended March 31, 2020

	2020	2019
REVENUE		
Grant	\$ 176,667	\$ 176,667
EXPENSES		
Salaries and benefits	125,723	125,340
Utilities	13,358	9,368
Insurance	7,086	6,836
Audit fees	6,469	6,969
Travel within Canada	6,231	9,006
Office	5,010	2,870
Telephone/Fax	4,848	5,334
Building maintenance	4,303	7,490
Translation and communication	1,363	427
Meetings	1,247	1,161
Training	848	1,592
Equipment rental	181	274
	176,667	176,667
EXCESS OF REVENUE OVER EXPENSES	\$ -	\$ -

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Schedule of Operations - Urban Programming for Indigenous Peoples - Programs & Services Stream
(Schedule 4)

Year Ended March 31, 2020

	2020	2019
REVENUE		
Grant	\$ 57,989	\$ 57,989
Transferred from deferred program funds	5,773	45,728
	63,762	103,717
EXPENSES		
Salaries and wages	55,023	81,870
Program supplies	3,013	2,877
Professional fees	1,500	225
Travel and transportation	1,291	4,870
Equipment	1,065	3,451
Facilities	653	1,132
Training	532	1,451
Meetings	480	576
Translation and communication	205	660
Honoraria	-	500
Organizational overhead	-	6,105
	63,762	103,717
EXCESS OF REVENUE OVER EXPENSES	\$ -	\$ -

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE
Financial Statements
Year Ended March 31, 2021

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Index to Financial Statements

Year Ended March 31, 2021

	Page
INDEPENDENT AUDITOR'S REPORT	1 - 2
FINANCIAL STATEMENTS	
Statement of Financial Position	3
Statement of Operations	4
Statement of Changes in Net Assets	5
Statement of Cash Flows	6
Notes to Financial Statements	7 - 11
Alberta Indigenous Relations - Annual Friendship Centre Grant (AIR) (<i>Schedule 1</i>)	12
Urban Programming for Indigenous Peoples - Organizational Capacity Stream (UPIP-OCS) (<i>Schedule 2</i>)	13
Urban Programming for Indigenous Peoples - Programs & Services Stream (UPIP-PSS) (<i>Schedule 3</i>)	14
Indigenous Community Support Fund - COVID-19 (ICSF-COVID-19) (<i>Schedule 4</i>)	15
Employment and Social Development Canada – Student Support Initiative (ESDC-SSI) (<i>Schedule 5</i>)	16



INDEPENDENT AUDITOR'S REPORT

To the Members of Bonnyville Canadian Native Friendship Centre

Qualified Opinion

We have audited the financial statements of Bonnyville Canadian Native Friendship Centre (the Centre), which comprise the statement of financial position as at March 31, 2021, and the statements of operations, changes in net assets and cash flows for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, except for the possible effects of the matter described in the *Basis for Qualified Opinion* section of our report, the accompanying financial statements present fairly, in all material respects, the financial position of the Centre as at March 31, 2021, and the results of its operations and its cash flows for the year then ended in accordance with Canadian accounting standards for not-for-profit organizations.

Basis for Qualified Opinion

In common with many charitable organizations, the Centre derives revenue from donation and fundraising activities the completeness of which is not susceptible of satisfactory audit verification. Accordingly, verification of these revenues was limited to the amounts recorded in the records of the Centre. Therefore, we were not able to determine whether any adjustments might be necessary to donations and fundraising activities, excess (deficiency) of revenues over expenses, and cash flows from operations for the year ended March 31, 2021 and 2020, current assets as at March 31, 2021 and 2020 and net assets as at April 1 and March 31 for both the 2021 and 2020 years. Our audit opinion on the financial statements for the year ended March 31, 2020 was modified accordingly because of the possible effects of this limitation in scope.

We conducted our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the *Auditor's Responsibilities for the Audit of the Financial Statements* section of our report. We are independent of the Centre 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 those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our qualified audit 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 accounting standards for not-for-profit organizations, 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 Centre's ability to continue as a going concern, disclosing, as applicable, matters relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the Centre or to cease operations, or has no realistic alternative but to do so.

(continues)

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

Auditor's 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 auditor's 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 control.
- 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 purpose of expressing an opinion on the effectiveness of the Centre'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 Centre's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's 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 our auditor's report. However, future events or conditions may cause the Centre 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.

Edmonton, Alberta
August 26, 2021

RSM Alberta LLP
Chartered Professional Accountants


BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE


Statement of Financial Position

March 31, 2021

	2021	2020
ASSETS		
CURRENT		
Cash	\$ 536,282	\$ 189,975
Grants receivable	173,433	11,733
Goods and services tax recoverable	2,631	1,388
Prepaid expenses	1,415	-
	713,761	203,096
RESTRICTED CASH (Note 3)	51,324	78,299
TERM DEPOSIT (Note 4)	329,783	324,308
TANGIBLE CAPITAL ASSETS (Note 5)	260,657	221,772
	\$ 1,355,525	\$ 827,475
LIABILITIES AND NET ASSETS		
CURRENT		
Accounts payable and accrued liabilities	\$ 10,983	\$ 15,097
Wages payable (Note 6)	13,342	12,809
Deferred program funds (Note 7)	633,614	126,849
	657,939	154,755
DEFERRED CONTRIBUTIONS RELATED TO TANGIBLE CAPITAL ASSETS (Note 8)	114,734	98,311
	772,673	253,066
NET ASSETS		
Unrestricted net assets	55,822	48,341
Internally restricted net assets (Note 9)	381,107	402,607
Invested in tangible capital assets	145,923	123,461
	582,852	574,409
	\$ 1,355,525	\$ 827,475

APPROVED ON BEHALF OF THE BOARD





Director
Director

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Statement of Operations

Year Ended March 31, 2021

	2021	2020
REVENUES		
Government grants	\$ 695,365	\$ 313,855
Food bank donations	102,277	41,832
Donations and fundraising activities	47,934	90,562
Interest income and other income	5,710	3,453
Gaming income	-	4,798
	851,286	454,500
EXPENSES		
Salaries and benefits	447,443	305,832
Programs and activities	314,798	75,242
Repairs and maintenance	13,630	11,053
Utilities	11,517	14,126
Amortization	10,434	5,876
Audit and accounting fees	9,417	8,969
Insurance	7,705	7,086
Office	7,498	12,862
Telephone and fax	7,474	5,053
Meetings and conventions	5,367	4,118
Travel	4,479	11,625
Gifts and appreciation	3,081	3,335
	842,843	465,177
EXCESS (DEFICIENCY) OF REVENUES OVER EXPENSES	\$ 8,443	\$ (10,677)

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Statement of Changes in Net Assets

Year Ended March 31, 2021

	Unrestricted Net Assets	Internally Restricted Net Assets	Invested in Tangible Capital Assets	2021	2020
NET ASSETS - BEGINNING OF YEAR	\$ 48,341	\$ 402,607	\$ 123,461	\$ 574,409	\$ 585,086
Purchase of tangible capital assets	(49,319)	-	49,319	-	-
Deferred contributions - tangible capital assets	22,986	-	(22,986)	-	-
Transfer	26,975	(26,975)	-	-	-
Excess (deficiency) of revenues over expenses	6,839	5,475	(3,871)	8,443	(10,677)
NET ASSETS - END OF YEAR	\$ 55,822	\$ 381,107	\$ 145,923	\$ 582,852	\$ 574,409

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Statement of Cash Flows

Year Ended March 31, 2021

	2021	2020
CASH PROVIDED BY (USED IN):		
OPERATING ACTIVITIES		
Excess (deficiency) of revenues over expenses	\$ 8,443	\$ (10,677)
Items not affecting cash:		
Amortization of tangible capital assets	10,434	5,876
Amortization of deferred contributions related to tangible capital assets	(6,563)	(1,496)
Accrued interest income	(5,475)	(6,734)
	6,839	(13,031)
Changes in non-cash working capital:		
Grants receivable	(161,700)	2,899
Goods and services tax recoverable	(1,243)	(524)
Prepaid expenses	(1,415)	-
Accounts payable and accrued liabilities	(4,114)	6,380
Wages payable	533	10,927
Deferred program funds	506,765	22,717
	338,826	42,399
	345,665	29,368
INVESTING ACTIVITIES		
Purchase of tangible capital assets	(49,319)	(101,733)
Restricted cash	26,975	-
	(22,344)	(101,733)
FINANCING ACTIVITY		
Contributions received for purchase of tangible capital assets	22,986	74,807
INCREASE IN CASH	346,307	2,442
Cash - beginning of year	189,975	187,533
CASH - END OF YEAR	\$ 536,282	\$ 189,975

See notes to financial statements

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2021

1. PURPOSE OF THE CENTRE

Bonnyville Canadian Native Friendship Centre (the "Centre") is a not-for-profit organization incorporated provincially under the Companies Act of Alberta in 1971. As a registered charity, the Centre is exempt from the payment of income tax under Section 149(1) of the Income Tax Act.

The Centre operates programs aimed at creating opportunities for self-sufficiency while maintaining the strength of spirituality and native traditions.

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements were prepared in accordance with Canadian accounting standards for not-for-profit organizations. Significant accounting policies observed in the preparation of the financial statements are summarized below.

Cash

Cash consists of cash on hand and bank balances.

Tangible capital assets

Tangible capital assets are stated at cost less accumulated amortization. Tangible capital assets are amortized over their estimated useful lives on a declining balance basis at the following rates:

Building	4%
Solar panel	4%
Motor vehicles	30%
Furniture and equipment	20%
Greenhouse	10%
Computer equipment	55%

One-half of the annual amortization is taken in the year of acquisition.

When conditions indicate a tangible capital asset is impaired, the carrying value of the tangible capital asset is written down to the asset's fair value or replacement cost. The write down of the tangible capital asset is recorded as an expense in the statement of operations. A write-down shall not be reversed.

Tangible capital assets acquired during the year but not placed into use are not amortized until they are placed into use.

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BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2021

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES *(continued)*

Revenue recognition

The Centre follows the deferral method of accounting for contributions. Restricted contributions are recognized as revenue in the year in which the related expenses are incurred. Unrestricted contributions are recognized as revenue when received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured. Interest revenue is recognized as earned.

Contributions related to tangible capital assets are deferred and recognized as revenue on the same basis as the amortization of the related capital assets.

Contributed services and materials

The operations of the Centre depend on both the contribution of time by volunteers and donated materials from various sources. The fair value of donated materials and services cannot be reasonably determined and are therefore not reflected in these financial statements.

Financial instruments policy

Measurement of Financial Instruments

Financial instruments are financial assets or financial liabilities of the Centre where, in general, the Centre has the right to receive cash or another financial asset from another party or the Centre has the obligation to pay another party cash or other financial assets.

The Centre initially measures its financial assets and liabilities at fair value.

The Centre subsequently measures all its financial assets and financial liabilities at amortized cost.

Financial assets measured at amortized cost include cash, grants receivable, restricted cash and term deposit.

Financial liabilities measured at amortized cost include accounts payable and accrued liabilities and wages payable.

Impairment

Financial assets measured at cost or amortized cost are tested for impairment, at the end of each year, to determine whether there are indicators that the asset may be impaired. The amount of the write-down, if any, is recognized in operations. The previously recognized impairment loss may be reversed to the extent of the improvement, directly or by adjusting the allowance account. The reversal may be recorded provided it is no greater than the amount that had been previously reported as a reduction in the asset and it does not exceed original cost. The amount of the reversal is recognized in operations.

(continues)

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2021

2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (continued)

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amount of assets and liabilities, disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Such estimates are periodically reviewed and any adjustments necessary are reported in earnings in the period in which they become known. Significant estimates included in the preparation of the financial statements are the estimated useful lives of the tangible capital assets for the purposes of calculating amortization, amortization of deferred contributions related to tangible capital assets, and the allocation of expenses to program funds. Actual results could differ from these estimates.

3. RESTRICTED CASH

Restricted cash has been set aside by the Centre for future operations and cannot be used for current purposes.

4. TERM DEPOSIT

Term deposit consists of a guaranteed investment certificate bearing interest at 0.54% (2020 - 1.89%) per annum maturing February 2022 (2020 - February 2021). The balance has been classified as long-term asset since it is restricted and cannot be used for current purposes.

5. TANGIBLE CAPITAL ASSETS

	Cost	Accumulated amortization	2021 Net book value	2020 Net book value
Land	\$ 65,000	\$ -	\$ 65,000	\$ 65,000
Building	193,026	97,363	95,663	71,177
Solar panel	76,732	4,543	72,189	75,197
Motor vehicles	21,525	3,229	18,296	-
Furniture and equipment	80,074	72,807	7,267	9,084
Greenhouse	1,537	354	1,183	1,314
Computer equipment	1,461	402	1,059	-
	\$ 439,355	\$ 178,698	\$ 260,657	\$ 221,772

Included in building is building under construction with a net book value of \$51,333 (2020 - \$25,000) which are not amortized until completed and put in use.

6. WAGE PAYABLE

Included in wage payable is source deduction remittance payable of \$680 (2020 - \$4,643).

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2021

7. DEFERRED PROGRAM FUNDS

	March 31, 2020	Received During the Year	Recognized as Revenue During the Year	March 31, 2021
Food Bank Donations	\$ 114,624	\$ 196,513	\$ 45,327	\$ 265,810
Empowering Women	5,293	45,933	43,567	7,659
Casino	1,588	-	-	1,588
UPIP-PSS	1,251	57,988	59,239	-
Alberta Indigenous Relations	3,009	25,000	28,009	-
Thanksgiving & Christmas Dinner	1,084	-	1,084	-
ICSF - COVID-19	-	296,075	177,548	118,527
Mental Health	-	50,000	1,072	48,928
Interactive Education	-	26,000	6,574	19,426
Community Initiatives	-	60,000	14,744	45,256
ESDC - SSI	-	26,843	1,799	25,044
Canada Food Bank	-	72,435	8,200	64,235
CFC - Crisis Support	-	50,000	17,973	32,027
Benevity - Community Kitchen	-	7,500	2,386	5,114
	\$ 126,849	\$ 914,287	\$ 407,522	\$ 633,614

8. DEFERRED CONTRIBUTIONS RELATED TO TANGIBLE CAPITAL ASSETS

Deferred contributions related to tangible capital assets represent restricted contributions with which some of the Centre's tangible capital assets were purchased. The changes in these contributions are as follows:

	2021	2020
Opening balance	\$ 98,311	\$ 25,000
Contributions received	22,986	74,807
Recognized as revenue	(6,563)	(1,496)
	\$ 114,734	\$ 98,311

9. INTERNALLY RESTRICTED NET ASSETS

The Centre has established the internally restricted net assets as a reserve to be used for future operations and will be drawn on as required, subject to approval by the Board of Directors.

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Notes to Financial Statements

Year Ended March 31, 2021

10. RISK MANAGEMENT

The Centre is exposed to various risks through its financial instruments and has a risk management framework to monitor, evaluate and manage these risks. The following analysis provides information about the Centre's risk exposure and concentration as of March 31, 2021.

The Centre's activities are exposed to credit risk, liquidity risk and market risk. The Centre's overall risk management program focuses on the unpredictability of financial and economic markets and seeks to minimize potential adverse effects on financial performance. Risk management is carried out by the Centre's management.

(a) Credit risk

Credit risk arises from the potential that one party to a financial instrument will fail to discharge an obligation and cause the other party to incur a financial loss. The Centre's credit risk is primarily attributable to its cash, term deposit and grants receivable. The maximum credit exposure of the Centre is represented by the carrying value of the cash, term deposit and grants receivable presented in the statement of financial position. The Centre mitigates its risk by maintaining its cash and term deposits with a major Canadian chartered bank. The credit risk relating to grants receivable is low due to the credit worthiness of the counter-party.

(b) Liquidity risk

Liquidity risk is the risk that the Centre will not be able to meet its financial obligations, including commitments as they become due. In order to manage this risk, the Centre forecasts its requirements to determine whether sufficient funds will be available. The Centre expects to generate sufficient funds through their grants.

11. ECONOMIC DEPENDENCE

The Centre receives significant amounts of its operating revenue from the National Association of Friendship Centres and the Alberta Native Friendship Centres Association and is economically dependent on these revenues in order to provide their services.

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Alberta Indigenous Relations - Annual Friendship Centre Grant (AIR)

(Schedule 1)

Year Ended March 31, 2021

	2021	2020
REVENUE		
Grant	\$ 25,000	\$ 31,000
Transferred from deferred program funds	3,009	-
Transferred to deferred program funds	-	(3,009)
	28,009	27,991
EXPENSES		
Community kitchen	13,811	14,016
COVID-19 elders and youth support	3,009	-
Salary/Benefit/MERC - summer student	2,000	-
Advertising and promotion	1,800	823
Community appreciation	1,775	2,500
Elders council	1,589	3,292
Benevolent/emergency assistance	818	123
Office/programs supplies	801	1,003
Swimming/sports programs	800	-
Hospitality	650	982
Travel within Alberta	500	917
Community events/programs	456	2,770
Website	-	1,230
Meetings	-	335
	28,009	27,991
EXCESS OF REVENUE OVER EXPENSES	\$ -	\$ -

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funder for the above grant.

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Urban Programming for Indigenous Peoples - Organizational Capacity Stream (UPIP-OCS) (Schedule 2)

Year Ended March 31, 2021

	2021	2020
REVENUE		
Grant	\$ 176,667	\$ 176,667
EXPENSES		
Salaries and benefits	126,137	125,723
Utilities	10,688	13,358
Audit fees	8,017	6,469
Insurance	7,559	7,086
Telephone/Fax	7,024	4,848
Building maintenance & repair	5,512	4,303
Office supplies	4,209	5,010
Training	2,208	848
Travel within Canada	2,050	6,231
Meetings	1,852	1,247
Translation and communications	1,230	1,363
Equipment rental	181	181
	176,667	176,667
EXCESS OF REVENUE OVER EXPENSES	\$ -	\$ -

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funder for the above grant.

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Urban Programming for Indigenous Peoples - Programs & Services Stream (UPIP-PSS) (Schedule 3)

Year Ended March 31, 2021

	2021	2020
REVENUE		
Grant	\$ 57,988	\$ 57,989
Transferred from deferred program funds	1,251	5,773
	59,239	63,762
EXPENSES		
Salaries and wages	55,220	55,023
Material and supplies	1,068	3,013
Professional fees	900	1,500
Meetings	864	480
Local travel and transportation	436	1,291
Translation and communication	450	205
Training	301	532
Facilities	-	653
Equipment	-	1,065
	59,239	63,762
EXCESS OF REVENUE OVER EXPENSES	\$ -	\$ -

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funder for the above grant.

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Indigenous Community Support Fund - COVID-19 (ICSF-COVID-19)

(Schedule 4)

Year Ended March 31, 2021

	2021	2020
REVENUE		
Grant	\$ 296,075	\$ -
Transferred to deferred program funds	(118,527)	-
	177,548	-
EXPENSES		
Salaries and benefits	108,976	-
Shelter supports	40,582	-
PPE and sanitization	9,303	-
Administration fee	8,060	-
Program materials and supplies	4,682	-
Food security	4,861	-
Capacity to provide virtual programming	884	-
Delivery & transportation services	200	-
	177,548	-
EXCESS OF REVENUE OVER EXPENSES	\$ -	\$ -

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funder for the above grant.

BONNYVILLE CANADIAN NATIVE FRIENDSHIP CENTRE

Employment and Social Development Canada – Student Support Initiative (ESDC-SSI)
(Schedule 5)

Year Ended March 31, 2021

	2021	2020
REVENUE		
Grants	\$ 26,843	\$ -
Transferred to deferred program funds	(25,044)	-
	1,799	-
EXPENSES		
Program supplies / materials to support learners - school supplies, books, photocopying, kits, art supplies, etc.	1,324	-
Staff/Professional / Contract fees - Tutors, metors	475	-
	1,799	-
EXCESS OF REVENUE OVER EXPENSES	\$ -	\$ -

Alberta Native Friendship Centres Association (ANFCA) is the administrator of, and funder for the above grant.

REQUEST FOR DECISION

(6c)

To: Council

Date: July 12, 2022

Submitted By: Administration

Target Review Date: August 23, 2022

SUBJECT: 2023 Budget Delegations

Reviewed By: CAO

BACKGROUND: The Town of Bonnyville contributes annually to many community organizations for the purpose of sponsoring events, the provision of operating grants for the services that these organizations provide and repair and maintenance agreements, to name a few. Any requests that are in excess of \$1,000.00 are asked to appear as a delegation at a Council meeting in the fall to present their requests for the next budget year.

OTHER COMMENTS: For Budget 2023, 18 Community Organizations received letters to appear as a budget delegation to present their requests to Council at a fall meeting. In past years, budget delegations were scheduled for two meetings. Due to the amount of delegations this year Administration would like to recommend alternative options for Council to hear these requests. Options for Council's consideration include:

Option #1 – Invite delegations to the September Regular Council Meetings and the first Regular Council Meeting in October. This option would add one extra meeting and for the 2023 Budget Delegations would see an estimate of 6 Delegations per meeting.

Option #2 – Schedule two to three Special Council Meetings in the evening or during the workday in September specifically for the 2023 Budget Delegations.

Option #3 – Review the Budget Delegation list and pare down the number of Delegations to appear at a meeting and add the delegation requests to the budget automatically for Council's consideration.

KEY ISSUE(S)/CONCEPT: To ensure both the Community Organizations as well as Council have the opportunity to discuss funding requests to be included for consideration in the 2023 Budget.

DESIRED OUTCOME: To select an option for Council to hear Budget Funding Requests from Community Organizations that can be incorporated into future budget processes.


PREFERRED STRATEGY: The preferred strategy recommended by Administration would be to schedule Special Council Meetings either in the evening or during the workday specifically for the 2023 Budget Delegations.

OPTIONS: To continue to schedule Budget Delegations during the September Regular Council Meetings, schedule Special Council Meetings or review the Budget Delegation list and decide if Council would like to schedule all of the Community Organizations to appear or pare down the list to hear some of the delegations with the other requests automatically added to the budget for Council consideration.

RELEVANCE TO STRATEGIC PLAN: Although not in direct correlation to Council's Strategic Plan, the funding requests from Community Organizations are to provide services and enhance facilities and events that add to the quality of life to residents and visitors of the Town.

RECOMMENDATION: That Council approve up to three Special Council Meetings for the purpose of scheduling the 2023 Budget Delegations.

FINANCIAL: Depending on the option selected, there could be costs associated with adding additional Special Council meetings.


for Renee Stoyles
General Manager of Corporate Services


Bill Rogers
Chief Administrative Officer

(6d)

REQUEST FOR DECISION

To: Council

Date: July 18, 2022

Submitted By: Administration

Target Review Date: Aug 23, 2022

SUBJECT: Policy No. 03-FN-035
Travel Expense Claim Procedures

Reviewed By: CAO

BACKGROUND: Town of Bonnyville Administration submits to Council on a monthly basis, a policy or bylaw for review. This is to provide transparency to Council and the Public on Town operations.

OTHER COMMENTS: As policies are selected to add to the Council agenda, Administration has been providing an initial review to ensure these documents are up to date with the Town's current procedures. After review of Policy No. 03-FN-035 – Travel Expense Claim Procedures, a few wording changes were noted to ensure the policy reflects the Town's current practices. The following revisions have been included in Policy No. 03-FN-035:

- The term "Employee" has been updated to "Staff and Council" where applicable throughout the policy and attached Appendix "A"
- Procedures under Training and Development have been updated to reflect current practices
- Procedures under Meetings have been updated to reflect current practices

KEY ISSUE(S)/CONCEPT: To ensure the Town of Bonnyville Policies and Bylaws are current.

DESIRED OUTCOME: To approve amended Policy No. 03-FN-035 – Travel Expense Claim Procedures.

PREFERRED STRATEGY: The preferred strategy of Administration is to amend Policy No. 03-FN-035 – Travel Expense Claim Procedures to reflect current practices.

OPTIONS: To amend the policy as requested, to amend the policy with alternate procedures, to keep the policy as it is written currently.

RELEVANCE TO STRATEGIC PLAN: Although not in direct correlation to Council's Strategic Plan, providing these documents to Council for review ensures open communication to both Council and the Public as well as ensuring the Town's Policy and Bylaw Library are current with the Town's guidelines and practices.

RECOMMENDATION: That Council amend Policy No. 03-FN-035 – Travel Expense Claim Procedures as presented.



Fw Renee Stoyles
General Manager of Corporate Services



Bill Rogers
Chief Administrative Officer

Town of Bonnyville

POLICY TITLE: TRAVEL EXPENSE CLAIM PROCEDURES		
POLICY NO. 03-FN-035		
ORIGIN/AUTHORITY: Town of Bonnyville Finance department	ADOPTED BY: Town of Bonnyville - Council	EFFECTIVE DATE: March 1, 2003
REVISION DATE: August 23, 2022		

Purpose:

To establish guidelines for reimbursement rates payable to Town Staff or Councillors travelling on Town business, whether for conferences, meetings or training and development.

Policy:

That all staff and Councillors will be reimbursed at rates established by Council (Appendix A) on the Travel Expense Account (Appendix B).

Procedures:

Approval for Staff and Council travel, whether for a meeting or for training and development, shall be approved by the supervisor **prior** to the actual departure.

Training and Development:

- A Training and Development Requisition Form (Appendix C) may be required to be submitted along with the appropriate backup information to the Department Manager or their delegate.
- Once training is approved, the information will be forwarded to the Finance Department for processing.
- Registrations and reservations will be made by the Department Manager or their delegate. A Travel Expense Account form (Appendix B) must be completed upon return for training related costs to be reimbursed.
- The Travel Expense Account form, when completed, must be submitted to Department Manager or their delegate for approval. The Department Manager or their delegate will then forward this form to the Finance Department for processing.

Meetings:

- For Conference and meeting expenses, a Travel Expense Account form (Appendix B) must be completed upon return for conference and meeting related costs to be reimbursed. The completed form must be submitted to the Department Manager or their delegate for approval. The Department Manager or their delegate will then forward this form to the Finance Department for processing.

Approved by:	Date Approved:
Approved by:	Date Approved:

Town of Bonnyville

POLICY TITLE: TRAVEL EXPENSE CLAIM PROCEDURES – APPENDIX A		
NEW POLICY NO. 03-FN-035		
ORIGIN/AUTHORITY: Town of Bonnyville Finance Department	ADOPTED BY: Town of Bonnyville – Council	EFFECTIVE DATE: March 1, 2003
REVISION DATE: Nov. 9, 2004 - Appendix A and B - Motion No. October 25, 2005 - Appendix A and B revised - Motion No. 339 March 26, 2013 - Appendix A revised - Motion No. 083 January 12, 2016 – Appendix A revised – Motion No. 011 August 27, 2019, August 23, 2022		

a) Meal Allowances

Maximum claims are:

Breakfast - \$15.00
Lunch - \$20.00
Dinner - \$25.00

No receipts are required for the above amounts; if costs exceed above amounts, then receipts would be required.

b) Mileage

The Town provides vehicles for use and those vehicles should be utilized prior to taking a personal vehicle. Care should be taken to ensure that there are no operational problems associated with extended use of Town vehicles. Staff and Council are to also research the cost of renting a vehicle and if this option is more cost effective then they should rent prior to taking a personal vehicle. Should Staff or Council wish to use their personal vehicle instead of a rental vehicle, reimbursement will be calculated based on an amount equal to a rental vehicle plus fuel. For insurance purposes, all rental vehicles must be valued at \$70,000.00 or less. Any vehicle valued over \$70,000.00 will require extra insurance from the rental company).

The mileage rate included in Appendix "B" will be as per the Federal Government mileage rate and shall be amended to reflect the new rate each time the Federal Government changes the rate.

Town of Bonnyville

POLICY TITLE: TRAVEL EXPENSE CLAIM PROCEDURES – APPENDIX A		
NEW POLICY NO. 03-FN-035		
ORIGIN/AUTHORITY: Town of Bonnyville Finance Department	ADOPTED BY: Town of Bonnyville – Council	EFFECTIVE DATE: March 1, 2003
REVISION DATE: Nov. 9, 2004 - Appendix A and B - Motion No. October 25, 2005 - Appendix A and B revised - Motion No. 339 March 26, 2013 - Appendix A revised - Motion No. 083 January 12, 2016 – Appendix A revised – Motion No. 011 August 27, 2019, August 23, 2022		

c) Parking

Actual receipts must be submitted for reimbursement.

d) Accommodation

- Actual receipts will be reimbursed
- A maximum claim of \$20 per night is available without a receipt for hospitality associated with staying with friends or family.

e) Other

The responsibility for entertainment expenditures and personal phone calls is the responsibility of the staff or Council member.

Approved by:	Date Approved:
Approved by:	Date Approved:

TRAVEL EXPENSE ACCOUNT

Name:	Conference, Course or Meeting Date:
Address:	Conference, Course or Meeting Description:
GL #:	

Date	Description	Meals			Lodging Expenses	Other Expenses
		B	L	D		
TOTALS					A)	B)

Kilometre Claim			Total Claim (A+B+C+D)	\$
Rate	# of Kms.	Amount	Less Advances (if any)	
.61 As Per Federal Gov. rate		D)	Total Amount Due	\$

Staff or Council Member

Date

Department Head

Date

Town of Bonnyville

June 1, 2007 New Policy No: 03-FN-035

OLD Policy No. 03-019-44

035

Department: All	Effective Date: March 1, 2003
Policy: Travel Expense Claim Procedures	Page 1 of 1

Amended Appendix A and B
Nov. 9, 2004
Oct. 25, 2005

Purpose:

To establish guidelines for reimbursement rates payable to Town employees travelling on Town business, whether for meetings or training and development.

Policy:

That all employees will be reimbursed at rates established by Council (Appendix A) on the Travel Expense Account (Appendix B).

Procedures:

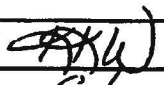
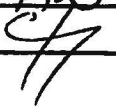
Approval for travel, whether for a meeting or for training and development, shall be approved by the supervisor prior to the actual departure.

Training and Development:

- The employee shall complete a Training and Development Requisition Form (Appendix C) and submit it along with the appropriate backup information to his/her supervisor.
- Once approved by the supervisor, the package will be forwarded to Finance for processing.
- Registrations and reservations will be made by the Finance Department. The employee will then be given a Travel Expense Account (Appendix B) to complete upon their return.
- The Travel Expense Account form, when completed, will be submitted to their supervisor for approval. The supervisor will then forward this form to the Finance Department for processing.

Meetings:

- Upon their return, an employee will complete a Travel Expense Account form (Appendix B) and submit it to their supervisor for approval. The supervisor will then forward this form to the Finance Department for processing.

Approved by: 	Date Approved: Feb 27/03
Approved by: 	Date Approved: Feb 27/03

Town of Bonnyville

POLICY TITLE: TRAVEL EXPENSE CLAIM PROCEDURES – APPENDIX A		
NEW POLICY NO. 03-FN-035		
ORIGIN/AUTHORITY: Town of Bonnyville Finance Department	ADOPTED BY: Town of Bonnyville – Council	EFFECTIVE DATE: March 1, 2003 August 27, 2019 September 23, 2019
REVISION DATE: Nov. 9, 2004 - Appendix A and B - Motion No. October 25, 2005 - Appendix A and B revised - Motion No. 339 March 26, 2013 - Appendix A revised - Motion No. 083 January 12, 2016 – Appendix A revised – Motion No. 011 August 27, 2019 – Motion No. 218 September 23, 2019 – Motion No. 263		

a) Meal Allowances

Maximum claims are:

Breakfast - \$15.00

Lunch - \$20.00

Dinner - \$25.00

No receipts are required for the above amounts; if costs exceed above amounts, then receipts would be required.

b) Mileage

The Town provides vehicles for use and those vehicles should be utilized prior to taking a personal vehicle. Care should be taken to ensure that there are no operational problems associated with extended use of Town vehicles. Employees are to also research the cost of renting a vehicle and if this option is more cost effective then they should rent prior to taking a personal vehicle. Should the employee wish to use their personal vehicle instead of a rental vehicle (if this is the cheaper option, the employee will be reimbursed an amount equal to a rental vehicle plus fuel. (For insurance purposes, all rental vehicles must be valued at \$70,000.00 or less. Any vehicle valued over \$70,000.00 will require extra insurance from the rental company).

When taking a personal vehicle for business purposes, you must consult your own personal insurance company to ensure you have the correct insurance coverage.

The mileage rate is as per Federal Government mileage rate.



Town of Bonnyville

POLICY TITLE: TRAVEL EXPENSE CLAIM PROCEDURES – APPENDIX A		
NEW POLICY NO. 03-FN-035		
ORIGIN/AUTHORITY: Town of Bonnyville Finance Department	ADOPTED BY: Town of Bonnyville – Council	EFFECTIVE DATE: March 1, 2003 August 27, 2019 September 23, 2019
REVISION DATE: Nov. 9, 2004 - Appendix A and B - Motion No. October 25, 2005 - Appendix A and B revised - Motion No. 339 March 26, 2013 - Appendix A revised - Motion No. 083 January 12, 2016 – Appendix A revised – Motion No. 011 August 27, 2019 – Motion No. 218 September 23, 2019 – Motion No. 263		

c) Parking

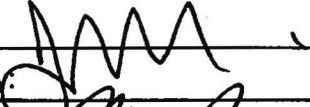

Actual receipts must be submitted for reimbursement.

d) Accommodation

- Actual receipts will be reimbursed
- A maximum claim of \$20 per night is available without a receipt for hospitality associated with staying with friends or family.

e) Other

The responsibility for entertainment expenditures and personal phone calls is the employee's responsibility.

Approved by: 	Date Approved: September 23, 2019
Approved by: 	Date Approved: September 23, 2019

REQUEST FOR DECISION

(be)

To: Council

Date: August 18, 2022

Submitted By: Administration

Target Review Date: August 23, 2022

SUBJECT: Policy 22-PW-081-Snow Removal Policy Reviewed By: CAO

BACKGROUND: In an effort to improve service delivery and communication with residents, Council had previously asked Administration to update and modernize snow removal policy 00-PW-003, which could be amended to include service timelines.

KEY ISSUES:

Timelines

Proposed Policy 22-PW-081 includes projected timelines based on current operational projections and budgets. These timelines should also serve as a reliable baseline for future service level improvement discussions, should they become necessary.

Prioritization

Roads are categorized by usage and type and are classified as being one of five priorities. Higher ranking roads such as major arterials, emergency routes and collector roads will typically be cleared before lower prioritized roads, such as residential streets and alleyways.

Level of Snow Trigger

The operational plan is to remove snow from roadways as it accumulates with in-house resources, with the option to include contracted equipment if necessary.

Alternative(s):

- Council could approve Policy 22-PW-081.
- Council could provide other direction to Administration.

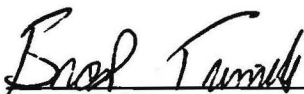
RECOMMENDATION: That Council approve Snow removal Policy No: 22-PW-081 and repeal Snow Removal Policy No:00-PW-003.

FINANCIAL: Snow removal costs are included in Annual operating budgets.

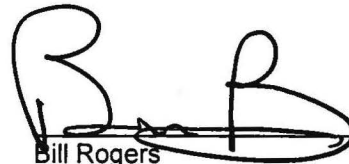
RELEVANCE TO STRATEGIC PLAN: This update is directly related to priority focus area #5 "Service Excellence" as we strive to deliver efficient, well run and well managed Snow Removal operations in Bonnyville.

ATTACHMENTS:

Snow Removal Policy No:00-PW-003,
Proposed Policy No 22-PW-081
Appendix A Map



Brad Trimble
General Manager of Operations and Engineering



Bill Rogers
Chief Administrative Officer

Town of Bonnyville

June 1, 2007 New Policy No: 00-PW-003

OLD

Policy No. 32-002

Department: Public Works	Effective Date: April 25, 2000
Policy: Snow Removal	Page 1 of 1

Purpose:

To establish priorities and timing for the Town of Bonnyville's Snow Removal Program.

Policy:

That streets and roads within the Town of Bonnyville be cleared as set out below. At the discretion of the Director of Public Works, snow removal will commence as soon as the need arises.

Procedures:

Snowfall Where Roads are Blocked

Roads will be cleared in the following order:

1. Emergency service sites, entrances and routes; and airport
2. Arterial and collector roads
3. Business sections, school zones and routes
4. Municipal facilities and access routes
5. Residential roadways
6. Lanes

Snowfall Where All Roads are Passable

Roads will be cleared in the following order:

1. Airport and emergency routes
2. Business sections, school zones and routes
3. Arterial and collector roads
4. Residential roadways
5. Emergency service sites
6. Municipal facilities
7. Lanes

Approved by:	Date Approved: <i>K.K. Wiebe</i>
Approved by: <i>ef</i>	Date Approved: <i>April 27/2000</i>

Town of Bonnyville

Policy No. 22-PW-081	
Department: Public Works	Effective Date: August 24, 2022
Policy: Snow Removal & Winter Road Maintenance	Page 1 of 7

1.0 Purpose

The main objective of the Snow Removal and Winter Road Maintenance Policy is to provide residents of Bonnyville as much mobility as possible, as soon as possible in adverse weather and street conditions while striving to minimize the impacts on the environment. This will be accomplished by utilizing a predetermined, prioritized maintenance procedure.

The Snow Removal and Winter Road Maintenance Program is not designed or intended to eliminate all hazardous conditions. This program will assist vehicles that are properly equipped for winter driving conditions and operated in a manner consistent with good winter driving habits.

2.0 Policy Intent

The Town of Bonnyville is committed to providing cost-effective snow removal and winter road maintenance that mitigates winter driving hazards while being environmentally responsible.

3.0 Policy Statement

The Town of Bonnyville will provide an efficient, cost-effective means to snow removal and provide winter road maintenance within the Town's transportation system utilizing the establishment of a priority ranking system to ensure equitable service. This maintenance program will help to limit hazards related to winter road conditions and facilitate operations for Emergency Services.

4.0 Managerial Guidelines

GENERAL:

4.1 Snow Removal Priority Descriptions

The following table outlines the priority ranking for multiple aspects of the Town of Bonnyville's snow removal priorities to be used in coordination with the "Appendix A", Snow Removal Map.

Approved by:	Date Approved:
Approved by:	Date Approved:

Town of Bonnyville

Policy No. 22-PW-081

Department: Public Works	Effective Date: August 24, 2022
Policy: Snow Removal & Winter Road Maintenance	Page 2 of 7

Snow Removal and Winter Road Maintenance Policy Priority Ranking and Identification System

PRIORITY RANKING	IDENTIFICATION COLOUR TO SNOW REMOVAL MAP	DESCRIPTION CLASSIFICATION
Priority 1	Red	Major Arterial Roadways Emergency Services Sites Collector Roads, Municipal sites.
Priority 2	Blue	Downtown business sections, School zones and bus routes
Priority 3	Yellow	Commercial/Industrial areas, downtown business laneways
Priority 4	Green	Residential streets (zones 1,2,and 3, on a rotational basis and based on pass ability and worst first)
Priority 5	Grey	Residential laneways

Approved by:	Date Approved:
Approved by:	Date Approved:

Town of Bonnyville

Policy No. 22-PW-081

Department: Public Works	Effective Date: August 24, 2022
Policy: Snow Removal & Winter Road Maintenance	Page 3 of 7

4.2 Level of Service

The following table outlines the service level description for the various priority ranking:

**Snow Removal and Winter Road Maintenance Policy
Priority Ranking/Service Level Description**

PRIORITY RANKING	SERVICE LEVEL DESCRIPTION
Priority 1	Snow is cleared to maintain as close to bare pavement standard as possible: (Trigger: 1cm to 3 cm of accumulated snow)
Priority 2	Snow is cleared within 7-10 Days. (Trigger: 3 cm to 5 cm of accumulated snow)
Priority 3	Snow is cleared within 14 Days. (Trigger: 5 cm of packed snow)
Priority 4	Snow is cleared within 30 Days. (Trigger: 6 cm of packed snow)
Priority 5	Residential Lanes must be passable. Priority will be based on back lane garage access where applicable or low points where spring runoff is/has potential for flooding.

Note: When Temperatures are below -35°C Public Works will only respond to emergency snow removal situations.

Approved by:	Date Approved:
Approved by:	Date Approved:

Town of Bonnyville

Policy No. 22-PW-081	
Department: Public Works	Effective Date: August 24, 2022
Policy: Snow Removal & Winter Road Maintenance	Page 4 of 7

4.3 Clearing Operations

- 4.3.1 Snow Removal operations will be undertaken by the Public Works Department during normal working hours and work days except in the following circumstances:
- Emergency response to RCMP, Bylaws Services, Fire/Rescue Services;
 - Roadways that receive a "Priority 1" Service Level; Evening Shift or early morning weekday shifts starting at 5 AM;
 - Snowfall exceeds an accumulation of 20 centimeters;
 - Excessive rainfall including freezing rain;
 - Chinook weather where temperatures reach above 0 for more than 72 hours causing excessive melting of packed snow;
 - Wind and drifting creates problems for traffic movement;
 - Streets have not been cleared within the time-period established under Section 4.2 - Level of Service;
 - Should another snow fall event occur before all streets are fully cleared, snow removal priorities will reset at Priority 1 Roadways.

- 4.3.2 If snow clearing operations fall under any one (1) of the above noted categories, the Town may contract third party equipment to assist with snow removal in accordance with responsible budgetary practices.

- 4.3.3 The physical removal of snow will be completed utilizing the following techniques:

- a) In business corridors and some of the downtown core, snow removal "No Parking" Signs will be placed 24 hours prior to snow removal. Snow will be windrowed to the center of the street and hauled away.
In some cases, it may not be possible to post the regular 24 hours notice signs before snow removal crews arrive. Please avoid parking on the street until your business area or neighbourhood has been completed.
- b) In areas where there is available space to store snow on one side or both sides of the road, snow will be windrowed to the side as a method of disposal. This stored snow may be piled to a safe line of sight height and will be scheduled for removal and cleared within five (5) days.
- c) Property owners will be responsible for the clearing of sidewalks and driveways of residual snow left by the snow clearing

Approved by:	Date Approved:
Approved by:	Date Approved:

Town of Bonnyville

Policy No. 22-PW-081

Department: Public Works	Effective Date: August 24, 2022
Policy: Snow Removal & Winter Road Maintenance	Page 5 of 7

- equipment in front of their own property.
- d) Snow from private and commercial/industrial properties shall NOT be disposed of on Town streets, boulevards or in ditches. Snow shall be disposed of on the owner's own property where possible or in designated snow dump sites. Snow within Town limits can be hauled to designated Town sites. Please call the Public Works Department for locations on designated areas. (Uncontaminated snow only)
 - e) Residential areas will be divided into three zones and done on a rotational basis. For example, if the first snow removal starts in Zone 1, the next snowfall, snow removal will start in Zone 2 and so on. This will help to ensure an equal level of service throughout the residential Areas.
 - f) There may be certain areas that may jump the queue due to severe drifting or causing safety related concerns.
 - g) If there are streets where there are no parked vehicles observed by operators during snow removal operations, and time allows, snow removal may be carried out at the discretion of the Operations Director.

4.4 Sanding Operations

- 4.4.1 Public Works staff will inspect streets once per day during the regular work week and may include weekends and holidays when poor weather conditions are anticipated. The frequency of inspections will vary based on weather conditions (temperature, wind speed and type of snow). Streets will be sanded when road conditions become a hazard to public safety.
- 4.4.2 The following will have sanding throughout the roadway intersections;
 - a) Priority 1 and Priority 2 roadways may have sanding throughout the roadway alignment (except for provincial highways);
 - b) Intersections;
 - c) Inclines;
 - d) Any other area where road conditions are unsafe and warrant sanding;
 - e) Any other area where there is a high degree of pedestrian and vehicle interaction.
- 4.4.3 Regular sanding operations will be undertaken by the Public Works Department during normal working days. Staff will complete the work on a

Approved by:	Date Approved:
Approved by:	Date Approved:

Town of Bonnyville

Policy No. 22-PW-081	
Department: Public Works	Effective Date: August 24, 2022
Policy: Snow Removal & Winter Road Maintenance	Page 6 of 7

priority basis similar to the snow clearing priority. The following circumstance may alter the priority ranking:

- a) Emergency response to RCMP, Bylaws Services, Fire/Rescue Services.
- b) Daily inspections warrant additional and/or extended sanding;
- c) Snow removal operations are in effect as identified in Section 4.3 – Clearing Operations.

4.5 Communications and Vehicle Towing

- 4.5.1 To inform the public of intended snow removal, efforts will be made to post the priorities and updates of snow clearing routes on our Town of Bonnyville website as well as our Facebook page. Furthermore, signage will be placed on residential streets 24 hrs before snow removal operations commence. Deviations from normal operations will be communicated to the public through the Town's Facebook page and Web Site.
- 4.5.2 As referenced in the Traffic Safety Bylaw, when the snow removal crew encounters vehicles that are left on streets after the 24-hour signing period, they may be towed at the registered owners expense to either an out of the way location or to a compound. This will be done at the discretion of the Operations Director.

4.6 Operational Plans

- 4.6.1 A snow Storage and/or Salt Management Plan shall be prepared and reviewed annually by the Public Works Department. These plans shall be maintained within the framework of this policy.

5.0 References

- 5.1 Environmental Protection and Enhancement Act - Alberta (EPEA)
- 5.2 Canadian Environmental Protection Act (CEPEA)

6.0 Persons Affected

All Citizens, businesses, and emergency services that live, work or operate in the Town of Bonnyville.

Approved by:	Date Approved:
Approved by:	Date Approved:



APPENDIX A- POLICY 22-PW-081

**Town of Bonnyville
Snow Removal Map
Policy No: 22-PW-081**



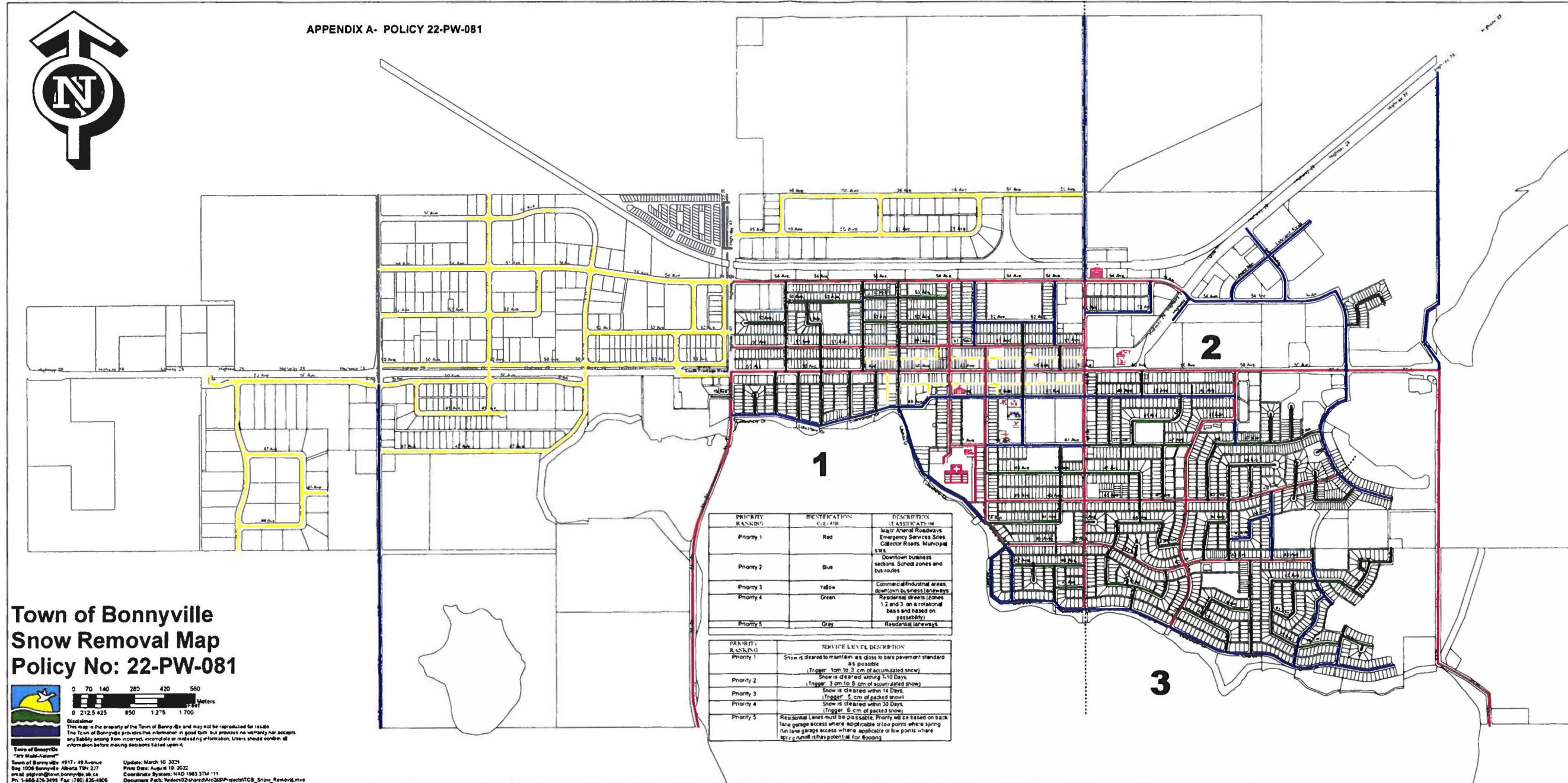
Disclaimer:
This map is the property of the Town of Bonnyville and may not be reproduced for resale.
The Town of Bonnyville provides this information in good faith, but provides no warranty nor accepts
any liability arising from incorrect, incomplete or misleading information. Users should confirm all
information before making decisions based upon it.

Town of Bonnyville
"We Make Nature"
Town of Bonnyville 4017 - 49 Avenue
Box 1006 Bonnyville Alberta T9N 2J7
email: planning@town.bonnyville.ab.ca
Ph: 466-426-5495 Fax: 466-426-4806

Updated: March 10, 2021
Print Date: August 10, 2022
Coordinate System: NAD 1983 37m 11
Document Path: \\server02\share\GIS\Projects\T08_Snow_Removal.mxd

PRIORITY RANKING	IDENTIFICATION COLOR	DESCRIPTION (CLASSIFICATION)
Priority 1	Red	Major Arterial Roadways Emergency Services Sites Collector Roads Municipal SWL
Priority 2	Blue	Downtown business sections, School zones and bus routes
Priority 3	Yellow	Commercial/Industrial areas, downtown business laneways
Priority 4	Green	Residential streets (zones 1, 2 and 3 on a rotational basis and based on passability)
Priority 5	Grey	Residential laneways

PRIORITY RANKING	SERVICE LEVEL DESCRIPTION
Priority 1	Snow is cleared to maintain as close to bare pavement standard as possible (Trigger: 1cm to 3 cm of accumulated snow)
Priority 2	Snow is cleared within 4-10 Days (Trigger: 3 cm to 5 cm of accumulated snow)
Priority 3	Snow is cleared within 14 Days (Trigger: 5 cm of packed snow)
Priority 4	Snow is cleared within 30 Days (Trigger: 6 cm of packed snow)
Priority 5	Residential lanes must be passable. Priority will be based on back lane garage access where applicable at low points where spring run-off gauge access where applicable at low points where spring runoff has potential for flooding



From: Provincial Coordinator <ab.coordinator@uccab.ca>
Sent: Wednesday, August 3, 2022 11:28 AM
Subject: RE: Ukrainian Independence Day 2022 (Aug 24) & Alberta Ukrainian Canadian Heritage Day 2022 (Sept 7)
Attachments: Ukrainian Independence & Heritage Municipality Memo Aug 2022 (2).docx

You don't often get email from ab.coordinator@uccab.ca. [Learn why this is important](#)

Dear Mayors, Reeves, & Councillors of Alberta :

On behalf of the Ukrainian Canadian Congress - Alberta Provincial Council, please see the Memorandum attached for the commemoration of Ukrainian Independence Day 2022 (August 24) & Alberta Ukrainian Canadian Heritage Day 2022 (September 7).

--
Oksana Vasurchak
Provincial Coordinator Administrator

Ukrainian Canadian Congress Alberta Provincial Council

#AlbertaStandswithUkraine
Unit 8, 8103 127 Ave
Edmonton, AB T5C 1R9
T. (780) 414-1624
[email](#) | [Facebook](#) | [website](#)



UKRAINIAN CANADIAN CONGRESS
ALBERTA PROVINCIAL COUNCIL

КОНГРЕС УКРАЇНЦІВ КАНАДИ
ПРОВІНЦІЙНА РАДА АЛЬБЕРТИ

Date: August 2, 2022

To: Alberta Municipalities

From: Orysia Boychuk, President, Ukrainian Canadian Congress – Alberta Provincial Council

RE: Ukrainian Independence Day 2022 (August 24) & Alberta Ukrainian Canadian Heritage Day 2022 (September 7)

Ukraine's 31st Independence Day is approaching on August 24th, 2022, as well as Ukrainian Heritage Day on September 7, 2022. We would like to thank all the municipalities in Alberta that have acknowledged these important dates by lifting a Ukrainian flag or displaying a banner. This year more than ever it is important to acknowledge these dates and display Alberta's solidarity with Ukraine, those who have newly arrived fleeing the war and the diaspora that has worked tirelessly to assist the Ukrainian Nationals. The war was caused by Russian military aggression and has accounted for many lost lives, damaged infrastructure and displaced Ukrainians.

The Ukrainian Canadian Congress – Alberta Provincial Council (UCC-APC) is inviting all municipalities to raise the Ukrainian Flag, display a banner, or light up significant structures with blue and yellow colors on these 2 important dates. We appreciate all the support so many communities have provided to assist Ukrainians in their home country and on arrival to Alberta.

UCC-APC also encourages short ceremonies where possible and including all ethnic and refugee groups as appropriate. We would also appreciate receiving any photos or short notes about these events. UCC-APC will proudly display these photos on our social media pages and share with our national organization the Ukrainian Canadian Congress to showcase Alberta's commitment to this important cause and that we remain the cradle of Ukrainian settlement in Canada.

Orysia Boychuk, President

UCC-APC

From: Danielle Larsen <Danielle.Larsen@albertahealthservices.ca>
Sent: Thursday, July 28, 2022 2:05 PM
To: Elisa Brosseau; 'Maureen Miller'; 'city@coldlake.com'; 'bkalinski@md.bonnyville.ab.ca'; 'gockerman@county.stpaul.ab.ca'
Cc: Tracy Ghostkeeper; 'ashwetz@county.stpaul.ab.ca'
Subject: Health Promotion - August - International Overdose Awareness Day

Follow Up Flag: Follow up
Flag Status: Flagged

Greetings to all,

As Health Promotion Facilitator for the area I would love to work with the municipalities in promoting health initiatives that impact all of the people in the area.

Next month, on August 31st, we can recognize International Overdose Awareness Day. There are several ways to participate and advocate. I will leave the website [here](#).

Some monuments or buildings will be lighting up purple to commemorate those lost, others are hosting memorial walks, vigils or naloxone training for their community. There is also a great [Social Media Toolkit](#)



If you decide you would like to participate in this other types of health promotion initiatives like this please let me know. I could participate to events in person or help share your social media posts.

Together I look forward to helping our area be a safe, equitable and healthy place to live.

Thank you for your time and consideration

Danielle Larsen BKin CAT(c)
Health Promotion Facilitator
Population and Public Health: Health Promotion
Ph: 780-594-4404 Ext. 241



This message and any attached documents are only for the use of the intended recipient(s), are confidential and may contain privileged information. Any unauthorized review, use, retransmission, or other disclosure is strictly prohibited. If you have received this message in error, please notify the sender immediately, and then delete the original message. Thank you.



Box 7926 Bonnyville, AB T9N 2J2

8c)

RECEIVED
AUG 11 2022
TOWN OF BONNYVILLE

August 4, 2022

Town of Bonnyville
4917-49 Ave
Postal Bag 1006
Bonnyville, AB
T9N 2J7

To whom it may concern:

Glory to Jesus Christ!

On behalf of Kiev's-K-Hi Ukrainian Youth Camp, I would like to thank you for your generous donation of \$250.00. The contribution of generous people like yourself makes it possible for us to maintain our facilities and help us to provide quality programming and a safe environment for our campers.

Thank you again. Your generosity is greatly appreciated.

God bless you,

Dwayne Sheplawy
Treasurer
Kiev's-K-Hi Ukrainian Youth Camp

**You belong to the group of people in this
world who do make a difference!**

8d)

From: Serina Parsons <executivedirector@bonnyvillechamber.com>
Sent: August 12, 2022 11:46 AM
Subject: Chamber of Commerce Grand Opening & New Shop Local Program

Please join us for our Grand Opening. We hope to see you there. Feel free to pass along to your work place.



Grand Opening and New Shop Local Program



Grand Opening!

Join us for our **GRAND OPENING** celebration at our
NEW office in the heart of business downtown!

Date: Friday, September 9th

Time: 2pm-6pm

Location: 5014 50th Ave

Design concept by *Bronwyn Baxter Designs*



New SHOP LOCAL Opportunity!

Visa Gift Card Program

\$100 Visa GC for \$75

\$50 Visa GC for \$40

For use in the Lakeland Region to support and promote SHOPPING LOCALLY!

Register your business to participate and receive:

Advertising on the Visa program website

Mentions on radio interviews

Mentions on Lakeland Connect videos

Discounted Chamber Marketing Package that includes:

1 Facebook Live video

4 Facebook & Instagram posts

Marketing in all Shop Local email blasts

All for only \$250!

Call 780-826-3252 to sign up.

Bonnyville & District Chamber of Commerce
www.bonnyvillechamber.com
780-826-3252



[Unsubscribe executivedirector@bonnyvillechamber.com](mailto:unsubscribe_executivedirector@bonnyvillechamber.com)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by admin@bonnyvillechamber.com powered by



--

Kindest regards,

Serina Parsons
Executive Director

A blue business card for Serina Parsons, Executive Director of the Bonnyville & District Chamber of Commerce. On the left is a headshot of Serina Parsons, a woman with red hair wearing a black blazer over a red top. To the right of the photo, her name 'SERINA PARSONS' is printed in large white capital letters. Below her name, her contact information is listed: a phone icon followed by '780.826.3252', a mobile phone icon followed by '780.812.0124', an email icon followed by 'bonnyvillechamber.com', and a Facebook icon followed by 'Like us on Facebook'. To the right of this information, the text 'Executive Director' is printed. At the bottom right of the card is the Chamber of Commerce logo, which includes a stylized bird icon and the text 'BONNYVILLE & DISTRICT Chamber of COMMERCE'. Below the business card is a promotional banner for 'Canada's #1 Plan for Employee Benefits'. The banner has a yellow background on the left with the text 'SEE WHAT THE CHAMBERS OF COMMERCE GROUP INSURANCE PLAN CAN DO FOR YOUR BUSINESS.' and a white background on the right with the text 'Canada's #1 Plan for Employee Benefits' and 'See why 30,000 business owners selected this plan!'. A group photo of diverse business owners is featured on the right side of the banner.

You may unsubscribe from further messages from the Bonnyville & District Chamber of Commerce by simply replying to this email and stating that you would like to unsubscribe.

Appendix A

Policy No. 15-FN-068 – Community
Donation Policy

Council Receptions & Public Relations
Spreadsheet

Town of Bonnyville

POLICY TITLE: COMMUNITY DONATION POLICY		
NEW POLICY NO. 15-FN-068		
ORIGIN/AUTHORITY: Town of Bonnyville Finance Department	ADOPTED BY: Town of Bonnyville – Council	EFFECTIVE DATE: April 14, 2015
REVISION DATE: June 22, 2021		

Purpose:



The purpose of this policy is to structure donations/grants of municipally owned resources in limited amounts to non-profit organizations within the Town of Bonnyville for purposes related to the well-being of the community and the growth and/or recognition of individuals in the community.

1. Definitions

- 1.1 Council means the Council of the Town of Bonnyville, in the Province of Alberta.
- 1.2 Chief Administrative Officer means the person appointed by Council to carry out the powers, duties and functions of the position of Chief Administrative Officer, or the person appointed to act as his designate.
- 1.2 Management means all General Manager or Designate level positions.
- 1.3 Employee means the employee of the Town of Bonnyville.
- 1.4 Donation means any direct monetary contribution or provision of Town services, facilities, equipment or merchandise that is not eligible for assistance under any other Town Program.

2. Responsibilities

- 2.1 Council
 - 2.1.1 To give formal approval to the policy.
 - 2.1.2 To give formal approval of specific levels of donation as outlined in this policy.
- 2.2 Chief Administrative Officer or his designate.
 - 2.2.1 To establish and present to Council for approval appropriate guidelines.
 - 2.2.2 To provide forms, schedules and agreements necessary for the administration of this policy.



Town of Bonnyville

POLICY TITLE: COMMUNITY DONATION POLICY		
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2.2.3 To approve all donation requests.

2.3 Management

2.3.1 To ensure all employees under their authority are aware of the Community Donation Policy and adhere to the procedures.

3. Policy Scope

3.1 This policy applies to all town departments, boards, agencies, facilities and other organizations falling within the reporting entity for the Town of Bonnyville with the following exceptions which may continue to provide grants to groups through its own budget line and outside of this policy:

- Bonnyville Family & Community Support Services community grants.
- Bonnyville Handi-bus.
- Bonnyville and District Centennial Centre
- Bonnyville Library
- Bonnyville Regional Fire Authority

3.2 Monetary Donations – while not a common form of donation, applications requesting monetary funds will be reviewed by Administration and shall be brought to an open council meeting with a recommendation for decision by resolution based on a determine Fee Schedule (Schedule B), as amended by Council from time to time.

4. Application Guidelines

4.1 All requests for donations should be directed in writing to the Town of Bonnyville one month prior to the event so the request can be considered.

4.2 Requests for support must meet at least one of the following criteria:

4.2.1 General Exposure and Profile – The event or activity enhances the Town's general profile and/or status, and/or increases overall awareness of the Town of Bonnyville as a community, particularly when the event or activity will provide media exposure for the Town.

Town of Bonnyville

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- 4.2.2 Economic Benefit – the event or activity attracts tourists and visitors to the Town thereby providing economic benefit to local businesses.
- 4.2.3 Promote Civic Pride and Sense of Place – The event or activity will enhance entertainment, recreational, and cultural opportunities for Bonnyville residents and will help create a more varied, vibrant, and interesting local flavour.
- 4.3 Organizations and/or charities whose primary focus is not within the municipality shall not be considered for a municipal donation.
- 4.4 The Town of Bonnyville does not provide support for business events, conferences, and any other events and/or activities that are solely commercial in nature.
- 4.5 The Town of Bonnyville reserves the right to request specific information regarding any group, individual, or organization making an application.
- 4.6 The Town of Bonnyville recognizes that some events are strongly identified within the community; therefore these events may require on-going funding due to the exposure and tourism opportunities they provide. The Town of Bonnyville may opt to commit to funding for more than a one-year period, however the annual application process will still be required. On-going support is not guaranteed.
- 4.7 In making donations/grants, the municipality may impose such conditions and/or restrictions as it deems fit.
- 4.8 Facility and/or Equipment donation requests exceeding 50% of the total rental cost must be approved in a regular council meeting by resolution.
- 4.9 Approval of applications is subject to the budgeted funds available in any given year, and therefore the application process is competitive.
- 4.10 The Town of Bonnyville may provide promotional items for fundraising purposes, including door prizes, auction items and giveaways, at the discretion of the CAO or designate, subject to application.
- 4.11 The Town of Bonnyville may post or advertise information on behalf of a charity or non-profit organization on staff or public bulletin boards in town facilities, in the local newspaper, on the town website, and through social media channels at the



Town of Bonnyville

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discretion of Administration, at no incurred cost to the Town of Bonnyville.

4.12 This section is not exhaustive, but provides the general rules for funding and the Town of Bonnyville and its Council reserves the right to accept or refuse any application for any reason.

5. Application Process

5.1 Applications for donations should be received at least one month prior to the event to be considered. Where it is not possible to submit an application a month prior to the event, the application should be submitted at the applicant's earliest convenience.

5.2 Each application will be reviewed by administration with a recommendation forwarded to the CAO and/or Council, if required, for decision.

5.3 Applicants may be required to attend a Council meeting to respond to any questions regarding their application.

5.4 In determining the amount of support, the Town of Bonnyville will consider:

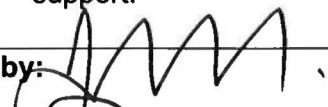

5.4.1 Fundraising efforts made by the applicant;

5.4.2 Total budgeted cost for the event or activity;

5.4.3 The applicant's contribution to the event by way of volunteer activities, in-kind and financial contributions;

5.4.4 The benefit to the community overall, and the significance of the event or activity;


5.4.5 The marketing value and opportunity offered the Town in exchange for its support.



Approved by: 	Date Signed: June 22 nd , 2021
Approved by: 	Date Signed: June 22 nd , 2021

Town of Bonnyville

POLICY TITLE: COMMUNITY DONATION POLICY		
NEW POLICY NO. 15-FN-068		
ORIGIN/AUTHORITY: Town of Bonnyville Finance Department	ADOPTED BY: Town of Bonnyville – Council	EFFECTIVE DATE: April 14, 2015
REVISION DATE: June 22, 2021		

“SCHEDULE A”

 <small>Town of Bonnyville "It's Multi-Natural"</small>	
Donation Request Application Form	
Organization:	
Contact Person:	
Mailing Address:	
Town:	Postal Code:
Phone Number:	Email Address:
Name of the Event:	
Type of Donation Requested	
1. MONETARY (Cash donation)	
Amount Requested:	
Please describe what the funding will be used for:	
2. FACILITIES	
Please describe what the facilities will be used for, including dates:	
3. PROMOTIONAL ITEMS	
<input type="checkbox"/> Giveaways to Participants	Amount: Age of Participants:
<input type="checkbox"/> Door Prize	Number of Event Participants:
<input type="checkbox"/> Silent Auction Item	Number of Event Participants:
Please attached a formal Letter of Request with the Application Form. It is recommended to have requests submitted a minimum of 1 month prior to your event to ensure great success for approval.	
FOR OFFICE USE ONLY	
Donation Approved:	
Approved By:	Resolution Number:

Town of Bonnyville

POLICY TITLE: COMMUNITY DONATION POLICY		
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ORIGIN/AUTHORITY: Town of Bonnyville Finance Department	ADOPTED BY: Town of Bonnyville – Council	EFFECTIVE DATE: April 14, 2015
REVISION DATE: June 22, 2021		

“SCHEDULE B”

Community Donation Fee Schedule includes, but is not limited to:

Event Category	Fee Schedule
<u>General Exposure and Profile</u>	
Local Annual Events including golf tournaments (hole sponsorships included)	Maximum \$250.00
Annual Toxic Round-up	\$2,500.00
Association Conferences where municipal staff are members and participating	\$1,500.00 sponsorship amount for a session break/speaker and/or silent auction item as determined required by Department General Manager or Designate
<u>Economic Benefit</u>	
Regional Events which will attract tourists/visitors to the Town	As per written request to a maximum \$5000.00
Annual Bonnyville Rodeo & Chuckwagon Event including Rodeo Queen Sponsorship	\$500.00
Bi-annual Oil & Gas Show	As per written request to a maximum \$5000.00
<u>Promotion of Civic Pride and Place</u>	
Teams participating in provincial championships	Maximum \$250.00
Local Sport Associations, Teams and Community Groups	Maximum \$250.00 With an option for participation by the group in the Spring Clean-up to raise additional funds
School Graduations	Maximum \$250.00 With an option for participation by the group in the Spring Clean-up to raise additional funds
Annual Charitable Activities (Christmas, Thanksgiving Meals)	\$500.00
Career Expos	\$500.00
Recognition of Milestone Events (anniversaries, birthdays)	Plaque donation
Memorial Donations for Outstanding Contributions for Long-time Service to the Community	Maximum \$250.00
Annual Family Boxing Day Event	\$250.00

This Fee Schedule does not exclude Council from making a motion to purchase tickets or tables to participate in local events which will be considered separately from the general donation requests noted above.

AP

8e)

Receptions & Public Relations				
Recipient	Description	Actuals		Budget
		2021	2022	2022
4 Wing Base Funds	Air Show	\$ -	\$ 20,000.00	\$ 20,000.00
Alberta Conservation	Restock Fish Pond	\$ -	\$ -	\$ 500.00
BCHS Grad	Donation to Grad	\$ 250.00	\$ 250.00	\$ 250.00
Bonnyville 4H Club	Contribution for Programming	\$ 250.00	\$ 250.00	\$ 500.00
Bonnyville Canadian Native Friendship Centre	Homeless Shelter	\$ 15,000.00	\$ -	\$ 35,000.00
Bonnyville Canadian Native Friendship Centre	Thanksgiving & Christmas Dinners	\$ -	\$ -	\$ 400.00
Bonnyville Chamber of Commerce	Oil & Gas Show	\$ -	\$ -	\$ -
Bonnyville Chamber of Commerce	Winter Tradeshow	\$ 3,000.00	\$ -	\$ 3,000.00
Bonnyville Chamber of Commerce	Golf Classic	\$ 400.00	\$ -	\$ 1,000.00
Bonnyville Chamber of Commerce	Chili Cook Off Sponsorship	\$ 2,000.00	\$ 1,904.76	\$ 2,000.00
Bonnyville Gear Grabbers	Show & Shine & Drag Racing	\$ 5,000.00	\$ -	\$ 5,000.00
Bonnyville Golf & Country Club	Ladies Classic	\$ -	\$ 250.00	\$ 250.00
Bonnyville Health Centre	2 Tables for Gala & Auction Item	\$ -	\$ 2,500.00	\$ 3,400.00
Bonnyville Junior A Pontiacs	Fundraiser Dinner	\$ -	\$ -	\$ 400.00
Bonnyville Junior A Pontiacs	Ambassador Sponsorship	\$ 15,000.00	\$ 15,000.00	\$ 15,000.00
Bonnyville Pro Rodeo & Chuckwagon Association	Sponsorship	\$ 7,500.00	\$ 15,000.00	\$ 15,000.00
Bonnyville Senior Citizens Society	Fish Fry Tickets	\$ -	\$ -	\$ 300.00
Bonnyville Senior Citizens Society	Fall Supper Tickets	\$ -	\$ -	\$ 400.00
Bonnyville Victim Services	Mock Collision Event	\$ -	\$ -	\$ 500.00
CNRL Donation Committee	Table Sponsorship	\$ -	\$ -	\$ 480.00
CNRL Donation Committee	Contribution for Silent Auction	\$ -	\$ -	\$ 250.00
Cold Lake Alpine Ski Society	Ski Race Donation	\$ -	\$ 250.00	\$ 250.00
Cold Lake Chamber of Commerce	Business of the Year Gala	\$ -	\$ -	\$ 1,500.00
Ecole Des Beaux Lac	Contribution to Grad	\$ -	\$ -	\$ 250.00
Ecole Notre Dame High School	Contribution for 2 Awards	\$ -	\$ -	\$ 150.00
Ecole Notre Dame High School	Contribution to Grad	\$ 250.00	\$ -	\$ 250.00
Elk Point Lions Club	Contribution to Walleye Classic	\$ -	\$ -	\$ 250.00
Extreme Mudfest	Donation	\$ -	\$ -	\$ 2,500.00
Graduation Cards	Purchase Cards for Graduates	\$ 425.00	\$ 570.00	\$ 1,000.00
Graduation Program	Gift for Graduates	\$ 3,640.00	\$ 181.98	\$ 4,000.00
The Kleinman Cup	The Kleinman Cup Golf Tournament	\$ -	\$ -	\$ 1,050.00
Kehewin	Ceremonies	\$ -	\$ -	\$ 250.00
Kehewin	Contribution to Pow Wow	\$ -	\$ 1,000.00	\$ 250.00
Kehewin	Contribution for Healing Ride	\$ -	\$ -	\$ 250.00
Kehewin	Contribution to Little Braves Relay	\$ -	\$ -	\$ 250.00
Lakeland Yellowjackets	International Competition	\$ -	\$ -	\$ 250.00
Naming Committee	Purchase of Signs	\$ -	\$ -	\$ 4,000.00
PCPA	Cheer Competition	\$ -	\$ -	\$ 250.00
Rednecks with a Cause	Autism Gala	\$ -	\$ -	\$ 400.00
Ronald MacDonald House Charities	Winterland Invitational Sponsorship	\$ 8,000.00	\$ 8,000.00	\$ 8,000.00
Ronald MacDonald House Charities	Charity Golf Tournament & Hole Sponsor	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
Royal Canadian Legion	Wreath for Remembrance Day	\$ -	\$ -	\$ 110.00
Various - School Event Donations	Donations for School Events	\$ 750.00	\$ 1,500.00	\$ 1,760.00
Various - Sports Team Donations	Donations for Community Sports Teams	\$ 1,500.00	\$ 4,250.00	\$ 5,600.00
Various - Other Small Donations/Golf/Events	Memorials, Retirements, Etc.	\$ 5,298.83	\$ 11,435.00	\$ 8,200.00
Village of Glendon	Pyrogy Bonspiel	\$ -	\$ -	\$ 150.00
Total		\$ 69,263.83	\$ 83,341.74	\$ 145,550.00
Budget Committed and Forecasted				\$ 60,283.02
Forecasted Budget Remaining				\$ 1,925.24

Grants PCN, Promotions, Recycling				
Recipient	Description	Actuals		Budget
		2021	2022	2022
Bonnyville Primary Care Network	Mental Health Navigator	\$ 25,000.00	\$ 75,000.00	\$ 75,000.00
Bonnyville Household Toxic Roundup Committee	Toxic Roundup	\$ 9,727.50	\$ -	\$ 7,000.00
Total		\$ 34,727.50	\$ 75,000.00	\$ 82,000.00
Budget Committed and Forecasted				\$ 7,000.00
Budget Remaining				\$ -