

Administrators Report – June 15, 2023

HR

- Away at UMAAS Convention June 7-9
- Standard Certificate Received

2022 Audit

- 2022 Audit to be returned the Week of June 11th for review and approval at June 20th Meeting – Financial Statements should be completed and submitted to the ministry before July 1st

2022 Waterworks Annual Statement, Rate Policy & Capital Investment Strategy

- Waiting for 2022 Audit to complete – Should have both completed by the end of next month.

Bank Reconciliation and Financial Statements completed for May 2023

Tax Notices

- Assessment Notices mailed out April 13th – Appeal window open until May 26th at 4:30 pm
 - Have not received notice of any appeals at this time
- Tax Notices Mailed on May 29th
 - Applications submitted for payment of Grant-in-Lieu properties

Bylaws Up for Review

- Draft Building Bylaw to comply with new standards undergoing review
- Emergency Measures Bylaw
 - Meeting held on May 25th to review existing Bylaw – discovered that updates had been started in 2018 but no information was received by the Town that I could find
 - Next meeting scheduled for June 21st after everyone has a chance to review the changes proposed in the 2018 updates provided by the RM of Moose Range.

2023 Building/Development Permits

- 2023/00 Wiens – **Change of Occupancy @ 40 Railway Ave. - Complete**
- 2023/01 Van Meter - **Addition @ 561 Parkdale St. – Approved**
- 2023/02 Flowerday - **New Build @ 645 Nicholson Dr. – Approved (In Process)**
- 2023/03 Buhler - **New Build @ 630 Elm Ave. – Approved**
- 2023/04 Schmidt - **New Build @ 2909 Albert St.– Approved (In Process)**
- 2023/05 Carrot River Agencies – **New Elevated Deck @ 2 Main Street - Approved**
- 2023/06 Mennonite Church – **New Outbuilding @ 2707 Poplar Ave. – Approved**
- 2023/07 Suncor - **Update/Addition @ 145 First St. W.– Approved**
- 2023/___ Clancy – **New Garage @3333 Third St. NE – Additional Documentation Required**
- 2023/___ Mazurek Industries – **Steel Storage Addition @173 Birch Road – Pending BO Approval**

Next Committee Meeting Date

(Closed to Public):

- July 4th, 2023 (If needed)

Next Regular Council Meeting Dates

(Open to Public):

- July 18th, 2023