

**Town of Bon Accord
AGENDA
Committee of the Whole Meeting
October 25, 2023 5:00 p.m. in Council Chambers
Live streamed on Bon Accord YouTube Channel**

- 1. CALL TO ORDER AND LAND ACKNOWLEDGEMENT**
- 2. ADOPTION OF AGENDA**
- 3. UNFINISHED BUSINESS**
- 4. NEW BUSINESS**
 - 4.1. Budget Presentation (enclosure)**
- 5. BYLAWS/POLICIES/AGREEMENTS**
- 6. CLOSED SESSION**
- 7. ADJOURNMENT**

**TOWN OF BON ACCORD
REPORT TO COUNCIL**

Meeting:	Committee of the Whole Meeting
Meeting Date:	October 25, 2023
Presented by:	Falon Fayant, Corporate Services Manager
Title:	Budget Presentation
Agenda Item No.	4.1

BACKGROUND/PROPOSAL

Administration has prepared the 2024 Operating and Capital budget for Council's review.

DISCUSSION/OPTIONS/BENEFITS/DISADVANTAGES

This is the first review of the 2024 Operating and Capital Budget. Presentation is attached.

STRATEGIC ALIGNMENT

- The budget aligns with all aspects of Council's Strategic Plan.

COSTS/SOURCES OF FUNDING

2024 Operating and Capital Budget



2024 DRAFT Operating & Capital Budget

PRESENTED: OCTOBER 25, 2023; COMMITTEE OF THE WHOLE

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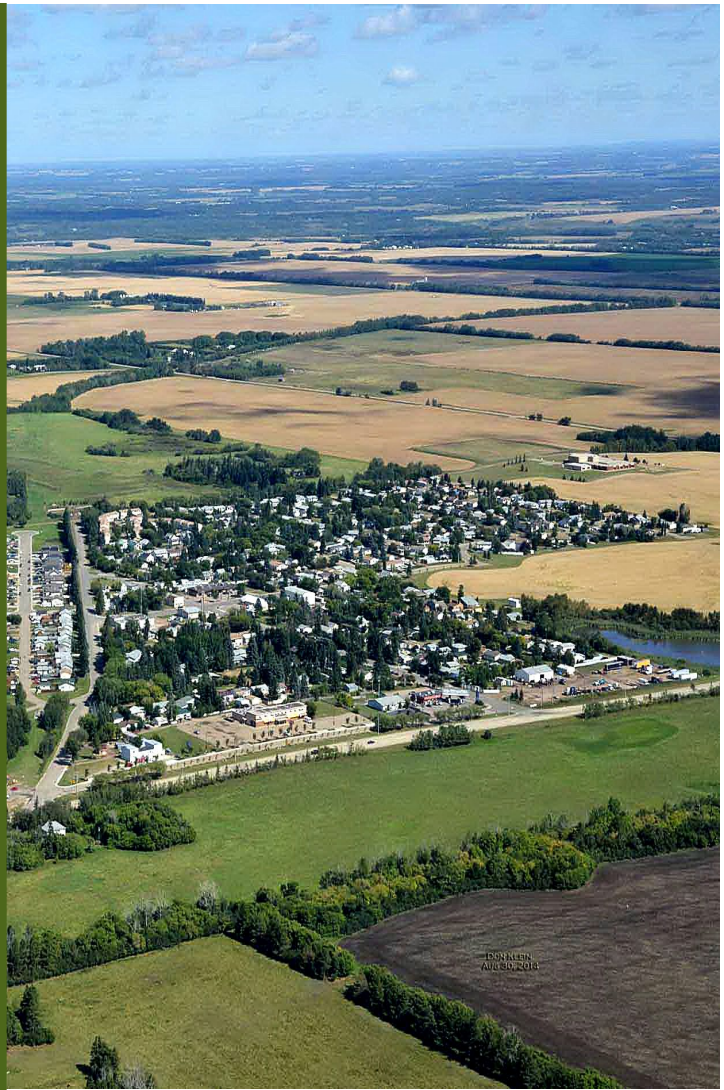
VISION

THE TOWN OF BON ACCORD PROMOTES A PROSPEROUS, RESIDENTIAL, AND INDUSTRIAL GROWTH COMMUNITY WHILE MAINTAINING A HOMETOWN FEELING.

TOWN OF BON ACCORD

MISSION

TO PROMOTE AND IMPROVE OUR QUALITY OF LIVING, ENHANCE OUR SENSE OF COMMUNITY, AND PRESERVE THE INTEGRITY OF OUR HOMETOWN VALUES WHILE GROWING INTO A TOWN THAT IS DIVERSE, PROSPEROUS AND WELCOMING TO NEW RESIDENTS, BUSINESSES, AND VISITORS.



Town of **Bon Accord**
building for tomorrow

INTEGRITY

PROFESSIONALISM

TRANSPARENCY



VALUES



COLLABORATION

STEWARDSHIP

SERVICE EXCELLENCE

PRIORITIES

PRIORITY #1: ECONOMY → THE TOWN OF BON ACCORD IS COMMITTED TO ACHIEVING STEADY GROWTH THROUGH RESIDENTIAL, COMMERCIAL, AND INDUSTRIAL DEVELOPMENT.

PRIORITY #2: COMMUNITY → THE RESIDENTS OF BON ACCORD LIVE IN A SAFE, CONNECTED, AND ATTRACTIVE COMMUNITY.

PRIORITY #3: INFRASTRUCTURE → THE TOWN OF BON ACCORD IS MAINTAINING AND IMPROVING ALL INFRASTRUCTURE IN A FISCALLY RESPONSIBLE MANNER.

PRIORITY #4: IDENTITY → BON ACCORD HAS A STRONG, POSITIVE IDENTITY AS AN ENVIRONMENTALLY PROGRESSIVE, FAMILY ORIENTED, WELCOMING COMMUNITY.

PRIORITY #5: COLLABORATION → THE TOWN OF BON ACCORD HAS STRONG, SUSTAINABLE RELATIONSHIPS TO ENHANCE MUNICIPAL PROGRAMS AND SERVICES.



Long-Term Strategy

The Town is still in the phases of long-term funding strategies.

In 2023, Council began to address the list of operating and capital requirements utilizing tax revenue, grants, surplus funds.

Projects include Centennial and Springbrook parks, the skateboard park, lighting in the public works yard, AV equipment for council chambers, and Zamboni repairs.

Council also reviewed strategies for long-term funding for 2024 through to 2028, which included utilizing reserves and grant funds available and implementing a tax planning strategy to replenish reserves over time.

Operational long-term strategies can allow for steady sustainability and growth:

- Manage inflation and maintain or grow service levels.
- Maintain and replace aging infrastructure.

Sources of revenue include taxes and user charges, grants and donations, sponsorships, and reserves.



2024 DRAFT Operating & Capital Budget

October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of INTEGRITY: A Town of great moral character that promotes consistency, truthfulness, and trust.



Budget Challenges & Drivers

- Continued increase in inflation for goods and services.
- RCMP Police funding is still a large cost for a smaller municipality.
 - \$88 K in 2024; this has been increasing by an average of 44% every year since 2020.
- Aging infrastructure and increased maintenance costs.
- Reductions in provincial grant funding.
- Limited sources of revenue.
- Balancing act between costs and revenue to maintain service levels and replace and repair aging infrastructure.
- Challenges with bylaw and development to overcome.

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STRATEGIC PLAN

Connection:

Values Statement of
TRANSPARENCY: Open
and accountable to
our residents and
encourage open
communication.



2024 Funding Assumptions

GRANTS:

- Assume that funding levels will remain consistent with the prior year, even though MSI is transitioning to LGFF, and the framework and funding levels have not been announced.
 - Assume that the operating grant level will remain consistent.

UTILITIES:

- Projected franchise fees to be within the delivery tariffs estimated by ATCO and Fortis.
- Water rate from water commission has no increase.
- Sewer rate from sewer commission to increase by \$0.23/m³.
- Water and sewer flow-through charges allocated to residents.
- Garbage collection fuel surcharge allocated to residents.

2024 DRAFT Operating & Capital Budget

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Connection:

Values Statement of
TRANSPARENCY: Open
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encourage open
communication.



BUDGET SUMMARY

2024

Budgeted Operating Revenue:
\$4,149,901

Budgeted Operating Expenses:
\$4,149,901

Municipal Taxation: \$2,122,931

2023

Budgeted Operating Revenue:
\$3,939,009

Budgeted Operating Expenses:
\$3,939,009

Municipal Taxation: \$2,029,237

\$93,694 (4.6% BUDGET increase over 2023)

Projected increase to Municipal Levy required: 2%

2024 DRAFT Operating & Capital Budget

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Committee of the Whole

STRATEGIC PLAN

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Values Statement of
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communication.



Municipal Services

Services provided by municipalities impact quality of life. These services are value for taxes, rates, fees, and charges.

These quality of life services are supported by key capital infrastructure and assets.

Services include water, wastewater, storm management systems, garbage collection, parks and recreation, fire, bylaw, and road maintenance.

These services “promote and improve our quality of living.”

Taxes, utility rates, fees, and charges are impacted by inflation, grant reductions, limited revenue sources, and aging infrastructure needs.

Services = Quality of Life
Quality of Life = Taxes, Utility Rates, Fees & Charges



2024 DRAFT Operating & Capital Budget

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Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
SERVICE EXCELLENCE:
Administration and
Council strive for the
highest standard of
service delivery and
governance.



Wages & Contributions



The 2024 Total Projected Wages are \$1,433,508.
This includes 14 FTEs (full-time equivalents) and 2.07
seasonal/temporary staff.
Total projected staff is 16.07.

The 2023 Total Budgeted Wages were \$1,369,419.
This included 13 FTEs (full-time equivalents) and 2.9
seasonal/temporary staff.
Total budgeted staff was 15.9.

Staffing Changes for 2024:

- Hiring a full-time administrative position to help with support.
- Not hiring an administrative summer student.
- Given current inflation increase, a cost of living adjustment of 2.5% for both staff and council are included in the budget.

Employee compensations and adjustments are related to
SERVICE EXCELLENCE.

STRATEGIC PLAN

Connection:

Values statement of PROFESSIONALISM: Administration and Council manage the affairs of Bon Accord in a competent, reliable manner, to maintain a safe and prosperous community to work and live.

SERVICE EXCELLENCE

Administration and Council strive for the highest standard of service delivery and governance.

Trained, experienced, & competent staff = Service Excellence

- Recognize staff for accomplishments and high quality of customer service.
- Foster staff well-being, promote health, safety, and morale.
- The Town can be an employer of choice and maintain high quality staff.



2024 DRAFT Operating & Capital Budget

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Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
SERVICE EXCELLENCE:
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service delivery and
governance.



Council

**2024 Projected Council NET
Budget is (\$129,874)**



Key Changes:

- Increase Council fees by 2.5% for cost-of-living adjustment.
- Increase to per diems – including creating a per diem line that is open to any Councillor use (per council resolution).
- Increase in mileage and subsistence.
- Increase in memberships and registration.
- Increase in insurance by an estimate of 10%.
- Addition of a business-use cell phone for the mayor and personal-use reimbursement for council.
- Supplies budget includes (5) new council chairs.

STRATEGIC PLAN

Connection:

Priority #5

Collaboration:

The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services.

2024 Budget Includes:

- Council fees with the 2.5% increase adjustment.
 - EOEP Courses 4 Councillors, 2 course ea.
 - Per diems for each councillor and the meetings and networking opportunities they attend.
 - Mileage and registration for meetings and conferences, golf tournaments, parades.
 - Council workshop.
 - Cell phone for the Mayor and personal allowances for Council.
 - Memberships and registrations: conferences, workshops, golf tournaments.
 - Insurance.
 - IT managed services.
 - Parade candy and council supplies.
 - Council Community Connections.
 - Coffee with a Cop
 - (5) New council chairs.
-
-





**Town of Bon Accord
COUNCIL
Operating Budget - By Object**

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
Total Revenue	-		
Expenses:			
COUNCIL - FEES & PER DIEMS	83,952	\$ 80,324.08	5%
COUNCIL - TRAINING & OTHER	13,170	\$ 10,590.12	24%
STAFFING COSTS - TRAINING & OTHER	6,875	\$ 6,825.00	1%
CONTRACTED SERVICES & RENTALS	4,562	\$ 4,562.00	0%
GOODS & SUPPLIES	3,100	\$ 3,100.00	0%
INSURANCE	2,296	\$ 1,200.00	91%
MEMBERSHIP & REGISTRATION	13,900	\$ 10,865.00	28%
Total Expenses	129,874	117,466	11%
Balance	-	- 117,466	11%
	0.00		

	DRAFT
	Budget Operating 2024
Training - up to 2 courses per Councillor per year	
Mayor Holden - (1) EOEP Course	375.00
Councillor Laing - (2) EOEP Courses	750.00
Councillor Larson - (2) EOEP Courses	750.00
Councillor Bidney - (2) EOEP Courses	750.00
TOTAL TRAINING	\$ 2,625.00
Per Diems	
Council Workshop - (1) day - All Council	750.00
Golf tournaments (3) golf tournaments - Larson, Bidney, Holden	1,350.00
EOEP Courses	1,050.00
Spring Municipal Leaders Caucus (2 days) - All Council	1,500.00
Fall ABMunis Conference (3) days - All Council	2,250.00
Brownlee Emerging Trends (1) day - All Council	750.00
Parades (6) - All Council	2,250.00
Northern Mayors Caucus - Mayor Holden	75.00
FCM Conference (June 6-9) - 2 Councillors	1,200.00
Edmonton Salutes Meetings - Councillor Laing	900.00
Homeland Housing Board Meeting - Councillor Bidney	900.00
Infrastructure and Transportation - Councillor Bidney	150.00
FCSSAA Conference - Deputy Mayor May	450.00
NLLS Meeting	600.00
Sturgeon Victim Services	450.00
NLLS Conference	300.00
Regional Emergency Advisory Committee - Councillor Larson	300.00
Per diem contingency for ad-hoc opportunities in the year	4,500.00
TOTAL PER DIEMS	\$ 19,725.00
Registrations and Memberships	
ABMunis Membership	2,500.00
FCM Membership	550.00

Golf Tournaments: Redwater, Sturgeon, Gibbons	2,250.00
<i>Mayor Holden, Councillors Larson, Bidney to attend</i>	
Brownlee Emerging Trends (1) day - All Council	750.00
Spring Municipal Leaders Caucus (2 days) - All Council	1,000.00
Fall ABMunis Conference (3) days - All Council	3,250.00
FCSSAA Conference - Deputy Mayor May	500.00
FCM Conference (June 6-9) - 2 councillors	1,800.00
EDA Dinner and Awards (per Council resolution)	300.00
Registration contingency for unknown opportunities	1,000.00
TOTAL REGISTRATIONS AND MEMBERSHIPS	\$ 13,900.00
Mileage and Subsistence	
EOEP Course Mileage	390.00
Golf Tournament Mileage	187.00
Parade Mileage	659.00
Conference Mileage	2,108.00
Fall ABMunis Conference Hotel - Red Deer	3,750.00
FCM Conference Hotel - Calgary	2,250.00
FCSSAA Conference Hotel - Edmonton	750.00
Parking	300.00
Per diem meetings mileage	1,776.00
TOTAL MILEAGE AND SUBSISTENCE	\$ 12,170.00



**Town of Bon Accord
ELECTION
Operating Budget - By Object**

	DRAFT	FINAL	
	Budget	Budget	
	Operating	Operating	Variance %
	2024	2023	
Revenue:			
Total Revenue	-	-	#DIV/0!
Expenses:			
CONTRACTED SERVICES & RENTALS	500	500	0%
GOODS & SUPPLIES	1,500	1,500	0%
MEMBERSHIP & REGISTRATION	-	-	#DIV/0!
PROFESSIONAL FEES	-	-	#DIV/0!
Total Expenses	2,000	2,000	0%
Balance	-	2,000	0%

0.00

2024 DRAFT Operating & Capital Budget

October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
STEWARDSHIP:
Administration and
Council embody the
responsible planning
and management of
our resources.



Administration

**2024 Projected Administration
NET Budget is (\$632,403)**



Key Changes:

- Revenue includes the basement rental from the Out of School Care agreement.
 - This revenue is transferred to a restricted reserve to improve accessibility for the building. E.g. lift to the basement in future years.
- Reduction in audit fees (per quote from request for proposals in 2023).
- Increase in legal fees.
- Insurance estimated at a 10% increase.
- Building maintenance includes window replacement in the administration building.
 - Aging infrastructure requires increased maintenance and repair.
- Small increase in natural gas as well as an increase in the power solar credit.
- (1) Additional staff for support.

STRATEGIC PLAN

Connection:

Values Statement of PROFESSIONALISM: Administration and Council manage the affairs of Bon Accord in a competent, reliable manner, to maintain a safe and prosperous community to work and live.

2024 Budget Includes:

- Revenue which includes:
 - Fees for tax certificates.
 - Landfill permit replacement costs.
 - NSF fees.
 - EV (Electric Vehicle) charging revenue.
 - Staff training and conferences – increase knowledge and collaboration opportunities.
 - Postage and copies, office equipment leases and office supplies.
 - Utilities – cell phones, office phones, power, and gas.
 - Audit services.
 - Assessment services.
 - EV Charging stations maintenance fees.
 - Cleaning services.
 - Software annual fees.
 - Building maintenance.
-
-





**Town of Bon Accord
ADMINISTRATION
Operating Budget - By Object**

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	18,015	3,615	398%
GRANTS	-	1,500	-100%
Total Revenue	18,015	5,115	252%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	381,568	332,814	15%
STAFFING COSTS - TRAINING & OTHER	16,104	11,737	37%
CONTRACTED SERVICES & RENTALS	84,893	74,980	13%
GOODS & SUPPLIES	13,220	13,008	2%
INSURANCE	20,424	18,000	13%
MEMBERSHIP & REGISTRATION	7,625	9,080	-16%
OTHER - FINANCE CHARGES	3,180	3,645	-13%
POSTAGE & COPIES	2,800	2,700	4%
PROFESSIONAL FEES	38,776	41,192	-6%
REPAIRS & MAINTENANCE	13,500	9,850	37%
UTILITIES	7,634	7,486	2%
DEBENTURES	6,295	6,296	0%
AMORTIZATION	30,000	30,000	0%
TRANSFER TO RESERVES	24,400	10,000	144%
Total Expenses	650,418	570,787	14%
Balance	- 632,403	- 565,672	12%

0.00

2024 DRAFT Operating & Capital Budget

October 25, 2023

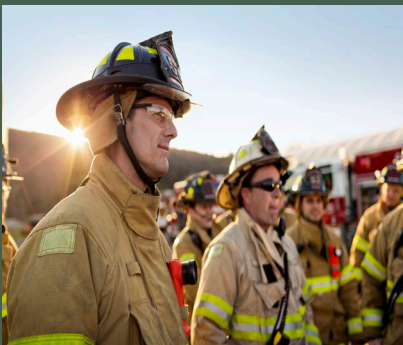
Committee of the Whole

STRATEGIC PLAN

Connection:

Priority #2

Community: The residents of Bon Accord live in a safe, connected, and attractive community.



Fire

2024 Projected Fire
NET Budget is (\$37,667)



Key Changes:

- Increase to contracted fire support from Sturgeon County per the agreement 2% or CPI, whichever is greater.
- Increase to the fire hall rent, per the agreement 2% or CPI, whichever is greater.

STRATEGIC PLAN

Connection:

Priority #2 Community:
The residents of Bon Accord live in a safe, connected, and attractive community.

GOAL → Safety:

Continue to support fire services by collaborating on fire safety awareness and initiatives as well as fostering a strong working relationship with the fire department as a vital community safety partner.

2024 Budget Includes:

- Fire hall rental from Sturgeon County Agreement.
 - Fire services fees paid to Sturgeon County.
 - Fire hall telephone and internet.
 - Parkland County dispatch fees.
 - Building maintenance.
 - Power and gas utility allocation.
 - Fire transfer to reserves.
-
-





Town of Bon Accord
FIRE
Operating Budget - By Object

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	10,149	9,661	5%
Total Revenue	10,149	9,661	5%
Expenses:			
CONTRACTED SERVICES & RENTALS	34,056	32,575	5%
REPAIRS & MAINTENANCE	2,000	1,500	33%
UTILITIES	1,761	1,905	-8%
TRANSFER TO RESERVES	10,000	10,000	0%
Total Expenses	47,817	45,980	4%
Balance	- 37,667	- 36,319	4%

0.00

2024 DRAFT Operating & Capital Budget

October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Priority #5

Collaboration: The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services.



Emergency Management

2024 Projected Emergency Management

NET Budget is (\$23,878)



Key Changes:

- Projection of increase to SREMP membership by inflationary costs of 3%.
- Increase supplies for emergency management/OH&S related supplies.
- Increase to contracted services for an emergency management consultant to work with staff on improving standard operating procedures (SOPs) and safety related policies and procedures.

STRATEGIC PLAN

Connection:

Priority #5

Collaboration: The Town of Bon Accord has strong, sustainable relationships to enhance municipal programs and services.

GOAL: Continue to build strong relationships with community organizations, local businesses, and private stakeholders to identify opportunities for collaboration.

2024 Budget Includes:

- Mileage and subsistence allowance for SREMP courses.
- SREMP membership.
- Safety supplies – OH &S supplies and maintenance.
- Safety consultant.





Town of Bon Accord
EMERGENCY MANAGEMENT
Operating Budget - By Object

	DRAFT	FINAL	
	Budget Operating 2024	Budget Operating 2023	Variance %
Revenue:			
Total Revenue	-	-	
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	10,408	9,648	8%
STAFFING COSTS - TRAINING & OTHER	250	250	0%
GOODS & SUPPLIES	1,000	600	67%
MEMBERSHIP & REGISTRATION	5,919	5,747	3%
PROFESSIONAL FEES	6,300	-	#DIV/0!
Total Expenses	23,878	16,245	47%
Balance	-	23,878	-
		-	16,245
			47%

0.00

2024 DRAFT Operating & Capital Budget

October 25, 2023

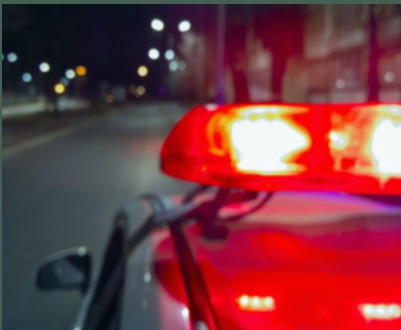
Committee of the Whole

STRATEGIC PLAN

Connection:

Priority #2

Community: The residents of Bon Accord live in a safe, connected, and attractive community.



Bylaw Services

2024 Projected Bylaw Services
NET Budget is (\$87,080)



Key Changes:

- Addition of a legal budget to address bylaw related issues.
- Inflationary increased to the Bylaw Services Agreement; increases are 2% or CPI, whichever is greater. The budget reflects an estimate of 3%.

STRATEGIC PLAN

Connection:

Priority #2 Community:
The residents of Bon Accord live in a safe, connected, and attractive community.

GOAL: Safety →

- Continue to work closely with the RCMP to support joint community safety initiatives, crime prevention, and enhanced police presence/visibility in Bon Accord.
- Conduct a bylaw review with Sturgeon County bylaw services to determine if bylaw amendments are required.

2024 Budget Includes:

- Revenue which includes:
 - Fines distributions from the province.
 - Pet licenses.
 - A portion of the MSI Operating grant.
 - RCMP Police Funding (\$87,843)
 - Bylaw services agreement which includes animal control.
 - Pet tag supplies.
 - Legal fees.
-
-





**Town of Bon Accord
BYLAW
Operating Budget - By Object**

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	3,050	3,050	0%
GRANTS	42,042	42,042	0%
Total Revenue	45,092	45,092	0%
Expenses:			
CONTRACTED SERVICES & RENTALS	132,012	129,885	2%
GOODS & SUPPLIES	160	160	0%
PROFESSIONAL FEES	10,000	-	#DIV/0!
Total Expenses	142,172	130,045	9%
Balance	- 97,080	- 84,953	14%

0.00

2024 DRAFT Operating & Capital Budget

October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of STEWARDSHIP: Administration and Council embody the responsible planning and management of our resources.



Storm

2024 Projected Administration
NET Budget is (\$61,979)



Key Changes:

- Increase to transfer to reserves from the capital rate rider.
- Slight increase in allocation of public works time in salaries and contributions due to responding and managing more to storm related projects.

STRATEGIC PLAN

Connection:

Priority #3 Infrastructure:
The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

GOAL:

- Review engineering recommendations for existing core infrastructure and develop plans for implementation using a multi-phased approach.
- Continue to assess core infrastructure for needed maintenance and upgrade requirements.

2024 Budget Includes:

- Supplies for storm culverts and maintenance.
 - Transfer to reserves for storm management.
-
-





Town of Bon Accord
STORM
Operating Budget - By Object

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
Total Revenue	-	-	

Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	30,696	18,334	67%
FUEL	-	-	#DIV/0!
GOODS & SUPPLIES	1,000	1,000	0%
AMORTIZATION	10,000	10,000	0%
TRANSFER TO RESERVES	20,283	18,594	9%
Total Expenses	61,979	47,928	29%

Balance	-	61,979	-	47,928	29%
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0.00

2024 DRAFT Operating & Capital Budget

October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Priority #3 Infrastructure:
The Town of Bon Accord
is maintaining and
improving all
infrastructure in a fiscally
responsible manner.



Roads

2024 Projected Roads NET Budget
is (\$623,997)



Key Changes:

- Estimated 10% increase to insurance.
- Contracted services increase; inflationary costs.
- No transfers to capital in 2024.

STRATEGIC PLAN

Connection:

Priority #3 Infrastructure:
The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

GOAL:

- Review engineering recommendations for existing core infrastructure and develop plans for implementation using a multi-phased approach.
- Continue to assess core infrastructure for needed maintenance and upgrade requirements.

2024 Budget Includes:

- Revenue which includes:
 - Portion of the MSI Operating grant.
- GIS system allocation.
- Utilities – telephone, power, gas.
- Allocation for office equipment leases.
- Dust control and road sweeping.
 - Does not include dust control for LS Road – this would be an additional \$3,500 for a one-time application.
- Asphalt patching and line painting.
- Spray patching and crack seal, gravel.
- Equipment and vehicle maintenance – snow blades, equipment repairs, etc.
- Sand and salt.
- Safety PPE.
- Fuel.
- Transfer to reserves.





Town of Bon Accord
ROADS
Operating Budget - By Object

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	-	-	#DIV/0!
GRANTS	8,800	8,800	0%
Total Revenue	8,800	8,800	0%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	161,940	142,652	14%
STAFFING COSTS - TRAINING & OTHER	1,700	3,000	-43%
CONTRACTED SERVICES & RENTALS	78,950	72,313	9%
FUEL	32,920	33,114	-1%
GOODS & SUPPLIES	39,965	37,465	7%
INSURANCE	13,709	12,463	10%
MEMBERSHIP & REGISTRATION	-	-	#DIV/0!
POSTAGE & COPIES	700	675	4%
REPAIRS & MAINTENANCE	14,500	14,500	0%
UTILITIES	54,527	55,049	-1%
DEBENTURES	18,886	18,886	0%
AMORTIZATION	190,000	190,000	0%
TRANSFER TO CAPITAL	-	20,000	-100%
TRANSFER TO RESERVES	25,000	25,000	0%
Total Expenses	632,797	625,117	1%
Balance	- 623,997	- 616,317	1%

0.00

2024 DRAFT Operating & Capital Budget

October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Priority #3 Infrastructure:
The Town of Bon Accord
is maintaining and
improving all
infrastructure in a fiscally
responsible manner.



Water

**2024 Projected Water NET
Budget is (\$146,036)**



Key Changes:

- Decrease in sales of goods and services due to a projected decrease in consumption.
- Decrease in training due to timing of certification requirements.
- Decrease in water purchases in correlation to the projected usage decrease.
- Slightly higher power solar credits and rate savings – Power+ program with ABMunis.
- Higher transfer to reserves due to the capital rate rider.

STRATEGIC PLAN

Connection:

Priority #3

Infrastructure: The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

Strategic Action: Implement the asset management plan and reflect this plan in operational budgets (preventative maintenance) and capital budgets (replacement or improvement projects).

2024 Budget Includes:

- Revenue which includes:
 - Sales of water; Capital Region Northeast Water Services Commission will be proposing no increase to the board (*unapproved to date*).
 - Bulk water sales
- Training courses and certification CEUs for Water and Wastewater.
- Utilities – telephone, power, gas.
- Flowpoint service charges for bulk water customer transactions.
- Munisight GIS services allocation.
- Office equipment lease allocations.
- Parts for repairs and maintenance.
- Water meters and mxu's
- Water purchases.
- Reservoir debenture payments.
- Transfer to reserves.





Town of Bon Accord
WATER
Operating Budget - By Object

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	535,307	557,043	-4%
GRANTS	8,800	8,800	0%
Total Revenue	544,107	565,843	-4%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	134,991	113,671	19%
STAFFING COSTS - TRAINING & OTHER	2,100	5,205	-60%
CONTRACTED SERVICES & RENTALS	56,020	54,550	3%
FUEL	-	-	#DIV/0!
GOODS & SUPPLIES	21,328	19,328	10%
INSURANCE	7,398	6,725	10%
MEMBERSHIP & REGISTRATION	477	857	-44%
OTHER - UTILITY SUPPLY PURCHASES	214,500	217,000	-1%
POSTAGE & COPIES	700	675	4%
UTILITIES	- 9,307	- 4,379	113%
BAD DEBTS	1,000	1,000	0%
DEBENTURES	106,392	106,394	0%
AMORTIZATION	120,000	120,000	0%
TRANSFER TO RESERVES	34,544	23,594	46%
Total Expenses	690,143	664,620	4%
Balance	- 146,036	- 98,777	48%

0.00

2024 DRAFT Operating & Capital Budget

October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
SERVICE EXCELLENCE:
Administration and
Council strive for the
highest standard of
service delivery and
governance.



Sewer

2024 Projected Sewer

NET Budget is (\$132,874)



Key Changes:

- Rate increase from Arrow Utilities of \$0.23 (from \$1.50 m3 to \$1.73 m3).
- Contracted services include the lift station inspection, which must be completed every two years.
- Transfer to reserves increase due to the capital rate rider portion.

STRATEGIC PLAN

Connection:

Priority #3 Infrastructure:
The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

GOAL: Assessment and Planning → Continue to assess core infrastructure for needed maintenance and upgrade requirements.

Funding Strategies:
Implement continual improvement strategies including service inventory, annual fees and charges review, alternative service delivery options, and long-term tax strategy.

2024 Budget Includes:

- Revenue which includes:
 - Sewer sales – rate increased by the \$0.23 flow-through cost from Arrow Utilities.
- Operator training for water/wastewater certification.
- Utilities – telephone, water, gas.
- Munisight GIS allocation.
- Main and service line inspection and repair.
- Camera lines and re-line.
- Wet well cleaning.
- Lift station inspection.
- Office equipment lease allocation.
- Supplies for repair and maintenance, gas monitors and calibration.
- Transfer to reserves, including funds from new capital rate rider.





Town of
Bon Accord
building for tomorrow

Town of Bon Accord
SEWER
Operating Budget - By Object

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	341,686	340,346	0%
Total Revenue	341,686	340,346	0%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	105,464	89,117	18%
STAFFING COSTS - TRAINING & OTHER	2,100	3,500	-40%
CONTRACTED SERVICES & RENTALS	64,420	57,616	12%
FUEL	-	-	#DIV/0!
GOODS & SUPPLIES	6,828	7,328	-7%
INSURANCE	2,530	2,300	10%
MEMBERSHIP & REGISTRATION	-	-	#DIV/0!
OTHER - UTILITY SUPPLY PURCHASES	162,000	135,000	20%
POSTAGE & COPIES	700	675	4%
UTILITIES	4,349	2,145	103%
DEBENTURES	18,886	18,886	0%
AMORTIZATION	82,000	82,000	0%
TRANSFER TO RESERVES	25,283	23,594	7%
Total Expenses	474,560	422,161	12%
Balance	- 132,874	- 81,815	62%

0.00

In 2023, a capital rate rider was introduced to the utility billing to help add to reserves to save for key infrastructure. The fee was \$0.50 per resident for water and \$1.00 per resident for sewer, half of which was allocated towards storm management.

The idea was to continue a small increase per year for continual, additional revenue growth towards key infrastructure. A proactive versus reactive strategy.

The 2024 budget proposes the capital rate rider as \$1.00 per resident for water and \$1.50 per resident for sewer, half of which would be allocated towards storm management.



2024 DRAFT Operating & Capital Budget

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Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
STEWARDSHIP:
Administration and
Council embody the
responsible planning
and management of
our resources.



Garbage

**2024 Projected Garbage
NET Budget is (\$31,857)**



Key Changes:

- Increase in contracted services for GFL Environmental for the fuel surcharge.
- Increase in revenue for the flow-through cost increase from GFL.

STRATEGIC PLAN

Connection:

Priority #2 Community:
The residents of Bon Accord live in a safe, connected, and attractive community.

GOAL: Encourage residents to maintain tidy and attractive properties.

2024 Budget Includes:

- Revenue which includes:
 - Garbage collection sales.
 - Office equipment lease allocation
 - Contract charges for waste collection
 - Landfill charges
-
-





Town of Bon Accord
GARBAGE
Operating Budget - By Object

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	99,872	84,321	18%
Total Revenue	99,872	84,321	18%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	22,037	18,984	16%
CONTRACTED SERVICES & RENTALS	406	406	0%
GOODS & SUPPLIES	178	178	0%
OTHER - UTILITY SUPPLY PURCHASES	108,307	99,000	9%
POSTAGE & COPIES	700	675	4%
UTILITIES	101	101	0%
Total Expenses	131,729	119,344	10%
Balance	- 31,857	- 35,023	-9%

0.00



Town of
Bon Accord
building for tomorrow

Utility Bill Comparison for 2024 Budget

RESIDENTIAL	2024	2023	Difference
Monthly Consumption (based on 12m ³ /month)			
- Water (No Increase \$3.30/m ³)	\$ 39.60	\$ 39.60	\$ -
- Sewage (Increase from \$3.03 to \$3.26/m ³)	\$ 39.12	\$ 36.36	\$ 2.76
Water Service Charge & Capital Rider	\$ 12.00	\$ 11.50	\$ 0.50
Sewer Service Charge & Capital Rider	\$ 12.50	\$ 12.00	\$ 0.50
Garbage	\$ 16.02	\$ 13.49	\$ 2.53
Per Month	\$ 119.24	\$ 112.95	\$ 6.29
Per Year	\$ 1,430.88	\$ 1,355.40	\$ 75.48

COMMERCIAL	2024	2023	Difference
Monthly Consumption (based on 35m ³ /month)			
- Water (No Increase \$3.25/m ³)	\$ 113.75	\$ 113.75	\$ -
- Sewage (Increase from \$2.98 to \$3.21/m ³)	\$ 112.35	\$ 104.30	\$ 8.05
Water Service Charge & Capital Rider	\$ 17.00	\$ 16.50	\$ 0.50
Sewer Service Charge & Capital Rider	\$ 17.50	\$ 17.00	\$ 0.50
Per Month	\$ 260.60	\$ 251.55	\$ 9.05
Per Year	\$ 3,127.20	\$ 3,018.60	\$ 108.60

INSTITUTIONAL	2024	2023	Difference
Monthly Consumption (based on 75m ³ /month)			
- Water (No Increase \$3.25/m ³)	\$ 243.75	\$ 243.75	\$ -
- Sewage (Increase from \$2.98 to \$3.21/m ³)	\$ 240.75	\$ 223.50	\$ 17.25
Water Service Charge & Capital Rider	\$ 22.00	\$ 21.50	\$ 0.50
Sewer Service Charge & Capital Rider	\$ 22.50	\$ 22.00	\$ 0.50
Per Month	\$ 529.00	\$ 510.75	\$ 18.25
Per Year	\$ 6,348.00	\$ 6,129.00	\$ 219.00

2024 DRAFT Operating & Capital Budget

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STRATEGIC PLAN

Connection:

Values Statement of
SERVICE EXCELLENCE:
Administration and
Council strive for the
highest standard of
service delivery and
governance.



Cemetery

2024 Projected Cemetery
NET Budget is (\$8,057)



Key Changes:

- Increase in allocation from salaries – there has been an increase in the administration and management of the cemetery as more plots are sold and more burials occur.

STRATEGIC PLAN

Connection:

Priority #2 Community:
The residents of Bon Accord live in a safe, connected, and attractive community.

2024 Budget Includes:

- Revenue which includes:
 - Open and close sales.
 - Plot sales.
 - Western Canada Cemetery Association membership and conference.
 - Maintenance and repairs for the cemetery.
 - Parts and supplies.
-
-





Town of Bon Accord
CEMETERY
Operating Budget - By Object

	DRAFT	FINAL	
	Budget		
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	8,000	8,000	0%
Total Revenue	8,000	8,000	0%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	10,736	6,638	62%
CONTRACTED SERVICES & RENTALS	4,071	2,946	38%
GOODS & SUPPLIES	1,000	1,000	0%
REPAIRS & MAINTENANCE	-	-	#DIV/0!
AMORTIZATION	250	250	0%
Total Expenses	16,057	10,834	48%
Balance	- 8,057	- 2,834	184%

0.00

2024 DRAFT Operating & Capital Budget

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STRATEGIC PLAN

Connection:

Priority #2

Community: The residents of Bon Accord live in a safe, connected, and attractive community.



Parks

2024 Projected Parks

NET Budget is (\$113,074)



Key Changes:

- Increase in Sturgeon Recreation funding by 2% or CPI, whichever is greater – the budget estimates 3%.
- Contracted services include tree maintenance budget and shale for the baseball diamonds.
- Rental includes portable toilets, including a possible accessible toilet for Centennial Park.
- Cell phone allowance for summer parks staff, as they need to be available by phone.
- Municipal Experts quote for sponsorship and naming rights (split between parks and arena).

STRATEGIC PLAN

Connection:

Priority #3 Infrastructure:
The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

GOAL: Assess community recreation infrastructure and solidify plans for future recreational infrastructure.

2024 Budget Includes:

- Revenue which includes:
 - Sturgeon Recreation Grant and Canada Summer Jobs Grant.
- Training and conferences – Alberta Recreation Facilities Personnel and Alberta Recreation & Parks Association.
- Pesticide applicator renewal certification.
- Office equipment lease allocation.
- Soccer line painting.
- Portable toilet rentals.
- Fuel.
- Parts and supplies for parks. maintenance – dog pickup bags, baseball field chalk etc.





**Town of Bon Accord
PARKS
Operating Budget - By Object**

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	950	950	0%
DONATIONS	-	-	#DIV/0!
TRANSFER FROM RESERVES	-	1,300	-100%
GRANTS	57,358	54,528	5%
Total Revenue	58,308	56,778	3%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	113,597	115,212	-1%
STAFFING COSTS - TRAINING & OTHER	1,368	422	224%
CONTRACTED SERVICES & RENTALS	33,452	13,822	142%
FUEL	3,500	3,500	0%
GOODS & SUPPLIES	12,550	10,050	25%
MEMBERSHIP & REGISTRATION	975	448	118%
UTILITIES	160	-	#DIV/0!
DEBENTURES	5,780	5,781	
Total Expenses	171,382	149,235	15%
Balance	- 113,074	- 92,457	22%

0.00

2024 DRAFT Operating & Capital Budget

October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of STEWARDSHIP: Administration and Council embody the responsible planning and management of our resources.



Arena

**2024 Projected Arena
NET Budget is (\$89,319)**



Key Changes:

- Decrease in salaries and contributions due to a change in department structure. Arena falls within infrastructure instead of community services.
- Increase in the Sturgeon Recreation Grant funding of 2% or CPI, whichever is great; budget estimates 3%.
- Increase in insurance by 10%.
- Transfer to capital for upgrades to the security system.
- Municipal Experts quote for sponsorship and naming rights (split between parks and arena).

STRATEGIC PLAN

Connection:

Priority # 3 Infrastructure:
The Town of Bon Accord is maintaining and improving all infrastructure in a fiscally responsible manner.

GOAL: Continue to assess core infrastructure for needed maintenance and upgrade requirements.

2024 Budget Includes:

- Revenue which includes:
 - Ice rentals.
 - Sturgeon Recreation Grant.
- Utilities – telephone, power, gas.
- Alberta Boilers Safety Association and Alberta Recreation Facility and Parks Association memberships.
- Start-up costs and annual ice maintenance fee.
- Lift inspection and permit.
- Zamboni parts and maintenance.
- Duct cleaning.
- Office equipment lease and supplies allocation.





Town of Bon Accord
ARENA
Operating Budget - By Object

	DRAFT	FINAL	
	Budget		
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	160,000	160,000	0%
TRANSFER FROM RESERVES	-	4,900	-100%
GRANTS	88,716	84,845	5%
Total Revenue	248,716	249,745	0%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	160,827	213,470	-25%
STAFFING COSTS - TRAINING & OTHER	2,664	422	531%
CONTRACTED SERVICES & RENTALS	58,299	62,777	-7%
GOODS & SUPPLIES	5,500	1,000	450%
INSURANCE	14,424	13,113	10%
MEMBERSHIP & REGISTRATION	1,044	574	82%
REPAIRS & MAINTENANCE	1,500	-	#DIV/0!
UTILITIES	28,688	21,539	33%
DEBENTURES	57,938	59,421	-2%
TRANSFER TO CAPITAL	7,151	-	#DIV/0!
Total Expenses	338,035	372,315	-9%
Balance	- 89,319	- 122,570	-27%

0.00

2024 DRAFT Operating & Capital Budget

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STRATEGIC PLAN

Connection:

Values Statement of STEWARDSHIP: Administration and Council embody the responsible planning and management of our resources.



Economic Development

**2024 Projected Economic
Development NET Budget is
(\$88,541)**



Key Changes:

- Decrease in salaries and contributions.
- Decrease in memberships and registrations. Conducted a review of those that were most beneficial versus those that provided no benefit.

STRATEGIC PLAN

Connection:

Priority #4 Identity: Bon Accord has a strong, positive identity as an environmentally progressive, family oriented, welcoming community.

GOAL: Seek out innovative marketing and promotion strategies for development of the brand.

Strategic Action: Identify affordable and effective marketing tools.

2024 Budget Includes:

- Revenue which includes:
 - Trade advertising opportunity with Mix 107.9
- Staff training and conferences – increase knowledge and collaboration opportunities.
- Advertising – Go East, Postmedia
- Chamber of Commerce awards.
- Postage and copies, office equipment leases and office supplies.
- 2nd step of Economic Development Strategy.
- Munisight Townfolio.
- Utilities - power and gas allocations.





**Town of Bon Accord
DEVELOPMENT
Operating Budget - By Object**

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	5,850	5,850	0%
Total Revenue	5,850	5,850	0%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	52,942	70,242	-25%
STAFFING COSTS - TRAINING & OTHER	2,530	3,000	-16%
CONTRACTED SERVICES & RENTALS	16,485	14,882	11%
GOODS & SUPPLIES	1,307	357	266%
MEMBERSHIP & REGISTRATION	2,310	5,000	-54%
POSTAGE & COPIES	100	1,000	-90%
PROFESSIONAL FEES	13,880	10,850	28%
UTILITIES	4,837	4,711	3%
Total Expenses	94,391	110,042	-14%
Balance	- 88,541	- 104,192	-15%

0.00

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Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
STEWARDSHIP:
Administration and
Council embody the
responsible planning
and management of
our resources.



Planning

**2024 Projected Planning
NET Budget is (\$130,050)**



Key Changes:

- Decrease in salaries and contributions.
- Increase in training.
- Decrease in advertising.
- Increase in legal to respond to bylaw matters.
- Decrease in contracted services – removed the offsite levy.

STRATEGIC PLAN

Connection:

Priority #1 Economy: The Town of Bon Accord is committed to achieving steady growth through residential, commercial, and industrial development.

GOAL: Develop innovative and creative strategies to create new residential, commercial, and industrial growth.

2024 Budget Includes:

- Revenue which includes:
 - Fees for compliance certificates.
 - Business licenses.
 - Development permits.
- Staff training and conferences – increase knowledge and collaboration opportunities.
- Postage and copies, office equipment leases and office supplies.
- Utilities – cell phones, office phones, power, and gas.
- Municipal Planning Services.
- Website
- Capital Region Assessment Services – permits.





Town of Bon Accord
PLANNING
Operating Budget - By Object

	DRAFT	FINAL	
	Budget Operating 2024	Budget Operating 2023	Variance %
Revenue:			
USER FEES	7,000	7,500	-7%
Total Revenue	7,000	7,500	-7%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	52,942	70,242	-25%
STAFFING COSTS - TRAINING & OTHER	4,655	1,000	366%
CONTRACTED SERVICES & RENTALS	27,823	65,882	-58%
GOODS & SUPPLIES	1,378	428	222%
MEMBERSHIP & REGISTRATION	1,980	2,016	-2%
PROFESSIONAL FEES	35,000	15,000	133%
UTILITIES	682	961	-29%
DEBENTURES	12,590	12,592	0%
Total Expenses	137,050	168,121	-18%
Balance	- 130,050	- 160,621	-19%

0.00

2024 DRAFT Operating & Capital Budget

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Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
SERVICE EXCELLENCE:
Administration and
Council embody the
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and management of
our resources.



FCSS

**2024 Projected FCSS
NET Budget is (\$79,540)**



Key Changes:

- Increase in revenue due to increase in cost-recovered programs and services (i.e. PD Day programming, Fall & Spring Break programming, Art Nights Out, Parent's Night Out).
- Increase in salary and contributions – department changes between community services and infrastructure meaning an adjustment in allocations.
- Increase in supplies to cover the new programming and services, however this increase is offset by the increase in revenue.

STRATEGIC PLAN

Connection:

Priority #2 Community:
The residents of Bon Accord live in a safe, connected, and attractive community.

GOAL: Continue to offer community events, programs and services that create opportunities for community connections and encourage volunteerism.

Continue to develop enhanced public communication strategies to ensure that residents are well informed of community events, programs, and services.

Continue to foster strong relationships with non-profit and/or community organizations.

2024 Budget Includes:

- Revenue which includes:
 - Program fees.
 - FCSS Grant.
 - Canada Summer Jobs Grant.
 - Goal of \$1,000 sponsorships.
 - Staff training and conferences – increase knowledge and collaboration opportunities.
 - Postage and copies, office equipment leases and office supplies.
 - Utilities allocation – cell phones, office phones, power, and gas.
 - Program advertising.
 - Program supplies including:
 - Youth programming
 - Winter Wonder-Fest
 - Arts Night Out
 - Bon Accord Connects
 - Educational Sessions
 - Seniors Connect
 - National Indigenous Day and National Truth and Reconciliation Day
 - Family Day
 - Parents Night Out
 - Easter Egg Hunt.
 - Babysitters & Home Alone courses.
-
-



**Town of Bon Accord
FCSS
Operating Budget - By Object**

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	14,150	1,800	686%
GRANTS	47,393	44,481	7%
Total Revenue	61,543	46,281	33%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	80,839	53,282	52%
STAFFING COSTS - TRAINING & OTHER	6,566	2,300	185%
CONTRACTED SERVICES & RENTALS	10,084	10,865	-7%
GOODS & SUPPLIES	35,913	19,033	89%
INSURANCE	300	300	0%
MEMBERSHIP & REGISTRATION	2,262	1,637	38%
OTHER - LIBRARY GRANT & OTHER COMMUNITY GR	2,900	2,950	-2%
POSTAGE & COPIES	350	338	4%
UTILITIES	1,869	2,801	-33%
Total Expenses	141,083	93,506	51%
Balance	- 79,540	- 47,225	68%

0.00

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Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
STEWARDSHIP:
Administration and
Council embody the
responsible planning
and management of
our resources.



Recreation

2024 Projected Recreation NET Budget is (\$44,145)



Key Changes:

- Increase in revenue due to increase in cost-recovered programs and services (i.e. Adult field trips and Date Night Events).
- Decrease in salaries and contributions – changes to infrastructure and community services departments from 2023.
- Increase in contracted services:
 - Includes the new programming offset by the increase in revenue.
 - Includes \$5,500 for Canada Day fireworks. (A total of \$11,000 for fireworks for the year including Harvest Days).
 - Includes both large item pickup and Shred-it event.
 - Increase in Music in the Park for mileage for Two Bad Apples.
 - Community enhancement supplies include outdoor banner replacement and replacement of wooden barrel planters.
- Increase in travel and subsistence includes CiB judging day (accommodations, breakfast, lunch).

STRATEGIC PLAN

Connection:

Priority #2 Community:
The residents of Bon Accord live in a safe, connected, and attractive community.

GOAL: Continue to support and promote Communities in Bloom initiatives by maintaining annual funding and developing opportunities for collaboration or partnership with the CiB volunteer group.

Continue to offer community events, programs and services that create opportunities for community connections and encourage volunteerism.

Continue to develop enhanced public communication strategies to ensure that residents are well informed of community events, programs, and services.

Continue to foster strong relationships with non-profit and/or community organizations.

2024 Budget Includes:

- Revenue which includes:
 - Adult programming revenue.
 - Music in the Park sponsorships.
 - Sturgeon Recreation Funding.
 - Staff training and conferences – increase knowledge and collaboration opportunities.
 - Postage and copies, office equipment leases and office supplies.
 - Utilities – cell phones, office phones, power, and gas.
 - Communities in Bloom registration and expenses.
 - Alberta Recreation and Parks Association memberships.
 - Music in the Park.
 - Shred-it event and Large Item Pick-up.
 - Fireworks – Canada Day and Harvest Days.
 - Canada Day pancake breakfast.
 - Dark Sky event.
 - Adult programming.
 - Flowers and flag replacement.
-
-



Town of Bon Accord
RECREATION
Operating Budget - By Object

	DRAFT	FINAL	
	Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
USER FEES	3,700	1,350	174%
DONATIONS	3,000	3,000	0%
GRANTS	184,003	174,239	6%
Total Revenue	190,703	178,589	7%
Expenses:			
STAFFING - WAGES & CONTRIBUTIONS	60,134	75,458	-20%
STAFFING COSTS - TRAINING & OTHER	5,631	1,260	347%
CONTRACTED SERVICES & RENTALS	39,188	28,694	37%
GOODS & SUPPLIES	17,910	8,270	117%
INSURANCE	175	-	#DIV/0!
MEMBERSHIP & REGISTRATION	2,235	1,050	113%
OTHER - LIBRARY GRANT & OTHER COMMUNITY GRAN	8,978	8,978	0%
POSTAGE & COPIES	350	338	4%
UTILITIES	247	233	6%
TRANSFER TO RESERVES	100,000	100,000	0%
Total Expenses	234,848	224,281	5%
Balance	- 44,145	- 45,692	-3%

0.00

2024 DRAFT Operating & Capital Budget

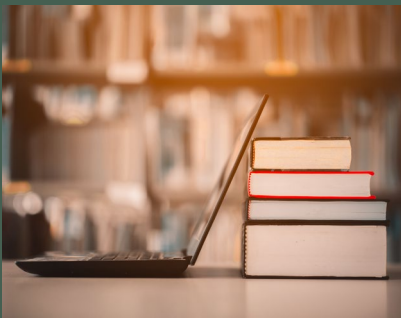
October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Priority #2 Community:
The residents of Bon
Accord live in a safe,
connected, and attractive
community.



Library

**2024 Projected Administration
NET Budget is (\$56,169)**



Key Changes:

- Increase from Northern Lights Library system of 1.5%
- Removed the lighting retrofit from 2023.

STRATEGIC PLAN

Connection:

Priority #2 Community:
The residents of Bon Accord live in a safe, connected, and attractive community.

GOAL: Continue to foster strong relationships with non-profit and/or community organizations.

2024 Budget Includes:

- Northern Lights Library System per capita fees.
 - Grant to the library.
 - Building maintenance and insurance.
 - Utilities allocation – power and gas.
-
-





**Town of Bon Accord
LIBRARY
Operating Budget - By Object**

	DRAFT	FINAL	
	Budget		
	Operating 2024	Operating 2023	Variance %
Revenue:			
Total Revenue	-		
Expenses:			
CONTRACTED SERVICES & RENTALS	1,000	1,000	0%
INSURANCE	1,355	2,855	-53%
MEMBERSHIP & REGISTRATION	11,308	10,922	4%
OTHER - LIBRARY GRANT & OTHER COMMUNITY GRAN	41,500	41,500	0%
UTILITIES	1,006	1,084	-7%
Total Expenses	56,169	57,361	-2%
Balance	-	-	-
	56,169	57,361	-2%
	0.00		

2024 DRAFT Operating & Capital Budget

October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
STEWARDSHIP:
Administration and
Council embody the
responsible planning
and management of
our resources.



Taxation

2024 Projected Taxation

NET Budget is \$2,096,291



Key Changes:

- Increase in municipal tax revenue collected.
 - Projected increase to Municipal Tax Levy is 2% *if assessments remain the same. There was a 6% increase in assessments in 2023, which correlates with the amount of tax revenue collected.*
- Decrease in penalties on taxes.
- Decrease in franchise fees due to lower forecasted delivery tariff revenue.
- Increase in return on investments – this has been steadily increasing over the past few years.

STRATEGIC PLAN

Connection:

MISSION: To promote and improve our quality of living, enhance our sense of community, and preserve the integrity of our hometown values while growing into a Town that is diverse, prosperous, and welcoming to new residents, businesses, and visitors.

2024 Budget Includes:

- Revenue which includes:
 - Municipal tax revenue.
 - Penalty revenue.
 - Franchise fees.
 - Investments and bank interest.
 - Alberta School requisition.
 - Homeland Housing requisition.
-
-





Town of Bon Accord
TAXATION
Operating Budget - By Object

	DRAFT	FINAL	
	DRAFT Budget	Budget	
	Operating 2024	Operating 2023	Variance %
Revenue:			
TAXATION (INCLUDING REQUISITIONS)	2,147,431	2,066,237	4%
FRANCHISE FEES	233,630	240,851	-3%
INVESTMENTS	121,000	20,000	505%
GRANTS	-		
Total Revenue	2,502,061	2,327,088	8%
Expenses:			#DIV/0!
TAXATION REQUISITIONS	405,770	423,871	-4%
OTHER - FINANCE CHARGES/DEBENTURES	-	-	#DIV/0!
Total Expenses	405,770	423,871	-4%
Balance	2,096,291	1,903,217	10%

0.00

2024 DRAFT Operating & Capital Budget

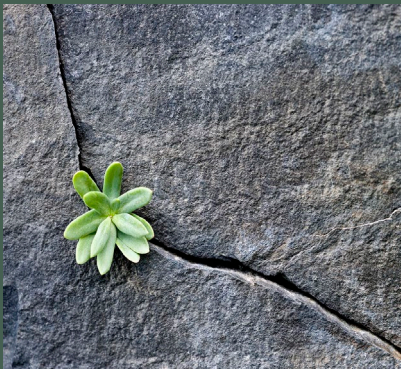
October 25, 2023

Committee of the Whole

STRATEGIC PLAN

Connection:

Values Statement of
STEWARDSHIP:
Administration and
Council embody the
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and management of
our resources.



Capital

2024 Projected Capital Budget is \$393,518



The capital budget includes the following projects:

ROADS

- 53 Avenue \$182,309 (older estimate).
 - Funded by LGFF grant and CCBF Grant.
- Sidewalk Replacement plan \$20,000.
 - Funded by CCBF Grant.

BUILDINGS

- Administration window replacement \$8,500.
 - Funded by taxation.

EQUIPMENT

- Ventrac snowblower attachment \$9,000.
 - Funded by reserves.
- Used vehicle \$30,000.
 - Funded by reserves.

FIRE

- Fire hydrant replacement \$25,000.
 - Funded by reserves.

PARKS

- Fine-cut zero turn mower \$15,000.
 - Funded by reserves.
- Springbrook Playground equipment \$70,000.
 - Funded by CCBF Grant
- Veteran's Park Flag Poles.
 - Funded by reserves.

ARENA

- Security system upgrade \$7,151.
 - Funded by taxation.