

Town of Strasbourg

Regular meeting of Council held in the Town Council Chambers
Strasbourg, Saskatchewan



Wednesday, December 12, 2018

Present: Mayor: Kelvin Schapansky
Council Members: Kevin Flavel
Lorne Gottselig
Bernie Josephson
Jennifer Josephson
Administrator:
Absent: Cliff Eisler
Murray Kondratiuk
Ernie Oblander - arrived at 7:23 p.m.

A quorum being present, Mayor Schapansky called the meeting to order at 7:00 p.m.

Declarations Councillor Flavel declared financial interest in regards to the List of Accounts of Approval for a payment to Lakeridge Construction.

Minutes - Regular 279/2018 Gottselig:Josephson
"THAT the minutes from the November 28, 2018 regular meeting of Council be approved as presented by the Administrator."

CARRIED

Councillor Oblander joined the meeting at 7:23 p.m.

Reports 280/2018 Gottselig:Flavel
"THAT the Town of Strasbourg acknowledge the following meeting reports:
a) Verbal Public Works Report
b) Council Reports
a. Councilor Gottselig reported on attending the latest Rink Board meeting."

CARRIED

Financial Reports 281/2018 Josephson:Oblander
"THAT the Statement of Financial Activities and Bank Reconciliation for the month of November 2018 be accepted as presented by the Administrator."

CARRIED

Councillor Flavel declared financial interest in regards to cheque 11253 for \$1,692.75 to Lakeridge Construction and left the meeting room at 8:10 p.m.

Payment of Accounts 282/2018 Gottselig:Oblander
"THAT the List of Accounts for Approval, including cheque 11218 to cheque 11282 in the amount of \$111,316.00 as attached hereto and forming a part of these minutes, be approved for payment."

CARRIED

Councillor Flavel returned to the meeting room at 8:11 p.m.

Amend Motion 214/2018 283/2018 Josephson:Flavel
"THAT the Town of Strasbourg amend motion 214/2018 to clarify that the rental rate for the Town of Strasbourg Public Works building is \$2.75 a square foot, per month for 1,100 square feet of heated shop space, which has been rented to the RM of McKillop No. 220."

CARRIED


Mayor

Schedule "A" 284/2018 Oblander:Gottselig
For Bylaw 358/15 "THAT the Town of Strasbourg replace Schedule "A" in the Building Bylaw 358/15, which outlines the building inspection fees provided by Professional Building Inspectors (PBI) and which is attached hereto and forms part of these minutes."

CARRIED

Hall Manager Request 285/2018 Gottselig:Josephson
"THAT the Town of Strasbourg respond to Peter Frostad for his request to create a new Strasbourg Memorial Hall position of Hall Manager thanking him for his application, but that the Town will implement the newly passed Hall bylaw to test its efficacy, and further consider the need for a Hall Manager at a later date if deemed needed."

CARRIED

In Camera Session 286/2018 Josephson:
"THAT this meeting move into an in-camera session to discuss employee topics."

CARRIED
Time: 8:46 p.m.

Administrator Josephson was asked to leave the meeting room at 8:47 p.m.

287/2018 Oblander:
"THAT this meeting be reconvened."

CARRIED
Time: 10:12 p.m.

Administrator Josephson returned to the meeting room at 10:12 p.m.

Staff Wages 288/2018 Josephson:Oblander
"THAT the Town of Strasbourg approve the following 2019 wage increases to the Administration and Public Works staff as follows:
• As per the U.M.A.A.S salary schedule, Administrator Jennifer Josephson is to receive \$68,625.00 per annum from \$60,593.00 per annum.
• Assistant Administrator Sandy Frison is to receive a 2% increase to \$55,254.42 per annum from \$54,171.00 per annum.
• Foreman Tyler Hilderman is to receive a 3% increase to \$64,272.00 per annum from \$62,400.00 per annum.
• Assistant Foreman Keith Hilderman is to receive a 2% increase to \$57,283.20 per annum from \$56,160.00 per annum.
• Office Services Clerk Crystal Mytopher will not receive a wage increase in 2019.

Further, in 2020, Administrator Josephson will receive a 3% increase, Office Services Clerk Crystal Mytopher will receive a 2% increase, and the remaining staff will receive a 0% increase. In 2021, Administrator Josephson will receive a 3% increase, and the remaining staff will receive a 0% increase."


CARRIED

Christmas Gifts 289/2018 Gottselig:Josephson
"THAT the Town of Strasbourg give each full-time staff member \$50.00 of Last Mountain Valley Business Association (LMVBA) bucks as a Christmas gifts from the ratepayers of Strasbourg."

CARRIED

Adjourn 290/2018 Oblander:
"THAT this meeting of the Council of the Town of Strasbourg be adjourned."

CARRIED
Time: 10:20 p.m.



Mayor



Mayor



Administrator



Mayor

Report Date
12/12/2018 1:04 PM

Town of Strasbourg
List of Accounts for Approval
As of 12/12/2018
Batch: 2018-00071 to 2018-00078

Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
Bank Code: AP - AP-GENERAL OPER					
Computer Cheques:					
11218	11/21/2018	Sask Power			
		Oct/18-OFFICE	Office - Power & Energy	552.65	
		Oct/18-MUS	Museum - Power & Energy	210.50	
		Oct/18-LIGHTS	Streetlights	1,432.82	
		Oct/18-HALL	Hall - Power & Energy	936.48	
		Oct/18-FIRE	Firehall - Power & Energy	275.79	
		Oct/18-SHOP	Shop - Power & Energy	349.14	
		Oct/18-GREEN	Greenspace - Power	43.36	
		Oct/18-WELLS	Wells/Pumps-Power&Energy	1,283.84	
		Oct/18-Lagoon	Lagoon - Power	115.74	
		Oct/18-Park	Lion's Park - Power	103.64	5,303.96
11219	11/28/2018	Cheryl Pirie			
		Nov/18-Contract	Nov/18 Office Maint Contract	500.00	500.00
11220	11/28/2018	Crystal Mytopher			
		Nov/18-Wage	November 2018 Wages	1,108.21	1,108.21
11221	11/28/2018	Don Josephson			
		Nov/18-Wage1	November 1-15/18 Wages	319.93	319.93
11222	11/28/2018	Jennifer Josephson			
		Nov/18-Wage	November 2018 Wages	1,837.46	1,837.46
11223	11/28/2018	Keith Hilderman			
		Nov/18-Wage	November 2018 Wage	2,696.67	2,696.67
11224	11/28/2018	MEPP			
		Nov/18-REM	November 2018 Deductions	3,210.58	3,210.58
11225	11/28/2018	Receiver General of Canada			
		Nov/18-REM	November 2018 Remittance	7,043.14	7,043.14
11226	11/28/2018	Roy Erickson			
		Nov/18-Contract	Nov/18 Hall Maint Contract	600.00	600.00
11227	11/28/2018	S.U.M.A.			
		Nov/18-REM	November 2018 Deductions	1,657.53	1,657.53
11228	11/28/2018	Sandy Frison			
		Nov/18-Wage	November 2018 Wages	2,399.46	2,399.46
11229	11/28/2018	Town of Strasbourg			
		Nov/18 - Ref	Utility REFUND-apply32200 0000	150.00	150.00
11230	11/28/2018	Travis Taypotat			
		Nov/18-Wage1	Nov 1-15/18 Hall Wages	60.40	60.40
11231	11/28/2018	Tyler Hilderman			
		Nov/18-Wage	November 2018 Wages	3,057.18	3,057.18
11232	11/28/2018	Void during printing			
11233	11/28/2018	GMR Concepts			
		11222018	Office Blinds	726.50	726.50
11234	11/28/2018	Keith Hilderman			

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Town of Strasbourg
List of Accounts for Approval
As of 12/12/2018
Batch: 2018-00071 to 2018-00078

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		ap-002	Trailer Rental	250.00	250.00
11235	11/28/2018	Tyler Hilderman ap-001	Mileage Water Tests	261.00	261.00
11236	12/03/2018	Ministry of Finance Nov/18-Rem	November 2018 Remittance	6,027.76	6,027.76
11237	12/12/2018	102021441 Saskatchewan Ltd. 10110291906	Fire Dept - Bottled Water	56.50	56.50
11238	12/12/2018	Abloy Canada Inc. 167539	Lagoon Key System	3,960.71	3,960.71
11239	12/12/2018	AON Reed Stenhouse Inc 3700000086396	2018 New Equipment	196.10	196.10
11240	12/12/2018	Bulyea Co-operative Assn Ltd 7837 9037 9092 9198 Nov/18-ap1 Nov/18-ap2 Nov/18-ap3 Nov/18-ap4	Sask Flags (3), Humidifier Fire Tanker - Parts Credit - Elbow Fitting Flashlight/Spotlight Diesel - Pressure Washer Fuel - Ram & Grader Fuel - Dodge Deisel (Heater), Reg Fuel (RAM	231.95 82.15 4.21- 55.49 24.22 303.33 129.98 1,038.91	1,861.82
11241	12/12/2018	Canadian Pacific Railway Co. 11106709	Flasher with Gate Shared	279.00	279.00
11242	12/12/2018	Canadian Tire Store #629 556549 556560	Tools, Xmas Lights Tools	1,016.18 2,313.63	3,329.81
11243	12/12/2018	Cash Dec/18-ap1 Dec/18-ap2	Office Cleaning FireDept-Washing Mach Cleaner	8.95 8.30	17.25
11244	12/12/2018	Commissionaires 24672	Bylaw Enforcement Officer	172.73	172.73
11245	12/12/2018	Crystal Mytopher Dec/18-ADV	December 2018 Advance	1,000.00	1,000.00
11246	12/12/2018	Diger Service Ltd 462399	Fuel-MobilityBus,FireDept,P/W	612.76	612.76
11247	12/12/2018	Don Josephson Nov/18-Wage2	November 16-30, 2018 Wages	132.70	132.70
11248	12/12/2018	Eric Anderson Dec/18-Ref	Utility Deposit REFUND	100.00	100.00
11249	12/12/2018	Hubick's Plumbing and Heating 18112326	WTP-Replace Shutoff on Filter	911.43	911.43
11250	12/12/2018	Jennifer Josephson Dec/18-ADV	December 2018 Advance	1,300.00	1,300.00
11251	12/12/2018	Keith Hilderman Dec/18-ADV	December 2018 Advance	1,600.00	

Town of Strasbourg
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
		Oct/18-Cell	Cell Phone Reimbursement-Oct	70.00	1,670.00
11252	12/12/2018	KPS Repair 126892	Tires (2)	363.60	363.60
11253	12/12/2018	Lakeridge Construction Inc 1659	Upper Hall - install mouldings	1,692.75	1,692.75
11254	12/12/2018	Last Mountain Times Ltd 20185292	Christmas Greeting	207.31	207.31
11255	12/12/2018	Loraas Disposal Services Ltd. 0007590262	Nov/18 Garbage & Recycling	11,511.81	11,511.81
11256	12/12/2018	McKee's Trenching & Excavating 0279	Sand, Load & Haul Gravel	3,876.00	3,876.00
11257	12/12/2018	Minister of Finance SM1873006	Treated Winter Sand	555.00	555.00
11258	12/12/2018	Operator Certification Board 9463	K.Hilderman-Renew to Feb 15/21	150.00	150.00
11259	12/12/2018	Princess Auto 1564737 1583706	Shop Supplies/Tools Hose Welding	566.42 49.93	616.35
11260	12/12/2018	Ray's Electric 6349 6352 6358 6369 238233 6373 6375	Shop - Electrical Work Shop - LED Wall Pks Shop - Pump Controller Shop - LED Lights/Electrical Shop - Electrical Permit Fees Electrical for Xmas Tree Hall - Bulbs (15)	621.97 2,024.64 1,354.20 1,292.04 90.10 111.00 203.13	5,697.08
11261	12/12/2018	Receiver General Of Canada Nov/18-Rem	November 2018 Remittance	41.35	41.35
11262	12/12/2018	Redhead Equipment Y18151	Grader - Repairs	1,155.79	1,155.79
11263	12/12/2018	Rolling Plains Metalworks(RPM) 1266	Shop - Sign	559.48	559.48
11264	12/12/2018	Ron Braumberger Dec/18-Hon	Predator Control - Honorarium	250.00	250.00
11265	12/12/2018	Ronald Griffin Nov/18-Cell	Cellphone Reimbursement-Nov	70.00	70.00
11266	12/12/2018	Royal Bank of Canada Nov/18-ap1 Nov/18-ap2 Nov/18-ap3 Nov/18-ap4	WTP Manuals P/W Convention - Hotel Lagoon Tests Water Tests	289.48 628.02 796.50 92.00	1,806.00
11267	12/12/2018	Sandy Frison Dec/18-ADV Dec/18-ap	December 2018 Advance Xmas Pot Decor	500.00 22.16	522.16

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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
11268	12/12/2018	Sask Power			
		Nov/18-OFFICE	Office - Power & Energy	628.98	
		Nov/18-MUS	Museum - Power & Energy	268.31	
		Nov/18-LIGHTS	Streetlights	1,432.82	
		Nov/18-HALL	Hall - Power & Energy	1,130.46	
		Dec/18-FIRE	Firehall - Power & Energy	311.90	
		Nov/18-SHOP	Shop - Power & Energy	691.98	
		Nov/18-GREEN	Greenspace - Power	42.58	
		Nov/18-WELLS	Wells/Pumps-Power&Energy	1,284.92	
		Nov/18-Lagoon	Lagoon - Power	108.30	
		Nov/18-Park	Lion's Park - Power	94.09	5,994.34
11269	12/12/2018	Sask Tel			
		Nov/18-3707	Office Phone & Internet	358.11	
		Nov/18-3421	Hall Phone	55.94	
		Nov/18-3465	Firehall Phone/Highspeed	112.45	
		Nov/18-9191	Fire Alarm	67.04	593.54
11270	12/12/2018	Stantec Consulting Ltd.			
		1329213	Water Reservoir	8,693.66	8,693.66
11271	12/12/2018	Strasbourg Co-operative Ltd.			
		7890	Hall - Hand Soaps (4)	16.39	
		8501	Shop - Coffee	21.98	
		2675	Office Cleaning supplies	5.98	
		2760	Coffee supplies - Office	13.53	57.88
11272	12/12/2018	Strasbourg Garage			
		12715	GMC 1/2 Ton - parts/repairs	529.22	
		12716	GMC 1/2 Ton - Parts	33.23	562.45
11273	12/12/2018	Success Office Systems			
		INV226318	Toner Frieght	15.75	15.75
11274	12/12/2018	SUMA			
		000086898	Office & P/W Supplies	38.79	
		12613420	SUMA 2019 Registration	1,212.75	1,251.54
11275	12/12/2018	SVFFA			
		892	Shipping - Training Manuals	22.06	22.06
11276	12/12/2018	Travis Taypotat			
		Nov/18-Wage2	Nov 16-30/18 Hall Wages	36.24	36.24
11277	12/12/2018	True Value V&S			
		1296811	Hall - Toilet Cleaner	19.95	
		1296837	Shop Supplies, Gloves	54.02	
		1296991	Gloves	28.84	
		1297042	Hall - cuphooks	4.20	
		1297078	Hall - Housewares	66.58	
		1297177	Shop - Batteries	12.20	
		1297188	Hall - Powerbar	19.97	
		1297357	Santa's Spotlight	6.09	
		1297382	Mus-Keys & Keytags, WTP-Wire	44.15	
		1297476	Hall - Door Handle	11.30	267.30

Handwritten initials/signature

Report Date
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Town of Strasbourg
List of Accounts for Approval
As of 12/12/2018
Batch: 2018-00071 to 2018-00078

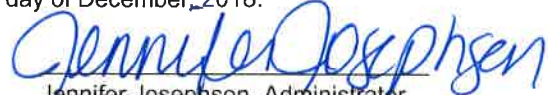
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Payment #	Date	Vendor Name Invoice #	Reference	Invoice Amount	Payment Amount
11278	12/12/2018	Tyler Hilderman Dec/18-ADV	December 2018 Advance	1,600.00	1,600.00
11279	12/12/2018	Village of Bulyea 2018-00392	'18 Heat & Power-Water Truck	1,050.00	1,050.00
11280	12/12/2018	Walker Projects Inc. 000000006930 000000006881	WTP - Water Reservoir Evaporation Pond	6,424.02 1,919.25	8,343.27
11281	12/12/2018	Wilson's Water & Ice 1407	Water Cooler - Nov/18	22.00	22.00
11282	12/12/2018	Wolseley Waterworks Group 3077100	Water & Sewer Stock	920.70	920.70
				Total for AP:	111,316.00

Certified correct and in accordance with the records
Presented to Council on this 12th day of December, 2018.



Kelvin Schapansky, Mayor



Jennifer Josephson, Administrator

Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending November 30, 2018

	Current	Year To Date	Budget	Variance
REVENUES				
TAXATION				
Municipal Taxes				
410-110-100 - General Municipal Levy		639,778.33	640,000.00	(221.67)
410-120-100 - Abatements and Adjustments		(5,337.56)	(6,500.00)	1,162.44
410-130-100 - Tax Discounts	(132.69)	(26,865.66)	(28,500.00)	1,634.34
	(132.69)	607,575.11	605,000.00	2,575.11
Trailer License Fees				
410-300-100 - Trailer License Fees		948.00	700.00	248.00
	0.00	948.00	700.00	248.00
Penalties on Tax Arrears				
410-400-110 - Penalty on Municipal Taxes - Property	249.22	7,198.56	5,000.00	2,198.56
	249.22	7,198.56	5,000.00	2,198.56
TOTAL TAXATION:	116.53	615,721.67	610,700.00	5,021.67
FEES AND CHARGES				
Custom Work				
420-100-100 - F&C - Custom Work/Signs		4,180.00	500.00	3,680.00
	0.00	4,180.00	500.00	3,680.00
Sale of Supplies and Gravel				
420-200-210 - F&C - Sale of Supplies - Misc.		32.00	100.00	(68.00)
420-200-500 - F&C - Fax/Copying		508.30	100.00	408.30
420-200-700 - F&C - Mobility Van			2,000.00	(2,000.00)
420-200-910 - F&C - Housing Authority Surplus	2,187.88	2,187.88	300.00	1,887.88
	2,187.88	2,728.18	2,500.00	228.18
Rentals				
420-300-100 - F&C - Rentals - Office/Shop/Land	9,700.00	27,425.00	28,000.00	(575.00)
420-300-110 - F&C - Rentals - Trailer Lots		3,600.00	3,600.00	
	9,700.00	31,025.00	31,600.00	(575.00)
Policing and Fire Fees				
420-400-100 - F&C - Policing Fees - Fines	382.50	911.56	100.00	811.56
420-400-300 - F&C - (J) Fire Callout Fees		19,980.68	6,000.00	13,980.68
420-400-350 - F&C - (J) Fire Levies		18,196.62	9,500.00	8,696.62
	382.50	39,088.86	15,600.00	23,488.86
Recreation Fees				
420-530-100 - F&C - Museum Collections		1,817.20	1,000.00	817.20
420-530-200 - F&C - Community Hall Fees	1,175.00	13,237.50	15,000.00	(1,762.50)
420-530-300 - F&C - Campground Fees		3,475.75	2,500.00	975.75
	1,175.00	18,530.45	18,500.00	30.45
Cemetery Fees				
420-600-100 - F&C - Cemetery Fees		3,662.50	2,000.00	1,662.50
	0.00	3,662.50	2,000.00	1,662.50
Licences and Permits				
420-700-200 - F&C - Licences - Business		5,725.00	6,000.00	(275.00)
420-700-210 - F&C - Licences - Pets		1,290.00	1,000.00	290.00
420-700-220 - F&C - Licences - Marriage	120.00	360.00	100.00	260.00
420-710-100 - F&C - Building Permits		6,606.00	5,500.00	1,106.00

Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending November 30, 2018

	Current	Year To Date	Budget	Variance
	120.00	13,981.00	12,600.00	1,381.00
Other				
Tax Certificate				
420-800-100 - F&C - Tax Certificate	50.00	800.00	250.00	550.00
	50.00	800.00	250.00	550.00
General Office Services Provided				
420-800-220 - F&C - Appeal Fees		200.00		200.00
	0.00	200.00	0.00	200.00
Landfill/Waste Collection Fees				
420-850-120 - F&C - Waste Collection Fees	588.00	3,569.00	3,000.00	569.00
	588.00	3,569.00	3,000.00	569.00
TOTAL FEES AND CHARGES:	14,203.38	117,764.99	86,550.00	31,214.99
UTILITIES				
Water & Sewer				
440-100-100 - Water - Well Charges	3,000.00	12,989.00	10,000.00	2,989.00
440-110-100 - Water	31.00	179,519.00	175,000.00	4,519.00
440-140-100 - Water - Connection Fees	75.00	950.00	500.00	450.00
440-220-100 - Sewer	13.00	69,225.00	68,000.00	1,225.00
440-240-100 - Sewer - Infrastructure Fees	15.00	80,055.00	79,000.00	1,055.00
440-290-900 - Sewer - Lagoon Dumping Fees		40.00		40.00
TOTAL UTILITIES:	3,134.00	342,778.00	332,500.00	10,278.00
UNCONDITIONAL/CONDITIONAL GRANTS				
450-110-100 - Unconditional-Municipal Operating Grant		120,473.25	160,000.00	(39,526.75)
450-200-070 - Conditional - Federal - Gas Tax		45,947.20	42,000.00	3,947.20
450-210-100 - Conditional - Federal - EAF		1,812.00	1,810.00	2.00
450-220-100 - Conditional - Federal - FCM Asset Man.			26,000.00	(26,000.00)
450-230-100 - Conditional - Federal - Student Emp		3,946.00		3,946.00
450-340-100 - Conditional - Prov - Transit Disabled		568.00	300.00	268.00
450-400-050 - Conditional - Local		500.00		500.00
450-430-100 - Conditional - Prov - Recycling	1,181.31	3,543.93	3,000.00	543.93
TOTAL UNCONDITIONAL/CONDITIONAL GRANTS:	1,181.31	176,790.38	233,110.00	(56,319.62)
GRANTS IN LIEU OF TAXES				
450-500-100 - GIL - Federal			1,000.00	(1,000.00)
450-600-100 - GIL - Provincial		1,210.06	1,200.00	10.06
450-620-100 - GIL - Prov - Sask. Energy	1,164.42	8,583.46		8,583.46
450-800-100 - GIL - SPC Surcharge	2,868.72	32,749.15	38,000.00	(5,250.85)
TOTAL GRANTS IN LIEU OF TAXES:	4,033.14	42,542.67	40,200.00	2,342.67
CAPITAL ASSET PROCEEDS				
460-220-500 - TS - Sale of Machinery/Eqmt - Gain/Loss		(302.00)		(302.00)
TOTAL CAPITAL ASSET PROCEEDS:	0.00	(302.00)	0.00	(302.00)
INVESTMENT INCOME AND COMMISSIONS				
470-100-100 - Interest Revenue	148.10	2,280.36	1,000.00	1,280.36

Town of Strasbourg

Statement of Financial Activities - Detailed

For the Period Ending November 30, 2018

Report Date

2018-12-10 10:30 AM

	Current	Year To Date	Budget	Variance
470-100-110 - Interest Revenue - Reserve Funds	922.15	8,488.66	6,000.00	2,488.66
470-900-100 - Other Dividend Revenue - WCB/SUMAssure		66.67		66.67
TOTAL INVESTMENT INCOME AND COMMISSIONS:	1,070.25	10,835.69	7,000.00	3,835.69
OTHER REVENUES				
480-100-100 - Museum - Grants - Sask Lotteries		3,420.00	3,000.00	420.00
480-150-100 - Donations - General		700.00	500.00	200.00
480-160-100 - Donations - Hall	65.00	1,285.00	100.00	1,185.00
480-170-100 - Donations - Museum		1,240.00	100.00	1,140.00
480-180-100 - Donations - Cemetery		430.00		430.00
480-190-100 - Donations - Green Space/Park		750.00	100.00	650.00
490-100-100 - Transfer from Reserves		450,000.00	80,000.00	370,000.00
TOTAL OTHER REVENUES:	65.00	457,825.00	83,800.00	374,025.00
TOTAL REVENUES:	23,803.61	1,763,956.40	1,393,860.00	370,096.40
EXPENDITURES				
GENERAL GOVERNMENT SERVICES				
Wages & Benefits				
510-110-110 - GG - Council - Indemnity		11,923.21	14,000.00	2,076.79
510-110-140 - GG - Council - Indemnity Committee		4,576.24	6,500.00	1,923.76
510-110-300 - GG - Salaries - Office	11,372.89	123,787.02	134,000.00	7,412.98
510-130-300 - GG - Benefits - Office	2,056.71	23,967.28	32,000.00	8,032.72
510-150-530 - GG - Benefits - Clothing			200.00	200.00
	13,429.60	164,253.75	186,700.00	19,646.25
Professional/Contract Services				
510-200-110 - GG - Cont. - Legal	769.23	5,472.17	10,000.00	4,527.83
510-200-130 - GG - Cont. - Audit/Accounting		9,434.00	10,000.00	566.00
510-200-150 - GG - Cont. - Assessment - SAMA		10,981.30	12,000.00	1,018.70
510-200-170 - GG - Advertising/Printing		838.00	3,000.00	2,162.00
510-210-100 - GG - Council Travel/Meals/Laptop	145.00	4,374.98	6,000.00	1,625.02
510-210-170 - GG - Admin. - Training, Travel & Meals	30.00	1,588.80	3,500.00	1,911.20
510-220-100 - GG - Cont.- Office Caretaking Wages	500.00	5,000.00	6,000.00	1,000.00
510-230-100 - GG - Cont.- Insurance, General & Bond		2,952.69	3,600.00	647.31
510-240-100 - GG - Cont.- Memberships & Subscriptions		2,568.69	3,200.00	631.31
510-260-100 - GG - Cont.- Tax Enforcement/Collection		855.07	500.00	(355.07)
510-260-150 - GG - Cont.- Elections		632.28	200.00	(432.28)
510-270-100 - GG - Town Office Copier/Supplies	2,658.37	22,038.35	20,000.00	(2,066.61)
510-270-110 - GG - Admin Bldg Maint/Supplies/Repairs	954.87	2,218.99		(2,224.70)
510-280-130 - GG - Cont. - Marriage Licenses			200.00	200.00
510-290-100 - GG - Cont. - Bank Charges	152.39	3,832.65	6,000.00	2,167.35
	5,209.86	72,787.97	84,200.00	11,378.06
Utilities				
510-300-110 - GG - Heat, Power & Water - Admin Bldg	705.31	4,382.56	8,000.00	3,617.44
510-300-140 - GG - Utility - Telephone/Alarm	361.41	3,373.17	4,000.00	327.20
	1,066.72	7,755.73	12,000.00	3,944.64
Maintenance, Material and Supplies				
510-400-110 - GG - Postage	1,000.00	5,111.18	4,500.00	(611.18)
510-410-140 - GG - Office Supplies & Stationery	14.07	3,760.64	3,000.00	(771.19)

Town of Strasbourg

Statement of Financial Activities - Detailed

For the Period Ending November 30, 2018

Report Date

2018-12-10 10:30 AM

	Current	Year To Date	Budget	Variance
510-410-170 - GG - Office Furniture & Equipment	127.20	956.87	1,000.00	43.13
	1,141.27	9,828.69	8,500.00	(1,339.24)
Capital Expenditures				
510-600-199 - GG - Amortization			9,000.00	9,000.00
	0.00	0.00	9,000.00	9,000.00
Allowance for Uncollectibles				
510-800-110 - GG - Allowance for Uncollectibles		200.00		(200.00)
	0.00	200.00	0.00	(200.00)
TOTAL GENERAL GOVERNMENT SERVICES:	20,847.45	254,826.14	300,400.00	42,429.71
PROTECTIVE SERVICES				
POLICE PROTECTION				
520-210-110 - PS - RCMP - Contracted Services		59,022.19	57,000.00	(2,022.19)
520-210-120 - PS - Bylaw Enf Off - Contracted Services	329.00	3,086.00	3,800.00	714.00
TOTAL POLICE PROTECTION:	329.00	62,108.19	60,800.00	(1,308.19)
FIRE PROTECTION				
Wages and Benefits				
525-110-110 - PS - (J)Fire - Salaries			10,000.00	10,000.00
525-120-110 - PS - (J)Fire - Benefits		161.86	300.00	138.14
	0.00	161.86	10,300.00	10,138.14
Professional/Contractual Services				
525-210-100 - PS - (J)Fire - EMS Contract - 911		2,150.00	1,000.00	(1,150.00)
525-210-110 - PS - (J)Fire - Contract/Supply			600.00	600.00
525-210-120 - PS - (J)Fire - Ambulance			300.00	300.00
525-220-100 - PS - (J)Fire - Travel, Meals & Hotel	3,456.84	13,599.36	8,000.00	(5,599.36)
525-230-100 - PS - (J)Fire - Insurance		11,042.27	4,600.00	(6,442.27)
525-250-100 - PS - (J)Fire - Cont Repairs/Services		1,884.26	2,000.00	115.74
	3,456.84	28,675.89	16,500.00	(12,175.89)
Utilities				
525-300-110 - PS - (J) Heat, Power & Water - Fire Hall	263.10	2,769.75	1,600.00	(1,169.75)
525-300-140 - PS - (J) Fire Hall - Phone/Highspeed	107.64	1,074.47	750.00	(431.85)
525-300-150 - PS - (J) Fire Hall - Alarm	515.62	2,748.68	2,200.00	(612.70)
	886.36	6,592.90	4,550.00	(2,214.30)
Maintenance, Materials and Supplies				
525-420-100 - PS - (J)Fire - Materials/Supplies	454.83	7,067.75	8,000.00	853.69
525-430-100 - PS - (J)Fire - Repairs (Parts/Mat Only)		930.68	1,500.00	569.32
525-430-105 - PS - (J)Fire - Building Repairs			1,000.00	1,000.00
525-430-110 - PS - (J)Fire - Oil & Gas	158.43	1,359.13	1,000.00	(494.22)
	613.26	9,357.56	11,500.00	1,928.79
Grants and Contributions				
525-520-110 - PS - (J)Fire - Grants and Contributions		200.00		(200.00)
	0.00	200.00	0.00	(200.00)
Capital Expenditures				
525-600-199 - PS - Fire - Amortization			12,000.00	12,000.00
	0.00	0.00	12,000.00	12,000.00
Other				
525-920-110 - PS - E.M.O. Fees & Charges	60.42	725.56	2,000.00	1,274.44

Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending November 30, 2018

	Current	Year To Date	Budget	Variance
	60.42	725.56	2,000.00	1,274.44
TOTAL FIRE PROTECTION:	5,016.88	45,713.77	56,850.00	10,751.18
TOTAL PROTECTIVE SERVICES:	5,345.88	107,821.96	117,650.00	9,442.99
TRANSPORTATION SERVICES				
MAINTENANCE				
Wages & Benefits				
530-110-120 - TS - Wages - Public Works	8,441.38	98,066.95	100,000.00	(1,486.81)
530-120-120 - TS - Benefits - Public Works	565.01	11,784.17	15,000.00	3,195.55
530-120-130 - TS - Benefits - Clothing		627.52	2,500.00	1,872.48
	9,006.39	110,478.64	117,500.00	3,581.22
Professional/Contractual Services				
530-210-110 - TS - Maint. - Contract - Street/Sidewalk		62,740.11	45,000.00	(17,740.11)
530-210-120 - TS - Maint. - Contract - Trees		1,505.00	3,500.00	1,995.00
530-210-140 - TS - Maint. - Contract - CPR Signals	279.00	2,790.00	3,500.00	710.00
530-250-100 - TS - Maint. - Travel, Meal & Training		1,151.00	5,000.00	3,249.38
530-260-100 - TS - Maint. - Insurance/Vehicle Reg.	417.15	8,915.45	7,000.00	(1,915.45)
	696.15	77,101.56	64,000.00	(13,701.18)
Utilities				
530-300-110 - TS - Heat, Power & Water - Workshop	(1,845.77)	2,474.57	5,000.00	2,525.43
530-300-140 - TS - Maint. - Utility - Cell Phone		1,440.83	1,700.00	259.17
530-310-100 - TS - Street Lights & Decorative Lights	1,367.69	13,713.88	17,500.00	3,786.12
	(478.08)	17,629.28	24,200.00	6,570.72
Maintenance, Materials & Supplies				
530-410-100 - TS - Maint. - Shop Supply & Small Tools	3,681.48	6,796.22	7,500.00	114.40
530-410-120 - TS - Maint. - Workshop Maintenance	(1,036.43)	1,858.08	500.00	(6,504.38)
530-420-100 - TS - Maint. - Vehicle/Equip Repair/Parts	745.53	5,269.49	12,500.00	5,243.70
530-420-110 - TS - Maint. - Oil & Gas	889.90	10,998.13	12,000.00	860.76
530-440-100 - TS - Maint. - Gravel/Sand		7,392.76	10,000.00	(1,088.76)
530-450-100 - TS - Maint. - Culverts & Signs		3,479.10	3,000.00	(479.10)
	4,280.48	35,793.78	45,500.00	(1,853.38)
Capital Expenditures				
530-600-199 - TS - Maint. - Amortization			89,000.00	89,000.00
	0.00	0.00	89,000.00	89,000.00
TOTAL MAINTENANCE:	13,504.94	241,003.26	340,200.00	83,597.38
TOTAL TRANSPORTATION SERVICES:	13,504.94	241,003.26	340,200.00	83,597.38
ENVIRONMENTAL SERVICES				
540-110-100 - EH - Salaries	703.45	8,172.25	8,000.00	(172.25)
540-120-100 - EH - Benefits	47.08	981.99	1,200.00	218.01
540-200-110 - EH - Cont. - Landfill/Transfer Stat Fees		4,197.60	500.00	(3,697.60)
540-200-120 - EH - Cont. - Loraas Garbage/Recycling	11,455.45	115,847.12	130,000.00	14,152.88
540-210-100 - EH - Cont. - Pest Control		590.00	400.00	(440.00)
540-210-200 - EH - Cont. - Lot Remediation			750.00	750.00
540-250-100 - EH - Cont. - Cemetery Maintenance		949.96	5,500.00	4,550.04
540-300-150 - EH - Utility - Landfill Closure			2,400.00	2,400.00
540-600-199 - EH - Amortization			3,100.00	3,100.00


Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending November 30, 2018

	Current	Year To Date	Budget	Variance
TOTAL ENVIRONMENTAL SERVICES:	12,205.98	130,738.92	151,850.00	20,861.08
PUBLIC HEALTH AND WELFARE SERVICES				
550-900-110 - H&W - Mobility Van		1,428.97	3,000.00	1,263.65
TOTAL PUBLIC HEALTH AND WELFARE SERVICES:	0.00	1,428.97	3,000.00	1,263.65
PLANNING AND DEVELOPMENT SERVICES				
560-110-110 - P&D - Salaries	703.45	8,172.25	8,900.00	727.75
560-120-110 - P&D - Benefits	47.09	982.03	1,200.00	217.97
560-200-110 - P&D - Cont. - Building Inspection Fees	510.00	9,399.08	13,000.00	3,600.92
560-200-130 - P&D - Cont. - Surveying/Subdivision Fees		2,900.00		(2,900.00)
560-210-100 - P&D - Cont. - Website/Advertising	49.00	3,305.75	4,500.00	1,194.25
560-220-100 - P&D - Cont. - Planner Contracts		2,443.20	8,000.00	5,556.80
560-230-100 - P&D - Cont. - Asset Management Contracts		10,625.93	32,000.00	21,374.07
560-240-100 - P&D - Cont. - Mapping		986.91	2,500.00	1,513.09
560-400-110 - P&D - Materials & Supplies (Local)	88.12	2,726.45	4,500.00	1,752.39
560-400-120 - P&D - Scholarship		1,013.56	1,200.00	186.44
560-600-199 - P&D - Amortization			1,300.00	1,300.00
TOTAL PLANNING AND DEVELOPMENT SERVICES:	1,397.66	42,555.16	77,100.00	34,523.68
RECREATION AND CULTURAL SERVICES				
Wages & Benefits				
570-110-150 - R&C - Salaries - Hall	660.40	8,764.00	15,000.00	6,198.13
570-110-160 - R&C - Salaries - Museum		6,519.73	7,600.00	1,080.27
570-120-180 - R&C - Benefits - Hall/Museum		467.57	600.00	130.15
	660.40	15,751.30	23,200.00	7,408.55
Professional/Contractual Services				
570-200-110 - R&C - Cont. - Museum Advertising		19.65	600.00	580.35
570-230-100 - R&C - Cont. - Insurance		8,650.12	7,700.00	(950.12)
570-270-100 - R&C - Cont. - Contract Hall Maintenance		6,116.01	5,000.00	(1,116.01)
570-290-100 - R&C - Cont. - Library Levy		10,560.00	9,500.00	(1,060.00)
	0.00	25,345.78	22,800.00	(2,545.78)
Utilities - Other				
570-340-150 - R&C - Heat/Power/Water/Phone - Hall	1,302.13	11,384.48	15,000.00	3,562.10
570-340-160 - R&C - Heat/Power/Water/Phone - Museum	377.82	3,523.98	4,000.00	476.02
570-340-170 - R&C - Power - Park	99.18	455.16	3,000.00	2,544.84
570-340-180 - R&C - Power - Green Space	41.50	379.34	500.00	120.66
	1,820.63	15,742.96	22,500.00	6,703.62
Maintenance, Materials and Supplies				
570-420-150 - R&C - Supplies/Repairs - Hall	3,781.88	10,938.62	12,000.00	(570.77)
570-420-160 - R&C - Supplies/Repairs - Museum		2,732.57	8,000.00	5,267.43
570-420-170 - R&C - Supplies/Repairs-Park/Green Space	30.30	2,961.58	3,000.00	38.42
	3,812.18	16,632.77	23,000.00	4,735.08
Grants and Contributions				
570-500-110 - R&C - Grants and Contributions	145.00	7,455.00	15,000.00	7,545.00
570-500-130 - R&C - Grants - Library		2,216.00	2,200.00	(16.00)
	145.00	9,671.00	17,200.00	7,529.00
Capital Expenditures				
570-600-199 - R&C - Amortization			9,400.00	9,400.00

Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending November 30, 2018

	Current	Year To Date	Budget	Variance
	0.00	0.00	9,400.00	9,400.00
TOTAL RECREATION AND CULTURAL SERVICES:	6,438.21	83,143.81	118,100.00	33,230.47
UTILITIES				
Wages and Benefits				
580-110-110 - UT - Utilities - Salaries	5,484.34	62,787.60	68,000.00	5,212.40
580-120-110 - UT - Utilities - Benefits	511.02	8,555.12	9,500.00	944.88
	5,995.36	71,342.72	77,500.00	6,157.28
Professional/Contractual Services				
580-200-110 - UT - Utility - Engineering Fees		2,580.63	5,000.00	2,419.37
580-230-100 - UT - Utility - Travel, Meals & Training		3,558.79	4,000.00	291.21
580-240-100 - UT - Utility - Insurance - Gen & Bond		3,469.72	2,800.00	(669.72)
580-285-120 - UT - Utility - Water & Sewer Line Breaks	38,665.38	109,360.75	80,000.00	(30,239.98)
580-285-130 - UT - Utility - Repairs - Catch Basin	13,674.00	25,122.00		(25,122.00)
580-285-140 - UT - Utility - Repairs - WTP		21,303.43	30,000.00	7,536.72
580-295-100 - UT - Utility - Water & Sewer Tests	592.20	3,235.41	2,500.00	(1,581.59)
	52,931.58	168,630.73	124,300.00	(47,365.99)
Utilities				
580-300-110 - UT - WTP - Heat/Power/Water/Phone/Alarm	1,267.89	12,834.94	14,000.00	1,122.71
580-300-120 - UT - Lagoon - Power	110.53	1,436.80	4,400.00	2,963.20
580-300-150 - UT - Water - Other	50.00	50.00		(50.00)
	1,428.42	14,321.74	18,400.00	4,035.91
Maintenance, Materials & Supplies				
580-430-100 - UT - WTP - Materials & Supplies		7,304.90	3,200.00	(4,104.90)
580-450-100 - UT - WTP - Chemicals	96.58	10,443.48	12,000.00	1,556.52
580-450-110 - UT - Lagoon - Supplies		20,639.76	3,000.00	(17,639.76)
	96.58	38,388.14	18,200.00	(20,188.14)
Capital Expenditures				
580-600-199 - UT - Utility - Amortization			18,000.00	18,000.00
	0.00	0.00	18,000.00	18,000.00
Interest				
580-700-120 - UT - Utility- Interest Lagoon & WTP Loan	2,650.08	29,151.02	15,000.00	(14,151.02)
580-700-130 - UT - Utility - Interest Line of Credit		967.89	10,000.00	9,032.11
	2,650.08	30,118.91	25,000.00	(5,118.91)
TOTAL UTILITIES:	63,102.02	322,802.24	281,400.00	(44,479.85)
TOTAL EXPENDITURES:	122,842.14	1,184,320.46	1,389,700.00	180,869.11
NET SURPLUS	(99,038.53)	579,635.94	4,160.00	550,965.51

Certified correct and in accordance with the records.
Presented to Council on this 12th day of December 2018.


Kelvin Schapansky, Mayor


Jennifer Josephson, Administrator

Town of Strasbourg
Statement of Financial Activities - Detailed
For the Period Ending November 30, 2018

	Current	Year To Date	Budget	Variance
	Current	Year to Date	Balance	
ACCOUNT BALANCES				
Cash and Investments				
110-110-110 - Cash - On Hand - Petty Cash			200.00	
110-110-120 - Cash - Bank - General Operating Account	(74,378.63)	(721,779.40)	463,780.74	
110-110-130 - Cash - Bank - Premium Investment Account	922.15	(323,058.34)	809,165.44	
Total Cash and Investments:	(73,456.48)	(1,044,837.74)	1,273,146.18	
Municipal Taxes Receivable				
110-200-100 - Municipal - Tax Receivable - Current	(13,974.61)	144,741.64	446,142.55	
110-200-110 - Municipal - Tax Receivable - Arrears	9.30	(85,085.99)	(283,169.74)	
Total Municipal Taxes Receivable:	(13,965.31)	59,655.65	162,972.81	
Capital Assets				
170-100-110 - General Government Assets - Cost		150,000.00	409,138.00	
170-100-200 - Protective Services Assets - Cost			387,174.74	
170-100-250 - Transportation Assets - Cost		158,313.84	3,879,651.72	
170-100-280 - Enviro & Public Health Assets - Cost			137,272.64	
170-100-300 - Planning & Development Assets - Cost			37,678.00	
170-100-350 - Recreation & Culture Assets - Cost		14,239.71	504,373.54	
170-100-400 - Water & Sewer Assets - Cost			1,005,062.63	
175-100-200 - Lagoon - Asset Under Construction		13,756.16	3,854,282.52	
175-100-600 - WTP - Asset Under Construction	15,747.65	276,615.43	482,706.62	
Total Capital Assets:	15,747.65	612,925.14	10,697,340.41	
Reserves				
310-100-200 - Cemetery Fund Reserve			5,207.28	
310-100-300 - Future Reserves		(250,000.00)	9,465.60	
310-100-400 - Fire Reserve			82,164.13	
310-100-500 - Public Reserves			2,032.01	
310-100-600 - Water Treatment Plant Upgrade			73,326.23	
310-100-620 - Pioneer Home Reserve			12,320.83	
310-110-200 - Water & Sewer Infrastructure			583,030.29	
310-110-250 - Wastewater (Lagoon) Infrastructure		(200,000.00)		
310-110-300 - Transportation Capital Reserve			25,321.86	
Total Reserves:	0.00	(450,000.00)	792,868.23	

**Schedule A
Town of Strasbourg
Rates Effective January 1, 2019**

Inspection Fees & Charges

Residential (Class 1 & 2): PBI charges a *minimum* inspection fee of \$960 for each new single family dwelling or unit in a NBC Part 9 detached house, semi-detached house, duplex, triplex, townhouse, row house and boarding house that does not exceed 99 m² of developed living space. Dwellings greater than 99 m² of developed living space (m² includes walkouts and finished basements) are charged \$160 per each additional 40 m² of developed living space or part thereof. Fees for other residential Class 1 building projects are listed in item 2 below.

Commercial (Class 2 & 3): Commercial, industrial, institutional, and residential (not noted above or with a footprint larger than 600 m²) buildings will be charged at \$4.50 per \$1,000 value of construction (VOC), although minimum fees do apply. Number of inspections required is dependent on the size, intended use, construction method, fire safety and/or energy code requirements, etc. PBI assesses the number of inspections required at the time of the plan review prior to issuance of a building permit. The fee/\$1,000 may be reduced for projects over 20 million dollars (please inquire, if applicable).

(1 residential billing unit = \$160.00)

(1) Residential Dwellings

	<u>Inspections/Billing</u>	<u>PBI Fee</u>
(a) Developed living space (up to 99 m ²) (6 units)	[2PR, Fdn, Frame, Ins & VB, Occupancy]	\$ 960.00
(b) Undeveloped basement		incl.
(c) Attached garage (if included in the dwelling designs)		incl.
(d) Deck (if included in the dwelling designs)		incl.
(e) Additional fee per each 40 m ² of developed living space (incl. basement development shown in designs)		\$ 160.00
Duplex/Multi-Unit (each civic address is treated as an individual dwelling permit, with a permit number assigned for each address)	Items (1)(a) to (e) above apply. Party wall inspection @ n/c.	
RTM / Modular Home / Post-Move (up to 99 m ²) (5 units)	[PR, Fdn, Anchor/Frame, Ins & VB, Occupancy]	\$ 800.00
Items (b) to (e) above apply.		
Mobile (Manufactured) Home (deformation resistant) (3 units)	[PR, Anchor, Occupancy/Final]	\$ 480.00
Optional Inspection Service as requested by the municipality.		\$ 160.00

(2) Residential Building Projects

a) Addition / Accessory Bldgs with Living Space (5 units)	[PR, Fdn, Frame, Ins & VB, Occupancy]	\$ 800.00
b) Secondary Suite	[PR, Frame, Ins & VB, Occupancy]	\$ 640.00
c) Attached Garage (insulated) (storage only) (3 units)	[½PR, Fdn, Frame, ½Final] - May require Ins & VB	\$ 480.00
d) Attached Garage (not insulated) (storage only) (2.5 units)	[½PR, Fdn, Final]	\$ 400.00
e) * Accessory Building (insulated) (storage only) (2 units)	[½PR, Frame, ½Final] - May require Fdn / Ins & VB	\$ 320.00
f) * Accessory Building (not insulated) (storage only) (1.5 units)	[½PR, Final] - May require Fdn	\$ 240.00
* Accessory Building includes <u>unheated</u> detached garages, buildings over 10 m ² , boat houses, pole buildings under 600 m ² , etc. Foundation inspection at extra fee may be required due to building height, size, foundation method, etc.		
g) Renovation (structural or egress) (2 units)	[½PR, Frame, ½Final] - May require Ins & VB	\$ 320.00
h) Basement Development (2 units)	[½PR, Frame, ½Final]	\$ 320.00
i) Deck (not covered or enclosed) (1 unit)	[½PR, ½Final] - May require Framing	\$ 160.00
j) Solar Panels (PV or Domestic Hot Water)	[½PR, ½Final]	\$ 160.00
k) Retaining Wall (2 units)	[½PR, Fdn, ½Final]	\$ 320.00
l) Foundation Replacement (4 units)	[½PR, Fdn, Anchor/Frame, Ins & VB, ½Final]	\$ 640.00

Notes for 1 & 2 above:

- Extra fee of \$160.00 may be charged for a review of revised drawings, re-inspection of infractions, progress inspection, order issuance, projects that require an additional inspection, changes to the original permit, etc.
- If owner/builder does not call PBI for the required inspection, the missed inspection(s) will be charged for.
- Travel rate is \$85.00 per visit to your municipality; however, we try to keep this to a minimum for ratepayers by inspecting a number of properties during each visit.
- GST is payable and not included in these rates.

(3) Buildings to be Moved Into or Within the Town of Strasbourg

- (a) **Pre-move** inspection (PBI invoices the applicant directly at \$480.00 plus travel/km and GST)
 (b) **Post-move** permit (Post-Move fees apply, as noted in item (1) above)

(1 minimum fee commercial billing unit = \$200.00)

(4) Commercial / Industrial / Institutional / Multi-Unit or Large Residential

<u>All Buildings (* minimum fees apply)</u>	<u>PBI Fee</u>
	\$4.50 / \$1,000 Value of Construction (VOC)
* Minimum fees:	
a) Principal Building (6 units)	[2PR, Fdn, Frame, Ins. & VB, Occup/Final] \$ 1,200.00
b) Addition (5 units)	[PR, Fdn, Frame, Ins & VB, Occup/Final] \$ 1,000.00
c) Renovation or Tenant Improvements (4 units)	[PR, Frame, Ins & VB, Occup/Final] \$ 800.00
d) * Accessory Building (insulated) (<u>unheated</u>) (3 units)	[PR, Frame, Final] - May require Fdn \$ 600.00
e) * Accessory Building (not insulated) (unheated) (2 units)	[PR, Final] - May require Fdn \$ 400.00
* Accessory Building for storage only with <u>no permanent heat source</u> . Foundation inspection at extra fee may be required due to bldg height, size, fdn method	
f) Barrier-free Washroom (3 units)	[PR, Frame, Final] \$ 600.00
g) Barrier-free Ramp (2 units)	[PR, Final] \$ 400.00
h) Solar Installation (1 unit)	[½PR, ½Final] \$ 200.00

Notes for 4 above:

- Extra fee of \$200.00 may be charged for a review of revised drawings, re-inspection of infractions, progress inspection, order issuance, projects that require an additional inspection, changes to the original permit, etc.
- Class 2 multi-unit residential may be charged residential dwelling rates per each civic address (see item (1) above).
- Travel rate is \$85.00 per visit to your municipality; however, we try to keep this to a minimum for ratepayers by inspecting a number of properties during each visit.
- GST is payable and not included in these rates.

All fees are payable to: Professional Building Inspections, Inc.

Payment terms are net 60 days from date of invoice. Interest shall be charged on overdue amounts at a rate of 1.5% on the unpaid balance (19.5% annual compounded).