



# AGENDA

Meeting: January 25, 2021 6:00 p.m. – 6:30 p.m.  
Virtual meeting: <https://call.lifesizecloud.com/7297554>

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1. **CALL TO ORDER - SPECIAL MEETING**
  2. **EXCUSED FROM MEETING**
  3. **ADOPTION OF AGENDA**
  4. **UNFINISHED BUSINESS**
    - 4.1 MOST Allocation Proposal
  5. **ADJOURNMENT**



# REQUEST FOR DECISION

Meeting: January 25, 2021

Agenda Item: 4.1

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## Municipal Operating Support Transfer (MOST) Allocation Proposal

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### BACKGROUND:

Municipal governments across Alberta were provided with emergency relief funds through the Municipal Operating Support Transfer (MOST) program by the Government of Alberta to help offset increased operating costs or lost revenue due to the COVID-19 pandemic. Funding was provided as part of the Safe Restart Agreement between Alberta and Canada. The continuance of this program is underdetermined but it is fair to consider it a one-time allocation.

The Town's MOST allocation is \$127,118. In planning for the use of the funds, it is critical that the municipality and its recipients (if any) recognize the funds are for emergency relief and that current operating system may need to change to ensure sustainable practices in the future.

Restrictions continue to change, and this has impacted every Albertan, community, industry, and volunteer organization.

On January 18, 2021 council's recreation representatives, Irv Morey and Doug Barlow facilitated a round table discussion with three user groups, the curling club, the bowling club, and the arena management board to better understand the impact of their operations having been forced to shut down operations since mid-December.

The user groups responsible for ice plants have incurred expenses between \$4,000-\$5,000/month without any sources of revenue. In some situations, dues have been paid by associations, but they have not distributed rental fees to the management board, and it is expected that user fees will be reimbursed or credited back. In other instances, user groups operate from funds earned through bonspiels or tournaments. Since March 2020, these types of gathering have been significantly reduced or eliminated financially straining facilities and user groups.

Based on an analysis of financials submitted to the Recreation Funding Committee in 2020, changes to the operating seasons, emergency management practices, and board engagement, council's recreation representatives propose that a portion of the Town's MOST funding is allocated as a one-time lump sum payment to the recreation and culture boards as outlined below.

A grant application process is not recommended. It is clear that the relief funds would cover all or a portion of utilities, offset lost revenue from tournaments/bonspiels/user fees, or assist with an increase in human resource expenses. Other recreation and culture facilities in Bassano have been managed in accordance with the joint ICF agreement.

The relief funds provided to the recreation and culture boards would bridge the gap resulting from losses and to help ensure they can start-up/continue to operate their next season. Boards/user groups ability to apply to the Recreation Funding Committee for the 2021 would not change.

In addition to providing relief funds to recreation users, other unexpected costs, human resources, operating system, and clean supplies/emergency set-up were incurred in 2020 and an assessment of uncollectable taxes is still underway. The Town issued 132 local business licenses yet, many businesses

were unable to operate in 2020 or were restricted. Council may choose to refund the 132 local business license fees received for 2020.

**Proposed MOST Allocation**

**Town of Bassano  
MOST Allocation Summary - Proposed**

<b>TOB MOST Allocation:</b>		<b>\$ 127,118</b>
<b>Funcational Category</b>	<b>Description</b>	<b>Total</b>
(12) Administration	HR - Emergency Management Administrative Support	\$ 28,147
(12) Administration	HR - Remote Operating Systems x 5	\$ 8,675
(24) Disaster Services	Cleaning supplies and emergency set up	\$ 3,056
(26) Bylaw and Enforcement	Relief - 2020 Local Business License Refund (x 132)	\$ 9,240
(72) Recreation & Culture	Relief - Bassano Arena Management Board	\$ 25,000
(72) Recreation & Culture	Relief - Bassano Curling Club	\$ 25,000
(72) Recreation & Culture	Relief - Bassano Bowling Club	\$ 5,000
(72) Recreation & Culture	Relief - Bassano Golf Club	\$ 10,000
(72) Recreation & Culture	Relief - Bassano Memorial Library	\$ 10,000
(72) Recreation & Culture	Relief - Bassano Drop-in Centre	\$ 3,000
<i>Subtotal</i>		<b>\$ 127,118</b>
<i>Difference</i>		<b>\$ -</b>

The County of Newell is evaluating their capacity to provide a portion of their MOST allocation to help offset the relief funds recommended for distribution to Recreation and Culture boards shown above. An update will follow.

**OPTIONS:**

#1 – That council approves the 2020 Municipal Operating Support Transfer (MOST) as presented to include \$78,000 in one-time relief transfers to the recreation and culture organizations and a reimbursement of 2020 local business licenses.

#2 – That council declines the 2020 Municipal Operating Support Transfer (MOST) as presented and amends the allocation of funds (define amendments).

#3 – That council defers the MOST Allocation Proposal to the February 8, 2021 regular meeting for further discussion and consideration.

**CAO COMMENTS**

- The curling club recently removed their ice and will not operate for the remainder of the 2020/21 season.
- The arena ice remains in and the board awaits the next provincial update on January 21 regarding ongoing restrictions.
- The bowling club and senior’s drop-in centre is not currently operating.
- The library continues to operate and offers curbside pick up.

As a reminder council offered other types of relief programs in 2020:

- Waived the 4% utility penalty on all outstanding accounts for 6-months, and
- Reduced the 18% penalty to 4% on unpaid taxes after July 31 (Bylaw 901/20).

**ALIGNMENT WITH STRATEGIC PLAN**

This is an operational matter.

**PROPOSED RESOLUTION:**

That council approves the 2020 Municipal Operating Support Transfer (MOST) as presented to include \$78,000 in one-time relief transfers to the recreation and culture organizations and a reimbursement of 2020 local business licenses

**Town of Bassano  
2020 MOST Allocation Summary**

<b>TOB MOST Allocation:</b>		<b>\$ 127,118</b>
<b>Funcational Category</b>	<b>Description</b>	<b>Total</b>
(12) Administration	HR - Emergency Management Administrative Support	\$ 28,147
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(72) Recreation & Culture	Relief - Bassano Drop-in Centre	\$ 3,000
<i>Subtotal</i>		<b>\$ 127,118</b>
Difference		<b>\$ -</b>

**Attachments:**

1. None

**Prepared by:** Amanda Davis, CAO