



AGENDA

Special Council Meeting

5:30 PM - Monday, December 20, 2021
HUB

Page

- 1.0 CALL TO ORDER**
 - 1.1 Conflict of Interest Declaration: Pecuniary and Non-pecuniary
- 2.0 ACCEPTANCE OF THE AGENDA**
 - 2.1 Special Council Meeting Agenda - December 20, 2021
- 3.0 ADOPTION OF PREVIOUS MINUTES**
- 4.0 BUSINESS ARISING FROM THE MINUTES**
 - 4.1 2022 Budget Deliberations - K. Beauchamp
[Budget Deliberations](#)
- 5.0 DELEGATION BY APPOINTMENT**
- 6.0 PUBLIC HEARING**
- 7.0 BYLAWS & POLICIES**
 - 7.1 Utility Rate Bylaw 838-C-12-21 (All Three Readings) - K. Beauchamp
[Utility Rate Bylaw](#)
- 8.0 NEW BUSINESS**
- 9.0 DEPARTMENTAL REPORTS**
- 10.0 COUNCIL REPORTS**
- 11.0 CORRESPONDENCE**
- 12.0 INFORMATION ITEMS**
- 13.0 CLOSED MEETING**
- 14.0 ADJOURNMENT**

AGENDA ITEM REPORT



Title: 2022 Budget Deliberations - K. Beauchamp
Report Type: Request for Decision
Report Author: Kyle Beauchamp
Meeting: Special Council Meeting - 20 Dec 2021
Department: Corporate Services
Reviewed by Kalen Hastings
Supervisor/Peer:

TOPICS:

Corporate Services:
Financial

OBJECTIVE:

Following a series of budget committee meetings, the purpose of this report is to present Council with the draft operating and capital budget for review / approval.

PREVIOUS COUNCIL DIRECTION:

The draft capital budget was presented at the December 8, 2021 Special Council meeting, and the draft operating budget was presented at the December 15, 2021 Special Council meeting.

ANALYSIS:

Under the MGA, Council must pass a three year operating plan (2022-2024), and a five year capital plan (2022-2026) before the end of the year.

Municipal tax rates will be brought back to Council for review in April/May of 2022. Before the tax rates are finalized for the year, Council does have the ability to amend the budget if they so desire. This could either be a result of cost savings found, or additional services requested.

KEY CONSIDERATIONS:

Capital Budget

- The capital budget attached to this report is the same that was presented and discussed at the December 8, 2021 budget meeting. Council has the following options to consider regarding the capital plan:
 - 1. Pass the 2022-2026 capital plan as presented.
 - 2. Pass the 2022-2026 capital plan subjected to additions or subtractions as Council desires.
 - 3. Pass an interim 2022-2026 capital plan as presented, and request further budget deliberations for January 2022.

Operating Budget

- The operating budget presented at the December 15, 2021 budget meeting has been adjusted for the following two items:
 - 1. \$4,000,000 debenture loan for the lagoon upgrade has been adjusted from a repayment schedule of 15 year to 10 years. This results in a quicker repayment term but an increase in related debt payments, and in turn, utility rates, to fund those payments.
 - 2. The North Industrial ASP has been reduced from \$50,000 to a cost of \$25,000 (as noted in the budget presentation). This results in a decrease in the other professional fee expense, and a reduction in the revenue from operating reserves
- As part of the attachment to this report, there are two operating budgets attached for Council to review, as they are presented in stages:
 - 1. The first budget (deficit) has been updated for the two changes noted above, to which these are highlighted in yellow. Council will see that this is not a balanced budget, as there is still a funding deficit.
 - 2. The second budget (funded) is essentially the same as the first attachment, however it has been balanced with the additional tax support required.
- Council has the following options to consider for approval of the budget:
 - 1. Pass the 2022-2024 operating plan (funded) as presented.
 - 2. Pass the 2022-2024 operating plan (funded) subjected to additions or subtractions as Council desires.
 - 3. Pass an interim 2022-2024 capital plan (funded) as presented, and request further budget deliberations for January of 2022.

FINANCIAL IMPACT:

Based on the budgets presented to Council for approval, the following rate increases are required for funding:

Utility Rates

- A \$6.97 per month increase in the sewer flat rate will effective January 2022.
- A \$6.97 per month increase in the sewer flat rate will be effective January 2023.
- No further utility rate increases.
- Council will have the pass the utility rate bylaw formalize the rate adjustment.

Municipal Taxes

- \$151,279 in additional municipal taxes are required to balance the budget as presented to Council for 2022.

- This would result in an effective municipal tax increase of 1.72% for 2022.
- This is approximately a \$13.78 yearly increase for every \$100,000 of assessed residential property value, and \$17.25 for every \$100,000 of non-residential property value.
- Council can adjust the tax increase based on a different residential / non-residential ratio. However, this consideration will be brought back to Council as part of approval of the municipal tax rate (April/May 2022).

STAKEHOLDER ENGAGEMENT:

Nothing further planned at this time.

DECISION OPTIONS:

1. Council can pass the operating and capital plans as presented.
2. Council can pass the operating and capital plans with additions or subtractions as requested.
3. Council can pass an interim operating and capital plan.

RECOMMENDATION:

1. THAT Council pass the 2022-2024 Operating Plan as presented.
2. THAT Council pass the 2022-2026 Capital Plan as presented.

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:



1. Focus on Community Safety



2. Focus on Livability



3. Focus on Economic Health



4. Focus on Good Governance and Corporate Excellence



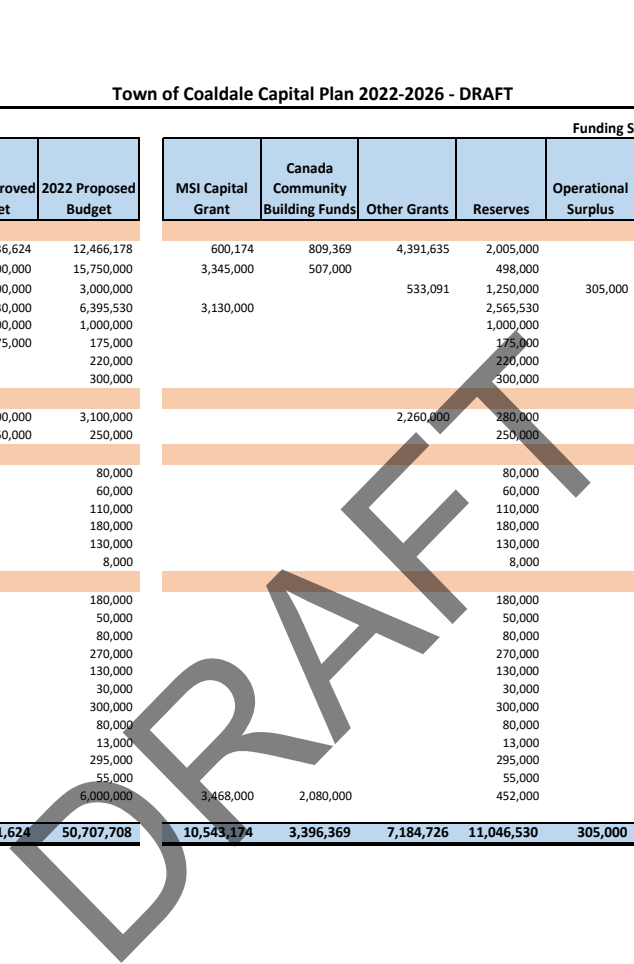
5. Focus on Responsible and Responsive Growth

ATTACHMENTS:

- [Capital Budget 2022-2026](#)
- [2022-2024 Operating Plan - Deficit \(1\)](#)
- [2022-2024 Operating Plan - Funded \(1\)](#)

Town of Coaldale Capital Plan 2022-2026 - DRAFT

Project				Funding Sources											
Asset Group	Presentation Reference	2021 Approved Budget	2022 Proposed Budget	MSI Capital Grant	Canada Community Building Funds	Other Grants	Reserves	Operational Surplus	Debentures	Regional Partnerships	Offsite Levies	Fundraising	Sale of Assets		
1. Projects Currently in Process															
Aerated Lagoon Upgrades	3A	12,836,624	12,466,178	600,174	809,369	4,391,635	2,005,000		4,000,000		660,000				
Multi-use Recreation Facility	3B	13,000,000	15,750,000	3,345,000	507,000		498,000		10,000,000		-	1,400,000			
Northwest Coaldale Infrastructure Development	3C	2,500,000	3,000,000			533,091	1,250,000	305,000			716,909		195,000		
Civic Square - Phase 1	3D	5,830,000	6,395,530	3,130,000			2,565,530						700,000		
Pathways - phase 1	3E	1,000,000	1,000,000				1,000,000								
Highway 3 Corridor Landscaping	3F	175,000	175,000				175,000								
Water Pump Replacement Program	3G		220,000				220,000								
Fleet Vehicle Replacement - Annual Program	3H		300,000				300,000								
2. Projects Not Yet Started															
Malloy - Phase 2B	4A	3,100,000	3,100,000			2,260,000	280,000			560,000					
Pathways - phase 2	4B	250,000	250,000				250,000								
3. New Capital Requests															
Emergency Services Truck - Fire Chief	5A		80,000				80,000								
Quads Automated Irrigation	5B		60,000				60,000								
NE Industrial Park Paving	5C		110,000				110,000								
Single Axle Dump Truck	5D		180,000				180,000								
Wide Area Mower #1	5D		130,000				130,000								
Broom Attachment for Bobcat	5D		8,000				8,000								
4. Potential Future Projects															
Boom Crane Auger Truck	5D		180,000				180,000								
Automotive Host	5D		50,000				50,000								
Parks Tractor	5D		80,000				80,000								
Single Axle Loader	5D		270,000				270,000								
Wide Area Mower #2	5D		130,000				130,000								
GrassVac Attachment	5D		30,000				30,000								
HydroVac Truck	5D		300,000				300,000								
Terrain Cut Mower	5D		80,000				80,000								
Paint Sprayer	5D		13,000				13,000								
Tandem Truck	5D		295,000				295,000								
Zero Turn Mower	5D		55,000				55,000								
Road and Deep Utility Replacement Program	6C		6,000,000	3,468,000	2,080,000		452,000								
				38,691,624	50,707,708	10,543,174	3,396,369	7,184,726	11,046,530	305,000	14,000,000	560,000	1,376,909	1,400,000	895,000



Town of Coaldale Capital Plan 2022-2026 - DRAFT

Project				Cash Flow Estimate						
Asset Group	Presentation Reference	2021 Approved Budget	2022 Proposed Budget	2020 & Prior Actual	2021 Estimate	2022 Estimate	2023 Estimate	2024 Estimate	2025 Estimate	2026 Estimate
1. Projects Currently in Process										
Aerated Lagoon Upgrades	3A	12,836,624	12,466,178	182,239	6,033,939	6,250,000				
Multi-use Recreation Facility	3B	13,000,000	15,750,000	247,533	600,000	6,000,000	7,000,000	1,902,467		
Northwest Coaldale Infrastructure Development	3C	2,500,000	3,000,000		2,750,000	250,000				
Civic Square - Phase 1	3D	5,830,000	6,395,530	852,169	1,750,000	3,793,361				
Pathways - phase 1	3E	1,000,000	1,000,000	616,062	100,000	188,938	95,000			
Highway 3 Corridor Landscaping	3F	175,000	175,000	148,886	15,154	10,960				
Water Pump Replacement Program	3G		220,000			130,000	90,000			
Fleet Vehicle Replacement - Annual Program	3H		300,000			60,000	60,000	60,000	60,000	60,000
2. Projects Not Yet Started										
Malloy - Phase 2B	4A	3,100,000	3,100,000				1,550,000	1,550,000		
Pathways - phase 2	4B	250,000	250,000				250,000			
3. New Capital Requests										
Emergency Services Truck - Fire Chief	5A		80,000			80,000				
Quads Automated Irrigation	5B		60,000			60,000				
NE Industrial Park Paving	5C		110,000				110,000			
Single Axle Dump Truck	5D		180,000			180,000				
Wide Area Mower #1	5D		130,000			130,000				
Broom Attachment for Bobcat	5D		8,000			8,000				
4. Potential Future Projects										
Boom Crane Auger Truck	5D		180,000				180,000			
Automotive Host	5D		50,000				50,000			
Parks Tractor	5D		80,000				80,000			
Single Axle Loader	5D		270,000					270,000		
Wide Area Mower #2	5D		130,000					130,000		
GrassVac Attachment	5D		30,000					30,000		
HydroVac Truck	5D		300,000						300,000	
Terrain Cut Mower	5D		80,000						80,000	
Paint Sprayer	5D		13,000						13,000	
Tandem Truck	5D		295,000							295,000
Zero Turn Mower	5D		55,000							55,000
Road and Deep Utility Replacement Program	6C		6,000,000				1,500,000	1,500,000	1,500,000	1,500,000
		38,691,624	50,707,708	2,046,889	11,249,093	17,141,259	10,965,000	5,442,467	1,953,000	1,910,000

Town of Coaldale 2022-2024 Operating Plan - Deficit

Costing Center	2022	2023	2024
Administration	156,500	117,500	130,500
Council	1,500	1,500	1,500
General	14,603,804	14,205,804	13,585,804
Infrastructure & Engineering	160,000	-	-
Library	112,500	102,500	102,500
Operations	5,608,709	5,825,081	5,797,861
Planning & Development	151,600	90,000	90,000
Protective Services	1,503,850	1,427,500	1,434,500
Recreation and Community Services	919,111	922,611	926,110
Total Revenues	23,217,574	22,692,496	22,068,775
Percent Increase		(2.31%)	(2.83%)
Administration	1,737,354	1,739,599	1,779,905
Council	300,781	306,132	311,643
General	4,382,085	3,779,917	3,082,417
Infrastructure & Engineering	700,248	562,473	578,930
Library	509,208	516,152	533,946
Operations	7,606,557	7,951,023	7,977,964
Planning & Development	972,114	937,278	955,473
Protective Services	3,812,980	3,827,115	3,909,199
Recreation and Community Services	3,347,526	3,423,430	3,463,239
Total Expenses	23,368,853	23,043,119	22,592,716
Percent Increase		(1.41%)	(1.99%)
Net Total	(151,279)	(350,623)	(523,941)

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Town of Coaldale 2022-2024 Operating Plan - Deficit

Object	2022	2023	2024
1-100-00-Residential Taxes	9,916,402	10,076,402	10,226,402
1-100-01-Residential Taxes Annex	189,336	189,336	189,336
1-101-00-Commercial Taxes	715,522	715,522	715,522
1-101-01-Commercial Taxes Annex	26,828	26,828	26,828
1-102-00-Industrial Taxes	978,426	978,426	978,426
1-103-00-Farmland Taxes	838	838	838
1-103-01-Farmland Taxes Annex	9,996	9,996	9,996
1-105-00-Linear Taxes	128,456	128,456	128,456
1-110-00-Recreation Levy	387,000	390,000	393,000
Total 1-100 - Taxation	12,352,804	12,515,804	12,668,804
1-200-00-General Sales & Services	93,000	93,000	93,000
1-201-00-Programs	70,000	70,000	70,000
1-202-00-Rentals & Leases	263,500	264,000	264,500
1-205-00-Department Sales (1)	83,000	84,000	85,000
1-206-00-Department Sales (2)	14,000	14,000	14,000
1-207-00-Department Sales (3)	13,000	13,000	13,000
1-210-00-Basic	3,270,314	3,574,627	3,607,627
1-211-00-Consumption	1,700,000	1,717,500	1,735,000
1-212-00-Bulk	100,000	100,000	100,000
Total 1-200 - Sales and User Charges	5,606,814	5,930,127	5,982,127
1-300-00-Tax Certificates	10,000	10,000	10,000
1-305-00-Business Licences	65,000	65,000	65,000
1-306-00-Animal Licences	13,000	13,000	13,000
1-310-00-Safety Code Permits	50,000	50,000	50,000
1-315-00-Development Fees	40,000	40,000	40,000
Total 1-300 - Licences, Permits and Fees	178,000	178,000	178,000
1-400-00-Interest & Penalties	119,000	119,000	119,000
1-401-00-Overdue Charges	5,000	5,000	5,000
1-410-00-Highway & Traffic Fines	500,000	500,000	500,000
1-411-00-Bylaw Fines	5,000	5,000	5,000
Total 1-400 - Interest, Penalties and Fines	629,000	629,000	629,000
1-500-00-Return on Investments	200,000	200,000	200,000
1-505-00-Franchise Fees	953,000	970,000	985,000
1-590-00-Gain On Land Inv Sales	1,050,000	600,000	-
Total 1-500 - Long-term Contracts and Asset Returns	2,203,000	1,770,000	1,185,000
1-700-00-Donations	4,000	4,000	4,000
1-701-00-Rebates	3,500	3,500	3,500
Total 1-700 - Other Revenue	7,500	7,500	7,500
1-890-00-Trfs from Federal Govt	6,500	6,500	6,500
1-891-00-Trfs from Prov Govt	476,500	476,500	476,500
1-892-00-Trfs from Other Lcl Govt	599,000	624,000	649,000
1-893-00-Trfs from Lcl Bds & Agcs	12,750	13,000	13,250
Total 1-800 - Government Transfers Revenue	1,094,750	1,120,000	1,145,250
1-995-00-Trfs from Operating Rsvs	440,450	91,500	18,500
1-996-00-Trfs from Capital Rsvs	705,256	450,565	254,594

Town of Coaldale 2022-2024 Operating Plan - Deficit

Total 1-900 - Transfer from Reserves	1,145,706	542,065	273,094
Total Revenues	23,217,574	22,692,496	22,068,775
2-120-00-Perm Salaries & Wages	4,684,815	4,953,149	5,135,652
2-121-00-Part Time & Casual Wages	67,452	70,527	73,742
2-122-00-Seasonal Wages	287,168	296,066	304,909
2-125-00-Council Salaries	158,908	163,676	168,582
2-126-00-Council Fees & Per Diems	15,000	15,000	15,000
2-130-00-Benefits	1,168,421	1,214,133	1,242,845
2-131-00-WCB	33,789	35,645	36,932
2-132-00-Technology Allowance	8,400	8,400	8,400
2-133-00-Tool Allowance	3,640	3,640	3,640
Total 2-100 - Salaries, Wages and Benefits	6,427,593	6,760,236	6,989,702
2-220-00-Advertising	28,800	28,800	28,800
2-221-00-Printing & Design	20,000	20,000	20,000
2-222-00-Postage & Freight	59,550	59,550	59,550
2-223-00-Telecommunications	70,120	70,120	70,120
2-224-00-Travel & Accommodations	71,050	71,050	71,050
2-225-00-Conferences	42,725	42,725	42,725
2-226-00-Subs & Memberships	67,700	67,700	67,700
2-227-00-Training & Education	122,150	122,150	122,150
2-228-00-Licences & Permits	10,500	10,500	10,500
2-229-00-Accounting & Audit Fees	25,000	22,000	23,000
2-230-00-Assessment & Inspections	154,600	156,500	170,500
2-231-00-IT Services	178,000	170,650	170,650
2-232-00-Professional Fees	170,000	170,000	170,000
2-233-00-Other Professional Fees	410,500	120,500	120,500
2-234-00-Contracted Services	1,879,450	1,844,450	1,856,950
2-235-00-Cleaning	108,850	108,850	108,850
2-236-00-Building Repairs	86,750	86,750	86,750
2-237-00-Equipment & Vehicle RM	57,100	57,100	57,100
2-238-00-Road Repairs	25,000	5,000	5,000
2-240-00-Rentals	107,500	86,650	86,650
2-241-00-Insurance Premiums	190,000	200,000	210,000
2-245-00-Department Expense	1,806,000	1,841,000	1,873,000
Total 2-200 - Contracted and General Services	5,691,345	5,362,045	5,431,545
2-320-00-Programming	96,890	96,890	69,890
2-321-00-Media Materials	6,200	6,200	6,200
2-322-00-Promotional	69,550	69,550	69,550
2-323-00-Food & Refreshments	24,500	24,500	24,500
2-324-00-Staff Apprn & Long Serv	23,000	23,000	23,000
2-325-00-Office & Stationery	51,915	51,915	51,915
2-326-00-IT Software	204,200	202,950	203,200
2-327-00-IT Equipment & Supplies	62,800	62,800	62,800
2-328-00-Equipment & Furnishings	65,750	63,250	63,250
2-329-00-First Aid, Safety & PPE	50,500	50,500	50,500

Town of Coaldale 2022-2024 Operating Plan - Deficit

2-330-00-Janitorial Supplies	35,300	35,300	35,300
2-331-00-Uniforms	19,500	19,500	19,500
2-332-00-Chemicals	60,800	60,800	60,800
2-333-00-Construction Materials	151,000	156,000	161,000
2-334-00-Fuel & Oil	120,000	120,000	120,000
2-335-00-Parts & Accessories	320,000	320,000	320,000
2-336-00-Shop Supplies	5,000	5,000	5,000
2-337-00-Tools	25,150	25,150	25,150
2-338-00-Natural Gas	100,000	105,000	110,000
2-339-00-Power	650,000	660,000	670,000
2-340-00-Water	832,000	837,000	842,000
2-341-00-Municipal Utilities	100,000	103,000	106,000
2-345-00-Water Meters	35,000	35,000	35,000
Total 2-300 - Materials, Goods, Supplies and Utilities	3,109,055	3,133,305	3,134,555
2-420-00-Bank Charges & Interest	5,750	5,750	5,750
Total 2-400 - Bank Charges and Interest	5,750	5,750	5,750
2-520-00-Interest on LT Debt	456,049	480,551	447,970
Total 2-500 - Interest on Long Term Debt	456,049	480,551	447,970
2-521-00-LT Debt Principal	1,085,706	977,611	977,233
Total 2-521 - Principal Debt Repayments	1,085,706	977,611	977,233
2-730-00-Taxes Write-off	35,000	35,000	35,000
2-790-00-Other Expenditures	200,000	100,000	-
Total 2-700 - Other Expenses	235,000	135,000	35,000
2-820-00-ASFF Payments	2,501,667	2,501,667	2,501,667
2-821-00-Separate School Req	340,000	340,000	340,000
2-822-00-Seniors Foundation Req	155,750	155,750	155,750
2-823-00-FCSS Payments	70,000	72,500	75,000
2-892-00-Trfs to Other Lcl Govt	27,670	253,454	175,484
2-893-00-Trfs to Lcl Bds & Agcs	211,600	214,000	217,000
Total 2-800 - Government Transfers Expense	3,306,687	3,537,371	3,464,901
2-996-00-Trfs to Capital Rsvs	3,051,668	2,651,250	2,106,060
Total 2-900 - Transfer to Reserves	3,051,668	2,651,250	2,106,060
Total Expenses	23,368,853	23,043,119	22,592,716
Net Total	(151,279)	(350,623)	(523,941)

Town of Coaldale 2022-2024 Operating Plan - Funded

Costing Center	2022	2023	2024
Administration	156,500	117,500	130,500
Council	1,500	1,500	1,500
General	14,755,083	14,556,427	14,109,745
Infrastructure & Engineering	160,000	-	-
Library	112,500	102,500	102,500
Operations	5,608,709	5,825,081	5,797,861
Planning & Development	151,600	90,000	90,000
Protective Services	1,503,850	1,427,500	1,434,500
Recreation and Community Services	919,111	922,611	926,110
Total Revenues	23,368,853	23,043,119	22,592,716
Percent Increase		(1.41%)	(1.99%)
Administration	1,737,354	1,739,599	1,779,905
Council	300,781	306,132	311,643
General	4,382,085	3,779,917	3,082,417
Infrastructure & Engineering	700,248	562,473	578,930
Library	509,208	516,152	533,946
Operations	7,606,557	7,951,023	7,977,964
Planning & Development	972,114	937,278	955,473
Protective Services	3,812,980	3,827,115	3,909,199
Recreation and Community Services	3,347,526	3,423,430	3,463,239
Total Expenses	23,368,853	23,043,119	22,592,716
Percent Increase		(1.41%)	(1.99%)
Net Total	-	-	-

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Town of Coaldale 2022-2024 Operating Plan - Funded

Object	2022	2023	2024
1-100-00-Residential Taxes	10,041,962	10,367,419	10,661,273
1-100-01-Residential Taxes Annex	189,336	189,336	189,336
1-101-00-Commercial Taxes	726,324	740,066	752,198
1-101-01-Commercial Taxes Annex	26,828	26,828	26,828
1-102-00-Industrial Taxes	993,343	1,013,488	1,030,820
1-103-00-Farmland Taxes	838	838	838
1-103-01-Farmland Taxes Annex	9,996	9,996	9,996
1-105-00-Linear Taxes	128,456	128,456	128,456
1-110-00-Recreation Levy	387,000	390,000	393,000
Total 1-100 - Taxation	12,504,083	12,866,427	13,192,745
1-200-00-General Sales & Services	93,000	93,000	93,000
1-201-00-Programs	70,000	70,000	70,000
1-202-00-Rentals & Leases	263,500	264,000	264,500
1-205-00-Department Sales (1)	83,000	84,000	85,000
1-206-00-Department Sales (2)	14,000	14,000	14,000
1-207-00-Department Sales (3)	13,000	13,000	13,000
1-210-00-Basic	3,270,314	3,574,627	3,607,627
1-211-00-Consumption	1,700,000	1,717,500	1,735,000
1-212-00-Bulk	100,000	100,000	100,000
Total 1-200 - Sales and User Charges	5,606,814	5,930,127	5,982,127
1-300-00-Tax Certificates	10,000	10,000	10,000
1-305-00-Business Licences	65,000	65,000	65,000
1-306-00-Animal Licences	13,000	13,000	13,000
1-310-00-Safety Code Permits	50,000	50,000	50,000
1-315-00-Development Fees	40,000	40,000	40,000
Total 1-300 - Licences, Permits and Fees	178,000	178,000	178,000
1-400-00-Interest & Penalties	119,000	119,000	119,000
1-401-00-Overdue Charges	5,000	5,000	5,000
1-410-00-Highway & Traffic Fines	500,000	500,000	500,000
1-411-00-Bylaw Fines	5,000	5,000	5,000
Total 1-400 - Interest, Penalties and Fines	629,000	629,000	629,000
1-500-00-Return on Investments	200,000	200,000	200,000
1-505-00-Franchise Fees	953,000	970,000	985,000
1-590-00-Gain On Land Inv Sales	1,050,000	600,000	-
Total 1-500 - Long-term Contracts and Asset Returns	2,203,000	1,770,000	1,185,000
1-700-00-Donations	4,000	4,000	4,000
1-701-00-Rebates	3,500	3,500	3,500
Total 1-700 - Other Revenue	7,500	7,500	7,500
1-890-00-Trfs from Federal Govt	6,500	6,500	6,500
1-891-00-Trfs from Prov Govt	476,500	476,500	476,500
1-892-00-Trfs from Other Lcl Govt	599,000	624,000	649,000
1-893-00-Trfs from Lcl Bds & Agcs	12,750	13,000	13,250
Total 1-800 - Government Transfers Revenue	1,094,750	1,120,000	1,145,250
1-995-00-Trfs from Operating Rsvs	440,450	91,500	18,500
1-996-00-Trfs from Capital Rsvs	705,256	450,565	254,594

Town of Coaldale 2022-2024 Operating Plan - Funded

Total 1-900 - Transfer from Reserves	1,145,706	542,065	273,094
Total Revenues	23,368,853	23,043,119	22,592,716
2-120-00-Perm Salaries & Wages	4,684,815	4,953,149	5,135,652
2-121-00-Part Time & Casual Wages	67,452	70,527	73,742
2-122-00-Seasonal Wages	287,168	296,066	304,909
2-125-00-Council Salaries	158,908	163,676	168,582
2-126-00-Council Fees & Per Diems	15,000	15,000	15,000
2-130-00-Benefits	1,168,421	1,214,133	1,242,845
2-131-00-WCB	33,789	35,645	36,932
2-132-00-Technology Allowance	8,400	8,400	8,400
2-133-00-Tool Allowance	3,640	3,640	3,640
Total 2-100 - Salaries, Wages and Benefits	6,427,593	6,760,236	6,989,702
2-220-00-Advertising	28,800	28,800	28,800
2-221-00-Printing & Design	20,000	20,000	20,000
2-222-00-Postage & Freight	59,550	59,550	59,550
2-223-00-Telecommunications	70,120	70,120	70,120
2-224-00-Travel & Accommodations	71,050	71,050	71,050
2-225-00-Conferences	42,725	42,725	42,725
2-226-00-Subs & Memberships	67,700	67,700	67,700
2-227-00-Training & Education	122,150	122,150	122,150
2-228-00-Licences & Permits	10,500	10,500	10,500
2-229-00-Accounting & Audit Fees	25,000	22,000	23,000
2-230-00-Assessment & Inspections	154,600	156,500	170,500
2-231-00-IT Services	178,000	170,650	170,650
2-232-00-Professional Fees	170,000	170,000	170,000
2-233-00-Other Professional Fees	410,500	120,500	120,500
2-234-00-Contracted Services	1,879,450	1,844,450	1,856,950
2-235-00-Cleaning	108,850	108,850	108,850
2-236-00-Building Repairs	86,750	86,750	86,750
2-237-00-Equipment & Vehicle RM	57,100	57,100	57,100
2-238-00-Road Repairs	25,000	5,000	5,000
2-240-00-Rentals	107,500	86,650	86,650
2-241-00-Insurance Premiums	190,000	200,000	210,000
2-245-00-Department Expense	1,806,000	1,841,000	1,873,000
Total 2-200 - Contracted and General Services	5,691,345	5,362,045	5,431,545
2-320-00-Programming	96,890	96,890	69,890
2-321-00-Media Materials	6,200	6,200	6,200
2-322-00-Promotional	69,550	69,550	69,550
2-323-00-Food & Refreshments	24,500	24,500	24,500
2-324-00-Staff Apprn & Long Serv	23,000	23,000	23,000
2-325-00-Office & Stationery	51,915	51,915	51,915
2-326-00-IT Software	204,200	202,950	203,200
2-327-00-IT Equipment & Supplies	62,800	62,800	62,800
2-328-00-Equipment & Furnishings	65,750	63,250	63,250
2-329-00-First Aid, Safety & PPE	50,500	50,500	50,500

Town of Coaldale 2022-2024 Operating Plan - Funded

2-330-00-Janitorial Supplies	35,300	35,300	35,300
2-331-00-Uniforms	19,500	19,500	19,500
2-332-00-Chemicals	60,800	60,800	60,800
2-333-00-Construction Materials	151,000	156,000	161,000
2-334-00-Fuel & Oil	120,000	120,000	120,000
2-335-00-Parts & Accessories	320,000	320,000	320,000
2-336-00-Shop Supplies	5,000	5,000	5,000
2-337-00-Tools	25,150	25,150	25,150
2-338-00-Natural Gas	100,000	105,000	110,000
2-339-00-Power	650,000	660,000	670,000
2-340-00-Water	832,000	837,000	842,000
2-341-00-Municipal Utilities	100,000	103,000	106,000
2-345-00-Water Meters	35,000	35,000	35,000
Total 2-300 - Materials, Goods, Supplies and Utilities	3,109,055	3,133,305	3,134,555
2-420-00-Bank Charges & Interest	5,750	5,750	5,750
Total 2-400 - Bank Charges and Interest	5,750	5,750	5,750
2-520-00-Interest on LT Debt	456,049	480,551	447,970
Total 2-500 - Interest on Long Term Debt	456,049	480,551	447,970
2-521-00-LT Debt Principal	1,085,706	977,611	977,233
Total 2-521 - Principal Debt Repayments	1,085,706	977,611	977,233
2-730-00-Taxes Write-off	35,000	35,000	35,000
2-790-00-Other Expenditures	200,000	100,000	-
Total 2-700 - Other Expenses	235,000	135,000	35,000
2-820-00-ASFF Payments	2,501,667	2,501,667	2,501,667
2-821-00-Separate School Req	340,000	340,000	340,000
2-822-00-Seniors Foundation Req	155,750	155,750	155,750
2-823-00-FCSS Payments	70,000	72,500	75,000
2-892-00-Trfs to Other Lcl Govt	27,670	253,454	175,484
2-893-00-Trfs to Lcl Bds & Agcs	211,600	214,000	217,000
Total 2-800 - Government Transfers Expense	3,306,687	3,537,371	3,464,901
2-996-00-Trfs to Capital Rsvs	3,051,668	2,651,250	2,106,060
Total 2-900 - Transfer to Reserves	3,051,668	2,651,250	2,106,060
Total Expenses	23,368,853	23,043,119	22,592,716
Net Total	-	-	-

AGENDA ITEM REPORT



Title: Utility Rate Bylaw 838-C-12-21 (All Three Readings) - K. Beauchamp
Report Type: Bylaw
Report Author: Kyle Beauchamp
Meeting: Special Council Meeting - 20 Dec 2021
Department: Corporate Services
Reviewed by Kalen Hastings
Supervisor/Peer:

TOPICS:

Corporate Services:

Fees

Topic Legislative Services:

Bylaws & Policies

OBJECTIVE:

To present Council with the Utility Rate Bylaw for review of the utility rates for 2022/2023, as part of the 2022 operating budget.

PREVIOUS COUNCIL DIRECTION:

An increase in utility rates to fund the \$4,000,000 debenture (amortized over a 10-year period) on the Aerated Lagoon Upgrades, along with the added utility operator position will be required for 2022 and 2023, based on previous budget discussions. The utility rate adjustment is under the assumption of a 10-year debenture term loan. This is also under the assumption that Town Council has approved the 2022-2024 operating plan as presented.

ANALYSIS:

The following are the utility rate adjustment proposed as part of this bylaw:

- Sanitary Sewer flat fee will increase by \$6.97 per month, effective January 1, 2022.
- Sanitary Sewer flat will increase by \$6.97 per month, effective January 1, 2023.

These utility rate increases are under the assumption of a 10-year debenture loan, and approved as part of the 2022 operating budget. Should Council have requested any adjustments to the operating budget that will affect this, the utility rates as presented here can be amended accordingly.

FINANCIAL IMPACT:

This rate adjustment will result in approximately \$272,000 in additional utility revenue for 2022 and \$543,000 for 2023. This will fund the additional utility operator position (\$75,000) for operations of the lagoons, as well as the yearly debt financing cost of approximately \$468,000.

STAKEHOLDER ENGAGEMENT:

N/A

DECISION OPTIONS:

1. Council can approve the utility rate bylaw as presented, based on funding a 10 year debenture for the Aerated Lagoon upgrades, as presented in the 2022 operating budget.
2. Council can requested amended changes to the utility rate bylaw, based on any changes Council may have requested from the 2022 operating budget.

RECOMMENDATION:

1. THAT Council proceed with 1st reading of Utility Rates Bylaw 838-C-12-21;
2. THAT Council proceed with 2nd reading of Utility Rates Bylaw 838-C-12-21;
3. THAT Council move to provide unanimous consent to provide third reading of Utility Rates Bylaw 838-C-12-21;
4. THAT Council proceed with 3rd reading of Utility Rates Bylaw 838-C-12-21.

STRATEGIC ALIGNMENT WITH COUNCIL STRATEGIC PLAN:



1. Focus on Community Safety



2. Focus on Livability



3. Focus on Economic Health



4. Focus on Good Governance and Corporate Excellence



5. Focus on Responsible and Responsive Growth

ATTACHMENTS:

[838-C-12-21 Utility Rate Bylaw](#)

BYLAW ~~772-R-12-19838-C-12-21~~
TOWN OF COALDALE
PROVINCE OF ALBERTA

BEING A BYLAW OF THE TOWN OF COALDALE
TO AUTHORIZE AND GOVERN WATER, SEWER, SOLID WASTE, RECYCLING
AND STORM WATER RATES ~~FOR 2020.~~

WHEREAS under the authority of and pursuant to provisions of the *Municipal Government Act* the Council may pass a bylaw for establishing the rates and charges for public utilities;

NOW THEREFORE, the Municipal Council of the Town of Coaldale duly assembled hereby enact the rates and charges for public utilities ~~2020.~~

1. TITLE

This Bylaw may be cited as the “Utility Rate Bylaw” of the Town of Coaldale. Where the terms of this Bylaw conflict with the provisions of any other Bylaw of the Town of Coaldale, this Bylaw shall prevail.

2. INTERPRETATIONS AND DEFINITIONS

2.1 Unless the context specifically indicates otherwise, the meaning used in this Bylaw shall be as follows:

- 2.1.1 “Bulk Water” means water provided to a Consumer through part of the Town’s Water System but not through a service connection as defined in Bylaw 762-R-07-19, the Water Services Bylaw;
- 2.1.2 “Commercial Consumer” means the owner or occupier of a commercial establishment or a dwelling unit containing a commercial establishment other than a house occupation where the premises has a Utility Services Account with the Town;
- 2.1.3 “Consumer” means both Commercial Consumers, Domestic Consumers, Out of Town Consumers, and any person, entity, or government, who has a Utility Services Account with the Town;
- 2.1.4 “Council” means the Council of the Town of Coaldale;
- 2.1.5 “Dwelling Unit” means one or more self-contained rooms designed to be used as a dwelling and that includes sleeping, cooking, living, and sanitary facilities and having an independent entrance either directly from the outside of the building or through a common area within the building;
- 2.1.6 “Domestic Customer” means the owner or occupier of a residence containing one or more dwelling units that has a utility services account with the Town and includes Churches premises;

- 2.1.7 "Occupant" means a person who is an owner of a premises who resides or carries on business within a premise or a person who resides in the premises or carries on a business within a premise pursuant to a lease or licence.
- 2.1.8 "Out of Town Consumer" means both Commercial Consumers and Domestic Consumers who have a Utility Services Account with the Town, but have property or a premise located outside of the geographical limits of the Town;
- 2.1.9 "Premises" includes lands and buildings or both, or a part thereof;
- 2.1.10 "Town" means the municipal corporation of The Town of Coaldale, and includes the geographical area within the boundaries of The Town of Coaldale where the context so requires;
- 2.1.11 "Utility Invoice" means a customer's billing statement for Town utilities, including E-bills.
- 2.1.12 "Utility Services" means the utilities provided by the Town in accordance with the *Municipal Government Act*, RSA 2000 c M-26, including, water, sewer, garbage collection, and storm drainage.
- 2.1.13 "Utility Services Account" means the account a consumer sets up with the Town for the main purpose of receiving and paying utility invoices.

3. WATER RATES

3.1 DOMESTIC CONSUMERS shall be billed:

\$23.10 per calendar month, **effective January 1, 2022** per individual dwelling unit

plus

\$1.093 for each cubic meter of water used per calendar month, **effective January 1, 2022**.

3.2 COMMERCIAL CONSUMERS shall be billed:

\$23.10 per calendar month, **effective January 1, 2022** per premises or individual dwelling unit as determined by the Town in its sole discretion

plus

\$1.093 for each cubic meter of water used per calendar month, **effective January 1, 2022** per premises or individual dwelling unit as determined by the Town in its sole discretion.

3.3 BULK WATER users shall be charged:

\$3.6600 per cubic meter, effective January 1, 2022 per premises or individual dwelling unit as determined by the Town in its sole discretion.

3.4 OUT OF TOWN CONSUMERS users shall be charged as follows:

3.4.1 DOMESTIC CONSUMERS shall be billed:

\$34.76 per calendar month, effective January 1, 2022 per individual dwelling unit

plus

\$2.830 for each cubic meter of water used per calendar month, effective January 1, 2022 per individual dwelling unit.

3.4.2 COMMERCIAL CONSUMERS shall be billed:

\$34.76 per calendar month, effective January 1, 2022 per premises or individual dwelling unit as determined by the Town in its sole discretion

plus

\$2.830 for each cubic meter of water used per calendar month, effective January 1, 2022 per premises or individual dwelling unit as determined by the Town in its sole discretion.

4. SANITARY SEWER RATES

4.1 DOMESTIC CONSUMERS shall be billed:

~~\$22,6745.70~~ per calendar month, effective January 1, 2022 per individual dwelling unit;

\$29.64 per calendar month, effective January 1, 2023 per individual dwelling unit;

plus

\$1.063 for sewage discharge volume as determined by the average winter water consumption, effective January 1, 2022 per individual dwelling unit.

4.2 COMMERCIAL CONSUMERS shall be billed:

~~\$22,6745.70~~ per calendar month, effective January 1, 2022 per premises or individual dwelling unit as determined by the Town in its sole discretion;

\$29.64 per calendar month, effective January 1, 2023 per premises or individual dwelling unit as determined by the Town in its sole discretion;

plus

\$1.063 for sewage discharge volume as determined by water consumption, effective January 1, 2022 per premises or individual dwelling unit as determined by the Town in its sole discretion.

4.3 OUT OF TOWN CONSUMERS shall be charged as follows:

4.3.1 DOMESTIC CONSUMERS shall be billed:

\$24,5717.60 per calendar month, effective January 1, 2022 per individual dwelling unit;

\$31.54 per calendar month, effective January 1, 2023 per individual dwelling unit;

plus

\$1.159 for sewer discharge volume as determined by the average winter water consumption, effective January 1, 2022, per individual dwelling unit.

4.3.2 COMMERCIAL CONSUMERS shall be billed:

\$24,5717.60 per calendar month, effective January 1, 2022 per premises or individual dwelling unit as determined by the Town in its sole discretion;

\$31.54 per calendar month, effective January 1, 2023 per premises or individual dwelling unit as determined by the Town in its sole discretion;

plus

\$1.159 for sewer discharge volume as determined by the water consumption, effective January 1, 2022 per premises or individual dwelling unit as determined by the Town in its sole discretion.

5. SOLID WASTE SERVICES RATES

5.1 DOMESTIC CONSUMERS shall be billed:

\$29.50 per calendar month, effective January 1, 2022 as follows:

- January – February – Bi-weekly compost, bi-weekly solid waste, weekly recycle.
- March – November – Weekly compost, bi-weekly solid waste, weekly recycle.
- December – Bi-weekly compost, bi-weekly solid waste, weekly recycle.

5.2 COMMERCIAL CONSUMERS shall be billed:

- 5.2.1 \$59.15 per month shall be levied for two (2) solid waste pick-ups and one (1) recycling pick-up per week, per bin, effective January 1, ~~2022~~.
- 5.2.2 A charge of \$26.25 per pick-up shall be levied for each additional pick-up of solid waste over the regular pick-ups per week effective January 1, ~~2022~~;
- 5.2.3 A charge of \$13.00 per pick-up shall be levied for each additional pick-up of recycling over the regular pick-up per week effective January 1, ~~2022~~.

6. STORM WATER DRAINAGE RATES

6.1 DOMESTIC CONSUMERS be billed:

\$7.95 per calendar month, ~~effective January 1, 2022~~ per residential dwelling unit.

6.2 COMMERCIAL CONSUMERS shall be billed:

\$7.95 per calendar month, ~~effective January 1, 2022~~ per premises or individual dwelling unit as determined by the Town in its sole discretion.

7. TRANSFER FEE

7.1 DOMESTIC AND COMMERCIAL CONSUMERS: Fee for transfer of unpaid utilities to the property tax account as per the various utility Bylaws for the Town shall be:

\$30.00 ~~per transfer, effective January 1, 2022, 0 per transfer.~~

8. WATER METER FEE

8.1 DOMESTIC CONSUMERS:

8.1.1 New and redeveloped Domestic Consumers with up to one (1) inch (25 mm) water service shall be charged a one-time water meter fee with the development permit application. Water meters shall be supplied and owned by the Town of Coaldale:

\$630.00 per water meter, effective January 1, 20220.

- 8.1.2 New and redeveloped Domestic Consumers with up to two (2) inch (51 mm) water service shall be charged a one-time water meter fee with the development permit application. Water meters shall be supplied and owned by the Town of Coaldale:

\$1,580.00 per water meter, effective January 1, 20220.

8.2 COMMERCIAL CONSUMERS:

- 8.2.1 New and redeveloped Commercial Consumers with up to one (1) inch (25 mm) water service shall be charged a one-time water meter fee with the development permit application. Water meters shall be supplied and owned by the Town of Coaldale:

\$630.00 per water meter, effective January 1, 20220.

- 8.2.2 New and redeveloped Commercial Consumers with up to two (2) inch (51 mm) water service shall be charged a one-time water meter fee with the development permit application. Water meters shall be supplied and owned by the Town of Coaldale:

\$1,580.00 per water meter, effective January 1, 20220.

- 8.2.3 New and redeveloped Commercial Consumers with water service exceeding two (2) inches (51 mm) shall be charged a one-time water meter fee of the cost of the water meter and MXU plus a 15% set-up fee with the development permit application. Water meters shall be supplied and owned by the Town of Coaldale.

9. MISCELLANEOUS UTILITY FEES

- 9.1 Connect/Disconnect fees will be billed as follows:

\$58.25 per service activity, effective January 1, 20220.

- 9.2 New Utility Service Account fees will be billed as follows:

\$20.00 per new account set up, effective January 1, 20220.

- 9.3 Hourly Labour Rate Utilities will be billed as follows:

\$58.25 per hour, effective January 1, 20220.

- 9.4 Deposit for a new water meter, for new construction or development:

\$500.00 per meter, effective January 1, 20220.

- 9.5 Replacement fees for water meter components will be billed as follows:

9.5.1 \$350.00 — Residential/Commercial up to 1” meter;

9.5.2 \$1,400.00 — Commercial up to 2” meters;

9.5.3 Meter replacement Cost + 15% - Commercial greater than 2” meters;

9.5.4 \$325.00 — MXU (remote radio meter reader)

9.6 Water meter testing will be billed as follows:

\$159.15 per test on one (1) meter, **effective January 1, 20220.**

9.7 Fees for Fire Hydrant meter rental will be billed as follows:

9.7.1 \$3.66 per cubic meter, effective January 1, **20220,**

9.7.2 \$20.00 per day,

9.7.3 \$750.00 damage deposit required at time of rental, and

9.7.4 If the unit or hydrant is damaged the renter, will be responsible for the full replacement cost.

9.8 Fees for irrigation meter rentals will be billed as follows:

9.8.1 \$100.00 per season per meter; and

9.8.2 \$1.093 per cubic meter, effective January 1, **20220.**

9.9 Fees for damaged **curb-stops** that require excavation equipment to repair, will be billed as follows:

9.9.1 \$1,000.00

10. FEES FOR VIOLATION OF WATER RATIONING ORDERS

10.1 Non-compliance with outdoor water use prohibitions and restrictions will be billed as follows:

10.1.1 \$100.00 per violation of a Stage 1 Water Rationing Order;

10.1.2 \$200.00 per violation of a Stage 2 Water Rationing Order;

10.1.3 \$300.00 per violation of a Stage 3 Water Rationing Order;

10.1.4 \$400.00 per violation of a Stage 4 Water Rationing Order; and

10.1.5 \$500.00 per violation on prohibitions and restrictions associated with a Water Emergency Rationing Order.

11. APPEALING FEES AND RATES

A Consumer who uses, receives, or pays for Utility Services through a Utility Service Account with the Town, may appeal a service charge, rate, or toll charged under this Bylaw, to the Alberta Utilities Commission on the following grounds: that such service charge, rate, or toll does not conform to the established public utility rate structure, has been improperly imposed, or is discriminatory.

12. BYLAW RESCINDED

Bylaw ~~761-772-R-07-19~~ and any amendments are hereby rescinded.

13. EFFECTIVE DATE

This Bylaw shall come into full force and effect when this Bylaw has achieved third reading and is duly signed.

READ a FIRST time this ~~day of month, year for Utility Rate Bylaw 838-C-12-21, 16th day of December, 2019.~~

Mayor – ~~Kim Craig~~Jack Van Rijn

CAO – Kalen Hastings

Motion #: ~~380-19~~

READ a SECOND time this ~~day of month, year for Utility Rate Bylaw 838-C-12-21, 16th day of December, 2019~~

Mayor – ~~Kim Craig~~Jack Van Rijn

CAO – Kalen Hastings

Motion #: ~~381-19~~

