



AGENDA
VILLAGE OF BERWYN
COUNCIL MEETING
June 22, 2023
BERWYN VILLAGE OFFICE COUNCIL CHAMBER
7:00 PM

1. CALL TO ORDER at

2. ACCEPTANCE OF AGENDA

ADDITIONS TO AGENDA:

CHANGES TO AGENDA:

3. APPROVAL OF MINUTES

3.1 RFD – Council Meeting Minutes – 3.1 Minutes of the Regular Council Meeting held June 8, 2023

4. BUSINESS ARISING FROM THE MINUTES

4.1 Funding Agreement Amendment with the MD of Peace

4.1 2023 Berwyn Funding Agreement Revised

5. PUBLIC HEARINGS

5.1

6. DELEGATIONS

6.1

7. COMMITTEE OF THE WHOLE

7.1

8. BYLAWS

8.1 Proposed Bylaw 706 to Incur Indebtedness by the Issue of Debentures

8.1 Municipal Borrowing Bylaw 706

8.2 Change of Bylaw Number on Bylaw 706 - Tax Rate Bylaw

9. NEW BUSINESS

9.1 Update to Directive 3 – 10-year Capital Plan and Report - Village of Berwyn - Directive 3 Tracking Sheet.

10. FINANCIALS

10.1 Cheque Listing

10.2 General Ledger Trial Balance 5

10.3 Cash Position Report

11. CORRESPONDENCE and INFORMATION

11.1 Peace Library Systems

12. COMMITTEE REPORTS

12.1 Councillor Weber – Long Lake Waste Management - Bear Problem - Break-Ins - Equipment Sale

- Still looking for bucket - Accounts (No Attachment) Verbal report

13. STAFF REPORTS

13.1 CAO Report None this week

14. CLOSED SESSION

14.1

15. ADJOURNMENT

**VILLAGE OF BERWYN
REGULAR COUNCIL MEETING
MINUTES
June 8, 2023**

The regular meeting of the council of the Municipality of Berwyn was held in the council chambers in the municipality office on June 8, 2023, commencing at 7:00 p.m.

IN ATTENDANCE

Councillor Bak
Councillor Sawan
Councillor Johnson
Councillor Weber
Councillor Montie

Chief Administrative Officer - Matthew Norburn
Recording Secretary - Barb Schofield

CALL TO ORDER The meeting was called to order at 7:00 p.m.

ACCEPTANCE OF AGENDA

ADDITIONS: None

CHANGES TO THE AGENDA: 8.1 Update to Tax Rate Bylaw 2023, Bylaw 706

12.1 Public Works Report was moved to 13.2 Staff Reports.

RESOLUTION NO. 01-06-08-23

MOVED by Councillor Johnson to accept the agenda as amended.

CARRIED

APPROVAL OF MINUTES

RESOLUTION NO. 02-06-08-23

MOVED by Councillor Montie that the minutes of the regular Council meeting held on May 25, 2023, be adopted as presented.

CARRIED

BUSINESS ARISING FROM THE MINUTES

4.1 None

PUBLIC HEARING

5.1 None

DELEGATIONS

6.1 None

COMMITTEE OF THE WHOLE

7.1

BYLAWS

8.1 Update to Tax Rate Bylaw 2023, Bylaw 706

RESOLUTION NO. 03-06-08-23

MOVED by Councillor Montie to pass the first reading of the update to the 2023 Property Tax Rate Bylaw 706.

CARRIED

RESOLUTION NO. 04-06-08-23

MOVED by Councillor Weber to pass the second reading of the update to the 2023 Property Tax Rate Bylaw 706.

CARRIED

RESOLUTION NO. 05-06-08-23

UNANIMOUS consent to proceed with the Third and Final Reading of the update to the 2023 Property Tax Rate Bylaw 706.

CARRIED

RESOLUTION NO. 06-06-08-23

MOVED by Councillor Johnson to pass the third and final reading of the update to the 2023 Property Tax Rate Bylaw 706.

CARRIED

NEW BUSINESS

VILLAGE OF BERWYN
SPECIAL COUNCIL MEETING MINUTES
June 8, 2023

9.1 Addition of Years to the Proposed Capital Projects Plan 2023 -2027

RESOLUTION NO. 07-06-08-23

MOVED by Councillor Sawan to accept the addition of years to the Capital Projects Plan for 2023-2027 as information. **CARRIED**

9.2 RFD Approval of Memorandum of Agreement between the Municipal District of Peace #135

RESOLUTION NO. 08-06-08-23

MOVED by Councillor Weber that Council will accept as information until the administration gets a breakdown on the insurance on the Berwyn Firehall.

CARRIED

9.3 Lots for a Loonie Policy

RESOLUTION NO. 09-06-08-23

MOVED by Councillor Montie that the council approve the Lot for a Loonie Policy.

CARRIED

9.4 Main Street Business Incentive Program Policy

RESOLUTION NO. 10-06-08-23

MOVED by Councillor Sawan that the council approve the implementation of the Main Street Business Incentive Program to support economic development and encourage new business openings on Main Street in Berwyn.

CARRIED

FINANCIALS

10.1 None

CORRESPONDENCE and INFORMATON

11.1 None

COMMITTEE REPORTS

12.1 None

CHIEF ADMINISTRATIVE OFFICER and DEPARTMENT REPORTS

13.1 CAO Report

RESOLUTION NO. 11-06-08-23

MOVED by Councillor Johnson to accept the CAO report as presented. **CARRIED**

13.2 Public Works Report

RESOLUTION NO. 12-06-08-23

MOVED by Councillor Weber to accept the Public Works report as presented.

CARRIED

CLOSED SESSION

14.1 Consideration of Offer on Commercial Lots... FOIP disclosure would be harmful to the business interest of a third party (section 16 (1).

14.2 Redirecting of Capital Budget... FOIP disclosure would be harmful to the business interest of a third party (section 16 (1).

RESOLUTION NO. 13-05-11-23

MOVED by Councillor Johnson to enter into a Closed Session at 7:40 p.m., to discuss Consideration of Offer on Commercial Lots... FOIP disclosure would be harmful to the business interest of a third party (section 16 (1); and 14.2 Redirecting of Capital Budget... FOIP disclosure would be harmful to the business interest of a third party (section 16 (1);

CARRIED

RESOLUTION NO. 14-05-11-23

MOVED by Councillor Montie to come out of the Closed Session at 8:16 p.m.

CARRIED

RESOLUTION NO. 15-05-11-23

MOVED by Councillor Montie to direct administration to counteroffer as discussed.

CARRIED

RESOLUTION NO. 16-05-11-23

MOVED by Councillor Weber to approve administration to redirect the capital budget to purchase a commercial property.

CARRIED

VILLAGE OF BERWYN
SPECIAL COUNCIL MEETING MINUTES
June 8, 2023

ADJOURNMENT

Being that agenda matters have been concluded Councillor Johnson adjourned the meeting at 8:20 p.m.

These minutes approved this_____ day of _____, 2023

Mayor
John Bak

Chief Administrative Officer
Matthew Norburn

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date June 22nd, 2023

Topic: Proposed Bylaw 706 to Incur Indebtedness by the Issue of Debentures

Background: The purpose of this report is to provide Council with information regarding the proposed bylaw to incur indebtedness by the issue of debentures for the purpose of completing repairs and renovations to Main Street, water services, sidewalks, and roads. The report outlines the rationale for the proposed debenture issue, the proposed terms of the debentures, the steps that the Village must follow to advertise the intent to borrow the money, and the petition period for residents.

The Village of Berwyn requires repairs and renovations to be completed on Main Street, water services, sidewalks, and roads to maintain the safety and accessibility of the Village. These repairs and renovations are expected to cost \$750,000.

Proposed Indebtedness: To fund the repairs and renovations, the Village proposes to incur indebtedness by the issue of debentures in the amount of \$250,000. The debentures will be issued for a term of 25 years, with an interest rate of no more than 5.5% per annum.

The proposed debenture issue must follow the procedures set out in the Municipal Government Act. This includes advertising the intent to borrow the money in a local newspaper and providing a petition period for residents to voice their concerns or opposition. The attachment to this report outlines the specific procedures that the Village must follow to ensure compliance with the Municipal Government Act.

The proposed debenture issue is necessary to fund the repairs and renovations required to maintain the safety and accessibility of the Village. The issue of debentures will allow the Village to complete the necessary work without significant impact on the annual budget.

The proposed debenture issue will result in an increase in the Village's indebtedness, which will have an impact on the Village's debt servicing costs. The impact on individual property owners will vary depending on the assessed value of their property.

The proposed bylaw to incur indebtedness by the issue of debentures for the purpose of completing repairs and renovations to Main Street, water services, sidewalks, and roads is recommended to Council. The proposed debenture issue will allow the Village to maintain the safety and accessibility of the Village without significant impact on the annual budget.

Attachments:

1. Borrowing Bylaw 706

CAO Recommendation: That Council gives second and third reading to Bylaw 706 and directs the administration to submit the loan application.

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications: Minimal advertising in the local newspaper

Alternative Options:

1. That council accepts for information.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL
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**Chief Administrative
Officer:**

Date:

Memorandum of Agreement

Between:

The Municipal District of Peace No. 135
5240-52nd Avenue, Berwyn, in the Province of Alberta
(hereinafter referred to as the MD)

And

The Village of Berwyn
5006-51st Street, Berwyn, in the Province of Alberta
(hereinafter referred to as the Village)

The Parties agree:

- 1.0 That the term of this agreement shall be from January 1, 2023 to December 31, 2026 inclusive.
- 2.0 **Viability Assistance Payment:** The MD will provide \$27,637 to the Village as a viability assistance payment. This base amount will be increased each year by a 4% cost of living increase from the previous calendar year.
- 3.0 **Fire Fighting Services:** The MD will provide Fire Fighting Services to the Village on a fee for service basis. These services will be invoiced to the Village at the rates stated in the Fire Services Agreement between the Village and the MD. All details pertaining to the delivery of Fire Services will be as per the aforementioned Fire Services Agreement between the Village and the MD.
 - 3.1 The Village will pay for these services as follows:
 - a) Each year when the MD prepares its annual funding payment for the Village, based on this agreement, it will subtract from the amount owed to the Village the amount of \$25,000.
 - b) Invoices will be prepared and sent to the Village each time the Fire Department responds to an incident within the Village borders.
 - c) When the total of all fire services provided to the Village exceeds the \$25,000 already paid the Village will pay all further amounts invoiced to the Village within 60 days
 - 3.2 The Village of Berwyn will continue to provide all of the equipment that is currently in use by the Village of Berwyn's Fire Department to the MD of Peace's Fire Department. This includes the SCBA's on which they have a 15 year lease.
 - 3.3 The MD shall be responsible for the formation and ongoing operation of a volunteer fire department with a fire chief appointed by the MD, and the fire chief to be under the direction and control of the MD Council.
 - 3.4 The MD, through their fire department, will provide fire protection services to the Village with sufficient manpower as determined by the MD Fire Chief, or his/her designate.
 - a) the MD Fire Chief or designate will determine the appropriate unit to respond based on the 911 information provided.
 - 3.5 The Village will be responsible for paying all costs to maintain the Berwyn Fire Hall, which includes insurance on the building itself. The MD will pay for contents insurance to cover all contents stored at the Berwyn Fire Hall that are in use by the MD's Fire Department. The Village is responsible to

Funding Agreement Between
the Municipal District of Peace No. 135
& The Village of Berwyn

ensure that the MD is given sufficient information on these items and their worth to ensure adequate content insurance is in place.

- a) The Berwyn Fire Hall will continue to be used to house the MD's 2012 Rosenbauer Pumper. The MD shall pay all other costs associated with the 2012 Rosenbauer Pumper.

3.6 The MD shall indemnify and save harmless the Village and its employees and volunteers from all claims, damages, costs, losses, expenses, actions and suits caused by or arising either directly or indirectly out of the performance of this agreement as it relates to the fire apparatus operating in the Municipal District of Peace No. 135.

3.7 The Village shall indemnify and save harmless the MD and its employees and volunteers from all claims, damages, costs, losses, expenses, actions and suits caused by or arising either directly or indirectly out of the performance of this agreement as it relates to the fire apparatus operating in the Village of Berwyn.

4.0 **Recycling Bins Funding:** The MD will pay the Village an annual grant which allows the MD's residents access to the recycling bins located in the Village. The grant will be equal to 50% of the previous year's recycling costs. Village administration must provide the MD with a copy of the annual invoice each year.

5.0 **Recreation Funding:** The MD will pay the Village an annual grant of \$10,000 which will allow MD's youth access to the recreational facilities located within the Village.

6.0 **Weed Inspection:** The MD will provide weed inspection services within the Village's boundaries for the purpose of eradicating noxious or prohibited noxious weeds as listed in the Weed Control Act. Each year the Village will provide a new municipal map to the Manager of Agricultural Services in order to allow specific properties to be correctly identified. All the inspections will be completed by the end of the 3rd week in June and a written inspection report of properties having noxious or prohibited noxious weed infestations will be provided to the CAO of the Village. Casual inspections will also be done later on an as needed basis. Weed inspections shall be done without direct charge to the Village.

7.0 **Weed Control:** Each year the Village will designate an individual who will be responsible for the control of weeds on properties reported by the Manager of Agricultural Services. This individual's name will be provided to the Manager of Agricultural Services. Within 3 business days of receiving a written inspection report from the Manager of Agricultural Services, the Village shall issue a Notice to the property owner under the Village's bylaws requiring the weeds to be controlled within one week.

If the Notice is not complied with, Village personnel will enforce the notice by picking, spraying or arranging for a certified pesticide applicator to control the weeds within one week. It shall be the responsibility of the Village to control weeds in a timely manner. If requested, the Manager of Agricultural Services will provide technical weed control information to the Village's designated individual. If no weed control action is taken in a timely manner, the Manager of Agricultural Services will report the matter to the CAO/Council of the MD and the CAO/Council of the Village.

8.0 All funds to be paid pursuant to this agreement shall be paid on or before June 30 of each year.

9.0 This agreement may be amended by mutual consent of both parties.

Funding Agreement Between
the Municipal District of Peace No. 135
& The Village of Berwyn

- 10.0 This agreement may be terminated by either party to the agreement by giving six months notice in writing, to the other party of the said intention to terminate the agreement. The agreement will terminate six months after giving written notice of the intention to terminate.

In Witness Whereof, the Parties hereto have affixed their hands and corporate seals this 30th day of May, 2023

Municipal District of Peace No.135

Reeve

(seal)

Chief Administrative Officer

Village of Berwyn

Mayor

(seal)

Chief Administrative Officer

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date June 22nd, 2023

Topic: Proposed Bylaw 706 to Incur Indebtedness by the Issue of Debentures

Background: The purpose of this report is to provide Council with information regarding the proposed bylaw to incur indebtedness by the issue of debentures for the purpose of completing repairs and renovations to Main Street, water services, sidewalks, and roads. The report outlines the rationale for the proposed debenture issue, the proposed terms of the debentures, the steps that the Village must follow to advertise the intent to borrow the money and the petition period for residents.

The Village of Berwyn requires repairs and renovations to be completed on Main Street, water services, sidewalks, and roads to maintain the safety and accessibility of the Village. These repairs and renovations are expected to cost \$750,000.

Proposed Indebtedness: To fund the repairs and renovations, the Village proposes to incur indebtedness by the issue of debentures in the amount of \$250,000. The debentures will be issued for a term of 25 years, with an interest rate of no more than 5.5%] per annum.

The proposed debenture issue must follow the procedures set out in the Municipal Government Act. This includes advertising the intent to borrow the money in a local newspaper and providing a petition period for residents to voice their concerns or opposition. The attachment to this report outlines the specific procedures that the Village must follow to ensure compliance with the Municipal Government Act.

The proposed debenture issue is necessary to fund the repairs and renovations required to maintain the safety and accessibility of the Village. The issue of debentures will allow the Village to complete the necessary work without significant impact on the annual budget.

The proposed debenture issue will result in an increase in the Village's indebtedness, which will have an impact on the Village's debt servicing costs. The impact on individual property owners will vary depending on the assessed value of their property.

The proposed bylaw to incur indebtedness by the issue of debentures for the purpose of completing repairs and renovations to Main Street, water services, sidewalks, and roads is recommended to Council. The proposed debenture issue will allow the Village to maintain the safety and accessibility of the Village without significant impact on the annual budget.

Attachments:

1. Borrowing Bylaw 706

CAO Recommendation: That Council gives second and third reading to Bylaw 706 and directs the administration to submit the loan application.

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications: Minimal advertising in the local newspaper

Alternative Options:

1. That council accepts for information.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL
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**Chief Administrative
Officer:**

Date:

82

Village of Berwyn

2023 Property Tax Bylaw No. 706

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE
VILLAGE OF BERWYN FOR THE 2022 TAXATION YEAR.

WHEREAS, the Village of Berwyn has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the council meeting held on June 8th, 2023; and

WHEREAS, the estimated municipal revenues from all sources other than property taxation total \$659,259 and:

WHEREAS, the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Village of Berwyn for 2023 total \$1,271,894, and the balance of \$502,226 is to be raised by general municipal property taxation; and

THEREFORE the total amount to be raised by general municipal taxation is \$ 532,916.61 and

WHEREAS, the requisitions are:

Alberta School Foundation Fund

- | | |
|---------------------------|-------------|
| - Residential & Farm land | \$84,080.31 |
| - Non-residential | \$10,293.34 |

Seniors Foundation	\$20,059.55
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WHEREAS, the council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in the Village of Berwyn as shown on the assessment roll is:

Assessment Class	Assessment
Residential	27,957,850
Residential Vacant	675,800
Farmland	1,230
Des Ind Mach & Equip	49,300
DIP	31,790
Linear	1,119,130
Commercial	1,313,950
Industrial	649,500
Commercial Vacant	44,800
Industrial Vacant	111,100
Total	31,954,450

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Village of Berwyn, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Village of Berwyn

Assessment Class	Assessment	Rate	Levy
Residential	27,957,850	14.5000000	\$ 405,388.83
Residential Vacant	675,800	30.0000000	\$ 20,274.00
Farmland	1,230	14.5000000	\$ 17.84
Des Ind Mach & Equip	49,300	32.0000000	\$ 1577.60
Linear	1,119,130	32.0000000	\$ 35,812.16
Commercial	1,313,950	32.0000000	\$ 42,046.40
Industrial	649,500	32.0000000	\$ 20,784.00
Commercial Vacant	44,800	45	\$ 2,016.00
Industrial Vacant	111,100	45	\$ 4,999.50

Total		\$ 532,916	
Senior Foundation	Assessment	Requisition	MR
Total Taxable Assessment	\$ 31,969,850	\$ 20,059.55	0.627450
ASFF	Assessment	Requisition	MR
Residential	\$28,634,880	\$84,080.31	2.936
Non-Residential/Linear	3,334,970	\$10,293.34	3.13
DIP (GOVT)	31.7	\$236.48	7.46

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$715 per parcel.

3. This bylaw comes into force at the beginning of the day that it is passed unless otherwise provided for in the *MGA* or another enactment or in the bylaw. This bylaw is passed when it receives third reading and it is signed in accordance with S.213 of the *MGA*.

READ a first time on this 8th day of June, 2023.

READ a second time on this 8th day of June, 2023.

Given UNANIMOUS consent to go to third reading on this 8th day of June, 2023.

READ a third and final time on this 8th day of June 2023.

Signed this 8th day of June , 2023.

Chief Elected Official

Chief Administrative Officer

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date June 22nd, 2023

Topic: Change of Bylaw Number on Bylaw 706 - Tax Rate Bylaw

Background: The purpose of this Request for Decision (RFD) is to seek approval for changing the bylaw number on the existing Tax Rate Bylaw in the Village of Berwyn. The current bylaw number, 706, was mistakenly assigned to the Tax Rate Bylaw instead of the intended Borrowing Bylaw. To rectify this error and ensure accurate documentation, it is recommended that the bylaw number be changed from 706 to 708.

Attachment: Copy of the existing Tax Rate Bylaw (Bylaw 706)

The CAO believes that this change will rectify the inadvertent error in assigning the incorrect bylaw number to the Tax Rate Bylaw and ensure consistency and accuracy in the village's bylaw records.

CAO Recommendation: That council approve the change in the bylaw number from 706 to 708 for the Tax Rate Bylaw in the Village of Berwyn.

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications:

Alternative Options:

1. That council accepts for information.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

**Chief Administrative
Officer:**

Date:

Village of Berwyn
2023 Property Tax Bylaw No. 708

A BYLAW TO AUTHORIZE THE RATES OF TAXATION TO BE LEVIED AGAINST ASSESSABLE PROPERTY WITHIN THE
VILLAGE OF BERWYN FOR THE 2022 TAXATION YEAR.

WHEREAS, the Village of Berwyn has prepared and adopted detailed estimates of municipal revenue, expenses and expenditures as required, at the council meeting held on June 8th, 2023; and

WHEREAS, the estimated municipal revenues from all sources other than property taxation total \$659,259 and:

WHEREAS, the estimated municipal expenses (excluding non-cash items) set out in the annual budget for the Village of Berwyn for 2023 total \$1,271,894, and the balance of \$502,226 is to be raised by general municipal property taxation; and

THEREFORE the total amount to be raised by general municipal taxation is \$ 532,916.61 and

WHEREAS, the requisitions are:

Alberta School Foundation Fund

- | | |
|---------------------------|-------------|
| - Residential & Farm land | \$84,080.31 |
| - Non-residential | \$10,293.34 |

Seniors Foundation	\$20,059.55
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WHEREAS, the council is authorized to sub-classify assessed property, and to establish different rates of taxation in respect to each sub-class of property, subject to the *Municipal Government Act*, Chapter M-26, Revised Statutes of Alberta, 2000; and

WHEREAS, the assessed value of all property in the Village of Berwyn as shown on the assessment roll is:

Assessment Class	Assessment
Residential	27,957,850
Residential Vacant	675,800
Farmland	1,230
Des Ind Mach & Equip	49,300
DIP	31,790
Linear	1,119,130
Commercial	1,313,950
Industrial	649,500
Commercial Vacant	44,800
Industrial Vacant	111,100
Total	31,954,450

NOW THEREFORE under the authority of the *Municipal Government Act*, the Council of the Village of Berwyn, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Village of Berwyn

Assessment Class	Assessment	Rate	Levy
Residential	27,957,850	14.5000000	\$ 405,388.83
Residential Vacant	675,800	30.0000000	\$ 20,274.00
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Des Ind Mach & Equip	49,300	32.0000000	\$ 1577.60
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Commercial	1,313,950	32.0000000	\$ 42,046.40
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Commercial Vacant	44,800	45	\$ 2,016.00
Industrial Vacant	111,100	45	\$ 4,999.50

Total	\$ 532,916		
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Senior Foundation	Assessment	Requisition	MR
Total Taxable Assessment	\$ 31,969,850	\$ 20,059.55	0.627450
ASFF	Assessment	Requisition	MR
Residential	\$28,634,880	\$84,080.31	2.936
Non-Residential/Linear	3,334,970	\$10,293.34	3.13
DIP (GOVT)	31.7	\$236.48	7.46

2. That the minimum amount payable per parcel as property tax for general municipal purposes shall be \$715 per parcel.

3. This bylaw comes into force at the beginning of the day that it is passed unless otherwise provided for in the *MGA* or another enactment or in the bylaw. This bylaw is passed when it receives third reading and it is signed in accordance with S.213 of the *MGA*.

READ a first time on this 8th day of June, 2023.

READ a second time on this 8th day of June, 2023.

Given UNANIMOUS consent to go to third reading on this 8th day of June, 2023.

READ a third and final time on this 8th day of June 2023.

Signed this 8th day of June , 2023.

Chief Elected Official

Chief Administrative Officer

VILLAGE OF BERWYN

Request for Decision

Council Meeting Date June 22nd, 2023

Topic: Update to Directive 3 - 10 Year Capital Plan

Background: The purpose of this Request for Decision (RFD) is to seek council approval for the final submission of the updated Directive 3 to Municipal Affairs. The Directive 3 pertains to maintaining an up-to-date 10-year capital plan and reporting on its progress. The update incorporates the previously agreed upon changes to the capital plan, as outlined in the viability plan.

Rationale:

1. Compliance with Municipal Affairs: Submitting the final updated Directive 3 to Municipal Affairs ensures compliance with their requirements and demonstrates our commitment to effective long-term capital planning.
2. Accountability and Transparency: Maintaining an up-to-date capital plan and reporting on its progress allows for increased accountability and transparency. It enables stakeholders, including Municipal Affairs and the public, to assess the municipality's financial planning and investments.
3. Improved Decision-making: Having an accurate and comprehensive 10-year capital plan enables informed decision-making by the council. It ensures that future infrastructure projects are aligned with the municipality's strategic goals and financial resources.
4. Financial Stability: A well-maintained capital plan provides a clear roadmap for managing the municipality's finances and resources effectively. This contributes to long-term financial stability and sustainability.

Recommendation: That council approves the submission of the updated Directive 3,

Attachment: Excel spreadsheet containing the updates to Directive 3

Moved by _____ that

IMPLICATION OF DECISION

Financial Implications:

Alternative Options:

1. That council accepts for information.

REVIEWED AND APPROVED FOR SUBMISSION TO COUNCIL

Chief Administrative
Officer:

Date:

9.11

10-YEAR CAPITAL PLAN - BUILDINGS												
	PROJECT	2017	2018	2019	2020	2021	2022	2023	2024	2025-2026	2027+	COMPLETED
ADMINISTRATION BUILDING	FILL/REGRADE WEST/NORTH LOT	5,000										COMPLETED
BERWYN FIRE HALL	REPAIR BLOCK AND NEW PAINT							20,000				Shingled and roof and made repairs by staff
TOWER PARK ARENA	SAND SEAL					15,000						Completed/ sealed cracks
	RE-FASTEN TIN (BY SOCIETY), REMOVE EXCESS MATERIAL	15,000										COMPLETED
PUBLIC WORKS STORAGE YARD	REG. MAINTENANCE, ANTIFREEZE FOR PLUMBING							20,000				ongoing preventative maintence
GLENMEYER PARK	OVERLAY/BASE AND PAVING				15,000							crack filling on going maintenance
GLENMEYER PARK	MAINTENANCE/UPKE EP OF PLAYGROUND EQUIPMENT			2,000								ongoing maintenance
ADMINISTRATION BUILDING	REPLACE FURNACE, HOT WATER TANKS AS REQUIRED								10,000			rescheduled for 2028 water tanks still functioning
LIBRARY AND CRAFT CENTRE	REPAIR CONCRETE BLOCK								5,000			Completed in house in 2021
PUBLIC WORKS SHOP	CORRECT FLOOR SLAB AT OVERHEAD DOOR						5,000					completed in house
FIRETRUCK	REPLACEMENT						280,000					
PUBLIC WORKS TRUCK	REPLACEMENT								40,000			
TOTAL		20,000	0	2,000	15,000	15,000	285,000	40,000	55,000	0	0	432,000

10-YEAR CAPITAL PLAN - ROADS												
	PROJECT	2017	2018	2019	2020	2021	2022	2023	2024-2026	2027+	UNKNOWN	COMPLETED
52 AVENUE 51 STREET 51 AVENUE	REHABILITATE CONCRETE, BASE REPAIRS & OVERLAYS									322,000		General Maintenance, crack filling, snow removal and transistion to gravel as needed
52 AVENUE 48 AVENUE 49 AVENUE 51 STREET 52 STREET	BUILD CROWN & COLD-MIX ASPHALT					257,000						COMPLETE
51 STREET 50 AVENUE 55 AVENUE	REHABILITATE CONCRETE, BASE REPAIRS & OVERLAYS					394,000						COMPLETE
52 AVENUE 51 STREET	REHABILITATE CONCRETE, BASE REPAIRS & ASPHALT OVERLAYS									141,000		General Maintenance, crack filling, snow removal and transistion to gravel as needed
48 AVENUE 49 AVENUE 48 STREET 49 STREET 52 AVENUE 50 AVENUE	BUILD CROWN & COLD-MIX ASPHALT										226,000	General Maintenance, crack filling, snow removal and transistion to gravel as needed
50 AVENUE 50 STREET	REHABILITATE CONCRETE, BASE REPAIRS & ASPHALT OVERLAYS										312,000	General Maintenance, crack filling, snow removal and transistion to gravel as needed
50 STREET	BASE REPAIRS & ASPHALT OVERLAYS										184,000	
50 STREET 49 STREET 47 STREET 51 AVENUE 52 AVENUE 53 AVENUE	BUILD CROWN & COLD-MIX ASPHALT										284,000	General Maintenance, crack filling, snow removal and transistion to gravel as needed
												General Maintenance, crack filling, snow

2

50 STREET	REHABILITATE										379,000	removal and transition to gravel as needed
51 STREET	CONCRETE& ASPHALT											
54 STREET	OVERLAY											
50 STREET	BASE REPAIRS & ASPHALT OVERLAYS										141,000	Planned upgrade for 2023
50 AVENUE	REHABILITATE										121,000	
51 STREET	CONCRETE & ASPHALT OVERLAYS											
47 AVENUE	NEW ROLLED											General Maintenance, crack filling, snow removal and transition to gravel as needed
48 STREET	CONCRETE CURB & GUTTER, HOT-MIX										312,000	
49 STREET	ASPHALT PAVEMENT											
55 AVENUE	PAVEMENT FAILURE					44,000						COMLPETE
50 STREET	PAVEMENT REPAIR					53,923						COMLPETE
SIDEWALKS	REPAIR/REPLACE					98,952						COMPLETE
TOTAL		0	0	0	0	847,875	0	0	0	463,000	1,959,000	3,269,875

10-YEAR CAPITAL PLAN - WATER												
	PROJECT	2017	2018	2019	2020	2021	2022	2023	2024	2025-2026	2027+	COMPLETED
WELL WATER SUPPLY & RESERVOIR/PUMPHOUSE UPGRADE	UPGRADE WITH GRANT FUNDING (50%)		140,000									COMPLETED
VALVE REPLACEMENT PROGRAM	2 VALVES			12,000								COMPLETED
HYDRANT AND VALVE PROGRAM	1 HYDRANT/VALVE		15,000									COMPLETED
WATER SERVICES SADDLE PROGRAM	10 SERVICE SADDLE REPLACEMENTS			75,000								COMPLETED
VALVE REPLACEMENT PROGRAM	2 VALVES			12,000								COMPLETED
HYDRANT AND VALVE PROGRAM	2 HYDRANTS/VALVES		30,000									COMPLETED
WATER SERVICES SADDLE PROGRAM	4 SERVICE SADDLE REPLACEMENTS			30,000								COMPLETED
VALVE REPLACEMENT PROGRAM	4 VALVES			24,000								COMPLETED
HYDRANT AND VALVE PROGRAM	3 HYDRANTS/VALVES		45,000									COMPLETED
WATER SERVICES SADDLE PROGRAM	15 SERVICE SADDLE REPLACEMENTS									112,000		Rescheduled till 2029
LOOP WATER MAIN 51 AVENUE	NEW WATER LOOP/NEW HYDRANT		86,000									COMPLETED
LOOP WATER MAIN 47 STREET	NEW WATER LOOP		70,000									COMPLETED
HYDRANT AND VALVE PROGRAM	3 HYDRANTS/VALVES		45,000									COMPLETED
VALVE REPLACEMENT PROGRAM	3 MAIN VALVES				30,000							COMPLETED
HYDRANT AND VALVE PROGRAM	3 HYDRANTS/VALVES		45,000									COMPLETED
VALVE REPLACEMENT PROGRAM	5 MAIN VALVES									30,000		rescheduled for 2026
HYDRANT AND VALVE PROGRAM	3 HYDRANTS/VALVES		45,000									COMPLETED
VALVE REPLACEMENT PROGRAM	5 MAIN VALVES									30,000		rescheduled for2027
HYDRANT AND VALVE PROGRAM	3 HYDRANTS/VALVES		45,000									COMPLETED
VALVE REPLACEMENT PROGRAM	5 MAIN VALVES							30,000				rescheduled for2027
WATER SERVICES SADDLE PROGRAM	1 SERVICE SADDLE REPLACEMENT							8,000				rescheduled for2027
HYDRANT AND VALVE PROGRAM	4 HYDRANTS/VALVES (1 NEW)		60,000									COMPLETED
VALVE REPLACEMENT PROGRAM	5 MAIN VALVES								30,000			rescheduled for 2029
HYDRANT AND VALVE PROGRAM	3 HYDRANTS/VALVES		45,000									COMPLETED
VALVE REPLACEMENT PROGRAM	5 MAIN VALVES									30,000		rescheduled for 2029
WATER SERVICES SADDLE PROGRAM	14 SERVICES									105,000		rescheduled for 2029
HYDRANT AND VALVE PROGRAM	4 HYDRANTS/VALVES					60,000						COMPLETED
VALVE REPLACEMENT PROGRAM	5 MAIN VALVES										30,000	rescheduled for 2030
SCADA SYSTEM	INSTALL						138,400					
SERVICE REPLACEMENT PROGRAM	68 WATER SERVICES					500,000						COMPLETED
TOTAL		0	671,000	153,000	30,000	560,000	138,400	38,000	30,000	307,000	30,000	1,957,400

10-YEAR CAPITAL PLAN - SEWER												
	PROJECT	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	COMPLETED
LAGOON	INSTALL VALVE ON DRAIN LINE			10,000								COMPLETED
SEWER MAIN REPAIRS (2017 ROADS)	REPLACE MANHOLE #10 AND MAINS					35,000						2023 project
SEWER SERVICE REPAIRS (2017 ROADS)	3 SERVICE REPAIRS						23,000					2023 project
SEWER MAIN REPAIRS (2018 ROADS)	REPLACE MANHOLE #8 & #9 AND MAINS					60,000						2027 project
SEWER SERVICE REPAIRS (2018 ROADS)	1 SERVICE REPAIR								7,000			on schedule
LINES IN FUTURE PAVING AREAS (2018-2021)	VIDEO CAMERA SEWER MAINS										20,000	beyond 2030
SEWER MAIN REPLACEMENT ON 49 AVENUE	REPLACE APPROX 85 LINEAR METERS					81,000						rescheduled until 2029, sewers in good condition
SEWER SERVICE REPAIRS (2020/2021 ROADS)	4 SERVICE REPAIRS & MAINS								50,000			2023 Project
SEWER MAIN RELACEMENT (2020 ROADS)	REPLACE MANHOLE #13, #13A, #13B, #19A, #19B									100,000		rescheduled until 2027
SEWER SYSTEM REHABILITATION (2021 ROADS)	REPLACE MANHOLE #5, #6, #7, #34								80,000			rescheduled until 2028
SEWER MAIN REPLACEMENT ON 52 AVENUE	REPLACE APPROX 150 LINEAR METERS & MANHOLE #18, #19									135,000		
SEWER MAIN REPLACEMENT ON 50 STREET	REPLACE APPROX 20 LINEAR METERS INCLUDING CONCRETE & ASPHALT								39,000			
LINES IN FUTURE PAVING AREAS (2022-2026)	VIDEO CAMERA SEWER MAINS										30,000	Completed in 2023
SEWER SYSTEM REHABILITATION (2023 ROADS)	REPLACE MANHOLE #30, #31							50,000				2023 Project
SEWER SYSTEM REHABILITATION (2023 ROADS)	1 SERVICE REPAIR AND MAINS								25,000			
SEWER SYSTEM REHABILITATION (2024 ROADS)	REPLACE APPROX 150 LINEAR METERS									135,000		
SEWER MAIN REPLACEMENT REVIEW (2025 ROADS)	REPLACE MANHOLE #20, #28							50,000				2023 Project
SEWER MAIN REPLACEMENT REVIEW (2025 ROADS)	1 SERVICE REPAIR AND MAINS								25,000			
NEWER SUBDIVISION (1981)	NONE										0	
LINES IN FUTURE PAVING AREAS (2027-2031)	VIDEO CAMERA SEWER MAINS										25,000	Rescheduled 2030
47 STREET SEWER TRUNK MAIN	REPLACE MANHOLE #2, #3, #4							60,000				rescheduled until 2027
		0	0	10,000	0	176,000	23,000	160,000	226,000	370,000	75,000	1,040,000

Funding For All Future Projects

1. Funding from MSI will be used towards projects
2. Funding from the Canada Community Building Fund
3. Funding from Municipal Reserves

BUILDINGS

Year	Location	Asset Condition	Asset Stability	Rehabilitation Plan	Budget
2017	- Administration Building	- Moderate	- Flooding at rear of building	- Fill/regrade west/north lot	\$5,000.00
2018	- Berwyn Fire Hall	- Moderate	- Minor damage to concrete block	- Repair block and new paint	
	- Tower Park	- Severe	- Asphalt binder eroding away on Tennis Court	- Sand seal	
	- Arena	- Severe	- Tin unattached, Landscaping against building	- Refasten tin (by Society), remove excess material	
	- Public Works storage Yard	- Moderate/Severe	- Should look at completing inspection of building	- Reg maint., antifreeze for plumb.	\$70,000.00
2019	- Glenmeyer Park	- Severe	- Basketball court in poor shape /walkway deteriorated	- Overlay/base and paving	\$15,000.00
			- Maintenance/upkeep of playground equipment		\$2,000.00
2020	- Administration Building	- Moderate	- Replace furnaces, hot water tanks as required	- Replace furnace, hot water tank as req.	\$10,000.00
2021	- Library and Craft Centre	- Good	- Maintenance item	- Repair concrete block	\$5,000.00
2022	- Public Works Shop	- Good	- General maintenance, landscape repairs	- Correct floor slab @ overhead door	\$5,000.00
2023					
2024					
2025					

Estimated Cost for 10-Year Plan

\$112,000.00

ROADS

Year	Location	Surface Wear Condition	Road Surface Stability	Rehabilitation Plan	Budget
2017	- 52nd Avenue; 50m West 50th Street	- Moderate	- Failures due to heavy loading		
	- 51st Street; 51st Avenue to 52nd Avenue	- Moderate	- Failures due to utility repair and Asphalt Lift Separation	- Rehabilitate Concrete	\$322,000.00
	- 51st Avenue; East of 51st Street to Lane	- Moderate	- Failures due to heavy loading and poor drainage	- Base Repairs & Asphalt Overlays	
2017 Cold-Mix	- 52nd Avenue; 51st Street West to Village Limits	- Gravel Surfacing			
	- 48th Avenue; 50th Street to 52nd Street	- Gravel Surfacing			
	- 49th Avenue; 50th Street to 52nd Street	- Gravel Surfacing	- Gravel - Poor Drainage at swaled intersections	- Build Crown & Cold-mix Asphalt	\$257,000.00
	- 51st Street; 48th Avenue to 49th Avenue	- Gravel Surfacing			
	- 52nd Street; 48th Avenue to 50th Avenue	- Gravel Surfacing			
2018	- 51st Street; 50th Avenue to 51st Avenue	- Severe	- Loss of asphalt binder. Asphalt drying out and fine cracking	- Rehabilitate Concrete	\$394,000.00
	- 50th Avenue; 50th Street to 51st Street	- Severe	- Loss of asphalt binder. Asphalt drying out and fine cracking	- Base Repairs & Asphalt Overlays	
	- 55th Avenue; 50th Street to 51st Street	- Moderate	- Failures due to heavy loading & poor drainage		
2019					
2020	- 52nd Avenue; 51st Street to 50m West of 50th St.	- Moderate	- Little to no failures	- Rehabilitate Concrete	\$141,000.00
	- 51st Avenue; 50th Street West to Lane	- Moderate	- Little to no failures	- Base Repairs & Asphalt Overlays	
2020 Cold-Mix	- 48th Avenue; Lane West of 49th Street to 47th St.	- Gravel Surfacing			
	- 49th Avenue; 50th Street to 47th Street	- Gravel Surfacing			
	- 48th Street; 48th Avenue to 49th Avenue	- Gravel Surfacing	- Gravel - Poor Drainage at swaled intersections	- Build Crown & Cold-mix Asphalt	\$226,000.00
	- 49th Street; 48th Avenue to 50th Avenue	- Gravel Surfacing			
	- 52nd Avenue; Village Limits to West of MD Office	- Gravel Surfacing			
2021	- 50th Avenue; Highway #2 to 50th Street	- Moderate to Severe	- Loss of asphalt binder. Asphalt drying out and fine cracking. Few failures	- Rehabilitate Concrete, Base Repairs & Asphalt Overlay	\$312,000.00
2022	- 50th Street; 20m south of 50th Avenue & south to Village Limits	- Severe	- Loss of asphalt binder. Asphalt drying out and fine cracking. Few failures	- Base Repairs & Asphalt Overlays	\$184,000.00
2022 Cold-Mix	- 50th Street; 55th Avenue North to Village Limits	- Gravel Surfacing			
	- 49th Street; 50th Avenue to 53rd Avenue	- Gravel Surfacing			
	- 47th Street; 50th Avenue to 51st Avenue	- Gravel Surfacing	- Gravel - Poor Drainage at swaled intersections	- Build Crown & Cold-mix Asphalt	\$284,000.00
	- 51st Avenue; 50th Street to 47th Street	- Gravel Surfacing			
	- 52nd Avenue; 50th Street to 49th Street	- Gravel Surfacing			
	- 53rd Avenue; 50th Street to 46th Street	- Gravel Surfacing Over Asphalt			
2023	- 50th Street; 52nd Avenue to 55th Avenue	- Moderate to Severe	- Failures due to heavy loading and poor drainage		
	- 51st Street; 54th Avenue to 54th Avenue	- Moderate	- Few failures	- Rehabilitate Concrete & Asphalt Overlay	\$379,000.00
	- 54th Avenue; 50th Street to 51st Street	- Moderate	- Few failures		
2024	- 50th Street; 20m South 50th Avenue to 52nd Avenue	- Mild	- Few failures	- Base Repairs & Asphalt Overlay	\$141,000.00
2025	- 50th Avenue; 51st Street to 52nd Street	- Slight	- Little to no failures	- Rehabilitate Concrete & Asphalt Overlay	\$121,000.00
	- 51st Street; 54th Avenue to 55th Avenue	- Mild	- Few failures		
2026	- 47th Avenue; 48th Street to 49th Street	- Gravel Surfacing	-	- New Rolled Concrete Curb & Gutter	
	- 48th Street; 47th Avenue to 48th Avenue	- Gravel Surfacing	- Gravel - Poor Drainage / no curbs	- Hot-mix Asphalt Pavement	
	- 49th Street; 47th Avenue to 48th Avenue	- Gravel Surfacing	-		\$312,000.00

Estimated Cost for 10-Year Plan

\$3,073,000.00

WATER

Year	Location	Asset Condition	Asset Stability	Rehabilitation Plan	Budget
2017	- Well water supply and reservoir & pumphouse upgrade	- Moderate to severe	- Upgrade well 3, licensing & aging pumphouse infrastructure	- Upgrade with Grant Funding (50%)	140,000.00
	- Valve replacement program	- Severe	- Replace aging Infrastructure in 2017 pavement program	- 2 Valves	12,000.00
	- Hydrant and valve program	- Severe	- Replace aging Infrastructure in 2017 pavement program	- 1 Hydrant/valve	15,000.00
	- Water services saddle program	- Severe	- Replace aging Infrastructure in 2017 pavement program	- 10 service saddle replacements	75,000.00
					\$242,000.00
2018	- Valve replacement program	- Severe		- 2 valves	12,000.00
	- Hydrant and valve program	- Severe	- Replace aging infrastructure in 2018 pavement program	- 2 Hydrants/valves	30,000.00
	- Water service saddle program	- Severe	- Replace aging infrastructure in 2018 pavement program	- 4 service saddle replacements	30,000.00
					\$72,000.00
2019	- Valve replacement program	- Severe		- 4 Valves	24,000.00
	- Hydrant and valve replacement program	- Severe	- Replace aging infrastructure for future 2020 & 2021 paving program	- 3 Hydrants/valves (2 new)	45,000.00
	- Water services saddle replacement program	- Severe		- 15 Service saddle replacements	112,000.00
	- Loop water main 51st Ave east & west of 50th Street		- Eliminate dead end lines	- New water loop main 51st Ave; new hydrant	86,000.00
	- Loop water main on 47th Street from 49th to 50th Ave	- Severe	- Increase fire flows and provide isolation flexibility	- New water loop main 47th Street	70,000.00
					\$337,000.00
2020	- Hydrant and valve program	- Severe	- Replace aging infrastructure to reduce leaks & future water breaks	- 3 Hydrants/valves	45,000.00
	- Valve replacement program	- Severe	- Replace infrastructure prior to future road paving	- 5 main valves	30,000.00
					\$75,000.00
2021	- Hydrant and valve program	- Severe	- Replace aging infrastructure to reduce leaks & future water breaks	- 3 Hydrants/valves	45,000.00
	- Valve replacement program	- Severe	- replace infrastructure prior to future road paving	- 5 main valves	30,000.00
					\$75,000.00
2022	- Hydrant and valve program	- Severe	- Replace aging infrastructure to reduce leaks & future water breaks	- 3 Hydrants/valves	45,000.00
	- Valve replacement program	- Severe	- Replace infrastructure prior to future road paving	- 5 main valves	30,000.00
					\$75,000.00
2023	- Hydrant and valve program	- Severe	- Replace aging infrastructure to reduce leaks & future water breaks	- 3 Hydrants/valves	45,000.00
	- Valve replacement program	- Severe	- Replace infrastructure prior to future road paving	- 5 main valves	30,000.00
	- Water service saddle replacement program	- Severe	- Replace infrastructure prior to future road paving	- 1 service saddle replacement	8,000.00
					\$83,000.00
2024	- Hydrant and valve program	- Severe	- Replace aging infrastructure to reduce leaks & future water breaks	- 4 Hydrants/valves (1 new)	60,000.00
	- Valve replacement program	- Severe	- Replace infrastructure prior to future road paving	- 5 main valves	30,000.00
					\$90,000.00
2025	- Hydrant and valve program	- Severe	- Replace aging infrastructure to reduce leaks & future water breaks	- 3 Hydrants/valves	45,000.00
	- Valve replacement program	- Severe	- Replace infrastructure prior to future road paving	- 5 main valves	30,000.00
	- Water service saddle replacement program	- Severe	- Replace infrastructure prior to road paving	- 14 services	105,000.00
					\$180,000.00
2026	- Hydrant and valve program	- Severe	- Replace aging infrastructure to reduce leaks & future water breaks	- 4 Hydrants/valves	60,000.00
	- Valve replacement program	- Severe	- Replace infrastructure prior to future road paving	- 5 main valves	30,000.00
					\$90,000.00

Estimated Cost for 10-Year Plan \$1,319,000.00

SEWER

Year	Location	Asset Condition	Asset Stability	Rehabilitation Plan	Budget
2017	- Lagoon	- Good	- Valve is nearing useful life	- Install valve on drain line	10,000.00
	- Sewer main repairs (2017 Roads)	- Moderate	- Replace aging infrastructure; sewer main, connection to manholes and replace block type manhole	- Replace manhole #10 and mains	35,000.00
	- Sewer service repairs (2017 Roads)	- Moderate to severe	- Poor connection to main	- 3 service repairs	23,000.00
					\$68,000.00
2018	- Sewer main repairs (2018 Roads)	- Severe	- Replace aging infrastructure to reduce future sewer backups	- Replace manhole #8 & #9 and mains	60,000.00
	- Sewer service repairs (2018 Roads)	- Severe	- Replace infrastructure combined with paving program	- 1 service repair	7,000.00
	- Lines in future paving areas (2018-2021)	- Unknown	- Review existing infrastructure for problems	- Video camera sewer mains for future paving program	20,000.00
					\$87,000.00
2019	- Sewer main replacement on 49th Ave - MH #23 to #36	- Severe	- Replace aging infrastructure to reduce future sewer backups	- Replace approx. 85 l.m.	81,000.00
	- Sewer service repairs (2020/2021 Roads)	- Severe	- Replace infrastructure combined with 2020 & 2021 paving program	- 4 service repairs and mains	50,000.00
	- Sewer main replacement (2020 Roads)	- Severe	- Replace aging infrastructure to reduce future sewer backups	- Replace manhole #13, #13A, #13B, #19A & #19B	100,000.00
					\$231,000.00
2020	- Sewer system rehabilitation (2021 Roads)	- Severe	- Replace aging infrastructure to reduce future sewer backups	- Replace manhole #5, #6, #7 & #34	80,000.00
					\$80,000.00
2021	- Sewer main replacement on 52nd Ave - 49th to 50th Street	- Severe	- Replace aging infrastructure to reduce future sewer backups	- Replace approx. 150 l.m. and MH's #18 & #19	135,000.00
	- Sewer main replacement on 50th Street at CN track crossing		- Replace sagged pipe at track crossing	- Replace approx. 20 l.m. including concrete & asphalt	39,000.00
					\$174,000.00
2022	- Lines in future paving areas (2022-2026)	- Unknown	- Review existing infrastructure for problems	- Video camera sewer mains for future paving program	30,000.00
					\$30,000.00
2023	- Sewer system rehabilitation (2023 Roads)	- Severe	- Replace infrastructure to reduce future sewer backups	- Replace manholes #30 & #31	50,000.00
			- Replace infrastructure combined with paving program	- 1 service repair and mains	25,000.00
					\$75,000.00
2024	- Sewer system rehabilitation (2024 Roads)	- Severe	- Replace infrastructure based on sewer video review to reduce future sewer backups	- Replace approx. 150 l.m.	135,000.00
					\$135,000.00
2025	- Sewer main replacement review (2025 Roads)	- Severe	- Replace infrastructure to reduce future sewer backups	- Replace manhole #20 & #28	50,000.00
			- Replace infrastructure combined with paving program	- 1 service repair and mains	25,000.00
					\$75,000.00
2026	- Newer subdivision (1981) - SE	- Good	- Good	- None	NIL
	- Lines in future paving areas (2027-2031)	- Unknown	- Review existing infrastructure for problems	- Video camera sewer mains for future paving program	25,000.00
	- 47th Street sewer trunk main	- Severe	- Replace aging infrastructure	- Replace manhole #2, #3 & #4	60,000.00
					\$85,000.00

Estimated Cost for 10-Year Plan \$1,040,000.00



Village of Berwyn

10.1

Page 1 of 3

Cheque Listing For Council

2023-Jun-14
10:28:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
16749	2023-05-11	Payroll cheques				
16750	2023-05-11					
16751	2023-05-11					
16752	2023-05-11					
16753	2023-05-26					
16754	2023-05-26					
16755	2023-05-26					
16756	2023-05-26					
16757	2023-05-26					
16758	2023-05-26					
16759	2023-05-26		23033	PAYMENT WATER REPAIRS	4,902.98	4,902.98
16760	2023-05-26		2104 2246	PAYMENT FIRE SUPPLIES FIRE SUPPLIES	678.22 725.00	1,403.22
16761	2023-05-26		250173	PAYMENT OFFICE SUPPLIES	121.37	121.37
16762	2023-05-26		5004278095	PAYMENT OFFICE MATS	82.43	82.43
16763	2023-05-26		1347	PAYMENT PW SUPPLIES	79.77	79.77
16764	2023-05-26		1705493	PAYMENT PHOTOCOPY COUNT	178.95	178.95
16765	2023-05-26		92877 92893	PAYMENT ADVERTISING ADVERTISING	157.25 157.25	314.50
16766	2023-05-26		Apr 23 billing	PAYMENT FUEL BILLING	204.64	204.64
16767	2023-05-26		453419660	PAYMENT OFFICE FREIGHT	55.16	55.16
16768	2023-05-26		MAY 23 EXPEN.	PAYMENT CLEANING SUPPLIES	77.55	77.55
16769	2023-05-26		CESPMA	PAYMENT OUTDOOR MOVIE RETAINER	2,500.00	2,500.00
16770	2023-05-26		26384718	PAYMENT WCB INSTALMENT	1,548.24	1,548.24
16771	2023-06-07		621703	PAYMENT WATER FREIGHT	230.71	230.71
16772	2023-06-07		MAY RRSP	PAYMENT MAY RRSP CONTRIBUTION	286.82	286.82
16773	2023-06-07		MAY BENEFITS	PAYMENT MAY 2023 BENEFITS	2,721.81	2,721.81
16774	2023-06-07		MAY 23 PRD	PAYMENT MAY 2023 PAYROLL DEDUCITON	8,822.95	8,822.95
16775	2023-06-07		5004288363	PAYMENT OFFICE MATS	82.43	82.43
16776	2023-06-07			PAYMENT		502.32



Village of Berwyn

Page 2 of 3

Cheque Listing For Council

2023-Jun-14

10:28:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
16776	2023-06-07		MAY 23 - CR	REPLACEMENT WINDSHIELD	502.32	502.32
16777	2023-06-07			PAYMENT		331.61
			50715	WATER FREIGHT	116.34	
			CM341711	DEPOSIT REFUND	(42.00)	
			CM341712	DEPOSIT REFUND	(42.00)	
			INV1070018	WATER SUPPLIES	299.27	
16778	2023-06-07			PAYMENT		104.00
		BerwynLemonac		BERWYN LEMONADE STAND CC	104.00	
16779	2023-06-07			PAYMENT		36.49
			135008	TIRE REPAIR	36.49	
16780	2023-06-07			PAYMENT		1,176.44
			259756	METER READER SOFTWARE SU	1,176.44	
16781	2023-06-07			PAYMENT		20,561.62
			10994768	AUDIT FEES	20,561.62	
16782	2023-06-07			PAYMENT		285.62
			202300079	MAY 2023 FUEL BILLING	285.62	
16783	2023-06-07			PAYMENT		400.00
			JUNE 23 EXPEI	EXPENSES	400.00	
16784	2023-06-07			PAYMENT		5,014.89
			Q2 2023 REQUI	Q2 2023 REQUISITION	5,014.89	
16785	2023-06-07			PAYMENT		102.15
			1548	PW SUPPLIES	41.06	
			20230399	BANK CHARGE	3.93	
			800	OFFICE SUPPLIES	18.31	
			8954	PW SUPPLIES	38.85	
16786	2023-06-07			PAYMENT		206.07
			3202189481	POSTAGE MACHINE	206.07	
16787	2023-06-07			PAYMENT		741.72
			663500	GARBAGE BIN/SPRING CLEAN U	741.72	
16788	2023-06-07			PAYMENT		245.52
			MAY 23 JANITO	MAY JANITORIAL	245.52	
16789	2023-06-07			PAYMENT		261.57
			June23 billing	JUNE 2023 BILLING	261.57	
16790	2023-06-07			PAYMENT		226.49
			May 23 billing	MAY 2023 BILLING	226.49	
16791	2023-06-07			PAYMENT		17,781.35
			CR-MAY 2023	FCSS CARRYOVER FROM 2022	13,957.25	
			IVC000010985	BYLAW OFFICER	472.50	
			IVC000010986	WATER CONTRACT	3,351.60	
16792	2023-06-07			PAYMENT		420.00
			264	TREE REMOVAL	420.00	
16793	2023-06-07			PAYMENT		765.64
			APRIL 23 FUEL	APRIL 2023 FUEL BILLING	204.64	
			MAR 23FUEL BI	MARCH 2023 FUEL BILLING	123.00	
			MAY 23 FUEL B	MAY 2023 FUEL BILLING	438.00	
16794	2023-06-07			PAYMENT		100.00
			838571	DOG TAGS	100.00	
16795	2023-06-07			PAYMENT		1,077.09
			114756282	PW FUEL	335.92	
			SOINV4570158	PW SUPPLIES/REPAIRS	233.04	
			SOINV4593299	PW SUPPLIES	134.35	
			SOINV4640299	PW SUPPLIES	100.40	
			SOINV4646981	PW SUPPLIES	88.17	
			SOINV4660576	PW SUPPLIES	34.05	



Village of Berwyn

Page 3 of 3

Cheque Listing For Council

2023-Jun-14
10:28:11AM

Cheque		Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
Cheque #	Date					
16795	2023-06-07		SOINV4673631	PW REPAIRS	151.16	1,077.09
16796	2023-06-13	<i>Payroll cheques</i>				
16797	2023-06-13					
16798	2023-06-13					
16799	2023-06-13					

Total 98,623.45

*** End of Report ***



Village of Berwyn

General Ledger Trial Balance 5

10.2

Page 1 of 9

2023-Jun-14

10:58:38AM

May To May Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Beginning Of Period	Current Period	Year To Date	Budget
Revenue Operating						
1-00-00-110	Taxes Residential	(409,749.23)	0.00	0.00	0.00	(425,662.83)
1-00-00-111	Taxes Commercial	(53,680.80)	0.00	0.00	0.00	(44,062.40)
1-00-00-112	Taxes Industrial	(19,395.87)	0.00	0.00	0.00	(25,783.50)
1-00-00-115	Taxes Linear	(29,359.32)	0.00	0.00	0.00	(32,266.56)
1-00-00-120	Minimum Tax	0.00	0.00	0.00	0.00	0.00
1-00-00-130	Taxes School ASFF	(95,695.67)	0.00	0.00	0.00	(84,406.04)
1-00-00-135	Taxes Seniors Foundation	(8,940.37)	0.00	0.00	0.00	(20,059.55)
1-00-00-510	Penalties & Costs On Taxes	(28,918.21)	(22,493.27)	0.00	(22,493.27)	(25,000.00)
1-00-00-541	Franchise Rebate Atco Gas	(46,237.03)	(20,675.59)	0.00	(20,675.59)	(46,237.03)
1-00-00-542	Franchise Rebate Atco Electric	(33,311.96)	(12,396.26)	0.00	(12,396.26)	(30,000.00)
1-00-00-550	Interest On Term Deposits	0.00	0.00	0.00	0.00	0.00
1-00-00-551	Current Account Interest	(8,659.91)	(4,430.66)	0.00	(4,430.66)	(8,659.91)
1-00-00-552	Dividends RMA	0.00	0.00	0.00	0.00	0.00
1-00-00-740	Fines Provincial	0.00	0.00	0.00	0.00	0.00
1-00-00-750	COVID Grant - Provincial	0.00	0.00	0.00	0.00	0.00
1-00-00-760	Intermunicipal CARES Grant	0.00	0.00	0.00	0.00	0.00
1-00-00-840	Intermunicipal CARES Grant	0.00	0.00	0.00	0.00	0.00
1-00-00-850	M.D. Unconditional Grant	(54,637.00)	0.00	0.00	0.00	(27,637.00)
1-12-00-410	Sale Of Goods, Maps, Pins, Etc.	(520.00)	(120.00)	(120.00)	(240.00)	(500.00)
1-12-00-412	Photo Copier Sales	(10.00)	(17.00)	0.00	(17.00)	(25.00)
1-12-00-520	Vending Licences	0.00	0.00	0.00	0.00	0.00
1-12-00-590	Other Revenue	(3,159.00)	(915.23)	(47,011.99)	(47,927.22)	(3,000.00)
1-12-00-920	Transfers From Capital Reserves	0.00	0.00	0.00	0.00	0.00
1-12-00-921	Transfers From Operating Reserves	(1,472.17)	0.00	0.00	0.00	0.00
1-23-00-840	Provincial Conditional Grant	0.00	0.00	0.00	0.00	0.00
1-23-00-850	Local Firehall Grant	(20,000.00)	0.00	0.00	0.00	(37,937.00)
1-23-00-920	Transfers From Reserves	0.00	0.00	0.00	0.00	0.00
1-23-00-990	Contributed From Other Sources	0.00	0.00	0.00	0.00	0.00
1-26-00-510	Bylaw revenue	(1,171.00)	0.00	0.00	0.00	(1,000.00)
1-26-00-520	Dog Tags	(140.00)	(235.00)	(95.00)	(330.00)	(150.00)
1-26-00-530	Municipal Fines By-law Violation	(50.00)	(25.00)	0.00	(25.00)	(100.00)
1-32-00-120	Step Grant Public Works	(2,100.00)	0.00	0.00	0.00	(2,100.00)
1-32-00-590	Lease & Rental Of P.W. Equipment	0.00	0.00	0.00	0.00	0.00
1-32-00-591	Other Revenue - P. W.	0.00	(260.74)	(50.00)	(310.74)	0.00
1-32-00-830	Gas Tax Fund - Infrastructure	0.00	0.00	0.00	0.00	0.00
1-32-00-840	Provincial/Federal Grant-Summer job	0.00	0.00	0.00	0.00	0.00
1-32-00-841	MSI - Capital	(109,460.00)	0.00	0.00	0.00	0.00
1-32-00-842	MSI - Operating	(69,015.00)	0.00	0.00	0.00	(138,030.00)
1-32-00-920	Transfers From Capital Reserves	0.00	0.00	0.00	0.00	0.00
1-41-00-120	Frontage Tax Water	0.00	0.00	0.00	0.00	0.00
1-41-00-410	Water Service Fees & Charges Levied	(121,266.36)	(39,036.59)	(11,930.75)	(50,967.34)	(143,000.00)
1-41-00-411	Water Shutoff & Bulk Sales	0.00	0.00	0.00	0.00	0.00
1-41-00-560	Water & Sewer Penalties	(12,441.21)	(5,427.17)	(1,329.61)	(6,756.78)	(12,000.00)



Village of Berwyn

General Ledger Trial Balance 5

Page 2 of 9

2023-Jun-14
10:58:38AM

May To May Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Beginning Of Period	Current Period	Year To Date	Budget
1-41-00-590	Other revenue - Water	(1,575.00)	(1,500.00)	(50.00)	(1,550.00)	(1,000.00)
1-41-00-840	Provincial Grant - Water	0.00	0.00	0.00	0.00	0.00
1-41-00-920	Transfers From Reserves	0.00	0.00	0.00	0.00	0.00
1-42-00-410	Sewage Services Fees & Charges	(50,490.23)	(18,460.98)	(4,932.76)	(23,393.74)	(50,000.00)
1-42-00-920	Transfers From Reserves	0.00	0.00	0.00	0.00	0.00
1-43-00-410	Garbage Fees Levied	(67,063.66)	(24,326.78)	(6,567.30)	(30,894.08)	(67,000.00)
1-43-00-920	Transfers From Reserves	0.00	0.00	0.00	0.00	0.00
1-44-00-850	Recycle - Local Gov't Grant	(11,867.00)	0.00	0.00	0.00	(11,900.00)
1-51-00-410	F.c.s.s. User Fees	0.00	0.00	0.00	0.00	0.00
1-51-00-590	Other F.c.s.s. Revenue	(50.00)	0.00	0.00	0.00	0.00
1-51-00-840	F.c.s.s. Grants	(4,688.00)	(9,376.50)	0.00	(9,376.50)	0.00
1-51-00-850	F.C.S.S Other Grants	0.00	(13,353.00)	0.00	(13,353.00)	0.00
1-61-00-520	Development Permit Fees	0.00	0.00	0.00	0.00	(100.00)
1-66-00-464	Sale Of Serviced Land Lots	0.00	0.00	0.00	0.00	0.00
1-66-00-470	Sale Of Other Land Lots	0.00	0.00	0.00	0.00	0.00
1-66-00-590	Lease/Rental of Lots	0.00	0.00	0.00	0.00	0.00
1-66-00-600	Tax Sale Surplus	0.00	0.00	0.00	0.00	0.00
1-72-00-411	Programming Revenue	(75.00)	0.00	0.00	0.00	0.00
1-72-00-590	Community Garden	0.00	0.00	0.00	0.00	0.00
1-72-00-811	Recreation Grants Other	0.00	0.00	0.00	0.00	0.00
1-72-00-850	Local Government Grant	(10,000.00)	0.00	0.00	0.00	(10,000.00)
1-72-00-920	Transfers From Capital Reserves	0.00	0.00	0.00	0.00	0.00
1-72-00-921	Transfer From Operating Reserves	0.00	0.00	0.00	0.00	0.00
1-73-00-840	Tourism Grants	0.00	0.00	0.00	0.00	0.00
1-73-00-920	Transfer From Reserves (tourism)	0.00	0.00	0.00	0.00	0.00
1-74-00-921	Transfers From Reserves - Library	0.00	0.00	0.00	0.00	0.00
Revenue Operating Sub Total		(1,275,199.00)	(173,049.77)	(72,087.41)	(245,137.18)	(1,247,616.82)
Expenses Operating						
2-00-00-510	COVID Supplies	0.00	0.00	0.00	0.00	0.00
2-00-00-741	M.m.s.a. Contract Services	26,490.00	27,313.65	0.00	27,313.65	26,490.00
2-00-00-742	School Foundation - Requisition	84,406.04	30,479.96	0.00	30,479.96	29,081.00
2-00-00-745	North Peace Foundation Requisition	17,464.76	5,014.89	0.00	5,014.89	28,583.94
2-11-00-130	Employer contributions	502.84	169.28	0.00	169.28	750.00
2-11-00-150	Professional Development	1,559.66	1,233.75	0.00	1,233.75	2,000.00
2-11-00-151	Council Meeting Fees	11,040.00	2,990.00	0.00	2,990.00	15,000.00
2-11-00-152	Committee Meeting Fees - Council	8,715.00	6,940.00	0.00	6,940.00	11,000.00
2-11-00-211	Travel & Substantance Councillors	2,005.16	966.99	0.00	966.99	2,500.00
2-11-00-212	Supervisory Expenses Councillors	5,300.00	1,700.00	0.00	1,700.00	7,000.00
2-11-00-232	Council Insurance	0.00	0.00	0.00	0.00	0.00
2-11-00-510	Council Meeting Expenses	512.38	113.40	80.00	193.40	500.00
2-12-00-110	Salaries CAO	83,096.18	27,696.80	6,924.20	34,621.00	86,419.84
2-12-00-111	Salaries Municipal Clerks	82,536.02	27,416.92	7,065.73	34,482.65	85,837.44
2-12-00-112	Fire Chief Administration Fee	0.00	0.00	0.00	0.00	12,000.00



Village of Berwyn

General Ledger Trial Balance 5

Page 3 of 9

2023-Jun-14
10:58:38AM

May To May Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Begining Of Period	Current Period	Year To Date	Budget
2-12-00-130	Employer Contributions	20,912.65	7,730.61	1,949.68	9,680.29	21,000.00
2-12-00-140	Worker's Compensation	5,205.90	1,641.94	1,548.24	3,190.18	4,100.00
2-12-00-211	Travel & Subsistance Office	1,402.33	1,547.48	0.00	1,547.48	1,500.00
2-12-00-212	Training/Professional Development	3,507.02	1,162.50	0.00	1,162.50	3,000.00
2-12-00-215	Postage (all departments)	1,733.14	717.83	0.00	717.83	1,500.00
2-12-00-216	Freight Office	0.00	0.00	52.53	52.53	50.00
2-12-00-217	Telephone	4,627.72	437.87	215.70	653.57	4,000.00
2-12-00-218	Internet/Website Services	4,509.00	729.57	0.00	729.57	3,000.00
2-12-00-220	Advertising	1,242.51	274.11	299.52	573.63	1,100.00
2-12-00-221	Membership & Association Fees	759.90	2,298.57	0.00	2,298.57	2,500.00
2-12-00-222	Promotions & Sponsorships	1,727.21	626.59	0.00	626.59	2,500.00
2-12-00-223	Economic Development	7,290.00	0.00	0.00	0.00	7,290.00
2-12-00-230	Auditor Fees	29,925.00	12,600.00	0.00	12,600.00	25,000.00
2-12-00-231	Legal Services	5,293.24	435.88	0.00	435.88	3,500.00
2-12-00-232	Insurance	7,221.87	0.00	6,315.50	6,315.50	7,900.00
2-12-00-233	Consulting	0.00	4,410.00	0.00	4,410.00	0.00
2-12-00-234	Census Taking	0.00	0.00	0.00	0.00	0.00
2-12-00-270	Janitorial Services	3,191.76	5,132.84	306.90	5,439.74	3,300.00
2-12-00-272	Election & Plebiscite Costs	540.00	(180.00)	0.00	(180.00)	200.00
2-12-00-274	Other Miscellaneous Expenditures	52.50	0.00	0.00	0.00	400.00
2-12-00-340	Land Titles Office	500.00	20.00	0.00	20.00	400.00
2-12-00-341	Assessment Services	4,644.92	0.00	0.00	0.00	8,000.00
2-12-00-510	Supplies Office	5,984.03	5,124.16	3,346.45	8,470.61	6,000.00
2-12-00-520	Repairs - Office	567.25	65.43	0.00	65.43	1,500.00
2-12-00-521	Photocopy count	588.96	251.21	85.22	336.43	1,300.00
2-12-00-522	Software Support	990.00	5,775.00	0.00	5,775.00	4,500.00
2-12-00-541	Atco Gas - Office	1,860.46	1,185.93	229.43	1,415.36	2,000.00
2-12-00-542	Atco Electric - Office	2,259.07	747.54	171.19	918.73	2,500.00
2-12-00-610	Allowance For Uncollectable Taxes	0.00	0.00	0.00	0.00	0.00
2-12-00-761	Intermunicipal Care Grant expenses	0.00	0.00	0.00	0.00	0.00
2-12-00-762	Capital Purchases - Office	46,000.00	0.00	0.00	0.00	3,500.00
2-12-00-763	Reserve For Equipment - Office	0.00	0.00	0.00	0.00	0.00
2-12-00-771	Grants To Organizations	0.00	0.00	0.00	0.00	2,500.00
2-12-00-810	Bank Charges (all departments)	1,483.52	601.47	0.05	601.52	2,000.00
2-12-00-910	Tax Cancellations & Rebates	0.00	0.00	3,172.62	3,172.62	0.00
2-21-00-742	RCMP Requisition cost	13,678.00	17,824.00	0.00	17,824.00	29,081.00
2-21-00-745	Police Funding Model	0.00	0.00	0.00	0.00	0.00
2-23-00-151	Honorariums - Fire	7,429.81	(187.00)	0.00	(187.00)	9,700.00
2-23-00-211	Travel & Subsistance - Fire	0.00	0.00	0.00	0.00	300.00
2-23-00-212	Education and Training - Fire	571.24	935.37	0.00	935.37	800.00
2-23-00-216	Freight - Fire	391.00	0.00	0.00	0.00	100.00
2-23-00-217	Telephone - Fire	0.00	0.00	0.00	0.00	0.00
2-23-00-218	Fire - Communications	485.94	0.00	408.09	408.09	1,800.00
2-23-00-232	Fire Insurance	1,771.50	0.00	6,315.50	6,315.50	1,900.00



Village of Berwyn

General Ledger Trial Balance 5

Page 4 of 9

2023-Jun-14
10:58:38AM

May To May Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Beginning Of Period	Current Period	Year To Date	Budget
2-23-00-274	Membership fees	1,430.53	0.00	0.00	0.00	2,500.00
2-23-00-510	Supplies - Fire	27,358.40	(11,873.76)	1,336.40	(10,537.36)	14,000.00
2-23-00-520	Repairs - Fire	6,823.25	42.90	0.00	42.90	7,500.00
2-23-00-541	Atco Gas - Fire	3,320.47	2,686.71	513.36	3,200.07	3,500.00
2-23-00-542	Atco Electric - Fire	2,122.57	610.09	160.54	770.63	2,200.00
2-23-00-762	Capital Purchases - Fire	27,024.29	(14,095.24)	0.00	(14,095.24)	8,000.00
2-23-00-764	Reserve For Equipment Rep - Fire	0.00	0.00	0.00	0.00	0.00
2-23-00-771	Grants to Local Groups	0.00	0.00	0.00	0.00	0.00
2-25-00-522	Grimshaw Medical Clinic - Contract	4,163.00	0.00	4,095.00	4,095.00	4,400.00
2-26-00-130	Employer Contributions (Bylaw Off.)	0.00	0.00	0.00	0.00	0.00
2-26-00-215	Bylaw Postage	512.32	196.77	0.00	196.77	500.00
2-26-00-250	Dog Catcher Contracted	235.00	142.50	0.00	142.50	2,500.00
2-26-00-251	Bylaw Enforcement Officer	4,000.00	25.00	375.00	400.00	4,000.00
2-26-00-510	Supplies - Dog Catching	151.88	0.00	520.00	520.00	200.00
2-26-00-511	Bylaw Enforcement Expenses	1,141.99	25.00	0.00	25.00	1,200.00
2-32-00-110	Salaries Public Works	121,901.64	32,273.00	14,093.92	46,366.92	130,000.00
2-32-00-120	Seasonal Employee - Pw	9,052.16	0.00	0.00	0.00	9,200.00
2-32-00-130	Employer Contributions (P.W.)	17,620.11	3,821.39	1,458.09	5,279.48	19,500.00
2-32-00-211	Travel & Subsistence - Pw	0.00	0.00	0.00	0.00	250.00
2-32-00-212	Education & training - Public Works	2,600.69	0.00	0.00	0.00	1,500.00
2-32-00-216	Freight - Public Works	443.15	333.45	0.00	333.45	500.00
2-32-00-217	Telephone - Public Works	5,685.06	1,557.96	352.99	1,910.95	4,500.00
2-32-00-221	Membership Fees - Public Works	0.00	0.00	0.00	0.00	0.00
2-32-00-232	Public Works Insurance	3,985.87	0.00	6,315.50	6,315.50	4,100.00
2-32-00-251	Machines & Equipment Rented - Pw	784.00	0.00	0.00	0.00	700.00
2-32-00-270	Snow Removal & Street Blading	1,301.14	9.76	0.00	9.76	5,000.00
2-32-00-510	Supplies - Public Works	8,596.56	4,938.98	510.35	5,449.33	10,000.00
2-32-00-511	Street Gravelling - Pw	2,390.80	317.15	0.00	317.15	3,000.00
2-32-00-520	Repairs - Equipment - Pw	9,547.68	3,795.66	0.00	3,795.66	10,000.00
2-32-00-521	Gas & Oil - Public Works	21,728.14	1,879.84	740.58	2,620.42	15,000.00
2-32-00-522	Repairs - Other	6,776.59	(1,686.51)	0.00	(1,686.51)	10,000.00
2-32-00-541	Atco Gas - Pw	6,110.49	5,658.57	892.59	6,551.16	6,500.00
2-32-00-542	Atco Electric - Pw	5,766.98	1,916.71	475.76	2,392.47	6,000.00
2-32-00-543	Street Lighting - Pw	53,840.90	18,818.84	5,003.70	23,822.54	55,000.00
2-32-00-760	Street Paving Expense	14,580.21	0.00	0.00	0.00	15,000.00
2-32-00-761	Capital Purchases - Light Equipment	0.00	0.00	0.00	0.00	0.00
2-32-00-762	Capital Equipment - Pw	0.00	0.00	0.00	0.00	3,000.00
2-32-00-763	ATB Loan Repayment	0.00	0.00	0.00	0.00	0.00
2-32-00-764	Reserves For Equipment - Pw	0.00	0.00	0.00	0.00	0.00
2-32-00-765	Reserves For Infrastructure - Pw	0.00	0.00	0.00	0.00	0.00
2-32-00-766	Infrastructure Projects - P. Works	2,282.13	440.00	0.00	440.00	2,500.00
2-32-00-767	MSI miscellaneous. Projects	6,237.84	0.00	0.00	0.00	7,000.00
2-32-00-831	Loan Interest	0.00	0.00	0.00	0.00	0.00
2-32-00-840	Infrastructure Audit	0.00	0.00	0.00	0.00	0.00



Village of Berwyn

General Ledger Trial Balance 5

Page 5 of 9

2023-Jun-14
10:58:38AM

May To May Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Beginning Of Period	Current Period	Year To Date	Budget
2-41-00-110	Water - Wages (Contract)	56,902.92	(2,666.80)	2,609.75	(57.05)	70,800.00
2-41-00-211	Travel & Subsistence - Water	0.00	0.00	0.00	0.00	150.00
2-41-00-212	Education & Training - Water	0.00	0.00	0.00	0.00	1,000.00
2-41-00-215	Postage - Water	3,270.11	1,242.45	0.00	1,242.45	2,800.00
2-41-00-216	Freight - Water	2,788.53	(46.30)	133.56	87.26	3,000.00
2-41-00-221	Membership Fees - Water	0.00	0.00	0.00	0.00	150.00
2-41-00-232	Water-Insurance	1,550.06	0.00	6,315.50	6,315.50	1,600.00
2-41-00-250	Water Operator Contracted	0.00	0.00	0.00	0.00	0.00
2-41-00-252	Railway Crossing Rent - Water	270.00	0.00	0.00	0.00	270.00
2-41-00-510	Supplies - Water	2,594.29	396.71	0.00	396.71	5,000.00
2-41-00-511	Supplies - Water Meters	0.00	0.00	0.00	0.00	2,500.00
2-41-00-520	Repairs - Water	27,479.42	3,558.25	4,669.50	8,227.75	25,000.00
2-41-00-521	Photocopy count - Utilities	584.63	251.21	85.21	336.42	1,500.00
2-41-00-541	Atco Gas - Water	1,963.72	1,308.59	306.22	1,614.81	2,800.00
2-41-00-542	Atco Electric - Water	8,940.46	4,005.66	690.84	4,696.50	11,800.00
2-41-00-758	Pumphouse Upgrades	0.00	0.00	0.00	0.00	0.00
2-41-00-759	Well Upgrades	0.00	0.00	0.00	0.00	0.00
2-41-00-760	Water Upgrades	40,656.73	0.00	0.00	0.00	41,000.00
2-41-00-761	New Water Upgrades - Valves	0.00	0.00	0.00	0.00	0.00
2-41-00-762	Water upgrades loop 1 & 2	0.00	0.00	0.00	0.00	0.00
2-41-00-763	Water Adjustments	0.00	895.98	80.52	976.50	500.00
2-41-00-764	Capital Reserves - Water	0.00	0.00	0.00	0.00	0.00
2-42-00-110	Sewer Wages	0.00	0.00	0.00	0.00	0.00
2-42-00-216	Freight - Sewer	0.00	0.00	0.00	0.00	100.00
2-42-00-221	Sewer line flushing	0.00	0.00	620.00	620.00	0.00
2-42-00-510	Supplies - Sewer	75.40	0.00	0.00	0.00	1,200.00
2-42-00-520	Repairs & Maintenance Sewer	37,340.67	4,250.10	1,136.94	5,387.04	20,000.00
2-42-00-762	Capital Purchases - Sewer	0.00	0.00	0.00	0.00	0.00
2-42-00-764	Capital Reserves - Sewer	0.00	0.00	0.00	0.00	0.00
2-42-00-766	Infrastructure Projects - Sewer	0.00	0.00	0.00	0.00	0.00
2-43-00-110	Solid Waste Wages	0.00	0.00	0.00	0.00	0.00
2-43-00-270	Garbage Pickup (Contracted)	22,541.33	10,528.24	0.00	10,528.24	24,000.00
2-43-00-271	Landfill Charges	10,204.36	6,832.14	0.00	6,832.14	15,000.00
2-44-00-270	Recycling charges	32,058.75	(118.65)	0.00	(118.65)	35,000.00
2-51-00-110	Salaries FCSS Coordinator	17,298.39	4,688.25	0.00	4,688.25	5,000.00
2-51-00-130	Employer Contributions (FCSS)	1,268.90	0.00	0.00	0.00	1,268.90
2-51-00-211	FCSS Travel & Subsistence	922.74	0.00	0.00	0.00	922.74
2-51-00-215	Postage	0.00	0.00	0.00	0.00	0.00
2-51-00-217	FCSS Telephone	741.61	0.00	0.00	0.00	741.61
2-51-00-220	FCSS Advertising	0.00	0.00	0.00	0.00	0.00
2-51-00-221	FCSS Membership Fees	0.00	0.00	0.00	0.00	0.00
2-51-00-235	FCSS Community Newsletter	503.34	0.00	0.00	0.00	503.34
2-51-00-250	FCSS CONTRACT (TOWN OF GRIMSHAW)	0.00	10,877.90	0.00	10,877.90	0.00
2-51-00-272	FCSS Programming Expense	8,763.98	0.00	0.00	0.00	8,763.98



Village of Berwyn

General Ledger Trial Balance 5

Page 6 of 9

2023-Jun-14
10:58:38AM

May To May Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Beginning Of Period	Current Period	Year To Date	Budget
2-51-00-510	FCSS Supplies	845.25	0.00	0.00	0.00	845.25
2-51-00-771	Grants to Organizations (FCSS)	0.00	0.00	0.00	0.00	0.00
2-62-00-770	Handi-van Requisition NPHF	0.00	0.00	0.00	0.00	0.00
2-66-00-510	Land Sale Expense	0.00	0.00	0.00	0.00	0.00
2-66-00-511	Land Purchase	0.00	0.00	0.00	0.00	0.00
2-66-00-764	Reserve For Development - Land	0.00	0.00	0.00	0.00	0.00
2-72-00-112	Salary Recreation Coordinator	0.00	0.00	0.00	0.00	0.00
2-72-00-130	Employer Contributions Recreation	0.00	0.00	0.00	0.00	0.00
2-72-00-211	Travel & Subsistence Recreation	0.00	0.00	0.00	0.00	0.00
2-72-00-212	Education & Training Recreation	0.00	0.00	0.00	0.00	0.00
2-72-00-216	Freight Recreation	0.00	0.00	0.00	0.00	0.00
2-72-00-220	Advertising Recreation	0.00	0.00	0.00	0.00	0.00
2-72-00-221	Membership Fees - Recreation	0.00	0.00	0.00	0.00	0.00
2-72-00-232	Arena/Recreation Insurance	3,764.43	0.00	0.00	0.00	4,000.00
2-72-00-235	Tourism Expenditures	0.00	0.00	0.00	0.00	0.00
2-72-00-272	Programming Expend - Recreation	5,162.14	0.00	2,500.00	2,500.00	6,000.00
2-72-00-510	Supplies - Recreation	282.62	97.08	0.00	97.08	1,300.00
2-72-00-511	Community Garden	1,517.48	0.00	0.00	0.00	4,000.00
2-72-00-520	Repairs - Recreation	400.00	0.00	0.00	0.00	500.00
2-72-00-521	Repairs - Arena	0.00	0.00	0.00	0.00	1,000.00
2-72-00-541	Atco Gas - Arena	5,044.71	4,675.78	747.70	5,423.48	5,500.00
2-72-00-542	Atco Electric - Arena	15,099.24	9,357.88	326.91	9,684.79	16,000.00
2-72-00-742	Capital Reserves - Tourism	0.00	0.00	0.00	0.00	0.00
2-72-00-762	Capital Purchases - Recreation	0.00	0.00	0.00	0.00	0.00
2-72-00-764	Capital Reserves - Recreation	0.00	0.00	0.00	0.00	0.00
2-72-00-770	Grants To Organizations Recreation	0.00	0.00	0.00	0.00	0.00
2-74-00-232	Library/Craft Centre Insurance	5,463.76	848.44	1,027.00	1,875.44	5,500.00
2-74-00-275	Peace Library System Requisition	3,507.14	1,723.09	0.00	1,723.09	3,500.00
2-74-00-520	Repairs - Library Craft Bldg	270.80	21.45	0.00	21.45	500.00
2-74-00-764	Capital Reserves - Library	0.00	0.00	0.00	0.00	0.00
2-74-00-770	Library Operating Grant	12,000.00	7,500.00	0.00	7,500.00	15,000.00
2-97-00-720	Contribution to Contingency reserve	0.00	0.00	0.00	0.00	0.00
Expenses Operating Sub Total		1,223,569.24	326,006.76	96,579.98	422,586.74	1,191,649.04

Assets Operating

3-00-00-111	Cash On Hand	0.00	150.00	0.00	150.00	0.00
3-00-00-120	Capital Reserves	0.00	54,411.58	0.00	54,411.58	0.00
3-00-00-121	ATB Financial	208,208.93	146,873.31	(55,100.28)	91,773.03	0.00
3-00-00-210	Taxes Receivable Current	44,781.04	132,242.54	(14,127.31)	118,115.23	0.00
3-00-00-211	Taxes Receivable Arrears	(1,288.45)	3,500.01	(4,713.28)	(1,213.27)	0.00
3-00-00-240	Provincial Accounts Receivable	0.00	0.00	0.00	0.00	0.00
3-00-00-251	Cash Receipts Suspense Account	0.00	395.46	0.00	395.46	0.00
3-00-00-252	Gst Receivable	(52,954.79)	34,075.64	1,318.60	35,394.24	0.00
3-00-00-253	Suspense Clearing Account	10.79	(534.66)	0.00	(534.66)	0.00



Village of Berwyn

General Ledger Trial Balance 5

Page 7 of 9

2023-Jun-14
10:58:38AM

May To May Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Beginning Of Period	Current Period	Year To Date	Budget
3-00-00-254	Accounts Payable Suspense	(14,307.51)	(18,361.03)	0.00	(18,361.03)	0.00
3-00-00-271	Accounts Receivable Other	0.00	482,746.96	0.00	482,746.96	0.00
3-00-00-272	Capital Grants Receivable	0.00	0.00	0.00	0.00	0.00
3-00-00-273	Loan Receivable	0.00	0.00	0.00	0.00	0.00
3-00-00-299	Advance Payroll	(500.00)	(500.00)	0.00	(500.00)	(500.00)
3-00-00-320	Term Deposits	0.00	137,433.05	0.00	137,433.05	0.00
3-00-00-322	Investment Shares Amfc	0.00	0.00	0.00	0.00	0.00
3-00-00-323	Equity Investment Aamd&c's	0.00	0.00	0.00	0.00	0.00
3-00-00-477	Tax Sale Surplus	0.00	26,990.56	0.00	26,990.56	0.00
3-00-00-490	Prepaid Expenditures	0.00	1,000.00	0.00	1,000.00	0.00
3-00-00-610	Engineering Structures	0.00	6,248,677.48	0.00	6,248,677.48	0.00
3-00-00-611	Engineered Structures Accum Amortiz	0.00	(3,765,609.08)	0.00	(3,765,609.08)	0.00
3-00-00-620	Buildings	0.00	568,801.19	0.00	568,801.19	0.00
3-00-00-621	Buildings Accumulated Amortization	0.00	(425,015.80)	0.00	(425,015.80)	0.00
3-00-00-630	Machines & Equipment	0.00	497,613.85	0.00	497,613.85	0.00
3-00-00-631	Equipment Accumulated Amortization	0.00	(246,733.14)	0.00	(246,733.14)	0.00
3-00-00-640	Land	0.00	191,834.61	0.00	191,834.61	0.00
3-00-00-650	Vehicles	0.00	166,091.45	0.00	166,091.45	0.00
3-00-00-651	Vehicles Accumulated Amortization	0.00	(154,493.22)	0.00	(154,493.22)	0.00
3-00-00-670	Land Improvement	0.00	159,735.34	0.00	159,735.34	0.00
3-00-00-671	Land Improvement Accum Amortization	0.00	(127,563.14)	0.00	(127,563.14)	0.00
3-00-00-672	Work In Progress	0.00	0.00	0.00	0.00	0.00
3-41-00-274	Accounts Receivable Water	(3,255.60)	23,440.16	5,211.80	28,651.96	0.00
3-42-00-274	Accounts Receivable Sewer	0.00	0.00	0.00	0.00	0.00
3-43-00-274	Accounts Receivable Garbage	0.00	0.00	0.00	0.00	0.00
3-66-00-570	Inventory Land For Resale	0.00	47,387.74	47,000.00	94,387.74	0.00
3-66-00-575	Inventory - Supplies	0.00	0.00	0.00	0.00	0.00
Assets Operating Sub Total		180,694.41	4,184,590.86	(20,410.47)	4,164,180.39	(500.00)
Liabilities Operating						
4-00-00-121	Short Term Bank Loans	0.00	0.00	0.00	0.00	0.00
4-00-00-230	Amounts Due To Other Governments	0.00	0.00	0.00	0.00	0.00
4-00-00-233	LAPP Payable/RRSP	668.62	432.03	(24.74)	407.29	668.62
4-00-00-234	Benefits Payable	5,641.11	(1,470.88)	(1,343.78)	(2,814.66)	5,641.11
4-00-00-235	CPP Source Deductions Payable	3,177.21	781.93	(894.94)	(113.01)	3,177.21
4-00-00-236	EI Source Deductions Payable	1,127.06	371.59	(316.73)	54.86	1,127.06
4-00-00-237	Income Tax Source Deductions Payable	(6,023.79)	(9,154.72)	(1,501.91)	(10,656.63)	(6,023.79)
4-00-00-238	Wages Payable	0.00	0.00	0.00	0.00	0.00
4-00-00-241	Payable For Homeowners	0.00	0.00	0.00	0.00	0.00
4-00-00-259	Payable To Others F.c.s.s.	0.00	0.00	0.00	0.00	0.00
4-00-00-290	Trade Accounts Payable	(135,127.03)	(35,102.22)	0.00	(35,102.22)	(135,127.03)
4-00-00-291	Accounts Payable-Accured Interest	0.00	0.00	0.00	0.00	0.00
4-00-00-298	Accrual Account Payable System	0.00	(34,419.00)	0.00	(34,419.00)	0.00
4-00-00-310	Debenture Payable	0.00	0.00	0.00	0.00	0.00



Village of Berwyn

General Ledger Trial Balance 5

Page 8 of 9

2023-Jun-14

10:58:38AM

May To May Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Beginning Of Period	Current Period	Year To Date	Budget
4-00-00-320	Loans Payable	0.00	0.00	0.00	0.00	0.00
4-00-00-477	Tax Sale Surplus	0.00	(14,926.55)	0.00	(14,926.55)	0.00
4-00-00-478	Deferred Accounts	0.00	(711,476.72)	0.00	(711,476.72)	0.00
4-00-00-480	Deposit On Land	0.00	0.00	0.00	0.00	0.00
4-00-00-491	Accounts Payable Excess Collection	0.00	0.00	0.00	0.00	0.00
4-00-00-762	Reserve For Land Replacement	0.00	(1,000.00)	0.00	(1,000.00)	0.00
4-00-00-800	Equity In Fixed Assets	0.00	(3,113,227.23)	0.00	(3,113,227.23)	0.00
4-00-00-910	Surplus/deficit	0.00	(276,324.40)	0.00	(276,324.40)	0.00
4-00-00-920	Surplus/Deficit-Capital Fund	0.00	0.00	0.00	0.00	0.00
4-12-00-220	Community Fundraiser	0.00	(150.00)	0.00	(150.00)	0.00
4-12-00-225	Oktoberfest Funding	0.00	(5,066.08)	0.00	(5,066.08)	0.00
4-12-00-610	Reserve For Doubtful Accounts	0.00	(9,334.02)	0.00	(9,334.02)	0.00
4-12-00-611	Allowance For Doubtful Acc. Utilit	0.00	0.00	0.00	0.00	0.00
4-12-00-720	Capital Reserve Office Equipment	0.00	(1,400.00)	0.00	(1,400.00)	0.00
4-23-00-764	Reserve For Equipment Rep. - Fire	0.00	(4,800.00)	0.00	(4,800.00)	0.00
4-25-00-720	Reserve for RCMP Requisition	0.00	(9,202.00)	0.00	(9,202.00)	0.00
4-25-00-764	Reserve For Equipment Rep.-ambulanc	0.00	(590.00)	0.00	(590.00)	0.00
4-32-00-763	Public Works Building Reserve	0.00	0.00	0.00	0.00	0.00
4-32-00-764	Capital Reserve For P.w. Equipment	0.00	(5,800.49)	0.00	(5,800.49)	0.00
4-32-00-765	Capital Reserve For Street Paving	0.00	(3,315.00)	0.00	(3,315.00)	0.00
4-41-00-490	Water Meter Deposits	0.00	0.00	0.00	0.00	0.00
4-41-00-725	Reserve For Water System Repairs	0.00	(5,942.00)	0.00	(5,942.00)	0.00
4-42-00-725	Reserve For Sewer Repairs-replace	0.00	(1,000.00)	0.00	(1,000.00)	0.00
4-43-00-725	Reserve For Garbage Repairs/replace	0.00	0.00	0.00	0.00	0.00
4-43-00-764	Reserve For Landfill & Transfer Sit	0.00	(1,000.00)	0.00	(1,000.00)	0.00
4-72-00-720	Reserve Recreation Projects	0.00	(3,651.72)	0.00	(3,651.72)	0.00
4-72-00-742	Reserve For Tourism Projects	0.00	(1,979.41)	0.00	(1,979.41)	0.00
4-72-00-743	Reserve for Berwyn 100th Anniversary	0.00	0.00	0.00	0.00	1,000.00
4-72-00-761	Reserve For Plant Repairs/replace	0.00	(4,000.37)	0.00	(4,000.37)	0.00
4-72-00-764	Reserve Arena Projects	0.00	0.00	0.00	0.00	0.00
4-73-00-720	Reserve For Tourism Projects	0.00	0.00	0.00	0.00	0.00
4-74-00-720	Reserve For Culture Projects	0.00	(1,500.00)	0.00	(1,500.00)	0.00
4-97-00-710	Operating Contingency Reserve	1,472.17	(62,297.83)	0.00	(62,297.83)	1,472.17
4-97-00-720	Reserve For Contingencies	0.00	0.00	0.00	0.00	0.00
Liabilities Operating Sub Total		(129,064.65)	(4,316,545.09)	(4,082.10)	(4,320,627.19)	(128,064.65)
Revenue Capital						
5-00-00-840	Provincial Capital Grants	0.00	0.00	0.00	0.00	0.00
5-00-00-850	Local Government Capital Grants	0.00	0.00	0.00	0.00	0.00
5-00-00-930	Contributed From Operating Function	0.00	0.00	0.00	0.00	0.00
5-00-00-990	Other Capital Acquired	0.00	0.00	0.00	0.00	0.00
Revenue Capital Sub Total		0.00	0.00	0.00	0.00	0.00

Expenses Capital



Village of Berwyn

General Ledger Trial Balance 5

Page 9 of 9

2023-Jun-14
10:58:38AM

May To May Fiscal Year 2023

General Ledger	Description	Previous Year Actual	Begining Of Period	Current Period	Year To Date	Budget
6-00-00-610	Enigneering Structures Additions	0.00	0.00	0.00	0.00	0.00
6-00-00-611	Engineered Structures Amort Expens	0.00	0.00	0.00	0.00	0.00
6-00-00-620	Buildings Fixed Assets Additions	0.00	0.00	0.00	0.00	0.00
6-00-00-621	Buildings Amortization Expense	0.00	0.00	0.00	0.00	0.00
6-00-00-630	Machines, Equipment Additions	0.00	0.00	0.00	0.00	0.00
6-00-00-631	Equipment Amortization Expense	0.00	0.00	0.00	0.00	0.00
6-00-00-640	Land Additions	0.00	0.00	0.00	0.00	0.00
6-00-00-650	Vehicle Additions	0.00	0.00	0.00	0.00	0.00
6-00-00-651	Vehicles Amortization Expense	0.00	0.00	0.00	0.00	0.00
6-00-00-671	Land Improvement Amortization Expense	0.00	0.00	0.00	0.00	0.00
6-00-00-761	Contributed To Operating Functions	0.00	0.00	0.00	0.00	0.00
6-00-00-764	Additions To Function Capital Rese	0.00	0.00	0.00	0.00	0.00
6-12-00-621	Amortization Administration	0.00	0.00	0.00	0.00	0.00
6-23-00-621	Amortization Fire	0.00	0.00	0.00	0.00	0.00
6-32-00-621	Amortization PW	0.00	0.00	0.00	0.00	0.00
6-32-00-651	Vehicles Amortization Expense PW	0.00	0.00	0.00	0.00	0.00
6-32-00-690	Gain/Loss Sale of Fixed Assets	0.00	0.00	0.00	0.00	0.00
6-41-00-621	Amortization water	0.00	0.00	0.00	0.00	0.00
6-42-00-621	Amortization Sewer	0.00	0.00	0.00	0.00	0.00
6-72-00-621	Amortization Recreation	0.00	0.00	0.00	0.00	0.00
6-74-00-621	Amortization Culture	0.00	0.00	0.00	0.00	0.00
Expenses Capital Sub Total		0.00	0.00	0.00	0.00	0.00
Grand Totals		0.00	21,002.76	0.00	21,002.76	(184,532.43)

*** End of Report ***

To May Fiscal Year 2023

10.3

CASH POSITION

	JAN	FEB	MARCH	APRIL	MAY	JUNE	JULY	AUGUST	SEPT	OCT	NOV	DEC
ATB OPERATING	\$373,599.03	\$255,898.13	\$232,998.21	\$ 155,703.90	\$ 423,583.24							
T-BILL SAVINGS-RESERVES	\$55,948.88	\$56,161.33	\$56,397.44	\$ 56,626.89	\$ 56,864.96							
T-BILL SAVINGS-TAX SALE SURPLUS	\$27,754.76	\$27,860.15	\$27,977.28	\$ 28,091.11	\$ 28,209.21							
NOTICE ACCOUNT	\$141,545.88	\$142,099.65	\$142,715.16	\$ 143,313.39	\$ 143,934.15							
TOTAL	\$ 598,848.55	\$ 482,019.26	\$ 460,088.09	\$ 383,735.29	\$ 652,591.56	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

AS OF MAY 31, 2023



11.1
8301 – 110 Street
Grande Prairie, AB
T8W 6T2

(780) 538-4656
FAX (780) 539-5285

June 13, 2023

John Bak, Mayor
P.O. Box 250
BERWYN AB T0H 0E0

Dear Mayor Bak:

Thank you for your continuing support of libraries and library service in the Peace Region. Your contribution to the provision of library service in our area means that libraries in the Peace Region have access to the world of knowledge at their fingertips, all provided to them at their home libraries for just the cost of membership.

As you are no doubt aware, the cost of providing library service has risen drastically in the last few years, due in no small part to inflation, the steep rise in costs for fuel, utilities, shipping costs and the like. In 2020, when the Government of Alberta withdrew the Government Courier service from libraries, it resulted in a huge and rushed outlay of funds to cover those deliveries that the Government was no longer making. We have had to continue absorbing that cost into the present and will in future.

Peace Library System's appropriation rate has not increased since 2018, when it was set at \$6.37/capita. Since then we have been able to absorb the rising price of providing service but we have now reached a point where that is no longer possible.

The Government of Alberta's operating grant for libraries has been increased by 5% for the 2023/2024 budget year, but that does not significantly impact the funding of Peace Library System as it is based on population, and the Peace Region's population has not increased significantly in that time. A coalition of system directors and system Board Chairs continues to advocate on behalf of library funding in Alberta.

With all of this in mind, Peace Library System will be raising the municipal levy effective the 2024 budget year. The raise will be 5% per year for the next three years. The new levies will be:

- 2024 - \$6.69/capita
- 2025 - \$7.02/capita
- 2026 - \$7.37/capita

For your reference, the projected total for your invoice will be:

- 2024 - \$3,692.88
- 2025 - \$3,875.04
- 2026 - \$4,068.24

These projections are based on the current population figures available from Municipal Affairs. It is likely that they will fluctuate slightly between this letter and the time of billing, so these totals are not set in stone.



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Again, thank you for your continued support. Your contribution to library service in the Peace Region is vitally important and benefits people, the community, and society at large.

Respectfully Yours,

A handwritten signature in cursive script, which appears to read "Carolyn Kolebaba".

Carolyn Kolebaba
Chair, Peace Library Board

Hard copy to follow by post