

Administrators Report – March 16, 2023

HR

- Taryn away the morning of March 16th for a Medical Appointment
- Utility Training taken on March 13th
 - Utility Bill processing to return to Office as of March 31st billing cycle
- SUMA Convention coming up on April 16th – 19th
- Future Days Booked off - April 28th & May 30th

2022 Audit

- 2022 Audit information submitted February 9th – no requests at this time for further follow up
 - Follow-up call made on March 15th to determine status of Audit

Bank Reconciliation and Financial Statements completed for February 2023

2023 Budget Second Draft Complete to be reviewed with Council on March 21st

- Fire Department Proposed Budget Received
- Regional Park Authority New Contribution Bylaw to be passed

ICIP Grant Application for Water/Sewer Repairs on First Street West (between Third Avenue and Oak Avenue) not received.

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.
 - Change to Utility Rates passed at February Council Meeting – submitted to Ministry and received Local Government Committee Approval – **New Rates effective April 1, 2023**

2023 Building/Development Permits

- 2023/01 Van Meter - **Addition** @ 561 Parkdale St. – Approved
- 2023/02 Flowerday - **New Build** @ 645 Nicholson Dr. – Approved
- 2023/03 Buhler - **New Build** @ 630 Elm Ave. – Approved
- 2023/04 Schmidt - **New Build** @ 2909 Albert St.– Approved
- 2023/05 Suncor - **Update/Addition** @ 145 First St. W.– Awaiting Additional Documentation

Next Committee Meeting Date

(Closed to Public):

- April 4th, 2023

Next Regular Council Meeting Dates

(Open to Public):

- TBD at March 21st Meeting