CAO REPORT

April 25, 2017

1. Borrowing Bylaw for a portion of Phase 5 municipal contribution has been drafted in the amount of $72,691.00; waiting for 2016 financial statements in order to identify the Towns debt limit.

2. It cost the Town $10,952.81 to borrow money from the revolving loan to cover the cost of construction of the new recreational facility before insurance proceeds. The cost is being recovered by excess funds from construction leaving $116,156.02 in the 2017 budget for lights, more gym equipment, more mirrors, and a water bottle fill station, with the balance being diverted to the arena for upgrades. To be discussed further at the next budget meeting.

3. Live Assessment and Growth: Live assessment is attached. Assessment change due to growth is estimated to be $275,700 for residential and $1,302,600 for non-residential.

4. Trout Pond – In the meantime, CAO looked for background information on the trout pond i.e. provincial regulations, leases, etc. The Town has a lease with the Two Hills & District Fish & Game Association for a term of 20 years from February 14, 2005. There are no regulations regarding the maintenance or reporting of current registered fish ponds.

5. LGAA Board – At the last LGAA conference I was nominated and accepted the position of Zone 5 Rep. As the position does not directly benefit the Town of Two Hills I will be using my personal time to attend any board meetings (2x/year).

6. Joint Internship Program Application – The Internship Program was applied for 2017 by the County of Two Hills and unfortunately the ACP application was not approved. County CAO was told the program does not favor multiple municipalities sharing an intern and from other CAO's who have shared interns, they said it did not work well.

7. Arena Upgrades - The plans for the contractors to quote on will be ready by the end of next week. Peter will get a set with the specs as soon as he can to review them with the Town to make sure he have covered all the concepts involved. Then they will be ready to review with potential contractors for them to quote.

8. AltaGas – CAO received an updated purchase price for the gas distribution system minus depreciation. The replacement cost, provided last June, has not changed and remains at $10.3 Million. The accumulated depreciation on the system is $509,755. The revised cost to purchase is $9,790,245. CAO will update the financial data and add this to the agenda for the next Regular Council Meeting.

9. Summer Temporary Employment Program (STEP) – Town has confirmed funding from the provincial STEP for two outside workers. No updates from Canada Summer Jobs grant.

10. Census – CAO attending the training session for conducting a census. Town is currently advertising for census workers.

11. Old medical clinic – painted; need to replace doors; then will be ready to rent out.

Outstanding Items:

- Name and Signage on New Recreational Facility & Grand Opening (Spring 2017)
- Potential Residential Lots; currently a park on 47 Street north of 53 Avenue (Tabled until road construction in area begins and have public input)
- Annexation (Discussions will be made throughout the year at RAPID meetings)
- EDC/EDO Update (April 22, 2014 Council tabled this item until after Economic Development Committee meeting)
- Road/Infrastructure Funding Formula
- Adult Learning Request for funding
- Corporate Review/Roles and Responsibilities Course/Financial Indicator Graphs/Strategic or Sustainability Planning