

**REGULAR MEETING OF COUNCIL
SUMMER VILLAGE OF ITASKA
April 17, 2010
IN ROOM 241
LEDUC COUNTY ADMINISTRATION OFFICE**

PRESENT:

Present at the meeting were:

MAYOR	Ralph Johnston
COUNCILLOR	Jerry Rudnisky Ian Bradley
CHIEF ADMINISTRATIVE OFFICER	June Boyda
GALLERY	J.A. Pawliuk, Auditor

CALL TO ORDER:

The meeting was called to order by Mayor Johnston at 7:00 p.m.

ADDITIONS, DELETIONS AND ADOPTION OF AGENDA:

The following items are hereby added to the agenda:

- 5.1 Assessment Review Boards
- 7.8 GIC Investments
- 9.6 Lucki – Garage

Res. #016/10 Moved by Councillor Bradley that the Regular Council Meeting agenda is
Agenda hereby adopted as amended.

CARRIED

ADOPTION OF MINUTES:

Res. #017/10 Moved by Mayor Johnston that the Regular Council Meeting Minutes of
Minutes February 11, 2010 are hereby approved.

CARRIED

DELEGATIONS:**J.A. Pawliuk, Auditor – 2009 Financial Statements**

Auditor John Pawliuk was in attendance to present the 2009 Draft Financial Statements. The major change this year is in a new presentation of statement, and the amortization of Tangible Capital Assets (TCA). The new accounting standards are following GAAP and guidelines that Municipal Affairs have brought in. The general goal of TCA, is to put us into comparison with commercial accounting, and to make you more aware of when your assets are coming to end of life and to budget to replace those assets. Currently most of our capital assets (roads) are covered by Government grants – without those each year we would need to budget for those assets.

As grants start decreasing, then it becomes more important to budget for depreciation.

Items such as land were not on the books in prior years (i.e. could have been given park land from the Province). Now the land is on the books, based on the 2007 assessment value, and deflated back to when the Village was incorporated (based on replacement cost value) Land will not be depreciated.

Additions on road improvements are depreciated. Buildings are set up at original cost, then depreciated over the number of years.

In prior years the cost of assets were listed as expenditures; they will now be capitalized to the balance sheet.

Mr. Pawliuk noted that C.A.O. Boyda has all necessary government reporting completed and does a very good job on the financial statements.

Income Statement:

The revenues and expenditures were mostly right on budget; the major differences included:

Revenue: About \$2700 over budget, with most of it coming from late penalties on taxes

Operating Expenses:

Administration was approximately \$9000 over budget which was:

\$5200 legal fees (fireworks bylaw, review titles for audobon land sale, hire consultant for municipal sustainability)

\$1100 administrative salaries

\$1400 travel and

\$1600 office supplies (mostly sandwich boards – covered by grant)

Recreation and parks was ~\$7400 over, which was related to the maintenance contract and the spring cleanup

Community Services was over by \$1600, with the majority of that going to the watershed group

Capital expenditures this year: \$44,191 – curbs, gutters, road widening, and digital projector

Deducting amortization expense, there was a deficit of \$18,300.94. He was not concerned of the deficit because this amount will come from the operating surplus of prior year.

Balance Sheet

Deducting liabilities from the assets

Adding non-financial assets

To come to accumulated surplus

Most of liability increase is from the deferred government grants

Still have \$8700 unrestricted operating fund (surpluses accumulated over the years)

Restricted assets \$140,091 (reserve account)

~\$149,000 funds to have access to (which is close to our cash)

Equity in TCA (undepreciated value of TCA)

Conclusion:

Itaska is in good financial shape

Reserves – best to have enough to cover 1 year of expenditures (excluding school requisition)

Like to see a (unrestricted operating fund) surplus of \$25 – 30,000 so that in years of deficit have enough to offset rather than having to go into reserves – which would be similar to what was done in 2009.

The financial records are in good shape.

Res. #018/10 Moved by Councillor Rudnisky 2009 Financial Statements are hereby approved
Financial as amended.
Statements

CARRIED

BYLAWS and POLICIES:**#2010-01 Assessment Review Boards Bylaw**

Res. #019/10 Moved by Councillor Bradley that Bylaw #2010/01 is hereby given first
Bylaw reading.

CARRIED

Res. #020/10 Moved by Councillor Rudnisky that Bylaw #2010/01 is hereby given second
Bylaw reading.

CARRIED

Res. #021/10 Moved by Mayor Johnston that approval is hereby granted for the presentation
Bylaw of Bylaw #2010/01 for third reading at this meeting.

CARRIED UNANIMOUSLY

Res. #022/10 Moved by Mayor Johnston that Bylaw #2010/01 is hereby given third and final
Bylaw reading and finally passed.

CARRIED

#2010-02 Assessment Complaints Designated Officer

Res. #023/10 Moved by Councillor Bradley that Bylaw #2010/02 is hereby given first
Bylaw reading.
CARRIED

Res. #024/10 Moved by Councillor Rudnisky that Bylaw #2010/02 is hereby given second
Bylaw reading.
CARRIED

Res. #025/10 Moved by Mayor Johnston that approval is hereby granted for the presentation
Bylaw of Bylaw #2010/02 for third reading at this meeting.
CARRIED UNANIMOUSLY

Res. #026/10 Moved by Mayor Johnston that Bylaw #2010/02 is hereby given third and final
Bylaw reading and finally passed.
CARRIED

Res. #027/10 Moved by Mayor Johnston that the Council of the Summer Village of Itaska
Fee Beach hereby confirms that pursuant to AR Regulation 310/2009, the
Assessment Complaint Filing Fees for 2010 will be:

Category of Complaint	Complaint Fee	
Residential 3 or fewer and farmland	\$50	
Residential 4 or more dwellings		Variable
	Assessed Value of up to \$249,000	\$200
	Assessed Value of between \$250,000 to \$499,999	\$400
	Assessed Value that exceeds \$500,000	\$650
Non-Residential		Variable
	Assessed Value of up to \$249,000	\$200
	Assessed Value of between \$250,000 to \$499,999	\$400
	Assessed Value that exceeds \$500,000	\$650

CARRIED

C.A.O.'s REPORT:

Res. #028/10 Moved by Councillor Rudnisky that the C.A.O.'s report for February 11 – April
Report 14, 2010, is hereby approved, and further that for the Big Bins on the May long
week-end that the bins are large, and that there is no need for an interim dump
on Saturday.
CARRIED

FINANCE:**Balance Sheet and Income & Expense – April 16, 2010**

The 2009 adjusting entries are not entered – waiting for approval of draft financial statements; the 2010 budget listed is the interim budget that was approved in November 2009. Council agreed to accept this correspondence as information.

Accounts Payable Cheque Listing - April, 2010

Council agreed to accept this correspondence as information.

Bank Reconciliation Royal Bank – February, 2010

Res. #029/10 Moved by Councillor Bradley that the Bank Reconciliation for the Royal Bank
Bank for February, 2010 is hereby approved.
Reconciliation

CARRIED

Res. #030/10 Moved by Councillor Rudnisky that the Bank Reconciliations for the TD Bank
Bank for January - March, 2010 are hereby approved.
Reconciliation

CARRIED

Assessment Roll – 2009 Assessment Year for 2010 Taxes

Council agreed to accept this correspondence as information.

2010 Projects and Grant Funding

Res. #031/10 Moved by Councillor Bradley that the projects be applied for as amended.
Projects

CARRIED

GIC Investments

Res. #032/10 Moved by Mayor Johnston that Chief Administrative Officer, June Boyda,
Investments hereby has authority to invest and withdraw funds from GIC investments on
behalf of the Summer Village of Itaska Beach.

CARRIED

TACTICAL LIST:

Council reviewed and updated the tactical list.

NEW BUSINESS:**Insurance**

CAO Boyda to inquire of the following from our insurance carrier:

- Does our insurance cover garage getting hit by tree?
- Leased Lot 16
 - Does Lot 16 fall under our liability insurance?
 - If anything happens are we covered i.e. if somebody slips and falls off a pier (on water), or is hurt on the property?

Res. #033/10 Insurance Moved by Councillor Bradley that CAO Boyda get answers on the insurance questions and modify the property schedule, by removing the boat launch/fence and Smith Park landscaping ties and benches, as well as increasing the playground equipment to \$60,000.

CARRIED

Pigeon Lake Strategic Alliance – April 15, 2010 Minutes

Council agreed to accept this correspondence as information.

Leduc County – RR 474 Repairs

Council agreed to accept this correspondence as information.

Municipal Affairs – Grant Restructuring

Council agreed to accept this correspondence as information.

Alberta Transportation –NDCC Grant Extension

Res. #034/10 Grants Moved by Councillor Bradley that the Amending Agreement with the Government of Alberta for the New Deal for Cities and Communities Grant is hereby approved.

CARRIED

Lucki - Garage

Councillor Rudnisky was advised by the ratepayer that they want to rebuild garage the way it is now, but it does not meet the bylaw. C.A.O. Boyda will send the ratepayers a letter describing the development approval process.

The ratepayers also inquired as to whether the culvert would be finished off with topsoil? Yes, this will be completed.

ADMINISTRATIVE MATTERS: None

CORRESPONDENCE:

- 1 Pigeon Lake Watershed Association – Use of Fertilizers
- 2 Sustainable Resource Development – Pigeon Lake Fisheries
- 3 Website Analytics – February, 2010
- 4 Website Analytics – March, 2010
- 5 Pigeon Lake Protective Services – February, 2010 Report
- 6 Pigeon Lake Protective Services – March, 2010 Report
- 7 ASVA Board Meeting – March 24, 2010
- 8 Computer Backup (RJ)

Council agreed to accept this correspondence as information.

DATE OF NEXT MEETING:

June 10, 2010 – Regular Council Meeting

EXECUTIVE SESSION (in-camera): none

ADJOURNMENT:

Res. #035/10 Moved by Councillor Bradley that the Regular Council meeting of April 21,
Adjournment 2010 is hereby adjourned at 9:29 p.m.

CARRIED

THESE MINUTES ADOPTED BY COUNCIL THIS 17th DAY OF JUNE, 2010

MAYOR

CHIEF ADMINISTRATIVE OFFICER