



2022 OPERATING & CAPITAL BUDGET

County of Northern Lights – Staff & Public Summary

[Abstract](#)

The following document details the operating and capital budget of the County of Northern lights for 2022-2026

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Executive Summary

2022 see the continuance of our journey through the unknowns of COVID-19. Ever changing restrictions continue to wreak havoc on workplace policies, staffing levels, public engagements etc. While this is not without impact by any means, the County is fortunate in that some of the hardest hit Municipal areas are not owned or operated by CNL. For example, Public Transit, owned recreation facilities, etc. We continue to struggle with Provincial downloading, changes (cuts) to grant programs and uncertainty looking forward. CNL has experienced some degree of staff turnover over the past year which brings with it a budget savings in some instances, however, also highlights the need to strengthen internal/external training and onboarding procedures. Tradeshows, staff functions, and other similar events have been postponed and are uncertain as to when we will be able to comfortably provide these again.

Significant changes will be addressed and explained within each department.

Overall, 2022 sees net cash requirements for operating at **\$13,909,259** which represents an increase of 1.55% from 2021 (\$13,697,359).

\$1,197,137.29 in 2022 is required for debt principal repayment (\$1,162,782 in 2021). This increase is offset by a decrease in interest expenses contained within the operating budget.

Funds required for Capital Projects can be summarized as follows:

Total Proposed Projects **\$9,215,671**

Funding from Provincial/Federal Grants **\$7,060,075**

MSI Capital \$ 2,200,000

Canadian Community Building Fund (Formerly FGTF) \$ 686,000

STIP \$ 4,174,075 *contingent on approval*

Funding from Reserve Funds **\$1,875,583**

Funding required from Taxation **\$280,013** (2021: \$615,953) representing a decrease of **54.5%**

Total net cash requirements from taxation for Municipal Purposes in 2022 equate to **\$15,386,409 (decrease of 0.57%)** from \$15,476,094 in 2021

As the budget currently sits, mill rates would likely be held constant and generate an excess of cash requirements in the amount of \$398,463 which could be utilized to fund existing reserve funds or offset budget overages in spending areas of uncertainty (Fuel, contract rates etc.) given the current economy.

Operating Budget

5 Year Operating Budget Summary

Budget Year 2022

From Stage All To Stage All

Department	2022	2023	2024	2025	2026
☐					
Revenues					
⊕	222,651	222,651	72,850	72,850	72,850
Administration					
⊕	127,326	127,326	123,076	123,076	126,326
Ag Services					
⊕	189,375	189,375	189,375	179,375	160,080
Airport					
⊕	100,000	100,000	100,000	100,000	100,000
Council					
⊕	3,600	23,600	3,600	23,600	3,600
Economic Development & Community Services					
⊕	-	-	-	-	-

Emergency Measures

⊕	93,726	93,726	93,726	93,726	93,726
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FCSS

⊕	26,000	5,000	5,000	5,000	5,000
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Fire

⊕	20,781,899	21,574,303	22,319,674	22,912,566	24,157,066
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General Operations/Taxation

⊕	6,000	12,000	12,000	12,000	12,000
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Health & Safety

⊕	6,500	6,500	6,500	6,500	6,500
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Planning & Development

⊕	3,240,402	3,240,402	3,240,402	3,240,402	-
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Requisitions

⊕	127,500	127,500	127,500	127,500	127,500
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Transportation/Public Works.

⊕	19,440	19,440	19,440	19,440	19,440
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Wastewater

⊕	858,200	858,200	858,200	858,200	858,200
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Water Supply & Distribution

Total Revenues	25,802,619	26,600,023	27,171,343	27,774,235	25,742,288
Percent Increase		3.00%	2.10%	2.17%	(7.89%)
☐					
Expenses					
⊕	1,925,137	1,926,670	1,947,708	1,961,149	1,976,863
Administration					
⊕	760,758	782,159	926,886	941,479	957,954
Ag Services					
⊕	531,884	485,524	499,165	466,361	477,817
Airport					
⊕	-	-	-	-	-
Bylaw Enforcement					
⊕	10,000	10,000	10,000	10,000	10,000
Cemeteries					
⊕	2,259,689	2,028,595	2,040,787	2,087,305	1,833,155
Council					
⊕	111,834	112,571	113,323	114,090	114,873

Culture

⊕	213,062	235,825	209,556	224,585	190,832
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Economic Development & Community Services

⊕	13,533	12,066	16,986	16,986	-
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Emergency Measures

⊕	124,321	124,321	124,321	124,321	124,321
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FCSS

⊕	702,743	672,846	697,786	694,620	707,029
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Fire

⊕	-	-	-	-	-
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General Operations/Taxation

⊕	35,937	33,519	32,602	32,687	33,707
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Health & Safety

⊕	278,770	263,170	263,770	263,170	263,770
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Planning & Development

⊕	164,676	219,411	329,352	329,352	329,352
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Policing

⊕	282,370	282,370	282,370	282,370	276,920
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Recreation

⊕	4,370,093	4,477,271	4,587,581	4,701,135	4,818,051
Requisitions					
⊕	265,086	267,132	270,742	274,423	278,178
Sanitation & Garbage					
⊕	9,713,011	9,868,789	9,787,239	9,725,896	9,698,251
Transportation/Public Works.					
⊕	55,975	17,975	17,975	17,975	17,975
Wastewater					
⊕	2,506,589	2,454,165	2,431,111	2,401,043	2,375,036
Water Supply & Distribution					
Total Expenses	24,325,469	24,274,379	24,589,259	24,668,946	24,484,084
Percent Increase		(0.21%)	1.28%	0.32%	(0.76%)
Net Total***	1,477,150	2,325,644	2,582,084	3,105,289	1,258,204

*****Net Total Surplus includes Funds for Capital Projects raised through Property Taxes, funds for debt principal repayment and any surplus resulting from mill rates. *****

Summary of Changes by Department

Council

Council revenues are represented by reserve drawings (Intermunicipal Projects Reserve) to cover Capital requests from support communities (Town of Manning & Peace River).

Council expenses related to travel/conferences/etc. have been adjusted to reflect a preference of virtual attendance wherever appropriate.

ICF Funding agreements adjusted to reflect forecasted expenditures (Towns of Peace River & Manning)

Miscellaneous Grants held at \$100,000 for 2022

Administration

Staffing costs adjusted in accordance with ratification of revised Collective Agreement covering 2022 – 2024.

Reduced Travel/Conference and other related expenses to reflect continuance of hybrid offerings of training/conferences etc.

Provincial Policing

Brought in to affect in 2020/2021, second year of phased in costs have been budgeted. Increase of approximately \$65,000 over previous budget.

Fire Protection

Budget includes operation funding for continued operation and staffing of Weberville & Dixonville fire halls in addition to support of the Fire departments in the Towns of Peace River and Manning. Increased recruitment efforts will be made in anticipation for growing paid-on-call staff for County fire halls. Increases to fuel and building utility budgets to reflect increased pricing.

Dr. House & Recruitment

County owned house within the Town of Manning will once again be provided to new incoming physician free of charge for a period of six months. Following this a rental agreement will see \$1,000 in monthly income. Recruitment expenses held consistent with prior years.

Transportation (Public Works)

Wages and associated costs adjusted in accordance with ratification of revised Collective Agreement with AUPE covering 2022-2024

Decrease (\$100,000) to Bridge Maintenance budget to reflect only ad-hoc inspections/repairs. Next major tender planned for 2023

Building maintenance budget increased to reflect increased Utility costs and one time repair costs to Warrentville Fire Hall currently used by Public Works department.

Culverts budgeted increased (\$100,000) to reflect significant price changes and to accommodate large pipe in house projects.

Dust Control, Erosion Control, Brushing, Shoulder Pulling, street lighting and signage all held consistent with prior years allocations.

Fleet costs increased to reflect fuel prices and required tire replacements for large equipment.

Local Road Maintenance modified to reflect newly awarded contract grader beat tenders (approx. \$50,000 increase).

Airport

Budgets held consistent with prior years' representing a continuance of normal operations and no change to services offered.

Utilities

Ongoing maintenance of existing water/wastewater infrastructure. No expansion of services under "Operating" budget. Water costs from the Town's of Peace River and Manning subject to change with appropriate notice. No indication provided during budget preparation.

Required desilting of North Star Lagoon will be performed in spring 2022 at a cost of approximately \$40,000. This will likely be performed once every 10-12 years. New annual fees for trucks dumping implemented as of March 1, 2022.

FCSS

Supporting grants continued to the Towns of Grimshaw, Manning and Peace River. Grant funds received from the Province are reduced to reflect planned expenditures (Town of Peace River now bills based on actual expenditures annually at a rate less than previously provided.)

Planning & Development

Continuance of contracted services to be provided. Administrative staff will continue to support contractor, accept payments for applications and maintain land files. No large Land Use Bylaw amendments forecasted for budget year.

Agricultural Services

All standard operations continued. New contractor has been awarded Mowing work at a reduced cost from previous contract.

NPARA funding continued through 2022 but up for renewal in the years' following

Ag Fieldman contract continued through 2022.

Pest Control programs (Beaver/Wolf) modified at the end of 2021 in attempts to more accurately target problem areas affecting County owned infrastructure. Bounty program has been removed as a result.

VSI service agreement continued (subsidization of veterinary services offered to residents of the County)

Economic Development & Community Services

Economic Development continues to assist on an as needed basis. Business registration, newsletter, etc. continued with no change.

Community events will continue to be supported in addition to funding of local chambers of commerce in Manning and Peace River.

Recreation & Culture

Funding amounts to CCAP, Recreation Boards and Hall Boards continued as previous funding levels.

County libraries, in addition to those located in support communities will continue to receive funding. County Membership in Peace Library System continued.

Cemetery funding continued at prior levels for maintenance related expenditures.

Requisition Amounts

North Peace Housing Requisition increased by 5.72%. County of Northern Lights make quarterly installments

Alberta School Foundation Fund requisition increased by 2%. County of Northern Lights makes quarterly installments.

DIP requisition as set by the Province of Alberta. County of Northern Lights pays in July each year.

Capital Budget

	Reserve	Taxes	Grants	Sum of Total
2022	1,875,583	280,013	7,060,075	9,215,671
Administration	19,375			19,375
Replacement Host	19,375			19,375
Airport	69,000			69,000
PAPI Lighting System replacement	60,000			60,000
Pole Shed Boiler Replacement	9,000			9,000
Fire	30,000	-		30,000
Weberville Fire Hall Slab Repair	30,000	-		30,000
Transportation	1,277,208	963,013	7,010,075	9,250,296
BF 71818	33,650	-	100,950	134,600
BF 72557	246,750	15,250	786,000	1,048,000
BF 72829	25,850	2,150	84,000	112,000
BF 72830	18,958	-	56,875	75,833
BF 72967	277,250	-	831,750	1,109,000
BF 77696	212,500	44,750	771,750	1,029,000

BF 77971	226,500	52,000	835,500	1,114,000
BF 79134	235,750	6,863	707,250	949,863
BR 72317		-	166,000	166,000
Dixonville Shop Costs (25%)		-		-
Grader Replacement			470,000	470,000
Sander & Plow for 1 tonne		27,000		27,000
Security System (Dixonville & Warrensville)		15,000		15,000
SV Gravel Crushing	400,000		2,200,000	2,600,000
Utilities	80,000	117,000	50,000	247,000
Booster Pump Repair (Phase 4)	60,000	50,000	50,000	160,000
North Star Lagoon Truck unload relocate Engineering	20,000			20,000
Prominent Analyzers for TF's		67,000		67,000
2023	485,000	1,093,125		1,578,125
Fire	485,000			485,000
Dixonville Fire Engine	485,000			485,000
Transportation	-	893,125		893,125
2023 Fleet Replacement	-	730,000		730,000

Dixonville Shop Costs (25%)		163,125		163,125
Utilities		200,000		200,000
North Star Lagoon Truck unload relocate Construction		200,000		200,000
2024	489,375	1,313,125		1,802,500
Transportation	489,375	1,313,125		1,802,500
2024 Fleet Replacement	-	1,150,000		1,150,000
Dixonville Shop Construction	489,375	163,125		652,500
2025		1,798,800		1,798,800
Transportation		1,798,800		1,798,800
2025 Fleet Replacement		1,130,000		1,130,000
Dixonville Main Street Repair		668,800		668,800
Grand Total	2,449,958	5,285,063	7,060,075	14,795,096

Other Budgetary Implications & Changes

2022- 2026 Capital Budget presented above. Important to note is the exclusion of the following projects which in the view of management do not contribute or outrank in priority, those projects included above;

- Replacement Plow truck (Deferred to 2024)
- Chemical Applicator (Airport) cancelled unless Council suggests otherwise
- Airport Fencing – Previously budgeted and reserves built however funds are being utilized for higher priority items
- East Manning Slide (2021 issue)
- Picker Truck x 2 (due for replacement but deferred, no specific year set)
- Reserve build for Dixonville Shop (insufficient room in budget for this year)
- County of Northern Lights website – stability issues, content modification issues. Short term fix would cost us approximately \$3,500 however due to issues with current provider it would be preferable to move to a separate host (\$20k estimate + time from Trin/Teresa/Josh).

Additionally, due to time constraints, this preliminary capital budget does not accurately capture future fleet replacement items which must be updated for items that have been deferred or passed over in years past.

Projects with Grant funding (excluding STIP) will be performed only if funding is awarded. Projects that seem to fit program eligibility have been allocated as such. CCBF allocations for 2022 have not yet been released so we should use caution when planning for these projects.

All budgeting for Fuel, Natural Gas, Electricity, etc. is done to the best of the abilities of Administration. It should be noted that current global affairs and economic state have the ability to fluctuate these commodity prices drastically.