

# 2024 Final Budget Meeting



APRIL 23, 2024

# Agenda



- 2024 Final Operating Budget – Dave McReynolds
- 2024 Final Capital Budget – Michael Trabysh
- Operating and Capital Reserves – Michael Trabysh

# Budget Package Documents



- Request for Decision
- Summary budget report
- Detailed budget report
- Capital budget report
- Operating reserves
- Capital reserves

# Budget Background



- On November 21, 2023, Council approved the 2024 interim operating budget with revenues and expenses of \$20,042,485.
- This amount was equal to 50% of the approved 2023 operating budget, plus funding for new initiatives.
- Administration has spent the last several months reviewing the budget by department and line by line in the development of the 2024 final operating budget.

# Budget Background



- On March 21, 2024, Council participated in a 2024 budget workshop where administration presented a draft budget by department and by summary account.
- Administration also presented new additional budget request for Council's consideration including new staffing positions and new projects.
- Administration took Council's direction and requests during the workshop and have included them within the 2024 final budget.

# New Budget Requests



The new budget request included in the 2024 final budget total \$310,287.

- Deputy Fire Chief position
- Arena Supervisor position
- Communications support position
- Upgraded HVAC filters for municipal buildings
- Lifesaving materials for municipal buildings
- Housing strategy project
- Increase to the elections reserve contribution
- Additional funding for RCMP
- Grant- Rotary Club Edson

# Requisitions



The Education and Senior's Foundation requisitions have been received for 2024.

- Education requisition - \$3,756,419 (An increase of \$39,185)
- Senior's Foundation operating requisition - \$300,671 (A decrease of \$6,511)
- Senior's Foundation capital requisition - \$406,855 (A decrease of \$24,648)

# Reserve & Grant Funded Projects



The 2024 final budget includes reserve funded projects.

- IT technology – migration to the Cloud - \$41,000
- Land Use Bylaw - \$42,000
- Sidewalk program - \$100,000
- Storm sewer assessment - \$300,000
- Construction specifications and design guidelines - \$85,000
- Sponsorship project - \$57,000
- Sound proofing (Griffith Park) - \$25,000



# Final Revenue Budget



Revenue Budget - \$37,283,068

|  |              |
|--|--------------|
| Property Taxes                                 | \$18,398,337 |
| Sale of goods and services                     | \$6,886,897  |
| Revenue from own sources                       | \$3,061,829  |
| Grants   | \$6,922,314  |
| Other revenue (includes transfer from reserve) | \$2,013,691  |

# Final Expense Budget



Expense Budget - \$37,283,068

|   |              |
|---|--------------|
| Salary, wages and benefits                        | \$11,413,719 |
| Contracted and general services                   | \$6,755,748  |
| Purchases from other governments                  | \$3,218,600  |
| Materials, goods, supplies and utilities          | \$3,220,753  |
| Transfer payments                                 | \$5,641,895  |
| Financial service charges                         | \$778,378    |
| Other transactions (includes transfer to reserve) | \$6,193,974  |

# Reserve Transactions



The 2024 Reserve Transfers include:

- Compliance with Reserve Policy F-B-3
- Reserve contributions to balance utility funds
- Reserve contributions to balance land sales
- Landfill post closure liability
- General transfer to reserve

# 2024 Capital Budget



|                                |  | 2024 CAPITAL BUDGET |               |                 |                 |              |              |
|--------------------------------|--|---------------------|---------------|-----------------|-----------------|--------------|--------------|
|                                |  | APPROVED            | CHANGES SINCE | REVISED CAPITAL | FUNDING SOURCES |              |              |
|                                |  | INITIATIVES         | NOV 21, 2023  | BUDGET          | RESERVES        | COUNTY       | GRANTS       |
|                                |  |                     |               |                 |                 |              | DEBENTURE    |
| <b>PROTECTIVE SERVICES</b>     |  |                     |               |                 |                 |              |              |
|                                | Sprinkler Trailer                                    | \$140,000           |               | \$140,000       | \$140,000       |              |              |
|                                | Emergency Backup Generator                           | \$75,000            |               | \$75,000        | \$75,000        |              |              |
|                                | Replacement for Unit 601                             | \$120,000           |               | \$120,000       | \$120,000       |              |              |
|                                | New bunker gear washing machine (w/extractor)        | \$13,000            |               | \$13,000        | \$13,000        |              |              |
|                                | New flooring for Fire Hall Training Room and kitchen | \$10,000            |               | \$10,000        | \$10,000        |              |              |
| <b>PARKS / PARKS EQUIPMENT</b> |  |                     |               |                 |                 |              |              |
|                                | MT Trackless 8                                       | \$210,000           |               | \$210,000       | \$210,000       |              |              |
|                                | Vision Park  | \$315,000           |               | \$315,000       | \$315,000       |              |              |
|                                | Directional signage (Willmore Park)                  | \$7,000             |               | \$7,000         | \$7,000         |              |              |
| <b>FACILITIES</b>              |  |                     |               |                 |                 |              |              |
|                                | Library Renovations                                  | \$3,300,000         |               | \$3,300,000     | \$1,762,000     | \$538,000    | \$1,000,000  |
|                                | Civic Centre Renovations                             | \$100,000           |               | \$100,000       | \$100,000       |              |              |
|                                | Foodbank Roof Replacement                            | \$250,000           |               | \$250,000       | \$250,000       |              |              |
|                                | Griffiths Park - Acoustical (Grant Dependent)        | \$25,000            |               | \$25,000        |                 |              | \$25,000     |
| <b>RECREATION</b>              |  |                     |               |                 |                 |              |              |
|                                | YCE Multi-Use Facility (2024 start)                  | \$20,000,000        | \$60,240,000  | \$80,240,000    | \$12,758,084    | \$30,120,000 | \$28,361,916 |
|                                | Replacement Unit E114 (Ice Resurfacers)              | \$180,000           |               | \$180,000       | \$116,370       | \$63,630     |              |
|                                | Commercial Freezer Replacement                       | \$7,000             |               | \$7,000         | \$4,526         | \$2,475      |              |


# 2024 Capital Budget – Cont'd



|   |  | APPROVED            | CHANGES SINCE       | REVISED CAPITAL     | FUNDING SOURCES        |                        |                        |                       |
|---|--|---------------------|---------------------|---------------------|------------------------|------------------------|------------------------|-----------------------|
|   |  | INITIATIVES         | NOV 21, 2023        | BUDGET              | RESERVES               | COUNTY                 | GRANTS                 | DEBENTURE             |
| <b>PUBLIC WORKS / FLEET / EQUIPMENT</b> |  |                     |                     |                     |                        |                        |                        |                       |
|   | Replacement for Unit V141 (2013 Ford F-250 Crew Cab 3/4 ton 4X4 - Service Truck) | \$90,000            |                     | \$90,000            | \$90,000               |                        |                        |                       |
|   | Replacement for Unit V134 (2011 Dodge 1500 1/2 Ton 4X4)                          | \$75,000            |                     | \$75,000            | \$75,000               |                        |                        |                       |
| <b>ROADS &amp; TRANSPORTATION</b>       |  |                     |                     |                     |                        |                        |                        |                       |
|   | 18th Ave Total Rehabilitation  | \$2,600,000         |                     | \$2,600,000         | \$2,600,000            |                        |                        |                       |
|   | Wase Creek Construction  | \$1,800,000         |                     | \$1,800,000         | \$29,250               |                        | \$1,770,750            |                       |
|   | Construction of Twp Rd 532 (54th Street to Willmore Road)                        | \$2,000,000         | -\$1,500,000        | \$500,000           | \$500,000              |                        |                        |                       |
|   | Anticipated 2023 flood repairs in 2024   | \$241,000           |                     | \$241,000           | \$241,000              |                        |                        |                       |
|   | Library Parking Lot and Stormwater Improvements (Design)                         | \$25,000            |                     | \$25,000            | \$25,000               |                        |                        |                       |
|   | Asphalt Repair Trailer (new)   | \$120,000           |                     | \$120,000           | \$120,000              |                        |                        |                       |
| <b>AIRPORT</b>                          |  |                     |                     |                     |                        |                        |                        |                       |
|   | New Plow Blade   | \$35,000            |                     | \$35,000            | \$17,500               | \$17,500               |                        |                       |
| <b>UTILITIES</b>                        |  |                     |                     |                     |                        |                        |                        |                       |
|   | Powerline Burial 46th Street (between 6th & 9th Avenue)                          | \$300,000           |                     | \$300,000           | \$300,000              |                        |                        |                       |
|   | Flouride plan - Regulatory   | \$100,000           |                     | \$100,000           | \$100,000              |                        |                        |                       |
|   | Water Treatment de-gas - regulatory (Design)                                     | \$50,000            |                     | \$50,000            | \$31,600               |                        | \$18,400               |                       |
|   | 54th Sanitary Sewer Upgrade (1st to 6th Avenues)                                 | \$2,400,000         |                     | \$2,400,000         | \$1,820,773            |                        | \$579,227              |                       |
|   | 10th Ave Sanitary Sewer Upgrade (51st to 52nd Streets)                           | \$1,650,000         |                     | \$1,650,000         | \$1,650,000            |                        |                        |                       |
|   | Connect water well #30 to Town's Distribution Network                            | \$300,000           |                     | \$300,000           | \$300,000              |                        |                        |                       |
|   | <b>TOTAL:</b>  | <b>\$27,548,000</b> | <b>\$58,740,000</b> | <b>\$86,288,000</b> | <b>\$23,781,102.50</b> | <b>\$30,741,604.50</b> | <b>\$31,755,293.00</b> | <b>\$9,000,000.00</b> |
|   | Projects Projected to Carry Forward from previous years                          | \$8,990,000         |                     | \$8,990,000         |                        |                        |                        |                       |

# 2024 Operating Reserves



|  | Operating Reserves - 2024 |                        |                        |              |                     |                 |                              |                                |
|---|---------------------------|------------------------|------------------------|--------------|---------------------|-----------------|------------------------------|--------------------------------|
|   | Opening Balance           | Transfers Out (Budget) | Description            | Transfers In | Description         | Closing Balance | Optimal Balance (per Policy) | Variance (Optimal vs. Closing) |
| Elections   | 25,000.00                 |                        |                        | 10,000.00    | Yearly Contribution | 35,000.00       | 40,000.00                    | -5,000.00                      |
| Administration  | 58,745.12                 |                        |                        | 10,000.00    | Yearly Contribution | 68,745.12       | 100,000.00                   | -31,254.88                     |
| Carryover   | 47,600.00                 | 42,000.00              | LUB Project            |              |                     | 5,600.00        | NA                           |                                |
| COVID Recovery  | 248,691.91                | 248,691.91             | Transferred to YCE Res |              |                     | 0.00            | NA                           |                                |
| MOST Grant  | 261,993.00                | 261,993.00             | Transferred to YCE Res |              |                     | 0.00            | NA                           |                                |
| DIP Assessment Appeal   | 185,000.00                |                        |                        |              |                     | 185,000.00      | NA                           |                                |
| Human Resources   | 12,000.00                 |                        |                        |              |                     | 12,000.00       | NA                           |                                |
| Information Technology  | 6,200.00                  | 41,000.00              | Cloud Based Software   | 34,800.00    | Yearly Contribution | 0.00            | 180,000.00                   | -180,000.00                    |
| Public Safety Initiative  | 173,803.39                |                        |                        | 40,000.00    | Yearly Contribution | 213,803.39      | 300,000.00                   | -86,196.61                     |
| Protective Services   | 38,333.00                 |                        |                        | 12,000.00    | Yearly Contribution | 50,333.00       | 100,000.00                   | -49,667.00                     |
| Wildfire Reserve  | 50,000.00                 |                        |                        |              |                     | 50,000.00       | 50,000.00                    | 0.00                           |
| Building Maintenance  | 189,767.57                |                        |                        |              |                     | 189,767.57      | NA                           |                                |

# 2024 Operating Reserves – Cont'd




## Operating Reserves - 2024

|  | <i>Opening<br/>Balance</i> | <i>Transfers Out<br/>(Budget)</i> | <i>Description</i> | <i>Transfers In</i> | <i>Description</i>  | <i>Closing Balance</i> | <i>Optimal Balance<br/>(per Policy)</i> | <i>Variance<br/>(Optimal vs.<br/>Closing)</i> |
|--|----------------------------|-----------------------------------|--------------------|---------------------|---------------------|------------------------|---|---|
| <b>Energy</b>                          | 1,900,290.03               |                                   |                    | 400,000.00          | Fortis Franchise    | 2,900,290.03           | N/A                                     |   |
|  |                            |                                   |                    | 600,000.00          | Atco Franchise      |                        |   |   |
| <b>Operations</b>                      | 204,750.00                 |                                   |                    | 25,000.00           | Yearly Contribution | 229,750.00             | 330,000.00                              | -100,250.00                                   |
| <b>Snow Removal</b>                    | 67,800.00                  |                                   |                    |                     |                     | 67,800.00              | One Year of Budget                      |   |
| <b>Planning</b>                        | 8,000.00                   |                                   |                    |                     |                     | 8,000.00               | N/A                                     |   |
| <b>CFWY Loan Program</b>               | 200,000.00                 |                                   |                    |                     |                     | 200,000.00             | N/A                                     |   |
| <b>Econ Development</b>                | 60,800.00                  |                                   |                    |                     |                     | 60,800.00              | N/A                                     |   |
| <b>Parks, Recreation &amp; Culture</b> | 114,962.50                 |                                   |                    | 40,000.00           | Yearly Contribution | 154,962.50             | 200,000.00                              | -45,037.50                                    |
| <b>Youth Interagency</b>               | 43,943.57                  |                                   |                    |                     |                     | 43,943.57              | N/A                                     |   |
| <b>Connected Community</b>             | 64,000.00                  |                                   |                    |                     |                     | 64,000.00              | N/A                                     |   |
| <b>Property Beautification</b>         | 10,780.47                  |                                   |                    |                     |                     | 10,780.47              | N/A                                     |   |
| <b>Eddies Big Run</b>                  | 44,333.52                  |                                   |                    |                     |                     | 44,333.52              | N/A                                     |   |
| <b>YCE Centre Operations</b>           | 485,910.00                 |                                   |                    |                     |                     | 485,910.00             | N/A                                     |   |
| <b>Tax Stabilization Fund</b>          | 220,414.36                 |                                   |                    | 156,000.00          | Yearly Contribution | 376,414.36             | 1,000,000.00                            | -623,585.64                                   |
| <b>TOTAL</b>                           | <b>4,723,118.44</b>        | <b>593,684.91</b>                 |                    | <b>1,327,800.00</b> |                     | <b>5,457,233.53</b>    | <b>2,300,000.00</b>                     | <b>-1,120,991.63</b>                          |

# 2024 Capital Reserves




|  |                 |                                       |                       |                            |                    |                                    |                                   |
|---|-----------------|---------------------------------------|-----------------------|----------------------------|--------------------|------------------------------------|-----------------------------------|
|   | Opening Balance | Transfers Out<br>per Cap-Ex<br>Budget | Top Up<br>Adjustments | Transfers In<br>per Budget | Closing<br>Balance | Optimal<br>Balance (per<br>Policy) | Variance (Optimal<br>vs. Closing) |
| Administration  | 11,622          |                                       |                       | 18,000                     | 29,622             | 100,000                            | -70,378                           |
| Revenue Sharing   | 8,161,654       | 4,794,373                             | -1,047,275            | 300,000                    | 2,620,006          | 4,646,240                          | -2,026,234                        |
| Future Civic/Cultural Facility  | 2,824,961       | 1,862,000                             |                       |                            | 962,961            | N/A                                |                                   |
| Protective Services   | 145,111         | 358,000                               | 130,889               | 82,000                     | 0                  | 500,000                            | -500,000                          |
| PW Equipment Pool   | 141,325         | 182,500                               |                       | 165,000                    | 123,825            | 1,000,000                          | -876,175                          |
| Johnson Est. General Area   | 61,686          |                                       |                       |                            | 61,686             | N/A                                |                                   |
| Infrastructure Projects   | 2,555,472       | 3,515,250                             | 580,799               | 378,979                    | 0                  | N/A                                |                                   |
| Stormwater Management   | 134,910         |                                       |                       | 70,128                     | 205,038            | N/A                                |                                   |
| Water Reserve   | 177,600         |                                       |                       | 757,092                    | 934,692            | N/A                                |                                   |
| Sewer Reserve   | 769,388         | 300,000                               |                       | 1,067,630                  | 1,537,018          | N/A                                |                                   |
| WWTP Future Replacement   | 2,516,312       |                                       |                       | 499,662                    | 3,015,974          | N/A                                |                                   |
| Cemetery  | 7,946           |                                       |                       | 19,000                     | 26,946             | 100,000                            | -73,054                           |



# 2024 Capital Reserves – Cont'd



|  |                      |                                       |                       |                            |                      |                                    |                                   |
|---|----------------------|---------------------------------------|-----------------------|----------------------------|----------------------|------------------------------------|-----------------------------------|
|   | Opening Balance      | Transfers Out<br>per Cap-Ex<br>Budget | Top Up<br>Adjustments | Transfers In<br>per Budget | Closing<br>Balance   | Optimal<br>Balance (per<br>Policy) | Variance (Optimal<br>vs. Closing) |
| Future Land Develop.  | 752,751              |                                       |                       | 213,000                    | 965,751              | N/A                                |                                   |
| Public Reserve Trust  | 250,631              |                                       |                       |                            | 250,631              | N/A                                |                                   |
| Recreation & Culture  | 73,425               | 217,000                               | 96,575                | 47,000                     | -0                   | 300,000                            | -300,000                          |
| YCE Centre  | 9,416,140            |                                       |                       | 510,685                    | 9,926,825            | 10,000,000                         | -73,175                           |
| Vision Park Phase One   | 75,988               | 315,000                               | 239,012               |                            | -0                   | N/A                                |                                   |
| Parks Equipment Pool  | 35,124               | 120,896                               |                       | 95,000                     | 9,229                | 500,000                            | -490,771                          |
| Public Health   | 60,000               |                                       |                       | 60,000                     | 120,000              | N/A                                |                                   |
| <b>TOTAL</b>  | <b>\$ 28,172,048</b> | <b>\$ 11,665,019</b>                  | <b>\$ -</b>           | <b>\$ 4,283,176</b>        | <b>\$ 20,790,205</b> | <b>\$ 17,146,240</b>               | <b>-\$ 4,409,787</b>              |

# 2023 Median Assessment (2024 Tax Year)



## Price By Market Location

Assessment Year: 2023

**Assessment Code: 10 S/F Residential**

| Market Location |                           | Sales Count | Avg. Price | Median Price | Avg. Asmt | Median Asmt |
|-----------------|---------------------------|-------------|------------|--------------|-----------|-------------|
| 1001            | Tiffin Residential        | 58          | 401,079    | 391,250      | 392,135   | 383,845     |
| 1002            | Westhaven                 | 81          | 350,038    | 344,000      | 356,362   | 347,700     |
| 1003            | Central Residential       | 84          | 261,811    | 255,000      | 261,790   | 265,640     |
| 1004            | Glenwood (Residential)    | 24          | 294,958    | 295,000      | 301,727   | 291,045     |
| 1010            | Res'l Within Cm'l Zones   | 3           | 109,333    | 108,000      | 113,737   | 111,660     |
| 1018            | East Edson                | 55          | 314,135    | 320,000      | 311,721   | 314,920     |
| 1019            | GP Trail/NW               | 15          | 493,143    | 532,500      | 488,841   | 490,100     |
| 1020            | Bench Creek               | 2           | 670,000    | 670,000      | 655,800   | 655,800     |
| 1028            | Hillendale                | 27          | 451,129    | 437,500      | 447,893   | 438,550     |
| 3015            | Highway Commercial - WEST | 2           | 334,000    | 334,000      | 267,010   | 267,010     |

### Overall statistics for: 10 S/F Residential

| <u>Sales Count</u> | <u>Average Price</u> | <u>Median Price</u> | <u>Average Asmt</u> | <u>Median Asmt</u> |
|--------------------|----------------------|---------------------|---------------------|--------------------|
| <b>351</b>         | <b>341,533</b>       | <b>335,150</b>      | <b>340,736</b>      | <b>336,400</b>     |

# Recommended Tax Increase



The final 2024 operating budget is recommending a 2.89% tax revenue increase.

- 0.50% - A requirement of reserve policy F-B-3
- 2.39% -Required to fund new budget initiatives

| Median Assessment | 2023 Municipal Property Tax | 2024 Municipal Property |
|-------------------|-----------------------------|-------------------------|
| \$ 336,400        | \$ 2,266.53                 | \$ 2,332.03             |
|                   |                             | \$ 65.50 Increase       |