

Administrators Report – February 16, 2023

HR

- Taryn away morning of February 15th for Dentist Appointment
- Repealed Bylaw Registers Completed
- WCB Statement of Earnings for 2022 and estimate for 2023 completed and submitted
- Taryn will be away the morning of March 16th for a Doctors Appointment

2022 Audit

- 2022 Audit information submitted – no requests at this time for further follow up

Annual PST Return and Remittance Completed

Quarter 4 GST (October-December) Filed - Rebate Received in the amount of \$7,283.01

Bank Reconciliation and Financial Statements completed for January 2023

Long-term debt listing and future payment breakdown located for Council Meeting.

2023 Budget First Draft Complete to be reviewed with Council on the 21st

- Waiting for a fire committee meeting to be set for Fire Department Budget Review
- Regional Park Authority has an upcoming meeting to determine rates based on new 2021 census
 - new contribution bylaw will be drafted and passed at the March Council Meeting
- CRED, REC, Facility, Public Works & Utilities, Medical Clinic, and Cemetery budgets ready for review

2022 Waterworks Annual Statement, Rate Policy & Capital Investment Strategy

- In progress – will be finalized with completion of the 2022 Audit to verify revenues and expenses

2022 Waterworks Inspection Completed

- Quality Assurance/Quality Control and Emergency Response Plan documents need to be updated to reflect current staffing and upgrades
- Inspection uploaded to the website

2023 Building/Development Permits

- 2023/01 Van Meter Addition – *Awaiting Plan Review/Approval from Building Inspector*

Next Committee Meeting Date

(Closed to Public):

- March 7th, 2023

Next Regular Council Meeting Dates

(Open to Public):

- March 21st, 2023