



Town of Bentley

2022 Budget – Projections Q3

Including Actuals to October 31, 2022

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2022 Budget

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Where do your budget dollars go?

Where do your budget dollars go?

Administration <ul style="list-style-type: none">• General Administration• Legislative Services• Finance• Economic Development• Computer and Information Systems• Donations and Grant Management	Facilities Management and Maintenance <ul style="list-style-type: none">• Arena• Curling Rink• Library• Oxford School• Bentley Museum (Grant)
Public Works <ul style="list-style-type: none">• Roads & Streets• Water Supply & Distribution• Sewage Collection & Treatment• Garbage Collection & Disposal• Project Management & Oversight• Parks, Playground and Campground	Protective Services <ul style="list-style-type: none">• Fire Fighting• Bylaw Enforcement• Emergency Management
Economic Development	Planning and Development
Community Services & FCSS	

Statistics

- 1 water treatment plant
- 1 bulk fill water station
- 1 clear well reservoir
- 3 portable water reservoirs
- 8.17 km of water main
- 3.2 km of storm sewer
- 8.26 km of sanitary sewer
- 75 water main valves
- 10 waste water valves
- 109 wastewater manholes
- 20 catch basin manholes
- 63 catch basins
- 2 retention ponds
- 44 hydrants and 1 flush point
- 1 septic receiving station (campground)
- 8 lagoons for waste water treatment
 - 4 anaerobic cells
 - 2 facultative cells
 - 2 storage cells
- 1.67 km of chain link fence
- .34 km of chain and post
- 2.28 km of barbed wire
- 12 hanging baskets
- 26 planters
- 1025 sq. ft. of flower beds
- 445 water meters billed
- 13 sewer and garbage only
- 8 commercial garbage bins
- 648 property tax rolls
- 1078 residents per census
- 664 bookings arena per yr.
- 437 hr. Lacombe enfcmt
- Maintenance and support of vertical assets
 - Old Firehall for Parks and Rec
 - Oxford School
 - Bentley Arena
 - Curling Rink
 - Bentley Library
 - Community Hall
 - Public Works Buildings (2)
 - Pump houses (2)
 - Ski Hill
 - Bentley Fire Hall
 - Town Hall
- 11 light duty vehicles/equip
- 5 heavy duty vehicles
- 4 bins/seacan for recycling
- 4 playgrounds
- 31 outdoor garbage receptacles
- 4 parking lots
- 3km of bike path



Strategic Plan Goals Update Q2



Council Workshops/Strategic Planning

- ▶ November 24, 2021, Strategic Planning Workshop held with council
 - Intent to review existing strategic plan
 - Provide materials for New Council to review
 - Allow time to settle in the role as Council
- ▶ May 11, 2022 - Additional workshop with Mayor and Council
 - Review ideas suggested on November 24, 2021, workshop
 - Reflect on relevancy now that council has had a few months in term
 - Discuss priorities and refine long term objectives that align with the Strategic Plan
- ▶ June 14, 2022, Regular Meeting of Council – Strategic Planning Power Point presented and Advocacy Discussion with Council
- ▶ July 12, 2022, Meeting with Blaine Calkins regarding Bentley Priorities and funding support
- ▶ July 27, 2022, Meeting with Jason Nixon regarding Bentley Priorities and funding support



Background

Bentley Community Strategic Plan

Vision:

“As we look to the future, we see the Town of Bentley as a community that offers residents a high quality of life that grows in a sustainable manner that is safe, clean, attractive, friendly and family oriented. The community benefits from its strategic location building on its strengths of being proactive in planning for economic growth in an environmentally responsible manner. Bentley celebrates community spirit where citizens are actively involved in shaping and guiding the future of the community.”

Mission:

“The Town of Bentley is committed to delivering excellence every day through the provision of cost-effective services that enhance the quality of life for all citizens within the community. We are committed to open communication and dialogue with all residents that we serve to ensure that we understand and deliver optimal services.”



Background Bentley Community Strategic Plan

Goals of the Strategic Plan

- **Effective Communication and Engagement**
- **Financial Stability**
- **Economic Growth**
- **Enriched and United Community**
- **Organizational Success**

Project & Goal Update

Effective Communication and Engagement

► Website/Branding Project **(On Schedule)**

- RFP was posted the beginning of April and closed April 22
- Evaluation team selected proponent based on evaluation criteria posted with RFP – team made up of two Town Staff and two representatives from Central Alberta Economic Partnership and Lacombe Tourism.
- Working group selected from local members of the community and others with interest in the community – business owners, residents, not for profit representation, youth, seniors
 - Two working group meetings held to educate and seek input from the working group
- Separate meeting with Mayor and Council and Staff to obtain input
- Survey running until end of August to seek community input
- Brand Selected/Revealed and approved October 25, 2022, regular meeting of council / Marketing collateral under development
- Website redevelopment in process anticipate completion in December/January

► AT Roundabout project **(Construction began in July 2022 – majority completed by end of October – Signage installed)**

- Public Information session was held by AT – www.highway20-12roundabout.ca (public information accessible from May 21, 2021, to July 9, 2021) and was posted on Facebook and Town Website
- Roundabout signage project and options determined through public engagement 288 survey responses to select desired sign
- Bentley signage installed prior to end of October

► Formal marketing plan **(2022) (4th quarter – delayed, waiting for branding and website project to finish)**

- Will be reaching out to Bentley businesses through zoom to strategize collaborative marketing
- Idea is to capitalize on the marketing efforts of others but not duplicate – identify gaps and use town dollars to advertise in those gaps – community marketing
- Website and Branding to be the catalyst for plan

Project & Goal Update

Effective Communication and Engagement (Cont'd)

- ▶ **Events strategy (2022) (delayed – anticipated late 3rd quarter however pushed out)**
 - Information gathering phase – community services putting together calendar of all events – has reached out to community organizations
 - Once calendar is created in rough form will be engagement with council for next steps

- ▶ **Citizen recognition program (2022) (Q3 – on schedule)**
 - Cake and coffee event in Fall September 28, 2022, for Good Neighbor Day was successfully hosted - with all community, staff and local community groups.
 - Many community groups participated
 - Wished more community members came out to learn about volunteer opportunities
 - Will look to do again next year but with bbq

Project & Goal Update

Financial Stability

- Quarterly Reporting (**completed and ongoing – 1st, 2nd and 3rd Qtr. reports completed**)

- 2021 Audit Completed and Financial Statements Presented and Approved by Council, all reporting submitted to Province

- FCM Asset Management Grant (**completed – submitted required documentation for grant**)
 - Engagement with Mayor and Council
 - Engagement with Staff
 - Final Report presented and accepted by Mayor and Council on June 14, 2022
 - Asset Management Policy 58/2022 approved
 - Final reporting submitted, still waiting for payment of grant

- Municipal Affairs – Municipal Accountability Program Audit (**Completed**)
 - Legislative compliance audit conducted by Municipal Affairs and is completed
 - Final Report presented to Mayor and Council on June 28, 2022
 - Sent administrative responses to MAP program
 - Some issues already rectified

- Additional Mapping of community infrastructure (**GIS Transition to Parkland Community Planning – Completed**)
 - Data has transitioned from MRF to Parkland Community Planning
 - Public Works continues to review all mapping data and updating accordingly
 - Adding additional data points ongoing

Project & Goal Update

Financial Stability (Cont'd)

- ▶ Review of Capital Plan (Q2)
 - Application to Canada Community Revitalization Grant was not successful
 - Review with Mayor and Council priorities as part of Strategic Planning
 - Continue with concrete program and sidewalk replacement for 2022 – final scope completed and waiting on updated pricing from Old's Concrete – anticipate program to begin late august, early September
 - New Beginnings Subdivision Reconfiguration – obtaining 3 quotes and utility work from Fortis, ATCO and Shaw will begin late august, early September
 - Arena Slab and Ice Plant a priority – submitted a grant application for energy efficiency with a submission to **Green and Inclusive Community Buildings Grant** to fund Slab Replacement and Ice Plant Replacement, assistance provided by Associated Engineering

- ▶ Building Assessment Oxford School (Q2) – **Assessment Complete – Demolition Underway**
 - Assessment completed and presented to Council beginning of Q2
 - Public information session held June 29, 2022, to share information with the public
 - Q & A , Stantec Report, Associated Engineering Report shared and available for the public
 - Decision made to undertake demolition September 27, 2022
 - Funded from reserves

Project & Goal Update

Economic Growth

► Alberta Community Partnership Application (On Schedule)

- Approval received \$200,000 grant to explore commercial development potential of lands to the Southeast of Bentley along hwy 12
- Intermunicipal Collaboration Committee re-established with Lacombe County including approved terms of reference
- Several committee meetings held to discuss progress / updates provided to Mayor and Council
- Storm Water Management Study Completed
- Desktop Biophysical Study Completed
- Water and Wastewater Study Completed
- Landowner Engagements – Initial meetings have taken place
- Public engagement session held in collaboration with the County on November 16, 2022 (Feedback from session will be summarized and presented to the committee in the New Year) – next steps will be to determine annexation area, financial analysis including offsite levies, development fees, additional public engagement with refined concepts

► Digital Services Squad Project Underway (Partnership with Community Futures)

- Since program was introduced, 8 local businesses have been served, with 23 visits as of September 30, 2022, and approximately 23.5 hours of service time (will bring a final report at the end of the program)
- Project is fully funded via grant from Alberta Government (grant was applied for in collaboration with Blackfalds, Sylvan Lake, Community Futures)
- The Squad member will provide resources to local businesses to increase their digital presence by identification of priorities, exposure and education regarding various digital tools and technology.

Project & Goal Update

Economic Growth (Cont'd)

► Tourism Relief Fund Application

- Exploring opportunities for further recreational development at Medicine Lodge Ski Hill
- Meetings held between Medicine Lodge Ski Club and Red Deer Mountain Bike Club regarding the potential for mountain biking
- Partnered with Medicine Lodge Ski Club, Central Alberta Economic Partnership, Lacombe Tourism and Town of Bentley to apply for a Tourism Relief Fund Grant to develop an asset utilization study and Master Plan that looks at opportunities at the hill
- Mayor and Council approved up to \$50,000 in funding if we are successful with our application to fund the asset utilization study and master plan

Project & Goal Update

Enriched and United Community

► **New Beginnings and Housing Partnerships (in progress) (Q3 – construction to be completed)**

- Site analysis, and financial analysis preliminary completed and presented to Council
- 3 quotes for consolidation of water services will be completed by August 5, 2022, and awarded at significant cost savings
- Public information session held July 5, 2022, to share all information on history, costs and next steps
- July 12, 2022, Regular Meeting of Council approved a budgetary expenditure of \$237,226.89 to re-configure the subdivision (funded via MSI, Gas Tax and Reserves)
- Water consolidation completed with significant cost savings, Fortis, ATCO and Shaw work to be completed by mid December
- Stantec has completed the plan consolidation and is registering with Land Titles
- Newly re-configured lots will be available for sale next spring

► **RCMP & Lacombe Enforcement (Ongoing)**

- Meeting and reporting from RCMP has occurred with Council
- Meeting with Lacombe County Enforcement Mark Sproule completed
- Continue to work with RCMP and Lacombe County Enforcement to ensure they engage the community
- RCMP and Lacombe Enforcement to support the community in summer events

► **Waste and Recycling Options (Ongoing)**

- Presentation from Jay Hohn Lacombe Regional Waste Services in Q1 Completed
- LRWSC no longer installing new bins at transfer site – we have asked for further material to be distributed through utility billing regarding how to recycle for residents
- Hazardous Waste Roundup was successfully hosted June 4, 2022

► **Land Use Bylaw consolidation (was anticipated to be completed in 2022 – however ran out of time with changes happening at PCPS – Pushed to 2023)**

- Will still review Land Use Bylaw in 2022 and summarize required changes for Parkland Community Planning Association will be submitted to PCPS by end of December
- Creating comprehensive list of required changes and consolidations for submission to Parkland Community Planning Association

Project & Goal Update

Organizational Successes

➤ Explore online options for Online Council Meeting Technology (was anticipated to be Q2)

- Look at options to increase accessibility of council meetings
- Cost prohibitive at this point based on estimates
- Seniors were are looking to add a simple cameral in the Drop In that we can utilize for call in by councilors
- 2023 will review and create policy for online meetings and continue to explore options for better online technology at a reasonable cost

➤ Community Events Strategy Falls into this category as well (2022)

- Engage organizations and form additional community partnerships
- Bentley Days and Rodeo a go for 2022 and occurred from August 4,5 and 6th (was a success)

➤ Continue to Lobby for reopening of Dr. Office at Care Centre (Ongoing)

- Contacted Nurse Practitioners of Alberta
- Requested formal meeting with AHS and received a response that a meeting will take place in early fall
- Connected with Eckville regarding their continued push for Nurse Practitioner
- Continue to follow up with AHS

➤ Drive Happiness Program Launched (Q2)

- Volunteer recruitment was successful in finding a couple of volunteers
- Program is currently running and available in the community



2022 Budget – CAO Summary Budget Recap

2022 BUDGET CAO SUMMARY

Revenue:

- No tax increases for municipal purposes (small increase to offset Provincial Policing Cost Increase)
- No additional borrowing with a focus to pay off outstanding debenture
- Penalties on late payments of taxes and utilities will be resumed
- Franchise Fee rates have been held at current rates – revenue is increasing
- Garbage rates continue to be frozen at 2020 rates
- Utility & Sewer Rates continue to be frozen at 2020 rates

Expenses

- CPI Index increases for wages for both staff and Mayor and Council absorbed in budget
- 1 Additional Full Time Equivalent FTE for Public Works (Parks and Recreation)
- Focus on improvements for economic development/tourism attraction:
 - ACP grant - area structure plan
 - Website redevelopment and branding project
 - Continued signage enhancement to move Bentley out to Hwy 20 & 12 Junction
 - Redesign of New Beginnings Subdivision into SFD lots underway
 - Begin Land Use Bylaw consolidation and revisions to promote better interface for development
- Planned Website revamp and branding exercise for Bentley underway
- Continuation of Asset Management implementation – Phase 1 water completed, Phase 2 2023



2022 Budget

Revenue by Category and Function Q3 (Includes Oct 31, 2022, actuals)

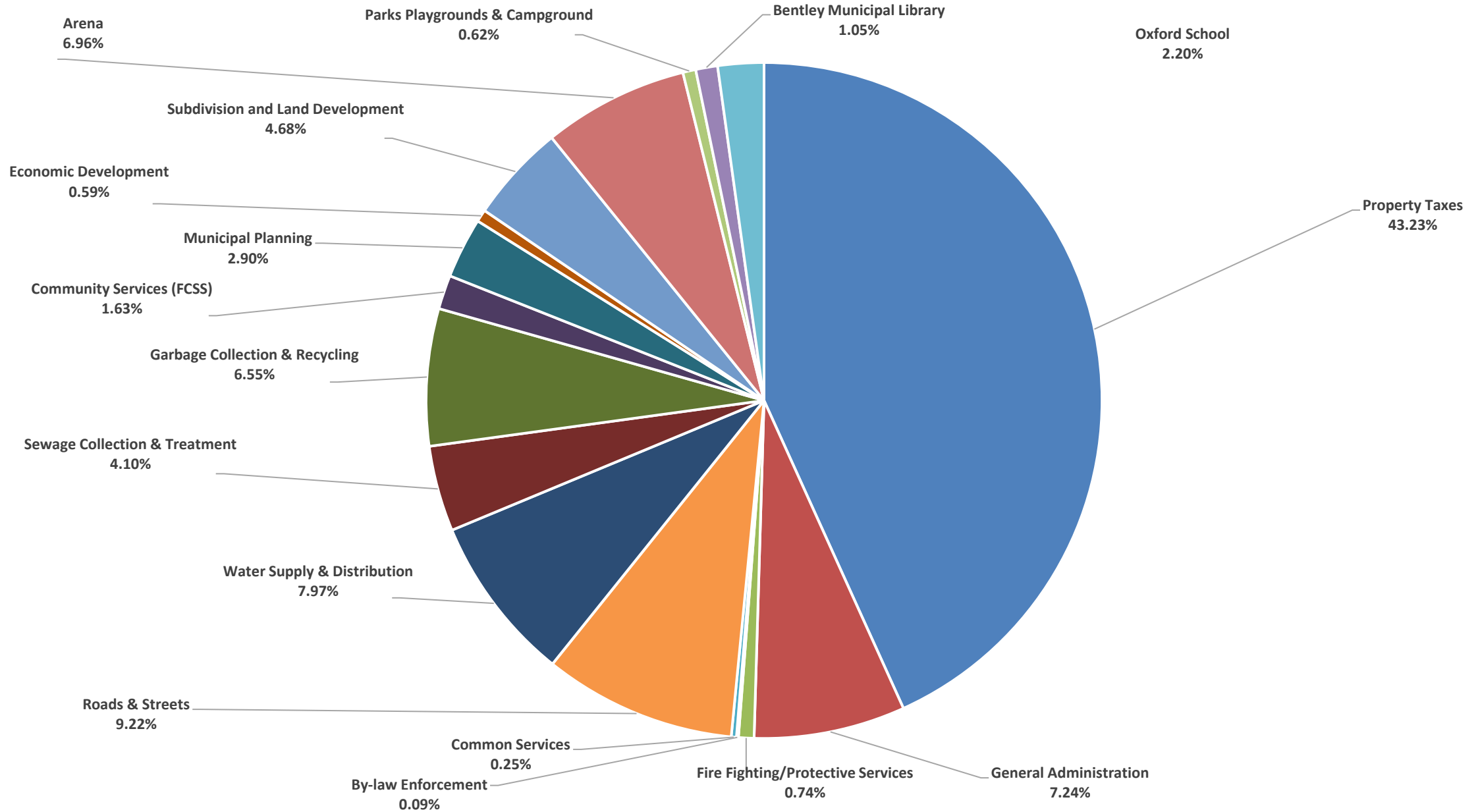
Revenue Collected by Category

Revenue Category	Amount	Percentage
Property Taxes	\$1,475,192.00	43.23%
Penalties and Fines	\$74,000.00	2.17%
Licenses and Permits	\$9,695.00	.28%
Sale of Goods and Services	\$550,274.00	16.13%
Rentals	\$186,113.00	5.45%
Franchise Fees	\$130,000.00	3.81%
Provincial and Federal Grants	\$445,146.00	13.05%
Other Government Transfers	\$169,147.00	4.96%
Other Transfers	0	0%
Other Revenue	\$372,682.00	10.92%
TOTALS	\$3,412,249.00	100%

- Education Tax \$299,329.63
- Seniors Requisitions \$ 6,558.06
- Policing Invoice \$ 38,689.00
- Designated Industrial \$ 107.78

Are paid from the property tax
Collected. Net Municipal
Revenue \$3,061,691.53

Revenue Collected by Municipal Function





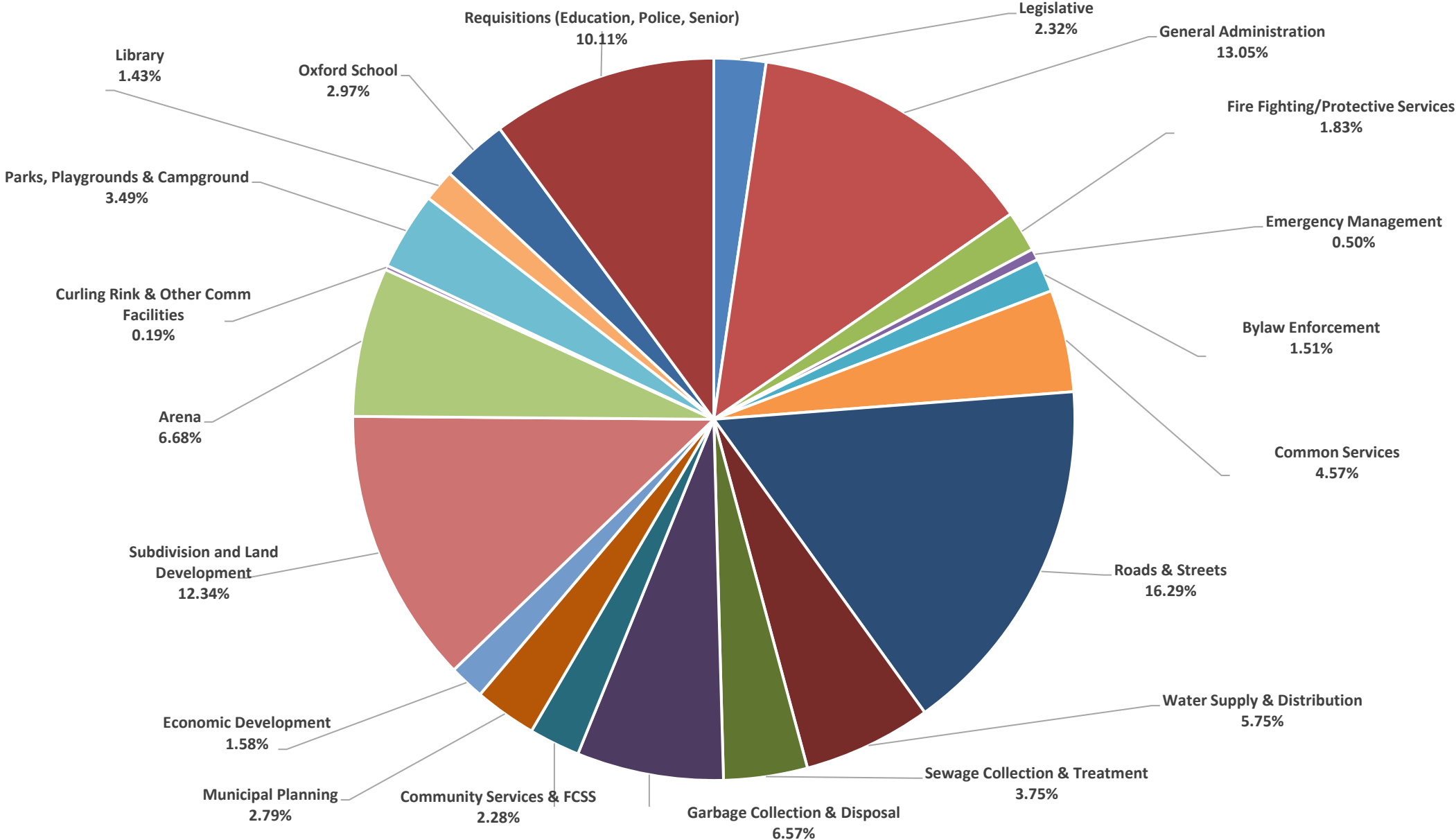
2022 Budget

Expense By Category and Function Q3 (Includes Oct 31, 2022, actuals)

Expenses Paid by Category

Revenue Category	Amount	Percentage
Wages/Benefits & Remuneration	\$803,376.00	23.56%
Memberships/Partnerships/Training/ Conferences and Licenses	\$55,999.00	1.64%
Mileage and Sustenance	\$8,462.00	.25%
Postage/Freight, phone & internet	\$28,875.00	.85%
Purchased Services	\$894,632.00	26.23%
Utilities	\$196,000.00	5.75%
Insurance	\$97,145.00	2.85%
Materials/Goods & Supplies	\$127,770.00	3.75%
Bank Charges and Loan Payments	\$279,199.00	8.19%
Grants & Donations	\$58,205.00	1.70%
Other Transfers (includes MSI & Gas Tax Grants to fund capital projects)	\$40,286.00	1.18%
Other	\$23,000.00	.67%
Capital	\$452,781.00	13.28%
Requisitions (Ed., Seniors, Police)	\$344,684.00	10.10%
TOTALS	\$3,410,414.00	100%

Expense Collected by Municipal Function





2022 Revenue Increases and Decreases

2022 Budget to Q3 Projection (includes Oct 31 actuals)

SUMMARY OF 2022 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes Q3 Projections

	<u>2022 Budget</u>	<u>2022 Q1 Projection</u>	<u>2022 Q2 Projection</u>	<u>2022 Q3 Projection</u>	<u>Net Change Budget to Q3</u>
Revenue	\$4,318,282.56	\$2,968,392.06	\$3,406,376.21	\$3,412,249.81	\$ 906,032.75 Revenue Decrease
Expenditure	\$4,317,048.90	\$2,964,232.32	\$3,406,314.43	\$3,410,414.05	\$ 906,634.85 Expense Decrease
Net (Surplus)/Deficit	\$ (1,233.66)	\$ (\$4,159.74)	\$ (62.00)	\$ (1,835.76)	\$ (602.10) increase in surplus from 2022

Revenue Increases and Decreases from 2022 Budget to Q3 Projected 2022 Budget

- **Property Taxes - \$9,471.00 Increased Revenue** – Assessment change for house that burned down on 50th street, was not reflected in original role, corrected by assessor after resulting in a net decrease in tax revenue of \$3,064.00. This is offset by increase of \$12,473.81 increase in school foundation taxes and \$61.56 increase in Seniors Requisition.
- **Penalties and Fines - \$20,500 Increased revenue** – based on actuals and projection to year end , anticipate higher penalty revenue than budgeted as well as small increase in fine revenue from bylaw enforcement
- **Licenses and Permits - \$2,500 Increased revenue** due to higher number of development permits issued than anticipated
- **Sale of Good and Services - \$93,576 decreased revenue** due to \$1,600 additional revenue anticipated for tax certificates requested and issued, \$7,492 additional revenue for sale of woodchipper, misc. unused pipe, As well as additional revenue from campground fees of \$382. This is offset by decreases in revenue: Less \$2,000 in bulk water revenue projected to year end, less \$1,650 in revenue from FCSS related to Lacombe County contributions, revenue recovered through programs, neighborhood notes revenue and donations. Also projected lot sales in the New Beginnings Subdivision to zero as reconfiguration took longer than anticipated therefore decrease of \$99,800
- **Rentals - \$913 Increased revenue** due to \$1,413 increase in revenue as a result of a donation and additional summer rentals. This is offset by a revenue decrease of \$500.00 no rent charged to seniors drop in for rent in exchange for our permanent use of the drop in for council meetings
- **Franchise Fees - \$2,000 Increased revenue** - Franchise Fee Revenue (Franchise Fee Percentages have been frozen since 2020) but higher distribution and transmission charges by service providers FORTIS and ACCESS GAS have increased resulting in higher revenues for the Town anticipate this trend to continue
- **Provincial /Federal Grants - \$755,500 Decreased revenue**
 - Decrease of \$1,063,197 in Arena Funding for Slab Replacement \$720,000 Canada Community Revitalization Grant and \$343,197 MSI and Gas Tax funding
 - Decrease of \$4,698 in Operating MSI funding as follows:
 - \$2,698 in MSI operating funding to Community Services, \$2,000 decrease MSI Arena Funding
 - Decrease of \$50,000 in ACP grant not applied for yet as project not finalized – will be applied for in 2023
 - Offset by increased revenue of \$362,389.30 comprised of \$202,586 MSI & Gas Tax Funding to be used to fund Concrete Program and \$159,803.30 to fund New Beginnings and Concrete Program (any unused funds will be transferred into reserve at year end)

SUMMARY OF 2022 BUDGET REVENUE INCREASES/DECREASES

Summary of major changes Q3 Projections

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Net (Surplus)/Deficit	\$ (1,233.66)	\$ (\$4,159.74)	\$ (62.00)	\$ (1,835.76)	\$ (606.56) increase in surplus from 2022

Revenue Increases and Decreases from 2022 Budget to Q3 Projected 2022 Budget

► **Other Government Transfers - \$313,105 Decreased revenue**

- Decrease of \$360,000 Lacombe County support for the Arena Slab project, which is not moving forward
- Decrease of \$4,241 in Lacombe County funding to support the Bentley Library
- Decrease of \$864 Lacombe Counting funding for FCSS
- Offset by an increase of \$2,000 in additional AB Gov't fines revenue
- Increase of \$50,000 for asset management grant anticipated to be received now that we have met all the reporting requirements

► **Other Revenue - \$220,762 Increased revenue**

- Decrease of \$5,693 due to Canada Day not moving forward and only funding fireworks (last year were expenses related to car show as well)
- Increase of \$500 in rentals for senior yoga
- Increase of \$15,000 in anticipated interest income due to increased interest rates
- Increase of \$201 for refund of insurance for volunteer firefighters with submission of new list
- Increase of \$111,926 reserve transfer to fund purchase of Tool cat and roundabout signage
- Increase of \$23,793 for reserve transfer to fund unexpected failure of actuator at pump house \$8,793 and \$15,000 to fund remaining costs of asset management program over and above the grant
- increase of \$35 in Sani dump revenue
- increase of \$75,000 reserve transfer for oxford school demolition cost



2022 Expense Increases and Decreases
2022 Budget to Q3 Projection

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

Summary of major changes Q3 Projections

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Expenditure Increases & Decreases from 2022 Budget to Q3 Projected 2022 Budget

- **Requisitions to Other Governments and Agencies & Tax Corrections (\$9,471 Increase in Expense for Tax Requisitions paid out)**
 - \$61.56 Increased related to senior's requisition
 - \$12,473.81 Increase for School Foundation higher than originally estimated
 - Offset by \$3,064.00 decrease in tax for house that burned down on 50th street – missed by the assessor and later corrected

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

Summary of major changes Q3 Projections

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Expenditure Increases & Decreases from 2022 Budget to Q3 Projected 2022 Budget

► Wages Benefits & Remuneration - \$312 Increased Expenditure due to:

- \$880 Increase in General Administration Costs due to increases in WCB premium costs
- \$1,000 increase in Common Services costs related to increased costs related to employee benefit premiums
- \$2,700 increase in Water Supply and Distribution related to increased costs related to employee benefit premiums
- \$1,000 increase in Garbage Collection and Disposal related to increased costs related to employee benefit premiums
- \$10,546 increase in FCSS Wages due to error in recording amount in budget (recorded the incorrect number in 2022 budget spreadsheet)
- \$8,661 increase in Parks & Rec due to higher benefits costs than anticipated as well as more wages allocated to Parks Budget in 2022 than originally anticipated
- \$50.00 decrease in Legislative costs for Mayor and Council – minor decrease
- \$10,000 decrease in volunteer remuneration paid through the county instead of directly from Bentley (we only pay for calls in town of Bentley)
- \$700 decrease in Emergency Management Honorarium due to budgeted for whole year but increase did not come into effect until after March
- \$4,633 decrease in Roads and Streets based on charge out and projections to year end
- \$7,349 decrease in Arena due to charge out and projections to year end
- \$743 decrease in Library wages due to minimal staff time associated to maintenance
- \$1,000 decrease in Oxford School wages due to demolition occurring in 2022

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

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Expenditure Increases & Decreases from 2022 Budget to Q3 Projected 2022 Budget

- ▶ **Advertising /Memberships/Conferences/Training - \$1,751.00 increased Expenditure** due to:
 - Decrease \$1,740 in legislative expenses due to \$500.00 decrease in council public relations budget to year end, \$100 decrease savings in memberships budget, \$2,140 savings in Registration Fees, offset by \$1,000 increase in public relations fees that should have been coded here
 - Decrease \$817 Fire Fighting and Protective Services general savings in budget
 - Decrease \$600 Sewage Collection and Treatment for course registration fees not needed in 2022 for compliance
 - Increase of \$3,000 Administrative budget due to invoice received by Neville Productions \$4,000 for 3 days filming, drone footage and stills photography in 2021 not invoiced until 2022, offset by \$1,000 savings in conference, seminar and course fees
 - Increase of \$17 in Water Supply and Distribution for water meter reader subscription
 - Increase \$600 Community Services original budget \$1,000 coded to wrong G/L should have been here so original budget was should have been \$2,500 but was shown as \$1,500– decreased projection to year end to \$400 savings in training net change is a \$600 increase over original budget
 - Increase \$1,000.00 Planning original budget coded to wrong category s/b here
 - Increase \$291 regional library membership fee higher than budgeted

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

Summary of major changes Q3 Projections

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Net (Surplus)/Deficit	\$ (1,233.66)	\$ (\$4,159.74)	\$ (62.00)	\$ (1,835.76)	\$ (606.56) increase in surplus from 2022 Budget

Expenditure Increases & Decreases from 2022 Budget to Q2 Projected 2022 Budget

► **Mileage & Sustenance \$363 increase in expenditure due to:**

- Increase of \$2,200 in additional mileage expense anticipated for Mayor and Council
- Decrease of \$1,437 in accrual for Fire Department at year end that is reversed in 2022, however accrued in 2021 and expense was recorded in 2021 instead of 2022 where it should have been recorded
- Decrease of \$400 in FCSS mileage expenses projected to year end

► **Postage/Freight and Telephone/Internet increase of \$1,100**

- Decrease of \$400 General Administration due to savings anticipated in telephone charges to year end based on actuals
- Decrease of \$50 Firefighting due to savings anticipated in postage to year end
- Decrease of \$500 in Sewage Collection and Treatment due to savings projected from less shipping required
- Decrease of \$300 in Community Services and FCSS as less telephone expense anticipated offset by higher postage costs
- Increase of \$800 in Common Services due to upgrade of internet at Public Works to Shaw as they had poor performance with TELUS
- Increase of \$1,550 in Water Supply and Distribution due to increased shipping costs inflation and fuel charges

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

Summary of major changes Q3 Projections

	<u>2022 Budget</u>	<u>2022 Q1 Projection</u>	<u>2022 Q2 Projection</u>	<u>2022 Q3 Projection</u>	<u>Net Change Budget to Q3</u>
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Expenditure Increases & Decreases from 2022 Budget to Q3 Projected 2022 Budget

► Purchased Services increase of \$90,390 due to:

- **Legislative Services Decrease of \$1,800 due** to decrease of \$1,000 public relations being coded here in error in original budget, decrease of \$800 in assessment review board fees – no appeals
- **Fire Fighting and Protective Services decrease \$2,300** due to anticipated savings in equipment repair and maintenance
- **Bylaw Services decrease \$1,000** due to legal services projected to zero to year end based on no utilization for the year
- **Roads and Streets decrease \$22,200** due to significant savings in purchased services throughout the year and less work required than anticipated
- **Sewage Collection and Treatment decrease of \$4,528** due to general savings in professional fee allowance and sludge survey coming in less than anticipated and 3 valve replacements coming in less than anticipated
- **Community Services / FCSS decrease of \$1,500** due to savings in facilitation of program expenses offset by additional costs for contract for color copies for neighborhood notes
- **Municipal Planning decrease of \$76,000** due to unable to complete land use bylaw consolidation \$20,000 and \$5,000 for Jupa in 2022 due to staff turnover at PCPS will be moved to 2023 as well as remaining Area Structure Plan work will occur in 2023 this will be offset by the grant which will utilize the remaining funds in 2023 and will be applied to the province for the additional funds in 2023 \$50,000, there was also additional savings in public notice advertising of \$1,000
- **Subdivision and Land Development decrease of \$5,328** based on general savings in professional and consulting fee allowance outside of consolidation project
- **Curling rink & Other decrease of \$500** based on general savings in repair and maintenance allowance

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

Summary of major changes Q3 Projections

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Expenditure Increases & Decreases from 2022 Budget to Q3 Projected 2022 Budget

► Purchased Services increase of \$90,390 due to:

- Administration increase of \$16,350 due:

- \$5,000 decrease computer support fees based on trend and upgraded equipment
- \$4,000 decrease fees based on a smaller number of properties being considered for tax sale
- \$9,650 increase audit fees based on competitive bid
- \$3,000 increase in legal fees to assist with Sewage Bylaw drafting
- \$10,000 increase in expenditure related to replacement of light fixtures P&R building and complete painting of community room downstairs, air conditioning repair, hot water tank replacement
- \$700 increase in janitorial fees due to more programming downstairs and agreement to clean seniors drop in because of council meetings
- \$2,000 increase in equip purchased repair and maintenance for copier costs for increased utilization public engagements and community newsletter

- **Water Supply and Distribution increase of \$65,239** due to successful completion of asset management program and invoice received, increase of \$64,500 increase of \$1,511 water system service repairs related to unexpected broken cc at Bentley Cycle when water tie in was underway, offset by savings of \$772 in building repair and maintenance and security charges

- **Garbage Collection and Disposal increase of \$8,700** mainly due to increased costs for recycling based on fuel and transportation surcharges as well as contractor sending notice of contract change, we disputed contract change, and they retroactively reversed some of the charges but not for the first 3 months

- **Emergency Management increase \$200** due to late cancellation of Covid forms subscription

- **Common Services increase of \$2,427** due to public works shop appraisal completed and not anticipated during budget

- **Economic Development increase of \$14,000** due to adding \$15,000 additional budget for branding and website project based on responses received to RFP offset by decrease \$1,000 due to previous misallocation of budget to this category instead of Adv memberships & conference training

- **Arena increase of \$7,200** due to additional \$12,000 cost for engineering support for Canada Green and Inclusive Buildings as well as Stantec Slab Analysis to support Grant Application for energy efficiency analysis, As well as an additional \$200 for rental of a floor buffer. This is offset by savings of \$5,000 in general building repair and maintenance

- **Parks and Recreation increase of \$5,000** due to trouble shooting zero turn mower and miscoding in original budget between purchased services and materials goods and supplies as well as additional campground caretaker fees due to more bookings

- **Library increase of \$150** due to slightly higher contracted repair and maintenance costs

- **Oxford School increase of \$86,268 increase due to** costs associated to completing comprehensive building assessment awarded through competitive bid and competitive demolition contract with contingency projected to year end

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

Summary of major changes Q3 Projections

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Expenditure Increases & Decreases from 2022 Budget to Q3 Projected 2022 Budget

- ▶ **Utilities increase of \$1,000** due to:
 - **Firefighting decrease of \$1,200** due to savings in electricity of \$3,000 offset by increase natural gas cost of \$1,800
 - **Roads and Streets decrease of \$500** in electricity savings
 - **Administrative increase of \$700** in natural gas costs
 - **Common Services increase of \$1,500** in natural gas costs
 - **Water Supply and Distribution increase of \$500** in natural gas costs

- ▶ **Insurance increase of \$216** due to small increase in library insurance

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

Summary of major changes Q3 Projections

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Expenditure Increases & Decreases from 2022 Budget to Q3 Projected 2022 Budget

- ▶ **Materials Goods and Supplies decrease of approximately \$7,080** due to:
 - **Legislative decrease of \$250** due to projection decrease for materials goods and supplies to year end
 - **Emergency Management decrease of \$500** due to anticipated savings in general supplies to year end
 - **Common Services decrease of \$4,900** due to significant savings in equipment vehicle and parts supplies and small tools offset by increased fuel costs
 - **Roads and Streets decrease of \$4,500** due to savings of \$7,500 in sand, gravel and road repair costs, street signs replacement costs and general supplies. This is offset by additional expenditure for rising fuel prices approximately \$3,000
 - **Water Supply and Distribution decrease of \$5,940** due to savings in water pipe and fitting, building material and supplies and general supplies
 - **Sewage Collection and Treatment decrease of \$1,500** due to savings in chemicals and materials and general supplies
 - **FCSS decrease of \$500** in general supply and program expenses

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

Summary of major changes Q3 Projections

	<u>2022 Budget</u>	<u>2022 Q1 Projection</u>	<u>2022 Q2 Projection</u>	<u>2022 Q3 Projection</u>	<u>Net Change Budget to Q3</u>
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Expenditure Increases & Decreases from 2022 Budget to Q3 Projected 2022 Budget

- ▶ **Materials Goods and Supplies decrease of approximately \$7,080 (Cont'd)** due to:
 - **Municipal Planning decrease of \$500** in materials and supplies
 - **Curling Rink decrease of \$500** in savings for materials and supplies
 - **Library Decrease of \$500** due to projecting materials and supplies to zero to end of year
 - **Administrative increase of \$3,000** due to anticipated increase paper and office supply costs as well as construction of cabinet downstairs for community room
 - **Garbage Collection and Disposal increase of \$550** due to increased fuel costs anticipated to year end
 - **Arena increase of \$3,000** due to purchase of Olympia gas edger and additional light changes to LED in lobby, this is offset by savings in janitorial and general supplies
 - **Parks Playgrounds & Campground Increase of \$5760** due to higher fuel costs, new decals for tool cat and mower batteries, and additional costs for flower order due to some hail damage at beginning of summer
 - **Oxford increase of \$200** for furnace repair in late winter

SUMMARY OF 2022 BUDGET EXPENSE INCREASES/DECREASES

Summary of major changes Q3 Projections

	<u>2022 Budget</u>	<u>2022 Q1 Projection</u>	<u>2022 Q2 Projection</u>	<u>2022 Q3 Projection</u>	<u>Net Change Budget to Q3</u>
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Expenditure Increases & Decreases from 2022 Budget to Q3 Projected 2022 Budget

- **Grants and Donations decrease of \$2,695** due to and increase of \$1,545 in additional funding to school drama program and small additional amount approved through Tourism Rec and culture grants for local Bentley organizations. This is offset by \$4,240 decrease in library grant funding provided by Lacombe County for 2022
- **Bank Charges and Loans increase of \$4,000** due to higher financial service charges related to Debit, MC, Visa Transactions
- **Other Transfers increase of \$40,286** due to additional transfer to reserve for unspent gas tax \$39,590 and unspent MSI \$696 funding at year end due to savings in capital projects
- **Other Amounts increase of \$1,800** due to increased expenditure for rodeo for dignitary's luncheon catering, tent rental etc. offset by less expenditure for Canada Day events cancelled and only fireworks being paid for during Rodeo Weekend
- **Capital decrease of \$1,050,719** due to
 - decrease of \$1,440,000 arena slab project not moving forward
 - Increase of \$55,545 budget for tool cat
 - increase of \$13,359 budgeted for the roundabout signage over original budget
 - increase of \$170,878 for concrete program (original budget in Q2 was \$202,586)
 - increase of \$8,768 for actuator valve replacement in water treatment plant that failed
 - increase of \$141,231 capital project for Reconfiguration of New Beginnings (original budget in Q2 was \$227,226.89)
 - decrease \$500 due to savings in new laptop for PW,



2022 Capital

Capital 2022

➤ Proposed Projects for 2022

(Did not receive approval for Canada Community Revitalization Grant)

1.) Bentley Arena Slab Replacement \$1,440,000

The Bentley Arena was constructed in 1965 and has been operating since it was open. The slab is original to the facility and had a partial replacement in 2007 for the end of the faceoff circle to the East end boards. The replacement slab is moving vertically up and down between 2" and 3" and has resulted in a crack opening in the slab along the line of movement as well as additional cracks forming throughout the slab.

- Movement has resulted in uneven ice coverage which creates inefficient ice plant operation, additional operational time to repaint lines during the season and melting of ice during chinooks
- The project will replace the entire arena slab contingent on our success with the Canada Community Revitalization Grant
- **We will continue to seek out options and grant funding to support the Arena Slab Replacement along with the ice plant.**
- **Currently preparing an application to the Green an Inclusive Community Buildings Grant Program – this will include an energy efficiency study of the rink specifically related to the slab envelope repair and ice plant replacement.**
- **This will be a contemplated item in the 2023 budget year**

Capital 2022

➤ Completed Projects for 2022

2.) Bentley Concrete Program Phase 2

- The Town of Bentley is a beautiful community with amazing views of the Blindman Valley throughout town.
- Sidewalk, curb and gutter continue to age throughout the community and the Concrete Program is designed to replenish and rejuvenate aging sidewalk infrastructure in either key major traffic areas or in high-risk areas due to failure of the asset.
- Assessments were completed by the Town Foreman and in collaboration with our engineer Stantec Consulting
- Phase two completed the sidewalk repair along 50th avenue between 47th street and 48th street, as well as address an area of identified concern on 52nd Ave.
- MSI and Gas Tax funding will be utilized to fund the project

- **Budget is approximately \$202,586.00 for 2022**

- **Actual Expenditure \$170,877 (underbudget)**

- **Completed in Fall**

Capital 2022

► Completed Projects for 2022

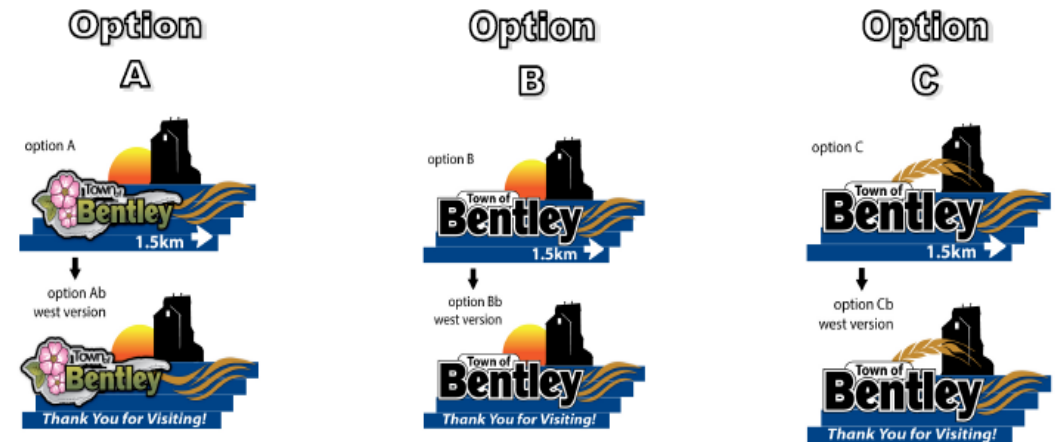
Project Description:

Original Project Budget \$50,000 funded by Franchise Fees

Revised Project Budget \$63,359 approved by Council and

To be funded via operational budget or reserves

Please Circle Your Preference. Return to Town Office by April 15th, 2022



3.) Town of Bentley Roundabout Signage **(Completed October)**

- Alberta Transportation is planning to construct a single land roundabout at the intersection of Highway 20 and Highway 12, west of Bentley to improve both traffic safety and traffic capacity
- The Town of Bentley has negotiated with Alberta Transportation the ability to place Town directional and gateway signage in the center of the roundabout to Enhance tourism and inform the vehicular traffic that we are here and only a short Distance up the road.
- Signage Survey Completed and option B chosen by community, installation to take place this summer

Capital 2022

► In Progress Projects for 2022

Project Description:

4.) Branding and Website (Branding Completed at end of October – Website in progress)

Original Budget - \$30,000 funded via \$20,000 unspent prior years budget transferred to reserves and \$10,000 funded via Franchise fee revenue)

- Revised Budget \$45,000 additional \$15,000 to be funded via operating budget (included in 3rd quarter projection)

- Is not truly a capital project, but is a major project for the Town
- RFP was posted and closed, and we are currently evaluating proposals (we received a total of 12 proposals)
- This focuses on a goal to continue to support Mayor and Council's goal of Effective Communication and Engagement as Economic Growth
- The intent is to provide a refined platform to engage citizens and share information as well as market the community and support tourism and business attraction and retention
- Substantial engagement via working group, survey, staff and Mayor and Council engagement
- New Brand established, marketing collateral being produced, once website complete official launch

Capital 2022

► Completed Projects for 2022

Project Description:

5.) Computer Replacement Public Works \$3,500 original budget (Came in just under \$3,000) - Completed

- Most of the Computer infrastructure was upgraded in 2021, however I could not replace the Public Works Foreman's computer or the Community Services/FCSS computer (which was newer)
- 2022 will replace the Public Works Foreman computer infrastructure
- 2023 will replace the Community Services/FCSS computer
- Both computers are outdated
 - Public Works Computer was replaced more than 6 years ago
 - Community Services / FCSS computer more than 6 years ago
 - The older computer equipment will be repurposed to support Public Works and Parks staff

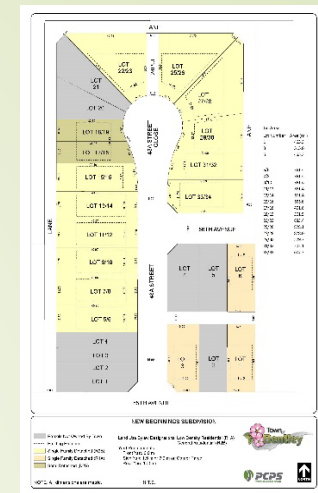
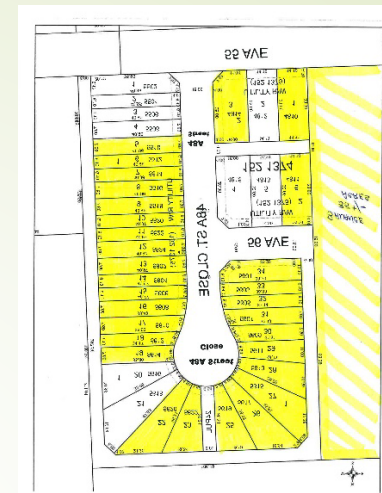
Capital 2022

► In Progress Projects for 2022

Project Description:

6.) New Beginnings Subdivision Re-design

- Subdivision Re-design to consolidate lots to Single Family Dwelling Lots from Multi-Family Lots
- Public Information Session Held on July 5, 2022, to share all information transparently
- Council Approved proceeding forward on July 12, 2022, Regular Meeting of Council
- Anticipated Cost is \$237,226.89 and includes redesign and construction of Fortis, ATCO, Shaw infrastructure as well as water infrastructure. The costs also includes completion and registration of a descriptive plan and ensuring lot pins are accurate
- Water Servicing consolidation is completed, Fortis, ATCO, Shaw anticipate completion late November, early December
- Significant savings in Water Consolidation Budget, 3rd quarter projections anticipate entire project cost to be no more than \$151,232.00 based on revised actual and estimates to complete.



Capital 2022

► Completed Projects for 2022

Project Description:

7.) Tool Cat and Attachments Purchase (Completed – Total Cost \$55,545)

- Council approved the acquisition of a used Tool Cat on April 12, 2022, Regular Meeting of Council for up to a purchase price of \$65,000
- Bobcat Tool Cat's are an extremely versatile machine. They can operate 45+ attachments, have all wheel drive steering capabilities offering unparalleled maneuverability and can haul up to 2000lb of payload and tow up to 4,000 lbs.
- Town of Bentley already owns a Bobcat Track Skid Steer and attachments are interchangeable
- The intent of the Tool Cat is to replace equipment with a more useful tool that can assist operations deliver required services
- Town of Bentley sold a wood-chipper, unused and unnecessary water pipe and couplings and will be selling the aging Dodge Dakota and old sweeper to help offset the costs of the tool cat purchase
- Administrative Staff found a used Tool Cat with low hours and purchased it as well as three dedicated attachments for \$55,545:
 - Mower Deck
 - Angle Broom
 - Bucket

Capital 2022

► In Progress Projects for 2022

Project Description:

8.) Oxford School Demolition

- This is not a capital project but is significant and asset will be removed from capital in the financial statements
- Assessment completed and presented to Council beginning of Q2
- Public information session held June 29, 2022, to share information with the public
 - Q & A , Stantec Report, Associated Engineering Report shared and available for the public
- Decision made to undertake demolition September 27, 2022
- Funded from reserves and included in the Q3 projections to year end
- Memorial project will be considered in 2023 along with conceptual park design to incorporate feedback obtained from the public and provide options for consideration of council along with order of magnitude cost estimates



QUESTIONS?