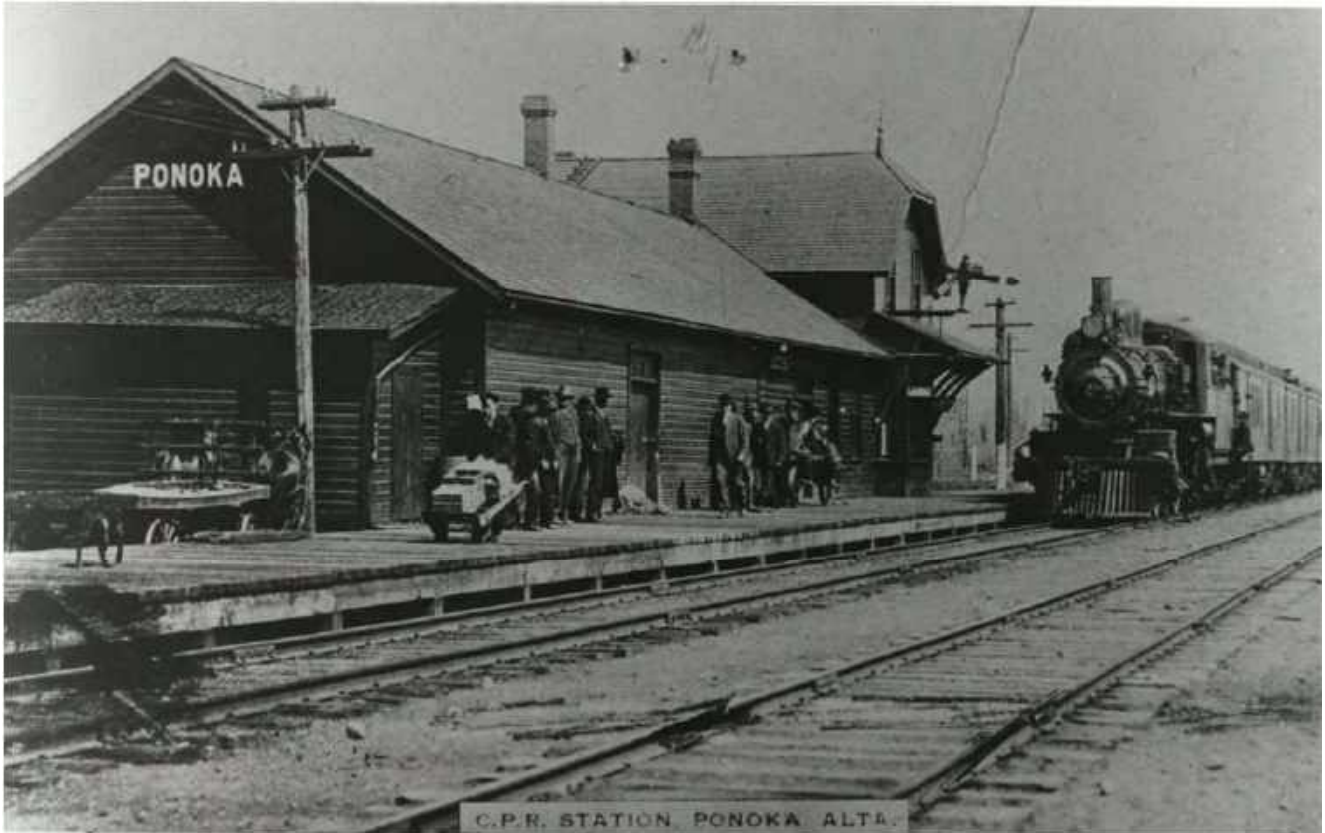


Town of Ponoka



2021 Final Budget



A Message from the Interim CAO

In preparation for the Town's annual budget deliberations on November 18 and 19, 2020, Administration is providing Council with proposed 2021 Town of Ponoka Capital and Operating Budgets for your consideration and discussion.

The past year has been challenging as we continue to navigate through the COVID-19 pandemic. The Town has implemented several initiatives to support our citizens and local businesses during this difficult time and to help them weather the storm.

We've also managed to accomplish many important achievements during this pandemic. These include the launch of our New Resident Attraction and Incentive Program and numerous upgrades and maintenance of critical Town infrastructure such as our annual Roadway Improvement Program and upgrades to the Arena and Aquaplex.

These accomplishments also include the construction of two new park designs and several new trail extensions that connect the north end of the Battle River Valley Trail system with our new parks, and redevelop the Tractor Park into a new entry hub to the river valley trail system from Downtown Ponoka. The new park designs and trail extensions were funded through provincial grant funding and contribute to increasing the quality of life for our community.

In the proposed 2021 budget documents being presented today, Town Administration is presenting you with a lean and fiscally responsible budget. Administration has once again combed through the proposed budget to identify efficiencies while continuing to provide quality services that our citizens rely on; to invest in Town infrastructure; and to fund strategic initiatives that continue to position our community for future growth.

Respectfully,

Sandra Lund, CPA CGA
Interim Chief Administrative Officer

Budget Assumptions

The following assumptions are contained in the 2021 Budget:

Property Taxes

-) The tax levy included in the body of the operating budget is based on assessment values received from the Town's assessor as at November 2020.
-) The proposed tax increase results in additional taxes of \$185,970. This translates into a \$63 increase on a \$300,000 property, or \$21 per \$100,000 of assessment.

Utility Revenues

-) The flat rates have been increased by inflation of 1%. The cost of water per cubic meter to residents will see no change for 2021. The sale of water is projected at 600,000 cubic meters. Purchase of water is set at 700,000 cubic meters with an estimated loss rate of 10% and to account for water consumed. The loss accounts for water line breaks, unknown leakages and water that remains in the system.
-) Sewer flat rates and consumption rates have been increased by inflation of 1%.
-) Garbage rates will also increase by 1%. A contribution to reserves of 10% of the rate is now included as a portion of the flat fee.
-) Net overall change to a residential Town utility bill equates to less than a 1% increase.
-) The electrical distribution revenues have increased moderately and corresponding costs have increased moderately as well. An additional Local Access Fee has been included, with the proceeds of this fee being allocated as a reserve contribution.

Budget Assumptions

-) Budget changes are generated when the existing budget is too high or low to accommodate the cost changes, if there is a service level change anticipated or there is a new program or service to be offered.
-) User pay revenues are compared to prior years and adjusted to reflect trends in use and if possible to reflect potential increases in rates.
-) Operating expenditures that users do not have direct control over such as telephones, utilities, and insurance are compared to prior years and adjusted accordingly.
-) Direct control operating expenditures such as repair, maintenance, and supply budgets are compared to prior years and discussed with Managers to determine if changes are required.
-) If a new capital project is completed such as the splash park, an operating budget is set up to provide resources to manage the area on an ongoing basis.
-) New programs are added if funding is available.
-) Anticipated for 2021 is a 20% increase in insurance costs, as recommended by the Town insurer.
-) Amounts have been included in the 2021 budget to cover election costs as well as for computer hardware for new council.

Budget Assumptions (cont.)

Salaries and Benefits

-) Ponoka has three employment categories or unions. Management & Out of Scope, Alberta Union of Public Employees (AUPE) and International Brotherhood of Electrical Workers (IBEW).
-) The Management & Out of Scope employees are eligible to receive a cost of living increase based on the December Edmonton Consumer Price Index (CPI) for all commodities. The current CPI for Edmonton has been forecasted at approximately 1% by year-end. If eligible, employees in this category will also receive a step increase based on satisfactory review.
-) The AUPE contract ended in 2019 and is currently under negotiations. The IBEW contract expires at the end of 2021 and all negotiated changes have been included in the 2021 budget.
-) Benefits have been recalculated based on actual salary costs and are using the current rates that are known at the time of preparation. There is a Health Plan Spending account in the amount of \$500 for permanent unionized employees and \$1,000 for Management & Out of Scope.

General



Information

Our Mission Statement

We will provide our community with accessible government and quality services in a responsible manner within a healthy environment.

Our Vision

To be a thriving community with a hometown feel.

Our Values

Integrity: *We will be honest, responsible, and trustworthy.*

Service: *We have a strong commitment to serving our community.*

Excellence: *We will strive for the highest quality in all that we do.*

Respect: *We will treat others the way we would want them to treat us.*

Communication: *We will maintain transparency and open communication between the community and the Town's government.*

What Budgets Should Do...

- Make sure the “every day” work of the Town is funded to support and maintain desired service levels in an efficient manner.
- Identify major projects and specific goals that support the Town’s strategic priorities and move the Town forward.
- Identify short and long-term goals that facilitate long-term planning (3-year Financial Plan; 10-year Capital Plan).
- Be balanced. The Municipal Government Act requires municipalities to operate on a balanced budget every year.
- Implement positive, proactive steps to position Ponoka for future growth.

Strategic Themes and Priorities

Town of Ponoka

RELATIONSHIPS



"We actively engage with our residents, partners, key stakeholders, and neighbours"

- Continue to focus on robust two way communication with our residents
- Support the key role our volunteers play in our community
- Continue to work with our neighbours to find areas of joint interest
- Engage with our first nation neighbours in a meaningful way
- Recognize the stampede as a key element of community pride and economic development
- Advocate and support the health of our post-secondary offerings

GOVERNANCE AND SERVICE EXCELLENCE



"We focus on good governance and service excellence in our delivery of cost effective services to our residents"

- Ensure we have clear, understandable, and measurable service levels
- Ensure robust financial planning to support effective decision making
- Proactively manage our assets and infrastructure to ensure reliability and cost containment
- Ensure our bylaws and policies are relevant, up to date, and enforces
- Focus on communicating who we are, what we do, and our progress
- Continue to innovate in our management of our utility business

QUALITY OF LIFE



"We understand that quality of life (a safe, healthy, and thriving community) is what makes Ponoka a great place to live, work, and play"

- Take active steps to advance the Community Wellness Centre
- Continue to support public safety in partnership with RCMP
- Ensure we have safe road and trail transportation options in the town
- Maintain and enhance built and natural recreational amenities
- Support diversity of housing options in our land use planning

ECONOMIC HEALTH



"We focus on creating an environment that allows our businesses to be successful and that is attractive to new businesses and residents"

- Implement the recommendations in the town economic development plan
- Implement the downtown plan to create a vibrant and experiential place to be
- Ensure we have sufficient land options to diversify our economy and land base
- Leverage our infrastructure to attract businesses and workers in post COVID times

GROWTH



"We will align our processes, infrastructure, and financials to incite the growth of Ponoka"

- Marketing and branding of Ponoka
- Attract people to Ponoka to live, work, and play
- GIS, offsite levy bylaw, housing strategy

Your Tax Dollars at work

We support healthy, active lifestyles.



We operate and maintain more than **20** indoor and outdoor recreation facilities and parks in Ponoka.



We maintain **10 km** of paved trails throughout the river valley trail system.



We provided **1,996.25 hours** of public, family and lane swimming at the Aquaplex in 2019. **2,068.75 hours** of swim lessons, fitness classes, Jr. Lifeguard Club, winter and summer swim club, and school rentals at the Aquaplex in 2019.



404 hours of racquetball court bookings.
680 hours of tennis court bookings.



2,285.5 hours of ice time for youth, adult, Jr. B hockey and public skating on the indoor Arena ice surfaces.

We support a strong & growing economy.

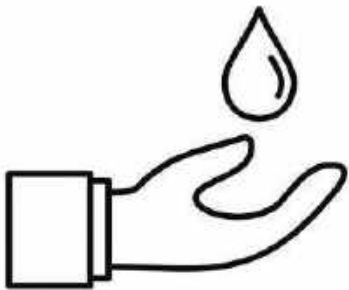


We issued **478** business licences in 2019.



New construction values of **\$12,890,726** for commercial, industrial, institutional and residential development in 2019.

We help keep you safe.



Safe drinking water: Distributed **639,810 cubic metres** of safe drinking water to Town residents in 2019.

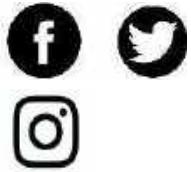


Protective Services: In 2019, Fire Services crews responded to **167** calls in the Town of Ponoka. The Ponoka RCMP responded to **3,979** calls for service in the Town of Ponoka in 2019.

We keep you informed and connected.



194,344 views on Town website pages in 2019.



32,766 clicks, reactions, shares and comments on **547** Town Facebook, Twitter and Instagram posts in 2019.

We reduce environmental impact.

3,870.79 tonnes of municipal solid waste was received by the Waste Transfer Station in 2019.



2,340.53 tonnes of the Town's solid waste was hauled to the West Dried Meat Lake Regional Landfill in 2019.

1,530.26 tonnes of the Town's solid waste was diverted from the landfill stream resulting in 40% diversion of household waste from the landfill in 2019.

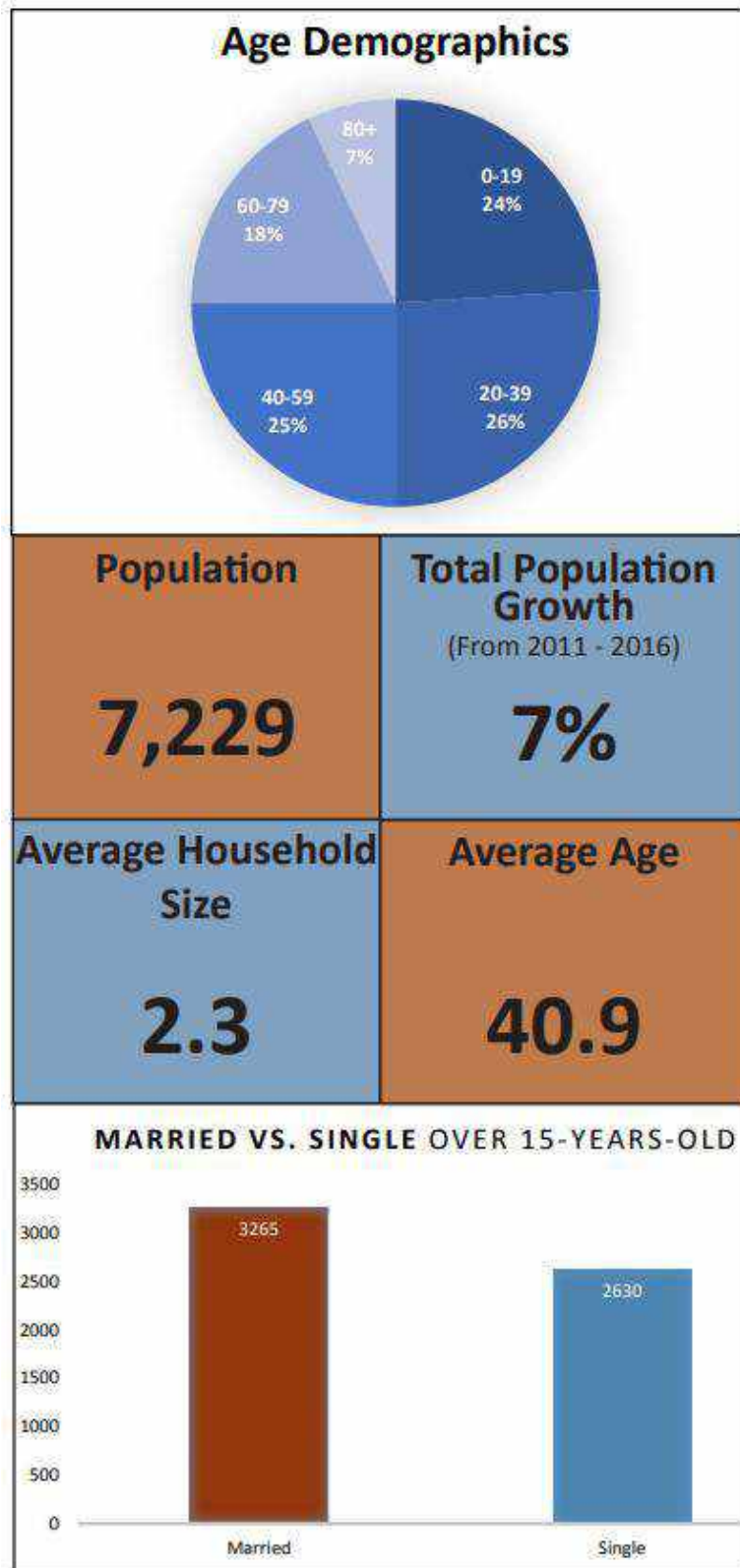


Treated approximately **600,000 cubic metres** of waste water at the Town sewage lagoon in 2019.

Statistics



Population & Demographics



Based on Statistics Canada Census data from 2011 - 2016



3,870.79 tonnes of municipal solid waste were generated within the Town of Ponoka in 2019.



2,340.53 tonnes of the total waste were hauled to the West Dried Meat Lake Regional Landfill in 2019.



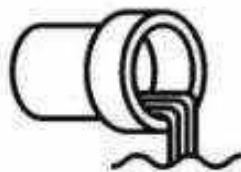
1,530.26 tonnes of municipal waste were diverted from the landfill stream in Ponoka resulting in 40% diversion of municipal waste from landfill in 2019.



In 2019, the Town of Ponoka:



Distributed 639,810 cubic metres of safe drinking water to Town residents.



Treated approximately 600,000 cubic metres of waste water at the Town sewage lagoon.

2019 Building Statistics

(Construction Values for New Developments,
Renovations and Change of Use Properties)

Industrial	\$5,769,500.00
Residential (single family dwelling, multi-family, renovations garages, decks and sheds)	\$2,926,726.14
Commercial	\$3,691,600.00
Institutional	\$502,900.00
Total: \$12,890,726.14	

In 2019, the Town of Ponoka:



**Issued 478 business
licenses.**

2019 Recreational Facility

Statistics

1,996.25 hours of Public, Family and Lane
Swimming at the Aquaplex

2,068.75 hours of Swim Lessons, Fitness Classes, Jr. Lifeguard Club, Winter and
Summer Swim Club and School Rentals at the Aquaplex

2,068.75 hours of Swim Lessons, Fitness Classes, Jr. Lifeguard Club, Winter and
Summer Swim Club and School Rentals at the Aquaplex

404 hours of Racquetball Court Bookings

680 hours of Tennis Court Bookings

2,285.50 hours of Ice Time for Youth, Adult, Jr. B Hockey and Public Skating on the
Indoor Arena Surfaces



2019 Finance Department Year End Statistics

Utility
Accounts on a
Pre-Authorized
Payment Plan

1,324
Accounts

Taxpayers on
a Monthly Tax
Plan

1,074
out of 3,503
properties

Utility Accounts
Signed up for
E-Billing

907

Dog Licenses
Sold

438



Social Media Statistics

2019

<p>WEBSITE www.ponoka.ca</p> <div style="display: flex; justify-content: space-around; align-items: center;">    </div> <p>A total of 199,344 page views on the Town of Ponoka website in 2019.</p>	<p>twitter </p> <div style="display: flex; justify-content: space-around; align-items: center;">    </div> <p>Over 146 likes, retweets and replies on 157 Town Twitter posts in 2019.</p>
<p> Instagram</p> <div style="display: flex; justify-content: space-around; align-items: center;">    </div> <p>Over 712 likes, comments, shares and saves on 62 Town Instagram posts in 2019.</p>	<p>f facebook</p> <div style="display: flex; justify-content: space-around; align-items: center;">    </div> <p>Over 31,908 reactions, shares, clicks and comments on 328 Town Facebook posts in 2019.</p>



Financial Indicators

Alberta Economy

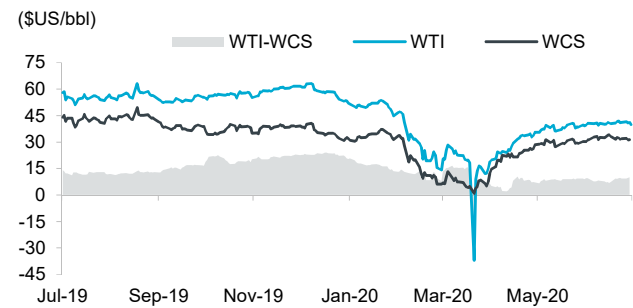
Indicators at a Glance

New: Oil Prices

WTI decreased US\$1.15 per barrel on the week and closed at US\$39.92 on Thursday. The WTI-WCS differential closed at US\$10.05 per barrel, wider than US\$9.40 a week ago.

OIL PRICES

Daily prices



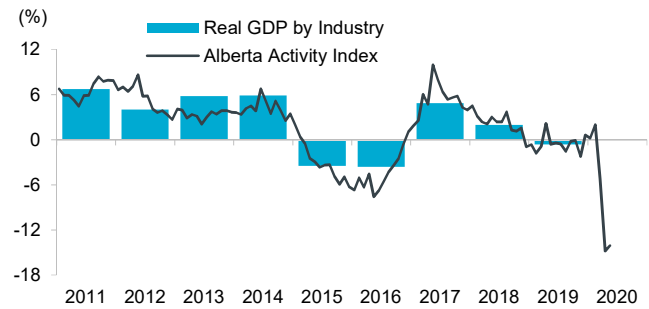
Source: US Energy Information Administration, CME Group, Kent Group Limited

New: Economic Activity

The Alberta Activity Index rose 0.4% month-over-month (m/m) in May, but remained down 14% from a year ago. Alberta's real GDP by industry eased by 0.6% in 2019 following 1.9% growth in 2018.

ECONOMIC ACTIVITY

Year-over-year % change



Source: Statistics Canada, Alberta Treasury Board and Finance

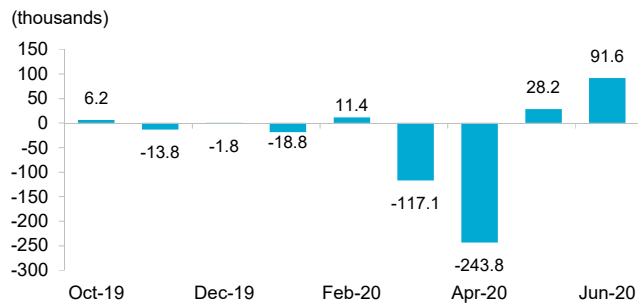
Labour Market

Employment rose by 91,600 in June. Compared to a year ago, employment was down by 265,900. The next release is August 7, 2020.

Alberta's unemployment rate was unchanged at 15.5% in June. It was up 8.8 percentage points from a year ago.

LABOUR MARKET

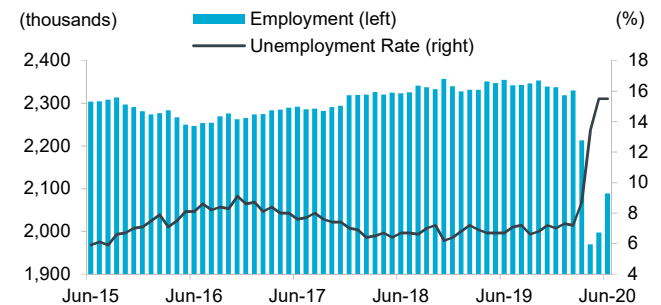
Monthly change in employment



Source: Statistics Canada

LABOUR MARKET

Employment and unemployment rate



Source: Statistics Canada

	WTI - West Texas Intermediate (US\$/bbl)	WTI-WCS Differential (US\$/bbl)	Henry Hub (US\$/MMBtu)	AECO-C (C\$/GJ)	Exchange Rate (US¢/C\$)
July 30, 2020	39.92	10.05	1.83	1.99	74.45
Fiscal Year-To-Date	31.20	10.09	1.76	1.91	72.67

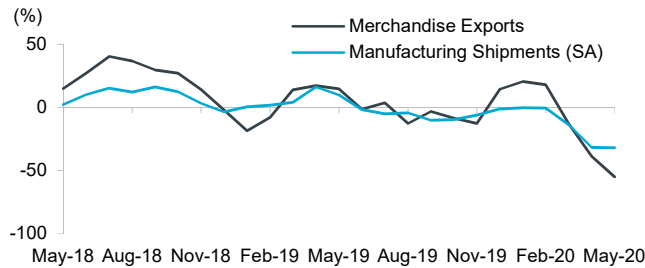
Business Output

Manufacturing shipments increased 2.6% m/m to \$4.7 billion in May. Compared to a year ago, they were down 32%.

Alberta goods exports fell 19% m/m in May, to total \$5.3 billion. On a year-over-year (y/y) basis, they were down 55%.

MANUFACTURING SHIPMENTS AND GOODS EXPORTS

Year-over-year % change



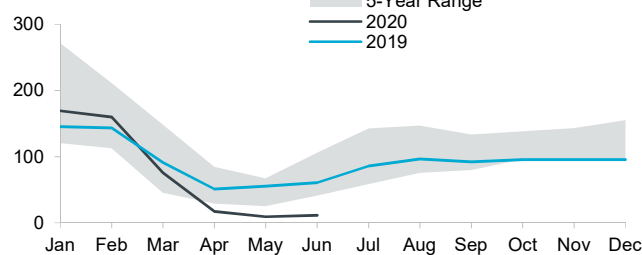
Source: Statistics Canada, SA - Seasonally Adjusted

Rigs Drilling

The number of rigs drilling in Alberta averaged 11 in June, 82% lower than a year ago.

RIGS DRILLING

Number of rigs drilling and five-year seasonal range (rigs drilling)



Source: Canadian Association of Oil Well Drilling Contractors (CAODC)

New: Average Weekly Earnings

Average weekly earnings in Alberta increased 1.0% m/m in May to \$1,256, up 6.1% from a year ago.

Population Growth

Alberta's population was 4,428,247 as of April 1, 2020, an increase of 1.8% from the year prior. During the last 12 months, Alberta welcomed 42,685 net international migrants and 8,077 net interprovincial migrants.

Inflation

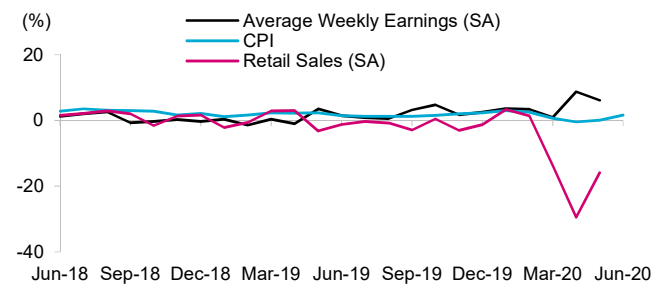
The consumer price index in Alberta increased 1.6% y/y in June, up from 0.1% y/y in the previous month.

Retail Sales

Alberta retail sales jumped 16% m/m to \$5.7 billion in May. Compared to a year ago, sales remained down 16%.

RETAIL SALES, CONSUMER PRICES, AND EARNINGS

Year-over-year % change



Source: Statistics Canada

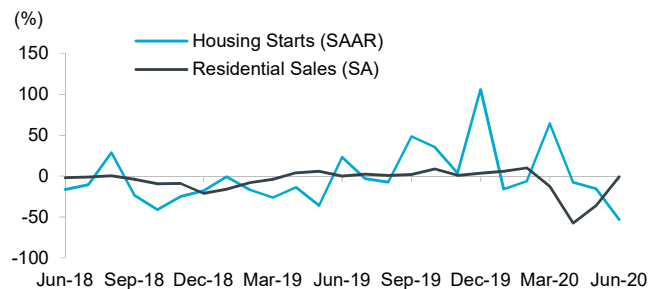
Housing Market

Alberta housing starts dropped 23% m/m in June to 14,782 units (SAAR). They were down 53% y/y.

The number of home sales in the resale market rose 52% m/m to 4,444 units in June, but they were down 0.8% y/y.

HOUSING STARTS AND HOME RESALES

Year-over-year % change



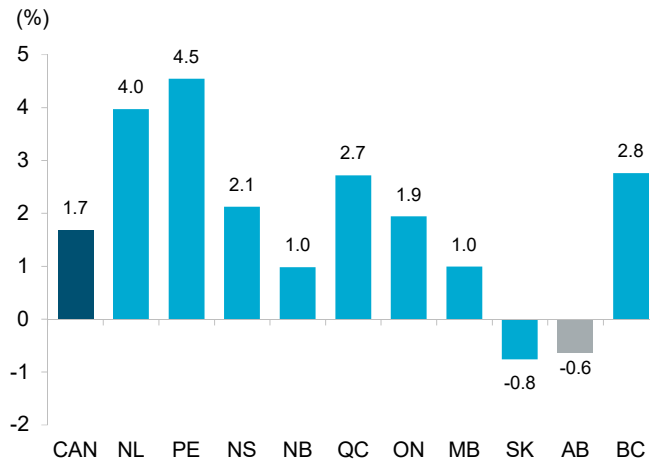
Source: Statistics Canada, Canadian Real Estate Association, SAAR -Seasonally Adjusted Annual Rate

Contact [Daniel Letcher](#) at 780.427.8845

For current analysis of the Alberta Economy please see the [Weekly Economic Review](#)

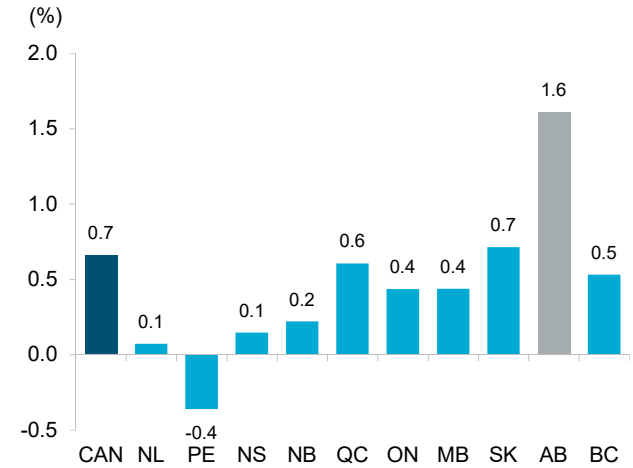
REAL GDP BY INDUSTRY

(2019, year-over-year growth)



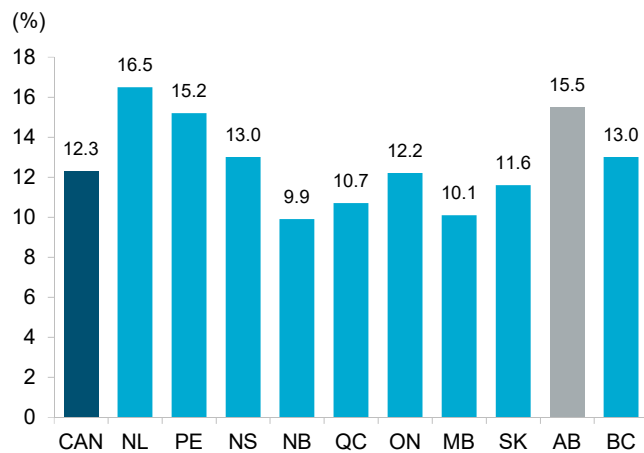
CPI INFLATION

(June 2020, year-over-year growth)



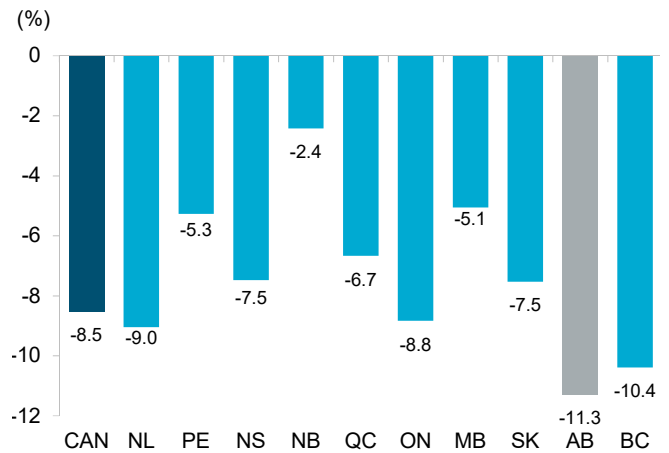
UNEMPLOYMENT RATE

(June 2020)



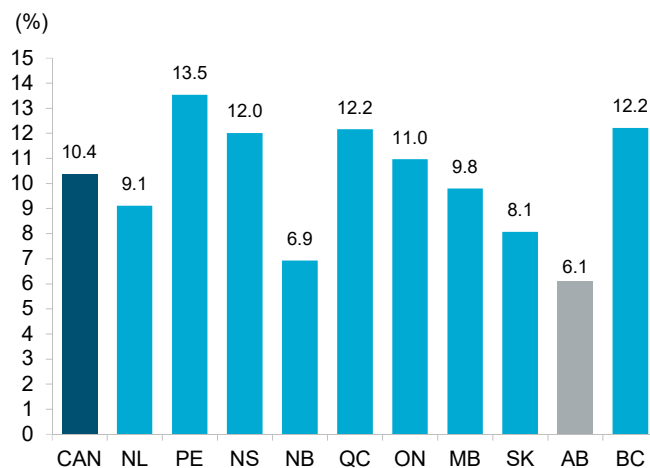
EMPLOYMENT

(June 2020, year-over-year growth)



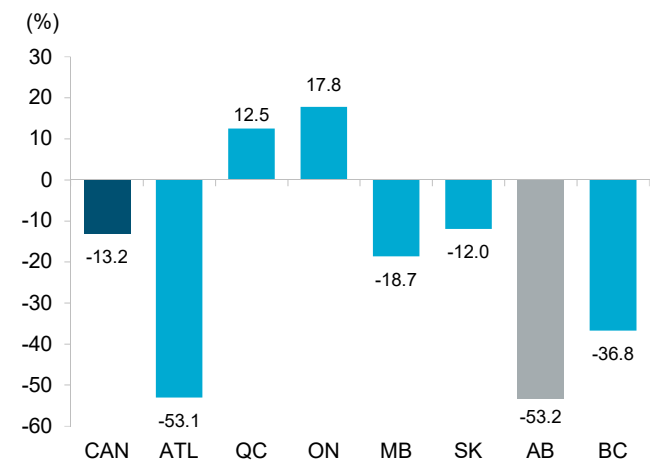
AVERAGE WEEKLY EARNINGS

(May 2020, year-over-year growth)



HOUSING STARTS

(June 2020, SAAR, year-over-year growth)



ALBERTA ECONOMIC INDICATORS

	2018	2019	2020YTD	Jan-20	Feb-20	Mar-20	Apr-20	May-20	Jun-20
New: Alberta Activity Index (y/y % change)	2.2	-0.5	-6.5	0.2	2.0	-5.2	-14.8	-14.1	
Population¹									
Population (thousands)	4,301	4,371	4,428	4,413			4,428		
y/y % change	1.3	1.6	1.8	1.8			1.8		
Net Interprovincial Migration	-3,247	5,542	7,660	2,252			3,123		
Net International Migration	32,606	37,918	30,203	9,763			6,203		
Labour Market									
Employment (thousands, SA)	2,331	2,343	2,153	2,319	2,330	2,213	1,969	1,997	2,089
m/m change (thousands)				-18.8	11.4	-117.1	-243.8	28.2	91.6
y/y % change	1.9	0.5	-8.0	-0.4	-0.1	-5.1	-16.2	-14.9	-11.3
Unemployment Rate (% , SA)	6.6	6.9	11.3	7.3	7.2	8.7	13.4	15.5	15.5
Participation Rate (% , SA)	71.9	71.4	67.9	70.3	70.5	67.9	63.7	66.1	69.1
New: Average Weekly Earnings (\$, SA)	1,149	1,165	1,207	1,187	1,180	1,169	1,244	1,256	
y/y % change	1.7	1.4	4.6	3.6	3.4	1.0	8.7	6.1	
Household Sector									
Retail Sales (\$ millions, SA)	81,737	81,091	30,133	6,798	6,815	5,944	4,901	5,675	
y/y % change	1.8	-0.8	-11.1	3.3	1.4	-13.8	-29.5	-15.9	
New Vehicle Sales (units, thousands)	237	222	62	15	15	11	8	12	
y/y % change	-4.8	-6.1	-33.7	4.9	8.0	-46.1	-61.4	-46.3	
Consumer Price Index (y/y % change)	2.4	1.8	1.2	3.0	2.5	0.7	-0.5	0.1	1.6
Excluding Food & Energy	1.6	1.8	1.6	2.2	2.3	1.9	1.3	0.9	1.4
Housing Starts (SAAR, thousands)	26.1	27.3	21.7	20.9	18.9	32.9	23.8	19.1	14.8
y/y % change	-11.4	4.8	-10.1	-15.9	-6.1	64.2	-8.0	-15.6	-53.2
New Housing Price Index (y/y % change)	-0.4	-1.5	-1.6	-2.1	-1.8	-1.7	-1.6	-1.4	-0.9
Resale Home Sales (units, SA)	51,866	51,941	22,033	4,464	4,638	3,686	1,884	2,917	4,444
y/y % change	-7.5	0.1	-15.6	5.8	10.1	-12.5	-57.6	-35.9	-0.8
Sales to New Listing Ratio (SA)	0.45	0.49	0.51	0.49	0.51	0.48	0.55	0.49	0.52
MLS Average Resale Prices (\$ thousands, SA)	392	382	370	388	376	369	354	362	372
y/y % change	-2.4	-2.6	-1.5	4.1	0.3	-2.2	-6.0	-4.1	-1.0
Consumer Bankruptcies (level)	4,925	5,589	1,697	424	385	397	260	231	
y/y % change	-1.7	13.5	-28.8	-5.8	-16.7	-16.1	-49.7	-52.1	
Business Sector									
Goods Exports (customs based, \$ millions)	117,685	117,170	39,651	9,842	8,896	9,175	6,484	5,254	
y/y % change	17.1	-0.4	-18.3	20.5	18.1	-12.9	-38.9	-55.1	
Energy Products (\$ millions)	83,454	84,490	26,778	7,400	6,486	6,230	3,993	2,670	
y/y% change	19.9	1.2	-21.9	38.7	26.8	-16.4	-48.0	-69.4	
Agricultural Products (\$ millions)	8,304	7,697	3,427	595	546	763	708	815	
y/y % change	-0.8	-7.3	1.4	-3.2	-10.6	10.6	-4.8	13.0	
Rigs Drilling	133	92	74	170	160	76	17	9	11
y/y% change	1.6	-30.6	-19.0	16.5	11.5	-16.9	-66.2	-83.3	-81.6
Manufacturing Shipments (\$ millions, SA)	76,833	76,189	27,559	6,277	6,279	5,646	4,619	4,738	
y/y% change	7.2	-0.8	-16.1	-0.3	-0.5	-13.6	-31.6	-32.0	
Wholesale Trade (\$ millions, SA)	82,151	81,450	31,516	6,487	6,477	6,360	6,255	5,937	
y/y% change	5.1	-0.9	-8.2	-4.3	0.8	-6.6	-16.4	-13.2	
New: Building Permits (\$ millions, SA)	13,459	11,647	5,059	1,026	1,046	870	770	704	641
y/y% change	-5.5	-13.5	-10.8	9.3	20.5	-5.2	-22.2	-33.0	-29.0
New: Residential Permits (\$ millions, SA)	7,776	6,999	3,181	614	666	563	456	451	431
y/y % change	-7.4	-10.0	-5.7	9.0	24.0	-2.3	-18.3	-24.3	-20.6
New: Non-Residential Permits (\$ millions, SA)	5,683	4,648	1,878	412	381	307	314	253	210
y/y% change	-2.8	-18.2	-18.2	9.7	14.8	-10.0	-27.2	-44.4	-41.7
New: Non-Res. Building Cons. Price Index ² (y/y % change)	2.3	2.3	0.8			1.0			0.5

¹ Population data presented on a census year basis (July 1– June 30).

² Quarterly, average of Calgary and Edmonton.

YTD (year-to-date).

“SA” denotes seasonally adjusted. “SAAR” denotes seasonally adjusted at annual rate.

All annual data are unadjusted.

Sources: All data are from Statistics Canada except the Alberta Activity Index (Alberta Treasury Board and Finance), Housing Starts (Canada Mortgage and Housing Corporation), MLS Average Resale Prices (Canadian Real Estate Association), Rigs Drilling (Canadian Association of Oilwell Drilling Contractors) and Bankruptcies (Office of the Superintendent of Bankruptcy Canada). All historical data are subject to revision.

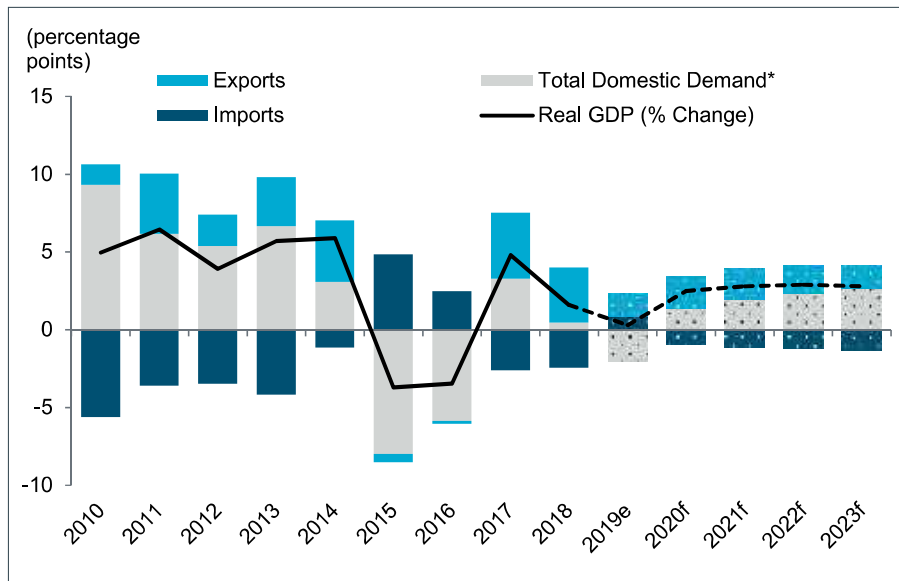
Economic Outlook 2020–23

The Alberta economy is expected to regain its footing in 2020. Real gross domestic product (GDP) is forecast to grow 2.5 per cent and surpass pre-recession levels. This follows a period of weakness in 2019, when provincial economic activity stagnated amid pipeline delays and a slowdown in the global economy, and real GDP failed to gain ground.

The turnaround in the economy in 2020 will be led by exports and supported by a rebound in capital spending (Chart 1). Investment outside oil and gas extraction remains a bright spot and will continue to advance this year. Sentiment is improving in the energy sector amid easing production constraints and additional takeaway capacity from pipeline debottlenecking and expanding crude by rail shipments. Oil production is set to rebound in 2020 and drive growth in Alberta's exports. Oil and gas investment is anticipated to finally turn a corner, with companies expected to spend an additional \$1.5 billion. Consumer spending is also forecast to improve, supported by employment gains and a growing population.

Chart 1: Investment to fuel growth in domestic demand

Contribution to Change in Alberta Real GDP by Expenditure



Sources: Statistics Canada, Haver Analytics and Alberta Treasury Board and Finance; e-estimate, f-forecast

* Includes total household, business, and government spending

Alberta's economy is set to rebound in 2020 and over the next few years as domestic demand strengthens.

As the economy moves into expansion, private sector investment and household spending will contribute more to growth. The Job Creation Tax Cut, which reduces Alberta's corporate income tax rate to eight per cent by 2022, will put Alberta among the most attractive investment destinations in North America. A more competitive tax regime, along with additional pipeline access, will help drive business investment and employment gains. This is expected to attract



STAFFING



2020 Staffing FTE's

	2020 FTE
Legislative	
Mayor	1
Councillors	6
Total Legislative	7
Legislative & Corporate Services	
CAO and Administration	4
Summer Student – Legislative	0.33
Finance & Administration	7.5
Information Technology	2
Communications	1
Summer Student - Communications	0.33
Human Resources	1
Municipal Intern	1
Total Legislative & Corporate	17.16
Protective Services	
RCMP Support Staff	4
Bylaw Enforcement (<i>note 1</i>)	1
Total Protective Services	5
Operations	
Operations and Engineering (<i>note 2</i>)	5
Public Works	7.4
Waste Transfer	2
Utilities (Water)	4.34
Electrical	4
Building & Grounds Maintenance	5.32
Total Operations	28.06
Planning & Development	
Economic Development (<i>note 3</i>)	1
Planning (<i>note 4</i>)	3
Total Planning & Development	4
Community Services	
Recreation Office	1
Summer Student – Rec Office (<i>note 8</i>)	0.33
Aquaplex	8.74
Arena	6.6
Total Community Services	16.67
Total Approved FTE Positions	77.89

Please note the following:

- 1) Bylaw Officer is vacant and unfunded
- 2) Engineering Manager is vacant and unfunded
- 3) Economic Development is vacant and unfunded
- 4) Planning Technician is vacant and unfunded

Budget Information



Assessment & Property Taxes

- Taxes are determined based on the assessment multiplied by the mill rate divided by 1,000.
- Factors that affect assessment are the age of homes, the number of homes, and the number and size of businesses in the community.
- Council determines taxes by setting the mill rate.

Average Residential Property Taxes per Dwelling -2019

Municipality	2019 Dwellings	2019 Municipal Mill Rate	2019 Residential Assessment	2019 Residential Taxes	Average Property Taxes per Dwelling
Penhold	1,496	9.3000	380,858,792	3,541,987	2,368
Leduc	13,042	7.4250	3,998,326,007	29,687,571	2,276
Camrose	8,446	8.3374	2,142,614,819	17,863,837	2,115
Rocky Mountain House	2,980	9.1872	715,105,922	6,569,821	2,205
Lacombe	5,446	7.9193	1,548,070,324	12,259,633	2,251
Blackfalds	4,337	8.1434	1,214,858,390	9,893,078	2,281
Sylvan Lake	6,858	6.2943	2,147,178,194	13,514,984	1,971
Red Deer	42,664	6.9476	11,939,276,352	82,949,316	1,944
Millet	894	7.5900	199,448,540	1,513,814	1,693
Olds	4,190	5.9414	1,126,345,337	6,692,068	1,597
Wetaskiwin	6,331	9.6101	1,066,756,808	10,251,640	1,619
Stettler	2,436	6.8065	552,450,837	3,760,257	1,544
Ponoka	3,497	7.6809	685,960,500	5,268,794	1,507
Innisfail	3,825	6.6088	854,568,583	5,647,673	1,477
Rimbey	1,221	7.6666	234,215,264	1,795,625	1,471
Bashaw	442	8.8903	60,605,377	538,800	1,219
				Average	1,846

Source: Municipal Affairs - Financial & Statistical Data

http://www.municipalaffairs.alberta.ca/municipal_financial_statistical_data

Note: 2019 is the most recent audited tax rate data available from Municipal Affairs

Value for Your Dollar



- Services provided by the municipality touch the lives of the community every day. Our goal is to add value to our citizens' quality of life by helping keep them healthy (recreation), safe (police & fire), and active (special events).
- The average amount of municipal residential property taxes paid monthly per dwelling in Ponoka in 2020 is \$136.00.
- For that amount, taxpayers receive a long list of municipal services. To illustrate the value that citizens receive for their municipal taxes each month, the next page compares the average monthly tax bill per dwelling in Ponoka with other household expenses of the same approximate value.

Value for Your Dollar

\$136.00/month gets the average household:

Municipal Services which include:

- **Safe roads** (street sweeping, snow clearing, annual Pavement Replacement & Improvement Program)
- **Safe community** thanks to police and fire emergency services
- **Maintenance of underground infrastructure** to ensure constant flow of safe drinking water to your home and uninterrupted flow of sanitary sewer lines to Town treatment facility
- **Recreation facilities:** Access to playgrounds, indoor swimming pool, hockey rinks, splash park, sports fields, tennis courts, baseball diamonds and other recreation facilities
- **Cemetery**
- **Trails, parks and green spaces** (maintenance & weed control)
- **Animal control services**
- **Support for numerous community services** (FCSS, museum, wheelchair van, public library)
- **Special community events & much more**

VS

Equivalent household expenses for the same amount approximately:

- **Less than 2 weeks** of home communications (Internet + telephone)
 - *Average Alberta household spent \$250/month in 2017*

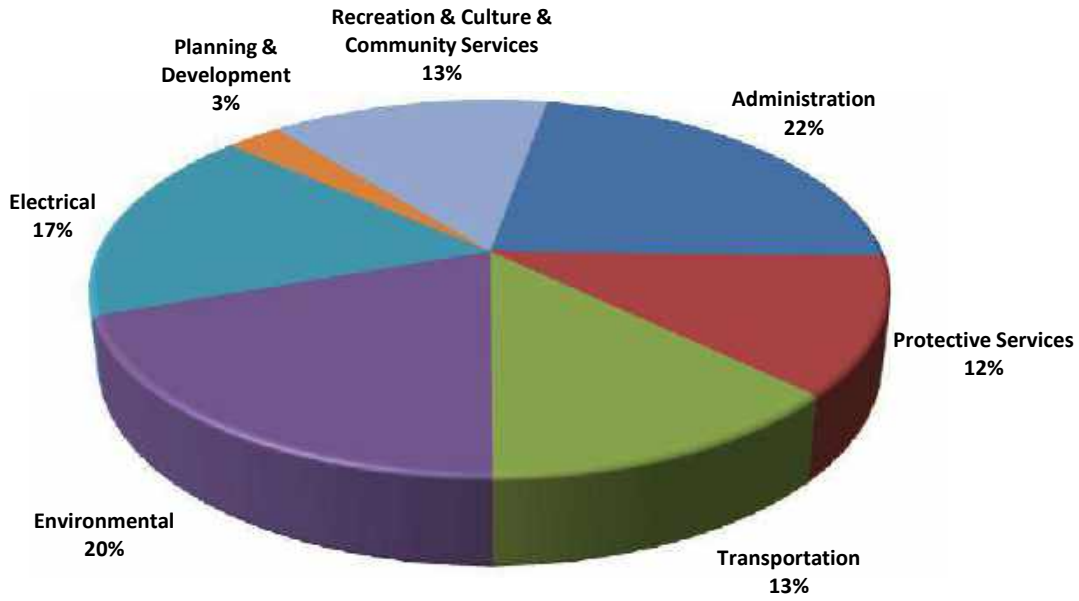
OR
- Dinner and a movie for a family of 4
 - *Average Albertan family spent \$222/month on restaurants in 2017*

OR
- Less than one week of food expenditures
 - *Average monthly food expenditure in Alberta in 2017 was \$757*

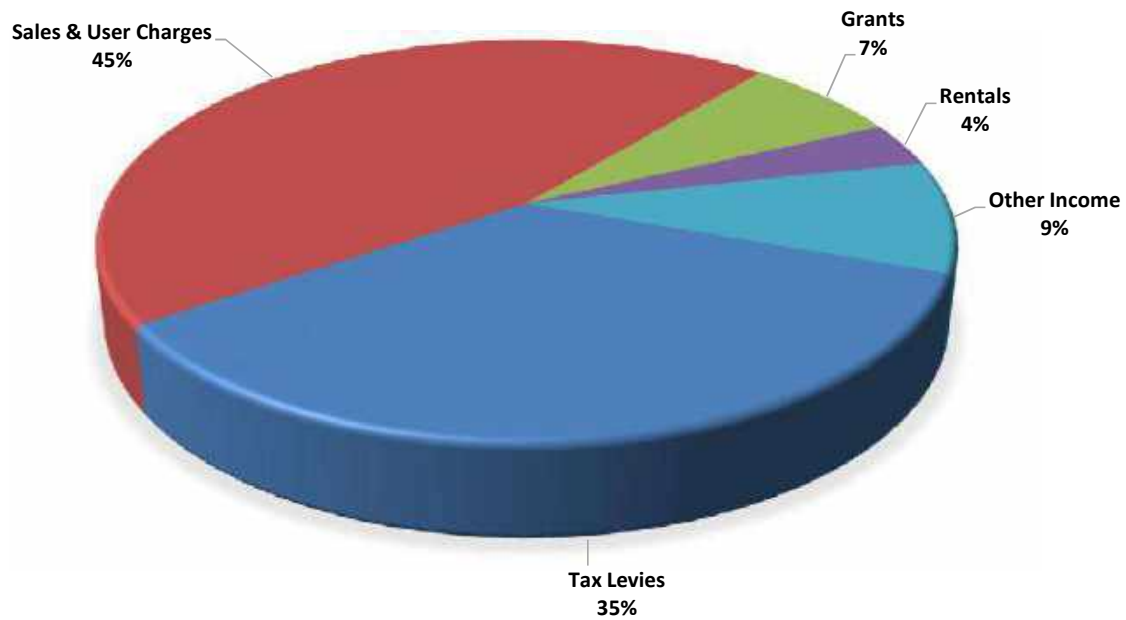
OR
- Approximately 2 weeks of fuel for personal vehicle
 - *Average Alberta household spent \$204/month in 2017*

*(**SOURCE: Statistics Canada, Table 11-10-0122-01, Household spending, 2017)*

2021 OPERATING EXPENDITURES

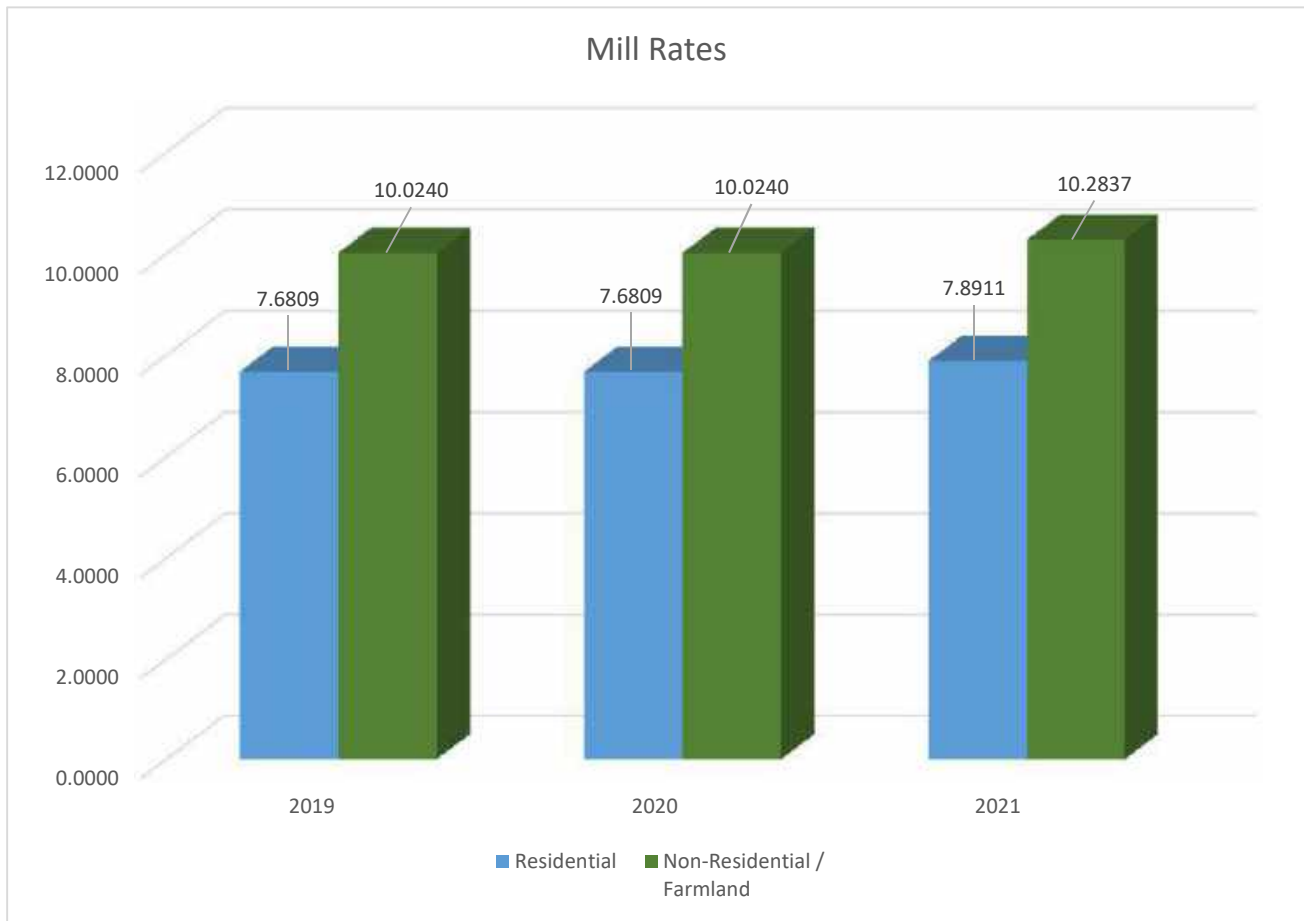


2021 OPERATING REVENUES



Mill Rate Comparison

Tax Rate Comparison	2019	2020	2021	Change	% Increase
Residential	7.6809	7.6809	7.8911	0.2102	2.74%
Non-Residential / Farmland	10.0240	10.0240	10.2837	0.2597	2.59%





Administration



General Administration & Corporate Services

The General Administration and Corporate Services Division lies at the core of all Town of Ponoka programs and services. This Division operates behind the scenes providing critical support that enables the Town's front-line Departments to deliver essential services and programs to citizens most efficiently and effectively.

The fundamental internal structure and services provided by the General Administration and Corporate Services Division allow the organization to achieve success and respond to the needs of citizens. These services and supports include recruiting and training staff, optimizing the benefits of technology, providing legal, financial and legislative advice and supporting the activities of Town Council.

The five Departments included in this Division are Legislative, Legislative Services, General Administration (IT, Finance and Accounting), Human Resources and Communications.

Core Services Include:

Financial Services

- Accounting Services and Support
- Accounts Payable
- Accounts Receivable
- Financial Risk Management
- Capital Budgeting
- Financial Reporting, Compliance and Controls
- Tangible Capital Asset Financial Management
- Long-Range Financial Planning
- Operational Budget Development
- Financial System Management and Support
- Taxation and Assessment
- Utility Billing
- Grant Applications and Management
- Payroll
- Cemetery Operation Services
- Electrical Administration
- Insurance Services

Strategic/Corporate Business Planning and Performance

Intergovernmental Relations

Websites and Digital Assets

Organizational Effectiveness



General Administration & Corporate Services

Legislative Services

- Bylaw and Policy Development and Management Support
- Election Management Support
- Procurement of Legal Advice
- Boards and Committee Membership Recruitment and Support
- Governance Advisory
- Council Administrative Support
- Freedom of Information and Protection of Privacy (FOIP) Administration and Advisory Services
- Executive Assistance to the CAO

Human Resources

- Recruitment and Hiring
- Labour Relations
- Health and Safety
- Compensation Structure
- Performance Evaluation Support and Leadership
- Employee Relations
- Training and Development
- Employee and Family Assistance
- Employee Wellness
- Benefit Plans and Administration

Information Technology

- IT Security and Back-Up Systems
- Business Data Solutions and Development
- Computer Infrastructure Support
- Technology Planning
- Technology Procurement and Training
- Information Governance
- Business Systems Support and Maintenance

Communications

- Public Engagement and Consultation
- Communications Planning
- Internal Communications
- Issues Management Support
- Social Media
- Organizational Advertising
- Marketing Communications
- Emergency and Crisis Communications



Town of Ponoka
2021 Budget
General

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Taxes & Requisitions	\$ 9,195,110.00	\$ 9,171,180.00	\$ 23,930.00	\$ 9,150,910.00
Requisition Expenses	-\$ 2,485,150.00	-\$ 2,539,910.00	\$ 54,760.00	-\$ 2,433,180.00
Other Revenue	\$ 1,200,000.00	\$ 696,750.00	\$ 503,250.00	\$ 575,000.00
Grants	\$ 233,160.00	\$ 226,000.00	\$ 7,160.00	\$ 183,000.00
Total Revenue	\$ 8,143,120.00	\$ 7,554,020.00	\$ 589,100.00	\$ 7,475,730.00
<u>Other Expenses</u>				
Other Expenses	\$ 27,000.00	\$ 259,820.00	-\$ 232,820.00	\$ 92,500.00
Total Other Expenses	\$ 27,000.00	\$ 259,820.00	-\$ 232,820.00	\$ 92,500.00
Total Operating Expenses	\$ 27,000.00	\$ 259,820.00	-\$ 232,820.00	\$ 92,500.00
Income (Loss) from Operations	\$ 8,116,120.00	\$ 7,294,200.00	\$ 821,920.00	\$ 7,383,230.00



Town of Ponoka
2021 Budget
Legislative

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 25,000.00		\$ 25,000.00	\$ 17,000.00
Total Revenue	\$ 25,000.00		\$ 25,000.00	\$ 17,000.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 223,960.00	\$ 209,530.00	\$ 14,430.00	\$ 209,955.00
Total Salaries & Benefits	\$ 223,960.00	\$ 209,530.00	\$ 14,430.00	\$ 209,955.00
<u>Purchased Services</u>				
Other Purchased Services	\$ 76,240.00	\$ 66,700.00	\$ 9,540.00	\$ 74,175.00
Total Purchased Services	\$ 76,240.00	\$ 66,700.00	\$ 9,540.00	\$ 74,175.00
<u>Purchased Supplies</u>				
Purchases	\$ 17,000.00	\$ 2,000.00	\$ 15,000.00	\$ 1,000.00
Total Purchased Supplies	\$ 17,000.00	\$ 2,000.00	\$ 15,000.00	\$ 1,000.00
<u>Other Expenses</u>				
Total Operating Expenses	\$ 317,200.00	\$ 278,230.00	\$ 38,970.00	\$ 285,130.00
Income (Loss) from Operations	-\$ 292,200.00	-\$ 278,230.00	-\$ 13,970.00	-\$ 268,130.00



Town of Ponoka
2021 Budget
Legislative Administration

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Operating Expenses</i>				
<i>Salaries & Benefits</i>				
Salaries & Benefits	\$ 431,470.00	\$ 449,850.00	-\$ 18,380.00	\$ 457,142.00
Training & Development	\$ 22,000.00	\$ 22,000.00		\$ 8,500.00
<i>Total Salaries & Benefits</i>	\$ 453,470.00	\$ 471,850.00	-\$ 18,380.00	\$ 465,642.00
<i>Purchased Services</i>				
Professional Services	\$ 70,000.00	\$ 70,000.00		\$ 75,000.00
Other Purchased Services	\$ 15,500.00	\$ 36,000.00	-\$ 20,500.00	\$ 21,500.00
<i>Total Purchased Services</i>	\$ 85,500.00	\$ 106,000.00	-\$ 20,500.00	\$ 96,500.00
<i>Total Operating Expenses</i>	\$ 538,970.00	\$ 577,850.00	-\$ 38,880.00	\$ 562,142.00
<i>Income (Loss) from Operations</i>	-\$ 538,970.00	-\$ 577,850.00	\$ 38,880.00	-\$ 562,142.00



Town of Ponoka
2021 Budget
General Administration

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 129,410.00	\$ 447,500.00	-\$ 318,090.00	\$ 343,500.00
Grants				\$ 23,000.00
Total Revenue	\$ 129,410.00	\$ 447,500.00	-\$ 318,090.00	\$ 366,500.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 851,620.00	\$ 878,150.00	-\$ 26,530.00	\$ 875,267.00
Training & Development	\$ 15,000.00	\$ 15,000.00		\$ 12,000.00
Total Salaries & Benefits	\$ 866,620.00	\$ 893,150.00	-\$ 26,530.00	\$ 887,267.00
<u>Purchased Services</u>				
Professional Services	\$ 140,800.00	\$ 145,800.00	-\$ 5,000.00	\$ 140,825.00
Other Purchased Services	\$ 350,620.00	\$ 334,200.00	\$ 16,420.00	\$ 334,625.00
Total Purchased Services	\$ 491,420.00	\$ 480,000.00	\$ 11,420.00	\$ 475,450.00
<u>Purchased Supplies</u>				
Purchases	\$ 363,000.00	\$ 140,000.00	\$ 223,000.00	\$ 150,850.00
Utilities				
Total Purchased Supplies	\$ 363,000.00	\$ 140,000.00	\$ 223,000.00	\$ 150,850.00
<u>Other Expenses</u>				
Contributions to Other Agencies				
Other Expenses	\$ 24,000.00	\$ 24,000.00		\$ 66,050.00
Total Other Expenses	\$ 24,000.00	\$ 24,000.00		\$ 66,050.00
Total Operating Expenses	\$ 1,745,040.00	\$ 1,537,150.00	\$ 207,890.00	\$ 1,579,617.00
Income (Loss) from Operations	-\$ 1,615,630.00	-\$ 1,089,650.00	-\$ 525,980.00	-\$ 1,213,117.00
Amortization	\$ 250,000.00	\$ 264,000.00	-\$ 14,000.00	\$ 264,000.00



Town of Ponoka
2021 Budget
Human Resources

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Operating Expenses</i>				
<i>Salaries & Benefits</i>				
Salaries & Benefits	\$ 196,820.00	\$ 115,790.00	\$ 81,030.00	\$ 119,212.00
Training & Development	\$ 2,500.00	\$ 2,500.00		\$ 2,500.00
<i>Total Salaries & Benefits</i>	<i>\$ 199,320.00</i>	<i>\$ 118,290.00</i>	<i>\$ 81,030.00</i>	<i>\$ 121,712.00</i>
<i>Purchased Services</i>				
Other Purchased Services	\$ 25,600.00	\$ 36,000.00	-\$ 10,400.00	\$ 10,950.00
<i>Total Purchased Services</i>	<i>\$ 25,600.00</i>	<i>\$ 36,000.00</i>	<i>-\$ 10,400.00</i>	<i>\$ 10,950.00</i>
<i>Total Operating Expenses</i>	<i>\$ 224,920.00</i>	<i>\$ 154,290.00</i>	<i>\$ 70,630.00</i>	<i>\$ 132,662.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 224,920.00</i>	<i>-\$ 154,290.00</i>	<i>-\$ 70,630.00</i>	<i>-\$ 132,662.00</i>



**Town of Ponoka
2021 Budget
Communications**

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Operating Expenses</i>				
<i>Salaries & Benefits</i>				
Salaries & Benefits	\$ 208,250.00	\$ 115,790.00	\$ 92,460.00	\$ 116,891.00
Training & Development	\$ 2,500.00	\$ 2,500.00		\$ 2,500.00
<i>Total Salaries & Benefits</i>	<i>\$ 210,750.00</i>	<i>\$ 118,290.00</i>	<i>\$ 92,460.00</i>	<i>\$ 119,391.00</i>
<i>Purchased Services</i>				
Other Purchased Services	\$ 69,000.00	\$ 54,000.00	\$ 15,000.00	\$ 68,000.00
<i>Total Purchased Services</i>	<i>\$ 69,000.00</i>	<i>\$ 54,000.00</i>	<i>\$ 15,000.00</i>	<i>\$ 68,000.00</i>
<i>Total Operating Expenses</i>	<i>\$ 279,750.00</i>	<i>\$ 172,290.00</i>	<i>\$ 107,460.00</i>	<i>\$ 187,391.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 279,750.00</i>	<i>-\$ 172,290.00</i>	<i>-\$ 107,460.00</i>	<i>-\$ 187,391.00</i>



Town of Ponoka
2021 Budget
Town Hall Building

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 461,800.00	\$ 461,800.00		\$ 495,830.00
Total Revenue	\$ 461,800.00	\$ 461,800.00		\$ 495,830.00
<u>Purchased Services</u>				
Professional Services	\$ 73,400.00	\$ 73,400.00		\$ 73,392.00
Other Purchased Services	\$ 892,500.00	\$ 892,500.00		\$ 892,657.00
Total Purchased Services	\$ 965,900.00	\$ 965,900.00		\$ 966,049.00
<u>Purchased Supplies</u>				
Purchases	\$ 28,600.00	\$ 28,600.00		\$ 28,560.00
Utilities	\$ 135,800.00	\$ 135,800.00		\$ 135,816.00
Total Purchased Supplies	\$ 164,400.00	\$ 164,400.00		\$ 164,376.00
<u>Other Expenses</u>				
Contributions to Other Agencies	\$ 269,400.00	\$ 269,400.00		\$ 235,480.00
Other Expenses				
Total Other Expenses	\$ 269,400.00	\$ 269,400.00		\$ 235,480.00
Total Operating Expenses	\$ 1,399,700.00	\$ 1,399,700.00		\$ 1,365,905.00
Income (Loss) from Operations	-\$ 937,900.00	-\$ 937,900.00		-\$ 870,075.00
Amortization	\$ 220,000.00	\$ 181,000.00	\$39,000.00	\$ 181,000.00



PROTECTIVE SERVICES

Protective Services

The Protective Services Department is comprised of contracted services which help ensure Ponoka is a safe community for families and all citizens by providing vital emergency protection, public safety and enforcement services.

Core Services

RCMP Policing – Enforcement and Education

RCMP Support Staff

Fire Services

Community Emergency Preparedness

Public Education – Municipal Bylaws and Fire Safety

Municipal Bylaw

Enforcement Emergency

Management Animal Control Services

Weed Control – Enforcement and Education



RCMP

The Royal Canadian Mounted Police (RCMP) are contracted by the municipality to provide policing services in the Town of Ponoka year round.

In 2019, the Ponoka RCMP Municipal Detachment responded to 3,979 calls for service in the Town of Ponoka. These calls included everything from traffic violations, impaired driving and municipal bylaw enforcement to drug enforcement, assault and theft.

Policing Priorities

Each year, the Ponoka RCMP develop an Annual Performance Plan that identifies policing priorities in the Town of Ponoka for the coming year. The Plan is developed in consultation with community partners such as the Town of Ponoka Police Advisory Committee, Town Council and community members.

In 2019, the top two policing priorities identified were:

- Traffic Safety and
- Crime Reduction.



Town of Ponoka
2021 Budget
RCMP

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Revenue</i>				
Other Revenue	\$ 82,500.00	\$ 82,500.00		\$ 87,500.00
Grants	\$ 357,800.00	\$ 357,000.00	\$ 800.00	\$ 357,000.00
Total Revenue	\$ 440,300.00	\$ 439,500.00	\$ 800.00	\$ 444,500.00
<i>Operating Expenses</i>				
<i>Salaries & Benefits</i>				
Salaries & Benefits	\$ 278,030.00	\$ 278,470.00	-\$ 440.00	\$ 283,988.00
Training & Development	\$ 2,000.00	\$ 2,000.00		\$ 1,000.00
Total Salaries & Benefits	\$ 280,030.00	\$ 280,470.00	-\$ 440.00	\$ 284,988.00
<i>Purchased Services</i>				
RCMP Contract	\$ 1,550,000.00	\$ 1,450,000.00	\$ 100,000.00	\$ 1,450,000.00
Other Purchased Services	\$ 2,000.00	\$ 2,000.00		\$ 1,000.00
Total Purchased Services	\$ 1,552,000.00	\$ 1,452,000.00	\$ 100,000.00	\$ 1,451,000.00
<i>Purchased Supplies</i>				
Purchases	\$ 2,000.00	\$ 2,000.00		\$ 2,000.00
Total Purchased Supplies	\$ 2,000.00	\$ 2,000.00		\$ 2,000.00
Total Operating Expenses	\$ 1,834,030.00	\$ 1,734,470.00	\$ 99,560.00	\$ 1,737,988.00
Income (Loss) from Operations	-\$ 1,393,730.00	-\$ 1,294,970.00	-\$ 98,760.00	-\$ 1,293,488.00
Amortization	\$ 27,000.00	\$ 27,000.00		\$ 27,000.00



Town of Ponoka
2021 Budget
RCMP Building

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Revenue</i>				
Other Revenue	\$ 39,600.00	\$ 39,600.00		\$ 39,600.00
Total Revenue	\$ 39,600.00	\$ 39,600.00		\$ 39,600.00
<i>Purchased Services</i>				
Other Purchased Services	\$ 57,660.00	\$ 56,800.00	\$ 860.00	\$ 40,125.00
Total Purchased Services	\$ 57,660.00	\$ 56,800.00	\$ 860.00	\$ 40,125.00
<i>Purchased Supplies</i>				
Purchases	\$ 7,000.00	\$ 8,500.00	-\$ 1,500.00	\$ 7,500.00
Utilities	\$ 25,200.00	\$ 28,000.00	-\$ 2,800.00	\$ 26,700.00
Total Purchased Supplies	\$ 32,200.00	\$ 36,500.00	-\$ 4,300.00	\$ 34,200.00
Total Operating Expenses	\$ 89,860.00	\$ 93,300.00	-\$ 3,440.00	\$ 74,325.00
Income (Loss) from Operations	-\$ 50,260.00	\$ 59,900.00	\$ 3,440.00	-\$ 34,725.00



Town of Ponoka
2021 Budget
Fire Services

Description	2021 BUDGET	2020 BUDGET	2019 BUDGET
<i>Revenue</i>			
Other Revenue	\$ 70,000.00	\$ 70,000.00	\$ 70,000.00
<i>Total Revenue</i>	<i>\$ 70,000.00</i>	<i>\$ 70,000.00</i>	<i>\$ 70,000.00</i>
<i>Purchased Services</i>			
Other Purchased Services	\$ 210,000.00	\$ 210,000.00	\$ 210,000.00
<i>Total Purchased Services</i>	<i>\$ 210,000.00</i>	<i>\$ 210,000.00</i>	<i>\$ 210,000.00</i>
<i>Total Operating Expenses</i>	<i>\$ 210,000.00</i>	<i>\$ 210,000.00</i>	<i>\$ 210,000.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 140,000.00</i>	<i>\$ 210,000.00</i>	<i>-\$ 140,000.00</i>



Town of Ponoka
2021 Budget
Emergency Management

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Operating Expenses</i>				
<i>Salaries & Benefits</i>				
Training & Development	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00
Total Salaries & Benefits	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00
<i>Purchased Services</i>				
Other Purchased Services	\$ 36,060.00	\$ 36,050.00	\$ 10.00	\$ 37,470.00
Total Purchased Services	\$ 36,060.00	\$ 36,050.00	\$ 10.00	\$ 37,470.00
<i>Purchased Supplies</i>				
Purchases	\$ 1,000.00	\$ 1,000.00		\$ 1,000.00
Total Purchased Supplies	\$ 1,000.00	\$ 1,000.00		\$ 1,000.00
Total Operating Expenses	\$ 40,060.00	\$ 40,050.00	\$ 10.00	\$ 41,470.00
Income (Loss) from Operations	-\$ 34,060.00	-\$ 34,050.00	-\$ 10.00	-\$ 35,470.00
Amortization	\$ 10,000.00	\$ 10,000.00		\$ 10,000.00



Town of Ponoka
2021 Budget
Municipal Enforcement

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Revenue</i>				
Other Revenue	\$ 2,000.00	\$ 2,500.00	-\$ 500.00	
<i>Total Revenue</i>	\$ 2,000.00	\$ 2,500.00	-\$ 500.00	
<i>Purchased Services</i>				
Other Purchased Services	\$ 50,700.00	\$ 50,500.00	\$ 200.00	\$ 50,500.00
<i>Total Purchased Services</i>	\$ 50,700.00	\$ 50,500.00	\$ 200.00	\$ 50,500.00
<i>Purchased Supplies</i>				
Purchases	\$ 1,200.00	\$ 1,200.00		\$ 3,200.00
<i>Total Purchased Supplies</i>	\$ 1,200.00	\$ 1,200.00		\$ 3,200.00
<i>Total Operating Expenses</i>	\$ 51,900.00	\$ 51,700.00	\$ 200.00	\$ 53,700.00
<i>Income (Loss) from Operations</i>	-\$ 49,900.00	-\$ 49,200.00	-\$ 700.00	-\$ 53,700.00



Town of Ponoka
2021 Budget
Animal Control

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Revenue</i>				
Other Revenue	\$ 16,500.00	\$ 13,500.00	\$ 3,000.00	\$ 11,500.00
<i>Total Revenue</i>	\$ 16,500.00	\$ 13,500.00	\$ 3,000.00	\$ 11,500.00
<i>Purchased Services</i>				
Other Purchased Services	\$ 40,000.00	\$ 35,000.00	\$ 5,000.00	\$ 35,000.00
<i>Total Purchased Services</i>	\$ 40,000.00	\$ 35,000.00	\$ 5,000.00	\$ 35,000.00
<i>Purchased Supplies</i>				
Purchases	\$ 600.00	\$ 600.00		\$ 600.00
<i>Total Purchased Supplies</i>	\$ 600.00	\$ 600.00		\$ 600.00
<i>Total Operating Expenses</i>	\$ 40,600.00	\$ 35,600.00	\$ 5,000.00	\$ 35,600.00
<i>Income (Loss) from Operations</i>	-\$ 24,100.00	-\$ 22,100.00	-\$ 2,000.00	-\$ 24,100.00



Town of Ponoka
2021 Budget
Insect/Weed Control

Description	2021 BUDGET	2020 BUDGET	2019 BUDGET
<i>Purchased Services</i>			
Other Purchased Services	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
<i>Total Purchased Services</i>	<i>\$ 7,000.00</i>	<i>\$ 7,000.00</i>	<i>\$ 7,000.00</i>
<i>Total Operating Expenses</i>	<i>\$ 7,000.00</i>	<i>\$ 7,000.00</i>	<i>\$ 7,000.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 7,000.00</i>	<i>-\$ 7,000.00</i>	<i>-\$ 7,000.00</i>

OPERATIONS





OPERATIONS & ENVIRONMENTAL SERVICES

The Operations and Property Services Division keeps residents safe in all seasons through the provision of essential services, such as, snow removal and ice control programs, an annual road, sidewalk and curb maintenance program, 24/7 service and maintenance of Ponoka's electrical distribution system, and the monitoring and delivery of safe drinking water for citizens in Ponoka.

The Departments operated by this Division include Common Services, Public Works, Snow Removal, Airport, Storm Sewer, Buildings & Grounds, Water Distribution, Sanitary Sewer, Solid Waste, and Electrical.

Operations and Property Services is responsible for managing and maintaining the Town's Waste Water Treatment Facility; overseeing the management and delivery of Ponoka's curbside waste and recycling program; operating the Town's Waste Transfer Station and hazardous materials disposal program; providing the maintenance, repair and replacement as needed of all Town infrastructure (including water, storm water and sanitary sewer lines, and Town-owned facilities); looking after the maintenance of Ponoka's large network of parks, trails and green spaces, and managing large engineering and construction projects.

Core Services Include:

Infrastructure Asset Planning, Management and Maintenance

Waste Water Collection Network Maintenance (Manholes, Mains, Lift Stations and Service Laterals)

Waste Water Facility Operation, Inspection, Quality Control, Regulatory Testing and Maintenance

Year-Round Municipal Solid Waste, Recycling and Hazardous Materials Collection

Electrical Distribution System Maintenance and Service

Pole Maintenance

New Service Connections and Inspections

Line Maintenance

Emergency Tree Pruning

Street Light Maintenance

Road, Sidewalk and Curb Maintenance

Snow Removal and Ice Control

Monitoring and Delivery of Safe Drinking Water

Park and Trail Maintenance

Engineering Services

Airport Management

Management of Capital Projects Construction

Storm Water Management



OPERATIONS & ENVIRONMENTAL SERVICES

Water Distribution Network Maintenance, Quality Control, Regulatory Testing (Includes Reservoirs, Pump Stations, Hydrants, Valves, Pipes and Meters)

New Water Service Inspections

Mainline Flushing

Lift Station Maintenance and Operation

Water Meter Installations

Maintenance, repair, and replacement as needed of storm water and sanitary sewer lines

Camera Inspections of Utility Infrastructure

Utility, Electrical and Water Line Locates

Procurement and Management of Contracted Services

Town Buildings and Grounds Maintenance (Repairs and Inspections)

Facility Condition Assessments

Vehicle and Equipment Maintenance and Replacement Planning

Fleet Inventory Procurement and Inventory Management

Fleet Fuel Management

Operate and Maintain Geographical Information System (GIS) System for mapping of Town Infrastructure

Street Cleaning

Pavement Marking

Traffic Signage

Grass Cutting

Flower Plantings

Cemetery Maintenance

Parking Lot Maintenance

Tree Removal



Town of Ponoka
2021 Budget
Common Services

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Operating Expenses</u>				
<i>Salaries & Benefits</i>				
Salaries & Benefits	\$ 488,260.00	\$ 485,570.00	\$ 2,690.00	\$ 607,788.00
Training & Development	\$ 15,000.00	\$ 15,000.00		\$ 8,000.00
Total Salaries & Benefits	\$ 503,260.00	\$ 500,570.00	\$ 2,690.00	\$ 615,788.00
<i>Purchased Services</i>				
Professional Services	\$ 120,000.00	\$ 120,000.00		\$ 20,000.00
Other Purchased Services	\$ 108,940.00	\$ 108,100.00	\$ 840.00	\$ 71,390.00
Total Purchased Services	\$ 228,940.00	\$ 228,100.00	\$ 840.00	\$ 91,390.00
<i>Purchased Supplies</i>				
Purchases	\$ 28,500.00	\$ 29,000.00	-\$ 500.00	\$ 35,000.00
Utilities	\$ 33,800.00	\$ 36,800.00	-\$ 3,000.00	\$ 40,300.00
Total Purchased Supplies	\$ 62,300.00	\$ 65,800.00	-\$ 3,500.00	\$ 75,300.00
<u>Other Expenses</u>				
Other Expenses	-\$ 794,500.00	-\$ 794,470.00	-\$ 30.00	-\$ 618,477.00
Total Other Expenses	-\$ 794,500.00	-\$ 794,470.00	-\$ 30.00	-\$ 618,477.00
Amortization	\$ 75,000.00	\$ 95,000.00	-\$20,000.00	\$ 95,000.00



Town of Ponoka
2021 Budget
Public Works

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Taxes & Requisitions	\$ 94,600.00	\$ 94,600.00		\$ 96,795.00
Other Revenue		\$ 1,000.00	-\$ 1,000.00	\$ 1,000.00
Total Revenue	\$ 94,600.00	\$ 95,600.00	-\$ 1,000.00	\$ 97,795.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 605,090.00	\$ 653,690.00	-\$ 48,600.00	\$ 724,010.00
Training & Development	\$ 7,000.00	\$ 7,000.00		\$ 7,000.00
Total Salaries & Benefits	\$ 612,090.00	\$ 660,690.00	-\$ 48,600.00	\$ 731,010.00
<u>Purchased Services</u>				
Other Purchased Services	\$ 158,760.00	\$ 158,400.00	\$ 360.00	\$ 117,850.00
Total Purchased Services	\$ 158,760.00	\$ 158,400.00	\$ 360.00	\$ 117,850.00
<u>Purchased Supplies</u>				
Purchases	\$ 171,000.00	\$ 175,100.00	-\$ 4,100.00	\$ 203,100.00
Utilities	\$ 115,000.00	\$ 125,000.00	-\$ 10,000.00	\$ 115,000.00
Total Purchased Supplies	\$ 286,000.00	\$ 300,100.00	-\$ 14,100.00	\$ 318,100.00
<u>Other Expenses</u>				
Other Expenses	\$ 594,290.00	\$ 595,620.00	-\$ 1,330.00	\$ 561,120.00
Total Other Expenses	\$ 594,290.00	\$ 595,620.00	-\$ 1,330.00	\$ 561,120.00
Total Operating Expenses	\$ 1,651,140.00	\$ 1,714,810.00	-\$ 63,670.00	\$ 1,728,080.00
Income (Loss) from Operations	-\$ 1,556,540.00	-\$ 1,619,210.00	\$ 62,670.00	-\$ 1,630,285.00
Amortization	\$ 820,000.00	\$ 850,000.00	-\$ 30,000.00	\$ 850,000.00



Town of Ponoka
2021 Budget
Snow Removal

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Revenue</i>				
Other Revenue	\$ 60,000.00		\$ 60,000.00	\$ 60,000.00
<i>Total Revenue</i>	<i>\$ 60,000.00</i>		<i>\$ 60,000.00</i>	<i>\$ 60,000.00</i>
<i>Purchased Services</i>				
Other Purchased Services	\$ 120,000.00	\$ 123,000.00	-\$ 3,000.00	\$ 133,000.00
<i>Total Purchased Services</i>	<i>\$ 120,000.00</i>	<i>\$ 123,000.00</i>	<i>-\$ 3,000.00</i>	<i>\$ 133,000.00</i>
<i>Total Operating Expenses</i>	<i>\$ 120,000.00</i>	<i>\$ 123,000.00</i>	<i>-\$ 3,000.00</i>	<i>\$ 133,000.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 60,000.00</i>	<i>-\$ 123,000.00</i>	<i>\$ 63,000.00</i>	<i>-\$ 73,000.00</i>



Town of Ponoka
2021 Budget
Airport

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 20,000.00	\$ 32,500.00	-\$ 12,500.00	\$ 41,750.00
Grants				\$ 5,000.00
Total Revenue	\$ 20,000.00	\$ 32,500.00	-\$ 12,500.00	\$ 46,750.00
<u>Purchased Services</u>				
Other Purchased Services		\$ 9,350.00	-\$ 9,350.00	\$ 15,350.00
Total Purchased Services		\$ 9,350.00	-\$ 9,350.00	\$ 15,350.00
<u>Purchased Supplies</u>				
Purchases		\$ 5,000.00	-\$ 5,000.00	\$ 7,500.00
Utilities		\$ 4,850.00	-\$ 4,850.00	\$ 6,500.00
Total Purchased Supplies		\$ 9,850.00	-\$ 9,850.00	\$ 14,000.00
<u>Other Expenses</u>				
Contributions to Other Agencies	\$ 20,000.00	\$ 6,600.00	\$ 13,400.00	
Other Expenses		\$ 55,590.00	-\$ 55,590.00	\$ 43,293.00
Total Other Expenses	\$ 20,000.00	\$ 62,190.00	-\$ 42,190.00	\$ 43,293.00
Total Operating Expenses	\$ 20,000.00	\$ 81,390.00	-\$ 61,390.00	\$ 57,293.00
Income (Loss) from Operations		-\$ 48,890.00	\$ 48,890.00	-\$ 25,893.00
Amortization		\$ 14,100.00	-\$ 14,100.00	\$ 14,100.00



Town of Ponoka
2021 Budget
Storm Sewer

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Purchased Supplies</i>				
Purchases	\$ 25,000.00	\$ 20,000.00	\$ 5,000.00	\$ 25,000.00
<i>Total Purchased Supplies</i>	<i>\$ 25,000.00</i>	<i>\$ 20,000.00</i>	<i>\$ 5,000.00</i>	<i>\$ 25,000.00</i>
<i>Other Expenses</i>				
Other Expenses	\$ 51,230.00	\$ 43,320.00	\$ 7,910.00	\$ 34,674.00
<i>Total Other Expenses</i>	<i>\$ 51,230.00</i>	<i>\$ 43,320.00</i>	<i>\$ 7,910.00</i>	<i>\$ 34,674.00</i>
<i>Total Operating Expenses</i>	<i>\$ 76,230.00</i>	<i>\$ 63,320.00</i>	<i>\$ 12,910.00</i>	<i>\$ 59,674.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 76,230.00</i>	<i>-\$ 63,320.00</i>	<i>-\$ 12,910.00</i>	<i>-\$ 59,674.00</i>
Amortization	\$ 43,000.00	\$ 43,000.00		\$ 43,000.00



Buildings

And



Grounds





Town of Ponoka
2021 Budget
Building/Grounds Maintenance

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Total Revenue</i>				
<i>Operating Expenses</i>				
<i>Salaries & Benefits</i>				
Salaries & Benefits	\$ 454,900.00	\$ 318,970.00	\$ 135,930.00	\$ 306,886.00
Training & Development	\$ 2,500.00	\$ 1,500.00	\$ 1,000.00	\$ 1,500.00
<i>Total Salaries & Benefits</i>	<i>\$ 457,400.00</i>	<i>\$ 320,470.00</i>	<i>\$ 136,930.00</i>	<i>\$ 308,386.00</i>
<i>Purchased Services</i>				
Other Purchased Services	\$ 14,940.00	\$ 14,000.00	\$ 940.00	\$ 82,800.00
<i>Total Purchased Services</i>	<i>\$ 14,940.00</i>	<i>\$ 14,000.00</i>	<i>\$ 940.00</i>	<i>\$ 82,800.00</i>
<i>Purchased Supplies</i>				
Purchases	\$ 13,200.00	\$ 10,800.00	\$ 2,400.00	\$ 9,700.00
<i>Total Purchased Supplies</i>	<i>\$ 13,200.00</i>	<i>\$ 10,800.00</i>	<i>\$ 2,400.00</i>	<i>\$ 9,700.00</i>
<i>Other Expenses</i>				
Other Expenses	\$ 95,330.00	\$ 79,450.00	\$ 15,880.00	\$ 43,293.00
<i>Total Other Expenses</i>	<i>\$ 95,330.00</i>	<i>\$ 79,450.00</i>	<i>\$ 15,880.00</i>	<i>\$ 43,293.00</i>
<i>Total Operating Expenses</i>	<i>\$ 580,870.00</i>	<i>\$ 424,720.00</i>	<i>\$ 156,150.00</i>	<i>\$ 444,179.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 580,870.00</i>	<i>-\$ 424,720.00</i>	<i>-\$ 156,150.00</i>	<i>-\$ 444,179.00</i>
Amortization	\$ 10,000.00		\$ 10,000.00	



Environmental Services

2021 Water Rate Analysis

	2020 COLA 2%	2021 COLA 1%
Rate Structure		
Residential		
Flat Charge/Month	\$ 15.79	\$ 15.95
Water Utility Reserve	\$ 3.95	\$ 3.99
Total Residential	\$ 19.74	\$ 19.94
Commercial		
Flat Charge/Month	\$ 29.72	\$ 30.02
Water Utility Reserve	\$ 7.42	\$ 7.49
Total Commercial	\$ 37.14	\$ 37.51
Billing Price of Water		
Selling Price per m3	\$ 2.75	\$ 2.75
Purchase Price per m3	\$ 2.11	\$ 2.12
Revenue Generation		
Number of Accounts	2,930	2,951
Residential	2,550	2,566
Commercial	380	385
Total	2,930	2,951
Flat Charge Revenue	\$ 739,567	\$ 752,685
Funds included for capital	\$ 138,882	\$ 141,294
M3 Produced/Purchased	710,000	700,000
M3 Sold (Assume loss of 10%)	600,000	600,000
Consumption Revenue	\$ 1,650,000	\$ 1,650,000
Total Revenue Produced	\$ 2,389,567	\$ 2,402,685
Less: Cost of Water	\$ 1,498,100	\$ 1,484,000
Less: Utility Reserve	\$ 154,705	\$ 157,464
Utility Revenue	\$ 736,762	\$ 761,221

2021 Sanitary Sewer Rate Analysis

	2020 COLA 2%	2021 COLA 1%
Rate Structure		
Residential		
Flat Charge/Month	\$ 19.43	\$ 17.65
Sewer Utility Reserve	\$ 2.42	\$ 4.42
Total Residential	\$ 21.85	\$ 22.07
Cost per m3	\$ 0.70	\$ 0.72
 Commercial		
Flat Charge/Month	\$ 30.55	\$ 30.86
Sewer Utility Reserve	\$ 2.42	\$ 2.44
Total Commercial	\$ 32.97	\$ 33.30
Cost per m3	\$ 0.65	\$ 0.72
 Billing Price of Water		
Selling Price per m3	\$ 2.75	\$ 2.75
Purchase Price per m3	\$ 2.11	\$ 2.12
 Revenue Generation		
Number of Accounts	2,930	2,946
Residential	2,550	2,566
Commercial	380	380
Total	2,930	2,946
Flat Charge Revenue	\$ 818,953	\$ 831,427
Funds included for capital	85,087	156,256
M3 Produced/Purchased	700,000	700,000
M3 Sold (Assume loss of 6%)	540,000	540,000
Consumption Revenue	\$ 378,000	\$ 388,800
Total Revenue Produced	\$ 1,196,953	\$ 1,220,227
Less: Sewer Reserve	\$ 85,087	\$ 147,227
Utility Revenue	\$ 1,111,866	\$ 1,073,000

2021 Garbage Rates

	2019 0% Increase	2020 COLA 2%	2021 COLA 1%
Rate Structure			
Residential			
Flat Charge/Month	\$ 26.00	\$ 26.52	\$ 24.12
Waste Management Reserve	\$ -	\$ -	\$ 2.67
Total	\$ 26.00	\$ 26.52	\$ 26.79
Tipping Fees (Garbage Contract)			
Flat Charge/Month*	\$ 14.60	\$ 14.60	\$ 14.60
Net Revenue Per Residence	\$ 11.40	\$ 11.92	\$ 12.19
Revenue Generation			
Number of Residential Accounts			
Garbage	2,740	2,760	2,785
Recycling	2,490	2,500	2,500
Yard/Organics		2,660	2,660
Flat Charge Revenue	\$ 854,880	\$ 878,342	\$ 895,322
Less: Contract Costs	\$ 470,620	\$ 470,620	\$ 470,620
Less: Waste Management Reserve	\$ -	\$ -	\$ 89,231
Total Net Revenue	\$ 384,260	\$ 407,722	\$ 424,702

* Includes Environmental Fees

**Town of Ponoka
2021 Sample Utility Bill**

	Cubic Meters	2020	2021	Change*
Water Rates		\$ 2.75	\$ 2.75	-
Flat Rate		19.74	19.94	0.20
Consumption Charges	20.00	55.00	55.00	-
Total Water Charges		74.74	74.94	0.20
Sanitary Sewer Rates		\$ 0.70	\$ 0.72	0.02
Flat Rate		21.85	22.07	0.22
Consumption Charges	20.00	14.00	14.40	0.40
Total Sanitary Sewer		35.85	36.47	0.62
Total Utilities				
Water Utilities		74.74	74.94	0.20
Sanitary		35.85	36.47	0.62
Total Water & Sanitary		110.59	111.41	0.82
Garbage		26.52	26.79	0.27
Total Utility Costs		137.11	138.20	1.09
		3,317,700	3,430,537	25,249



**Town of Ponoka
2021 Budget
Water Distribution**

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Taxes & Requisitions	\$ 50,000.00	\$ 50,300.00	-\$ 300.00	\$ 50,290.00
Other Revenue	\$ 22,400.00	\$ 17,400.00	\$ 5,000.00	\$ 142,350.00
Electrical & Utility Revenue	\$ 2,516,000.00	\$ 2,476,000.00	\$ 40,000.00	\$ 2,476,000.00
Total Revenue	\$ 2,588,400.00	\$ 2,543,700.00	\$ 44,700.00	\$ 2,668,640.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 259,270.00	\$ 240,920.00	\$ 18,350.00	\$ 317,908.00
Training & Development	\$ 4,500.00	\$ 4,500.00		\$ 4,500.00
Total Salaries & Benefits	\$ 263,770.00	\$ 245,420.00	\$ 18,350.00	\$ 322,408.00
<u>Purchased Services</u>				
Electrical Distribution Expenses				
Other Purchased Services	\$ 164,850.00	\$ 158,800.00	\$ 6,050.00	\$ 276,105.00
Total Purchased Services	\$ 164,850.00	\$ 158,800.00	\$ 6,050.00	\$ 276,105.00
<u>Purchased Supplies</u>				
Purchases	\$ 60,400.00	\$ 59,400.00	\$ 1,000.00	\$ 77,400.00
Utilities	\$ 43,000.00	\$ 43,600.00	-\$ 600.00	\$ 35,600.00
Water Purchases	\$ 1,500,000.00	\$ 1,500,000.00		\$ 1,220,000.00
Total Purchased Supplies	\$ 1,603,400.00	\$ 1,603,000.00	\$ 400.00	\$ 1,333,000.00
<u>Other Expenses</u>				
Contributions to Other Agencies				
Other Expenses	\$ 335,460.00	\$ 324,800.00	\$ 10,660.00	\$ 648,345.00
Total Other Expenses	\$ 335,460.00	\$ 324,800.00	\$ 10,660.00	\$ 648,345.00
Total Operating Expenses	\$ 2,367,480.00	\$ 2,332,020.00	\$ 35,460.00	\$ 2,579,858.00
Income (Loss) from Operations	\$ 220,920.00	\$ 211,680.00	\$ 9,240.00	\$ 88,782.00
Amortization	\$ 350,000.00	\$ 350,000.00		\$ 350,000.00



Town of Ponoka
2021 Budget
Sanitary Sewer

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Taxes & Requisitions	\$ 5,500.00	\$ 5,500.00		\$ 5,470.00
Other Revenue	\$ 500.00	\$ 500.00		\$ 25,300.00
Electrical & Utility Revenue	\$ 1,200,000.00	\$ 1,106,000.00	\$ 94,000.00	\$ 1,106,000.00
Total Revenue	\$ 1,206,000.00	\$ 1,112,000.00	\$ 94,000.00	\$ 1,136,770.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 111,180.00	\$ 103,260.00	\$ 7,920.00	\$ 136,547.00
Training & Development	\$ 1,500.00	\$ 1,500.00		\$ 1,500.00
Total Salaries & Benefits	\$ 112,680.00	\$ 104,760.00	\$ 7,920.00	\$ 138,047.00
<u>Purchased Services</u>				
Electrical Distribution Expenses				
Other Purchased Services	\$ 183,780.00	\$ 172,570.00	\$ 11,210.00	\$ 178,400.00
Total Purchased Services	\$ 183,780.00	\$ 172,570.00	\$ 11,210.00	\$ 178,400.00
<u>Purchased Supplies</u>				
Purchases	\$ 45,900.00	\$ 45,100.00	\$ 800.00	\$ 54,000.00
Utilities	\$ 56,300.00	\$ 92,300.00	-\$ 36,000.00	\$ 88,300.00
Total Purchased Supplies	\$ 102,200.00	\$ 137,400.00	-\$ 35,200.00	\$ 142,300.00
<u>Other Expenses</u>				
Contributions to Other Agencies				
Other Expenses	\$ 324,850.00	\$ 255,100.00	\$ 69,750.00	\$ 201,675.00
Total Other Expenses	\$ 324,850.00	\$ 255,100.00	\$ 69,750.00	\$ 201,675.00
Total Operating Expenses	\$ 723,510.00	\$ 669,830.00	\$ 53,680.00	\$ 660,422.00
Income (Loss) from Operations	\$ 482,490.00	\$ 442,170.00	\$ 40,320.00	\$ 476,348.00
Amortization	\$ 190,000.00	\$ 190,000.00		\$ 180,000.00



Town of Ponoka
2021 Budget
Solid Waste

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 1,207,000.00	\$ 1,205,000.00	\$ 2,000.00	\$ 1,180,000.00
Electrical & Utility Revenue				\$ 42,000.00
Total Revenue	\$ 1,207,000.00	\$ 1,205,000.00	\$ 2,000.00	\$ 1,222,000.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 141,840.00	\$ 141,800.00	\$ 40.00	\$ 142,682.00
Training & Development	\$ 3,000.00	\$ 3,000.00		\$ 1,000.00
Total Salaries & Benefits	\$ 144,840.00	\$ 144,800.00	\$ 40.00	\$ 143,682.00
<u>Purchased Services</u>				
Electrical Distribution Expenses				
Other Purchased Services	\$ 787,700.00	\$ 786,650.00	\$ 1,050.00	\$ 724,225.00
Total Purchased Services	\$ 787,700.00	\$ 786,650.00	\$ 1,050.00	\$ 724,225.00
<u>Purchased Supplies</u>				
Purchases	\$ 22,700.00	\$ 36,700.00	-\$ 14,000.00	\$ 22,700.00
Utilities	\$ 2,500.00	\$ 2,500.00		\$ 1,800.00
Total Purchased Supplies	\$ 25,200.00	\$ 39,200.00	-\$ 14,000.00	\$ 24,500.00
<u>Other Expenses</u>				
Contributions to Other Agencies				
Other Expenses	\$ 146,820.00	\$ 57,610.00	\$ 89,210.00	\$ 45,293.00
Total Other Expenses	\$ 146,820.00	\$ 57,610.00	\$ 89,210.00	\$ 45,293.00
Total Operating Expenses	\$ 1,104,560.00	\$ 1,028,260.00	\$ 76,300.00	\$ 937,700.00
Income (Loss) from Operations	\$ 102,440.00	\$ 176,740.00	-\$ 74,300.00	\$ 284,300.00
Amortization	\$ 25,000.00	\$ 25,000.00		\$ 25,000.00

ELECTRICAL





Town of Ponoka
2021 Budget
Electrical

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 228,000.00	\$ 67,500.00	\$ 160,500.00	\$ 67,500.00
Electrical & Utility Revenue	\$ 3,783,000.00	\$ 3,593,000.00	\$ 190,000.00	\$ 3,561,500.00
Total Revenue	\$ 4,011,000.00	\$ 3,660,500.00	\$ 350,500.00	\$ 3,629,000.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 558,720.00	\$ 552,440.00	\$ 6,280.00	\$ 624,652.00
Training & Development	\$ 5,000.00	\$ 5,000.00		\$ 9,000.00
Total Salaries & Benefits	\$ 563,720.00	\$ 557,440.00	\$ 6,280.00	\$ 633,652.00
<u>Purchased Services</u>				
Professional Services	\$ 35,000.00	\$ 45,000.00	-\$ 10,000.00	\$ 45,000.00
Electrical Distribution Expenses	\$ 2,128,000.00	\$ 2,011,000.00	\$ 117,000.00	\$ 1,788,800.00
Other Purchased Services	\$ 92,420.00	\$ 93,000.00	-\$ 580.00	\$ 99,925.00
Total Purchased Services	\$ 2,255,420.00	\$ 2,149,000.00	\$ 106,420.00	\$ 1,933,725.00
<u>Purchased Supplies</u>				
Purchases	\$ 194,800.00	\$ 169,500.00	\$ 25,300.00	\$ 267,000.00
Utilities	\$ 20,000.00	\$ 20,200.00	-\$ 200.00	\$ 18,500.00
Total Purchased Supplies	\$ 214,800.00	\$ 189,700.00	\$ 25,100.00	\$ 285,500.00
<u>Other Expenses</u>				
Contributions to Other Agencies	\$ 53,800.00	\$ 51,000.00	\$ 2,800.00	\$ 47,000.00
Other Expenses	\$ 288,290.00	\$ 138,340.00	\$ 149,950.00	\$ 96,528.00
Total Other Expenses	\$ 342,090.00	\$ 189,340.00	\$ 152,750.00	\$ 143,528.00
Total Operating Expenses	\$ 3,376,030.00	\$ 3,085,480.00	\$ 290,550.00	\$ 2,996,405.00
Income (Loss) from Operations	\$ 634,970.00	\$ 575,020.00	\$ 59,950.00	\$ 632,595.00
Amortization	\$ 95,000.00	\$ 95,000.00		\$ 75,000.00

COMMUNITY SERVICES





COMMUNITY SERVICES & RECREATION

Community & Recreation Services is focused on enhancing the quality of life for Ponoka citizens through the delivery of quality recreation services and programming. The Department is responsible for the management of Town recreation facilities; recreation and sports programming at the Arena and Aquaplex; the maintenance of parks, playgrounds and the Splash Park; planning and development of new facilities in Ponoka; creating and distributing the Community Program Guide; planning and executing special community events and ChooseWell initiatives; planning and coordinating facility maintenance with the operations division; planning and coordinating playground replacement; and planning and hosting the annual Community Activity and Sports Registration Night in Ponoka.

Core Services

Recreation Facility Management

- Aquaplex,
- Arena,
- Soccer Fields
- Baseball Diamonds
- River Valley Trail System
- Festivals and Events Recreation
- Sports Programming at the Arena and Aquaplex (Water Fitness Classes, Public and Family Swims, Swimming Lessons, Public Skating, etc.)
- Parks, Playgrounds and Splash Park
- New Facility Planning and Development Recreation Grant Applications Community Program Guide Design and Distribution Community ChooseWell Initiatives such as the Walk 'N' Roll Challenge
- Special Community Events (Canada Day, Day in the Park, Family Day)
- Facilitate Trail Awareness Day & Geocaching Event Plan
- Coordinate Facility Maintenance with Operations Division Playground Replacement Planning and Coordination Plan
- Host Annual Community Activity & Sports Registration Night



Town of Ponoka
2021 Budget
FCSS

Description	2021 BUDGET	2020 BUDGET	2019 BUDGET
<u>Revenue</u>			
Grants	\$ 320,900.00	\$ 320,900.00	\$ 320,870.00
Total Revenue	\$ 320,900.00	\$ 320,900.00	\$ 320,870.00
<u>Other Expenses</u>			
Other Expenses	\$ 361,000.00	\$ 361,000.00	\$ 360,979.00
Total Other Expenses	\$ 361,000.00	\$ 361,000.00	\$ 360,979.00
Total Operating Expenses	\$ 361,000.00	\$ 361,000.00	\$ 360,979.00
Income (Loss) from Operations	-\$ 40,100.00	-\$ 40,100.00	-\$ 40,109.00



Town of Ponoka
2021 Budget
Cemetery

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 30,500.00	\$ 30,500.00		\$ 22,300.00
Grants	\$ 6,000.00	\$ 6,000.00		\$ 6,000.00
Total Revenue	\$ 36,500.00	\$ 36,500.00		\$ 28,300.00
<u>Purchased Services</u>				
Other Purchased Services	\$ 2,620.00	\$ 1,100.00	\$ 1,520.00	\$ 158.00
Total Purchased Services	\$ 2,620.00	\$ 1,100.00	\$ 1,520.00	\$ 158.00
<u>Purchased Supplies</u>				
Purchases	\$ 5,300.00	\$ 7,600.00	-\$ 2,300.00	\$ 7,650.00
Utilities	\$ 1,000.00	\$ 1,300.00	-\$ 300.00	\$ 1,300.00
Total Purchased Supplies	\$ 6,300.00	\$ 8,900.00	-\$ 2,600.00	\$ 8,950.00
<u>Other Expenses</u>				
Other Expenses	\$ 15,890.00	\$ 15,890.00		\$ 12,369.00
Total Other Expenses	\$ 15,890.00	\$ 15,890.00		\$ 12,369.00
Total Operating Expenses	\$ 24,810.00	\$ 25,890.00	-\$ 1,080.00	\$ 21,477.00
Income (Loss) from Operations	\$ 11,690.00	\$ 10,610.00	\$ 1,080.00	\$ 6,823.00
Amortization	\$ 4,500.00	\$ 4,500.00		\$ 2,200.00

Development Services





Planning & Infrastructure

The Planning and Infrastructure Division fosters economic growth and the resilience of our community by providing services that coordinate and facilitate the development and servicing of land, resources and facilities. Planning and Infrastructure also facilitates the establishment of new businesses that bring jobs and investment to Ponoka.

This Division leads effective land use planning review and approval processes, and is responsible for decisions on development, building, and safety codes applications to ensure compliance with the Land Use Bylaw and Safety Codes Act.

Two departments fall under Planning & Infrastructure which are Operations & Environmental Services and Development Services. Development Services works with Council's approved policy documents and provincial and federal regulations to help shape how Ponoka looks and feels.

Six departments fall under Development Services including Planning & Development, Subdivision Land & Development, Public Housing, Land/Housing/Building Rentals, Economic Development, and Tourism

Core Services Include:

- Land Development Planning and Agreements**
- Downtown Redevelopment**
- Municipal and Intermunicipal Planning**
- Development Inquiries and Customer Service**
- Inspections and Business Licencing**
- Safety Codes Administration – Building, Fire, Plumbing, Electrical and Gas Permits**
- Sale and Leasing of Town-Owned Land and Buildings**
- Emergency Management**
- Economic Growth and Business Support**
- Land Use Bylaw Administration**
- Transportation Planning**
- Subdivision Application Approvals**
- Master Planning and Offsite Levies**
- Compliance Letters and File Searches**
- Easements and Utility Right of Way Agreements**
- Capital Project Management**
- Provide support to the Heritage and Downtown Revitalization Committee (HDRC) and the Economic Development Board (EDB)**
- Long-range and Current Land Use Planning**
- Land Use Bylaw Amendments**
- Subdivision Applications**
- Development Permits**
- Safety Codes Permits – Building, Fire, Plumbing, Electrical and Gas**
- Compliance Certificates**
- Business Licensing**
- Economic Development**



Town of Ponoka
2021 Budget
Planning Development

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 194,000.00	\$ 194,000.00		\$ 194,000.00
Total Revenue	\$ 194,000.00	\$ 194,000.00		\$ 194,000.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 188,890.00	\$ 188,600.00	\$ 290.00	\$ 202,662.00
Training & Development	\$ 5,000.00	\$ 5,000.00		\$ 6,500.00
Total Salaries & Benefits	\$ 193,890.00	\$ 193,600.00	\$ 290.00	\$ 209,162.00
<u>Purchased Services</u>				
Professional Services	\$ 166,000.00	\$ 102,500.00	\$ 63,500.00	\$ 105,000.00
Other Purchased Services	\$ 71,800.00	\$ 71,500.00	\$ 300.00	\$ 92,055.00
Total Purchased Services	\$ 237,800.00	\$ 174,000.00	\$ 63,800.00	\$ 197,055.00
<u>Purchased Supplies</u>				
Purchases	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00
Total Purchased Supplies	\$ 1,000.00		\$ 1,000.00	\$ 1,000.00
Total Operating Expenses	\$ 432,690.00	\$ 367,600.00	\$ 65,090.00	\$ 407,217.00
Income (Loss) from Operations	-\$ 238,690.00	-\$ 173,600.00	-\$ 65,090.00	-\$ 213,217.00
Amortization	\$ 25,000.00	\$ 25,000.00		\$ 25,000.00



Town of Ponoka
2021 Budget
Subdivision Land Development

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Purchased Services</i>				
Professional Services	\$ 20,000.00	\$ 18,000.00	\$ 2,000.00	\$ 20,000.00
<i>Total Purchased Services</i>	<i>\$ 20,000.00</i>	<i>\$ 18,000.00</i>	<i>\$ 2,000.00</i>	<i>\$ 20,000.00</i>
<i>Total Operating Expenses</i>	<i>\$ 20,000.00</i>	<i>\$ 18,000.00</i>	<i>\$ 2,000.00</i>	<i>\$ 20,000.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 20,000.00</i>	<i>-\$ 18,000.00</i>	<i>-\$ 2,000.00</i>	<i>-\$ 20,000.00</i>



Town of Ponoka
2021 Budget
Public Housing

Description	2021 BUDGET	2020 BUDGET	2019 BUDGET
<u>Other Expenses</u>			
Contributions to Other Agencies	\$ 7,000.00	\$ 7,000.00	\$ 7,000.00
<i>Total Other Expenses</i>	<i>\$ 7,000.00</i>	<i>\$ 7,000.00</i>	<i>\$ 7,000.00</i>
<i>Total Operating Expenses</i>	<i>\$ 7,000.00</i>	<i>\$ 7,000.00</i>	<i>\$ 7,000.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 7,000.00</i>	<i>-\$ 7,000.00</i>	<i>-\$ 7,000.00</i>



Town of Ponoka
2021 Budget
Land/Housing Building Rentals

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 13,400.00	\$ 17,900.00	-\$ 4,500.00	\$ 11,100.00
<i>Total Revenue</i>	\$ 13,400.00	\$ 17,900.00	-\$ 4,500.00	\$ 11,100.00
<i>Income (Loss) from Operations</i>	\$ 13,400.00	\$ 17,900.00	-\$ 4,500.00	\$ 11,100.00



Town of Ponoka
2021 Budget
Economic Development

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Revenue</i>				
Other Revenue	\$ 20,000.00		\$ 20,000.00	
<i>Total Revenue</i>	\$ 20,000.00		\$ 20,000.00	
<i>Purchased Services</i>				
Other Purchased Services	\$ 104,140.00	\$ 43,950.00	\$ 60,190.00	\$ 16,600.00
<i>Total Purchased Services</i>	\$ 104,140.00	\$ 43,950.00	\$ 60,190.00	\$ 16,600.00
<i>Purchased Supplies</i>				
Purchases		\$ 600.00	-\$ 600.00	\$ 12,000.00
<i>Total Purchased Supplies</i>		\$ 600.00	-\$ 600.00	\$ 12,000.00
<i>Total Operating Expenses</i>	\$ 104,140.00	\$ 44,550.00	\$ 59,590.00	\$ 28,600.00
<i>Income (Loss) from Operations</i>	-\$ 84,140.00	-\$ 44,550.00	-\$ 39,590.00	-\$ 28,600.00
Amortization	\$ 16,200.00	\$ 16,200.00		\$ 16,200.00

Recreation



Recreation Services

Recreation Services is focused on enhancing the quality of life for Ponoka citizens through the delivery of quality recreation services and programming. The Department is responsible for the management of Town recreation facilities; recreation and sports programming at the Arena and Aquaplex; the maintenance of parks, playgrounds and the Splash Park; planning and development of new facilities in Ponoka; creating and distributing the Community Program Guide; planning and executing special community events and ChooseWell initiatives; planning and coordinating facility maintenance with the operations division; planning and coordinating playground replacement; and planning and hosting the annual Community Activity and Sports Registration Night in Ponoka.

Core Services

Recreation Facility Management (Aquaplex, Arena, Soccer Fields, Baseball Diamonds, River Valley Trail System)

Festivals and Events

Recreation and Sports Programming at the Arena and Aquaplex (Water Fitness Classes, Public and Family Swims, Swimming Lessons, Public Skating, etc.)

Parks, Playgrounds and Splash Park

New Facility Planning and Development

Recreation Grant Applications

Community Program Guide Design and Distribution

Community ChooseWell Initiatives such as the Walk 'N' Roll Challenge

Special Community Events (Canada Day, Day in the Park, Family Day)

Facilitate Trail Awareness Day Geocaching

Event Plan and Coordinate Facility Maintenance with Operations Division

Playground Replacement Planning and Coordination

Plan and Host Annual Community Activity & Sports Registration Night





Town of Ponoka
2021 Budget
Rec Office

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 54,000.00	\$ 4,000.00	\$ 50,000.00	\$ 9,000.00
Grants	\$ 49,600.00	\$ 41,550.00	\$ 8,050.00	\$ 12,500.00
Total Revenue	\$ 103,600.00	\$ 45,550.00	\$ 58,050.00	\$ 21,500.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 124,820.00	\$ 76,340.00	\$ 48,480.00	\$ 162,467.00
Training & Development	\$ 1,500.00	\$ 1,500.00		\$ 1,500.00
Total Salaries & Benefits	\$ 126,320.00	\$ 77,840.00	\$ 48,480.00	\$ 163,967.00
<u>Purchased Services</u>				
Other Purchased Services	\$ 12,000.00	\$ 12,470.00	-\$ 470.00	\$ 12,250.00
Total Purchased Services	\$ 12,000.00	\$ 12,470.00	-\$ 470.00	\$ 12,250.00
<u>Purchased Supplies</u>				
Purchases	\$ 45,000.00	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00
Total Purchased Supplies	\$ 45,000.00	\$ 20,000.00	\$ 25,000.00	\$ 25,000.00
<u>Other Expenses</u>				
Contributions to Other Agencies	\$ 5,000.00	\$ 5,000.00		\$ 5,000.00
Other Expenses	\$ 99,220.00	\$ 83,100.00	\$ 16,120.00	
Total Other Expenses	\$ 104,220.00	\$ 88,100.00	\$ 16,120.00	\$ 5,000.00
Total Operating Expenses	\$ 287,540.00	\$ 198,410.00	\$ 89,130.00	\$ 206,217.00
Income (Loss) from Operations	-\$ 183,940.00	-\$ 152,860.00	-\$ 31,080.00	-\$ 184,717.00
Amortization	\$ 26,000.00	\$ 26,000.00		\$ 26,000.00



Town of Ponoka
2021 Budget
Aquaplex

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 165,000.00	\$ 91,750.00	\$ 73,250.00	\$ 165,000.00
Grants	\$ 233,150.00	\$ 195,290.00	\$ 37,860.00	\$ 148,500.00
Total Revenue	\$ 398,150.00	\$ 287,040.00	\$ 111,110.00	\$ 313,500.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 617,510.00	\$ 463,940.00	\$ 153,570.00	\$ 559,464.00
Training & Development	\$ 6,500.00	\$ 5,000.00	\$ 1,500.00	\$ 5,000.00
Total Salaries & Benefits	\$ 624,010.00	\$ 468,940.00	\$ 155,070.00	\$ 564,464.00
<u>Purchased Services</u>				
Other Purchased Services	\$ 67,720.00	\$ 63,000.00	\$ 4,720.00	\$ 55,210.00
Total Purchased Services	\$ 67,720.00	\$ 63,000.00	\$ 4,720.00	\$ 55,210.00
<u>Purchased Supplies</u>				
Purchases	\$ 83,500.00	\$ 79,800.00	\$ 3,700.00	\$ 79,500.00
Utilities	\$ 74,000.00	\$ 88,500.00	-\$ 14,500.00	\$ 91,500.00
Total Purchased Supplies	\$ 157,500.00	\$ 168,300.00	-\$ 10,800.00	\$ 171,000.00
<u>Other Expenses</u>				
Contributions to Other Agencies				
Other Expenses	\$ 3,500.00	\$ 3,500.00		\$ 2,500.00
Total Other Expenses	\$ 3,500.00	\$ 3,500.00		\$ 2,500.00
Total Operating Expenses	\$ 852,730.00	\$ 703,740.00	\$ 148,990.00	\$ 793,174.00
Income (Loss) from Operations	-\$ 454,580.00	-\$ 416,700.00	-\$ 37,880.00	-\$ 479,674.00
Amortization	\$ 73,000.00	\$ 50,000.00	\$ 23,000.00	\$ 37,000.00



Town of Ponoka
2021 Budget
Complex

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 279,000.00	\$ 229,000.00	\$ 50,000.00	\$ 254,000.00
Grants	\$ 193,460.00	\$ 162,060.00	\$ 31,400.00	\$ 148,500.00
Total Revenue	\$ 472,460.00	\$ 391,060.00	\$ 81,400.00	\$ 402,500.00
<u>Operating Expenses</u>				
<u>Salaries & Benefits</u>				
Salaries & Benefits	\$ 418,720.00	\$ 428,210.00	-\$ 9,490.00	\$ 505,861.00
Training & Development	\$ 4,000.00	\$ 4,000.00		\$ 3,000.00
Total Salaries & Benefits	\$ 422,720.00	\$ 432,210.00	-\$ 9,490.00	\$ 508,861.00
<u>Purchased Services</u>				
Other Purchased Services	\$ 145,200.00	\$ 139,050.00	\$ 6,150.00	\$ 140,925.00
Total Purchased Services	\$ 145,200.00	\$ 139,050.00	\$ 6,150.00	\$ 140,925.00
<u>Purchased Supplies</u>				
Purchases	\$ 34,800.00	\$ 34,300.00	\$ 500.00	\$ 45,750.00
Utilities	\$ 104,500.00	\$ 119,500.00	-\$ 15,000.00	\$ 111,700.00
Total Purchased Supplies	\$ 139,300.00	\$ 153,800.00	-\$ 14,500.00	\$ 157,450.00
Total Operating Expenses	\$ 707,220.00	\$ 725,060.00	-\$ 17,840.00	\$ 807,236.00
Income (Loss) from Operations	-\$ 234,760.00	-\$ 334,000.00	\$ 99,240.00	-\$ 404,736.00
Amortization	\$ 185,000.00	\$ 185,000.00		\$ 185,000.00



Town of Ponoka
2021 Budget
Tennis Courts

Description	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>			
Other Revenue			\$ 1,500.00
Total Revenue			\$ 1,500.00
<u>Purchased Services</u>			
Other Purchased Services	\$ 1,500.00	-\$ 1,500.00	\$ 1,500.00
Total Purchased Services	\$ 1,500.00	-\$ 1,500.00	\$ 1,500.00
Total Operating Expenses	\$ 1,500.00	-\$ 1,500.00	\$ 1,500.00
Income (Loss) from Operations	-\$ 1,500.00	\$ 1,500.00	
Amortization	\$ 1,800.00	-\$ 1,800.00	\$ 1,800.00



Town of Ponoka 2021 Budget Sports Fields

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 10,000.00		\$ 10,000.00	\$ 6,000.00
Grants	\$ 4,960.00	\$ 4,150.00	\$ 810.00	\$ 11,300.00
Total Revenue	\$ 14,960.00	\$ 4,150.00	\$ 10,810.00	\$ 17,300.00
<u>Purchased Services</u>				
Other Purchased Services	\$ 10,500.00	\$ 6,500.00	\$ 4,000.00	\$ 13,000.00
Total Purchased Services	\$ 10,500.00	\$ 6,500.00	\$ 4,000.00	\$ 13,000.00
<u>Purchased Supplies</u>				
Purchases	\$ 2,500.00	\$ 2,500.00		\$ 2,500.00
Utilities	\$ 4,000.00	\$ 4,000.00		\$ 4,000.00
Total Purchased Supplies	\$ 6,500.00	\$ 6,500.00		\$ 6,500.00
<u>Other Expenses</u>				
Other Expenses	\$ 23,840.00		\$ 23,840.00	
Total Other Expenses	\$ 23,840.00		\$ 23,840.00	
Total Operating Expenses	\$ 40,840.00	\$ 13,000.00	\$ 27,840.00	\$ 19,500.00
Income (Loss) from Operations	-\$ 25,880.00	-\$ 8,850.00	-\$ 17,030.00	-\$ 2,200.00
Amortization	\$ 5,400.00	\$ 3,600.00	\$ 1,800.00	\$ 3,600.00



Town of Ponoka
2021 Budget
Parks

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Purchased Services</i>				
Other Purchased Services	\$ 10,640.00	\$ 9,900.00	\$ 740.00	\$ 11,855.00
<i>Total Purchased Services</i>	\$ 10,640.00	\$ 9,900.00	\$ 740.00	\$ 11,855.00
<i>Purchased Supplies</i>				
Purchases	\$ 36,500.00	\$ 39,000.00	-\$ 2,500.00	\$ 48,500.00
Utilities	\$ 3,000.00	\$ 3,000.00		\$ 3,000.00
<i>Total Purchased Supplies</i>	\$ 39,500.00	\$ 42,000.00	-\$ 2,500.00	\$ 51,500.00
<i>Other Expenses</i>				
Other Expenses	\$ 47,670.00	\$ 79,450.00	-\$ 31,780.00	\$ 61,848.00
<i>Total Other Expenses</i>	\$ 47,670.00	\$ 79,450.00	-\$ 31,780.00	\$ 61,848.00
<i>Total Operating Expenses</i>	\$ 97,810.00	\$ 131,350.00	-\$ 33,540.00	\$ 125,203.00
<i>Income (Loss) from Operations</i>	-\$ 97,810.00	-\$ 131,350.00	\$ 33,540.00	-\$ 125,203.00
Amortization	\$ 71,000.00	\$ 38,000.00	\$ 33,000.00	\$ 38,000.00



Town of Ponoka
2021 Budget
Trail

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Purchased Services</i>				
Other Purchased Services	\$ 1,200.00	\$ 200.00	\$ 1,000.00	\$ 1,200.00
<i>Total Purchased Services</i>	<i>\$ 1,200.00</i>	<i>\$ 200.00</i>	<i>\$ 1,000.00</i>	<i>\$ 1,200.00</i>
<i>Purchased Supplies</i>				
Purchases	\$ 6,000.00		\$ 6,000.00	\$ 10,000.00
<i>Total Purchased Supplies</i>	<i>\$ 6,000.00</i>		<i>\$ 6,000.00</i>	<i>\$ 10,000.00</i>
<i>Other Expenses</i>				
Other Expenses	\$ 7,950.00		\$ 7,950.00	
<i>Total Other Expenses</i>	<i>\$ 7,950.00</i>		<i>\$ 7,950.00</i>	
<i>Total Operating Expenses</i>	<i>\$ 15,150.00</i>	<i>\$ 200.00</i>	<i>\$ 14,950.00</i>	<i>\$ 11,200.00</i>
<i>Income (Loss) from Operations</i>	<i>-\$ 15,150.00</i>	<i>-\$ 200.00</i>	<i>-\$ 14,950.00</i>	<i>-\$ 11,200.00</i>
Amortization	\$ 27,000.00	\$27,000.00		\$ 27,000.00



Town of Ponoka
2021 Budget
Splash Park

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Grants	\$ 14,890.00	\$ 12,460.00	\$ 2,430.00	
Total Revenue	\$ 14,890.00	\$ 12,460.00	\$ 2,430.00	
<u>Purchased Services</u>				
Other Purchased Services	\$ 5,600.00	\$ 5,500.00	\$ 100.00	\$ 8,945.00
Total Purchased Services	\$ 5,600.00	\$ 5,500.00	\$ 100.00	\$ 8,945.00
<u>Purchased Supplies</u>				
Purchases	\$ 2,000.00	\$ 2,500.00	-\$ 500.00	\$ 4,500.00
Utilities	\$ 38,000.00	\$ 23,000.00	\$ 15,000.00	\$ 10,200.00
Total Purchased Supplies	\$ 40,000.00	\$ 25,500.00	\$ 14,500.00	\$ 14,700.00
Total Operating Expenses	\$ 45,600.00	\$ 31,000.00	\$ 14,600.00	\$ 23,645.00
Income (Loss) from Operations	-\$ 30,710.00	-\$ 18,540.00	-\$ 12,170.00	-\$ 23,645.00
Amortization	\$ 11,000.00	\$ 14,000.00	-\$ 3,000.00	\$ 11,000.00



Culture



Town of Ponoka
2021 Budget
Museum

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Purchased Services</i>				
Professional Services				
Other Purchased Services	\$ 6,280.00	\$ 5,900.00	\$ 380.00	\$ 1,050.00
<i>Total Purchased Services</i>	\$ 6,280.00	\$ 5,900.00	\$ 380.00	\$ 1,050.00
<i>Purchased Supplies</i>				
Purchases				
Utilities	\$ 10,500.00	\$ 11,000.00	-\$ 500.00	\$ 9,100.00
<i>Total Purchased Supplies</i>	\$ 10,500.00	\$ 11,000.00	-\$ 500.00	\$ 9,100.00
<u>Other Expenses</u>				
Contributions to Other Agencies	\$ 26,400.00	\$ 26,400.00		\$ 24,000.00
<i>Total Other Expenses</i>	\$ 26,400.00	\$ 26,400.00		\$ 24,000.00
<i>Total Operating Expenses</i>	\$ 43,180.00	\$ 43,300.00	-\$ 120.00	\$ 34,150.00
<i>Income (Loss) from Operations</i>	-\$ 30,620.00	-\$ 31,500.00	\$ 120.00	-\$ 32,050.00
Amortization	\$ 6,100.00	\$ 6,100.00		\$ 6,100.00



Town of Ponoka
2021 Budget
Library

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Operating Expenses</u>				
<i>Salaries & Benefits</i>				
Salaries & Benefits	\$ 4,100.00	\$ 4,000.00	\$ 100.00	\$ 4,000.00
Training & Development				
Total Salaries & Benefits	\$ 4,100.00	\$ 4,000.00	\$ 100.00	\$ 4,000.00
<i>Purchased Services</i>				
Other Purchased Services	\$ 7,700.00	\$ 7,500.00	\$ 200.00	\$ 4,000.00
Total Purchased Services	\$ 7,700.00	\$ 7,500.00	\$ 200.00	\$ 4,000.00
<i>Purchased Supplies</i>				
Purchases	\$ 200.00	\$ 800.00	-\$ 600.00	\$ 3,990.00
Utilities	\$ 4,900.00	\$ 6,800.00	-\$ 1,900.00	\$ 9,400.00
Total Purchased Supplies	\$ 5,100.00	\$ 7,600.00	-\$ 2,500.00	\$ 13,390.00
<u>Other Expenses</u>				
Contributions to Other Agencies	\$ 158,470.00	\$ 156,500.00	\$ 1,970.00	
Total Other Expenses	\$ 158,470.00	\$ 156,500.00	\$ 1,970.00	
Total Operating Expenses	\$ 175,370.00	\$ 175,600.00	-\$ 230.00	\$ 21,390.00
Income (Loss) from Operations	-\$ 167,170.00	-\$ 167,600.00	\$ 230.00	-\$ 13,390.00



Town of Ponoka
2021 Budget
Hudson Green Activity Centre

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Revenue</u>				
Other Revenue	\$ 3,500.00	\$ 3,500.00		\$ 5,000.00
Total Revenue	\$ 3,500.00	\$ 3,500.00		\$ 5,000.00
<u>Purchased Services</u>				
Other Purchased Services	\$ 11,820.00	\$ 12,600.00	-\$ 780.00	\$ 8,895.00
Total Purchased Services	\$ 11,820.00	\$ 12,600.00	-\$ 780.00	\$ 8,895.00
<u>Purchased Supplies</u>				
Purchases	\$ 800.00	\$ 700.00	\$ 100.00	\$ 1,500.00
Utilities	\$ 10,600.00	\$ 9,000.00	\$ 1,600.00	\$ 7,800.00
Total Purchased Supplies	\$ 11,400.00	\$ 9,700.00	\$ 1,700.00	\$ 9,300.00
<u>Other Expenses</u>				
Other Expenses	\$ 7,950.00		\$ 7,950.00	
Total Other Expenses	\$ 7,950.00		\$ 7,950.00	
Total Operating Expenses	\$ 31,170.00	\$ 22,300.00	\$ 8,870.00	\$ 18,195.00
Income (Loss) from Operations	-\$ 27,670.00	-\$ 18,800.00	-\$ 8,870.00	-\$ 13,195.00
Amortization	\$ 13,500.00	\$ 13,500.00		\$ 13,500.00



Town of Ponoka
2021 Budget
Community Services

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<u>Other Expenses</u>				
Contributions to Other Agencies	\$ 31,000.00	\$ 34,500.00	-\$ 3,500.00	\$ 30,000.00
Total Other Expenses	\$ 31,000.00	\$ 34,500.00	-\$ 3,500.00	\$ 30,000.00
Total Operating Expenses	\$ 31,000.00	\$ 34,500.00	-\$ 3,500.00	\$ 30,000.00
Income (Loss) from Operations	-\$ 31,000.00	-\$ 34,500.00	\$ 3,500.00	-\$ 30,000.00



Town of Ponoka
2021 Budget
Visitor Information Centre

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Revenue</i>				
Other Revenue	\$ 5,100.00		\$ 5,100.00	
<i>Total Revenue</i>	\$ 5,100.00		\$ 5,100.00	
<i>Purchased Services</i>				
Other Purchased Services	\$ 1,590.00	\$ 700.00	\$ 890.00	\$ 945.00
<i>Total Purchased Services</i>	\$ 1,590.00	\$ 700.00	\$ 890.00	\$ 945.00
<i>Purchased Supplies</i>				
Utilities	\$ 3,000.00	\$ 3,000.00		\$ 3,500.00
<i>Total Purchased Supplies</i>	\$ 3,000.00	\$ 3,000.00		\$ 3,500.00
<i>Total Operating Expenses</i>	\$ 4,590.00	\$ 3,700.00	\$ 890.00	\$ 4,445.00
<i>Income (Loss) from Operations</i>	\$ 510.00	-\$ 3,700.00	\$ 4,210.00	-\$ 4,445.00



**Town of Ponoka
2021 Budget
Community Sign**

Description	2021 BUDGET	2020 BUDGET	VAR \$ Inc/(Dec)	2019 BUDGET
<i>Revenue</i>				
Other Revenue	\$ 1,000.00	\$ 1,000.00		\$ 3,000.00
<i>Total Revenue</i>	\$ 1,000.00	\$ 1,000.00		\$ 3,000.00
<i>Purchased Services</i>				
Other Purchased Services	\$ 3,500.00	\$ 3,500.00		\$ 3,500.00
<i>Total Purchased Services</i>	\$ 3,500.00	\$ 3,500.00		\$ 3,500.00
<i>Purchased Supplies</i>				
Utilities	\$ 2,000.00	\$ 2,200.00	-\$ 200.00	\$ 2,900.00
<i>Total Purchased Supplies</i>	\$ 2,000.00	\$ 2,200.00	-\$ 200.00	\$ 2,900.00
<i>Total Operating Expenses</i>	\$ 5,500.00	\$ 5,700.00	-\$ 200.00	\$ 6,400.00
<i>Income (Loss) from Operations</i>	-\$ 4,500.00	-\$ 4,700.00	\$ 200.00	-\$ 3,400.00

Reserves



TOWN OF PONOKA
Reserve Balances

2021 Reserves	Balance December 31, 2019	Projected Balance - Dec. 31/20	Previous Year Surplus Allocation	2021 Transfers In	2021 Operating Transfers out	2021 Capital Transfers out	Projected Balance Dec 31, 2021
Restricted Capital Reserves							
Developers Contributions							
Paving/SCG	1,139,710	1,139,710					1,139,710
Booster Stations	3,767	3,767					3,767
Sanitary Sewer	39,869	39,869					39,869
Outline Plans	4,266	4,266					4,266
Offstreet Parking	39,704	39,704					39,704
Storm Sewer Offsite	29,989	29,989					29,989
Water Offsite Cost Levy	360,760	360,760					360,760
Sewer Offsite Cost Levy	201,708	201,708					201,708
Municipal Reserve	192,554	192,554				(108,900)	83,654
Electrical Contribution	11,034	11,034					11,034
TOTAL	2,023,361	2,023,361	-	-		(108,900)	1,914,461
Unrestricted Capital Reserves							
Building Development	175,424	175,424					175,424
Computer	62,691	49,591			(15,000)	(33,300)	1,291
Human Resources	77	77					77
RCMP	3,067	3,067				(3,000)	67
Fire Services	158,327	158,327	70,000		(70,000)		158,327
Heavy Equipment	814	814					814
General Benefit	724,067	991,507	530,944	10,000	(271,190)	(410,000)	851,261
Transportation Services	63,478	63,478					63,478
Airport	34,344	34,344	59,056		(20,000)		73,400
Storm Sewer Utility	51,238	51,238					51,238
Water Utility	646,821	801,521		157,500		(363,000)	596,021
Million Gallon Reservoir	134,000	134,000					134,000
Sewer Utility	851,709	651,809		147,200		(501,000)	298,009
Snow Reserve - NEW	-	-	100,000		(60,000)		40,000
Solid Waste - NEW				89,200			89,200
Landfill Site Replacement	39,515	39,515					39,515
Development Reserve	912,834	1,177,834			(80,000)	(175,300)	922,534
Tourism	36,303	36,303				(36,300)	3
Trail	31,127	31,127				(31,100)	27
Recreation Facilities	28,431	111,531		99,220		(210,000)	751
Electrical Reserve	660,558	545,258		185,000		(205,000)	525,258
TOTAL	4,614,825	5,056,765	760,000	688,120	(516,190)	(1,968,000)	4,020,695
TOTAL CAPITAL RESERVES	6,638,186	7,080,126	760,000	688,120	(516,190)	(2,076,900)	5,935,156
Unrestricted Operating Reserves							
Contingency Reserve	132,050	132,050					264,100
General Government	0						0
Utility	0						0
Recreation	0	0					0
Electrical	111	111					222
TOTAL OPERATING RESERVES	132,161	132,161	0	0		0	264,322
GRAND TOTALS	6,770,347	7,212,287	760,000	688,120	(516,190)	(2,076,900)	6,199,478

Capital Projects



Town of Ponoka
2021 Capital Projects by Department

Project Name	2021 Budget	Operating	Reserves	Debenture	Grant Funding	FGT	MSI	Other Grants
Administration								
Software Upgrades - Recreation	15,000	15,000			-			
	15,000	15,000	-	-	-	-	-	-
Protective Services								
Building Upgrades	40,000		40,000		-			
	40,000	-	40,000	-	-	-	-	-
Property Services								
Paving Replacement Program	400,000				400,000	400,000		
Concrete Replacement Program	125,000				125,000	125,000		
Mower Replacement Program	75,000		75,000		-			
Equipment Replacement Program	139,000				139,000		139,000	
Fleet Replacement Program	150,000		150,000		-			
South Industrial Rehab 64 St (39 Ave - 42 Ave)	700,000				700,000		700,000	
Transportation Design (Hwy 53 & 46 St)	50,000		50,000		-			
	1,639,000	-	275,000	-	1,364,000	525,000	839,000	-
Utilities								
Lagoon Bioaugmentation Pilot	64,000		64,000		-			
Sewage Treatment Plant (Planning & Analysis)	272,000		272,000		-			
Sanitary Sewer Calibration	65,000		65,000		-			
Sanitary Sewer Inspection and Rehab	150,000		100,000		50,000			50,000
Meter Reading Upgrades (Neptune)	23,000		23,000		-			
Waterworks Equipment Rehab Program	340,000		340,000		-			
Work Alone Monitors	12,000	12,000			-			
	926,000	12,000	864,000	-	50,000	-	-	50,000
Parks & Recreation								
Community Wellness Centre (Field)	65,000		65,000		-			
Aquaplex Upgrades	170,000		70,000		100,000		100,000	
Arena Upgrades	80,000		80,000		-			
Ice Plant Replacement	1,700,000		100,000		1,600,000		1,600,000	
Centennial Park	55,000				55,000		55,000	
Skate Park/Pump Track Development	35,000				35,000		35,000	
Trail Improvement Program	355,000				355,000		355,000	
	2,460,000	-	315,000	-	2,145,000	-	2,145,000	-
Community Sign								
Upgrade Electronic Community Sign to LED	45,000		45,000		-			
	45,000	-	45,000	-	-	-	-	-
Electrical								
Primary Loop by Shop	65,000		65,000		-			
Load Breaks - Transformers	80,000		80,000		-			
Arena Area Electrical Servicing Upgrades	60,000		60,000		-			
	205,000	-	205,000	-	-	-	-	-
Total	5,330,000	27,000	1,744,000	-	3,559,000	525,000	2,984,000	50,000





DEBENTURE DEBT

The Town of Ponoka uses debt sparingly on projects that have a long range impact on the citizens and represents substantial investments in infrastructure. Historically, local improvement projects have been funded through debentures but they are self-sustaining because property owners pay the debt off as they pay their local improvement taxes.

The Municipal Government Act (MGA) allows municipalities to carry a debt load of 1.5 times the revenue of the municipality and the debt servicing limit is calculated at 0.25 time the revenue. Incurring debt beyond these limitations requires approval by the Minister of Municipal Affairs.

A one-million-dollar debenture funded over 20 years at a current rate of 2.028% would require an annual payment of \$30,537. This payment must be funded from operating revenues.

The current debt level at the end of 2020 is 56% or \$15.118 million out of a total debt available of \$27.128 million. This amount consists of:

)	Self-supporting debentures	\$832 thousand
)	General operating revenue debentures	\$5.171 million
)	Obligation under capital lease	\$8.608 million

By the end of 2020 payments of approximately \$73,800 annually, principal and interest, will be removed.

TOWN OF PONOKA Outstanding Year End Debenture Debt Principle Amount To Be Financed by the General Operating Fund - In Millions



Debt

The Town of Ponoka is fiscally responsible and uses debt sparingly:

) Debt is used for projects that have a long-range impact on citizens and represent substantial investments in infrastructure.

**Town of Ponoka debt level by the end of 2019 56% of borrowing capacity used
(Includes capital lease for Ponoka Civic Building)**

) Town of Ponoka **2019** debt level = **\$15.12** million out of a total debt available of **\$27.12** million.

) The Town's debt level decreases every year (unless new debt is added) as existing debt is paid down, and as Town revenue increases due to continued growth of the community and annual inflation, which in turn increase the Town's borrowing capacity, thus reducing the corresponding debt level percentage.

) The Municipal Government Act (MGA) allows a municipality to borrow **1.5** times its annual revenue.

) Money borrowed for long-term projects is funded through the Operating Budget.

Debt Level Comparison

This chart shows how Ponoka compares to other Towns regarding borrowing and debt limits.

2019 Debt Comparisons

MUNICIPALITY	Debt Limit	Total Debt	Debt Percentage	Debt Service Limit	Total Debt Service Costs
BASHAW	2,765,700	297,863	11%	460,950	24,859
BLACKFALDS	37,393,806	7,337,802	20%	6,232,301	1,832,044
CAMROSE	79,229,591	15,204,624	19%	13,204,932	2,515,873
INNISFAIL	36,944,275	100,900	0%	6,157,379	110,990
LACOMBE	50,980,904	25,813,044	51%	8,496,817	2,259,402
LEDUC	148,488,661	61,768,230	42%	24,748,110	6,622,475
MILLET	5,823,728	441,384	8%	970,621	56,057
OLDS	36,635,333	25,781,895	70%	6,105,889	1,544,730
PENHOLD	12,307,644	3,366,377	27%	2,051,274	453,632
PONOKA	27,128,460	15,118,732	56%	4,521,410	1,264,180
RED DEER	541,090,180	274,688,166	51%	90,181,967	29,395,634
RIMBEY	7,718,235	1,719,577	22%	1,286,373	376,964
STETTLER	24,368,126	5,482,521	22%	4,061,354	699,519
SYLVAN LAKE	57,958,989	31,938,021	55%	9,659,832	2,611,286
WETASKIWIN	n/a	n/a	n/a	n/a	n/a

(NOTE: Comparative for Wetaskiwin not available)

*Taken from Alberta Municipal Affairs - Financial Information Returns (FIR)

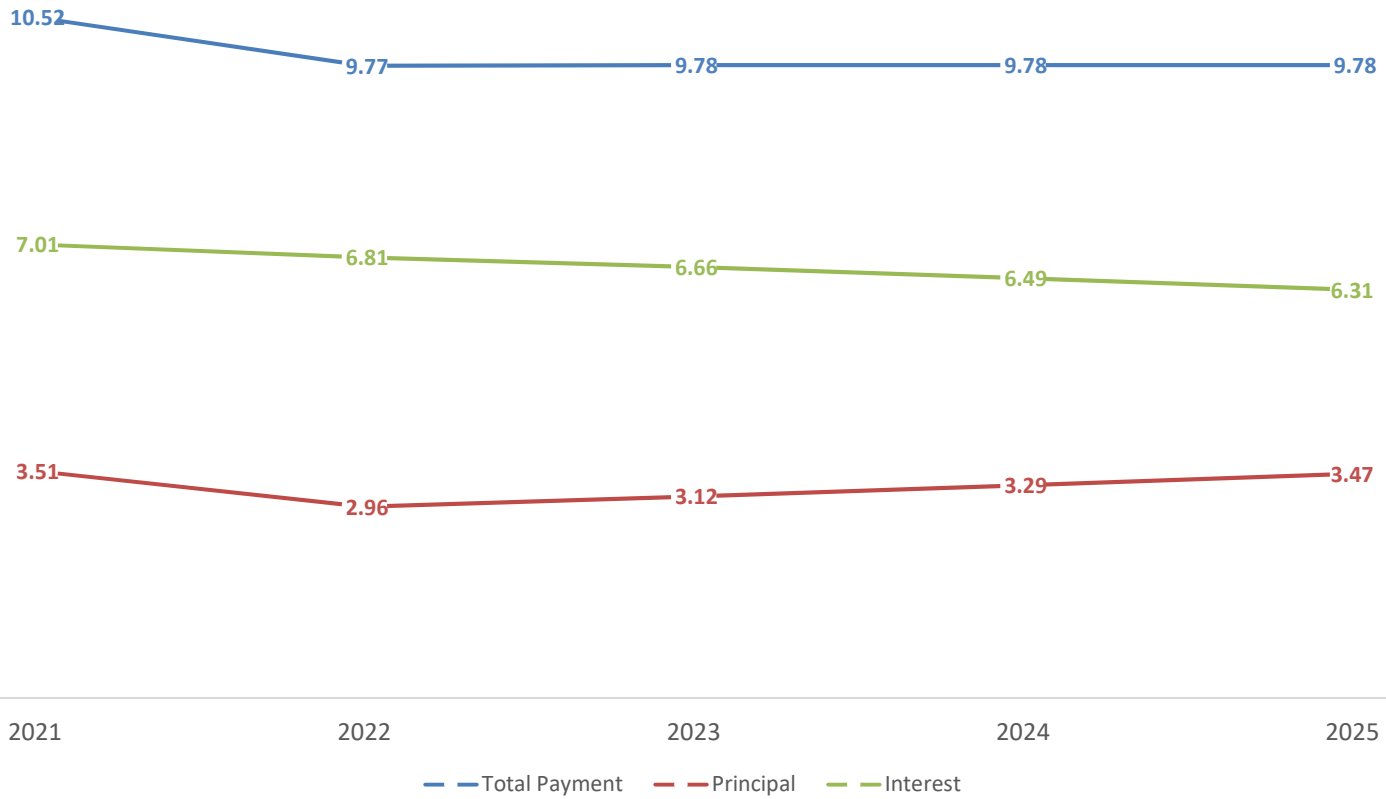
http://www.municipalaffairs.gov.ab.ca/municipal_financial_statistical_data

DEBENTURE DEBT

Year	Year Complete	Debenture No.	Account No.	Type	Bylaw No.	Interest Rate	Description	Years Left	Balance Dec 31, 2020	Payments Principal	Payments Interest
SEWER MAINS											
2001	2021	78	1185164	Tax	103-01/104-01	6.50%	Lift A&B Lagoon	1	69,333	69,333	4,507
2009	2029	4000658	4000658	Local Imp.	255-09	4.92%	38 Street Water & Sewer	9	179,781	17,507	8,624
									249,114	86,840	13,130
WATER											
2009	2029	4000658	4000658	Local Imp.	255-09	4.92%	38 Street Water and Sewer	9	63,166	6,151	3,030
									63,166	6,151	3,030
PAVING & S.C.G.											
2006	2022	4000222	4000222	Local Imp.	211-06	4.402%	45 Avenue	2	58,237	38,400	2,146
2006	2022	4000223	4000223	Local Imp.	208-06	4.402%	46 Avenue	2	25,212	16,625	929
2007	2022	4000262	4000262	Local Imp.	218-07	4.971%	61 Avenue	2	52,849	34,799	2,200
2008	2023	4000492	4000492	Local Imp.	241-08	4.610%	65 Avenue	3	8,310	3,211	346
2008	2024	4000493	4000493	Local Imp.	244-08	4.610%	60 Avenue	4	49,239	19,025	2,053
2010	2030	4001002	4001002	Tax	276-10	3.845%	57 Ave Rail Way Crossing	9	375,479	31,446	14,137
2016	2056	4001995	4001995	Tax	357-15	3.510%	North Bridge & Road Re-align	36	4,726,173	68,606	165,292
2018	2028	4002456	402456	Local Imp.	393-18	2.899%	50th Ave Local Improvement	8	395,768	44,633	11,152
									5,691,266	256,744	198,255
OBLIGATION UNDER CAPITAL LEASE											
2018	2043	-	n/a	GOF	n/a	6.070%	Ponoka Civic Centre Capital Lease		8,608,839	182,474	517,526
									8,608,839	182,474	517,526
GRAND TOTALS									14,612,386	532,209	731,941

TOWN OF PONOKA
Scheduled Debenture Payments 2021 to 2025
To Be Financed by the General Operating Fund - In Thousands

DEBENTURE PAYMENT
(PRINCIPAL & INTEREST)



External Parties



FORT OSTELL MUSEUM SOCIETY

5320 – 54 Street, Ponoka, Alberta T4J 1L9

Ph. (403)783-5224

E-Mail: fom01@telus.net



August 20,2020

Ms. Rita Odenbach
Finance Manager
Town of Ponoka
200, 5604 – 50 Street
Ponoka, Alberta
T4J 1G5

Dear Rita:

2021-2023 Budget Request

Please find attached:

External Party 2021-2023 Budget Request

Financial Statements for 2020 to date

Fort Ostell Performance Measures 2020

Our formal request for funding is the same as last year \$26,400.00. If Covid-19 restrictions are still in place this would provide us with extra money to cover the cost of extra cleaning supplies, masks, etc.

As you can see from our list of Performance Measures we kept very busy without visitors and we now have all new displays and we are clean top to bottom!

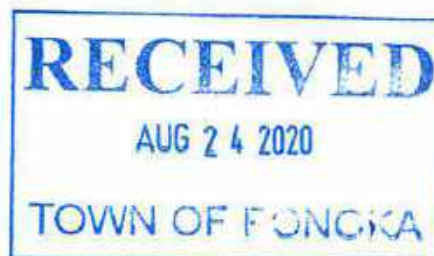
Thank you for your continued support.

Yours truly,

Sandy Allsopp

Museum Manager

Fort Ostell Museum



Town of Ponoka
External Party 2021 –2023 Budget Request

Group: Fort Ostell Museum

	2021	2022	2023
	Budget	Budget	Budget
Funding Request:			
Budget			
Revenue			
Grants	7680	7200	7680
Donations	1000	1000	1000
Fundraising	1000	1000	1000
County Contribution	11,000	12,000	12,000
Town of Ponoka Funding	26,400	28,000	28,000
Fees and Service Sales			
Other Income			
Total Revenue	47,080	49,200	49,680
Expenses			
Salaries & Benefits	39,400	42,040	42,040
Supplies	2,200	2,400	2,600
Purchased Services	2,000	1,500	1,700
Professional Development	500	500	500
Equipment & R & M	1,000	1,000	1,200
Utilities	1,900	1,900	1,900
Memberships	300	300	300
Total Expenses	47,300	49,640	50,240
Net (Deficit) Surplus	(220)	(440)	(560)
Funding Request:	<u>26,400</u>		
Approved:			

**Fort Ostell Museum
Performance Measures 2020**

Due to COVID-19, the Museum was not open to visitors for the summer of 2020.

We were able to hire a Summer Student through the Canada Summer Jobs Program and we were able to bring back one of our students from last year.

We created 14 new displays which involved cleaning and storing old artifacts, clean the display area (refresh with paint in some), put out new artifacts and create new text.

Did lots of gardening – removed the dead and dying juniper and planned the garden for next Spring planting.

Completed a research project for the Bird Drug Company which involved reading the newspapers from 1910 to 1920. Learned a lot about the Spanish Flu in Ponoka and here we are 100 years later experiencing Covid-19.

Completed a research project involving the local Cemeteries in Ponoka County – took pictures and record family names.

Spent 2 days polishing all the silver in the Museum.

Managed the social media for the Museum on Facebook and Instagram by posting every day something of interest – Pioneer Woman, Local Artist Paintings, Behind the Scenes Photo, Remember When and an artifact of interest.

Spent the entire month of August scanning our photo collection for our accessioning file – 2000+ pictures.

Reorganized the Accessioning room.

Delivered 9 Suitcase Tours before Covid-19 to Seasons, Rimoka and Centennial Centre.

We hosted the Legion + 55 Club to a tour and luncheon and we rented the Conference Room for a First Aid Course.

Completed accessioning of all artifacts donated over the Summer and Fall of 2019.

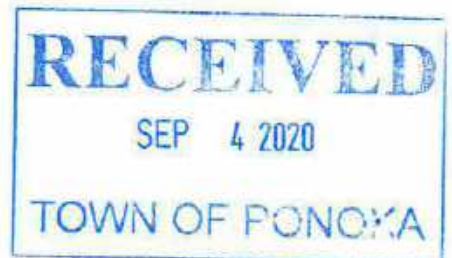
Blaine Calkins, our MP could not host his summer tea for students hired under the YCW and CSJ programs so we took our summer student on a road trip to the Town and Country Museum in Stettler to see how another Museum with multiple buildings, handles their artifacts.

Thanks to support from County we were able to replace our printer and computer, which surprise, surprise, had aged out and actually belonged in the Museum as artifacts!

Thanks to the Town we received 4 additional security cameras and effectively curbed the drug transactions in the Gazebo and a new sewer lift station therefore hopefully no more frozen sewer pipes and yes to some winter activities.

Thanks again to the Public Works Department for grass mowing, garbage collection and for being at our beck and call whenever we needed them.

FORT OSTELL MUSEUM SOCIETY
FINANCIAL STATEMENTS
JANUARY 1 to August 17, 2020



Fort Ostell Museum Society
Profit & Loss
January through August 17, 2020

Ordinary Income/Expense

Income

5000 - Federal Grants	1,239.47
5200 - Municipal Grants County	11,000.00
5250 - Municipal Grants	26,400.00
5350 - Memorial/Donation	80.00
5375 - Admissions/Door	40.00
5400 - Fundraising	240.00
5450 - Memberships	40.00
5500 - Rent	<u>50.00</u>
Total Income	39,089.47

Expense

4870 - Professional Development	80.00
6000 - Advertising	597.71
6100 - Building Repairs and Maint	120.50
6150 - Office Supplies	1,070.77
6200 - Wages & Employee Benefits	18,269.09
6300 - Telephone/Internet	645.34
6400 - Display and Restoration	57.92
6450 - Professional Fees	100.00
6500 - General Supplies	17.85
6880 - General Fundraising	<u>121.85</u>
Total Expense	<u>21,081.03</u>
Net Ordinary Income	<u>18,008.44</u>

Fort Ostell Museum Society

Balance Sheet

As of August 17, 2020

ASSETS

Current Assets

Chequing/Savings

1000 - Community Savings 31,248.30

Total Chequing/Savings 31,248.30

Other Current Assets

1010 - Term Deposit 12,500.52

1050 - Petty Cash 50.00

Total Other Current Assets 12,550.52

Total Current Assets 43,798.82

Fixed Assets

2500 - Computer 1.00

2600 - Office Equipment 2.00

Total Fixed Assets 3.00

Other Assets

2400 - Museum Collection 1.00

1.00

TOTAL ASSETS 43,802.82

LIABILITIES & EQUITY

Equity

4000 - Opening Balance Equity 1.00

4100 - Surplus 25,493.38

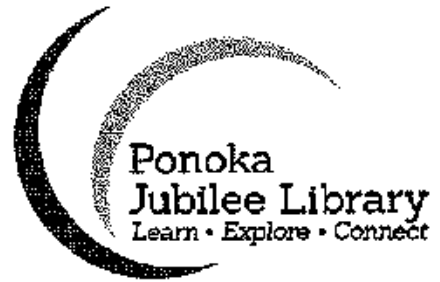
4200 - Reserve 300.00

Net Income 18,008.44

Total Equity 43,802.82

TOTAL LIABILITIES & EQUITY 43,802.82

October 30, 2020



To the Town of Ponoka Council,

In accordance with the Town of Ponoka budgeting process the Ponoka Jubilee Library Board is submitting its budget request for 2021. The Ponoka Jubilee Library Board values all the support the Town of Ponoka has provided over the years and look forward to continuing to work together to help build our community.

Although 2020 has been a difficult year for many, the Ponoka Jubilee Library has been there consistently to provide materials, programs and services that respond to the identified needs of our patrons. The Library maintained operations in different forms throughout 2020, including during the shutdown mandated by the Government of Alberta. Included in this budget package is a document detailing how the Library responded to the COVID-19 pandemic.

We strive to create and offer opportunities for Library service in myriad ways. Through 2020, we have dynamically redesigned the way in which we offer programming, employing a number of different media to reach out patrons; Our free resume printing service is widely used by the community and speaks to the realities of employment levels in our province; Our outreach services continue to expand and reach beyond our walls to seniors' centers and the Centennial Centre for Mental Health; Our summer reading program allowed Ponoka's kids to connect with the Library and have some sense of normalcy in these strange times.

These are just a few of the initiatives that make the Library a focal point in the Town of Ponoka.

The Ponoka Jubilee Library Board is requesting the amount of \$96,660 from the Town of Ponoka, the same amount granted in previous years. Attached is a detailed budget proposal for your consideration. Please feel free to contact us, if you have any further questions, using the information in the footer of this letter. We would like to thank you for your time and look forward to maintaining our healthy relationship in growing our community.

In appreciation,

Ponoka Jubilee Library Board & Dan Galway (Library Manager)

Ponoka Jubilee Library - Budget 2021

Income

44900 - Miscellaneous Recovery	1500
45340 - Fines	1500
45510 - Interest	100
45512 - Interest GIC	
45901 - Programming Revenue (exams)	500
45906 - Photocopies & Faxes	5000
45910/12 - Donations	2500
47410 - Town Operations Grant	96660
47500 - County Operations Grant	60000
48412 - Summer Works Grant	2700
48430 - Municipal Affairs Grant	37590
48490 - Rural Services Grant	24500
48495 - Other Grants	0
49400 - Transfer to/from Reserve	10000
TOTAL:	242550

Expense

51110 - Salaries Permanent	67250
51140 - Salaries Permanent Part Time	130000
51310 - Perm Employee Pension Plan	1500
51320 - Canada Pension Plan	7000
51330 - Employment Insurance	4000
51360 - Workers Compensation Board	900
51350 - Health Insurance Plan	
51480 - Staff Training	500
62130 - Staff Travel & Sustenance	500
62140 - Membership fees	500
62160 - Postage	200
62170 - Telephone / Internet	2400
62210 - Advertising	500
62220 - Legal fees	
62310 - Accountant fees	2200
62320 - Bookkeeping fees	1800
62330 - Direct Deposit Bank Fees	600
62340 - Fines & Penalty	300
62380 - Security Costs	
62450 - Recycling	
62452 - Janitorial Contract	
62459 - Office Equipment	500
62620 - Repair & Maintenance Building	200
62630 - Copier / Lease Costs	4500
62740 - Insurance	2000
75110 - Operating and Office Supplies	5000
75130 - Mat Rental/Purchase	
75191 - Staff Appreciation	1000
75410 - Water & Sewer	
75430 - Heat	
75440 - Electricity	
75810 - Book Purchases	2500
75820 - Periodicals	2000
75840 - Program Costs	4000
75850 - EMap Purchases	
87557 - Fines Dist. Billing	200
96300 - Capital Purchases	500
90000 - Gst Expense (50%)	

Total Expense	242550
Net Income	242550



Ponoka Jubilee Library

Annual Report 2019



The library had **2,700** open hours in 2019!



2,679 people have a card at our library



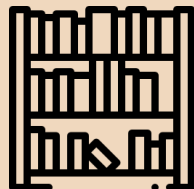
73,131 people walked through our doors last year



In addition to **35,773** website visits



The library added **3,240** new items last year



Bringing the total collection to **31,141**



There were **2,803** downloads of e-Content



Contributing to a total of **64,515** checkouts!



We lent our items to libraries outside of our system **10,302** times



Our service is delivered by **17** dedicated staff



And **11** amazing volunteers



The library has **16** public computers



And brought in **17,430** items upon patron request



The library participated in **5** promotional events



Where **1,500** people heard our message



They were in use for a total of **38,786.00** hours!



We offered **170** programs for kids



96 for adults and seniors



And **34** for families



5,861 people attended in total!



There were also **26,724** connections to our Wi-Fi

PONOKA JUBILEE LIBRARY

COVID-19
ACTIVITY
REPORT

2020



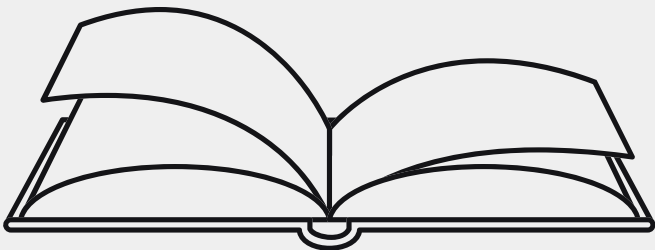


WHAT HAPPENED?

In March 2020, the Government of Alberta announced that in the interest of public safety and health, public libraries in Alberta would be mandated to close.

This had the potential to greatly effect our patronage, and specifically, patrons who had come to rely on the services provided at the library. That said, many workplaces had been mandated to close and at the time, folks were cautious in leaving their homes for fear of the potential impacts contracting COVID-19 could have on themselves and their families.

The Ponoka Jubilee Library Manager and Board of Directors called an emergency meeting to discuss how to proceed. Our goal was to maintain some level of service to serve the community while maintaining employment for staff members. The Ponoka Jubilee Library is not only a community organization, but also an employer - our staff depend on what they earn, and ensuring their continuing employment was important, as long as we were able to continue to provide meaningful services to the community.



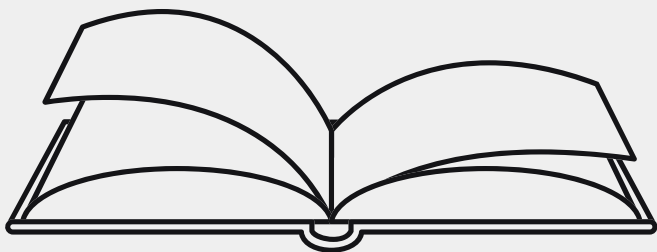


WHAT WE DID

The Ponoka Jubilee Library Manager and Staff met immediately by distance to discuss how to move forward. While our physical location was out of bound, there were options: PJJ exists not only as a physical location. We are an idea, a concept and a community builder that persists in the face of adversity through creativity, innovation and a passion for public service.

Libraries were mandated to close on March 17, 2020. Ponoka Jubilee Library program staff presented our first virtual program through Facebook Live two days later, on March 19, 2020. It is certainly worth noting that our little library presented the first virtual storytime in the province. This speaks to the commitment shown by our staff to continue to provide service to our patrons.

Over the weeks that followed, we established a series of online programs and online meetups, to great success. As we moved forward, we gathered feedback from our patrons and designed programs that would meet the needs currently facing them.



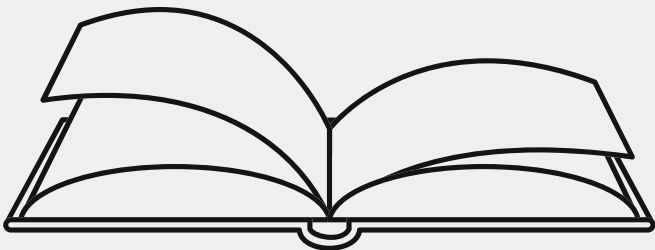


WHAT WE DID

Typically, Library staff are busy serving patrons, preparing and delivering programs, hosting events and groups and processing materials for circulation. Our typical workday was drastically altered during the COVID-19 shutdown.

We took this as an opportunity to perform tasks that would normally require a library closure. Library staff inventoried our entire collection to ensure our internal records and public holdings records were fully up to date and reflective of what was on our shelves. We also took this time to maintain the collection - this entails de-acquisitioning materials, re-labelling and repairing materials for future usage and considering the flow of the library's collections and how the layout could be improved.

Although not the ideal situation, we were able to use this shutdown to our advantage, resulting in a re-opening with a well-organized, clean and accurate inventory of materials for circulation.



Fairy Tale Picnic

FRIDAY, JUNE 5TH @ 10:30



READING:
Secret Pizza Party
By Adam Rubin & Daniel Salmieri

ACTIVITY:
Build your own pizza!

Supplies: paper plate, yellow tissue paper, cut up pieces of construction paper to look like toppings, brown paint, glue



Kitchen Favorites

CREME BRULEE

Thursday, June 11th

You will need:

- 1 1/2 cups whipping cream 35%
- 4 egg yolks
- 1/4 cup sugar
- 1 tsp vanilla
- 1 to 2 tsp granulated sugar
- Kitchen or blow torch
- Optional: tea & berries

Drawing Challenge

EVERY THURSDAY

Join in on Facebook every week for a new drawing challenge



Ponoka Jubilee Library
1000 1st Avenue S.E. Denver, CO 80202

NEW GUIDELINES FOR LIBRARY USE



Follow the yellow footsteps for directional flow within the stacks.



Staff are required to wear a face mask. Mask usage by patrons is encouraged.



Public computers are by reservation only and for 1 one-hour session per day.

Due to sanitary reasons, headphones are no longer available. Patrons are encouraged to bring their own headphones to use.



Maintain at least 2 meters (5 feet) between yourself and others.



In the interests of our safety, the public phone is not available at this time.


A Ponoka Jubilee Library Anime and Manga Club Special Event!

SELF-PUBLISHING 101

with Award Winning Author **Sierra Larson**

Wondering about how to turn your manuscript into a printed book?
Want to bring your points to life without fighting a major company for money?
Come learn the ins and outs of self-publishing from an author who has done it all!

Join us for a special pre-
Thursday, May 28,
All welcome! Please email events@ponokalibrary.com



Ponoka Jubilee Library
1000 1st Avenue S.E. Denver, CO 80202

Coffee Chat!

Feeling isolated? Alone?
Want to connect?



CONNECTING OUR COMMUNITY

Here is a listing of the programs that our staff offered over the course of the 3 months that our building was closed, all programs were conducted via pre-recorded videos, Zoom or Facebook Live:

Fairy Tale Picnic - one of our flagship programs, we transitioned this to be held online, with crafts specifically designed to be made with household items

Spring into Green - this program focussed on preparing one's garden for Spring. This became extremely popular, with significant online engagement

Manga and Anime Club - this group met through Zoom throughout our closure. This gave members the opportunity to engage with each other and socialize through our closure

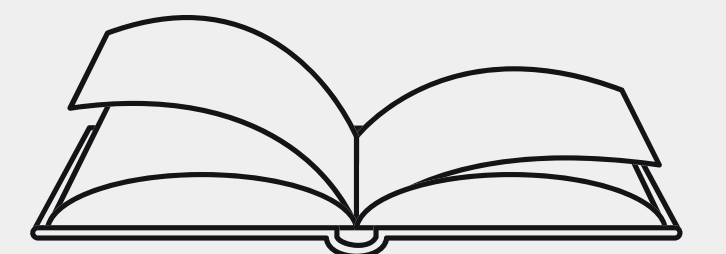
LEGO Club - We continued our LEGO Club program by posting video LEGO challenges weekly and solicited pictures from our young creators

Kitchen Favorites - We produced a series of instructional cooking videos based on the favorite, easy recipes of our staff members

Coming Together,
Staying Apart



ART INSPIRED BY THE COVID-19 EXPERIENCES OF OUR PATRONS





Kitchen Favorites

EGGPLANT
PULL-APART

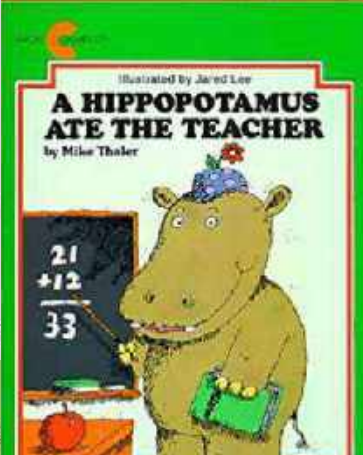
You will need:

- Eggplant
- Shredded Cheese
- Oil or Butter
- Garlic
- Optional: bay leaves, parsley, or Italian seasoning



Story Time Live

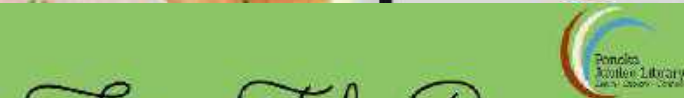
TUESDAY APRIL 21ST @10:30AM



Reading: The Hippopotamus Ate The Teacher By Mike Thaler

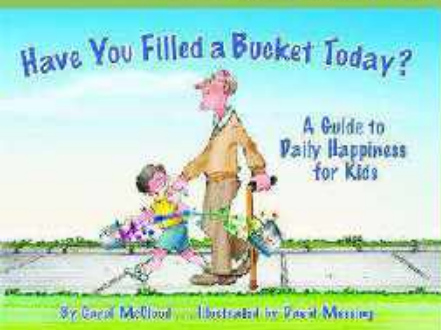
Activity: Making a sensory zoo bin!

Supplies: A large container, sand/dirt/rocks, rice/dried beans/oats, building blocks, twigs, figurines
Optional water and food colouring.



Fairy Tale Picnic

FRIDAY APRIL 24TH @ 10:30AM



Reading: Have You Filled a Bucket Today? By Carol McCloud

Activity: Making a kindness bucket.

Supplies: A cup, hole punch, pipe cleaner, decorations, slips of paper and a pen/marker/crayon.

CONNECTING OUR COMMUNITY

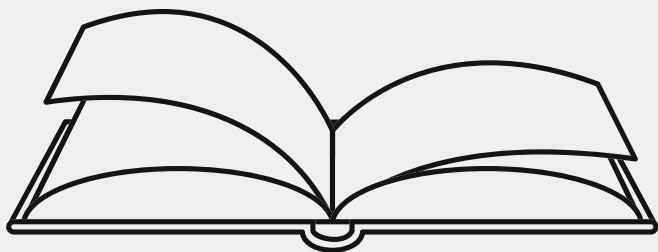
Thinkers and Tinkerers - This video program focused on the MAKER movement and STEAM education. Staff produced weekly videos related to science, technology, engineering, arts and math.

5 Minute Science - Every Friday, we posed a question that could be answered by a science experiment and instructions on how to complete the experiment. A fun way to pass the time!

Over the course of three months, Ponoka Jubilee Library staff created, edited and presented 89 video/online programs for our patrons. It is of note that our little library was one of the most active libraries in the province, creating and presenting a robust set of opportunities for online participation.

Anime and Manga Club!
Thursdays at 3:30

Email cbottomley@prl.ab.ca for a Zoom link. Ages 16+

The graphic features a yellow speech bubble with a black outline, set against a background of stylized yellow and red sunburst patterns. The text "POW!" and "WOW!" is written in a comic book style. The Ponoka Jubilee Library logo is in the top left corner.



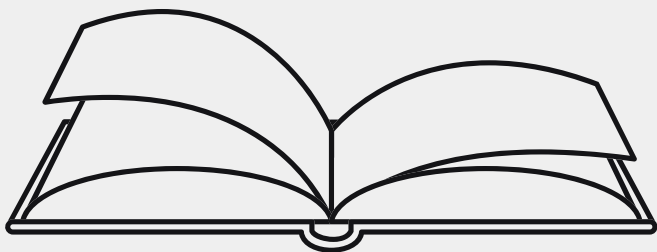
RESOURCES AND CURATION

In addition to offering these video and online programs, PJJ staff were on the phones, answering questions, recommending materials and ensuring that patrons were connected to their library.

Readers' Advisory is an important part of library service. Library staff created materials to assist patrons in choosing items from the offerings available online by doing a comparative content study and making recommendation tools based on this.

Parkland Regional Library invested in more e-resources in order to assist in ensuring that patrons had more to choose from than ever before.

On June 8th we began offering curbside pickup of materials ahead of our anticipated re-opening.



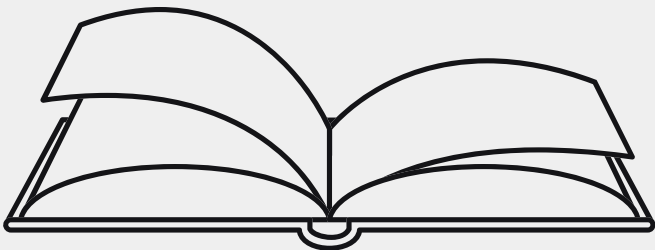


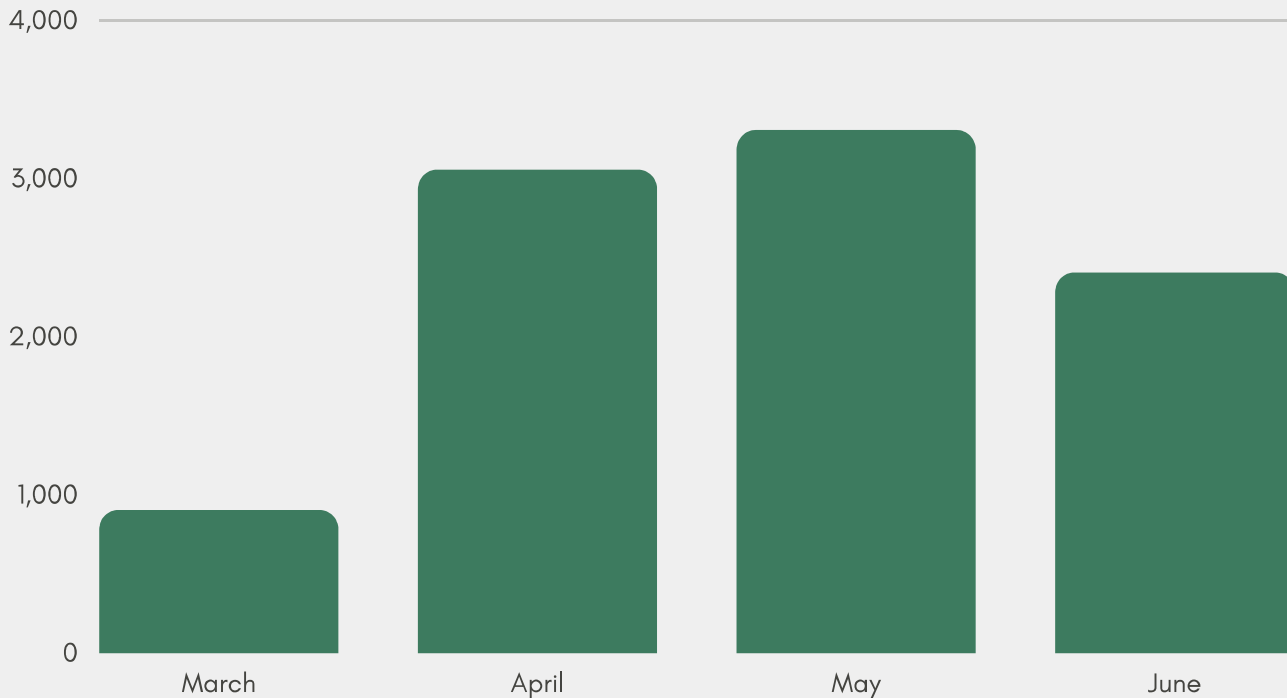
RE-OPENING

PJL reopened on June 22nd, one of the first libraries in the province to open back up to the public. Our quick reopening was due to the fact that we were prepared.

In the months previous, we had the foresight to consider what re-opening might look like. Understanding that Library operations would look quite different from normal, we purchased plexi-glass customer service barriers, floor stickers, hand sanitizer dispenser units and hand sanitizer and personal protective equipment for all staff members. Additionally, we reduced the number of computers on offer to allow for appropriate social distancing, re-arranged our space to allow for social distancing, and adjusted our workflows and schedules to accommodate special hours for vulnerable populations, curbside pickup and frequent cleaning of surfaces, common use areas and computers.

We have put protocols in place for staff members to ensure that they are self-monitoring for symptoms. We have increased the number of sick days available to employees working 20+ hours weekly and have made it clear that we are committed to their safety, the safety of our patrons, the County and Town of Ponoka and province of Alberta as a whole.





OUR STATISTICS

We measured our statistics in weekly video views - as word spread that we were offering video programs, our engagement increased exponentially as well as our online patronage. These statistics are based on clicks - meaning that users must actively engage with the content in order for it to be recorded. This gives us a better sense of actual engagement, as opposed to automatic video plays, which are misleading when considering actual engagement.

THE BROADER COMMUNITY

We offered our content to all Parkland Libraries, with the specific goal of ensuring all libraries in the Parkland System had something to offer their patrons - Alix Public Library and Eckville Public Library enthusiastically shared our content with their patrons.

