



AGENDA

Regular Council Meeting
Monday, January 30th, 2017 – 6:00 p.m.
Council Chambers of the Town Office, Sedgewick, AB

Call to Order:

Opening Values Ceremony:

Adoption of Agenda:

Delegation:

1. **Brian King, Auditor – 6:00 p.m.**
 - Town of Sedgewick's financial audit for the year ending December 31st, 2016
2. **Shaunet Petiot and Connie McArthur - 7:00 p.m.**
 - Sedgewick Agricultural Recreation Centre's financial review for the year ending August 31st, 2016.

Minutes:

1. Regular Meeting – December 15th, 2016
 - *Matters Arising*
2. Public Hearing – December 15th, 2016
 - *Matters Arising*

Financials:

1. Financial Statement – October 31st, 2016 – Revised
2. Financial Statement – November 30th, 2016
3. Financial Statement – December 31st, 2016

Reports for the period ending January 30th, 2017:

1. **Council Committee Reports**
 - **Mayor P. Robinson**
 - **Flagstaff Intermunicipal Partnership (FIP)** – January 9th, 2017
 - **Flagstaff Family and Community Services (FFCS)** – January 19th, 2017
 - **Battle River Alliance for Economic Development (BRAED)** – January 5th, 2017 prepared by Bud James, Mayor, Town of Killam.
 - **Clr. G. Sparrow**
 - **July 1st and Recreation Board** – January 23rd, 2017
 - **Flagstaff Regional Housing Group (FRHG)** – January 24th, 2017
 - **Clr. S. Levy** – nothing to report.

AGENDA

- **Clr. G. Imlah** – nothing to report.
 - **Clr. T. Schmutz**
 - **Citizen's Advisory Committee (CAC)** – January 9th, 2017
 - **Sedgewick Hall Board** – January 18th, 2017
 - **Sedgewick Lake Park** – January 25th, 2017
 - **Clr. S. Higginson**
 - No report submitted.
- 2. Public Works Report**
 - 3. Recreation and Community Services Liaison Report**
 - 4. CAO Report**
 - *Matters Arising*

BUSINESS– Old

- 1. 2017 Budget** – Sedgewick Community Hall - *Revised*
- 2. Bylaw #529** – Reduction in Council

BUSINESS– New

- 1. Audit Proposal** – 2017-2019

Correspondence:

- 1. Sedgewick Community Hall** – January 18th, 2017 Minutes
- 2. FRSWMA** – January 23rd, 2017 Special Minutes – *Draft*
- 3. FRSWMA** – January 23rd, 2017 Minutes – *Draft*
- 4. Flagstaff Kids Connection Daycare**

File of Correspondence – Attached

Round Table:

Adjournment:

POLICY SECTION C: Agenda - Delegation Request for Presentation to Council

Name of Delegation: Brian King, Auditor

Issue to be discussed: Presentation of the Town's audited financial statement for the year ending December 31st, 2016.

Request of Council: That the audited financial statement for the year ending December 31st, 2016 is approved as presented.

Date of Council Meeting: January 30th, 2017

Delegation Time: 6:00 p.m.

Attachments: Town of Sedgewick's audited financial statement.

30-Jan-17
Mayor

30-Jan-17
CAO

TOWN OF SEDGEWICK

FINANCIAL STATEMENTS

FOR THE YEAR ENDED DECEMBER 31, 2016

AUDITOR'S REPORT

To the Mayor and Council of the Town of Sedgewick:

Report on the Consolidated Financial Statements

I have audited the accompanying consolidated financial statements of the Town of Sedgewick, which comprise the statement of financial position as at December 31, 2016, and the statements of operations, change in net financial assets and cash flows for the year then ended, and a summary of significant accounting policies and other explanatory information.

Management's Responsibility for the Consolidated Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian public sector accounting standards, and for such internal control as management determines is necessary to enable the preparation of consolidated financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

My responsibility is to express an opinion on these consolidated financial statements based on my audit. I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the consolidated financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements 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 entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my audit opinion.

Opinion

In my opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Town of Sedgewick as at December 31, 2016, the results of its operations, change in its net financial assets and its cash flows for the year then ended in accordance with Canadian public sector accounting standards.

M.D. of Wainwright

January 23, 2017

Chartered Professional Accountant

TOWN OF SEDGEWICK

CONSOLIDATED STATEMENT OF FINANCIAL POSITION DECEMBER 31, 2016

	<u>2016</u>	<u>2015</u>
FINANCIAL ASSETS		
Cash (Note 2)	4,459,961	3,906,997
Taxes and grants in place of taxes (Note 3)	104,039	77,854
Trade and other receivables	141,717	124,597
Receivable from other governments	381,746	357,548
Inventory held for resale	163,680	163,680
Other financial assets	75,790	56,446
	<u>5,326,933</u>	<u>4,687,122</u>
LIABILITIES		
Accounts payable and accrued liabilities	123,786	125,571
Deposits held in trust	110,560	10,630
Deferred revenue (Note 4)	1,844,966	1,579,269
	<u>2,079,312</u>	<u>1,715,470</u>
NET FINANCIAL ASSETS	<u>3,247,621</u>	<u>2,971,652</u>
NON-FINANCIAL ASSETS		
Tangible capital assets	6,825,807	6,854,737
Prepaid expenses	62,498	64,870
	<u>6,888,305</u>	<u>6,919,607</u>
ACCUMULATED SURPLUS (NOTE 7)	<u>10,135,926</u>	<u>9,891,259</u>

TOWN OF SEDGEWICK

CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED DECEMBER 31, 2016

	Budget (unaudited)	2016	2015
REVENUE			
Net municipal property taxes (Schedule 3)	784,799	779,004	765,533
User fees and sales of goods	990,770	965,923	970,640
Penalties	24,850	21,887	22,677
Licenses and permits	1,850	2,224	2,033
Fines	225	606	1,667
Franchise and concession contracts	37,000	36,595	35,178
Investment income	28,000	123,721	45,621
Rentals	9,400	7,160	9,018
Government transfers for operating	175,491	81,626	43,135
Other	6,500	12,029	19,459
	<u>2,058,885</u>	<u>2,030,775</u>	<u>1,914,961</u>
EXPENSES			
Legislative	53,000	50,115	39,694
Administration	412,493	355,877	307,077
Protective services	84,972	53,762	75,565
Transportation	286,199	239,043	233,137
Water supply and distribution	215,642	98,530	140,382
Wastewater treatment and disposal	154,932	78,586	40,332
Waste management	135,730	136,602	132,135
Public health and welfare	13,430	8,856	15,594
Planning and development	66,545	16,396	11,827
Recreation	100,629	156,057	149,269
Culture	23,190	22,807	27,513
Gas system	385,941	316,362	355,955
Amortization	-	283,462	280,255
Loss (gain) on disposal of assets	-	36,678	-
	<u>1,932,703</u>	<u>1,853,133</u>	<u>1,808,735</u>
EXCESS OF REVENUE OVER EXPENSES BEFORE OTHER	126,182	177,642	106,226
OTHER			
Government transfers for capital (Schedule 4)	-	67,025	1,390
EXCESS OF REVENUE OVER EXPENSES	126,182	244,667	107,616
ACCUMULATED SURPLUS, BEGINNING OF YEAR	<u>9,891,259</u>	<u>9,891,259</u>	<u>9,783,643</u>
ACCUMULATED SURPLUS, END OF YEAR	<u><u>10,017,441</u></u>	<u><u>10,135,926</u></u>	<u><u>9,891,259</u></u>

TOWN OF SEDGEWICK

CONSOLIDATED STATEMENT OF CHANGES IN NET FINANCIAL ASSETS FOR THE YEAR ENDED DECEMBER 31, 2016

	Budget (unaudited)	2016	2015
EXCESS OF REVENUE OVER EXPENSES	126,182	244,667	107,616
Acquisition of tangible capital assets	-	(291,210)	(89,058)
Amortization of tangible capital assets	-	283,462	280,255
Loss on sale of tangible capital assets	-	36,678	-
	-	28,930	191,197
Net (increase) decrease of prepaid assets	-	2,372	(11,019)
INCREASE IN NET FINANCIAL ASSETS	126,182	275,969	287,794
NET FINANCIAL ASSETS, BEGINNING OF YEAR	2,971,652	2,971,652	2,683,858
NET FINANCIAL ASSETS, END OF YEAR	3,097,834	3,247,621	2,971,652

TOWN OF SEDGEWICK

CONSOLIDATED STATEMENT OF CASH FLOWS FOR THE YEAR ENDED DECEMBER 31, 2016

	2016	2015
NET INFLOW (OUTFLOW) OF CASH RELATED TO THE FOLLOWING ACTIVITIES:		
OPERATING		
Excess of revenues over expenses	244,667	107,616
Non-cash items included in excess of revenue over expenses:		
Amortization of tangible capital assets	283,462	280,255
Non-cash charges to operations (net change):		
Decrease (increase) in taxes and grants in place of taxes	(26,185)	(2,361)
Decrease (increase) in trade and other receivables	(17,120)	58,662
Decrease (increase) in inventory held for resale	-	(18,975)
Decrease (increase) in trade and other receivables	(24,198)	(239,203)
Decrease (increase) in prepaid expenses	2,372	(11,019)
Decrease (increase) in other financial assets	(19,344)	(3,212)
Increase (decrease) in accounts payable and accrued liabilities	(1,785)	(116,807)
Increase (decrease) in deposits held in trust	99,930	(2,273)
Increase (decrease) in deferred revenue	265,697	378,504
	<u>844,174</u>	<u>431,187</u>
CAPITAL		
Acquisition of tangible capital assets	(291,210)	(89,058)
FINANCING		
Long-term debt repaid	-	(85,258)
CHANGE IN CASH AND EQUIVALENTS DURING THE YEAR	552,964	256,871
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	3,906,997	3,650,126
CASH AND CASH EQUIVALENTS, END OF YEAR	<u>4,459,961</u>	<u>3,906,997</u>
CASH AND CASH EQUIVALENTS IS MADE UP OF:		
Cash on hand	250	300
Cash in bank	4,459,711	3,906,697
	<u>4,459,961</u>	<u>3,906,997</u>

TOWN OF SEDGEWICK

SCHEDULE OF CHANGES IN ACCUMULATED SURPLUS FOR THE YEAR ENDED DECEMBER 31, 2016 (Schedule 1)

	Unrestricted Surplus	Restricted Surplus	Equity in Tangible Capital Assets	2016	2015
BALANCE, BEGINNING OF YEAR	818,898	2,217,624	6,854,737	9,891,259	9,783,643
Excess (deficiency) of revenues over expenses	244,667	-	-	244,667	107,616
Unrestricted funds designated for future use	(492,125)	492,125	-	-	-
Current year funds used for tangible capital assets	(72,682)	(218,528)	291,210	-	-
Disposal of tangible capital assets	36,678	-	(36,678)	-	-
Annual amortization expense	283,462	-	(283,462)	-	-
Change in accumulated surplus	-	273,597	(28,930)	244,667	107,616
BALANCE, END OF YEAR	818,898	2,491,221	6,825,807	10,135,926	9,891,259

TOWN OF SEDGEWICK

CONSOLIDATED SCHEDULE OF TANGIBLE CAPITAL ASSETS FOR THE YEAR ENDED DECEMBER 31, 2016 (Schedule 2)

	LAND	LAND IMPROVEMENTS	BUILDINGS	ENGINEERED STRUCTURES	MACHINERY AND EQUIPMENT	VEHICLES	2016	2015
COST:								
Balance - beginning of year	182,836	237,901	365,997	9,879,523	583,652	128,389	11,378,298	11,289,240
Acquisition of tangible capital assets	-	247,452	14,326	-	18,750	-	280,528	89,058
Construction in progress	-	-	-	10,682	-	-	10,682	-
Disposal of tangible capital assets	-	-	-	36,678	-	-	36,678	-
Balance - end of year	182,836	485,353	380,323	9,853,527	602,402	128,389	11,632,830	11,378,298
ACCUMULATED AMORTIZATION								
Balance - beginning of year	-	28,864	227,435	3,786,078	403,011	78,173	4,523,561	4,243,306
Annual amortization	-	12,744	8,211	229,345	24,271	8,891	283,462	280,255
Balance - end of year	-	41,608	235,646	4,015,423	427,282	87,064	4,807,023	4,523,561
NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	182,836	443,745	144,677	5,838,104	175,120	41,325	6,825,807	6,854,737
PRIOR YEAR NET BOOK VALUE OF TANGIBLE CAPITAL ASSETS	182,836	209,037	138,562	6,093,445	180,641	50,216	6,854,737	

TOWN OF SEDGEWICK

CONSOLIDATED SCHEDULE OF PROPERTY TAXES LEVIED FOR THE YEAR ENDED DECEMBER 31, 2016 (Schedule 3)

	Budget (Unaudited)	2016	2015
TAXATION			
Real property taxes	1,010,258	1,009,097	984,366
Linear property taxes	19,610	14,979	15,841
Government grants in place of property taxes	1,229	1,229	1,368
	<u>1,031,097</u>	<u>1,025,305</u>	<u>1,001,575</u>
REQUISITIONS			
Alberta School Foundation	226,447	226,450	216,787
Flagstaff Regional Housing Group	19,851	19,851	19,255
	<u>246,298</u>	<u>246,301</u>	<u>236,042</u>
NET MUNICIPAL TAXES	<u>784,799</u>	<u>779,004</u>	<u>765,533</u>

TOWN OF SEDGEWICK

CONSOLIDATED SCHEDULE OF GOVERNMENT TRANSFERS FOR THE YEAR ENDED DECEMBER 31, 2016 (Schedule 4)

	Budget (Unaudited)	2016	2015
TRANSFERS FOR OPERATING			
Federal Government	-	2,000	2,000
Provincial Government	145,036	56,906	10,711
Local Governments	30,455	22,720	30,424
	<u>175,491</u>	<u>81,626</u>	<u>43,135</u>
TRANSFERS FOR CAPITAL			
Federal Government	-	46,000	-
Provincial Government	-	21,025	1,390
	<u>-</u>	<u>67,025</u>	<u>1,390</u>
TOTAL GOVERNMENT TRANSFERS	<u>175,491</u>	<u>148,651</u>	<u>44,525</u>

TOWN OF SEDGEWICK

CONSOLIDATED SCHEDULE OF EXPENDITURE BY OBJECT FOR THE YEAR ENDED DECEMBER 31, 2016 (Schedule 5)

	Budget (Unaudited)	2016	2015
Expenditures			
Salaries, wages and benefits	544,921	498,883	509,738
Contracted and general services	823,556	623,328	531,303
Purchases from other governments	6,916	5,016	10,164
Materials, goods and utilities	488,520	366,973	408,164
Provision for allowances	-	2,092	49
Transfers to local boards and agencies	66,770	36,187	67,723
Interest on capital long term debt	-	-	745
Other expenditures	2,020	514	594
Amortization of tangible capital assets	-	283,462	280,255
Write down of tangible capital assets	-	36,678	-
	<u>1,932,703</u>	<u>1,853,133</u>	<u>1,808,735</u>

TOWN OF SEDGEWICK

SCHEDULE OF SEGMENTED DISCLOSURE FOR THE YEAR ENDED DECEMBER 31, 2016 (Schedule 6)

	General Government	Protective Services	Transportation services	Environmental Services	Public Health & Welfare	Planning & Development	Recreation & Culture	Gas system	Total
REVENUE									
Net municipal property taxes (Schedule 2)	779,004	-	-	-	-	-	-	-	779,004
User fees and sales of goods	7,060	8,770	2,302	494,239	1,155	47,675	-	404,722	965,923
Penalties and costs on taxes	20,013	-	-	768	-	-	-	1,106	21,887
Licenses and permits	-	2,224	-	-	-	-	-	-	2,224
Fines	381	225	-	-	-	-	-	-	606
Franchise and concession contracts	36,595	-	-	-	-	-	-	-	36,595
Investment income	120,726	2,911	-	-	-	-	84	-	123,721
Rentals	7,160	-	-	-	-	-	-	-	7,160
Government transfers	50,981	22,720	-	-	-	2,000	5,925	-	81,626
Other	-	1,700	1,786	-	-	-	8,543	-	12,029
	<u>1,021,920</u>	<u>38,550</u>	<u>4,088</u>	<u>495,007</u>	<u>1,155</u>	<u>49,675</u>	<u>14,552</u>	<u>405,828</u>	<u>2,030,775</u>
EXPENSES									
Salaries, wages and benefits	238,496	16,824	91,533	59,199	-	-	74,362	18,469	498,883
Contracted and general services	150,448	13,536	69,224	218,743	-	4,567	79,840	86,970	623,328
Purchases from other governments	-	5,016	-	-	-	-	-	-	5,016
Materials, goods and utilities	14,442	18,386	78,234	35,828	286	3,515	5,359	210,923	366,973
Provision for allowances	2,092	-	-	-	-	-	-	-	2,092
Transfers to local boards and agencies	-	-	-	-	8,570	8,314	19,303	-	36,187
Interest on capital long term debt	-	-	-	-	-	-	-	-	-
Other expenditures	514	-	-	-	-	-	-	-	514
	<u>405,992</u>	<u>53,762</u>	<u>238,991</u>	<u>313,770</u>	<u>8,856</u>	<u>16,396</u>	<u>178,864</u>	<u>316,362</u>	<u>1,532,993</u>
NET REVENUE, BEFORE AMORTIZATION	<u>615,928</u>	<u>(15,212)</u>	<u>(234,903)</u>	<u>181,237</u>	<u>(7,701)</u>	<u>33,279</u>	<u>(164,312)</u>	<u>89,466</u>	<u>497,782</u>
AMORTIZATION AND DISPOSAL OF ASSETS									
Amortization of tangible capital assets	1,280	7,624	133,656	125,952	-	-	12,744	2,206	283,462
Write down of tangible capital assets	-	-	12,226	24,452	-	-	-	-	36,678
	<u>1,280</u>	<u>7,624</u>	<u>145,882</u>	<u>150,404</u>	<u>-</u>	<u>-</u>	<u>12,744</u>	<u>2,206</u>	<u>320,140</u>
NET REVENUE	<u>614,648</u>	<u>(22,836)</u>	<u>(380,785)</u>	<u>30,833</u>	<u>(7,701)</u>	<u>33,279</u>	<u>(177,056)</u>	<u>87,260</u>	<u>177,642</u>

TOWN OF SEDGEWICK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2016

1. SIGNIFICANT ACCOUNTING POLICIES

The consolidated financial statements of the Town of Sedgewick are the representations of management prepared in accordance with generally accepted accounting principles for local governments established by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

Significant aspects of the accounting policies adopted by the town are as follows:

a) Reporting Entity

The consolidated financial statements reflect the assets, liabilities, revenues and expenditures, changes in fund balances and change in financial position of the reporting entity. This entity is comprised of the municipal operations plus all of the organizations that are owned or controlled by the town are, therefore accountable to the Council for the administration of their financial affairs and resources.

The schedule of taxes levied also includes requisitions for education, health, social and other external organizations that are not part of the municipal reporting entity.

The statements exclude trust assets that are administered for the benefit of external parties. Interdepartmental and organizational transactions and balances are eliminated.

b) Basis of Accounting

The financial statements are prepared using the accrual basis of accounting. The accrual basis of accounting records revenue as it is earned and measurable. Expenses are recognized as they are incurred and measurable based upon receipt of goods or services and/or the legal obligation to pay.

Funds from external parties and earnings thereon restricted by agreement or legislation are accounted for as deferred revenue until used for the purpose specified.

Government transfers, contributions and other amounts are received from third parties pursuant to legislation, regulation or agreement and may only be used for certain programs, in the completion of specific work, or for the purchase of tangible capital assets. In addition, certain user charges and fees are collected for which the related services have yet to be performed. Revenue is recognized in the period when the related expenses are incurred, services performed or the tangible capital assets are acquired.

TOWN OF SEDGEWICK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2016

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

c) Use of Estimates

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amount of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements, and the reported amounts of revenue and expenditure during the period. Where measurement uncertainty exists, the financial statements have been prepared within reasonable limits of materiality. Actual results could differ from those estimates.

d) Requisition Over-levy and Under-levy

Over-levies and under-levies arise from the difference between the actual property tax levy made to cover each requisition and the actual amount requisitioned.

If the actual levy exceeds the requisition, the over-levy is accrued as a liability and property tax revenue is reduced. Where the actual levy is less than the requisition amount, the under-levy is accrued as a receivable and as property tax revenue.

Requisition tax rates in the subsequent year are adjusted for any over-levies or under-levies of the prior year.

e) Inventories for Resale

Land held for resale is recorded at the lower of cost or net realizable value. Cost includes costs for land acquisition and improvements required to prepare the land for servicing such as clearing, stripping and levelling charges. Related development costs incurred to provide infrastructure such as water and wastewater services, roads, sidewalks and street lighting are recorded as physical assets under the respective function.

f) Government Transfers

Government transfers are the transfer of assets from senior levels of government that are not the result of an exchange transaction, are not expected to be repaid in the future, or the result of a direct financial return.

Government transfers are recognized in the financial statements as revenue in the period in which events giving rise to the transfer occur, providing the transfers are authorized, any eligibility criteria have been met, and reasonable estimates of the amounts can be determined.

TOWN OF SEDGEWICK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2016

1. SIGNIFICANT ACCOUNTING POLICIES (continued)

g) Non-Financial Assets

Non-financial assets are not available to discharge existing liabilities and are held for use in the provision of services. They have useful lives extending beyond the current year and are not intended for sale in the normal course of operations. The change in non-financial assets during the year, together with the excess of revenues over expenses, provides the consolidated Change in Net Financial Assets for the year.

i. Tangible Capital Assets

Tangible capital assets are recorded at cost which includes all amounts that are directly attributable to acquisition, construction, development or betterment of the asset. The cost, less residual value, of the tangible capital assets is amortized on a straight-line basis over the estimated useful life as follows:

	YEARS
Buildings	50
Engineered structures - other	25-75
Engineered structures - water system	50-75
Engineered structures - wastewater system	50
Land improvements	20
Machinery and equipment	5-15
Vehicles	10-25

One-half of the annual amortization is charged in the year of acquisition and in the year of disposal. Assets under construction are not amortized until the asset is available for productive use.

ii. Contributions of Tangible Capital Assets

Tangible capital assets received as contributions are recorded at fair value at the date of receipt and also are recorded as revenue.

iii. Leases

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

iv. Inventories

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

v. Cultural and Historical Tangible Capital Assets

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

TOWN OF SEDGEWICK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2016

2. CASH AND TERM DEPOSITS

	<u>2016</u>	<u>2015</u>
Included in cash and term deposits are amounts received from various grant funding programs that are held for use in accordance with the funding agreements. (Note 4)	1,463,220	1,232,525
Included in cash and term deposits are amounts held for deposits in trust	110,560	10,630
Included in cash and term deposits are amounts designated by council for future expenses and tangible capital asset acquisitions. (Note 8)	2,491,221	2,217,624
Total restricted cash and term deposits	<u>4,065,001</u>	<u>3,460,779</u>
Total unrestricted cash and term deposits	<u>394,960</u>	<u>446,218</u>

3. TAXES AND GRANTS IN PLACE OF TAXES RECEIVABLES

	<u>2016</u>	<u>2015</u>
Current taxes and grants in place of taxes	28,638	58,132
Arrears taxes	49,781	7,122
Property held by the town as a result of tax forfeiture	29,797	14,753
	108,216	80,007
Less: allowance for doubtful accounts	4,177	2,153
	<u>104,039</u>	<u>77,854</u>

4. DEFERRED INCOME

Deferred income consists of the following:	<u>2016</u>	<u>2015</u>
Basic Municipal Transportation Grant	158,340	158,340
Municipal Sustainability Initiative - Capital	1,442,354	1,184,846
Municipal Sustainability Initiative - Operating	91,272	89,040
Federal Gas Tax	150,000	100,000
Other deferred revenue	3,000	47,043
	<u>1,844,966</u>	<u>1,579,269</u>

TOWN OF SEDGEWICK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2016

5. DEBT LIMITS

Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by Alberta Regulation 255/00 for the Town of Sedgewick be disclosed as follows:

	2016	2015
Total debt limit	<u>3,046,163</u>	<u>2,872,442</u>
Total debt	-	-
Surplus debt limit	<u>3,046,163</u>	<u>2,872,442</u>
Debt servicing limit	<u>507,694</u>	<u>478,740</u>
Debt servicing	-	-
Surplus debt servicing	<u>507,694</u>	<u>478,740</u>

The debt limit is calculated at 1.5 times revenue of the municipality (as defined in Alberta Regulation 255/00) and the debt service limit is calculated at 0.25 times such revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs. These thresholds are guidelines used by Alberta Municipal Affairs to identify municipalities, which could be at financial risk if further debt is acquired. The calculation taken alone does not represent the financial stability of the municipality. Rather, the financial statements must be interpreted as a whole.

6. EQUITY IN TANGIBLE CAPITAL ASSETS

	2016	2015
Tangible capital assets (Schedule 2)	<u>11,632,830</u>	<u>11,378,298</u>
Accumulated amortization (Schedule 2)	<u>(4,807,023)</u>	<u>(4,523,561)</u>
	<u>6,825,807</u>	<u>6,854,737</u>

TOWN OF SEDGEWICK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2016

7. ACCUMULATED SURPLUS

Accumulated surplus consists of restricted and unrestricted amounts and equity in tangible capital assets as follows:

	2016	2015
Unrestricted surplus	818,898	818,898
Restricted surplus		
Operating		
General	223,786	223,786
Office GIS project	-	5,897
Occupational health	1,200	1,200
Lagoon maintenance	10,500	10,500
Physician recruitment	2,000	2,000
Recreation	317,994	263,494
	<u>555,480</u>	<u>506,877</u>
Capital reserves		
Administration	86,250	3,250
Fire building	28,565	23,564
Fire equipment	147,357	134,446
Public works equipment	100,653	101,903
Public works building	8,819	18,145
Infrastructure improvement	-	64,836
Street work	329,220	116,480
Grant interest	9,042	17,740
Water infrastructure and meters	407,960	323,460
Sewer system	287,524	235,824
Waste disposal	9,331	4,836
Cemetery	4,000	3,000
Subdivision recreation reserve	3,643	3,560
Future development	170,423	138,982
Recreation	260,391	455,547
Culture	11,043	5,000
Natural gas	71,520	60,174
	<u>1,935,741</u>	<u>1,710,747</u>
	<u>2,491,221</u>	<u>2,217,624</u>
Equity in tangible capital assets	6,825,807	6,854,737
	<u><u>10,135,926</u></u>	<u><u>9,891,259</u></u>

TOWN OF SEDGEWICK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2016

8. SEGMENTED DISCLOSURE

The Town of Sedgewick provides a range of services to its ratepayers. For each reported segment, revenues and expenses represent both amounts that are directly attributable to the segment and amounts that are allocated on a reasonable basis. The accounting policies used in these segments are consistent with those followed in the preparation of the financial statements as disclosed in Note 1.

Refer to the Schedule of Segmented Disclosure (schedule 6)

9. SALARY AND BENEFITS DISCLOSURE

Disclosure of salaries and benefits for municipal officials, the chief administrative officer as required by Alberta Regulation 313/2000 is as follows:

	2016			2015
	Salary	Benefits & Allowances	Total	Total
Dame	-	-	-	3,919
Higginson	3,963	74	4,037	1,096
Imlah	5,138	112	5,250	3,924
Levey	5,763	113	5,876	-
Robinson	10,112	217	10,329	10,614
Rose	2,836	65	2,901	5,470
Schmutz	5,125	111	5,236	-
Skoberg	-	-	-	4,338
Sparrow	3,900	71	3,971	4,966
Watkins	-	-	-	2,527
CAO	107,200	19,476	126,676	103,490

1. Salary includes regular base pay, bonuses, overtime, lump sum payments, gross honoraria and any other direct cash remuneration.

2. Employer's share of all employee benefits and contributions or payments made on behalf of employees including pension, health care, dental coverage, vision coverage, group life insurance, accidental disability and dismemberment insurance, long and short-term disability plans, professional memberships and tuition.

TOWN OF SEDGEWICK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2016

10. LOCAL AUTHORITIES PENSION PLAN

Employees of the town participate in the Local Authorities Pension Plan (LAPP), which is one of the plans covered by the Alberta Public Sector Pension Plans Act. The LAPP serves 244,621 people and 426 employers. The LAPP is financed by employer and employee contributions and by investment earnings of the LAPP Fund.

Contributions for current service are recorded as expenditures in the year in which they become due.

The town is required to make current service contributions to the LAPP of 11.39% of pensionable earnings up to the year's maximum pensionable earnings under the Canada Pension Plan and 15.84% on pensionable earnings above this amount. Employees of the town are required to make current service contributions of 10.39% of pensionable salary up to the year's maximum pensionable salary and 14.84% on pensionable salary above this amount.

Total current service contributions by the town to the LAPP were \$36,175. Total current service contributions by the employees of the town to the LAPP were \$33,267.

At December 31, 2015, the LAPP disclosed an actuarial deficiency of \$923 Million.

11. CONTINGENCIES

The town is a member of the Jubilee/Genesis Reciprocal Insurance Exchange (JRIE/GRIE). Under the terms of the membership, the town could become liable for its proportionate share of any claim losses in excess of the funds held by the exchange. Any liability incurred would be accounted for as a current transaction in the year the losses are determined.

The town is a member of the Flagstaff Regional Solid Waste Management Association. Under the terms of the membership, the town could become liable for its proportionate share of any landfill closure and post-closure costs in excess of the funds held by the association. Any liability incurred would be accounted for as a current transaction in the year the shortfall is determined.

TOWN OF SEDGEWICK

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2016

12. FINANCIAL INSTRUMENTS

The Town's financial instruments consist of cash and temporary investments, accounts receivable, investments, bank indebtedness, accounts payable and accrued liabilities, deposit liabilities and long-term debt. It is management's opinion that the town is not exposed to significant interest or currency risks arising from these financial instruments.

The town is subject to credit risk with respect to taxes receivable and trade and other receivables. Credit risk arises from the possibility that taxpayers and entities to which the town provides services may experience financial difficulty and be unable to fulfill their obligations. The large number and diversity of taxpayers and customers minimizes the credit risk.

Unless otherwise noted, the fair value of these financial instruments approximates their fair value.

13. RECONCILIATION OF OPERATING RESULTS TO BUDGETING SYSTEM

The town has prepared its budget according to the former accounting standards that were in place which tracked all municipal activities including capital projects and reserves for future use. The reconciliation below to encompass these items is provided for information purposes only to provide users with supplementary comparative information. It should not be used as a replacement for the consolidated statement of financial activities and accumulated surplus and users should note that this information may not be appropriate for their purposes.

	Budget (unaudited)	2016	2015
Excess of revenue over expenditures, per financial statements	126,182	244,667	107,616
Adjustments			
Amortization expense	-	283,462	280,255
Loss (gain) on disposal of tangible capital assets	-	36,678	-
Acquisition of tangible capital assets	(270,000)	(291,210)	(89,058)
Results of operations - previous methods	(143,818)	273,597	298,813
Net transfers (to) from reserves	143,820	(273,597)	(213,555)
Debenture repaid	-	-	(85,258)
Increase (decrease) in unrestricted surplus	2	-	-

14. COMPARITIVE FIGURES

Certain comparative figures have been restated to conform to the current year's presentation.

15. APPROVAL OF FINANCIAL STATEMENTS

Council and Management have approved these financial statements.

POLICY SECTION C: Agenda - Delegation Request for Presentation to Council

Name of Delegation: Shaunet Petiot and Connie McArthur, Accountant and Treasurer for Sedgewick Agricultural Recreation Centre

Issue to be discussed: Presentation of financial review for the period ending August 31st, 2016.

Request of Council: That the financial review for Sedgewick Agricultural Recreation Centre for the period ending August 31st, 2016 is approved as presented.

Date of Council Meeting: January 30th, 2017

Delegation Time: 7:00 p.m.

Attachments: Financial review.

30-Jan-17
Mayor

30-Jan-17
CAO

SEDGEWICK AGRICULTURAL RECREATION CENTRE

FINANCIAL STATEMENTS

August 31, 2016

(Unaudited)

SHAUNET PETIOT CPA, CGA
CHARTERED PROFESSIONAL ACCOUNTANT
CERTIFIED GENERAL ACCOUNTANT

Box 504
Daysland, AB T0B 1A0

Telephone: (780) 374-3744
Cell phone: (780) 608-8245

REVIEW ENGAGEMENT REPORT

To the Members and Directors of Sedgewick Agricultural Recreation Centre:

I have reviewed the statements of financial position of Sedgewick Agricultural Recreation Centre as at August 31, 2016 and the statement of financial position, statement of operations and fund balance, and cash flow for the year then ended. My review was made in accordance with Canadian general accepted standards for review engagements and accordingly consisted primarily of inquiry, analytical procedures, and discussion related to information supplied to me by the organization.

A review does not constitute an audit and consequently, I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian accounting standards for not-for-profit organizations.




CHARTERED PROFESSIONAL ACCOUNTANT
CERTIFIED GENERAL ACCOUNTANT


Daysland, Alberta
November 23, 2016

SEDGEWICK AGRICULTURAL RECREATION CENTRE
STATEMENT OF FINANCIAL POSITION
(Unaudited)
As At August 31, 2016

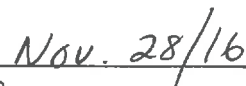
	2016	2015
Current Assets		
Cash - general account	\$ 113,600	\$ 94,957
- Friends of account	37,362	14,153
- ATM and float	9,050	7,870
Accounts receivable	2,310	2,247
Wild Rose Co-op Gift cards on hand	-	10,000
Sales tax receivable	1,091	454
	163,413	129,681
Wild Rose Co-op member equity	8,625	8,438
BRCU shared investment plan	153	153
	\$ 172,191	\$ 138,272
Current liabilities		
	\$ 1,750	\$ 1,750
Fund balance		
Unrestricted	170,441	136,522
	\$ 172,191	\$ 138,272

This financial statement has been reviewed and approved by:


Cory Gagnon, President


Date


Connie McArthur, Treasurer


Date

SEDGEWICK AGRICULTURAL RECREATION CENTRE
STATEMENT OF OPERATIONS AND FUND BALANCE
(Unaudited)
For the Year Ended August 31, 2016

	2016	2015
Revenue		
Bowling (Schedule 1)	\$ 32,994	\$ 30,579
Arena (Schedule 1)	89,535	94,927
Curling (Schedule 2)	24,851	25,751
Concession (Schedule 2)	107,534	102,932
Facility rental (Schedule 3)	16,243	12,764
Grants - Ag Society	17,500	17,500
- Town of Sedgewick	42,500	-
Fundraising and donations	119,571	125,508
Other income	2,170	587
	452,898	410,548
Expenditures		
Bowling (Schedule 1)	5,926	4,642
Arena (Schedule 1)	94,272	69,817
Curling (Schedule 2)	16,844	20,275
Concession (Schedule 2)	78,826	90,752
Facility (Schedule 3)	110,800	111,603
Advertising	-	145
Bank charges	148	110
First aid and safety	2,356	2,948
Fundraising	94,526	92,050
Office	1,781	1,796
Professional fees	13,500	14,900
	418,979	409,038
Excess (deficiency) of revenues over expenditures	33,919	1,510
Fund balance - beginning	136,522	135,012
Fund balance - ending	\$ 170,441	\$ 136,522

SEDGEWICK AGRICULTURAL RECREATION CENTRE
STATEMENT OF CASH FLOW
(Unaudited)
As At August 31, 2016

	2016	2015
Operating Activities		
Total excess of revenues over expenditures	\$ 33,919	\$ 1,510
Changes in non-cash working capital		
Accounts receivable	(63)	2,584
Wild Rose Co-op gift cards on hand	10,000	(1,675)
Sales tax receivable/payable	(637)	704
	9,300	1,613
	43,219	3,123
Investing Activities		
Increase in patronage accounts	(187)	(211)
	43,032	2,912
Cash - beginning of year	116,980	114,068
Cash - end of year	\$ 160,012	\$ 116,980

SCHEDULE 1

SEDGEWICK AGRICULTURAL RECREATION CENTRE

STATEMENT OF OPERATIONS BY CATEGORY

(Unaudited)

For the Year Ended August 31, 2016

	2016	2015
BOWLING		
Income		
Lease	\$ 30,000	\$ 28,571
Bowling revenues	2,994	2,008
	32,994	30,579
Expenditures		
Repairs	1,685	917
Janitorial	495	815
Scorecards and equipment	825	250
Gas	1,184	1,234
Power	1,737	1,426
	5,926	4,642
	\$ 27,068	\$ 25,937
ARENA		
Income		
Minor hockey	\$ 59,020	\$ 61,892
Rec hockey	4,932	4,259
Hockey academy	810	-
Public skating and CanSkate	4,315	4,270
Lacrosse rental	1,400	3,975
Facility rental	14,208	10,631
Advertising	4,850	4,850
Programs	-	1,000
Fundraising	-	4,050
	89,535	94,927
Expenditures		
Arena repairs and maintenance	15,928	990
Compressor repairs and maintenance	19,306	-
Zamboni repairs and maintenance	927	653
Ice plant repairs & maintenance	942	8,528
Program expenses	3,648	5,557
Gas	2,488	2,441
Electricity - arena	5,760	5,611
Electricity - power plant	24,579	21,835
Capital project - sound system	-	10,861
Square payouts	1,400	-
Wages	14,294	13,341
Zamboni purchase - deposit	5,000	-
	94,272	69,817
	\$ (4,737)	\$ 25,110

SCHEDULE 2

SEDGEWICK AGRICULTURAL RECREATION CENTRE

STATEMENT OF OPERATIONS BY CATEGORY

(Unaudited)

For the Year Ended August 31, 2016

	2016	2015
CURLING		
Income		
Lease	\$ 5,000	\$ 5,000
Share of curling lounge - 10%	2,336	-
Rentals	1,000	476
Utility and repair recoveries	16,515	20,275
	24,851	25,751
Expenditures		
Curling renk repairs and maintenance	329	-
Ice plant repairs and maintenance	-	5,004
Gas	2,017	2,209
Electricity - curling rink	2,460	2,374
Electricity - power plant	12,038	10,688
	16,844	20,275
	\$ 8,007	\$ 5,476
CONCESSION		
Income	\$ 107,534	\$ 102,932
Expenditures		
Merchandise	46,982	58,826
Supplies	740	-
Equipment - deep fryer	-	2,869
Repairs	1,425	1,959
Training and courses	175	-
Wages	29,504	27,098
	78,826	90,752
	\$ 28,708	\$ 12,180

SCHEDULE 3

SEDGEWICK AGRICULTURAL RECREATION CENTRE

STATEMENT OF OPERATIONS BY CATEGORY

(Unaudited)

For the Year Ended August 31, 2016

	2016	2015
FACILITY		
Income		
Rental	\$ 16,243	\$ 12,764
Expenditures		
Facility repairs and maintenance	11,742	15,216
Capital purchases - flooring	510	-
- lap top	701	-
Elevator	2,515	-
Security	1,155	792
Custodian supplies	4,652	2,797
Equipment repairs and maintenance	851	2,729
Travel	252	-
Insurance	245	-
Gas	9,381	12,235
Electricity	16,940	16,093
Telephone	2,138	1,895
Waste Management	1,465	1,385
Wages	58,253	58,461
	110,800	111,603
	\$ (94,557)	\$ (98,839)

SEDGEWICK AGRICULTURAL RECREATION CENTRE
NOTES TO THE FINANCIAL STATEMENTS
August 31, 2016
(Unaudited)

1. PURPOSE OF THE ORGANIZATION

The Sedgewick Agricultural Recreation Centre is a non-profit organization formed under the Agricultural Societies Act of Alberta. The organization assists in the operation of the Sedgewick Recreation Centre. The society is a registered charity and exempt for income tax purposes under Section 149(1) of the Income Tax Act (Canada).

2. SIGNIFICANT ACCOUNTING POLICIES

Basis of presentation

The financial statements of the organization have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

Fund accounting

The Organization follows the deferred fund method of accounting for contributions.

The General Fund accounts for the Organization's program delivery and administrative activities. This fund reports unrestricted resources and restricted operating grants.

Use of estimates

The preparation of financial statements in accordance with Canadian accounting standards for not-for-profit organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities, and the reported amounts of revenue and expenses. The main estimates include accrued liabilities.

Capital Assets

Capital assets are treated as expenditures in the year of acquisition.

Revenue recognition

Membership fees are recognized as contributions as they are non-refundable and do not relate directly to the services provided.

The Organization recognizes government funding in the period in which it is received.

Restricted contributions are recognized as revenue in the year in which the related expenses are incurred.

Contributed services

In its day-to-day operations the Organization uses the services of many volunteers. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

Cash and cash equivalents

Cash equivalents are comprised of highly liquid investments with maturities of three months or less from the date of acquisition. There are no cash equivalents at this time.

3. CAPITAL EXPENDITURES

During the year, the Society made a deposit for the future purchase of a zamboni in arena expenditures and purchased a laptop and flooring, reported in facility expenditures.

4. FINANCIAL INSTRUMENTS

The organization's financial instruments consist of investment certificates, and accounts payable. Unless otherwise noted, it is management's opinion that the organization is not exposed to significant credit risk, interest rate, liquidity, or market risks arising from these financial instruments. Market risk can result from changes in interest rates.

The organization is exposed to various risks through its financial instruments without being exposed to concentrations of risk. The following analysis provides a measure of the organization's risk as at August 31, 2016.

Credit risk

Credit risk is the risk that one party to a financial instrument will cause a loss for the other party by failing to fulfill an obligation.

The organization's credit risk consists principally of cash and accounts receivable. The organization maintains cash with a reputable and major financial institution. The investments include certificates issued by a high-credit quality financial institution. Management considers the risk of non-performance of these instruments to be remote. The credit risk from counter parties not paying accounts receivable is not considered to be significant.

Interest rate risk

Interest rate risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market interest rates/

The organization is exposed to interest rate risk with respect to the following instruments:

- Cash

Liquidity risk

Liquidity risk is the risk that the organization will encounter difficulty in meeting its obligations associated with financial liabilities.

The organization is exposed to liquidity risk in meeting its obligations associated with financial liabilities, which is dependent on receipt of funds from contributors.

Market risk

Market risk is the risk that the fair value of future cash flows of a financial instrument will fluctuate because of changes in market prices.

The Public Hearing Meeting of Sedgewick Town Council was held in the Council Chambers, Sedgewick, Alberta on Thursday, December 15th, 2016 at 6:00 p.m.

Present	Perry Robinson	Mayor
	Greg Sparrow	Councillor
	Stephen Levy	Councillor
	Tim Schmutz	Councillor
	Grant Imlah	Councillor
	Shawn Higginson	Councillor

Present	Amanda Davis	CAO
----------------	--------------	-----

Call to Order Mayor P. Robinson called the Public Hearing to order at 6:00 pm.

Overview Mayor P. Robinson provided an overview of the purpose of the public hearing. The Public Hearing is to receive input from those affected by the proposed bylaw amendment #527 for the redistricting of Plan 5755S, Block C, Lots 29-30P from Residential Multi Family (R2) to Direct Control 1 (DC1).

The floor was open for comment.

Representative from the Good as New and Bethania Lutheran Church addressed council explaining their application for re-districting.

No further comments were received.

Adjournment Mayor P. Robinson adjourned the public hearing at 6:20 p.m.

Perry Robinson, Mayor

Amanda Davis, CAO

<hr/> 30-Jan-17	<hr/> 30-Jan-17
Mayor	CAO

FIP

I attended the FIP meeting at the County office on January 9th...

1) There was a detailed presentation made by Urban Systems Inc. as to our "infrastructure deficit/backlog". I would type it all out here but that would be unnecessary as each municipality is going to have a formal debriefing with them in the near future, with a 'Council' portion as well as an 'Admin/PW' portion. The reason is that there are differing levels of 'intricacies' involved...

2) During the discussion the entire subject of municipal viability came up. It appears that the data shows the smaller urban municipalities in relatively stable financial and infrastructural shape, with the more larger, including Sedgewick, as being somewhat more precarious, as we are apparently not allocating or charging enough to address the 'deficit' of infrastructural replacement liability, which includes factors of maintenance, life span, materials used and market project ability. When I asked if capital reserves were included in the data interpretation I was told they had not been. When I expressed some concern as to the reliability of the data interpretation I was presented with a somewhat detailed rationale surrounding the entire process. I trust that clarity will be provided at our individual debriefings with Urban Systems and Doug Griffiths. Maybe I'm missing something that Council or Admin can see...

3) Mayor Peter Miller from Forestburg expressed concern regarding the speed at which the working sub-committee is assigning timelines for a "plan" on a Regional single-tiered governance model. I echoed his concerns but we were told that we must be aggressive about it and make a decision to be recommended to FIP in March, with Community Engagement in April and an application to the Minister in May/June with the formation of an 'interim government' this summer. This interim government should be comprised of members of the current councils who don't intend to run in the Fall election so as not to give them an unreasonable advantage over newcomers who might run as councillors in the 'New Government'. When I suggested this might be somewhat counter-productive and counter-intuitive I was told that yes, it might seem that way but that would be "up to us to work out" in the plan. Next meeting was to be Feb 6th, 2017.

I have been involved in several email exchanges on the FIP working sub-committee as well as one sitting session (Jan. 16th) since our last Council meeting. I will merely offer an overview as you all are in receipt of the same latest information that I am.

1) As to the name... we have come to realize that it is completely unfair for all of us to retain our identities while expecting the people of the County of Flagstaff to lose theirs so we have tentatively agreed, by consensus, that we should name the new Region, "The Regional Municipality of Flagstaff."

2) Further to the number of councillors and wards, there was somewhat a consensus as to 8 councillors with a ninth (Mayor or Reeve) elected at large. I feel this is too small and doesn't allow for certain representation of all identifiable political demographics within the group eg. Larger Urban, Smaller Urban and Rural. I was over-ruled by the majority as being turf protecting so I just said, "Sure. After all it's just a plan. Our community has the option to agree and take part, or opt for the 'self-selection' of respectfully declining and continuing on as an independent municipality, under full obligation to collaborate with the new municipality under the 'New' MGA." Which was acknowledged and understood. There are those who want as low as five forming the new council. I reiterated

3) As to Wards... They chose four, with two elected in each... with no real idea or rationale as to boundaries, only the old "we'll figure that out" "Trust" "Maturity" et al. you all know that I disagree and had a plan but again it was not acceptable to the majority, who reached a consensus on four under the apparent adage that again, "Smaller is Better." Why? Because it prevents the turf wars. I insisted that their had to be at least two in each ward because a single elected person might feel somewhat isolated. Yes, there was suggestion of one single councillor in each of four wards with a CEO elected at large. Initially. Again...without any veterans even allowed from the 'interim government.' Brand new people. Five...

4) Type of municipality? To be determined after further deliberation.

5) Municipal Affairs clarified that there could be a possible delay of the Fall election to accommodate the 'transition', but it would not necessarily happen for sure and if the nomination process was undertaken then the election would have to take place...,not quite sure but I guess we'd have to make our case. Further, one mass dissolution of municipalities into one would be "strongly discouraged" as it

could be seen as a blatant ploy to obtain transition money through the available grant funding for that purpose. They did confirm, however, that a former municipality's debt would be the responsibility of the ratepayers within it as well the accumulated surplus or capital reserves would, while becoming the property of the new municipality, are in fact legislated to be ear-marked for the municipality that accumulated them.

6) There were a few observers to this Jan. 16th session. Since then I have received considerable feedback from residents from around the County expressing concern as to the speed and direction with which we are heading. You all are in receipt of my position after consultation with you.

As it happened, Greg and I met with Bob Coutts today, January 25th in Killam and we made clear the issues as we saw them regarding the FIP working committee...

1) Everyone I've talked to wants to find a way that will work.

2) Timelines are important for motivation but rigid or rushed timelines cannot be insisted upon if more planning needs to be done to find a model that people can accept.

3) Concerns or dissent or criticism, whatever the words used, must be taken into consideration as the plan unfolds.

4) We must not get caught up in the concerns so much as to prevent a "plan" from being developed. We agreed that one of the biggest problems we have at this stage is the lack of a "plan" but not being able to move forward because of concerns. So we felt that we should just let some sort of "plan" be developed and, if that is not acceptable to FIP then we go back to the drawing board with revised deadlines if necessary.

Bob Coutts will be sending out an email regarding our discussion. As of this point I will remain involved until our regular Council meeting when an alternate can be appointed for my absence during February. I will, however, refrain from any further comment because I've said everything I feel I need to. I do not feel that I, or Sedgewick, is unwelcome in the conversation. I just want the conversation to continue.

There will be plenty of time to revisit concerns in a month or two. In the meantime I would encourage my alternate to engage both FIP and the Working Committee with an open mind and a view to coming up with some sort of plan, regardless of our obvious misgivings at this stage. Let's see what happens as it unfolds as there is the chance that, as it evolves, that some of our concerns might be addressed now that we have stated them.

I missed the BRAED meeting on January 5th as I was not notified of it. I have since rectified that and can report that Camrose County is now a member.

Apparently there were several members not in attendance but I was able to receive Treasurer Bud James report which I shall forward in a separate email.

On Thursday, January 19th, I attended the FFCS and Flagstaff Community Foundation meetings...

- 1) Peter Miller attended the Convention and gave a fairly detailed report, which I will make available upon request, rather than type it out here.
- 2) Finances are in good shape. Can provide details if requested.
- 4) Wildrose COOP Concession Van is delivered, with several bookings already made. It will be administered through FFCS so direct people there.
- 5) Foundation has received requests to help with Senior's Outreach Service and has committed to a 3 year term.

As far as I remember, those are my committee reports, as developing. I will keep you informed of developments as they arise or evolve.

Respectfully

Perry

**Report to Council on
BRAED Board Meeting
January 5, 2017 - Paintearth Admin. Building.**

Elections for Executive Positions – 3 positions of 7 were up for election. Following is the current Executive –

<u>Name</u>	<u>Representing</u>	<u>Position</u>	<u>Term Expires</u>
Clr. Arnold Hanson	Beaver County	Chair	December, 2017
Mayor Carl Marsh	Village of Holden	V. Chair	December, 2017
Mayor Bud James	Town of Killam	Treasurer	December, 2017
Carley Herbert, EDO	Town of Wainwright	Secretary	December, 2017
Vic Goodman, EDO	City of Camrose	Member	December, 2018
Clr. Joan Green	Village of Irma	Member	December, 2018
Mayor Gail Watt	Town of Daysland	Member	December, 2018

Presentation on Broadband access and specifically the project BRAED is undertaking in partnership with CAEP –

- All REDAs in Alberta have studied/will be studying this issue, so a great opportunity to combine information for a comprehensive report to take to GOA.
- Federal CRTC Announcement will be positive, but so far no commitment by government to improve service.
- The SuperNet contract with GOA will expire June 30, 2018.

Local to Global Forum – March 1 – 3, 2017 in Camrose –

- This is the EATC Forum, 3rd edition.

- Topics include Infrastructure, Export Development, Opportunities to diversify, Advocacy, Building Partnerships.

Summer Intern Program –

- Will run again for 2017, with 4 grants available.

Round Table –

- KNM in Tofield is currently closed, and any employees that were living in Tofield have moved away.
- Grant Information for Employers – I have asked to be put on the list to receive this email; there are an unprecedented number of grants (provincial & federal) available to small business.
- AB Economic Dashboard – www.regionaldashboard.ab.ca – several complaints that this GOA economic development initiative is populated using Stats Canada information, some of which is out of date and/or irrelevant to economic development. There is no way for a community to alter the info.

Next Meeting – end of March, in Camrose.

Respectfully submitted,

Mayor Bud James

COMMITTEE REPORTS FOR CLR. G SPARROW

JULY 1ST MEETING- JANUARY 23, 2017

- Cadillac Junkies will be playing in the curling rink from 9:30- 2 because of the acoustics it will not work in the arena
- The fireworks to hopefully happen in the hard ball diamond because of the party being held in the curling rink
- Chuckwagons will run Friday, Saturday, & Sunday. June 30-July 2
- We are making a list of the groups around town to work shifts throughout the day

Lions are looking after the bouncy houses for the kids.

Having another July 21 meeting before Rec Board meeting on Feb 27

REC BOARD- JANUARY 23, 2017

- Old Zamboni was sold form 9K that will go toward the purchase of the new (used) Zamboni
- All the advertising on the Zamboni has been filled & looks good
- Unfortunately the AED was used in the curling lounge. The AED has now been permanently moved to the curling lounge with access for the entire upstairs area. There is 1 in the concourse downstairs as well.
- There was a discussion to post the address (there was an issue)all around the rec center for emergencies as well as to have a better education for the location of fire extinguishers & AED locations
- There is currently 80K in chequing & 56K in capital accounts

- There will be provincials held on March 17-19 for the Atom girls between the 2 towns
- There is now a skate sharpening business open in the rec center
- Did a tour of the kitchen to discuss the renos
- Will have AGM on Feb 27 Rec board meeting

FRHG- JANUARY 24, 2017

- Met new CEO for Bethany
- Final demo cost for the lodge was \$695,176.00. The province has contributed \$325,000.00. That leaves the FRHG on the hook for approx. \$370,000.00. When all is said & done there will be about \$500,000.00 left in reserves. There will be a final number at the next meeting & a decision will be made then of how much should be kept in reserves.
- The issue with final compaction has been dealt with & the contractor has agreed to fix the issue in the spring.
- The opening date for the new facility in Forestburg is February 1st. As of now there are no new tenants but some of the existing tenants are moving to the new wing
- The opening for the new facility in Sedgewick is slated for this spring so hopefully by sometime this summer. There has been a lot of interest in the Sedgewick facility so we will see

Sedgewick Rec Centre
Profit & Loss
November 2016

	Nov 16
Income	
4100 · Bowling	
4125 · Bowling Facility Rentals	142.87
Total 4100 · Bowling	142.87
4200 · Arena	
4201 · Minor Hockey Ice Rental	10,140.00
4202 · Zumba Room Rental	120.00
4205 · Rec Hockey	975.00
4212 · Canskate	525.00
4215 · Public Skating	20.00
Total 4200 · Arena	11,780.00
4400 · Concession	
4401 · Concession Sales	10,594.77
4410 · Liquor Sales	2,163.33
Total 4400 · Concession	12,758.10
4500 · Facility	
4510 · Fundraising	
4511 · Raffle Tickets	2,002.00
Total 4510 · Fundraising	2,002.00
4600 · Interest Income	1.73
Total 4500 · Facility	2,003.73
4770 · Grants	
4778 · Kitchen Upgrade Grant	5,376.00
Total 4770 · Grants	5,376.00
4900 · Friends of the Rec Centre	
4925 · Avenue ATM Activity Fee	166.00
Total 4900 · Friends of the Rec Centre	166.00
4901 · Rec Board Fundraising	
4902 · Wildrose Gift Card Sales	5,800.00
Total 4901 · Rec Board Fundraising	5,800.00
Total Income	38,026.70
Expense	
6000 · Bowling Expense	
6001 · Bowling Miscellaneous	80.00
Total 6000 · Bowling Expense	80.00
6010 · Arena Expenses	
6020 · Arena Repair & Maint	623.50
6025 · Zamboni Repair & Maint	221.65
6042 · Canskate Program Expense	552.00
Total 6010 · Arena Expenses	1,397.15
6062 · ATM Purchase	2,495.00
6100 · Curling Expenses	
6120 · Curling Lounge Repairs	834.00
Total 6100 · Curling Expenses	834.00

6124 CUP

FIX TABLES
UPSTAIR

Package for
2-11-2017

Sedgewick Rec Centre
Profit & Loss
November 2016

	Nov 16
6200 · Concession Expense	
6205 · Concession Merchandise	6,841.65
6215 · Liquor Expenses	3,180.00
6220 · Concession Repair & Maint	1,391.45
Total 6200 · Concession Expense	11,413.10
6300 · Facility Expenses	
6301 · Bookkeeping	1,000.00
6302 · Elevator Expenses	94.00
6305 · Bank charges	15.95
6315 · Facility Repair & Maint	1,381.65
6325 · Custodial Supplies	89.86
6330 · Freight	1,250.00
6350 · Waste Management Fees	107.60
6360 · Office Supplies	70.49
6365 · Telephone Costs	166.45
6380 · Professional Fees - Accountant	1,960.00
Total 6300 · Facility Expenses	6,136.00
6400 · Utilities	
6410 · Natural Gas	
6411 · Bowling Nat. Gas 10% in season	146.00
6412 · Arena Nat. Gas - 20% in season	291.99
6414 · Facility Nat Gas - 55% or rest	1,021.98
Total 6410 · Natural Gas	1,459.97
6430 · Lighting	
6431 · Bowling Lighting - 10% in use	230.72
6432 · Arena Lighting - 30% - in use	692.16
6434 · Facility Light 40% or rest	1,384.31
Total 6430 · Lighting	2,307.19
6440 · Power Plant	
6441 · Arena Power Plant - 50%	5,763.56
Total 6440 · Power Plant	5,763.56
Total 6400 · Utilities	9,530.72
6700 · Payroll Expenses	
6710 · Admin hours	
6712 · Admin overtime hours	0.00
6710 · Admin hours - Other	3,600.00
Total 6710 · Admin hours	3,600.00
6715 · Arena hours	3,000.00
6720 · Concession hours	
6722 · Concession overtime hours	0.00
6720 · Concession hours - Other	5,171.35
Total 6720 · Concession hours	5,171.35
6725 · Janitorial hours	646.75
6700 · Payroll Expenses - Other	1,188.81
Total 6700 · Payroll Expenses	13,606.91
Total Expense	45,492.88
Net Income	-7,466.18

NEW ZIMMERMAN
DELIVERY
SITHUNET (BOOKS)

Sedgewick Rec Centre
Profit & Loss
December 2016

	Dec 16
Income	
4100 · Bowling	
4125 · Bowling Facility Rentals	885.70
Total 4100 · Bowling	885.70
4200 · Arena	
4201 · Minor Hockey Ice Rental	9,652.50
4205 · Rec Hockey	585.00
4212 · Canskate	87.50
4215 · Public Skating	20.00
4220 · Arena Facility Rental	250.00
4225 · Advertising/Zamboni Sign Rental	600.00
4236 · Sale of 1990 Zamboni 400	8,571.43
Total 4200 · Arena	19,766.43
4350 · Curling Utility Repay	
4352 · CC Natural Gas Recovery 15%	294.06
4353 · CC Lighting Recovery 20%	512.06
4354 · CC Plant Power Recovery 50%	2,781.66
Total 4350 · Curling Utility Repay	3,587.78
4400 · Concession	
4401 · Concession Sales	10,722.86
4405 · Concession Catering	475.00
4410 · Liquor Sales	3,059.05
4415 · Bottle depot	216.90
Total 4400 · Concession	14,473.81
4500 · Facility	
4600 · Interest Income	1.96
Total 4500 · Facility	1.96
4900 · Friends of the Rec Centre	
4925 · Avenue ATM Activity Fee	202.50
Total 4900 · Friends of the Rec Centre	202.50
4901 · Rec Board Fundraising	
4902 · Wildrose Gift Card Sales	16,250.00
4905 · Wildrose Co-op Rebate	1,050.00
Total 4901 · Rec Board Fundraising	17,300.00
Total Income	56,218.18
Expense	
6000 · Bowling Expense	
6002 · Bowling Janitorial	255.00
Total 6000 · Bowling Expense	255.00
6010 · Arena Expenses	
6017 · Compressor R&M	214.00
Total 6010 · Arena Expenses	214.00
6200 · Concession Expense	
6205 · Concession Merchandise	2,808.42
6215 · Liquor Expenses	1,131.90
Total 6200 · Concession Expense	3,940.32

Sedgewick Rec Centre
Profit & Loss
December 2016

	Dec 16
6300 · Facility Expenses	
6301 · Bookkeeping	1,000.00
6304 · Insurance	221.72
6305 · Bank charges	34.85
6315 · Facility Repair & Maint	976.90
6320 · Security System	75.00
6325 · Custodial Supplies	342.45
6328 · First Aid/Safety	1,843.01
6350 · Waste Management Fees	107.60
6360 · Office Supplies	127.22
6365 · Telephone Costs	174.96
Total 6300 · Facility Expenses	4,903.71
6400 · Utilities	
6410 · Natural Gas	
6411 · Bowling Nat. Gas 10% in season	196.04
6412 · Arena Nat. Gas - 20% in season	392.08
6413 · Curling Nat. Gas -15% in season	294.06
6414 · Facility Nat Gas - 55% or rest	1,078.20
Total 6410 · Natural Gas	1,960.38
6430 · Lighting	
6431 · Bowling Lighting - 10% in use	256.03
6432 · Arena Lighting - 30% - in use	768.09
6433 · Curling Lighting - 20% - in use	512.06
6434 · Facility Light 40% or rest	1,024.11
Total 6430 · Lighting	2,560.29
6440 · Power Plant	
6441 · Arena Power Plant - 50%	2,781.66
6442 · Curling Power Plant - 50%	2,781.66
Total 6440 · Power Plant	5,563.32
Total 6400 · Utilities	10,083.99
6500 · Fundraising Expenses	
6501 · Wildrose Gift Card Purchases	17,500.00
Total 6500 · Fundraising Expenses	17,500.00
6700 · Payroll Expenses	
6710 · Admin hours	
6712 · Admin overtime hours	0.00
6710 · Admin hours - Other	3,600.00
Total 6710 · Admin hours	3,600.00
6715 · Arena hours	3,000.00
6720 · Concession hours	
6722 · Concession overtime hours	0.00
6720 · Concession hours - Other	4,400.30
Total 6720 · Concession hours	4,400.30
6725 · Janitorial hours	338.00
6700 · Payroll Expenses - Other	1,081.87
Total 6700 · Payroll Expenses	12,420.17
Total Expense	49,317.19
Net Income	6,900.99

ARENA SERVICE
FIRE EXTINGUISHERS

Sedgewick Recreation Facility 2016 Approved Budget

Revenues:	2016 Budget	2016 Actual	% of Budget Dec 2016 (100%)
Ag Society - Annual	\$ 17,500.00	\$ 17,500.00	100%
Facility Room Rentals	\$ 7,000.00	\$ 8,261.91	118%
July 1st Revenues	\$ 3,000.00	\$ 7,588.15	253%
Fundraisers/Raffles/Signage	\$ 30,000.00	\$ 7,268.43	24%
Arena Revenue (winter)	\$ 63,600.00	\$ 74,165.38	117%
Arena Revenue (spring/summer)	\$ 10,000.00	\$ 6,209.52	62%
Bowling Revenues	\$ 31,500.00	\$ 32,629.56	104%
Curling Revenues	\$ 30,000.00	\$ 28,742.29	96%
Library Lease/UT	\$ 4,800.00	\$ 4,800.00	100%
Concession	\$ 100,000.00	\$ 93,851.73	94%
Co-op Gift Cards	\$ 100,000.00	\$ 89,225.00	89%
Co-op Gift Card - Dividend	\$ 6,000.00	\$ 6,485.87	108%
Bank Interest	\$ 5.00	\$ 19.17	383%
Ag OP Grant	\$ 27,500.00	\$ 27,500.00	100%
Capital Grants	\$ 15,000.00	\$ 20,376.00	136%
Town OP Grant	\$ 15,500.00	\$ -	0%
Other	\$ 3,000.00	\$ 9,032.53	301%
Donations	\$ 5,000.00	\$ 11,500.00	230%
ATM Fee Income	\$ 2,500.00	\$ 1,670.50	67%
Total Revenues:	\$ 471,905.00	\$ 446,826.04	95%
Expenditures:			% of Budget
Salaries (Full Time)	\$ 43,200.00	\$ 43,200.00	100%
Salaries (Part-Time)	\$ 75,000.00	\$ 56,897.20	76%
Salaries - Employer Contr.	\$ 5,500.00	\$ 7,758.69	141%
Education/Training	\$ 1,000.00	\$ 200.00	20%
Office Supplies	\$ 2,000.00	\$ 2,210.41	111%
Advertising/Promotional	\$ 1,000.00	\$ -	0%
Service Charges	\$ 200.00	\$ 132.30	66%
General Goods & Services	\$ 110,000.00	\$ 126,444.64	115%
Janitorial Supplies	\$ 4,000.00	\$ 3,542.44	89%
OH&S	\$ 750.00	\$ 671.25	90%
Freight	\$ 100.00	\$ 1,250.00	1250%
Telephones/Alarms	\$ 3,000.00	\$ 2,883.72	96%
Audit Fees	\$ 2,000.00	\$ 1,960.00	98%
Waste Management Fees	\$ 1,400.00	\$ 1,366.70	98%
Insurance	\$ 275.00	\$ 221.72	81%
Building R&M	\$ 20,000.00	\$ 17,233.27	86%
Equipment R&M	\$ 25,000.00	\$ 14,218.06	57%
Electricity	\$ 71,240.00	\$ 64,709.42	91%
Gas	\$ 26,240.00	\$ 14,754.35	56%
Concession Exp.	\$ 65,000.00	\$ 45,057.48	69%
Contribution to Capital	\$ 15,000.00	\$ 15,000.00	100%
Total Expenditures:	\$ 471,905.00	\$ 419,711.65	89%
Net Surplus/(Deficit)	\$ -	\$ 27,114.39	
Capital Purchases		\$ 52,490.00	
Year End Total after Capital Purchases		-\$ 25,375.61	

← CITIZEN URGENT
- OLD ZAMBONI
- BELOW

- ZAMBONI DELIVERY

CHE 80K-
CAP 56K



Big Knife Lodge update

- The 20 room extension is nearing completion and there have been queries about the intent of the new lodge spaces and why the inclusion of appliances etc. in the new rooms.
- During the past few years there has been a review of the provincial Lodge Program and several developing issues surrounding the regeneration of our buildings for the future.
- The existing lodge program has been a great asset for our province since the late 1950's but it has become evident that the traditional 'lodge' of the past will not serve us well in the future. More and more seniors are staying much longer in their own homes with the assistance of increasing community supports such as Home Care. In many cases seniors will now remain in their own homes and if they have to eventually move, it will be to facilities offering much higher levels of care.
- The plan for the future of lodges indicates that to attract younger seniors to move from their homes we need to offer larger rooms, more choice, more options, and a variety from the traditional lodge services. Without these possibilities it is evident that lodges in rural settings will experience higher and higher vacancies and will struggle to remain operational.
- The new extension to Big Knife Lodge is one of the first to be built to take into account our need to offer lodge support for a new generation of seniors. It is possible in the future that seniors entering the lodge will be offered options such as one meal per day and allowed to look after themselves for the other meals unless they were unable to manage.
- As we will only ever get one chance to build, the planning centered on building spaces that will be attractive for a new generation of seniors enabling Big Knife to remain vibrant and continue the fantastic support and quality of life for future seniors.
- Big Knife Lodge is wholly owned by the province and the cost of the new extension was covered 100% by the province. Ongoing operational support is provided by our local municipalities through a tax requisition.

Peter Miller

Vice Chair, Flagstaff Regional Housing Group

January 30th, 2017 Regular Council Meeting

R1

From: Tim Schmutz <tschmutz@sedgewick.ca>
To: cao@sedgewick.ca
Cc:
Subject: Re: Committee Reports

Sei

Hi Amanda I have 3 reports Jan 9 cac meeting .New priorities for 2017 . DARE program to start rolling out Middle Feb 2017 and rcmp will pop in to town offices on request.

Hall board

Jan 18 2017

Redid budget for 2017 . Discusses ways for incoming hall . Discussed catering for robbie burns night.

Lake board agm Jan 25.

Equipment maintenance will be done by board going forward .

Appointed new officers

Pam & Larry will be back

Submitted by Tim Schmutz.

Occurrence Stats (All Violations) *Sedgewick*

Mayor's Report
From 2016/11/14 to 2017/01/09

Violation group - Traffic Offences - Traffic Accidents				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9930 0030 Traffic Collision(s) - Property Damage - Reportable	5	0	5	0	0	0.0%
	5	0	5	0	0	0.0%
Violation group - Traffic Offences - Provincial Traffic Offences				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
9900 0070 Other Non-Moving Traffic - Provincial/Territorial	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - Provincial Statutes (except traffic)				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8840 0281 Liquor Act (Provincial/Territorial) - Other Activities	1	0	1	0	0	0.0%
	1	0	1	0	0	0.0%
Violation group - National Survey Codes				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8999 3066 Victim Services Offered - Declined	8	1	7	0	1	14.3%
8999 3071 Victim Services - Proactive Referral	1	0	1	0	0	0.0%
	9	1	8	0	1	12.5%
Violation group - Crimes Against the Person - Robbery/Extortion/Harassment/Threats				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
1626 0040 Harassing communications	1	0	1	0	1	100.0%
	1	0	1	0	1	100.0%
Violation group - Crimes Against Property - Theft under \$5000.00				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2140 0011 Other theft under \$5000	1	1	0	0	0	0.0%
	1	1	0	0	0	0.0%

Occurrence Stats (All Violations)

Mayor's Report
 From 2016/11/14 to 2017/01/09

Violation group - Crimes Against Property - Break and Enter				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
2120 0010 Break and Enter - Business	1	0	1	0	0	0.0%
2120 0020 Break and Enter - Residence	1	0	1	0	0	0.0%
	2	0	2	0	0	0.0%
Violation group - Common Police Activities - Related Police Activities				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
8550 0050 False Alarms	2	0	2	0	0	0.0%
	2	0	2	0	0	0.0%
Totals				Clearance		
	Reported	Unfounded	Actual	By Charge	Otherwise	Rate
	22	2	20	0	2	10.0%

Flagstaff Waste Management January 23,2017 6:45 pm

- Special Meeting of the members of the society with 12 members present voted on that every member society have no more then one board of director appointed. Vote was 9 for and 3 against and was carried. The county will have 3 members present but only one vote until the bylaws have been finalized.

Regular Meeting January 23,2017 7 pm

- To date only 2 Membership agreement have been signed off with the CAO's with regards to the new transfer site and has pushed the site closure date to April 1,2017.
- Equipment repair cost reduced almost \$100,000 from budget in 2016 and \$150,000 from the year before mainly due to inspection and maintenance policies.
- Sedgewick Lions refundable containers drop off as pilot program, if successful will rent bins for \$75\ month (discussion around using and modifying unused bins and offering up to any clubs at no charge)
- New club side pilot project for Sedgewick to start April 1,2017
- Budget Approval status was approved by 8 of 10 with 1 conditional and 1 with concerns.
- FRSWMA uses a previous year rough COLA to budget at 2% and the 2017 COLA came in at 1.1% for Alberta so about \$10,000 will be saved from budget.
- Merit increases were discussed and follow a step program and salary grid based on performance and employee appraisal so the increase is an estimate.

Submitted by Shawn Higginson.

Town of Sedgewick Public Works Report – Period Ending January 30th, 2017

An update on public works activities up to January 30th, 2017

- General maintenance.
- Regular snow removal.
- Completing year end water reporting for Alberta Environment.
- The clutch broke in the snow blower and is getting repaired.
- Removed Christmas decorations and tree in the park.

Attachments: n/a

15-Dec-16
Mayor

15-Dec-16
CAO

Town of Sedgewick – Recreation and Community Services Liaison Report – Period Ending January 30th, 2017

We have begun the implementation of the Recreation and Leisure Plan as per motion #2016.12.302. In conjunction with the CAO we are planning and meeting with community leaders, presenting the plan and answering immediate questions. To date we have met with:

- Sedgewick Archives and Historical Society
- Sedgewick Senior's Centre
- Sedgewick Public Library

Programming:

- Snow-shoe Sunday "Meet-up" at Sedgewick Lake Park

Marketing:

- Begun preparing a yearly events calendar.
- Completed and submitted new marketing material for the Go East of Edmonton brochure.
- In the process of developing a Marketing Policy for community groups in relation to Go East of Edmonton.
- Dedicated news feed in the monthly newsletter regarding recreation and leisure.

Beautification:

- Organized and ordered flowers through the local 4H Club.

Grants:

- Prepared and submitted:
 - Canada Summer Jobs (CSJ), Town of Sedgewick, Public Works Assistant (2)
 - CSJ, Town of Sedgewick, Recreation and Community Services Liaison (1)
 - CSJ, Sedgewick Lake Park Association, Park Assistant I
 - Heritage Canada – Canada 150 – On the trail to 2017 in partnership with the Archives and Museum.

A number of other projects are underway supporting policy development. During the next few months we will be focusing on relationship building within the community, conducting detailed needs assessments with managers, users and various community leaders.

Networking is also an important aspect of the plan; we are locating resources and personnel that can support programming needs in Sedgewick.

Attachments: n/a

Town of Sedgewick - CAO Report – Period Ending January 30th, 2017

I've attended the following meetings since the December 15th, 2016 council meeting:

January 25th – Urban Systems

- Urban Systems presented their data collection for Sedgewick's Infrastructure Assessment. A further presentation will be made to council over the next few months.

January 25th – SDI Safety

- SDI conducted the safety assessment will be completing a follow up report specific to Sedgewick.

General daily function updates:

(12) Administration

- Ongoing year end processing in support of the financial audit.
- Completion of Statement of Funding and Expenditures for grant programs.
- Local Authorities Pension Plan yearend reporting and submission.
- The Assistant CAO Contract expired and was not renewed in January. The position has since been filled.
- Completed redesign of the municipal office. Revitalization will commence in February.

(23) Fire

- Submitted a Safe Community application on behalf of the Sedgewick Fire Department for new radios.
- Completed year end reporting to Flagstaff County as per the Fire Services Agreement.

(26) By-law Enforcement

- Finalized a service contract with NIC.212 for by-law enforcement for 2017. Developed a set of standards and new process for bylaw enforcement in accordance with motion 2016.12.307.

(66) Development

- Ongoing assistance with the rezoning/development of 5017 – 50th Avenue. Arranged a meeting with the building and fire inspector following the completion of the development permit. Once the title has been changed volunteers of the Good as New will begin the relocation.
- Approved construction of CCI Wireless expansion. A single cable will be pulled from the Supernet connection on 49th Street and bored down 48th Avenue west connecting to a town south of Flagstaff County's Administration building.

Town of Sedgewick - CAO Report – Period Ending January 30th, 2017

(72) Recreation

- A Recreation and Community Services Liaison position was created and filled in January in support of motion 2016.12.302. This person's main responsibility is the implementation of the Recreation and Leisure Plan.
- New heating unit has been installed in the bowling alley at the Recreation Centre.
- New members joined the Sedgewick Lake Park Association (motion required):
 - Esther Whitehead
 - Kim Rempel

(91) Gas System

- Registered the municipality to collect carbon tax as per the gas system. Upgrades made in the accounting program to accommodate this levy.

Attachments:

1. Action Items – no action required.
2. Alberta Municipal Affairs – Response to Preliminary Review – no action required.

Council Action Items

18-Aug-16

	For	Item	Action Taken	Completed
10	Amanda	Prepare a letter to SGC re: north entrance proposal upon electrical confirmation.		
12	Amanda	Investigate bylaw enforcement officer options.		

Council Action Items

17-Nov-16

	For	Item	Action Taken	Date Completed
9	Amanda	Proceed with council budget as per #4. Prepare new remuneration policy effective January 1, 2017.		
10	Amanda	Include governance options on January agenda re: reduction in council.		

Council Action Items

01-Dec-16

	For	Item	Action Taken	Date Completed
1	Amanda	Sign agenda.	Complete	5-Dec-16
2	Amanda	Follow up with MA re: interview schedule.	Emailed to D. McCann.	2-Dec-16
3	Amanda	Email times to council for interview schedule.	Complete	2-Dec-16
4	Amanda	List of accomplishments to council.	Emailed.	2-Dec-16
5	Amanda	Revise council budget re: EOEP SL, TS and PR YES.	Complete	2-Dec-16
6	Amanda	Prepare fire budget for FC re: budget approval.	Complete. Emailed to KC, cc'd to GI and JH.	5-Dec-16
7	Amanda	Fire budget summary to J. Hebert.	Complete. Emailed to JH, cc'd to GI.	5-Dec-16
8	Amanda	Letter to Fire Dept. re: Medical Assist Call Out Fee	Complete. Emailed to JH, cc'd to GI.	5-Dec-16
10	Amanda	Update Fees & Charges bylaw for casket burials.	Complete.	8-Dec-16
11	Amanda	Letter to FRSWMA re: approval of budget, concerns with wage increase.	Emailed. cc'd to Members and SH.	2-Dec-16
12	Amanda	Letter to FRSWMA re: curbside recycling program. Request info for public.	Emailed. cc'd SH.	2-Dec-16

13	Amanda	Process FRSWMA budget.	Complete	8-Dec-16
14	Amanda	Letter to Hall re: budget rejection.	Emailed letter to SH, President. cc'd to TS.	5-Dec-16
15	Amanda	Letter to Flagstaff County re: approval of FFCS budget.	Emailed letter to SA. cc'd to Members, LJ and PR.	5-Dec-16
16	Amanda	Letter to SPL re: budget approval.	Emailed letter. cc'd to SL and BMcC	2-Dec-16
18	Amanda	Letter to Sedgewick Rec re: budget approval.	Emailed letter. cc'd to GS.	5-Dec-16
19	Amanda	Letter to SKNGS re: budget approval.	Emailed letter. cc'd to GS, SH, TS, DG	2-Dec-16
20	Amanda	Update Fees & Charges bylaw for monthly gas fee.	Complete.	8-Dec-16
21	Elaine	Update system in Jan. for new gas charge \$25/month.	Complete	26-Jan-17
22	Amanda	Letter to FC re: respectfully declining belt drive betty at this time.	Discussion with BL at FC confirming council's motion.	2-Dec-16
23	Amanda	Update council meeting time change on public board. Dec. 15/16.	Complete	5-Dec-16
24	Amanda	Meeting update to council re: Dec. 15 time change.	Send via email.	2-Dec-16

Council Action Items

15-Dec-16

	For	Item	Action Taken	Date Completed
1	Amanda	Letter to FRSWMA re: appointment of SH and TS as alternate for bylaw review.		
2	Amanda	Process education payments including JE's.		
3	Elaine	Post online cancellation of Feb. council meeting.	Complete	20-Dec-16
4	Amanda	Spelling corrections in Recreation and Leisure Plan.	Complete. Emailed to council and put on website.	20-Dec-16
5	Amanda	Process budget transfers for Rec Op.	Complete	5-Jan-17
6	Amanda	Publication re: office closure two days per week.	In newsletters	1-Jan-17
7	Amanda	Process all reserve transfers as per motion 2016.12.303.	Complete	5-Jan-17

8	Amanda	Process reserve transfer for 10% MR.	Complete	5-Jan-17
10	Amanda	Transfer funds for office revitalization.	Complete	5-Jan-17
11	Amanda	Negotiate contract with NIC.212 for bylaw enforcement services.	Contract revised and emailed to DR.	29-Dec-16
12	Amanda	Complete 2017 MSI OP spending plan.	In progress	
13	Amanda	Proceed with department updates re: budget approval.	In progress	
14	Elaine	Update fees in UT system re: Bylaw #528.	Action item work order emailed to EM.	20-Dec-16
15	Elaine	Upload bylaw #527 and #528 on website.	Complete	
16	Amanda	Letter to FIP re: 2017 budget approval.	Complete - emailed to members, cc'd to PR.	20-Dec-16
18	Amanda	Letter to SGC re: 2017 budget approval.	Complete.	20-Dec-16
19	Amanda	Letter to Flagstaff Kids Connection Daycare seeking additional information for funding.	Complete and mailed.	20-Dec-16
20	Amanda	Update to PR re: MGA amendments addressing planning, collaboration etc.	Follow up call and email to PR.	19-Dec-16



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Lesser Slave Lake*

AR87741

JAN 18 2017

His Worship Perry Robinson
Mayor
Town of Sedgewick
PO Box 129
Sedgewick AB T0B 4C0

Dear Mayor and Council:

Thank you for your participation and co-operation in the preliminary review conducted by my ministry. This was in response to the petition for an inquiry into the affairs of the council and chief administrative officer of the Town of Sedgewick.

The purpose of the preliminary review was to identify the concerns and issues that led to the petition. The conduct of an inquiry is an extraordinary measure and is not undertaken lightly. There were some concerns identified during the preliminary review, in particular, concerns surrounding human resource practices. While this is a matter to be addressed, it is not of sufficient concern to warrant an inquiry or municipal inspection and is best dealt with by council and the chief administrative officer.

Municipal Affairs provides ongoing support to municipalities and is willing to assist you further with advisory services and training opportunities, at the request of council or your administration. I strongly encourage your council to contract with a human resource professional to review the human resource policies and practices currently in place for the town.

Debbie McCann, Municipal Advisor, will follow up on the preliminary review process with your administration in February 2017. If you wish to contact her earlier, she is available toll-free at 310-0000, then 780-427-2225.

Thank you again for your co-operation.

Sincerely,

Hon. Danielle Larivee
Minister of Municipal Affairs

cc: Amanda Davis, Chief Administrative Officer, Town of Sedgewick

Request for Decision (RFD)

Topic: 2017 Draft Budget – Community Hall - *Revised*
Initiated by: 2017 Budget
Prepared by: Hall Board
Attachments: 1. Rejection letter – December 5th, 2016
2. Community Hall Budget – 2017 Draft - Revised

Recommendations:

That the Town of Sedgewick approves the revised Sedgewick Community Hall board's 2017 budget as presented.

Background:

Town council rejected the 2017 Community Hall budget as presented. The board has since met and prepared the attached budget.

2017 Communit Propsoed Hall Budget - Revised

Revenues:	2014 Actual	2015 Actual	2016 Budget	2016 YTD	2017 Proposed	2017 Revised
Hall Rent	3,600	3,460	3,000	2,470	3,000	3,000
Deposits	1,900	900	3,000	925	3,000	3,000
Room Rental	1,657	857	900	0	1,600	2,100
GST Collected	333	218	150	105	150	150
Operating Grant	4,000	6,000	6,000	6,000	6,000	0
Capital Grant	10,110	0	2,500	0	13,000	15,000
Misc. Grant	500	1,100		0	-	0
Fundraisers (July 1st, etc.)	2,682	8,590	9,500	6,255	1,700	7,400
Interest	4	3	4	1	-	0
GST Return	200	433	900	983	400	400
Donations	438	4,055		2,100	1,600	1,600
Total:	25,425	25,617	25,954	18,838	30,450	32,650

Expenditures	2014 Actual	2015 Actual	2016 Budget	2016 YTD	2017 Proposed	2017 Revised
GST Paid	766	1,201	600	302	400	400
Janitorial Wages	2,570	2,760	3,000	1,902	2,500	3,000
Janitorial Supplies	335	386	400	141	300	300
Office Supplies	18	0	50	2	50	50
Bank Charges	0			0	0	0
Float				200	-	0
Fundraisers (July 1st, etc)	1,425	6,063	5,500	4,428	800	2,500
Miscellaneous	175	723	300	153	300	300
Phone	674	674	750	563	700	700
Utilities	2,932	2,182	3,000	1,442	3,000	3,000
Electricity	2,610	2,503	2,800	1,964	2,800	2,800
Maintenance	1,130	3,760	1,200	695	700	700
Equipment				0	900	900
DD-Return	1,900	900	3,000	1,175	3,000	3,000
Total:	14,537	21,151	20,600	12,967	15,450	17,650

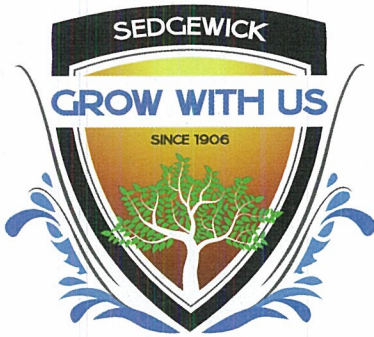
Capital Projects	2014 Actual	2015 Actual	2016 Budget	2016 YTD	2017 Proposed	2017 Proposed
Exterior Renovation		7,561				
Parging	200					
Electrical Defencies		4,230				
Table Dolly	351					
Shadow Display Box	392					
Video System	4,373					
Cordless Mic		973				
West Door Replacement		2,934				
Digital Sound Board		1,665	5,000		5,000	5,000
Sound Room Upgrades					10,000	10,000
Total:	5,316	17,363	5,000	0	15,000	15,000

Net Profit (Loss): \$ 5,572 **-\$ 12,897** \$ 354 \$ 5,871 \$ - \$ -

Delivered to town office on Nov. 22, 2016.

Reviewed by Council on December 1, 2016 - requires revisions.

Revised by board on Jan. 18, 2017



TOWN OF SEDGEWICK

4818 - 47 Street - Box 129
Sedgewick, AB T0B 4C0
P: 780.384.3504
F: 780.384.3545
www.sedgewick.ca

December 5th, 2016

Sedgewick Community Hall Board
P.O. Box 129
Sedgewick, AB T0B 4C0

Attention: Steen Hardon, President

RE: 2017 Community Hall Budget

The budget prepared by members of the Community Hall board was reviewed by council during the December 1st, 2016 meeting and the following motion was made:

"...that council rejects the Sedgewick Community Hall's 2017 budget as presented and further requests the board applies for operational funds through the recreation grant program and/or finds alternate sources of revenue in an effort to achieve long-term sustainability." CARRIED.

To simplify the motion, council is requesting the board re-evaluate the need for a municipal operating grant. The municipality is faced with significant financial challenges in 2017 as a result of the carbon tax and potential loss of capital infrastructure and operating funding offered through the municipal sustainability initiative. The potential loss exceeds \$300,000. Council recognizes the efforts made by your board to better utilize the facility and host community events; however, the underlying concern is long term sustainability of all facilities.

Council acknowledges this will be a touch discussion and the decision to reject the budget was not made lightly. Everyone however must seriously consider how changes in the economy will impact operations and find alternate ways of becoming more efficient and viable.

Clr. T. Schmutz can assist with deliberations and provide insight into the challenges faced by council. Please provide an update by January 11th, 2017 to the undersigned.

Sincerely,

Amanda Davis
CAO

cc. T. Schmutz

Request for Decision (RFD)

Topic: Bylaw #529 – Reduction of Council
Initiated by: Council
Prepared by: Amanda Davis
Attachments: 1. Bylaw #529 - *draft*

Recommendations:
That council give 1st reading to Bylaw #529.

Background:

In accordance with the direction of council Bylaw #529 has been prepared to reduce the number of councillor's for seven to five with the Chief Elected Official being elected at large.

If reducing the number of councillor's remains the desire of council the bylaw must be past 180 days before the next general election. The bylaw in its entirety would have to be passed in March.

**TOWN OF SEDGEWICK
BYLAW NO. 539/17**

**REDUCTION IN THE NUMBER OF COUNCILLORS TO SERVE ON THE TOWN OF SEDGEWICK COUNCIL
AND TO DETERMINE THE POSITION OF CHIEF ELECTED OFFICIAL**

BEING A BYLAW OF THE TOWN OF SEDGEWICK IN THE PROVINCE OF ALBERTA

WHEREAS Section 143 of the Municipal Government Act, R.S.A. 2000 Chapter M-26 and amendments thereto, enables Council to pass a bylaw specifying the number of Councillors to serve on Council of the Town of Sedgewick;

AND WHEREAS Section 150 of the Municipal Government Act, R.S.A. 2000 Chapter M-26 and amendments thereto, enables Council to pass a bylaw specifying that the Chief Elected Official is elected by vote of the electors of the municipality.

NOW THEREFORE pursuant to the provisions of the Municipal Government Act, R.S.A. 2000 of the Province of Alberta Chapter M-26 and amendments thereto, the Council of the Town of Sedgewick, in the Province of Alberta, duly assembled, does hereby enact as follows:

1. THAT for the purpose of the October 2017 General Municipal Election and thereafter, the Town of Sedgewick Council shall be comprised of five (5) Councillors, one (1) of which shall be elected by vote of the electors of the municipality to be the Chief Elected Officer, known as the Mayor of the Town of Sedgewick.

1.0 Provisions and Regulations

1.1 Council may make rules and regulation consistent with this Bylaw for the effectual carrying out of this bylaw and the efficient management, control and regulation of the bylaw as it relates to the Municipal Government Act, R.S.A. 2000 Chapter M-26 and amendment thereto and the Location Authorities Election Act and amendments thereof.

2.0 Severability

2.1 It is the intention of the Town of Sedgewick Council that each separate provision of the Bylaw shall be deemed independent of all other provision, and it is further the intention of the Town of Sedgewick Council that if any provision of the Bylaw be declared invalid, that the provision shall be deemed to be severed and all provisions of the Bylaw shall remain in force and effect.

3.0 General

3.1 This Bylaw shall come into force and effect on the THIRD and FINAL reading.

READ A FIRST TIME this 30th day of January 2017.

Perry D. Robinson, Mayor

Amanda Davis, CAO

READ A SECOND TIME this ____ day of _____, 2017.

READ A THIRD TIME and FINALLY PASSED this ____ day of _____, 2017.

Perry D. Robinson, Mayor

Amanda Davis, CAO

Request for Decision (RFD)

Topic: Audit Proposal – 2017 - 2019
Initiated by: MGA
Prepared by: Amanda Davis and Brian King
Attachments: 2017-2019 Fee Tender

Recommendations:

That council authorizes signatures on a three year service contract with Brian King Professional Corporation for financial auditing as presented.

Background:

Brian King Professional Corporation has been conducting the Town's financial audit for over ten years. The contract requires renewal for 2017-2019.

Brian King Professional Corporation
Chartered Professional Accountant



January 23, 2017

Town of Sedgewick
Box 129
Sedgewick, Alberta
T0B 4C0

Dear Madam:

Re: Fee Tender

At present, my quote for future auditing services has expired and I would like to provide you with a quote for a further three years. I am proposing the following rates for 2017 of \$9,350, 2018 \$9,500 and 2019 \$9,650. Should you find the increases too high, I will be more than willing to revisit the prices as I do appreciate our continued business relationship. In the event that any further consulting or accounting advice is required I would be pleased to be of assistance at the rate of \$175.00 per hour of work plus travel and expenses.

The audit price includes the Audited Financial Statements, and preparation of the audited Financial Information Return and filing with Alberta Municipal Affairs, as well as preparation and filing of the LAPP audit. The price assumes that the accounting records are in an acceptable manner and that the Grant reporting has been completed or close to being completed. Extra charges would be required in the event that there are major bookkeeping problems such as an unbalanced bank account, unbalanced subledger's, change in accounting system that changes account numbers or data generation in a way that extends the time required to do the audit, or a significant change in personnel. Extra charges may also be required in the event that the reporting bodies significantly change the presentation of the financial statements or required disclosure as well as the information required in the financial information return. In the unlikely event that I feel that an extra charge should be made, I will discuss it with yourself for your approval or to be discussed by council before proceeding.

This quote is valid up until and including February 28, 2017 at which point in time will expire if not accepted in writing and a new quote will be required.

Audit timeline

The audit will be conducted during the January/February time frame at a time that is mutually agreed upon by myself and the CAO, keeping in mind that I do have a number of municipalities that I audit with all of the same deadlines

Completed financial statements will be available approximately one week prior to the council meeting where they are presented.

Every reasonable effort will be made to prepare the financial statements and be presented and ready for filing prior to the deadline established by Alberta Municipal Affairs (currently April 30 of each year)

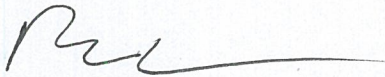
Dissolution or Amalgamation

In the event of any Dissolution or Amalgamation with other municipalities, the fees associated with future years will remain payable and any costs associated with the transition will be first credited against those years fees that have not been audited. I.e. If an audit is prepared for 2017 and not 2018 or 2019, the full fees for 2018 and 2019 will be invoiced and payable. If 30 hours of work is required to assist with transition, $30 @ 175 = 5,250$, this will not be billed as additional fees but will be deducted from the future audit fees to be paid.

Please advise me as soon as possible if you are in agreement with the above fee quote or have any concerns regarding it.

Sincerely yours,

BRIAN KING PROFESSIONAL CORPORATION



Brian King, CGA

/bk

Accepted by:

TOWN OF SEDGEWICK

Sedgewick Hall Board Meeting
January 18/17

Meeting called to order at 7:15 pm. Steen, Lorna, Cheryl, Kim, Tim in attendance.

Financial Statements were provided from the town office.

Secretary minutes were read.

Business Discussed:

- Clarification is needed as to whether Amanda Davis needs to be appointed as the Treasurer for the Sedgewick Community Hall Board. Amanda Davis is the only employee at the town office who has signing authority on the hall board cheques. Because the hall board is "a society" the treasurer of the hall board must be a member of the society.
- After going through the financials it was decided that we require a breakdown of the hall deposits.
- Town of Sedgewick needs to send out **yearly invoices** for The Players Group, The Masons (Harmony Lodge) and the Sedgewick Lions Club. The Lions club have agreed to pay \$1000.00 per year, the Masons have agreed to pay \$600.00 annually for room rental. The Flagstaff Players have agreed to pay \$500.00 for storage of their props. The players group have advised us that they won't be able to pay their yearly rental until April 1/17.
- **Robbie Burns catering** event: Sat. Jan 21/17 : Kim, Cheryl, Steen, Lorna and Lois Polege will meet at noon at the hall kitchen.
- **Senior Dance** - Sunday, Jan. 15/17 : There were 47 people who attended @ \$10.00 each = \$470.00 - \$ 350.00 for band = \$ 120.00 profit. The next dance is scheduled for Sun. March 19/17.
- **Caroling in the Park** - Dec. 9/16 was moved into the Community Hall due to cold weather. Poor attendance, but the movie was enjoyed by the small group of children.
- **Player's Group** - The group has agreed to pay the Sedgewick Community Hall Board a yearly rental of \$ 500.00 for storage of their props, payable after April 1/17. They will pay the usual weekend rental rate of \$ 500.00 for performances. The hall board will not charge the Players group for rehearsals as long as they follow these stipulations.
- These stipulations include: informing the town office by phone and the janitor via text message each time they use the hall for rehearsal as well as following this clean up checklist: turn down thermostat, empty garbages, stack chairs on North wall, check bathrooms, clean up mud/debris on carpet.

- Letter from Town Council Re: **\$13,000.00** Capital Project Award from the **Recreation Grant** (attached) The plan has been drawn up for the reno of the sound room entrance. We need to talk to Ed Huus about a start date. The sound system has been ordered. Steen will talk to Ed.
- **Janitor Concerns:** Barb McConnell will be notified each time the Players use the hall for rehearsal. Barb also had concerns on the hall rental contract that states "the lessee may hire the hall caretaker to rough clean the hall (cost will be janitors wage). She felt that her janitor hourly wage was too low for her to do extra cleaning for renters. So to keep it simple, Kim made a motion to increase her hourly wage to \$ 20.00 per hour for any cleaning she does in the hall. Her \$150.00 monthly retainer will stay. Seconded by Tim. Carried. Barb will give us a detailed list as to what her regular and extra cleaning consists of. The hall board will make recommendations and draw up a monthly/yearly check list as to what we would like her to do.
- A new battery is needed for AED. Tim will look after that.
- Health Inspector should do an inspection of the hall kitchen. Cheryl will contact him
- Revised the 2017 Community Hall Budget

Meeting adjourned at 9:00 pm

**FRSWMA Special Meeting of the Members
 January 23, 2017
 Sterling Room of the County Office, Sedgewick, AB
 Minutes**

Member Delegates

1) Attendance

Barry Bowie	Village of Rosalind
Mayor Gail Watt	Town of Daysland
Brenda Grove	Town of Killam
Shawn Higginson	Town of Sedgewick
Mayor Anita Miller	Town of Hardisty
Wade Lindseth	Flagstaff County
Gary Matthiessen	Flagstaff County
James Brodie	Flagstaff County
Mayor Del Wickstrom	Village of Alliance
Deb Smith	Village of Loughheed
Dayna Oberg	Village of Forestburg
Mayor Dennis Steil	Village of Heisler

STAFF:

Murray Hampshire	Manager
David Dahl	FRSWMA
Cliff Hill	FRSWMA
Sharon Barker	FRSWMA

2.0) Call to Order

Chair D. Smith called the meeting to order at 6:50 p.m.

3.0) Attendance

Chair D. Smith reviewed the list of delegates appointed by each member, and conducted a roll call. A total of 12 appointed delegates were in attendance for the 10 members of the Society. There being more than 50% of members represented, the chair declared a quorum to conduct business of the members.

4.0) Agenda

Resolution # 261/2017. Delegate A. Miller moved to accept agenda as presented.

CARRIED

**5.0) Special
 Resolution to Amend
 Society Bylaws**

Resolution # 262/2017. Delegate B. Grove made the following motion:

Now therefore be it resolved that:

- 1) The current bylaws of Flagstaff Regional Solid Waste Management Association are repealed, and
- 2) The proposed Bylaws as contained in Appendix 2 to the Notice of Special Meeting of the Members of the Association, dated November 24, 2016, are adopted for the Association (A copy of which is attached to and forms part of these minutes).

Seconded by Delegate A. Miller

Chair D. Smith called for the vote. Nine (9) delegates voted in favor of the motion and three (3) delegates voted in opposition to the motion. Section 15(1) of the Societies Act states that a resolution is passed by a vote of not less than 75% of members. Therefore resolution 262/2017 is

CARRIED

A question arose as to when the amendments become effective. It was determined that the amended bylaws are expected to be filed with Alberta Registries by next meeting and notice will be sent when the registration of the amended bylaws is complete.

Resolution # 263/2017 Delegate W. Lindseth made a motion that FRSWMA continue to operate under the previous bylaws until such time that the amended bylaws become successfully filed with Alberta Registries.

CARRIED

8.0) Adjournment

Delegate D. Wickstrom moved the meeting be adjourned at 7:02 p.m.

Chair

Manager

**FRSWMA Regular Monthly Board Meeting
 January 23, 2017
 Sterling Room of the County Office, Sedgewick, AB
 Minutes**

Board Members

1) Attendance	Barry Bowie	Village of Rosalind
	Mayor Gail Watt	Town of Daysland
	Brenda Grove	Town of Killam
	Shawn Higginson	Town of Sedgewick
	Mayor Anita Miller	Town of Hardisty
	Wade Lindseth	Flagstaff County
	Gary Matthiessen	Flagstaff County
	James Brodie	Flagstaff County
	Mayor Del Wickstrom	Village of Alliance
	Deb Smith	Village of Lougheed
	Dayna Oberg	Village of Forestburg
	Mayor Dennis Steil	Village of Heisler

STAFF:

Murray Hampshire	Manager
David Dahl	FRSWMA
Cliff Hill	FRSWMA
Sharon Barker	FRSWMA

2.0) Call to Order Chair D. Smith called the meeting to order at 7:12 p.m.

3.0) Agenda **Resolution # 264/2017.** Board member D. Steil moved to accept agenda as presented.

CARRIED

4.0) Adoption of Minutes Minutes of the November 28, 2017 Organizational Meeting were reviewed

Resolution # 265/2017. Board member A. Miller moved to approve the minutes of the November 28, 2017 Organizational Meeting, attached to and forming part of these minutes.

CARRIED

Minutes of the November 28, 2017 Regular Meeting of the Board were reviewed.

Resolution # 266/2017. Board member W. Lindseth moved to approve the minutes of the November 28, 2017 Regular Board Meeting, attached to and forming part of these minutes.

CARRIED

5.0) Reports

5.1) Operations update: Manager M. Hampshire provided operations update as attached to and forming part of these minutes. Discussion ensued.

Resolution # 267/2017. Board member S. Higginson moved to accept operations report as presented.

CARRIED

5.2) Financial reports: Manager M. Hampshire provided Dec 31, 2016 P&L and Jan 20, 2016 cash position. Discussion ensued.

Resolution # 268/2017. Board member D. Steil moved that we accept financial reports as presented.

CARRIED

6.0) Business

6.1) 2017 Budget Ratification: Manager M. Hampshire provided update on status of budget approvals with 9 members providing written approvals and one member providing a conditional written approval.

Resolution # 269/2017. Board member J. Brodie made the following motion:

After receiving budget approval from 90% of the members, FRSWMA hereby ratifies the 'Draft 2017 Operating Budget' as the 'Approved 2017 Operating Budget' with total revenue of \$2,415,050 and municipal requisition totaling \$1,190,000 invoiced quarterly as presented in the original budget documents.

CARRIED

6.2) Annual Cost of Living Adjustment: Manager M. Hampshire provided the background on annual cost of living adjustment policy, the CPI annual cost of living index for Alberta from STATSCAN and the updated 2017 FRSWMA staff salary grid. General discussion ensued.

Resolution # 270/2017. Motion by board member A. Miller that FRSWMA approve the 1.1% Cost of Living Adjustment for FRSWMA staff, retro-active to January 1, 2017, as well as the attached Salary grid which has been adjusted 1.1% over the 2016 Salary Grid.

CARRIED

6.3) Human Resource Policy Manual:

Resolution # 271/2017. Board member B. Grove moved that the meeting go into camera at 7:58 p.m.

CARRIED

Resolution # 272/2017. Board member D. Steil moved that the meeting go out of camera and return to a regular meeting at 8:15 p.m.

CARRIED

Resolution # 273/2017. Board member G. Watt moved that the Board create a sub-committee to review the Draft Human Resource Policy Manual consisting of Board member Leona Dickau, Chair Deb Smith, and Manager Murray Hampshire, with intent to recommend approval of the board at a later meeting.

CARRIED

6.4) Membership Agreement Status. Manager M. Hampshire provided an update

on the status of membership agreements. Discussion ensued, with general agreement that directors will take the message back to councils to work on signing agreements.

**7.0) Correspondence
& Information**

- 7.1) Member Correspondence – Budget approvals
- 7.2) Member Correspondence – Membership agreements
- 7.3) Staff Correspondence – Christmas Gift Card

Resolution # 274/2017. Board member B. Grove moved to accept correspondence as information.

CARRIED

8.0) Adjournment

Meeting adjourned at 8:25 p.m.

Chair

Manager

Next Meeting

Regular Directors Meeting – March 27, 2017 – 7:00 p.m.

January 5, 2017

RECEIVED
JAN 13 2016

Town of Sedgewick
Box 129
Sedgewick, AB
T0B 4C0



Dear Mayor Robinson and Councilors:

Thank you for responding to our funding request letter of November 16, 2016. As such, we are more than happy to provide you with the additional information requested.

1. The costs to set up our Daycare Centre in 2016 amounted to just over \$15,000 which included facility upgrades, equipment, advertising, licensing fees plus books and toys. The Town of Killam was generous enough to provide \$10,000 in 2016, to assist with these startup costs. We therefore ask the Town of Sedgewick to fund the remaining costs of \$5,000.
2. At some point in the future we would hope to expand our daycare as the demands increase monthly. The facility we are in has its limitations, but for now we are managing and are working towards Provincial Accreditation for the program. We feel a more financially stable economy in the region is desired before we move forward with future expansion.
3. The funds provided, would enable us to move forward with the startup costs covered and work towards the sustainable and affordable daycare we have budgeted for. Other municipalities have been approached but the general consensus is, "this daycare is centrally located and benefits only families within a reasonable driving distance of it".

We have staff and children in our daycare that are residents of Sedgewick and we feel that your support will aid in making this a regional project we can showcase throughout the region. Child care is vital for a growing tomorrow in Flagstaff.

Should you have any further questions or need more information about our daycare, (a registered charitable organization), feel free to contact our Program Coordinator via phone, (780)385-0672, or by email at kelsie@ualberta.ca. Thank you for taking the time to consider sponsoring the Flagstaff Kid's Connection Daycare.

Yours truly,

Staff & Board Members of the
Flagstaff Kid's Connection Daycare
PO Box 387, 5018-47 Street
Killam, AB, T0B 2L0

Contact Person:

Kelsie Armitage
Program Coordinator
Flagstaff Kids Connection Daycare
(780)385-0672
kelsie@ualberta.ca



NOTICES AND INVITATIONS:

1. **Town of Daysland:** Mayor Gail Watt was appointed the Flagstaff Regional Solid Waste Management Association (FRSWMA) representative for the January 23rd, 2017 meeting.
2. **Town of Killam:** Councillor Brenda Grove was appointed the FRSWMA representative for the January 23rd, 2017 meeting.
3. **Town of Hardisty:** Approved the 2017 Flagstaff Intermunicipal Partnership (FIP) budget as presented.
4. **Town of Killam:** Approved the 2017 FIP budget as presented.
5. **Town of Killam:** Provided a letter in support of the Regional Economic Development grant application.
6. **Town of Killam:** Approved the 2017 FRSWMA budget as presented.
7. **Village of Forestburg:** Rejected the 2017 FRSWMA budget as presented.
8. **Village of Forestburg:** Deputy Mayor Bob Coutts was appointed the FRSWMA representative for the January 23rd, 2017 meeting.
9. **Town of Hardisty:** Approved the 2017 Flagstaff Family and Community Services (FFCS) budget as presented.
10. **Town of Hardisty:** Approved the 2017 FRSWMA budget as presented.

30-Jan-17
Mayor

30-Jan-17
CAO