

804 ROAD TOUR

The Council as a whole generally participates in a road tour in March or early April where they travel and inspect the roads for budgeting purposes. This gives each division councillor an overview of other divisions and their particular needs.

805 BUDGET PROCEDURE

Early in the year Reeve and the foreman provides the administrator with a gravel map and an updated road work map for the municipality complete with cost estimates, and a list of equipment maintenance and major capital requirements to be considered for the year and incorporated into the budget. Any major capital requirements or deviation from the five-year plan should be brought to council prior to budget drafting. If council members have any items to be considered for budgeting purposes, they should be brought to a council meeting prior to March 1.

In December of the previous year Council must decide on the designated road construction projects for grant application purposes and for the succeeding year=s budget.

In late March or early April each year, Council confirms the year's major road work, capital purchases, the annual budget, sets mill rates and the tax tools for the year.

806 MILL RATE AND TAX TOOLS

The Council sets a uniform mill rate based on the revenue required to meet the needs of the annual budgeted expenditures. The tax revenue is calculated by multiplying the municipality's taxable assessment by the uniform mill rate and by the applicable mill rate factor (See bylaw 125-13). We also use the minimum tax tool on improvements within the residential property class. (Bylaw 126-13)

807 GRANTS IN LIEU OF TAXES

Certain tax exempt properties provide the municipality with grants equivalent to taxable properties. These properties are the CPR railway, the PFRA pasture, and Sask Tel tower facilities.

808 RESERVES

The municipality operates with several reserves which permit it to maintain its infrastructure, capital needs and to keep the mill rates from taking significant increases in any given year. The reserves consist of the following accounts:

- General
- Capital Equipment
- Economic Development
- Gravel
- Protective Services
- Road Construction

(Example Spreadsheets at end of this section.)

808-2 ECONOMIC DEVELOPMENT RESERVE (Res.91-05)

The goal is to develop and maintain a Reserve for economic development in the Tompkins and Gull Lake area to ensure a viable future for our residents and communities.

808-3 PROTECTIVE SERVICES - FIRE RESERVE (Res.38-10)

Goal of the Protective Services reserve is to build and maintain a capital contingency fund for Fire and emergency capital equipment expenditures.

To establish the fund/reserve a \$5,000 per year contribution shall be budgeted to a fund maximum of \$50,000.

The fund is to be a part of the annual budget at a minimum of \$5,000 per year and to be used for local committee requests at council's discretion.

If money is withdrawn for other purposes, it is to be budgeted back and returned to the fund. *(Res.38-10)*

