



COUNCIL

Q3 2021 CORPORATE AND FINANCIAL UPDATE

NOVEMBER 16, 2021

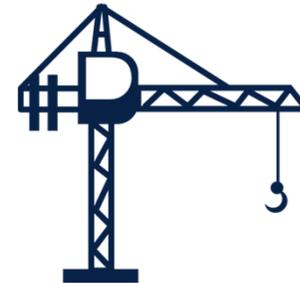
KEY PERFORMANCE INDICATORS

Investment rate of return: **2.21%**

One Year T-Bill Rate: 0.23%



Total number of Building Permits Issued Q3 2021 YTD: 417
2016-2020 average YTD: 432



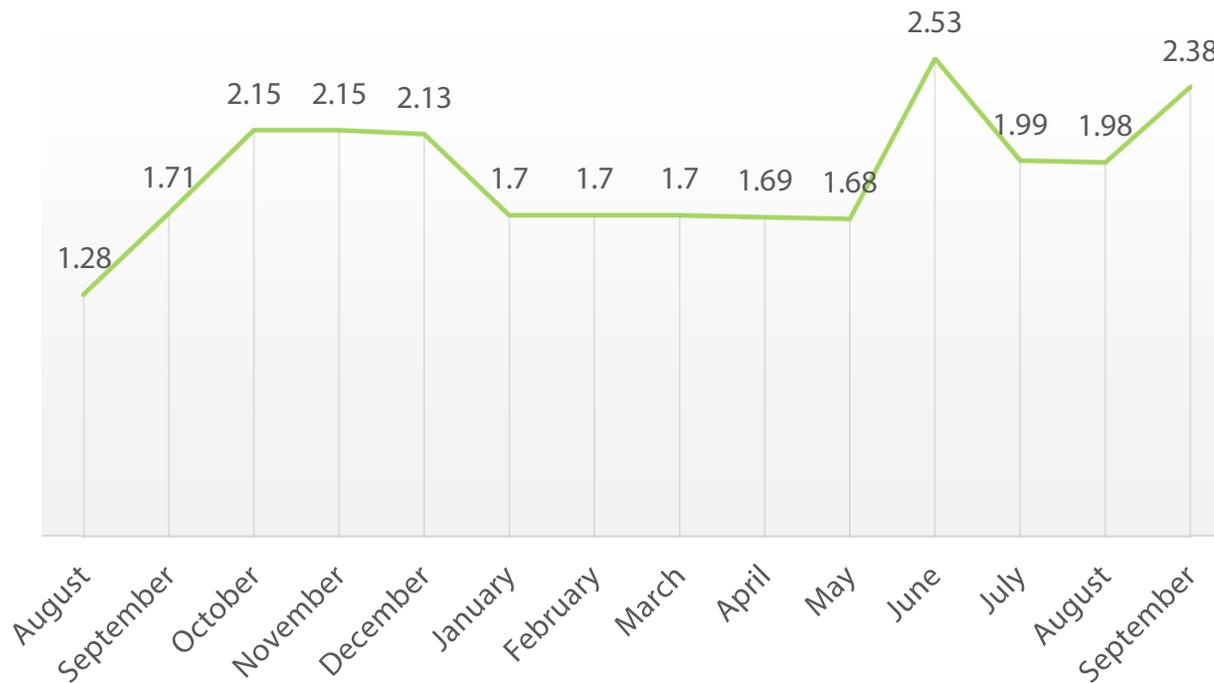
Construction Building Permit Value for Q3 2021 YTD: \$447 million
2016-2020 average YTD: \$118.5 million

KEY PERFORMANCE INDICATORS

Q3 2021: 12-Month Rolling Total Recordable Incident Frequency (TRIF): **2.38**



Aug 2020 to Sept 2021: 12 Month TRIF



OFFICE OF THE CAO

Economic Diversification

- Meridian Business Park
- Industrial land
- Wabamun Lake area

Employee Services & Strategic Initiatives

- Payroll
- Project OPTICUS

OPERATIONS SERVICES

Planning and Development

- Solar Farms Land Use Bylaw Amendment
- UNITE - new workflow software

CORPORATE & SHARED SERVICES

Strategic Services

- Customer Service
 - Phase 2 Departmental Onboarding
 - Customer Relationship Management (CRM) Expansion
- Legislative Services
 - Election 2021
 - 8 Subdivision and Development Appeal Board (SDAB) appeals YTD
- Land Management
 - Wabamun lands under County land management program

AGRICULTURE, COMMUNITY & PROTECTIVE SERVICES

Emergency Communications Centre

- 2021 YTD Stats:
 - 58,810 incoming calls

Fire Services

- 724 events YTD
- RR63 Wildfire
- Fire agreements, emergency management services
- Respectful workplace & Indigenous awareness training
- New Fire Hall in Wabamun

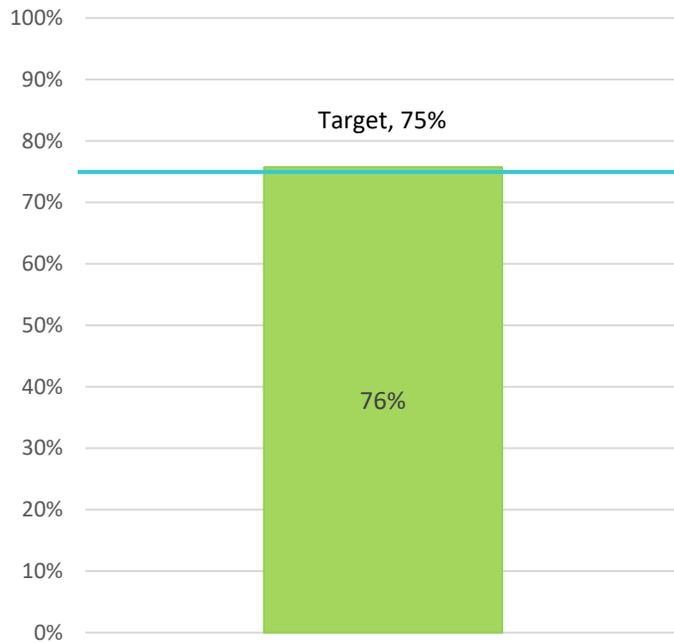
Q3 REPORT SUMMARY

- Six reports presented to Council in Q3:
 - Statement of Financial Position
 - Statement of Operations (Summary)
 - Notes to Financial Statements
 - Statement of Operations (Base Program)
 - Operating Project Report
 - Capital Project Report
- 2021 balances include dissolution of Village of Wabamun
- The reports represent 75% of the year
 - Variances greater than 85% or less than 65% will be discussed

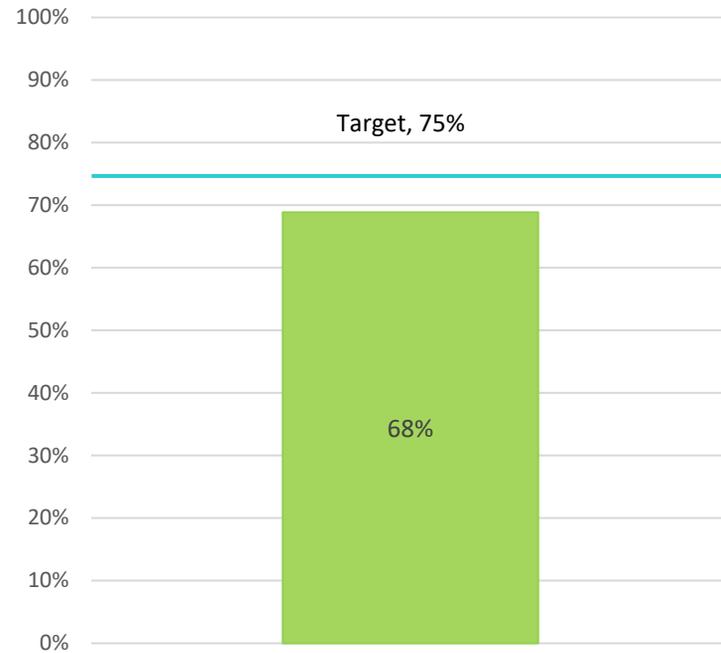


GENERAL OPERATING ACTIVITY

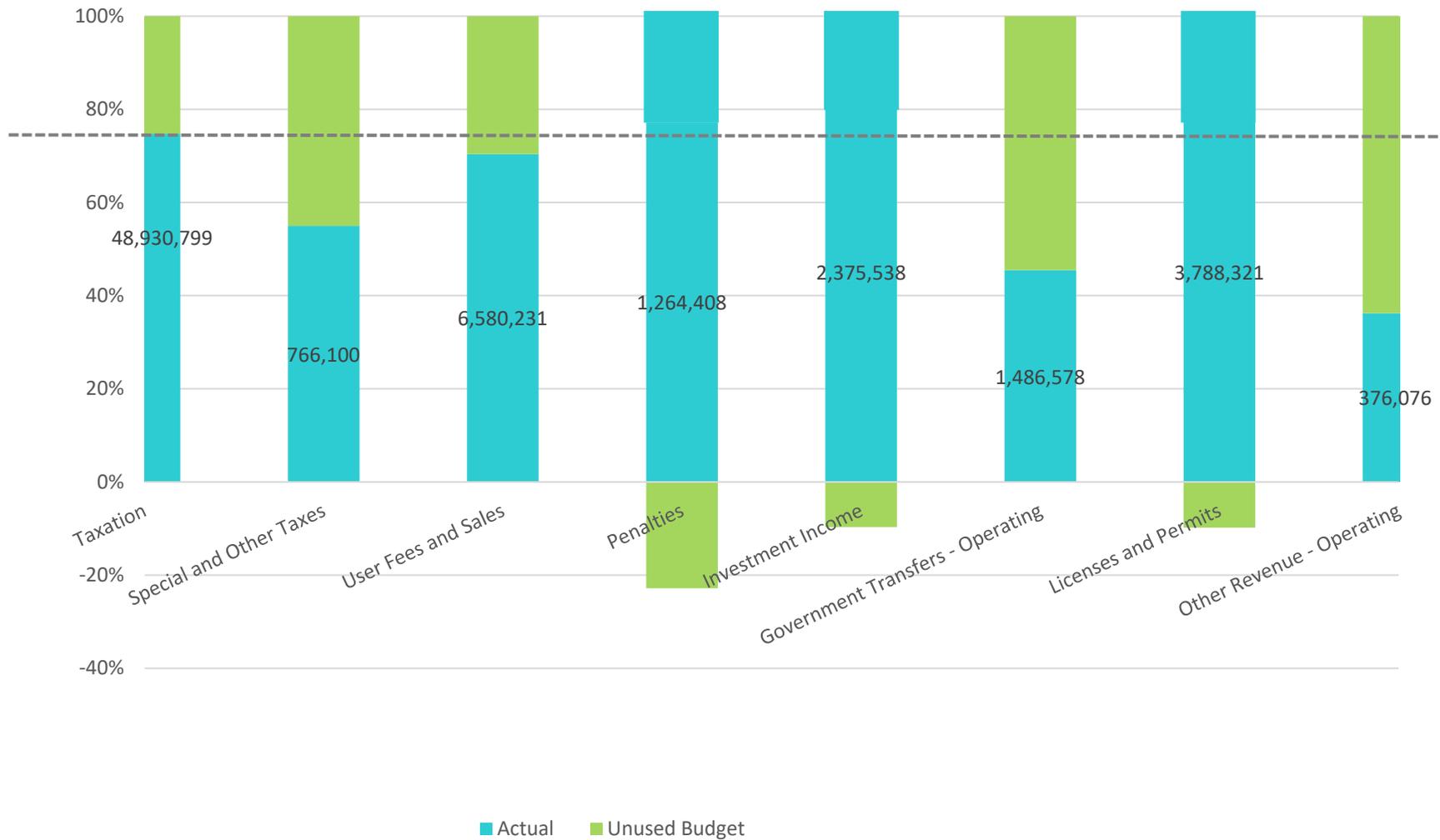
Base Program Operating Revenue



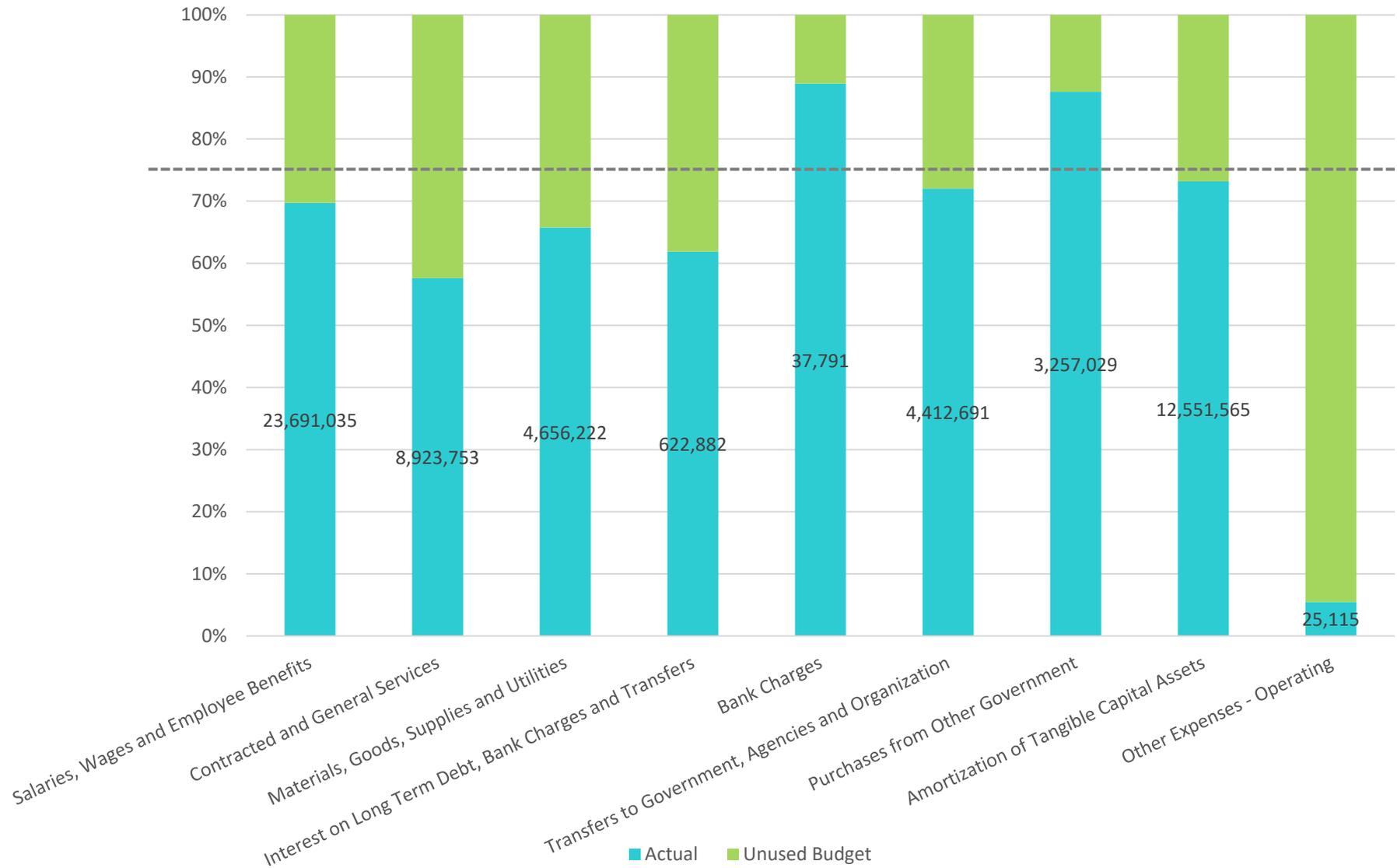
Base Program Operating Expense



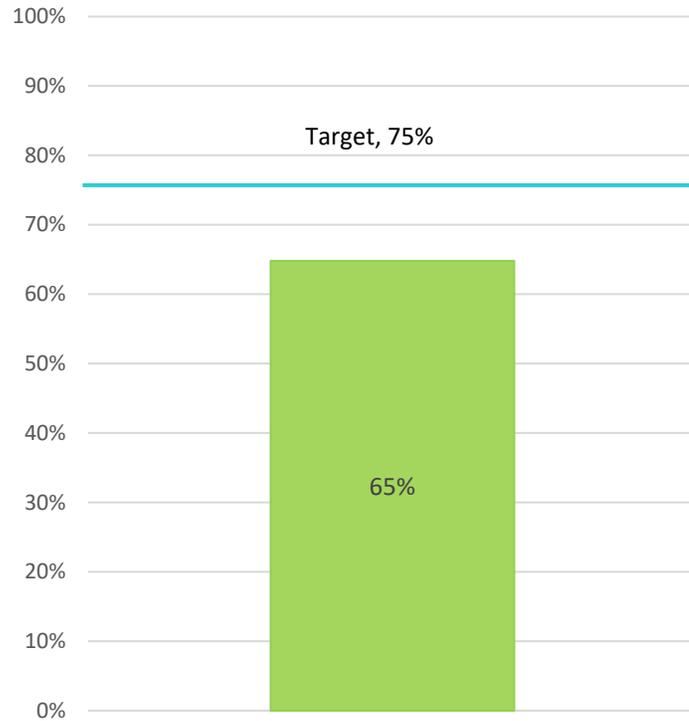
GENERAL OPERATING ACTIVITY - REVENUE



GENERAL OPERATING ACTIVITY - EXPENSE



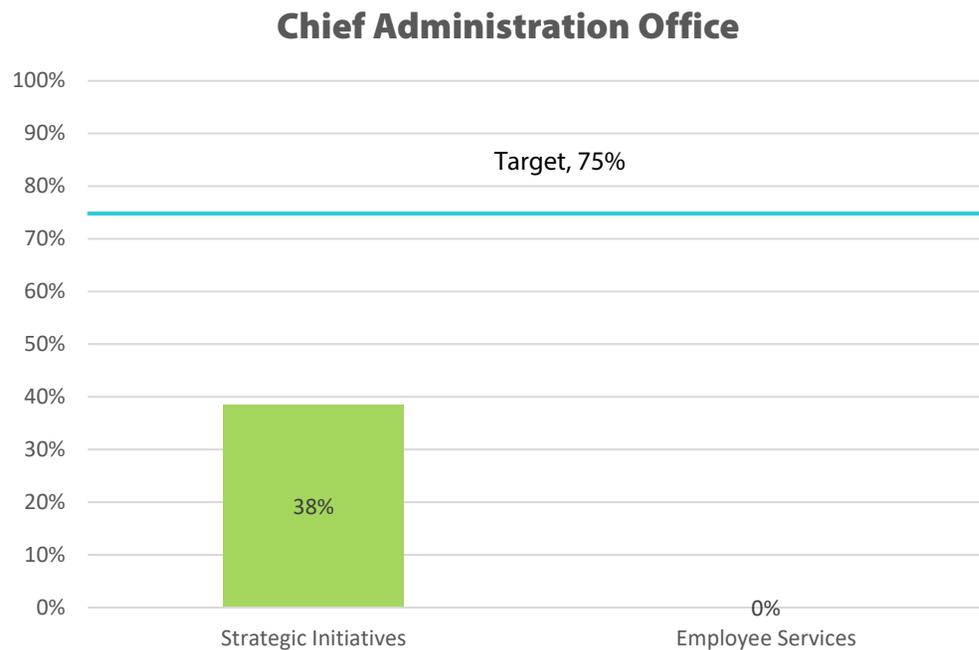
OPERATING PROJECTS - SUMMARY



Total Operating Project Budget (Amended)	\$7,695,530
Actual Expenditures (%) as at September 30	65%

OPERATING PROJECTS

Overall, Chief Administration Office are 36% (\$1,570,704) of \$4,309,200 budget spent.



Strategic Initiatives

- County Services Building Salt Contamination: Majority of costs to carry forward to 2022
- Tri-Municipal Sub-Regional Plan: Report complete with implementation work ongoing until March 2022
- Meridian Business Park: Remainder to potentially carry forward into 2022
- Support for UNITE (D365) & CRM Users: Ongoing project with costs expected to be incurred throughout Q4

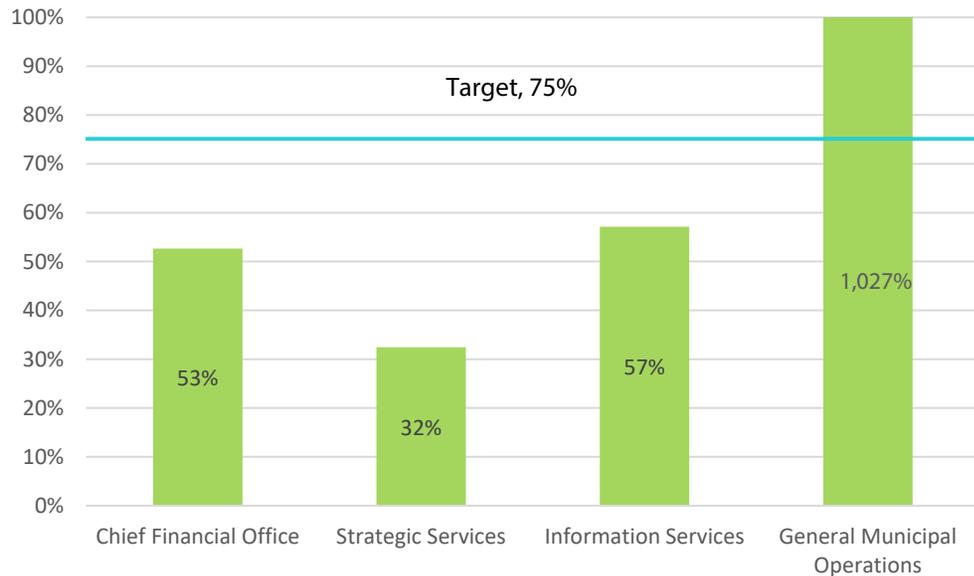
Employee Services

- Staff Engagement Surveys: Expected to incur costs in 2022 with delay due to COVID-19

OPERATING PROJECTS

Overall, Corporate and Shared Services are 245% (\$2,889,407) of \$1,177,800 budget spent.

Corporate and Shared Services



Chief Financial Office

- Two projects to be requested to carry forward into 2022: PSAB Standard Research & Implementation and Service Delivery Review

Strategic Services

- Regional Agriculture Master Plan: Work expected to be completed in 2022.

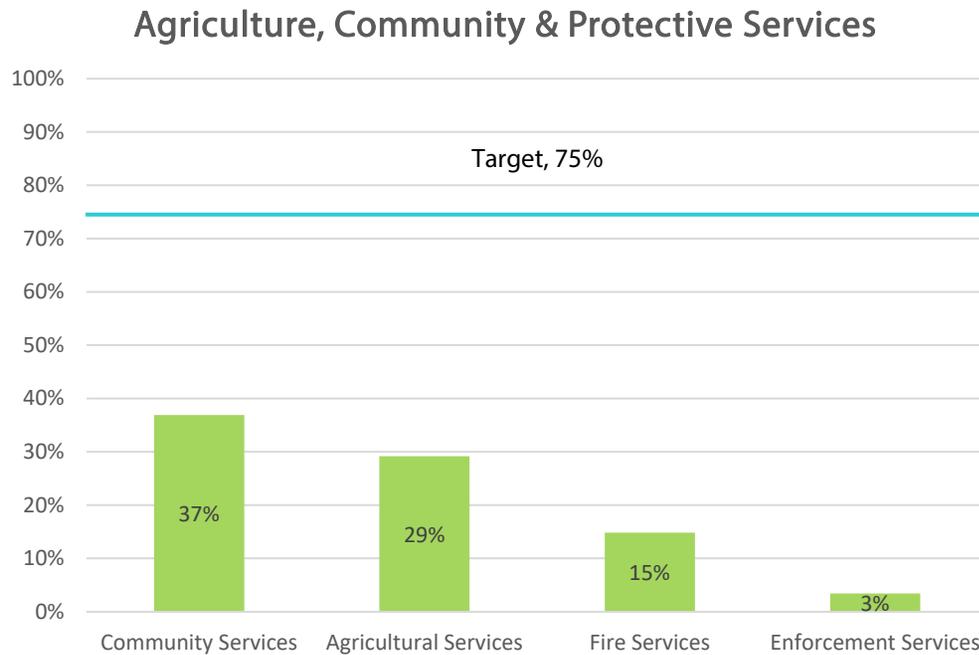
Information Services

- Imagery – Aerial & Oblique: Project completed in Q3

General Municipal Operations

- 2021 Emergency Response: Unbudgeted wildfire response considered extraordinary event

OPERATING PROJECTS



Overall, Agriculture, Community & Protective Services are 27% (\$115,880) of \$432,400 budget spent.

Community Services

- Wabamun Transition: Ongoing with estimated completion in December.

Agricultural Services

- Hamlet Reinvestment Strategy Phase 1 & 2: Project scheduled for completion in December 2021

Fire Services

- Fire Contingency Plan: Contingency funding not required to date

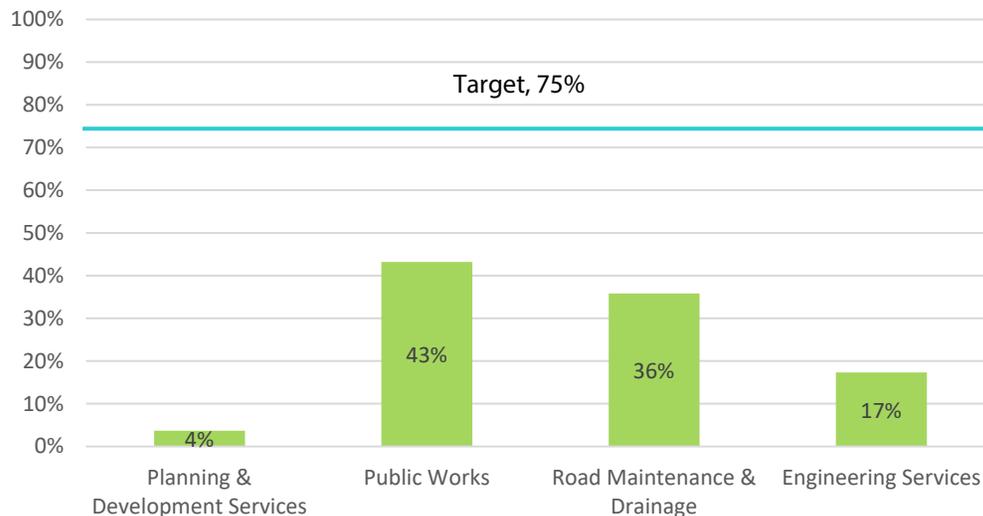
Enforcement Services

- Lifecycle: Funds may not be required in 2021.

OPERATING PROJECTS

Overall, Operations Services are 23% (\$411,256) of \$1,776,130 budget spent.

Operations Services



Planning & Development Services

- Delay in Land Use Bylaw Management Transition due to vacancy with potential to carryforward into 2022

Public Works

- Racking and Aged Tools Replacement: Progress slowed due to COVID-19 and availability of product.

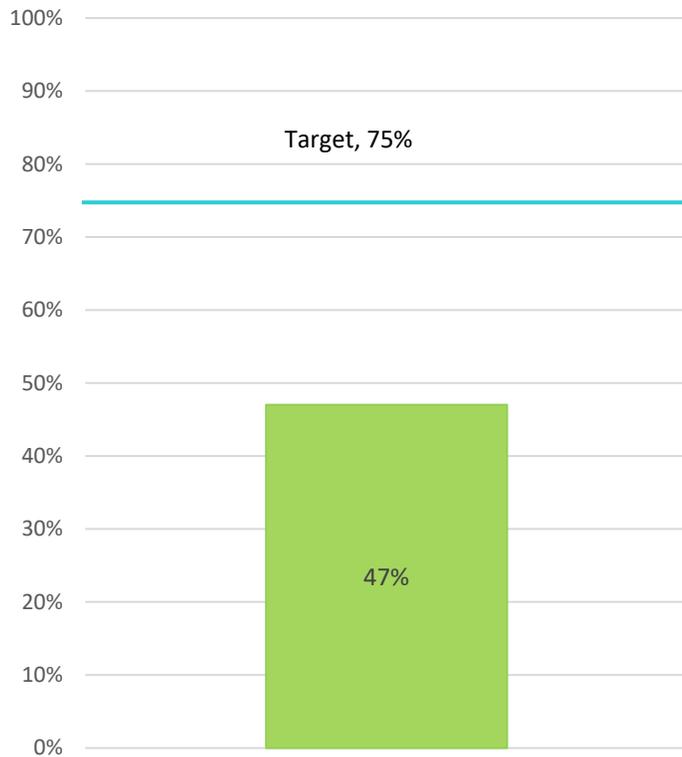
Road Maintenance & Drainage

- Storm CCTV and Condition Assessments: Project expected to be completed by end of year.

Engineering Services

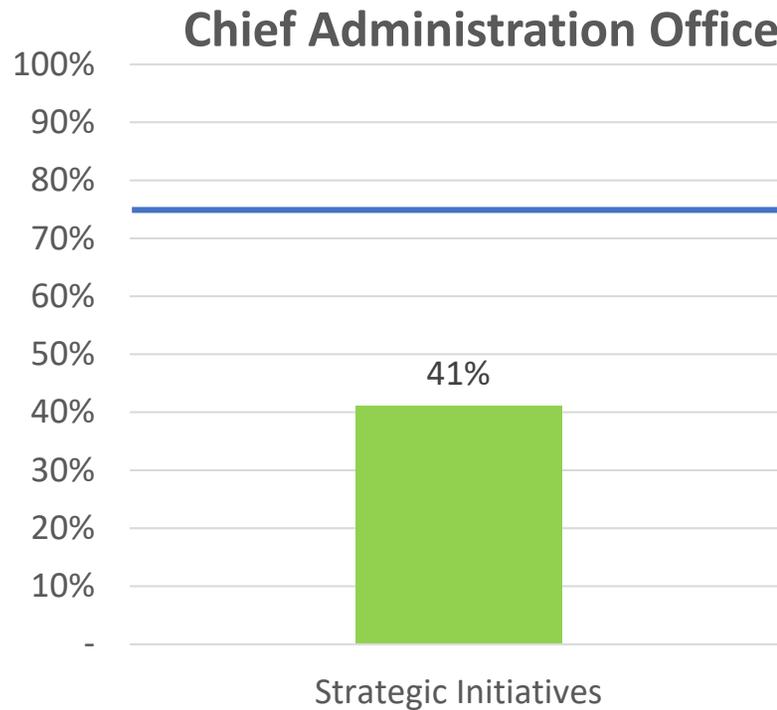
- Drainage Master Plan: Draft of Project Charter is under development and will be presented to Council for acceptance of the plan.

CAPITAL PROJECTS - SUMMARY



Total Capital Budget (Amended)	\$61,195,046
Actual Expenditures (%) as at September 30	47%

CAPITAL PROJECTS



Overall, Chief Administrative Office is 41% (\$5,660,492) of \$13,657,600 budget spent.

Major Capital Projects

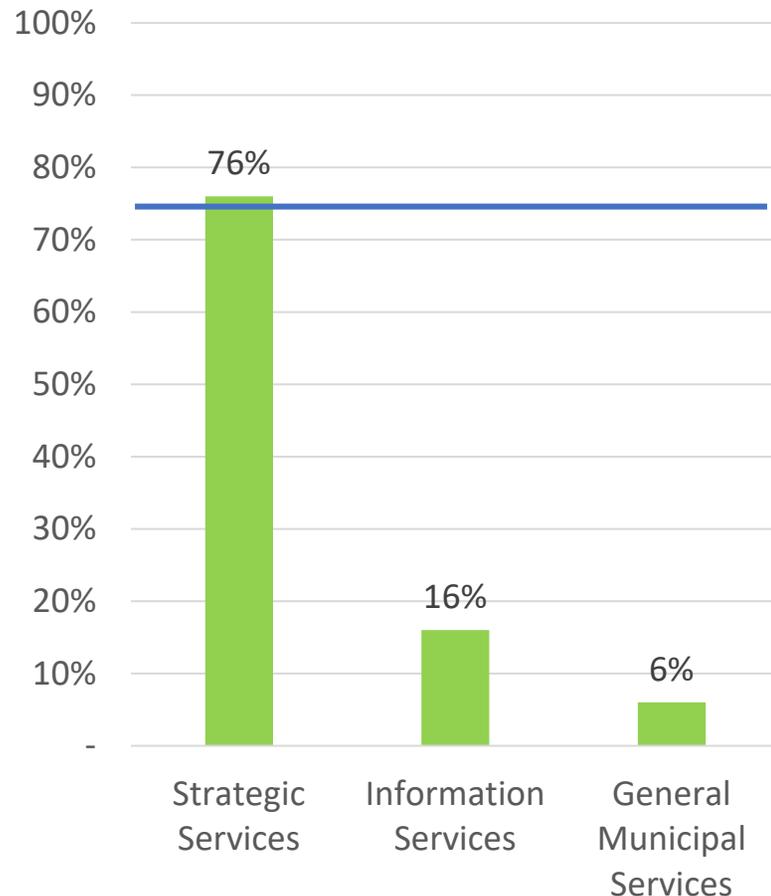
- Parkland County Transfer Station: Office building delayed in 2022 due to market volatility.
- Entwistle Pool and Community Hub: Final tenant improvements underway with completion expected in spring 2022
- West Central Fire Hall: Project progressing as expected
- Acheson Fire Hall Rehabilitation: Project work will commence in spring 2022

Unite and IT Major Projects

- UNITE ERP Phase 3: Projects are progressing as expected. Projects include system enhancement to project management, procurement, budget and Office 365
- Planning Electronic Workflow: Project is underway and will be completed in mid-2022
- Bellamy Decommission: The tax software decision is pending. The outcome of the project is to replace utility billing system, replace cashiering system, and tax and assessment system

CAPITAL PROJECTS

Corporate & Shared Services



Overall, Corporate & Shared Services is 10% (\$275,656) of \$2,901,100 budget spent.

Strategic Services

- Customer Service Security System: One budgeted project completed under budget

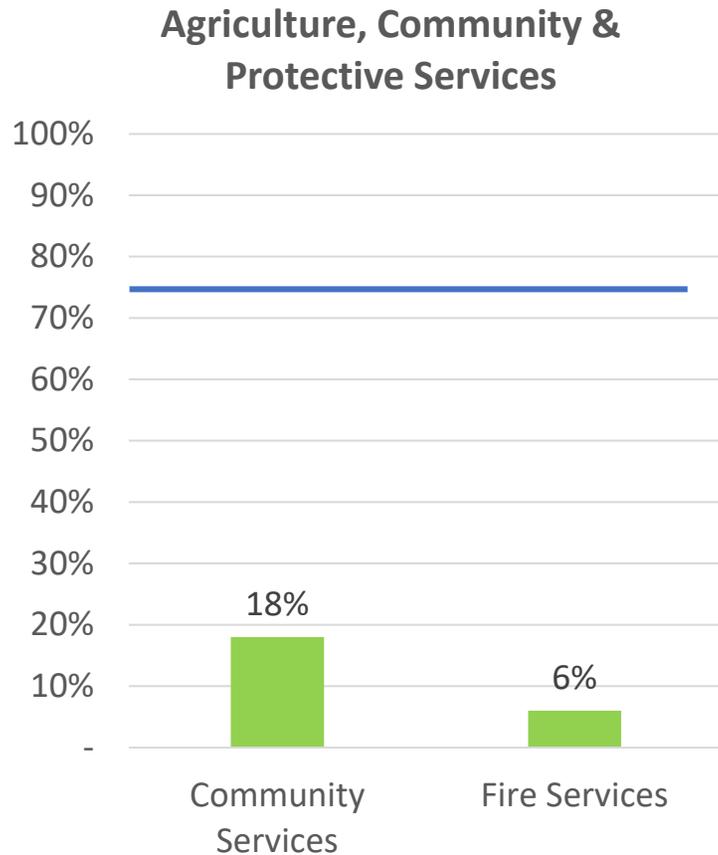
Information Services

- IT Lifecycle Purchases: Progressing as expected
- IT Cloud Strategy and Implementation: Project in progress, expected to be completed by end of 2021
- Video Conferencing Enhancement: Acheson and ED Boardrooms projects completed

General Municipal Services

- Budget include the \$1M Capital Contingency (\$150,000 utilized)
- Alberta Community Partnership (ACP) grant – Wabamun Fleet and Facilities: Two vehicles acquired
- ACP grant – Wabamun Utility projects: Water and wastewater projects on schedule to be completed end of 2021

CAPITAL PROJECTS



Overall, Agriculture, Community & Protective Services is 15% (\$538,453) of \$3,490,500 budget spent.

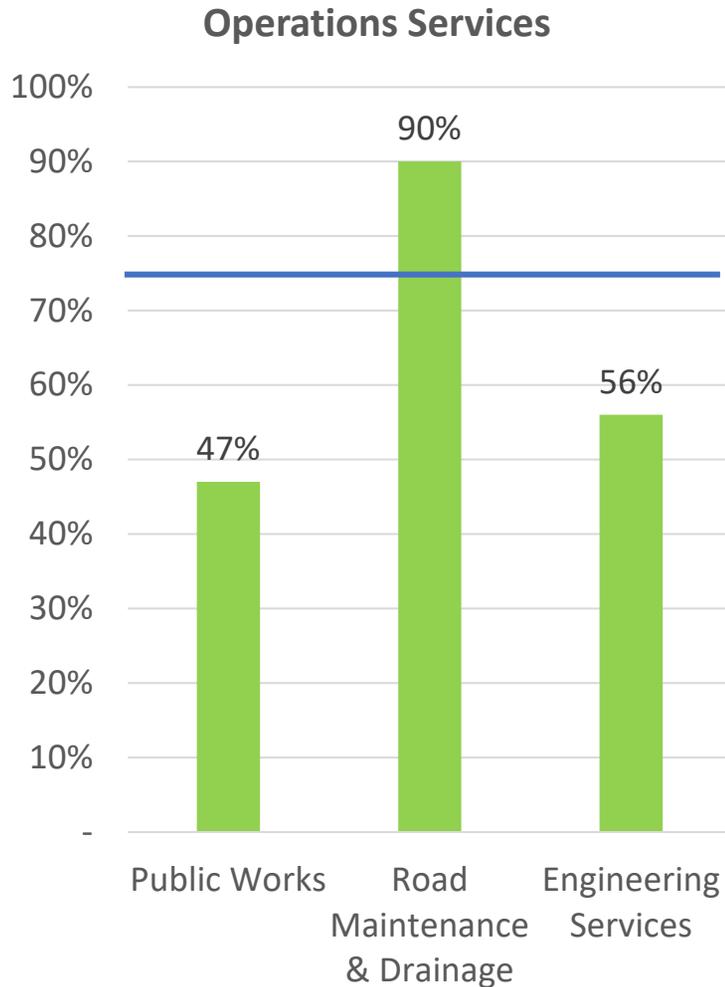
Community Services

- Wabamun Boat Launch: Project delayed until spring 2022
- River Valley Alliance: Progressing as expected, signage to be completed end of 2021, maintenance to be completed by 2022.

Fire Services

- Next Generation 911 System: Network hardware programmed and phone vendor has been selected
- Lifecycle Purchases: TIC cameras have been purchased in Q4

CAPITAL PROJECTS



Overall, Operations Services is 54% (\$22,303,959) of \$41,145,846 budget spent.

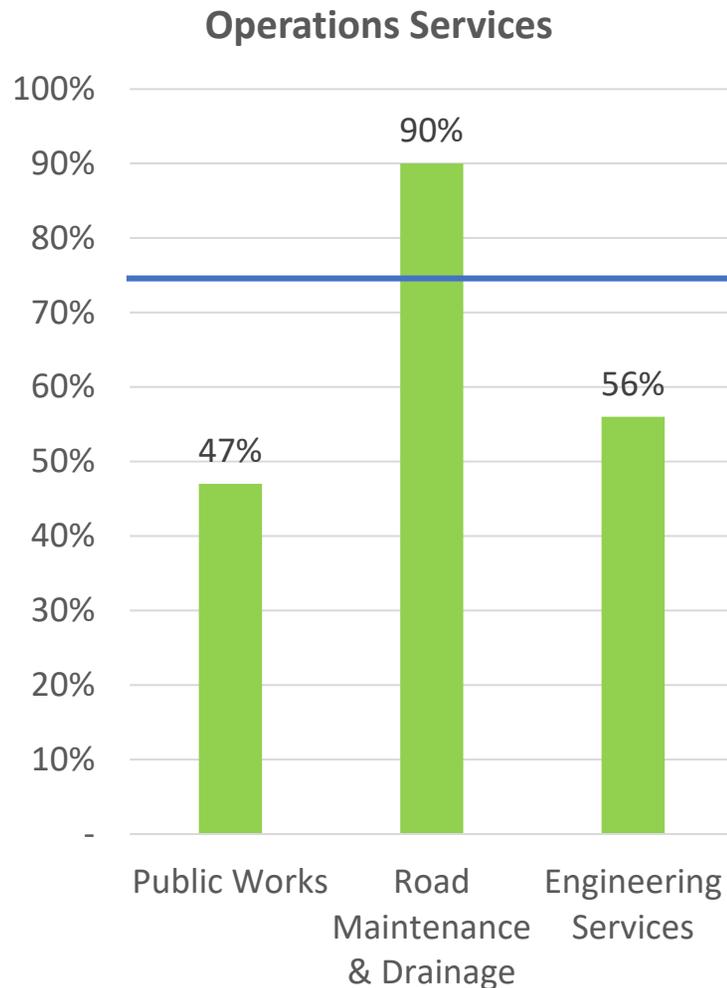
Public Works

- Fleet Lifecycle Purchases: Passenger vehicles have been deferred to 2022 due to the supply chain disruptions in the auto-mobile industry
- Keephills Roof Repairs: Project progressing as expected
- Wastewater Transfer Station Infrastructure Upgrades – Villeneuve and Golf Course : Project progressing as expected
- Waste Haul Trailer for Parkland County Transfer Station: Estimated delivery in March 2022

Road Maintenance & Drainage

- Budget represents contributed asset from developers

CAPITAL PROJECTS



Engineering Services

- Preliminary Design: Most design work will be pursued in Q3/Q4 of 2021. Designs will continue into late 2021/early 2022.
- Bridge File: Trestle Creek Bridge, and Sundance Road have been completed
- Offsite servicing in Acheson Industrial Park is progressing as expected
- Township Road 510 Realignment: Completed
- Gravel Road Rehabilitation Program: All 2021 work has been completed.
- Asphalt Surfacing and Subdivision Surfacing: All 2021 work has been completed.
- Aggregate Seal Coat Surfacing: All 2021 work has been completed.
- Water and Wastewater: Lakeshore Waterloop is under construction and will be completed in late 2021.
- Stormwater: Acheson Commercial Corner Stormwater Pond is under construction and will be substantially completed in November 2021.

EFFECT ON TAX RATE

PARKLAND COUNTY Effect on Tax Rate Based on Current Year Council Approvals As at Sept 30, 2021

Item	Description	Date	RFD	Cost			Tax Rate Impact		
		Approved	Number	2021	2022	2023	2021	2022	2023
1	Microsoft Enterprise Agreement - renew			\$ -	\$ 556,478	\$ 556,478	0%	0.96%	0.96%
	Total			\$ -	\$ 556,478	\$ 556,478	0%	1%	1%

Note: 1% tax rate is approximately \$ 650,000

CONTINGENCY FUNDS

CAO Contingency

- \$261,900 has been utilized
- \$238,100 remains unspent
 - 48% remaining

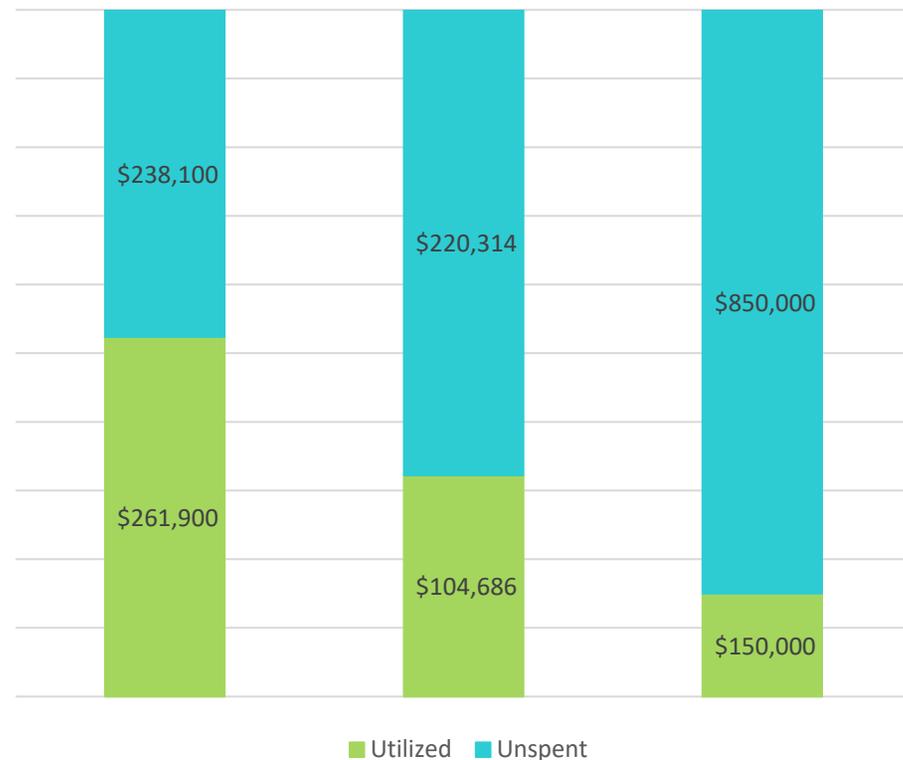
GM Contingency

- \$104,686 has been utilized
- \$220,314 remains unspent
 - 68% remaining

Capital Contingency

- \$150,000 has been utilized
- \$850,000 remains unspent
 - 85% remaining

Contingency Fund Utilization



CONTINGENCY FUNDS – CAO CONTINGENCY

Description	Department	Added/ (Utilized)	Balance Remaining
Opening Balance from 2021 Budget			\$ 500,000
Temporary Resource for GIS (6-month term)	Information Services	\$ (22,000)	\$ 478,000
Opticus Scope Increase	Strategic Initiatives	\$ (80,000)	\$ 398,000
Information Services Operations and Technology Review	Information Services	\$ (80,000)	\$ 318,000
Entwistle Pool Start-up Operational Plan	Community Services	\$ (27,000)	\$ 291,000
Auto Locks for Wabamun Park Washrooms	Community Services	\$ (12,000)	\$ 279,000
Casual Administrative Support for Municipal Land Management	Strategic Planning & Intergovernmental Affairs	\$ (12,000)	\$ 267,000
Enforcement Services Patrol Vehicle Printers	Enforcement Services	\$ (21,500)	\$ 245,500
CONT-01025 Broadband Feasibility Study_Paul First Nation	Strategic Initiatives	\$ (4,400)	\$ 241,100
CONT-01035 Wabamun Area Initiative Document Review	Planning & Development Services	\$ (3,000)	\$ 238,100
	Total Remaining as at Sept 30, 2021		\$ 238,100

CONTINGENCY FUNDS – GM OPERATIONS SERVICES

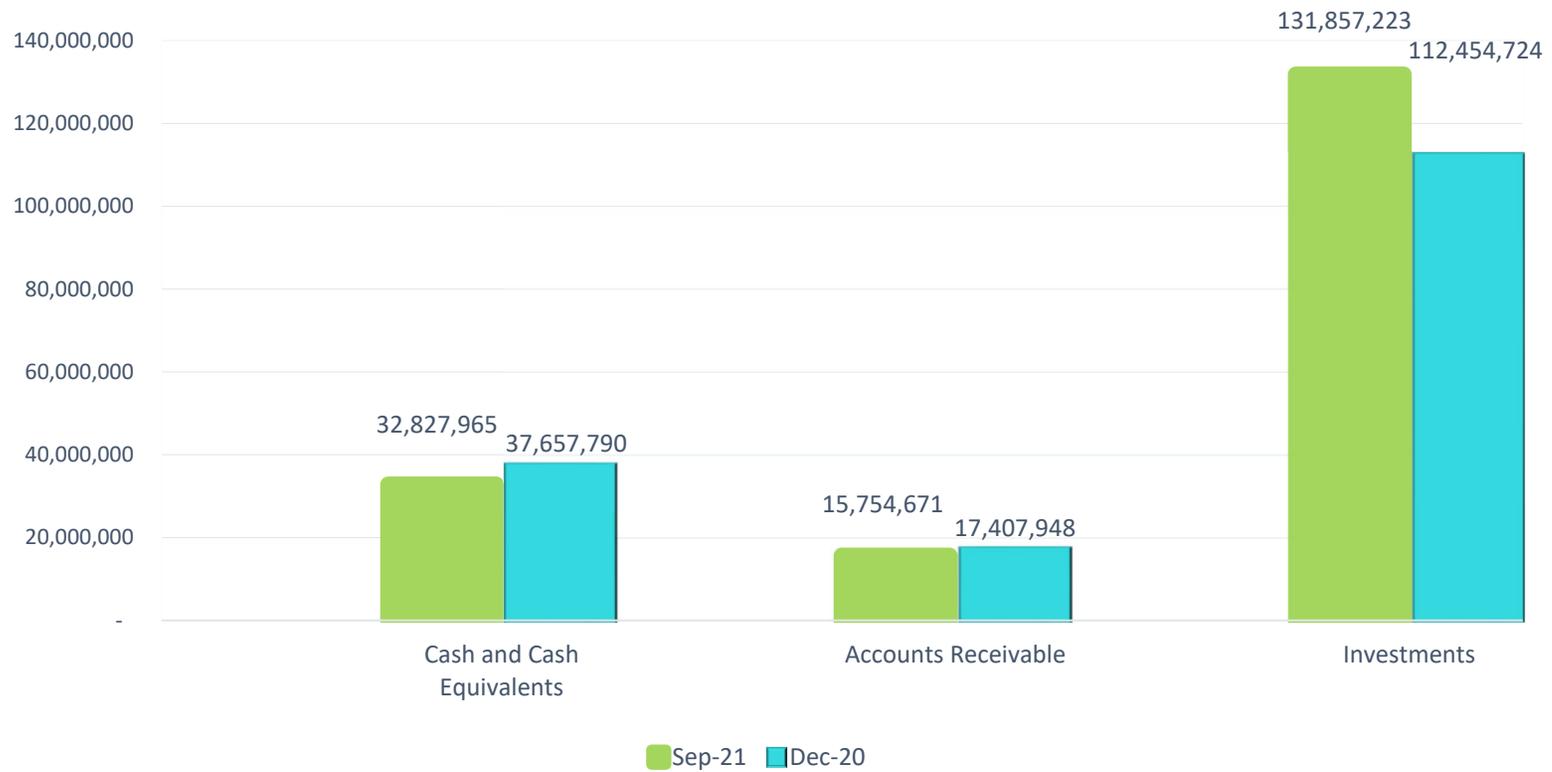
Description	Department	Added/ (Utilized)	Balance Remaining
Opening Balance from 2021 Budget			\$ 325,000
H2S Monitors at Wastewater Transfer Stations - Villeneuve	Utilities	\$ (6,218)	\$ 318,782
H2S Monitors at Wastewater Transfer Stations - Golf Course	Utilities	\$ (6,218)	\$ 312,564
Acheson Zone 6 ASP Consulting	Planning	\$ (15,000)	\$ 297,564
Range Rd 55 Creek Erosion (Weed Mgmt post FAC)	Engineering	\$ (4,000)	\$ 293,564
Approach Construction	Engineering	\$ (4,000)	\$ 289,564
Illegal Approach Removal	Engineering	\$ (7,000)	\$ 282,564
2020 ACP Surfacing Final Warranty Inspections	Engineering	\$ (1,500)	\$ 281,064
Core Service (RFPQ 20PQ210114PD)	Planning	\$ (50,000)	\$ 231,064
Wendal Place local road slope improvement	Engineering	\$ (2,000)	\$ 229,064
Twp Rd 514 & Rge Rd 261 In Service Road Safety Review	Engineering	\$ (8,750)	\$ 220,314
	Total Remaining as at Sept 30, 2021		\$ 220,314

CONTINGENCY FUNDS – CAPITAL CONTINGENCY

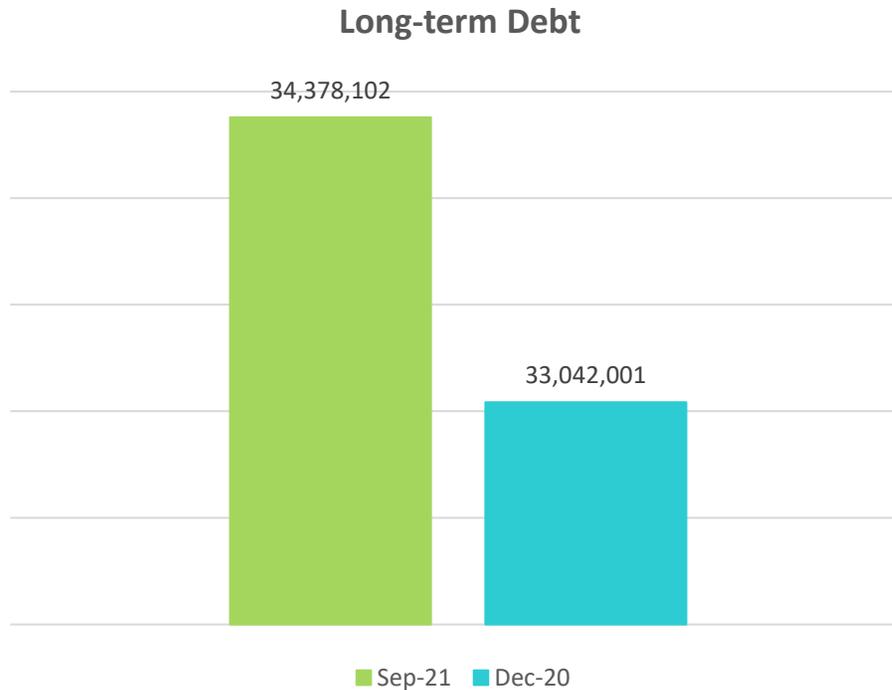
Description	Department	Added/ (Utilized)	Balance Remaining
Opening Balance from 2021 Budget			\$ 1,000,000
Acheson Commercial Corner (SWMF)	Engineering	\$ (150,000)	\$ 850,000
	Total Remaining as at Sept 30, 2021		\$ 850,000

FINANCIAL STATEMENT ANALYSIS

Cash Flow Analysis



FINANCIAL STATEMENT ANALYSIS



- Increase in long- term debt compared with December 2020 resulting from
 - Debt addition of \$5,395,757
 - Debt payments of \$4,059,656
- County debt limit calculations as at December 31, 2020 indicated 24.65% of maximum allowable debt utilized
 - Maximum allowable debt: \$133,529,079

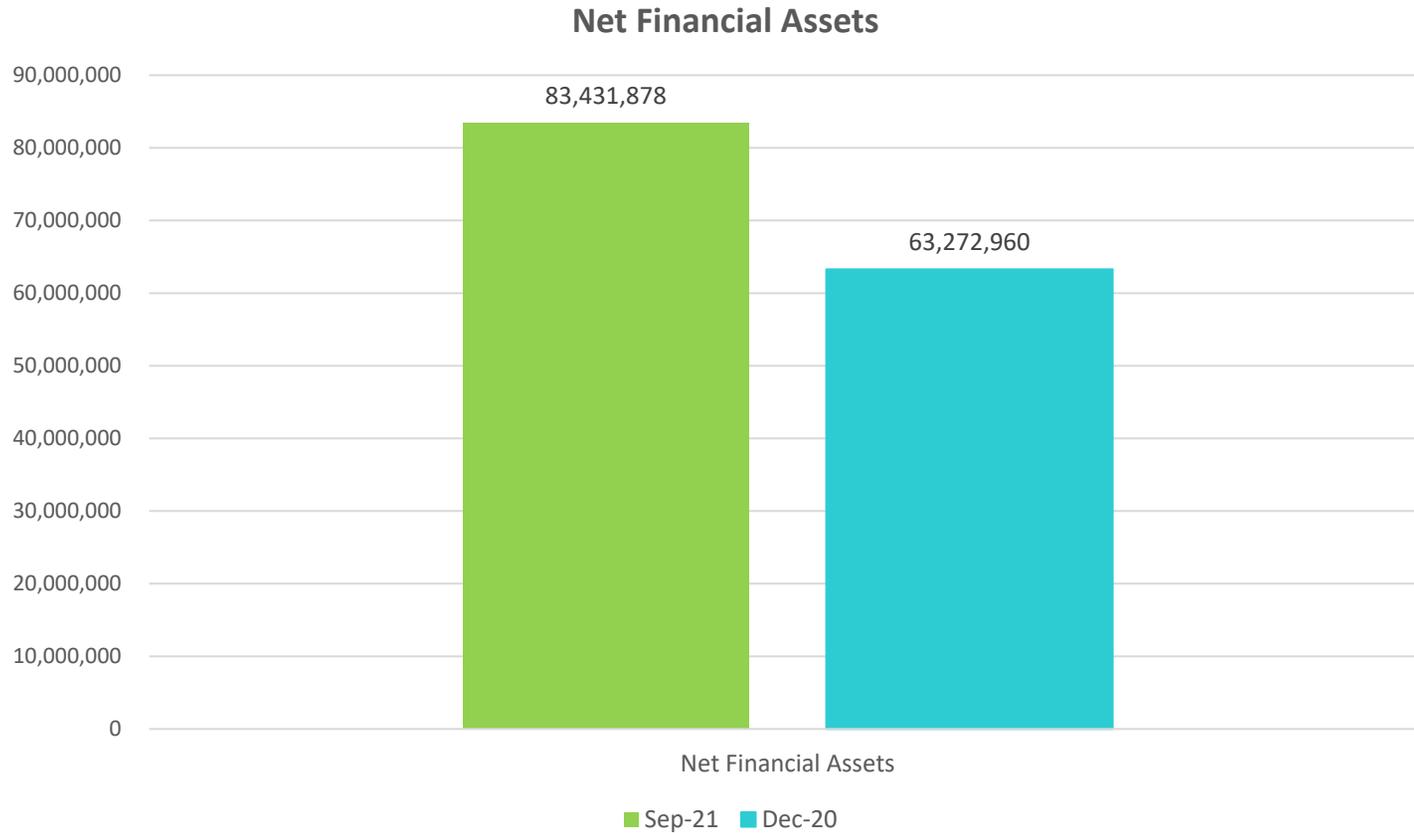
FINANCIAL STATEMENT ANALYSIS

Tangible Capital Assets



Tangible Capital Assets are managed and held for use in the production or supply of municipal goods and services.

FINANCIAL STATEMENT ANALYSIS



Net Financial Assets is the difference between financial assets and liabilities and is a key indicator of the County's sustainability. It indicates the County's ability to maintain services and meet financial commitments.

QUESTIONS