

**MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
SPECIAL COUNCIL MEETING**

Tuesday, November 8, 2005  
10:00 a.m.

Council Chambers, Municipal Administrative Office  
Fort Vermilion, Alberta

**AGENDA**

1. Call to Order
2. Presentations for Grant Requests p. 3
- 3.
- 4.
- 5.
6. Adjournment



## MUNICIPAL DISTRICT OF MACKENZIE NO. 23

Presentations for Grant Requests:

### Time Schedule

10:15	La Crete Support Services	p. 27
10:30	Fort Vermilion Area Board of Trade	p. 177
10:45	Fort Vermilion Recreation Board	p. 89
11:00	Fort Vermilion FCSS	p. 7
11:15	La Crete and Area Chamber of Commerce	p. 299
11:30	Mackenzie Regional Community Policing Society	p. 425
11:45	High Level Chamber of Commerce	p. 263
12:00 to 1:00 Lunch Break		
1:00	Zama Recreation Society	p. 155
1:15	Zama FCSS	p. 53
1:30	Mackenzie Library Board	p. 61
1:45	La Crete Mennonite Heritage Village	p. 313
2:00	La Crete Heritage Centre	p. 341
2:15	Fort Vermilion Heritage Centre	p. 219



MD of Mackenzie

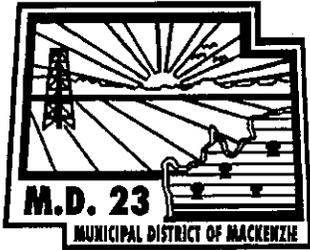
2006 Budget - FCSS program

		2006 Budget - proposed		2006		2005		2004		2003		2002		code	Page Number - see Nov.8/05 package
		allocated by % as in previous years		Request		Actual		Actual		Actual		Actual			
% increase from 2002															
<i>Schedule of recurring grants :</i>															
Fort Vermilion FCSS	Operating	14%	\$ 109,812	2%	\$ 132,150	23%	107,408	3%	104,622	9%	95,840	-1%	96,547	02-51-735	p. 7
La Crete FCSS	Operating	51%	\$ 158,392	2%	200,605	29%	154,925	3%	150,908	13%	133,860	28%	104,764	02-51-735	p. 27
Zama FCSS	Operating	5%	\$ 4,595	2%	4,720	5%	4,495	3%	4,378	0%	4,378		4,109	02-51-735	p. 53
Total FCSS Funding Requested:			\$ 272,800	2%	\$ 337,475	26%	266,828	3%	259,908	11%	234,078	14%	205,420		
Provincial FCSS Funding (80%)			\$ 218,240	2%	\$ 213,462	0%	213,462	3%	207,926	11%	187,262	14%	164,336		
Municipal Share (20%)			54,560	2%	53,366	0%	53,366	3%	51,982	11%	46,816	42%	32,867		
Provincial + Municipal funding available:			\$ 272,800	2%	\$ 266,828	0%	\$ 266,828	3%	\$ 259,908	11%	\$ 234,078	19%	\$ 197,203		
Requested over funding available:			-\$ 0		\$ 70,647		\$ -		\$ -		\$ -		\$ 8,217		

Council allocated 1/3 of grant increase to FV FCSS and 2/3 of grant increase to LC FCSS in 2004.

Zama received no increase in FCSS funding from 2003.





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization FAMILY & COMMUNITY SUPPORT SERVICES

Society  Non-profit company or corporation  Other

Permanent address 5103 River Road Box 637  
Street address P.O. Box

Fort Vermilion Postal Code: T0H 1N0

Incorporation/Society number \_\_\_\_\_ Date of Incorporation \_\_\_\_\_ Length of time in operation 20+ years

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. MILDRED FLETT

Title COORDINATOR

Telephone (work) (780) 927-4340 (home) (780) \_\_\_\_\_ Fax (780) 927-3627

Email fcssfv@telus.net

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility RENTED SPACE IN FORT VERMILION LIBRARY

Street address or legal description 5103 RIVER ROAD

Registered holder of land title GOV'T. OF ALBERTA

Facility operator/leaseholder FORT VERMILION LIBRARY

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project Operating Grant for 2006

Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

# 132,150    # 135,000    JAN 1/06    Dec-31/06  
Grant amount requested    Total project cost    Project start date    Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

3    1    2  
Number of paid staff    Number of paid full-time    Number of paid part-time  
90    5,000    FORT VERMILION  
Number of volunteers    Number of clients served last year    Geographic region served  
ROCKY LANE

Are executive or board members paid:    Yes     No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes     No     If yes:

Jan - Aug 2005    \$ 107,408    2005 Operating  
Date    Amount    Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

FCSS

Family and Community Support Services  
Box 637 ~ Fort Vermilion, Alberta ~ T0H 1N0 ~ Canada  
Phone (780) 927-4340 ~ Fax (780) 927-4226

September 29, 2005

The Manager and Council  
M.D. of Mackenzie #23  
Box 640  
FORT VERMILION, Alta. T0H 1N0

Dear Sir/Madam:

**Re: 2006 Proposed Operating Budget - FCSS**

Enclosed are the following:

Proposed Budget for 2006 in the amount of \$132,150  
Year-to-date Expenses to July 31/05  
Engagement Review for 2004 & accountants notes  
Proposed Budget for 2005  
Grant Application  
Additional Items including Purchasing Policy  
List of Directors

Yours truly

*Mildred Flett*  
Mildred Flett  
Coordinator

*Encl: 18*

	2006 Proposed	2004 Actual	2005 ytd July 31/05
<b>INCOME:</b>			
M.D.#23 GRANT	115,000	104,622	53,704
FUND RAISING	4,000	4,629	1,000
OTHER GRANTS RECEIVED	2,000		
DONATIONS	1,000	1,690	500
<b>TOTAL INCOME</b>	<b>122,000</b>	<b>110,941</b>	<b>55,204</b>

**PROGRAMS OFFERED:**

**A -- For Children and Youth**

TIME-FOR-TOTS / PARENTING	22,500	19,414	12,926
GIRL'S AFTER-SCHOOL GROUP	11,300	10,073	6,044
BOY'S AFTER-SCHOOL GROUP	10,600	9,093	5,256
YOUTH GROUP	7,000	12,217	6,755
SWIMMING LESSONS	8,700	7,278	8,172
SUMMER FUN PROGRAM	12,200	14,875	12,314
BLOCK PARENTS & CHILD FIND	3,600	00	1,142
SAFETY COURSES- road, bike, fire, etc.	5,000	00	1,493
COMMUNITY CALENDAR	2,300	2,089	1,342
<b>TOTALS</b>	<b>83,200</b>	<b>75,039</b>	<b>55,444</b>

**B - For Adults and Families**

PROVIDE & ASSIST WITH GOV'T. FORMS	4,000	1,219	1,076
VOLUNTEER RECRUITMENT	500	217	308
PREPARE INCOME TAX - Low Income	800	712	582
EASTER TREASURE HUNT	900	803	843
HELP FOR HOMELESS	700	338	276
CHRISTMAS HAMPERS	500	478	00
COURSES- CPR, Car Seats, etc.	2,900	821	1,304
GET-TO-KNOE YOU EVENING	1,200	1,186	00
COLLECTIVE KITCHEN	800	363	419
ADOPT A NEEDY FAMILY AX-MAS	800	728	338
ACTIVE PARENTING COURSES	4,700	4,220	1,989
THOGESEWELL CHALLENGE	1,000	838	416
COMMUNITY CALENDARS	2,000	1,953	935
<b>TOTALS</b>	<b>20,000</b>	<b>13,876</b>	<b>8,486</b>

## Proposed Budget for 2006

	2006 Proposed	2004 Actual	2005 ytd. July 31/05
<b>C - For Seniors</b>			
VISITS & DO CRAFTS WITH LONG-TERM CARE PATIENTS	1,600	1,182	814
VISIT & HELP SENIORS AT CENTER	1,000	1,086	437
SENIOR'S CHRISTMAS SUPPER	2,600	2,984	00
PREPARE TAX RETURNS for Seniors	1,000	579	479
HELP SENIORS WITH FORMS, Doctors notes	800	497	428
COMMUNITY CALENDAR	900	458	399
<b>Totals</b>	<b>7,900</b>	<b>6,786</b>	<b>2,557</b>
<b>D. For Community Development:</b>			
GET-TO-KNOW-YOU NIGHT	4,000	2,487	00
VOLUNTEER APPRECIATION	2,500	2,684	2,108
ASSIST COMMUNITIES IN BLOOM	500	539	200
COMMUNITY CALENDAR	8,800	4,884	3,112
ARTS & CRAFTS BAZAAR	500	454	00
ANSWER SANTA LETTERS - CANADA POST	300	374	00
Collect food & assemble Christmas Hampers	1,700	1,506	00
ASSIST WITH CANADA DAY CELEBRA.	1,000	904	874
<b>Totals</b>	<b>17,050</b>	<b>13,832</b>	<b>6,058</b>
<b>E. Other</b>	<b>00</b>	<b>00</b>	<b>00</b>
<b>F - F.C.S.S. Management</b>	<b>4,000</b>	<b>3,478</b>	<b>1,884</b>
<b>TOTAL EXPENSES</b>	<b>132,150</b>	<b>113,011</b>	<b>105,087</b>

Page 5

FAMILY & COMMUNITY SUPPORT SERVICES      FORT VERMILION  
Proposed Operating Budget for 2006

Names and addresses of F.C.S.S. Board Members:

Eric Jorgensen

Fort Vermilion, Ab. TOH 1NO

Maarten Braat

Fort Vermilion, Ab. TOH 1NO

Alfa Twidale

Fort Vermilion, Ab. TOH 1NO

**HONORARIUMS AND EXPENSES:**

**From January 01, 2005 to July 31, 2005:**

No expenses have been paid to any board members.

No honorariums have been paid to any board members.

F.C.S.S., FORT VERMILION

Money from Fund raising is used for Capital items and for the Volunteer Supper and Christmas Supper for Seniors, etc.

This year we also bought some items for Long Term Care patients so that their lounge could be more like a home.

We bought things like, tea kettle, teapots, sugar bowls, cups, bread knife and also a B-B-Q- and some patio furniture so they might be able to spend more time outdoors.

**EXPENSES:**

For 2004, our expenses are about 98% of the proposed budget..

We are spending some of our fund raising dollars on projects to benefit the whole community.

One of our projects is to partner with other groups to purchase some old photographs taken in Fort Vermilion by the priests.

7

FORT VERMILION RECREATION BOARD

**PURCHASING POLICY**

A: Recognizing that the vast majority of our purchases are for routine items required for the day-to-day operations; the Manager is authorized to make all arrangements for items, materials or services costing less than \$2,000.

The Manager will be responsible for: price comparisons, availability of goods, delivery schedules, and procuring the best quality items in the most cost effective manner.

1. The Manager is authorized to make routine payments such as:  
Natural Gas, Electricity, Water & Sewer, Alarm system, cable, Telephone, Fax, Internet, Insurance, Workers Compensation.
  
2. The Manager is authorized to make purchases under \$2,000.00 for normal operating expenses such as: food for catering and concession, cleaning supplies, ice paint, repair parts, etc, that are required for the day-to-day operation of the Facilities.
  
3. The Manager is authorized to make purchases, of equipment, materials or services up to \$2,000..  
On items, materials or services of a capital nature costing more than \$2,000 but less than \$6,000, the Manager is authorized to purchase upon receiving two or preferably three quotes.  
On items or materials of a capital nature costing more than \$6,000, the bid process must be followed and Board approval is required.
  
4. For purchases over \$6,000, Board approval and the bid process is required.  
Any individual(s) or business firms are allowed to bid.  
Bids must be advertised; by invitation to bid or by public advertising.  
At least two bids must be solicited, but preferably more.  
Any member of the Recreation Board who has any connection to any individual(s) or business firm(s); must not take part in any decision regarding awarding of the tender(s) or in any part of the bid process.

last amended : September 2005

**FORT VERMILION FAMILY &  
COMMUNITY SUPPORT SERVICES**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2004**

*(Unaudited)*



# FORT VERMILION FAMILY & COMMUNITY SUPPORT SERVICES

9

FINANCIAL STATEMENTS  
DECEMBER 31, 2004

---

REVIEW ENGAGEMENT REPORT

BALANCE SHEET

STATEMENT OF EARNINGS

STATEMENT OF RETAINED EARNINGS

STATEMENT OF CASH FLOWS

NOTES TO THE FINANCIAL STATEMENTS

STATEMENT 1

STATEMENT 2

STATEMENT 3

STATEMENT 4





*Daniel M. Ringrose*

10

CHARTERED ACCOUNTANT

DANIEL M. RINGROSE, BSA, B. Comm., P. Ag., CA \*

## REVIEW ENGAGEMENT REPORT

To the Board of Directors of  
Fort Vermilion Family & Community Support Services:

I have reviewed the balance sheet of Fort Vermilion Family & Community Support Services as at December 31, 2004 and the statements of earnings and retained earnings and of cash flows for the year then ended. My review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to me by the board.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

In common with many not-for-profit organizations, the board derives revenues from certain fund raising activities, the completeness of which is not readily susceptible of satisfactory review. Accordingly, my review of these revenues was limited to amounts recorded in the records of the board and I was not able to determine whether any adjustments might be necessary.

Based on my review, except for the effect of the adjustments, if any, which I might have determined to be necessary had I been able to satisfy myself concerning the completeness of the fund raising revenue referred to in the preceding paragraph, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

CHARTERED ACCOUNTANT

High Level, Alberta  
April 28, 2005

# FORT VERMILION FAMILY & COMMUNITY SUPPORT SERVICES

11

STATEMENT OF BALANCE SHEET  
DECEMBER 31, 2004  
(Unaudited)

STATEMENT 1

	2004
<b>ASSETS</b>	
<b>CURRENT:</b>	
Cash	\$ 55,587
Prepaid Expenses	125
	<b>55,712</b>
	<b>55,712</b>
<b>LIABILITIES</b>	
<b>CURRENT:</b>	
Accounts Payable And Accrued Liabilities	4,144
	<b>4,144</b>
	<b>4,144</b>
<b>MEMBER'S EQUITY</b>	
<b>MEMBER'S EQUITY</b>	51,568
	<b>51,568</b>
	<b>\$ 55,712</b>



# FORT VERMILION FAMILY & COMMUNITY SUPPORT SERVICES

12

STATEMENT OF EARNINGS  
FOR THE YEAR ENDED DECEMBER 31, 2004  
(Unaudited)

STATEMENT 2

	2004
<b>REVENUE</b>	
Grants	\$ 104,622
Fundraising	4,323
Donations	1,690
	<b>110,635</b>
<b>EXPENSES</b>	
Bank Charges & Interest	149
Capital Expenditures	7,759
Personnel Expenses	62,628
Office Expenses	5,819
Program Expense	22,677
Rent - Note 2	12,000
Repairs & Maintenance	184
Fund Raising Expense	1,256
	<b>112,472</b>
<b>NET LOSS FOR THE YEAR</b>	<b>\$ (1,837)</b>



# FORT VERMILION FAMILY & COMMUNITY SUPPORT SERVICES

13

STATEMENT OF MEMBER'S EQUITY  
FOR THE YEAR ENDED DECEMBER 31, 2004  
(Unaudited)

STATEMENT 3

	2004
MEMBERS' EQUITY, BEGINNING OF YEAR	53,405
NET LOSS FOR THE YEAR	(1,837)
MEMBERS' EQUITY, END OF YEAR	\$ 51,568



# FORT VERMILION FAMILY & COMMUNITY SUPPORT SERVICES

14

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2004  
*(Unaudited)*

STATEMENT 4

	2004
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>	
Cash Receipts From Government Agencies & Customers	112,287
Cash Paid to Suppliers	(45,676)
Cash Paid to Employees	(62,628)
Interest Paid	(149)
	<b>3,834</b>
CASH, BEGINNING OF YEAR	51,753
CASH, END OF YEAR	\$ 55,587



*Daniel M. Ringrose*

CHARTERED ACCOUNTANT

# FORT VERMILION FAMILY & COMMUNITY SUPPORT SERVICES

15

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2004 (Unaudited)

---

### 1. ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles and include the following significant accounting policies:

#### Revenue Recognition

The Board recognizes its revenue on the accrual method.

#### Property & Equipment

The Board is considered to be a small not-for profit organization and therefore does not amortize its property and equipment. All property and equipment acquisitions are deducted as current expenses in the year of acquisition.

#### Financial Instruments

The Board's financial instruments consist of cash, prepaid expenses and accounts payable. Unless otherwise noted, it is management's opinion that the Board is not exposed to significant interest, currency, or credit risks arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

#### Measurement Uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. These assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known.

### 2. LEASE COMMITMENT

The Board has entered into an agreement with Fort Vermilion Community Library Society to rent the premises it operates out of. The lease payments are adjusted annually. The total expense for this lease was \$12,000 for 2004. Lease payments for 2005 are \$15,000.



DATE yyyy / mm / dd
------------------------

The summary information you are providing on this form is collected under the authority of the Family and Community Support Services Act and Regulation. This information will be used to determine your municipality's FCSS grant surplus/deficit amount, to identify projects/services receiving FCSS funding, and for other provincial program reporting purposes. If you have any questions about the collection of this information, you may contact the Community Project Support Director.

<b>Name of FCSS Program: (Enter the name of your FCSS Program)</b>	
Mackenzie FCSS - FORT VERMILION F.C.S.S.	
<b>SECTION 1 - Statement of Revenues and Expenditures</b>	
<b>Revenues</b>	
Funding provided under the Act (Conditional Agreement - No. 1)	\$207,926.00 (A)
Deferred provincial dollars from 2003 (Reconciliation Report)	\$0.00 (A1)
Funding provided under the Act received from other municipalities <i>(amounts received from other FCSS Program as reported on (B) of Grant Transfers Form - provide details)</i>	(B)
<b>Total Funding provided under the Act (A + A1 + B = C)</b>	<b>\$ 104,622.00 (C)</b>
Municipal contribution (Minimum 1/4 of the amount on Line (C), Section 1 <i>(including the 20% municipal share from other FCSS Programs reported on D1 of Grant Transfers Form)</i> )	(D)
Additional Funding received from other municipalities * <i>(amounts received from other FCSS Program in excess of their 20% funding reported on D2 of Grant Transfers Form)</i>	(D2)
Other revenues	6,319 (E)
<b>Total Revenues (C + D + D2 + E = F)</b>	<b>\$ 110,941 (F)</b>
<b>Expenditures</b>	
Internal, directly funded services provided by the municipality under the program including administration	(G)
Funds provided to service providers who are external to the municipality	(H)
Less surpluses retained/returned by service providers who are external to the municipality	(I)
<b>Net Total Funding to service providers who are external to the municipality (H - I = J)</b>	<b>\$ (J)</b>
<b>Total Expenditures (G + J = K)</b>	<b>\$ 113,011 (K)</b>
<b>Surplus (Deficit)</b>	<b>Surplus (Deficit) (F - K = L) \$ (2,070) (L)</b> <i>(Deficit if negative dollar value)</i>

**GRANT TRANSFERS FORM**

**FCSS Grant Received from Other FCSS Programs**  
*Identify the name of the FCSS Program forwarding the FCSS grant and the amount of funding provided.*

Name of FCSS Program	80% Provincial Funding (Prov. Funds under the Act)	20% Municipal Share	Additional Funding*
<b>Total</b>	<b>\$ NIL (B)</b>	<b>\$ NIL (D1)</b>	<b>\$ NIL (D2)</b>

\* Additional funding is funding received from other FCSS Program in excess of that Program's 20% required contribution.

- List projects/services receiving FCSS funding by name. If the projects/services fit in more than one category, list them in each category and assign their percentage to each category.
- If there is not enough space provided in the categories below, please provide a separate attachment and write "See Attachment" in the category.
- Identify externally funded projects/services with an asterisk(\*). Ensure the total net amount of external projects/services equals the amount on Line (J), Section 1.

**A. Children/Youth**

TIME FOR TOTS	19,414
BOYS AFTER SCHOOL	9,093
GIRLS AFTER SCHOOL	10,073
YOUTH GROUPS	12,217
SWIMMING LESSONS	7,278
SUMMER FUN PROGRAM	14,875
COMMUNITY CALENDAR	2,089
<b>Total Children/Youth Expenditures</b>	<b>\$ 75,039 (A)</b>

**B. Adults/Families**

Provide assistance filling forms	1,219
II-60 VOLUNTEER RECRUITMENT	217
PREPARE INCOME TAX FOR LOW INCOME COURSES IE. INFANT CHOKING CAR SEAT	712
II-12 COLLECTIVE KITCHEN SAFETY	821
ADOPT A NEEDY FAMILY AT CHRISTMAS	363
GET TO KNOW YOU EVENING	728
II-26 CHOOSE WELL CHALLENGE	1,186
EASTER TREASURE HUNT	838
II-39 ACTIVE PARENTING COURSES	803
CHRISTMAS HAMPERS	4,220
COMMUNITY CALENDARS	478
HELP FOR HOMELESS	1,953
	338
<b>Total Adults/Families Expenditures</b>	<b>\$ 13,876 (B)</b>

**C. Seniors**

VISIT AND DO CRAFTS WITH LONG TERM PATIENTS	1,182
SENIORS CHRISTMAS SUPPER	2,984
VISIT AND HELP SENIORS AT DROP-IN CENTER	1,086
PREPARE INCOME TAX RETURNS	579
HELP FILLING FORMS	497
COMMUNITY CALENDAR	458
<b>Total Seniors Expenditures</b>	<b>\$ 6,786 (C)</b>

Continued

**SECTION 2 - Projects/Services Report (continued)**

18

**D. Community Development**

GET TO KNOW YOU NIGHT	2487
VOLUNTEER APPRECIATION NIGHT	2684
ASSIST WITH CANADA DAY CELEBRATIONS	904
COMMUNITY CALENDARS	4884
COLLECT FOOD & ASSEMBLE XMAS HAMPERS	1506
ARTS & CRAFT BAZAAR	454
ASSIST COMMUNITIES IN BLOOM	539
ANSWER SANTA LETTERS IN CO-OPERATION WITH CANADA POST	374

**Total Community Development Expenditures** \$ 13832 - (D)

**E. Grant Transfers to other FCSS Programs**


**Total Grant Transfers** \$ NIL (E)

**F. FCSS Management**

**Total FCSS Management Expenditures** 3478 (F)

**Total Expenditures (A + B + C + D + E + F = G)** \$ 113011 (G)  
(should equal Line (K), Section 1)

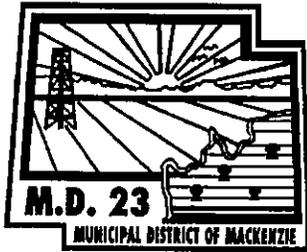
**SECTION 3 - Certificate of Compliance**

This is to certify that:

- o To the best of my knowledge and belief, the projects/services and expenditures included in this report comply with the requirements and conditions set out in the Family and Community Support Services Act and Regulation; and all expenditures and revenues relative to the Program have been included in this report.
- o The 20% municipal contribution has been derived from the operating budget of the municipality.

Director or Designate (please PRINT)	Date yyyy/mm/dd	Signature of Director or Designate
Chief Administrative Officer or Designate (please PRINT)	Date yyyy/mm/dd	Signature of Chief Administrative Officer or Designate





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization LA CRETE SUPPORT SERVICES SOCIETY

Society  Non-profit company or corporation  Other

Permanent address PINE CENTRE 10002-96 AVE P.O. Box 586  
Street address P.O. Box

LA CRETE, ALBERTA Postal Code: T0H 2H0

50399057 JAN. 22, 1996 9 years  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. LIEASA PETERS

Title DIRECTOR

Telephone (work) (780) 928-3967 (home) ( ) Fax (780) 928-3987

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility PINE CENTRE

Street address or legal description 10002-96 AVE.

Registered holder of land title J + R UNGER INVESTMENTS

Facility operator/leaseholder CHILD & FAMILY SERVICES AUTHORITY REGION 8

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project FAMILY AND COMMUNITY SUPPORT SERVICES PROGRAM  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$ 200,605.00      \$ 270,605.00      JAN. 1, 2006      DEC. 31, 2006  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

3      3      0  
Number of paid staff      Number of paid full-time      Number of paid part-time  
734 served in office  
253      4477 program participants      LACRETE + AREA  
Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes       No       If yes:

01/31/05 (half)      \$154,926.00      FCSS Program  
Date 08/02/05 (remainder)      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

# La Crete Support Services

Box 586  
La Crete, AB  
T0H 2H0

September 23, 2005

M.D. #23  
Box I690  
La Crete, AB  
T0H 2H0

Dear Sir/Madam:

The following contains the La Crete Support Service budget request for our fiscal year of January 1, 2005 to December 31, 2005.

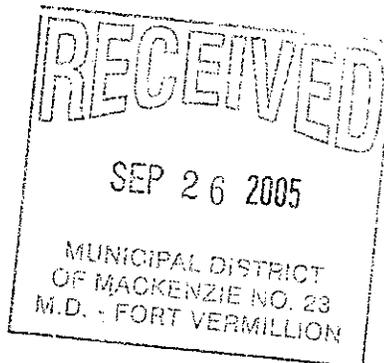
The needs in our community have greatly increased in the last years due to an increase in population. The new residents in our area are mostly low income, and speak little English. Therefore, our program and office expenses are expected to be greater to compensate for these new needs.

We thank you for all your support to our organization.

Sincerely,



Liesa Peters  
Director  
on behalf of the  
La Crete Support Services Board



Lisa Jean Braun  
Box 3675  
High Level, AB  
T0H 1Z0

February 18, 2005

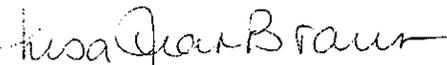
La Crete Support Services  
Box 586  
La Crete, AB  
T0H 2H0

Subject: Yearend Review for December 31, 2004

I have examined expenses, revenues, bank statements, payroll records and all other records pertaining to year ending December 31, 2004. In my opinion the attached statements fairly represent the financial position of the La Crete Support Services.

Overall I found the information to be accurate and well documented according to generally accepted accounting principals.

Sincerely,



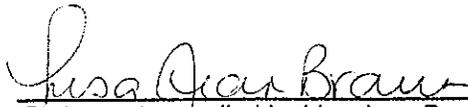
Lisa Jean Braun  
Accountant

**La Crete Support Services**  
**Statement of Revenue and Expenditures**  
**Year Ending December 31, 2004**

REVENUE	01/01/2004 to 31/12/2004	01/11/2002 to 31/12/2003
<b>Income Revenue</b>		
MD of Mackenzie Grant	150,908.00	150,820.66
Alberta Lottery Board	0.00	10,000.00
Get To Know You Receipts	1,760.00	2,585.00
Swim Program Receipts	3,310.00	2,069.25
Toy Library Memberships	129.24	200.00
ECD Grant	8,333.33	0.00
ESL Receipts	0.00	62,592.01
Read To Me Program Receipts	1,988.00	9,425.00
CIP Video Library Grant	2,000.00	0.00
CIP Toy Library Grant	8,530.00	0.00
FCSS Conference Fees	2,195.00	0.00
Miscellaneous Revenue	1,225.29	1,091.50
<b>Total Revenue</b>	180,378.86	238,783.42
<b>TOTAL REVENUE</b>	180,378.86	238,783.42
<b>EXPENSE</b>		
<b>Payroll Expenses</b>		
Membership Fees	455.00	455.00
Wages & Salaries	77,878.88	125,414.75
Employee Benefit Package	2,208.58	2,236.92
EI Expense	2,134.16	3,720.06
CPP Expense	3,348.96	4,962.83
WCB Expense	1,078.19	1,300.76
<b>Total Payroll Expense</b>	87,103.77	138,090.32
<b>General &amp; Administrative Expenses</b>		
Conference Fees	1,489.06	772.88
Accounting & Legal	450.00	350.00
Advertising & Promotions	1,519.20	1,520.61
Bank Charges and Interest	322.52	435.88
Insurance	514.50	882.00
Postage	183.27	365.56
Office Rent	7,200.00	8,400.00
Office Supplies	1,412.31	3,753.34
Office Equipment	8,213.10	9,700.48
GST Expense	1,778.45	1,765.14
Miscellaneous	281.93	84.89
Janitorial Expense	1,200.00	1,416.99
Repair & Maintenance	1,389.31	1,014.55
Board Expense	1,593.80	277.19
Telephone	3,522.77	3,149.36
Staff Training	1,393.89	891.54
Mileage	743.50	1,426.94
Travel Expense	5,450.02	1,317.63
Meals	467.19	459.11
<b>Total General and Admin Expenses</b>	39,124.82	37,984.09

**Project Expenses**

Ag. Society Program	122.65	211.50
Chamber of Commerce Program	50.20	30.20
C.L.C.S. Program	10.20	10.20
La Crete Learning Society Program	3,040.44	5,011.86
Youth Activity Center program	10.20	5,389.83
Mennonite Community Development	0.00	1,200.00
FCSS Regional Spring Conference	2,183.62	0.00
ACT Program	0.00	123.70
Active Partenting	0.00	293.98
Get To Know You Night	3,484.97	3,482.01
Read To Me Program	5,496.93	5,411.59
Critical Incidents Response Team	36.46	(250.00)
Carol Fest	905.63	1,282.44
COW Bus	349.62	0.00
Children's Christmas Crafts	30.09	129.87
Christmas Hampers	524.82	168.67
Kid's Day	245.45	126.87
Parent Conference	46.51	0.00
ESL Expense	0.00	16,167.49
Fun Team Family Triathlon	303.66	0.00
Family Day	11.89	180.76
Farm Safety Programs	3,405.72	1,493.19
Farmer's Day Activities	78.37	763.23
Moonlight Madness Activities	682.47	24.37
Ride For Life	86.89	114.64
Toy Lending Library	2,064.84	2,819.37
Swim Program	5,765.15	6,002.58
Park Program	400.00	478.00
Volunteerism	76.22	8,115.02
Video Library	494.56	18.69
Volunteer Income Tax Program	71.02	50.18
Sucide Prevention	0.00	815.00
Welcome Baskets	8.85	157.68
Women's Health Initiative	84.00	0.00
Miscellaneous Programs	209.41	2,084.53
Primary Pathways	445.95	123.27
Moms & Tots	449.87	1,053.11
<b>Total Project Expenses</b>	<u>31,176.66</u>	<u>63,083.83</u>
<b>TOTAL EXPENSE</b>	157,405.25	239,158.24
<b>NET INCOME(DEFICIT)</b>	<u>22,973.61</u>	<u>(374.82)</u>

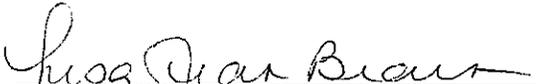
  
 Statement compiled by Lisa Jean Braun

  
 Date

THESE STATEMENTS ARE COMPILED FROM INFORMATION PROVIDED BY THE CLIENT

**La Crete Support Services**  
**Statement of Assets of Liabilities**  
**Year Ending December 31, 2004**

ASSETS	As at 31/12/2004	As at 31/12/2003
<b>Current Assets</b>		
Petty Cash	100.00	100.00
LCSS Chequing Account Main	34,626.97	22,414.04
ATB - Christmas Hamper	0.00	365.95
Total Cash	34,726.97	22,879.99
Accounts Receivable	13,886.96	1,765.14
Total Receivable	13,886.96	1,765.14
<b>Total Current Assets</b>	48,613.93	24,645.13
 <b>TOTAL ASSETS</b>	 <b>48,613.93</b>	 <b>24,645.13</b>
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Account Payable	1.07	195.81
Accrual	473.50	350.00
Vacation payable	3,074.31	2,055.69
Total Receiver General	0.00	0.00
GST Paid on Purchases	0.00	(47.82)
GST Owing (Refund)	0.00	(47.82)
<b>Total Current liabilities</b>	3,548.87	2,553.68
<b>TOTAL LIABILITIES</b>	<b>3,548.87</b>	<b>2,553.68</b>
<b>EQUITY</b>		
<b>Retained Earnings</b>		
Retained Earnings - Previous Year	22,091.45	22,466.27
Current Earnings	22,973.61	(374.82)
<b>Total Retained Earnings</b>	45,065.06	22,091.45
<b>TOTAL EQUITY</b>	<b>45,065.06</b>	<b>22,091.45</b>
<b>LIABILITIES AND EQUITY</b>	<b>48,613.93</b>	<b>24,645.13</b>

  
Statement compiled by Lisa Jean Braun

  
Date

THESE STATEMENTS ARE COMPILED FROM INFORMATION PROVIDED BY THE CLIENT

## La Crete Support Services Year End Adjusting Entries December 31, 2004

	Account Name & Description	Acct #	Dr.	Cr.
JE # 1	Christmas Hampers Christmas Hamper Receipts To clear out bank account (funds not LSCC's)	5834 4050	365.95	365.95
JE # 2	Read to Me Program Read To Me Program refund unused portion of 2003 funding	5827 4300	3,698.50	3,698.50
JE # 3	Office Expense Accounting & Legal Simply Accounting upgrade Program	5640 5610	163.95	163.95
JE # 4	Insurance Accrual Insurance for Nov & Dec 04	5622 2130	73.50	73.50
JE # 5	Wages Miscellaneous Temp employee - Mary Ann Krahn	5410 5740	100.00	100.00
JE # 6	Accounting & Legal Accrual Annual Review Fee	5610 2130	400.00	400.00
JE # 7	GST Expense GST Paid To expense half the GST	5665 2315	1,397.46	1,397.46
JE # 8	Accounts Receivable GST Paid GST Refund in A/R screen	1200 2315	1,397.46	1,397.46
JE # 9	Accounts Receivable ESL Expense Funds loaned to ESL Program while waiting for funding (Post in Accounts Receivable Screen)	1200 5837	12,489.50	12,489.50
JE # 10	Community Project Support FCSS Conference Accounts Receivable W/O uncollectable A/R conference fee for Tom Moonhouse	4350 1200	50.00	50.00
JE # 11	GST Expense Accounts Receivable to clear GST from 2003 (in A/R screen)	5665 1200	380.99	380.99

## La Crete Support Services Entries for Jan 1/05

JE # 1	Accrual	2130	73.50	
	Insurance	5622		73.50
JE # 2	Accrual	2130	400.00	
	Accounting & Legal	5610		400.00



<b><u>PROGRAMS</u></b>	<b><u># OF PARTICIPANTS</u></b>	<b><u># OF VOLUNTEERS</u></b>
Active Parenting	Upcoming	
Big Bike For Stroke	27	27
Carol Fest	700	74
Child Find	Upcoming	
Christmas Crafts	Upcoming	
Christmas Hampers	40	6
Family Fun Triathlon	89	
First Aid For Mothers	14	
Food Bank		2
Get To Know You Night	500	
Home Alone Program	Upcoming	
Lung Association	Upcoming	
MDSI	70	
Moms & Tots	264	
Primary Pathways	26	32
Seniors Day	65	1
Seniors Workshop	65	
Swim Lessons	103	23
Volunteer Appreciation Supper	450	12
Volunteer Income Tax Program	51	1
Welcome Baskets	16	
<b><u>COMMUNITY PARTNERSHIPS</u></b>		
AB Centennial	1500	25
ABC Program	25	1
Community Health Initiative		
Community Beautification		14
COW Bus		4
ESL Program	7	
Family Day	257	10
Farm Safety Program	65	10
FASD Day	130	
Kid's Day	1563	3
Moonlight Madness Activities		
Parent Conference	60	
Seat Belt Survey		
Seniors Conference	42	3
Suicide Prevention	13	
Victim Services		
Women's Health Initiative		
Youth Activity Centre		
People Served in Office	734	
<b><u>Totals</u></b>	<b><u>6876</u></b>	<b><u>248</u></b>

**Boards The Director Participates On**

Ag Society

La Crete Heritage Centre Building Committee

ASLS

La Crete Learning Society

**Meetings Director Attends**

Chamber Of Commerce

Interagency

CFSA

PDD Program

ACT Program

## **La Crete Support Services 2005 Programs**

### **ABC Program**

“A Baby Counts” is nutritional program for expectant or nursing mothers. This provides them with proper nutrition during this important time.

- 1 volunteer (makes hampers)
- 21 hampers made

### **Active Parenting**

This is an upcoming workshop to teach parents different parenting skills.

### **Big Bike for Stroke**

La Crete Support Services has been organizing the Big Bike for Stroke ride in La Crete since 1999. We register the riders for the bike and collect business sponsorship for the ride. The riders collect pledges which support Heart & Stroke Research. After the ride participants are invited for sundaes supplied by La Crete Support Services.

- 27 riders
- 27 volunteers

### **Canada Day**

On this day we plan to host activities to celebrate Canada Day.

### **Carol Fest**

La Crete Support Services organizes the event and covers all costs including gym rent, chair rental, and door prizes. Admission is a cash or food item donation that goes toward Christmas Hampers. All singers volunteer their time.

- 700 people attended
- 12 volunteer singing groups

### **Child Find**

Children’s fingerprints and photos are taken and registered in case of an emergency. If a child is missing then it is much quicker to alerts all authorities with the photo and fingerprints. Also known as the “Amber” Alert.

### **Children’s Christmas Crafts**

This program allows the children to join a group activity while making neat home-made Christmas gifts at a low cost. This program ran for three weeks in 2004.

### **Christmas Hampers**

This program was designed to help make Christmas easier for low income families or families dealing with an illness or death. The cash and food donations from Carol Fest and the community are used to make the hampers. The hampers are delivered to the homes by our volunteers.

- 40 hampers - 2004
- 6 volunteers - 2004

### **Community Beautification**

La Crete Support Services organizes the volunteers that run this program. The purpose of this program is to show more pride in the community and for tourism, as well as to discourage littering.

- 14 Volunteers

### **COW Bus**

“Classroom On Wheels” is a bus that travels all over Alberta to promote family literacy.

- 4 volunteers

### **ESL Day Program**

“English as a Second Language” is a program that was started in 2002 to help German speaking people who are new to Canada learn to speak, read and write English. This is a credited course.

- 7 enrolled for September 2005
- 15 enrolled for February 2006

### **ESL Evening Program**

This is a non credited course designed for people who can not take the day courses due to employment.

### **Family Day**

La Crete Support Services partners with the Youth Activity Center and has various activities for families to do together.

- 257 participated
- 10 volunteers

### **Family Fun Triathlon**

La Crete Support Services organized this event as a fundraiser for the La Crete Walking Trails. We planned and organized this event to encourage families to walk together. Afterward everyone met for a wiener roast (supplied by La Crete Support Services).

- 89 Participants

### **Farm Couples Conference**

This is a farm safety conference designed to address adults.

### **Farm Safety Program**

This year we held a Rural Safety Day Camp. Children ages 6-15 were invited to participate in various safety displays. This program was sponsored by UFA and Co-operators.

- 65 participants
- 10 volunteers

### **FCSS Regional Conference**

This is a conference for FCSS directors and staff to get together to share and exchange ideas.

### **FASD Day**

This day was to promote awareness of “Fetal Alcohol Spectrum Disorder”.

- 130 people participated

### **First Aid for Mothers**

This program was for mothers of pre-school children enrolled in our programs to learn first aid.

- 14 Participated

### **Food Bank**

This is for the community's low income families and families that are having current financial difficulty; as well as major health issues. All hampers are made by the community's generous donations.

- 2 volunteers

### **Get to Know You Night**

This year Get to Know You Night was held in spring in conjunction with the Trade Show. We will continue to have this program run in the Fall of 2006.

- Approximately 500 people attended

### **Home Alone**

This is a program designed to teach children what to do in an emergency when they may be at home alone. This program usually runs about 4 weeks, after school.

### **Kids Day**

This past year we celebrated the children in this community by giving each child in school a candy cane with a poem attached to it; stating how important they are and that they are our future.

- 1563 Candy canes given out
- 3 volunteers to hand out candy canes

### **Literacy Alberta**

This is an upcoming program to promote family literacy in Alberta. This team will come to our community to promote this; as well as speak to our ESL Students.

### **Lung Association**

This program is to promote awareness of lung health.

### **Miscellaneous Programs**

This includes various one time workshops and meeting that will not happen regularly.

### **MDSI**

"Mobile Diabetes Screening Initiative" comes from Edmonton. La Crete Support Services books all appointments for them; as well as provides a place for them to set up.

- 70 Appointments
- 23 on waiting list

### **Moms & Tots**

This program allows stay at home moms to get out with preschool children to drop in for crafts, snacks, stories and other activities. This is also an opportunity for children to interact with each other.

- 98 Moms
- 166 children

### **Moonlight Madness Activities**

This year we plan to have activities for the family at a school. There will also be an opportunity for home based businesses to show their “wares” at this event.

### **Parent Conference**

This is a conference for parents to learn to communicate and understand today’s youth. This program is done in partnership with the Youth Activity Centre.

### **Park Program**

This is a summer program that allows children to participate in activities and interact with other children while doing crafts, playing games and having snacks.

### **Primary Pathways**

Children can be registered in this program to enjoy stories, play time, centers, crafts and a snack. This program runs from October until April for one morning a week for children 4 years of age. This program aids children in the preparation for school.

- 26 registered for 2005

### **Read to Me**

This program is designed to teach English as a Second Language to German speaking pre-school children so they are prepared to start school.

### **Seat Belt Survey**

This program creates awareness of the use of seatbelts.

### **Seniors Conference**

This is a conference that brings seniors together to learn about various health issues; and to learn what resources are available to them.

### **Seniors Day**

On this day we celebrate our community’s seniors.

### **Seniors Workshop**

This was a workshop for seniors to learn about the Government Programs that are available to them.

- 65 participated

### **Suicide Prevention**

This is a workshop for caregivers and community members.

- 13 participated

### **Swim Lessons**

This program is designed to teach children to swim, as well as to teach them about water safety. Parents volunteer their time to help with supervision.

- 103 participants with an additional 92 on the waiting list
- 23 volunteers

### **Toy Lending Library**

The public can sign out toys, games and storybooks for a two week period. Upon the return of their signed out items they may sign more out.

### **Unplanned Programs**

Unplanned programs are those that have not been budgeted for in the previous budget.

### **Victim Services**

This is a service for victims of crime. The Director is an advocate for this organization.

### **Video Library**

This is a resource library for the public. They sign out resource books and/or videos.

### **Volunteer Appreciation Supper**

This is a biannual event that recognizes and encourages volunteers in our community. This year we had a supper and entertainment was provided afterward.

- Approximately 450 – 500 people attended
- 12 Volunteers that helped with supper

### **Volunteer Income Tax Program**

This program is to assist people with low income to file their income tax return at no charge.

- 1 volunteer
- 51 clients

### **Volunteerism**

This is a La Crete Support Services program that recognizes our volunteers. We show recognition through an annual Christmas Supper for these volunteers.

### **Welcome Baskets**

Welcome baskets are made for the new people whose names have been submitted to receive one. These baskets are filled with donations from local businesses to inform these people of what is available in this community.

- 16 baskets made

### **Women's Health Initiative**

The Director is a member on this board. It promotes awareness of women's health issues.

### **Women's Wellness Conference**

The first conference was held in 2001; and has been quite successful. La Crete Support Services partners with the La Crete Learning Society, Northern Lights Health Region and La Crete Youth Activity Centre, as well as a member from Brighter Futures Society. This program was designed to educate and create awareness about Women's Health.

### **Youth Activity Centre**

La Crete Support Services partners with the Youth Activity Centre to deliver educational youth programs during the evenings and weekends to keep our youth in a safe and controlled environment.

- 60 parents participated in Parent Conference
- 2 volunteers

### **Youth Leadership Training Program**

This is a four day mentoring workshop. This is a new program designed and presented by Julienne Madigan, who specializes in drug awareness. He will encourage today's youth to make healthier and smarter choices in life.

### **Boards the Director assists on are as follows:**

#### **Ag Society**

The La Crete Support Services Director has been a member on this board for the past 6 years. She helps plan and organize community events. She is a member of the La Crete Heritage Centre building committee.

#### **ASLS (CLCS) Program**

"Accretive Supportive Living Society" needed more community support and requested a board member from La Crete Support Services to bring that connection to the community.

#### **La Crete Learning Society**

La Crete Support Services partners with the La Crete Learning Society for various workshops and events. The Director of La Crete Support Services is also a board member for this organization.

### **Community Meetings Director Attends**

#### **Chamber of Commerce**

The Director attends some of the Chamber of Commerce meetings to stay up to date on the events in the community.

#### **CFSA**

"Child & Family Services Authority" has an office in our building. We take messages from their clients as well as take their clients paperwork for them. The Director also attends some meetings.

#### **PDD Program**

"People with Developmental Disabilities"

#### **ACT Program**

This is for people with mental disabilities.

#### **Interagency**

The non-profit organizations get together for round table sharing.

# La Crete Support Services

Income Statement 01/01/2005 to 08/31/2005

## REVENUE

<b>Income Revenue</b>	
MD of Mackenzie Grant	154,926.00
Alberta Lottery Board Grant	0.00
Get To Know You Receipts	993.00
Christmas Hamper Receipts	0.00
Office Fees Charged	10.00
Swim Program Receipts	3,240.00
Toy Library Memberships	125.00
Children's Christmas Crafts Fees	240.10
ESL Receipts	0.00
ECD Grant	0.00
Read To Me Program Receipts	1,950.00
CIP Video Library Grant	0.00
CIP Toy Library Grant	0.00
FCSS Conference Fees	0.00
AB Centennial Celebrations Revenue	24,990.18
Miscellaneous Revenue	1,434.08
<b>Total Revenue</b>	<u>187,908.36</u>
<b>TOTAL REVENUE</b>	<u>187,908.36</u>

## EXPENSE

<b>Payroll Expenses</b>	
Membership Fees	455.00
Wages & Salaries	55,968.43
Employee Benefit Package	0.00
EI Expense	1,549.18
CPP Expense	2,691.07
WCB Expense	319.58
<b>Total Payroll Expense</b>	<u>60,983.26</u>

<b>Meals On Wheels Expense</b>	
<b>Total Meals On Wheels Expenses</b>	<u>0.00</u>

## General & Administrative Expenses

Conference Fees	0.00
Accounting & Legal	0.00
Advertising & Promotions	2,291.36
Bank Charges and Interest	177.90
Insurance	-73.50
Postage	165.00
Office Rent	7,150.00
Office Supplies	1,523.84
Office Equipment	192.99
GST Expense	0.00
Meeting Expense	49.50
Miscellaneous	392.47
Janitorial Expense	900.00
Repair & Maintenance	540.67
Board Expense	831.31
Telephone	2,799.63
Staff Training	317.52
Mileage	1,173.48
Travel Expense	160.96
Meals	141.45
<b>Total General and Admin Expenses</b>	<u>18,734.58</u>

## Project Expenses

ABC Program	0.00
Ag. Society Program	63.00
Chamber of Commerce Program	0.00
C.L.C.S. Program	0.00
Azimuth Theatre Program	0.00
4-H Program	0.00
La Crete Learning Society Program	3,587.74
Silver Birch Program	0.00
Youth Activity Center program	0.00
Home Alone Program	0.00
FCSS Regional Spring Conference	0.00

# La Crete Support Services

Income Statement 01/01/2005 to 08/31/2005

AB Centennial Celebrations	15,166.46
Community Health Initiative	7,121.56
AB Centennial Food Booth	5,440.44
Mennonite Community Development	0.00
ACT Program	0.00
Active Parenting	0.00
Get To Know You Night	3,071.49
Bike Safety Program	0.00
Board Development Workshop	0.00
Read To Me Program	1,058.58
Canada Day	88.34
Critical Incidents Response Team	0.00
Carol Fest	0.00
COW Bus	0.00
Communities In Bloom	0.00
Children's Christmas Crafts	0.00
Christmas Hampers	0.00
Kid's Day	0.00
First Aid for Mothers	700.00
ESL Expense	0.00
Parent Conference	2,216.46
Fun Team Family Triathlon	0.00
Family Day	133.75
Farm Safety Programs	4,262.38
Farmer's Day Activities	0.00
Moonlight Madness Activities	0.00
Red Cross Workshop	0.00
Ride For Life	78.85
PDD Program	0.00
Pioneer Day Activities	0.00
Scrapbook Workshop	0.00
Seat Belt Survey	0.00
Seniors Day	207.37
Senior Program	0.00
Toy Lending Library	458.10
Swim Program	6,270.85
Park Program	0.00
Volunteerism	0.00
Volunteer Appreciation Supper	3,491.20
Video Library	104.90
Volunteer Income Tax Program	288.11
Suicide Prevention	0.00
Welcome Baskets	55.90
Victim Services	753.28
Women's Health Initiative	0.00
Miscellaneous Programs	258.11
Primary Pathways	182.57
Moms & Tots	174.17
<b>Total Project Expenses</b>	<u>55,233.61</u>
<b>TOTAL EXPENSE</b>	<u>134,951.45</u>
<b>NET INCOME</b>	<u>52,956.91</u>

# La Crete Support Services

Trial Balance As at 08/31/2005

	Debits	Credits
1040 Deposit Control Acct	0.00	-
1050 Petty Cash	100.00	-
1055 Meals On Wheels Bank Account	0.00	-
1060 LCSS Chequing Account Main	100,600.95	-
1065 ATB - Christmas Hamper	0.00	-
1100 Investments	0.00	-
1200 Accounts Receivable	1,897.46	-
1220 Payroll Advances	0.00	-
1300 Prepaid Expense & Deposits	0.00	-
1820 Office Furniture & Equipment	0.00	-
1825 Accum. Deprec. - Furn & Equip.	0.00	-
1910 Computer Software	0.00	-
1915 Accum. Depreciation-Computer	0.00	-
1920 Goodwill	0.00	-
2100 Account Payable	-	3,444.88
2120 Deferred Revenue	-	0.00
2130 Accrual	-	0.00
2170 Vacation payable	-	2,219.16
2180 EI Payable	-	0.00
2185 CPP Payable	-	0.00
2190 Federal Income Tax Payable	0.00	-
2230 WCB Payable	-	0.00
2310 GST Charged on Sales	-	0.00
2315 GST Paid on Purchases	1,087.60	-
2325 GST Adjustments	-	0.00
2330 ITC Adjustments	-	0.00
3560 Retained Earnings - Previous Year	-	45,065.06
4020 MD of Mackenzie Grant	-	154,926.00
4025 Alberta Lottery Board Grant	-	0.00
4030 Meals On Wheels Proceeds	-	0.00
4040 Get To Know You Receipts	-	993.00
4050 Christmas Hamper Receipts	-	0.00
4100 Office Fees Charged	-	10.00
4110 Seniors Enhanced Care Program Fees	-	0.00
4240 Sales Discounts	-	0.00
4260 Swim Program Receipts	-	3,240.00
4270 Toy Library Memberships	-	125.00
4275 Children's Christmas Crafts Fees	-	240.10
4280 ESL Receipts	-	0.00
4290 ECD Grant	-	0.00
4300 Read To Me Program Receipts	-	1,950.00
4320 CIP Video Library Grant	-	0.00
4330 CIP Toy Library Grant	-	0.00
4350 FCSS Conference Fees	-	0.00
4360 AB Centennial Celebrations Revenue	-	24,990.18
4420 Freight Revenue	-	0.00
4460 Miscellaneous Revenue	-	1,434.08
5405 Membership Fees	455.00	-
5410 Wages & Salaries	55,968.43	-
5413 Employee Benefit Package	0.00	-
5420 EI Expense	1,549.18	-
5430 CPP Expense	2,691.07	-
5440 WCB Expense	319.58	-
5450 Senior Enhanced Care Program	0.00	-
5510 Groceries Expense	0.00	-
5520 Utilities	0.00	-
5530 Bank Service Charges	0.00	-
5540 Kitchen Supplies	0.00	-
5605 Conference Fees	0.00	-
5610 Accounting & Legal	0.00	-
5615 Advertising & Promotions	2,291.36	-
5620 Bank Charges and Interest	177.90	-
5622 Insurance	-	73.50
5625 Postage	165.00	-
5630 Office Rent	7,150.00	-
5640 Office Supplies	1,523.84	-
5650 Office Equipment	192.99	-
5660 Deprecation Expense	0.00	-
5665 GST Expense	0.00	-
5670 Meeting Expense	49.50	-
5740 Miscellaneous	392.47	-
5745 Janitorial Expense	900.00	-

Printed On: 09/23/2005

# La Crete Support Services

Trial Balance As at 08/31/2005

	Debits	Credits
5765 Repair & Maintenance	540.67	-
5770 Board Expense	831.31	-
5780 Telephone	2,799.63	-
5790 Farmers Day	0.00	-
5793 Staff Training	317.52	-
5794 Mileage	1,173.48	-
5795 Travel Expense	160.96	-
5796 Meals	141.45	-
5801 ABC Program	0.00	-
5802 Ag. Society Program	63.00	-
5803 Chamber of Commerce Program	0.00	-
5804 C.L.C.S. Program	0.00	-
5805 Azimuth Theatre Program	0.00	-
5806 4-H Program	0.00	-
5807 La Crete Learning Society Program	3,587.74	-
5808 Silver Birch Program	0.00	-
5809 Youth Activity Center program	0.00	-
5810 Home Alone Program	0.00	-
5811 FCSS Regional Spring Conference	0.00	-
5812 AB Centennial Celebrations	15,166.46	-
5813 Community Health Initiative	7,121.56	-
5814 AB Centennial Food Booth	5,440.44	-
5815 Mennonite Community Development	0.00	-
5817 ACT Program	0.00	-
5818 Active Parenting	0.00	-
5820 Get To Know You Night	3,071.49	-
5825 Bike Safety Program	0.00	-
5826 Board Development Workshop	0.00	-
5827 Read To Me Program	1,058.58	-
5828 Canada Day	88.34	-
5829 Critical Incidents Response Team	0.00	-
5830 Carol Fest	0.00	-
5831 COW Bus	0.00	-
5832 Communities In Bloom	0.00	-
5833 Children's Christmas Crafts	0.00	-
5834 Christmas Hampers	0.00	-
5835 Kid's Day	0.00	-
5836 First Aid for Mothers	700.00	-
5837 ESL Expense	0.00	-
5838 Parent Conference	2,216.46	-
5839 Fun Team Family Triathlon	0.00	-
5840 Family Day	133.75	-
5841 Farm Safety Programs	4,262.38	-
5842 Farmer's Day Activities	0.00	-
5843 Moonlight Madness Activities	0.00	-
5844 Red Cross Workshop	0.00	-
5845 Ride For Life	78.85	-
5846 PDD Program	0.00	-
5847 Pioneer Day Activities	0.00	-
5848 Scrapbook Workshop	0.00	-
5849 Seat Belt Survey	0.00	-
5850 Seniors Day	207.37	-
5851 Senior Program	0.00	-
5852 Toy Lending Library	458.10	-
5853 Swim Program	6,270.85	-
5854 Park Program	0.00	-
5855 Volunteerism	0.00	-
5856 Volunteer Appreciation Supper	3,491.20	-
5857 Video Library	104.90	-
5858 Volunteer Income Tax Program	288.11	-
5859 Suicide Prevention	0.00	-
5860 Welcome Baskets	55.90	-
5861 Victim Services	753.28	-
5865 Women's Health Initiative	0.00	-
5870 Miscellaneous Programs	258.11	-
5871 Primary Pathways	182.57	-
5872 Moms & Tots	174.17	-
	<u>238,710.96</u>	<u>238,710.96</u>

# La Crete Support Services

Balance Sheet As at 08/31/2005

## ASSETS

<b>Current Assets</b>		
Petty Cash	100.00	
LCSS Chequing Account Main	100,600.95	
ATB - Christmas Hamper	<u>0.00</u>	
Total Cash		100,700.95
Accounts Receivable	<u>1,897.46</u>	
Total Receivable		<u>1,897.46</u>
<b>Total Current Assets</b>		<u><b>102,598.41</b></u>
<b>Fixed Assets</b>		
Office Furniture & Equipment	<u>0.00</u>	
Net - Furniture & Equipment		<u>0.00</u>
<b>Total Fixed Assets</b>		<u><b>0.00</b></u>
<b>Other Assets</b>		
Computer Software		0.00
Accum. Depreciation-Computer		<u>0.00</u>
<b>Total Other Assets</b>		<u><b>0.00</b></u>
<b>TOTAL ASSETS</b>		<u><u><b>102,598.41</b></u></u>

## LIABILITIES

<b>Current Liabilities</b>		
Account Payable		3,444.88
Deferred Revenue		0.00
Accrual		0.00
Vacation payable		2,219.16
Total Receiver General		0.00
GST Charged on Sales	0.00	
GST Paid on Purchases	<u>-1,087.60</u>	
GST Owing (Refund)		<u>-1,087.60</u>
<b>Total Current liabilities</b>		<u><b>4,576.44</b></u>
<b>TOTAL LIABILITIES</b>		<u><b>4,576.44</b></u>

## EQUITY

<b>Retained Earnings</b>		
Retained Earnings - Previous Year		45,065.06
Current Earnings		<u>52,956.91</u>
<b>Total Retained Earnings</b>		<u><b>98,021.97</b></u>
<b>TOTAL EQUITY</b>		<u><b>98,021.97</b></u>
<b>LIABILITIES AND EQUITY</b>		<u><u><b>102,598.41</b></u></u>

# Mennonite Mutual Insurance Co. (Alberta) Ltd.

76 Skyline Cres. NE, Calgary, Alberta, T2K 5X7

## DECLARATIONS

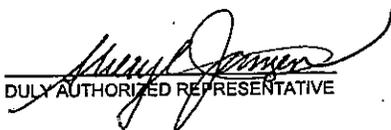


Please advise your Treasurer of any wood fired units in an insured building. If you have already done so, disregard this notice.

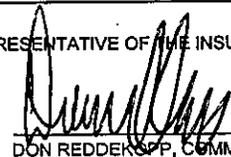
NEW  
 RENEWAL  
 ENDORSEMENT  
 PRE-AUTHORIZED  
 CHEQUING

Effective Date			Expiry Date			12:01 a.m. STANDARD TIME AT THE ADDRESS OF THE NAMED INSURED AS STATED HEREIN		PREMIUM	POLICY NUMBER
DD	MM	YY	DD	MM	YY			441.00	908217
01	10	04	TO	01	10	05			
NAME AND ADDRESS OF INSURED						TREASURER/REPRESENTATIVE			
LA CRETE SUPPORT SERVICES FAMILY & COMMUNITY SUPPORT SERVICES BOX 586 LA CRETE, ALBERTA T0H 2H0						JACK ECCLES			
LEGAL LOCATION OF INSURED'S PREMISES DESCRIPTION OF INSURED'S BUSINESS OPERATIONS						LOSS, IF ANY, PAYABLE TO: (The absence of any entry here denotes "Loss Payable to Insured")			
LOT 17 BLOCK 1 PLAN 7820147  FAMILY & COMMUNITY SUPPORT SERVICES									
Insurance is provided for only those sections and coverages for which specific limits of liability or specific indication of coverage are stated hereunder. In consideration of the payment of the renewal premium to the insurer, the above policy is continued in full force and effect for the terms shown subject to all the terms, conditions, stipulations contained therein, and riders attached hereto.									
COVERAGES:			RIDER	CO-INSURANCE	DED.	LIMITS OF LIABILITY	RATE	PREMIUM	
I. FIRE & EXTENDED & MULTI-PERIL COVERAGES	A. BUILDINGS								
	B. FIXTURES & EQUIPMENT	C100 & 519	80%	500	13,500			41.00	
	C. STOCK IN TRADE								
	D. BUSINESS INTERRUPTION								
	E.								
	F.								
	G.								
II. CRIME	A. OFFICE/STORE COMBINATION	RIDER	LIMITS OF LIABILITY					PREMIUM	
	B. MONEY & SECURITIES		( ) PT PER POINT						
	C. MERCANTILE STOCK BURGLARY		A) OUTSIDE		B) INSIDE				
	D.		LIMIT						
	E.								
III. LIABILITY	A. COMMERCIAL GENERAL	RIDER	LIMITS OF LIABILITY					PREMIUM	
	B. OWNERS, LANDLORDS & TENANTS	C574 A&B	2,000,000					400.00	
	C. TENANTS LEGAL	C575	300,000					INCL.	
	D. NON-OWNED AUTO	SPF6	2,000,000					INCL.	
	E.								
IV. OPTIONAL COVERAGES	A. GLASS	RIDER	CO-INSURANCE	DED.	LIMITS OF LIABILITY	RATE	PREMIUM		
	a) BLANKET								
	b) SCHEDULED								
	B.								
V.	INVOICE # 10013								
	SEPTEMBER 03, 2004								

THIS POLICY SHALL NOT BE VALID UNLESS COUNTERSIGNED BY A DULY AUTHORIZED REPRESENTATIVE OF THE INSURER.

  
 DULY AUTHORIZED REPRESENTATIVE

SEPTEMBER 03, 2004  
 DATE OF ISSUE

  
 DON REDDER SPP, COMMERCIAL INSURANCE

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE

# Purchasing

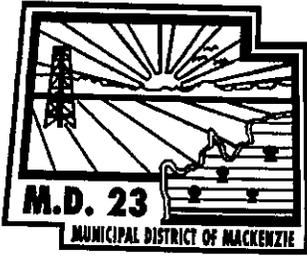
## Policy

All purchases must meet the approved budget per fiscal year.

## Procedure

- Any purchases at La Crete Support Services may be made by the Director and the Staff with the approval of the Director.
- All daily purchases under \$1000.00 must first meet the budgets allotted and are approved by the La Crete Support Services Director.
- All major purchases of \$1000.00 or more must have approval by The Board with a motion indicated in the minutes.
- Approved purchases must be the most cost effective and of good quality out of at least 3 estimated quotes.





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization Zama Recreation Society - FCSS

Society  Non-profit company or corporation  Other

Permanent address 1025 Aspen Drive Box 73  
Street address P.O. Box

Zama City, AB Postal Code: T0H 4E0

50289020 Aug 19/82 23 yrs  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. Karrie Bateman

Title F.C.S.S. Co-ordinator

Telephone (work) (780) (home) (780) Fax (780)

Email

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility Zama Community Hall

Street address or legal description 1025 Aspen Drive

Registered holder of land title Municipal District of Mackenzie

Facility operator/leaseholder Zama Recreation Society

Do you have insurance coverage? Yes  No



Zama F.C.S.S.  
PO Box 73, Zama City, AB T0H 4E0

September 20, 2005

To: MD Council,

RE: 2006 FCSS Budget Cover Letter

As a small community, we feel that it is important to have some programs and activities targeting all age groups. We are happy to say that so far this year we are succeeding with this goal. There have been a variety of programs offered ranging from Scrap booking workshops to partnering with the Zama Recreation Society and offering "Movie Matinees" for the children. This program has been a huge success and we are looking into showing "still in theater" movies to the adult population as well.

We are currently lining up some more programming and workshops for the residents of Zama. We are planning on running a "Moms & Tots" group again and possibly offering a reading club / homework help programming for the school age children in the hamlet. As well as looking into more programs for the adults in the community such as cooking and baking classes. We are excited to get these programs on the go on the very near future.

Thank you for this opportunity to present the 2006 F.C.S.S. Grant Application to council, we look forward to presenting this application to council in person.

Sincerely,

Zama F.C.S.S.

# FCSS 2006 Budget Proposal

	Budget 2006	Actual 2005 to date
<b>Income</b>		
FCSS Grant	\$4,720.00	\$4,495.00
Left over from previous year	\$0.00	\$0.00
Donations & Fundraising	\$0.00	\$0.00
<b>Total Income</b>	<u>\$4,720.00</u>	<u>\$4,495.00</u>
<b>Expenses</b>		
Advertsing	\$200.00	\$0.00
Food and Catering	\$300.00	\$298.60
Hall Rental	\$500.00	\$0.00
Canada Day Program	\$200.00	\$0.00
Arts & Craft Supplies	\$620.00	\$0.00
Cleaning Supplies	\$300.00	\$0.00
Workshops, Instructors & Programming	\$2,500.00	\$839.85
Shelving & Cabinets	\$0.00	\$0.00
Games	\$100.00	\$0.00
<b>Total Expenses</b>	<u>\$4,720.00</u>	<u>\$1,138.45</u>

We have many more programs planned now that the school year has began. It looks to be an exciting year with many programs planned.

MD of Mackenzie  
 2006 Budget  
 Mackenzie Library Board - Summary of funding

	2006 requested		2005		2004		2003		2002		2001	% increase from 2001
Town of High Level Cost Sharing *	7,165	0%	7,165	0%	7,165	0%	7,165	0%	7,165	0%	7,165	0%
Mackenzie Library Board	168,257	-25%	126,500	-9%	115,000	-35%	75,000	-31%	52,000	0%	52,000	-69%
<b>TOTAL</b>	<b>\$ 175,422</b>		<b>\$ 133,665</b>		<b>\$ 122,165</b>		<b>\$ 82,165</b>		<b>\$ 59,165</b>		<b>\$ 59,165</b>	

\* - prior to 2002, \$7,165 was paid directly to Town of High Level. Starting 2002, Cost sharing agreement was amended - the decision was made to forward \$7,165 to MD Library Board. MD Library Board will in turn advance this funding to Town of High Level library. (see Nov. 28/2001 letter addressed to Town of High Level and signed by MD's and Town's CAOs)



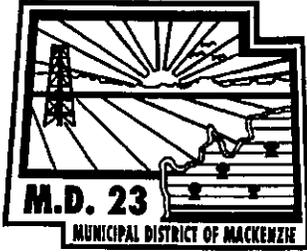
MD of Mackenzie  
 2006 Budget  
 Mackenzie Library Board - Summary of funding

	2006 requested		2005		2004		2003		2002		2001	% increase from 2001 to 2005
Town of High Level Cost Sharing *		0%	7,165	0%	7,165	0%	7,165	0%	7,165	0%	7,165	0%
Mackenzie Library Board	168,257	33%	126,500	10%	115,000	53%	75,000	44%	52,000	0%	52,000	143%
<b>TOTAL</b>	<b>\$ 168,257</b>		<b>\$ 133,665</b>		<b>\$ 122,165</b>		<b>\$ 82,165</b>		<b>\$ 59,165</b>		<b>\$ 59,165</b>	

\* - prior to 2002, \$7,165 was paid directly to Town of High Level. Starting 2002, Cost sharing agreement was amended - the decision was made to forward \$7,165 to MD Library Board. MD Library Board will in turn advance this funding to Town of High Level library. 2006 cost sharing amount will depend on the negotiations between the MD and the HL library boards.

59





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization M.D. OF MACKENZIE #23 LIBRARY BOARD

Society  Non-profit company or corporation  Other

Permanent address \_\_\_\_\_  
Street address \_\_\_\_\_ P.O. Box \_\_\_\_\_

FORT VERMILION, ALBERTA Postal Code: T0H 1N0

Incorporation/Society number \_\_\_\_\_ Date of Incorporation \_\_\_\_\_ Length of time in operation \_\_\_\_\_

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. LUCILLE LABRECQUE

Title CHAIRPERSON

Telephone (work) (780) \_\_\_\_\_ (home) (780) \_\_\_\_\_ Fax (780) \_\_\_\_\_

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility see attached

Street address or legal description \_\_\_\_\_

Registered holder of land title \_\_\_\_\_

Facility operator/leaseholder \_\_\_\_\_

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project See attached LIBRARY SERVICES - REGIONAL  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$168,257.00      \$187,910.00      JAN 01/06      DEC 31/06  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:** *See attached*

\_\_\_\_\_  
Number of paid staff      Number of paid full-time      Number of paid part-time  
\_\_\_\_\_  
Number of volunteers      Number of clients served last year      Geographic region served  
Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?  
Yes       No       If yes:

15 DECEMBER 2005      \$126,500.00      REGIONAL LIBRARY SERVICES  
Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:** *See attached*

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.



**Municipal District of Mackenzie #23 Library Board  
Box 640 Fort Vermilion, AB T0H 1N0**

*Lucille Labrecque, Chairperson  
Judy Ostrowski, Secretary/Treasurer*

Date: September 30, 2005

Municipal District of Mackenzie #23  
Box 640  
Fort Vermilion, AB  
T0H 1N0

**Attention Ms. Joulia Whittleton, Director of Corporate Services:**

Dear Ms. Whittleton, Reeve Bill Neufeld and MD Council

Re: 2006 Grant Application

---

Please accept this letter as our request for a one-week extension in submitting the 2006 budget request. Our estimated budget request for 2006 is \$140,000. We will submit a Grant application and supporting documentation to the MD of Mackenzie on or before October 7, 2005.

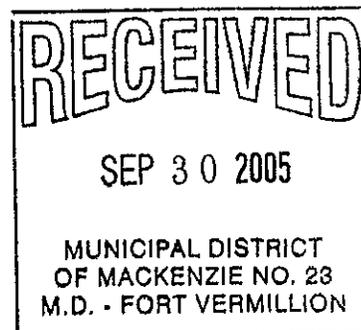
On Monday October 3, 2005 we will be meeting with all three of the library societies, Zama, Fort Vermilion, La Crete. They will each be presenting a proposed 2006 budgets and discussing their goals for the upcoming year. We need to hear from our libraries before the final submission to the MD. I would hate to submit a proposal and then have to amend it in some way after the fact.

The extra week, may prove beneficial as well with the High Level Service agreement issue... we may have an official response by then that would shed more light on funding.

If you have any questions please call me at \_\_\_\_\_ or at \_\_\_\_\_

Respectfully submitted on behalf of the Board,

Lucille Labrecque  
Chairperson, MD of Mackenzie #23 Library Board





**Municipal District of Mackenzie #23 Library Board**  
**Box 640 Fort Vermilion, AB T0H 1N0**

*Lucille Labrecque, Chairperson*  
*Judy Ostrowski, Secretary/Treasurer*

Date: October 3, 2005

Municipal District of Mackenzie #23  
Box 640  
Fort Vermilion, AB  
T0H 1N0

**Attention Ms. Joulia Whittleton, Director of Corporate Services:**

Dear Ms. Whittleton, Reeve Bill Neufeld and MD Council

Re: 2006 Grant Application

---

Please find enclosed our 2006 Grant application and supporting documentation of the MD of Mackenzie #23 Library Board.

Enclosed in this package:

- 2006 Grant Application
- 2006 MD Library Budget Proposal (includes actual expenditures up to August 31, 2005)
- MD of Mackenzie #23 Library Board Audited Financial Statement Year Ended December 31, 2004
- Additional pages with information on Honoraria, Expenses, Fundraising and Facility Information
- Purchasing Policy
- 

We wish to thank-you in advance for your consideration of our application. Please feel free to contact Lucille Labrecque if you require any additional information.

Respectfully submitted on behalf of the Board,

*JOSTROWSKI for*

Lucille Labrecque  
Chairperson, MD of Mackenzie #23 Library Board



***Municipal District of Mackenzie #23 Library Board***

***Box 640 Fort Vermilion, AB T0H 1N0***

*Lucille Labrecque, Chairperson*

*Judy Ostrowski, Secretary/Treasurer*

Date: October 3, 2005

## **2006 Grant Application**

The MD Library Board would like to express our gratitude to the MD Council for their continued commitment and growing support of literacy and life-long learning of their residents.

The MD Library Board continues to request funding to move towards the 2003 provincial average of \$23.25/capita. This will allow us to provide the necessary library services throughout the M.D. of Mackenzie.

### **2005 MD Library Board Successes**

- Provided assistance to all three libraries in transitioning from committee status to acquiring society status
- Service Agreements signed with all three library societies
- Updated and maintained the MD Library Board website  
[www.md23libraryboard.ca](http://www.md23libraryboard.ca)
- Successfully recruited new members to the MD Library Board
- Met funding requirements for all three libraries
- Promoted working relationship with library society members and staff by sharing the experience of attending together the Alberta Library Conference
- Requested quarterly financial reporting from the three library societies to the MD Library Board
- Met with the Town of High Level Municipal Library Board to begin the negotiation process for a Shared Service Agreement
- Conducted an MD Library Board logo contest (see attached copy of logo)

### **2005 MD Library Board Successes con't**

- Submitted updates to the MD Image on events at the local libraries and Library Board news.
- Completed annual review of Bylaws, Policies & Procedures
- Advertised for contracted services for Needs Assessment

### **2006 MD Library Board Goals**

- Assist local libraries to connect with SuperNet
- Keep library collections updated
- Support all library societies in meeting the needs of their community
- Provide MD wide Literacy Outreach programming to outlining areas that do not have direct access to libraries
- Promote and partner for other agencies to deliver cost effective library services in the MD area
- Provide MD wide programming and special events such as author tours
- Financial accountability to the MD taxpayers by having audited year-end financial statements of the MD Library Board and of the La Crete, Zama, and Fort Vermilion library societies
- Continue to meet the guidelines and requirements as laid out by Alberta Community Development and the M.D. Council

## **2005 Board Trustees**

***Lucille Labrecque, Chairperson***

High Level, AB

***Anne Martens, Vice-Chairperson***

Fort Vermilion, AB

***Judy Ostrowski, Secretary/Treasurer***

Fort Vermilion, AB

***Beth Kappelar***, Director High Level Rural

***Treana Ward***, Director La Crete

***Wally Schroeder***, Director La Crete

Vacant, Director Zama City

***Lisa Wardley***, MD Council Representative

***John W. Driedger***, MD Council Representative

## **Facilities**

**Fort Vermilion Community Library** – Bag 4000 Fort Vermilion, AB T0H 1N0

Property Owner: Fort Vermilion Community Library Society

Operator: Fort Vermilion Community Library Society (As of January 1, 2005 the Fort Vermilion Community Library Committee was dissolved and amalgamated with the Fort Vermilion Library Society)

**La Crete Community Library** – Box 609 La Crete, AB T0H 2H0

Property Owner: Fort Vermilion School Division #52 (currently housed in La Crete Public School)

Operator: La Crete Community Library Society (Became a Society as of January 1, 2005)

**Zama Community Library** – Box 14 Zama City, AB T0H 4E0

Property Owner: Municipal District of Mackenzie #23 (Currently housed in MD Office Building)

Operator: Zama Community Library Society (Became a Society as of January 1, 2005)

**Honoraria and Expenses to Board members:**

**MD Library Board:**

Honoraria and expenses follow the MD #23 Policy rate schedule and as of July 31, 2005 a total of \$ 13,418.25 has been paid out.

**La Crete Community Library Society:**

Society pays Honoraria of \$30.00 for regular meetings and \$40.00 for special meetings and expenses are paid to members attending annual book buying trip.

Total paid up to July 31, 2005: \$ 3,177.38

**Fort Vermilion Community Library Society:**

Society pays for advertising, travel and treasurer receives monthly fee.

Total paid up to July 31, 2005: \$ 528.47

**Zama Community Library Society:**

Society covers minimal board expenses.

Total paid up to June 30, 2005: \$ 79.82

**Financial Information as per Grant Application attached:**

- a) Last years' financial statements – 2004 MD Board Financial Statement
- b) Operating budget for the year of financial request – MD Library Board financials from 2003 to July 31, 2005 as well as proposed 2006.
- c) Current year to date financial information – as above
- d) Societies act registration number – not applicable
- e) Insurance coverage documentation – not applicable
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising – Copy of letter of funding received from Alberta Community Development. The MD Library Board does not complete fundraising events, as this is left up to the individual libraries.
- g) Purchasing Policy/Procedure – attached
- h) Honoraria and expenses paid to Executive/Board members – as stated above

MACKENZIE REGIONAL LIBRARY  
 FINANCIAL STATEMENT  
 FOR THE YEAR ENDED DECEMBER 31, 2004

REVENUE

MD of MacKenzie Grant	\$122,165.00
Alberta Community Development Grant	\$ 37,876.00
Interest Income	\$ 12.26
Other Income	<u>\$ 616.00</u>
	\$160,669.26
Beginning Bank Balance	<u>\$ 9,522.69</u>
	<u>\$170,191.95</u>

EXPENSES

Transfers to Other Libraries	\$138,941.00
Association Membership	\$ 125.00
Board Expenses	\$ 12,969.85
Program Expenses	\$ 1,053.00
Office Supplies	\$ 300.13
Advertising & Promotions	\$ 1,004.00
Postage	\$ 165.85
Bank Charges	\$ 0.80
Audit	\$ 50.00
Telephone	\$ 0.00
Miscellaneous	<u>\$ 446.80</u>
	\$155,056.43
Ending Bank Balance	<u>\$ 15,135.52</u>
	<u>\$170,191.95</u>

I have examined the books, records, bank statements and the deposit books of the MacKenzie Regional Library. In my opinion the above financial statement fairly represents the cash flow and ending balance for the year ended December 31, 2004.

April 7, 2005  
 La Crete, Alberta

*Helen W. Teichroeb*  
 \_\_\_\_\_  
 Helen W. Teichroeb

**Municipal District of Mackenzie No.23 Library Board**

	2003	2004	2005 Proposed	2005 to July 31, 2005	2006 Proposed
<b>REVENUE</b>		(13.84 cap)	(20.92 cap)	(15.14 cap)	(17.22 cap) 9771 Pop.
<b>Beginning Balance</b>	0.00	9,522.69			
Alberta Community Development	40,876.00	37,876.00	37,876.00	37,876.00	37,876.00
MD of Mackenzie No.23	82,165.00	122,165.00	184,702.68	133,665.00	168,257.00
ALTA Conf. Reimbursement	418.29	0.00		0.00	0.00
Other Income	0.00	628.26		0.00	0.00
<b>Total Revenue (Add Line 5 to 9)</b>	<b>123,459.29</b>	<b>170,191.95</b>	<b>222,578.68</b>	<b>171,541.00</b>	<b>206,133.00</b>
<b>EXPENSES</b>					
Accounting / Audit	40.00	50.00	950.00	100.00	2,500.00
Association Memberships	125.00	125.00	150.00	125.00	150.00
Board Expenses (Honoraria, travel, course / conference,	10,790.89	12,969.85	12,500.00	13,418.25	15,000.00
Legal Fees, Bank Charges	1.60	0.80	150.00	0.00	150.00
Miscellaneous	0.00	446.80	100.00	237.45	300.00
Special Projects (Website, Needs Assess, P&P)	0.00	1,004.00	2,500.00	310.30	1,500.00
Postage	68.26	165.85	125.00	107.00	100.00
Equipment, Big Purchases	0.00	0.00	500.00	0.00	3,000.00
Office Supplies	387.89	300.13	200.00	69.38	200.00
Telephone / Internet	27.59	0.00	3,500.00	0.00	100.00
Program Expense (MD Wide)	300.00	1,053.00	2,000.00	0.00	12,000.00
Staff Travel & Hospitality (courses, workshops)	0.00	0.00	1,000.00	1,052.00	1,000.00
<b>Total Board Expenses (Add Line 12 to 23)</b>	<b>11,741.23</b>	<b>16,115.43</b>	<b>23,675.00</b>	<b>15,419.38</b>	<b>36,000.00</b>
<b>Transfer Payment Calculations</b>					
<b>High Level Library Transfer (per capita rate multiplied by Ward 9 population)</b>	7,165.00	7,165.00	7,165.00	7,165.00	14,910.00
MD Library Transfer Total	104,553.06	146,911.52	191,738.68	148,956.62	155,223.00
<b>MD LIBRARY TRANSFER PAYMENTS</b>					
Fort Vermilion Community Library	42,600.00	44,527.84	45,000.00	45,000.00	43,000.00
La Crete Community Library	55,200.00	58,165.44	68,000.00	68,000.00	58,000.00
Zama Community Library	27,600.00	21,850.00	36,000.00	36,000.00	36,000.00
<b>Total Library Transfer Payments</b>	<b>125,400.00</b>	<b>124,543.28</b>	<b>149,000.00</b>	<b>149,000.00</b>	<b>137,000.00</b>
<b>BUDGET SUMMARY</b>					
Total Revenue (Line 10)	123,459.29	170,191.95	222,578.68	171,541.00	206,133.00
Total Expenditures (Add Line 24+26+32)	144,306.23	147,823.71	179,840.00	171,584.38	187,910.00
Carry Over Difference +/-	-20,846.94	22,368.24	42,738.68	-43.38	18,223.00
End of the Year Balance	-20,846.94	31,890.93	42,738.68	-43.38	18,223.00

*file*

Community and Citizenship Services  
Libraries, Community and Voluntary Sector Services Branch

803 Standard Life Centre  
10405 Jasper Avenue  
Edmonton Alberta  
T5J 4R7

Telephone (780) 427-6315  
Fax (780) 415-8594  
Internet Address  
[www.cd.gov.ab.ca](http://www.cd.gov.ab.ca)

May 25, 2005

Ms. Samantha Hoffman, Chair  
Municipal District of Mackenzie No. 23 Library Board  
Box 1840  
La Crete, AB T0H 2H0

Dear Ms. Hoffman:

Enclosed please find a cheque in the amount of \$37,876 (Thirty Seven Thousand Eight Hundred and Seventy Six Dollars). This is a first installment payment of your annual operating grant for 2005. Alberta Community Development is pleased to contribute these funds for the operation of your library.

A second installment for the remaining portion of your grant will be processed over the next few weeks.

Best wishes for your continued success.

Sincerely,

*Bonnie Gray*

Bonnie Gray, Manager  
Public Library Services

Enclosure

## **7.0 Purchasing**

- 7.1 All purchases over \$2000.00 must be tendered
- 7.2 All purchases will consider the quality of the product and/or services purchased, at the most effective price
- 7.3 Suppliers will be given equal opportunity to tender their products and/or services for expenditures over \$2000.00
- 7.4 All tenders will be opened with two weeks of the closing tender date and organizations/companies will be made aware of the tender opening date, time and place so they can be in attendance.
- 7.5 All purchases under \$200.00 do not require board approval
- 7.6 The Library Board Chair and Community Library Society Chairs are authorized to make purchases on behalf of their organization.
- 7.7 All library board members and employees must declare pecuniary interests if it applies for any purchase or tender.



M.D. of Mackenzie

#23

Library Board



# M.D. of Mackenzie #23 Library Board

P.O. Box 640 Fort Vermilion, AB T0H 1N0

Lucille Labrecque, Chairperson

Judy Ostrowski, Secretary/Treasurer

---

## ***MD of Mackenzie No.23 Library Board***

### **2006 Budget Proposal**

#### **Local Library Goal Summary**

Library: *Fort Vermilion Community Library*

#### **List the main Goals and/or Objectives that your Library completed within 2005:**

- Continue to support improvement of IT system
  - Incoming supernet connection
- Continue to develop collection
  - Conduct collection assessment
  - Community donations
- Maintain and support professional development for staff
  - Rural Alberta Library Conference
  - Alberta Library Conference
- Improved accuracy of Library records
  - Collection inventory
  - Accurate dollar values
  - Updated patrons list
- Maintained Library's active profile within the community
  - By providing and improving community services: free internet access, word processing, printing, faxing, photocopying, scanning, colour printing, conference room rentals, book fairs, book order service and supply order service
  - By marketing services in the community with posters, brochures, Get-To-Know-You-Night and through our website
  - By partnering with community and provincial agencies
  - With in-house cultural and educational programs: Art Exhibits, Science Alberta Foundation Crates, "Coffee House", Ukrainian Easter Egg making, Author visit, and Musical performances
  - Successful in obtaining Youth Director

#### **List the main Goals and/or Objectives that your Library wishes to complete in 2006:**

- Encourage Family Literacy
  - Through weekly story time
  - Through monthly "family night" activities (theme based)
- Increase our membership
  - Through new programs
  - Increased advertising i.e. Get-To-Know-You-Night sign up
- Increase our volunteer base
  - Through new programs i.e. Sign up sheets, Monthly Theme Activities
- Increase Cultural Awareness
  - Creating new partnerships i.e. Métis Nation of Alberta Zone VI
  - Increase collection i.e. Aboriginal
- Competitive Salaries for staff
  - Offer benefits to staff

**Please list the programs that your Library operated in the 2005:**

- FCSS Time 4 Tots
- Healthy U – Community Choose Well Challenge
- FCSS Youth Groups (Wednesday visits)
- TD Summer Reading Club “Blast Off”
- “Keep on Reading” Program
- Summer Science Program
- Book Fair

**Have you partnered with any other agencies to provide programming in 2005?**

- Northern Lakes College
  - Rocky Lane 4-H Club
  - Rocky Lane School
  - Tall Cree First Nations
  - St. Mary’s Elementary School
- North Peace Applied Research*

**Please list the programs that your Library wishes to operate in 2006:**

- Family Activity Night
- Weekly Story Hour (Pre-school & Elementary)
- Toy Lending Library
- Resource Room for Métis Nation of Alberta Zone VI
- High School Literacy Program
- Class Visits
- Author Readings
- Book Fairs
- Seasonal “Coffee Houses”

**General Information Summary**

Library: *Fort Vermilion Community Library*

**How many memberships are held at your Library this year?** 712

Family 121

Adult 334

Youth 90

Pre-School/Child 152

Group 9

Inter-Library Loan 1

School Division 5

**What are your current hours of Operation?**

Tuesday 12:30 pm to 8:00 pm

Wednesday 12:30 pm to 5:30 pm

Thursday 12:30 pm to 8:00 pm

Friday 12:30 pm to 5:00 pm

Saturday 12:30 pm to 5:30 pm

Total Hours: 30 hours per week

***Staffing:***

**How many paid staff does your Library have?**

2

**How many hours does each paid staff work in a month?**

Programs Librarian 25 hrs/wk = approx. 100 hrs/mth

Circulation Librarian 25 hrs/wk = approx. 100 hrs/mth

**What is your current rate of pay per hour for each staff? Are there any additional benefits applicable?**

Programs Librarian - \$10.04 per hour

Circulation Librarian - \$10.04 per hour

One staff receives three weeks annual vacation and the other receives two weeks annual vacation. We also provide WCB and mileage for mail/courier pick-up at a rate of \$0.40 per kilometer

**How many volunteer helpers do you have in a month?**

4 volunteers, 3 came in 2 times, 1 came in 8 times

**How many hours of volunteer time in a month?**

Our total volunteer time for this year is 23 hours

**Community Library Contact List**

Fort Vermilion Community Library  
 Bag 4000  
 Fort Vermilion, Alberta  
 T0H 1N0

Phone: 780-927-4279 Fax: 780-927-4746  
 Email: [afvclibrary@telusplanet.net](mailto:afvclibrary@telusplanet.net) URL: [www.fortvermilioncommunitylibrary.com](http://www.fortvermilioncommunitylibrary.com)

**Committee Members**

*resigned*

Name	Address	Phone/Fax/Email	Years of Service
Blythe Paul President	Fort Vermilion		October 2002 2.5 yrs
Judy Ostrowski Vice-President	Fort Vermilion		May 2005
Marilyn Eek Treasurer	Fort Vermilion		July 2000 5 yrs
Stacy Wheeler Secretary	Fort Vermilion		December 2002 2.5 yrs
Sylvia Wheeler Director <i>President</i>	Fort Vermilion		May 2004 1 yr
Sharon Pardy Director	Fort Vermilion		December 2002 2.5 yrs
Jed Johns Youth Director	Fort Vermilion		May 2005

**Library Staff**

Name	Address	Phone/Fax/Email	Start Date
Debbie Bueckert Circulation Librarian	Fort Vermilion		January 2000
Michelle Bernard Programs Librarian	Fort Vermilion		July 2005

***MD of Mackenzie No.23 Library Board***  
**2006 Budget Proposal**

**Local Library Goal Summary**

Library: La Crete Community Library Society

**List the main Goals and/or Objectives that your Library completed within 2005:**

- Increased public awareness through fundraising events, Senior's Tea program and the new Outreach Program.

**List the main Goals and/or Objectives that your Library wishes to complete in 2006:**

- Promotion of library services through programming, fundraising, newspaper articles etc.
- Research into the use of a more feasible building to offer our library services.
- Continue to offer the community library materials as requested.
- Offer internet use training to the public.

**Please list the programs that your Library operated in the 2005:**

- Outreach Program (reaching out to seniors, shut-ins, children)
- Senior's Tea
- Fundraising Events (fall projects)

**Have you partnered with any other agencies to provide programming in 2005?**

- n/a

**Please list the programs that your Library wishes to operate in 2006:**

- Outreach Program (expansion)
- Senior's Tea
- Author Visits ( also partnering with LC Learning Society with an author visit in March)

**General Information Summary**

Library: La Crete Community Library Society

**How many memberships are held at your Library this year?**

2001 (decrease in numbers reflects cleanup of data base)

**What are your current hours of Operation?**

Monday-Friday (excluding summer months): 8:30 a.m. – 4:00 p.m.

Tuesdays & Thursdays: 4:00 p.m. – 9:00 p.m.

Saturdays: 12:00 p.m. – 4:00 p.m.

***Staffing:***

**How many paid staff does your Library have?**

5

**How many hours does each paid staff work in a month?**

2 @ 50

1 @ 60

2 @ 48

**What is your current rate of pay per hour for each staff? Are there any additional benefits applicable?**

1 @ 12.00

1 @ 10.00

1 @ 9.50

1 @ 8.50

1 @ 8.00

**How many volunteer helpers do you have in a month?**

6

**How many hours of volunteer time in a month?**

Approximately 52 hours

La Crete Community Library Society  
 Box 609  
 La Crete, AB  
 T0H 2H0  
 (780) 928-3166

Contact List as of 8/15/2005

Staff

Name	Address	Phone/Fax/E-mail	Start Date
Sharon Fehr	La Crete, AB T0H 2H0		January 2002
Helen Neustaeter	La Crete, AB T0H 2H0		September 2001
Rose Martens (Evening & Weekend staff)	La Crete, AB T0H 2H0		September 2002
Corrina Doerksen <sup>mat team</sup> (Evening & Weekend staff) <sub>Anna Martens</sub>	La Crete, AB T0H 2H0		November 2004
***Outreach Program staff vacant at this time			

Mary Driedger

La Crete Community Library Society  
 Box 609  
 La Crete, AB  
 T0H 2H0  
 (780) 928-3166 (phone/fax)

Contact List as of 8/15/2005

Committee Members:

Name	Address	Phone/Fax/E-Mail	Years of Service
Joyce Wieler Chairperson	La Crete, AB T0H 2H0		13
Kathy Janzen Secretary	La Crete, AB T0H 2H0		13
Tammy Schellenberg Treasurer	La Crete, AB T0H 2H0		3
Helen Wiebe Director	La Crete, AB T0H 2H0		24
Debbie Froese Director	La Crete, AB T0H 2H0		12
Lena Martens Director	La Crete, AB T0H 2H0		20
***Member Vacancy Tina Janzen	La Crete AB T0H 2H0		

***MD of Mackenzie No.23 Library Board***  
**2006 Budget Proposal**

**Local Library Goal Summary**

Library: **ZAMA COMMUNITY LIBRARY SOCIETY**

**List the main Goals and/or Objectives that your Library completed within 2005:**

- Obtained Society Status for our organization
- Continued to update our book and video collections
- Actively promoted book and video donations, with 'Why move them, when you can donate them'...which was extremely successful.
- Promoted non-resident membership benefits
- Continued to work on library inventory (this project was more intensive, and time consuming than originally thought) and is still ongoing.
- Finally completed our five-year shelving project. We are very proud to say that all shelving has now been updated and that all space is now utilized to its fullest potential
- Continued to update the Zama City website
- Our landscaping projects slated for this year, were somewhat derailed by the installation of the SuperNet tower directly behind the library. We had to instead move our existing storage shed and clean up around the tower fence.
- Opened additional hours during our peak winter months, which worked very well and are looking at even more open hours for the upcoming year.
- Our Library staff and board members gladly donated many hours to assist with fundraising for our towns Playground Project.
- Sponsored the July 1<sup>st</sup> Parade this year. Put together a float "Reading is Out of This World" -- with a space theme.

**List the main Goals and/or Objectives that your Library wishes to complete in 2006:**

- Hiring additional staff. With the loss of a very important member of our team, we are currently recruiting to fill that position. We are also looking at the possibility of utilizing our Junior volunteers in a more programming capability.
- Additional programming... possibilities of and Adult Book Club, Story Hours with Guest readers, Reading Contests.
- Landscaping and beautification around the Library, we will team up with Zama Communities in Bloom for this objective
- Finally complete a full library inventory
- Continue to fundraise for Capital Building Project
- Continue to Update our Video and Library Collections
- Continue to Promote membership benefits to residents and non residents
- Overcome our computer networking and internet problems
- Continue to update and maintain the Zama City Website
- Promote guest volunteers with specific talents to offer programming and services to the Library

**Please list the programs that your Library operated in the 2005:**

- Monthly Special features, promoting new books and materials
- Internet training to patrons
- Book Bag Promotion
- Continued to operate and update the Zama City website
- Christmas Card Mailout to all patrons
- Periodic Community Newsletter updating readers about the membership benefits at the library
- Author Tour

**Have you partnered with any other agencies to provide programming in 2005?**

- Zama FCSS
- Zama Recreation Society
- Zama Playground Society
- MDMLB – Author Tour

**Please list the programs that your Library wishes to operate in 2006:**

- Science Crate
- Christmas Card Mail Out
- Additional Story Hours
- Adult Book Club
- Author Tour

**General Information Summary**

Library: **ZAMA COMMUNITY LIBRARY**

**How many memberships are held at your Library this year?**

76 Resident      85 Non-Resident      24 Resident Video Memberships

**What are your current hours of Operation?**

Tuesday & Thursday      7:00 pm – 9:00 pm

Sundays      1:00 pm – 4:00 pm

Mondays (Nov to April)      7:00 pm – 9:00 pm

***Staffing:***

**How many paid staff does your Library have?**

2 Part Time

1 Staff works Sundays & Mondays

1 Staff works Tuesdays & Thursdays

**How many hours does each paid staff work in a month?**

1 Staff = 4 hrs / week x 4 weeks = 16 hours

1 Staff = 5 hrs / week x 4 weeks = 20 hours

**What is your current rate of pay per hour for each staff? Are there any additional benefits applicable?**

1 Staff = \$15.00 / hr (raised from \$12 to \$15 after 10 years of service)

1 Staff = \$10.00 / hr

No additional benefits available.

**How many volunteer helpers do you have in a month?**

Approximately – 6 adults and 4 junior volunteers

Society Volunteers = 5

**How many hours of volunteer time in a month?**

Library Average of 4 hours each / month

Society Volunteers average about 6 hours each / month

**Community Library Contact List**

Zama Community Library Society  
Box 14  
Zama City, Alberta T0H 4E0

Phone 683-2888      Fax:  
Email: [library@zamacity.ca](mailto:library@zamacity.ca)

**Society Members**

Name	Address	Phone/Fax/Email	Years of Service
Lisa Wardley Chairperson	Zama City, AB T0H 4E0	<a href="mailto:lwardley@md23.ab.ca">lwardley@md23.ab.ca</a>	8
Karrie Bateman Vice-Chairperson	Zama City, AB		2
Darlene VanWyk	Zama City, AB T0H 4E0		7
Janet Forrest	Zama City, AB T0H 4E0		15

**Library Staff**

Name	Address	Phone/Fax/Email	Start Date
Janet Forrest Librarian	Zama City, AB T0H 4E0		15 Years of Service
<i>Position Currently Open</i>			

23 86

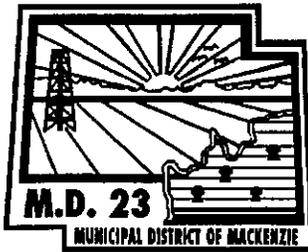
2006 Budget - Recreational boards program

		2006 budget								
		@ 3 % increase for basic operating and apital grants	2006 request	2005 - paid to date	2005 Budget	2004	2003	2002	Code	Page Number
<i>Recreational:</i>										
FV Recreation Society	Capital *	27,810	30,000		27,000	27,000	30,000	30,000	02-71-735	
FV Recreation Society	Operating - basic	123,761	141,350	120,156	120,156	\$ 116,656	\$ 132,000	\$ 120,000		
	Operating - utilities	68,864	98,600	33,429	75,000	\$ 79,600				
	Operating - insurance	6,325	6,000	1,296	5,500	4,400				
	<b>Total</b>	<b>198,950</b>	<b>245,950</b>	<b>154,881</b>	<b>200,656</b>	<b>\$ 200,656</b>	<b>\$ 132,000</b>	<b>\$ 120,000</b>	02-71-735	p. 89
LC Recreation Society	Capital - approved at March 9/04 council meeting	35,020	35,020	34,000	34,000	34,000	30,000	30,000	02-71-735	
LC Recreation Society	Operating - basic	131,552	132,000	127,720	127,720	124,000	163,350	148,500		
	Unbudgeted - Additional operating grant						60,000			
	Operating - utilities	92,044	89,364	67,023	125,000	126,120				
	Operating - insurance	13,225	11,500	1,555	11,500	9,880				
	<b>Total</b>	<b>236,821</b>	<b>232,864</b>	<b>196,298</b>	<b>264,220</b>	<b>260,000</b>	<b>223,350</b>	<b>148,500</b>	02-71-735	p. 111
Zama Recreation Society	Capital - Community Hall expansion					30,000	30,000	30,000	02-71-735	
	Capital - annual grant	5,234	5,234		5,081	5,081				
	Capital - 2005 request - CF funds to be used				17,800					
Zama Recreation Society	Operating - basic	46,350	53,825	45,000	45,000	44,000	55,000	55,000		
	Additional community grant	2,060	12,000	2,000	2,000					
	Operating - utilities	10,953	11,500	6,203	10,000	9,140				
	Operating - insurance	2,875	2,000	1,902	2,500	1,860				
	<b>Total</b>	<b>62,238</b>	<b>79,325</b>	<b>55,105</b>	<b>59,500</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>	02-71-735	p. 155
Recreation - Total in capital funding		68,064	70,254	34,000	83,881	96,081	90,000	90,000		
Recreation - Total in operating funding		498,009	558,139	406,284	524,376	515,656	410,350	323,500		
Recreational Subtotal:		\$ 566,073	\$ 628,393	\$ 440,284	\$ 608,257	\$ 611,737	\$ 500,350	\$ 413,500		

\* - if not paid prior to December 31, we will transfer this amount to the recreation reserve.

Note: 2005 actual amounts for utilities have not been finalized yet, to be finalized January 2005 when utility bills are received.





MUNICIPAL DISTRICT OF MACKENZIE NO. 23

P.O. Box 640, Fort Vermilion, AB T0H 1N0
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

2006 Grant Application

APPLICANT INFORMATION:

Legal name of organization FORT VERMILION RECREATION BOARD

Society [X] Non-profit company or corporation [ ] Other [ ]

Permanent address 5001-44 AVE. 115
Street address P.O. Box

FORT VERMILION, AB. Postal Code: T0H 1N0

5000 94297 1976/06/25 30+ years
Incorporation/Society number Date of Incorporation Length of time in operation

ORGANIZATION CONTACTS:

Contact for this application Mr./Mrs./Ms. JOHN TWIDALE

Title TREASURER

Telephone (work) (780) 927-4222 (home) (780) Fax (780) 927-4226

Email

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

FACILITY:

Name of facility COMMUNITY & CULTURAL COMPLEX

Street address or legal description 5001-44 AVE. FORT VERMILION

Registered holder of land title GOV'T. OF ALBERTA

Facility operator/leaseholder FORT VERMILION RECREATION BOARD

Do you have insurance coverage? Yes [X] No [ ]
as part of MD #23 coverage

**PROJECT INFORMATION:**

Nature of project Operating & Capital Grants for 2006

Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

# 30,000 Cap.  
352,539 Op.      # 382,539      Jan. 2006      Dec. 31, 2006  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

4      2      2 + 2 extra in winter  
Number of paid staff      Number of paid full-time      Number of paid part-time

60+      98,000+-      NE of M.D. # 23  
Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes       No       If yes:  
FEB. 02, 2005      \$ 100,000      2005 Operating  
Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

# Fort Vermilion Recreation Board

P.O. Box 115  
FORT VERMILION, ALBERTA  
T0H 1N0

September 29, 2005

Tel.: (780) 927 - 4222  
FAX.: (780) 927 - 4226

The Manager and Council  
M.D. of Mackenzie #23  
Box 640  
FORT VERMILION, Alberta TOH 1N0

Dear Sir/Madam:

## Re: PROPOSED BUDGETS FOR 2006

Enclosed are the following documents:

1. M.D. of MACKENZIE NO. 23 - GRANT APPLICATION
2. PROPOSED OPERATING BUDGET FOR 2006  
along with 2005 Budget, Year-to-date Income & Expenses,  
Purchasing Policy and Additional Items as requested.
3. 2004 ENGAGEMENT REVIEW
4. PROPOSED CAPITAL BUDGETS FOR 2006, 2007, 2008, 2009 & 2010.
5. PROPOSED CAPITAL BUDGETS FOR ROCKY LANE REC. SITE FOR  
2006, 2007, 2008, 2009 and 2010.
6. LIST OF HONORARIUMS PAID TO EXECUTIVE AND DIRECTORS
7. PROPOSED OVERHAULS OF EQUIPMENT FROM 2006 TO 2010.
8. LIST OF OFFICERS AND DIRECTORS
9. OUR INSURANCE COVERAGE IS UNDER M.D. #23 - MASTER POLICY

Yours truly



Maarten Braat  
President

*Encl. 21 pages*

FORT VERMILION RECREATION BOARD

PROPOSED 2006 OPERATING BUDGET

2006 Budget Page 3 of 21

	Proposed 2005	YTD July/05	Proposed 2006
<b>REVENUE</b>			
M.D. Operating Funding	118,650	100,000	141,350
Minor Hockey	9,000	8,612	11,000
Figure Skating	00	600	900
Ice Rentals	10,000	5,627	10,000
Curling Rink	7,000	00	7,000
Hall Rentals	15,000	8,800	15,000
Society Memberships	200	140	200
Ball Diamonds	00	00	00
Donations	00	00	00
Interest	00	00	00
Other Income - STEP grant, etc.	5,389	2,933	3,789
Concession	25,000	22,207	31,000
Fund Raising & Catering	19,000	19,352	26,000
Minor Baseball	00	00	00
GST Rebate	1,700	00	1,700
<b>TOTAL REVENUE</b>	<b>210,939</b>	<b>168,271</b>	<b>247,939</b>

<b>Allocation of Funds</b>	<b>M.D. #23 operating revenue</b>	<b>\$ 141,350</b>
	<b>Utilities &amp; Insurance</b>	<b>\$ 104,600</b>
	<b>Rec. Board revenue</b>	<b>\$ 106,589</b>
		<hr/>
	<b>TOTAL</b>	<b>\$ 352,539</b>

FORT VERMILION RECREATION BOARD

Proposed 2006 Page 4 of 21

PROPOSED OPERATING BUDGET FOR 2006

Utilities and Insurance

	Proposed 2005	Proposed 2006	Proposed M.D. Funding	Proposed Rec. Bd. Funding
Insurance	6,000	6,000	6,000	00
Arena Utilities	57,000	71,000	71,000	00
Curling Rink Utilities	10,000	13,000	13,000	00
Hall Utilities	8,600	10,600	10,600	00
Rocky Lane Rink Util.	3,000	4,000	4,000	00
<b>Utilities Totals</b>	<b>84,600</b>	<b>104,600</b>	<b>104,600</b>	<b>00</b>
<b>Plus</b>				
<b>Total Other Expenses</b>	<b>210,939</b>	<b>247,939</b>	<b>141,350</b>	<b>106,589</b>
<b>Overall Expenses</b>	<b>295,539</b>	<b>352,539</b>	<b>245,950</b>	<b>106,589</b>

The cost of our Utilities and Insurance from January to July, 2005 was \$ 35,079.41  
 GST 2,334.44  
**Total \$ 37,413.85**

Page  
FORT VERMILION RECREATION BOARD Proposed 2006 Budget

Expenses	YTD July 2005	Proposed 2006	Proposed M.D. funds	Proposed Rec. Board
<b>ARENA</b>				
Wages	28,082	76,000	58,900	17,100
Telephone	534	1,000	00	1,000
Maint. & Repairs	7,152	24,700	24,700	00
Office Supplies	00	00	00	00
Misc. Expenses	00	00	00	00
<b>TOTAL</b>	<b>35,768</b>	<b>101700</b>	<b>83,600</b>	<b>18,100</b>
<b>CURLING RINK</b>				
Wages	6,892	13,500	9,000	4,500
Maint. & Repairs	1,244	2,500	1,200	1,300
Misc. Expenses	00	500	00	500
Telephone & Office	420	1,000	00	1,000
<b>TOTAL</b>	<b>8,556</b>	<b>17,500</b>	<b>10,200</b>	<b>7,300</b>
<b>ROCKY LANE RINK</b>				
Maint. & Repairs	?	1,000	1,000	00
Caretaker Contract	?	6,200	6,200	00
Water Hauling	?	1,300	1,300	00
Misc. Expenses	?	500	500	00
<b>TOTAL</b>	<b>9,000</b>	<b>9,000</b>	<b>9,000</b>	<b>00</b>
We give \$9,000 to Rocky Lane Ag. Society, who look after the day-to-day operations of the rink. We do not have a breakdown of their expenses..				
<b>FORT VERMILION RINK</b>				
Maint. & Repairs	604	900	900	00
Caretaker Contract	3,100	6,000	6,000	00
Water Hauling	1,185	1,600	1,600	00
Misc. Expenses	193	500	500	00
<b>TOTAL</b>	<b>5,082</b>	<b>9,000</b>	<b>9,000</b>	<b>00</b>

FORT VERMILION RECREATION BOARD

Proposed 2006 Budget Page 6 of 21

	<b>YTD July 05</b>	<b>Proposed 2006</b>	<b>Proposed M.D.</b>	<b>Proposed Rec. Board</b>
<b>HALL</b>				
Wages	13,718	26,000	15,000	11,000
Telephone	567	975	00	875
Maintenance	2,287	4,000	2,000	2,000
Equipment Repair	491	1,000	00	1,000
Misc. Expenses	00	500	00	500
<b>TOTAL</b>	<b>17,063</b>	<b>42,475</b>	<b>17,000</b>	<b>25,475</b>
<b>CONCESSION</b>				
Wages	7,224	12,000	00	11,000
Food Supplies	12,486	17,000	00	16,000
Maint. & Repair	423	1,000	00	1,000
<b>TOTAL</b>	<b>20,133</b>	<b>30,000</b>	<b>00</b>	<b>30,000</b>
<b>BRIDGE CAMPSITE</b>				
Maint. & Repairs	500	800	00	900
Wood	90	200	00	00
Water	171	300	00	200
Caretaker Contract	987	1,500	00	1,500
Garbage Removal	514	514	00	514
<b>TOTAL</b>	<b>2,262</b>	<b>3,314</b>	<b>00</b>	<b>3,314</b>
<b>CATERING AND FUND RAISING</b>				
Wages	1,326	2,200	00	2,200
Food/Serving Supplies	15,821	16,800	00	16,800
Maint. & Misc	211	300	00	300
<b>TOTAL</b>	<b>17,358</b>	<b>19,300</b>	<b>00</b>	<b>19,300</b>

FORT. VERMILION RECREATION BOARD

2006 Budget Page 7 of 21

	YTD July 05	Proposed 2006	Proposed M.D. Funds	Proposed Rec. Board
<b>OTHER EXPENSES</b>				
Audit & Legal	1,801	1,800	1,800	00
Advertising	325	300	00	300
Diamonds/Track/Pits	1,097	1,400	500	900
Bank Service Charges	143	300	300	00
Directors Fees	2,000	5,600	5,600	00
Memberships	00	50	00	50
Tools & Repairs	569	600	00	600
Misc. Expenses	00	500	00	500
Garbage Removal	445	700	700	00
Grass Cutting	423	500	200	300
Security System	385	400	400	00
Fire Protection Inspect	00	800	800	00
Office	868	1,200	750	450
Snow Removal	00	00	00	00
Insurance	1,315	00	00	00
Training Courses - Hockey	00	1,500	1,500	00
<b>TOTAL</b>	<b>9,371</b>	<b>15,650</b>	<b>12,550</b>	<b>3,100</b>
<b>TOTAL EXPENSES</b>	<b>124,593</b>	<b>247,939</b>	<b>141,350</b>	<b>106,589</b>

\*\*\*\*\*

## FORT VERMILION RECREATION BOARD

**PURCHASING POLICY**

A: Recognizing that the vast majority of our purchases are for routine items required for the day-to-day operations; the Manager is authorized to make all arrangements for items, materials or services costing less than \$2,000.

The Manager will be responsible for: price comparisons, availability of goods, delivery schedules, and procuring the best quality items in the most cost effective manner.

1. The Manager is authorized to make routine payments such as:  
Natural Gas, Electricity, Water & Sewer, Alarm system, cable, Telephone, Fax, Internet, Insurance, Workers Compensation.
2. The Manager is authorized to make purchases under \$2,000.00 for normal operating expenses such as: food for catering and concession, cleaning supplies, ice paint, repair parts, etc, that are required for the day-to-day operation of the Facilities.
3. The Manager is authorized to make purchases, of equipment, materials or services up to \$2,000..  
On items, materials or services of a capital nature costing more than \$2,000 but less than \$6,000, the Manager is authorized to purchase upon receiving two or preferably three quotes.  
On items or materials of a capital nature costing more than \$6,000, the bid process must be followed and Board approval is required.
4. For purchases over \$6,000, Board approval and the bid process is required.  
Any individual(s) or business firms are allowed to bid.  
Bids must be advertised; by invitation to bid or by public advertising.  
At least two bids must be solicited, but preferably more.  
Any member of the Recreation Board who has any connection to any individual(s) or business firm(s); must not take part in any decision regarding awarding of the tender(s) or in any part of the bid process.

last amended : September 2005

**FORT VERMILION RECREATION  
BOARD**

**FINANCIAL STATEMENTS**

**DECEMBER 31, 2004**

*(Unaudited)*



# FORT VERMILION RECREATION BOARD

Page 10

FINANCIAL STATEMENTS  
DECEMBER 31, 2004

---

REVIEW ENGAGEMENT REPORT

BALANCE SHEET

STATEMENT OF EARNINGS

STATEMENT OF RETAINED EARNINGS

STATEMENT OF CASH FLOWS

NOTES TO THE FINANCIAL STATEMENTS

STATEMENT 1

STATEMENT 2

STATEMENT 3

STATEMENT 4





*Daniel M. Ringrose*

CHARTERED ACCOUNTANT

Page 11

DANIEL M. RINGROSE, BSA, B. Comm., P. Ag., CA \*

## REVIEW ENGAGEMENT REPORT

To the Board of Directors of  
Fort Vermilion Recreation Board:

I have reviewed the balance sheet of Fort Vermilion Recreation Board as at December 31, 2004 and the statements of earnings and retained earnings and of cash flows for the year then ended. My review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to me by the company.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

CHARTERED ACCOUNTANT

High Level, Alberta  
March 30, 2005

100

# FORT VERMILION RECREATION BOARD

Page 12

BALANCE SHEET  
DECEMBER 31, 2004  
(Unaudited)

STATEMENT 1

		2004
<b>ASSETS</b>		
<b>CURRENT:</b>		
Cash	\$	23,546
Accounts Receivable		46,514
		<b>70,060</b>
		<b>70,060</b>
<b>LIABILITIES</b>		
<b>CURRENT:</b>		
Accounts Payable And Accrued Liabilities		7,982
		<b>7,982</b>
		<b>7,982</b>
<b>MEMBER'S EQUITY</b>		62,078
		<b>62,078</b>
		<b>\$ 70,060</b>



# FORT VERMILION RECREATION BOARD

Page 13

STATEMENT OF EARNINGS  
FOR THE YEAR ENDED DECEMBER 31, 2004  
(Unaudited)

STATEMENT 2

	2004
<b>REVENUE</b>	
Personnel	99,467
Concessions	69,528
Facilities Rental	53,558
Grants	221,970
GST	6,325
Miscellaneous	11,271
	<b>462,119</b>
<b>EXPENSES</b>	
Bank Charges & Interest	270
Capital improvements	39,118
Concessions and catering	47,707
Grant to Rocky Lane Ag Society	9,000
Honorarium	3,760
Miscellaneous	1,858
Maintenance and operations	33,412
Salaries and benefits	211,992
Utilities	69,787
Worker's Compensation	2,639
	<b>419,543</b>
<b>NET INCOME FOR THE YEAR</b>	<b>\$ 42,576</b>



# FORT VERMILION RECREATION BOARD

Page 14

STATEMENT OF MEMBER'S EQUITY  
FOR THE YEAR ENDED DECEMBER 31, 2004  
(Unaudited)

STATEMENT 3

	2004
MEMBER'S EQUITY, BEGINNING OF YEAR	19,502
NET INCOME FOR THE YEAR	42,576
MEMBER'S EQUITY, END OF YEAR	\$ 62,078



# FORT VERMILION RECREATION BOARD

Page 15

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED DECEMBER 31, 2004  
(Unaudited)

STATEMENT 4

2004

CASH FLOWS FROM OPERATING ACTIVITIES

Cash Receipts From Customers	450,287
Cash Paid to Suppliers	(235,376)
Cash Paid to Employees	(198,216)
Cash Paid to Board Members	(2,685)
Interest Income	34
	<u>14,044</u>

CASH, BEGINNING OF YEAR	9,502
CASH, END OF YEAR	<u>\$ 23,546</u>



# FORT VERMILION RECREATION BOARD

Page 16

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED DECEMBER 31, 2004 (Unaudited)

---

### 1. ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles and include the following significant accounting policies:

#### Revenue recognition

The Board recognizes its revenue on the accrual method.

#### Property & Equipment

The Board operates certain recreational facilities in the Village of Fort Vermilion. The Board does not own the facilities it operates. Any expenditures of a capital nature are shown as expenses in the year incurred.

#### Financial Instruments

The Board's financial instruments consist of cash, accounts receivable, and accounts payable. Unless otherwise noted, it is management's opinion that the Board is not exposed to significant interest, currency, or credit risks arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

#### Measurement Uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. These assumptions are reviewed periodically and, as adjustments become necessary, they are reported in earnings in the periods in which they become known.



**SUMMARY OF PROPOSED CAPITAL BUDGETS FOR 2006, 2007, 2008, 2009 & 2010**

<b>2006</b>	1. APPLY QUARTZITE FLOOR IN LOBBY & COAT ROOM	18,000
	2. REPLACE SOME TABLES IN HALL	2,900
	3. REPLACE EXHAUST HOOD IN CONCESSION	9,100
	<b>2006 TOTAL</b>	<b>30,000</b>
<b>2007</b>	1. EAVES TROUGHS ON SOUTH SIDE OF ARENA	19,300
	2. REPLACE COOLERS	10,700
	<b>2007 TOTAL</b>	<b>30,000</b>
<b>2008</b>	1. REPAIR & UPGRADE BALL DIAMONDS	6,000
	2. UPGRADE TRACK	3,500
	3. UPGRADE HEATING SYSTEM	7,000
	4. UPGRADE VENTILATION SYSTEM	10,000
	5. REPLACE SOME TABLES AND CHAIRS	3,500
	<b>2008 TOTAL</b>	<b>30,000</b>
<b>2009</b>	1. PLAYGROUND EQUIPMENT	6,000
	2. REPLACE CHAIRS	10,000
	3. RESURFACE QUARTZITE FLOORING IN HALL	14,000
	<b>2009 TOTAL</b>	<b>30,000</b>
<b>2010</b>	1. Replace some doors	10,000
	2. Upgrade Ball Diamonds	6,000
	3. Playground Improvements	14,000
	<b>2010 TOTAL</b>	<b>30,000</b>

Matching funds for Capital projects will come from fund raising, other grants and from volunteer Labour and equipment.

FORT VERMILION RECREATION BOARD

2006 Budget page 18

Proposed Capital Budgets for Satellite Facilities for 2006, 2007, 2008, 2009 & 2010

Rocky Lane Recreation Area	
Facility Improvements for 2006	\$3,000
Facility Improvements for 2007	\$3,000
Facility Improvements for 2008	\$3,000
Facility Improvements for 2009	\$3,000
Facility Improvements for 2010	\$3,000

The Skating Rink and Shack at Rocky Lane need yearly upgrades, so we have proposed \$3,000 yearly for repairs and improvements.

Matching funds will come from volunteer labour and donated equipment.

July 31, 2005

2006 budget page 19

FORT VERMILION RECREATION BOARD

HONORARIUMS, EXPENSES, PER DIEMS PAID TO BOARD MEMEBRS

Following is a breakdown of amounts of Director's fees paid from January 01 to July 31, 2005

POSITION	NAME	HONORARIUM	PER DIEM	EXPENSES
PRESIDENT	BRAAT, M.	\$ 825		
VICE-PRES.	McMANN, M.	NIL		
SECRETARY	SMITH, L.	\$ 525		
TREASURER	TWIDALE, J.	\$ 300		
DIRECTORS;	BOISSY, M.	\$ 150		
	JORGENSEN, E.	NIL		
	PARENTEAU, T.	\$ 150		
	SARAPUK, W.	\$ 50		
	SIMPSON, J.	NIL		
	SMITH, R.	NIL		
<b>TOTAL PAID TO BOARD MEMBERS =</b>		<b>\$2,000</b>		

No expenses or Per Diems were paid to any member during this period.

FORT VERMILION RECREATION BOARD

Proposed Capital Budget - 2006

**OVERHAULS OR MAJOR REPAIRS OF EQUIPMENT**

In the past, we had been paying for major equipment overhauls from Capital funds. At the M.D. #23 Finance meetings, in the fall of 2003, we were advised to remove items # 1 and #2 from our Proposed Capital Budget for 2004 and they would be placed on the list for payment from the **Operating Reserve for Major Equipment Repairs.**

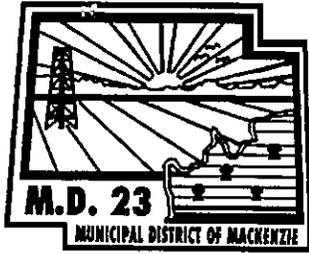
Following is our list of planned overhauls of equipment:

<b>2006</b>	1. PARTIAL OVERHAUL ON ICE PLANT	15,000
	2. PARTIAL OVERHAUL ON TRACTOR	4,000
<b>2007</b>	1. OVERHAUL ON WALK-IN-COOLER	6,000
<b>2008</b>	1. OVERHAUL HEATING SYSTEM	8,000
<b>2009</b>	1. OVERHAUL VENTILATION SYSTEM	10,000
<b>2010</b>	1. PARTIAL OVERHAUL ON ICE PLANT	15,000

FORT VERMILION RECREATION BOARD  
FORT VERMILION, Alberta TOH 1NO

List of Officers and Directors for 2005

PRESIDENT	BRAAT, Maarten	FORT VERMILION, AB. TOH 1NO
VICE-PRES.	McMANN, Mike	FORT VERMILION, AB. TOH 1NO
SECRETARY	SMITH, Louise	FORT VERMILION, AB. TOH 1NO
TREASURER	TWIDALE, John	FORT VERMILION, AB. TOH 1NO
DIRECTORS;	BOISSY, Marilyn	FORT VERMILION, AB TOH 1NO.
	JORGENSEN, Eric	FORT VERMILION, AB. TOH 1NO
	PARENTEAU, Tracey	FORT VERMILION, AB. TOH 1NO
	SIMPSON, John	FORT VERMILION, AB. TOH 1NO
	SMITH, Robert	FORT VERMILION, AB. TOH 1NO



MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-2806  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca



2006 Grant Application

APPLICANT INFORMATION:

Legal name of organization La Crek Recreation Society

Society  Non-profit company or corporation  Other

Permanent address 10201-99 Ave Box 29  
Street address P.O. Box

La Crek AB Postal Code: T0H-2H0

500080999 1974 31 yrs.  
Incorporation/Society number Date of Incorporation Length of time in operation

ORGANIZATION CONTACTS:

Contact for this application Mr./Mrs./Ms. Dave Braun

Title Treasurer

Telephone (work) (780) (home) (780) Fax (780)

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

FACILITY:

Name of facility Northern Lights Recreation Centre

Street address or legal description 10201-99 Ave.

Registered holder of land title Municipal District of Mackenzie # 23.

Facility operator/leaseholder La Crek Recreation Society.

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project Operate the Northern Lights Rec Centre & 4 outdoor ice rinks.

Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$ 132,000.00      \$ 241,700.00      January 1-2006      December 31-2006  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

8      1 - Full-time - seasonal      5 - Part-time - seasonal.  
Number of paid staff      Number of paid full-time      Number of paid part-time  
8000      Blumenort to Tompkins.  
Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes       No       If yes:

Feb 1 - 2005 & July 1      127,720.00      Annual Operating Funds.  
Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

**LA CRETE RECREATION SOCIETY  
LIST OF EXECUTIVES 2005**

1) Andrew Friesen – President

La Crete, Alberta  
T0H 2H0

5) Mary Ann Fehr – Director

La Crete, Alberta  
T0H 2H0

2) Bruce Harder - Vic President

La Crete, Alberta  
T0H 2H0

6) Stewart, Tim – Director

La Crete, Alberta  
T0H 2H0

3) Braun, Dave – Treasurer

La Crete, Alberta  
T0H 2H0

7) Wiebe, Barney – Director

La Crete, Alberta  
T0H 2H0

4) Friesen, Benj – Secretary

La Crete, Alberta  
T0H 2H0

8) John Braun – Director

La Crete, Alberta  
T0H 2H0

LA CRETE  
RECREATION  
SOCIETY

2004

FINANCIAL  
STATEMENTS

**Annie Wiebe**  
**Certified General Accountant**

---

Box 1087 ~ La Crete, Alberta TOH 2H0  
Phone/Fax (780)928-4064

LA CRETE RECREATION SOCIETY  
FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2004  
(UNAUDITED - SEE NOTICE TO READER)

NOTICE TO READER

I have compiled the balance sheet of LA CRETE RECREATION SOCIETY as at December 31, 2004 and the statements of income and retained surplus for the year then ended from information provided by management. I have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of such information. Readers are cautioned that these statements may not be appropriate for their purposes.

La Crete, Alberta.  
February 9, 2005.

  
Certified General Accountant.

LA CRETE RECREATION SOCIETY

Balance Sheet  
December 31, 2004

(Unaudited - See Notice to Reader)

ASSETS

	<u>2004</u>	<u>2003</u>
<u>CURRENT</u>		
Savings account	\$499.20	\$0.00
Capital funding account	34,000.00	0.00
Accounts receivable	654.70	1,561.86
	<hr/>	<hr/>
	\$35,153.90	\$1,561.86
	<hr/> <hr/>	<hr/> <hr/>

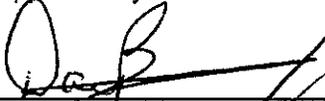
LIABILITIES

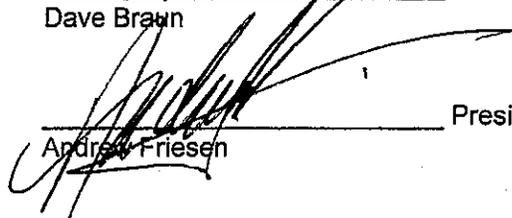
	<u>2004</u>	<u>2003</u>
<u>CURRENT</u>		
Chequing account overdraft	\$13,240.16	\$36,574.27

EQUITY

CAPITAL SURPLUS	34,000.00	0.00
UTILITIES AND INSURANCE SURPLUS (DEFICIT)	-10,482.15	0.00
OPERATING SURPLUS (DEFICIT)	-1,604.11	-35,012.41
	<hr/>	<hr/>
	21,913.74	-35,012.41
	<hr/>	<hr/>
	\$35,153.90	\$1,561.86
	<hr/> <hr/>	<hr/> <hr/>

Approved by the Board

  
\_\_\_\_\_  
Dave Braun Treasurer

  
\_\_\_\_\_  
Andrew Friesen President

LA CRETE RECREATION SOCIETY

Statement of Income and Retained Surplus  
Year ended December 31, 2004

(Unaudited - See Notice to Reader)

	<u>2004</u> <u>Actual</u>	<u>2004</u> <u>Budget</u>	<u>2003</u> <u>Actual</u>
<u>REVENUE</u>			
M.D. Capital Funding	\$34,000.00	\$0.00	\$90,000.00
M.D. Operating Funding	124,000.00	124,000.00	163,350.00
M.D. Utilities and Insurance	107,138.68	136,000.00	0.00
Silver Birch YAC	134,022.75	103,500.00	89,659.92
Senior Hockey	14,859.02	16,800.00	14,439.25
Minor Hockey	4,299.07	4,000.00	6,707.97
All Peace Hockey League	3,084.12	3,000.00	2,990.65
Adult Shinny (Adult & Youth)	4,813.07	14,000.00	17,001.82
Figure Skating	2,429.91	2,000.00	2,056.07
Truckers/Logging Hockey	2,275.70	0.00	0.00
Women's Hockey	2,182.80	0.00	0.00
Senior Fun Hockey	2,990.65	0.00	0.00
Senior Alternate Hockey	2,803.74	0.00	0.00
Ice Rent - Hourly	7,923.23	6,000.00	8,099.92
Locker Rentals	116.82	100.00	441.13
Challenge Cup	13,179.37	17,500.00	14,964.70
Challenge Cup Donations	8,560.00	0.00	0.00
Invitational and Other Tournaments	1,511.22	5,000.00	5,933.24
Summer Ice Surface Rentals	1,873.64	2,500.00	2,135.00
Curling Rink	9,793.99	12,000.00	11,912.91
Bowling Alley	7,650.32	10,000.00	7,778.02
Hall Rentals	10,399.12	6,500.00	6,242.88
Society Memberships	0.00	300.00	570.00
Ball Diamonds	0.00	1,500.00	1,327.61
Donations	5,862.29	4,500.00	13,000.00
Skills Link	12,004.00	0.00	138,566.00
Community Initiatives Program	0.00	0.00	41,939.00
Molson Local Heroes	0.00	0.00	1,666.66
AB Sport & Recreation	0.00	0.00	5,000.00
Summer Career Placement	2,767.00	0.00	0.00
Interest	248.29	100.00	35.51
Skateboard Park	38,872.00	0.00	0.00
Other Income	1,263.02	500.00	628.12
Wildrose Grant Funding YAC	26,150.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
	587,073.82	469,800.00	646,446.38
	<hr/>	<hr/>	<hr/>

LA CRETE RECREATION SOCIETY

Statement of Income and Retained Surplus  
Year ended December 31, 2004

(Unaudited - See Notice to Reader)

	<u>2004</u> <u>Actual</u>	<u>2004</u> <u>Budget</u>	<u>2003</u> <u>Actual</u>
<u>EXPENSES</u>			
<u>ARENA</u>			
Dressing Rooms Project	\$827.40	\$0.00	\$116,825.57
Outdoor Ice Rink	0.00	0.00	11,911.52
Manager's Travel	5,753.25	6,000.00	4,800.00
Wages	99,270.60	100,000.00	120,164.80
Utilities	55,271.25	80,000.00	65,027.95
Telus	3,638.60	3,000.00	3,650.42
Maintenance and Repairs	19,200.14	20,000.00	30,989.64
Artificial Ice	2,149.78	1,000.00	2,170.40
Ice Paint	0.00	300.00	0.00
Challenge Cup	14,238.42	12,000.00	9,941.25
Office Supplies	1,930.35	3,500.00	6,368.75
Operate Zamboni	1,424.39	1,500.00	6,937.39
Zamboni	0.00	0.00	10,000.00
Cleaning Supplies and Equipment	2,235.92	3,000.00	2,778.23
First Aid Supplies	203.48	300.00	0.00
Miscellaneous Tournaments	0.00	5,000.00	4,729.44
Miscellaneous Expense	610.65	500.00	449.38
Skateboard Park	38,598.23	0.00	0.00
Time Keeper and Referee	125.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
	245,477.46	236,100.00	396,744.74
	<hr/>	<hr/>	<hr/>
<u>CURLING RINK</u>			
Utilities	12,937.57	19,000.00	15,291.36
Maintenance and Repairs	1,543.98	1,500.00	1,577.07
Cleaning Supplies	1,058.68	650.00	1,000.00
Artificial Ice	442.95	500.00	484.90
Bonspiel Trophies and Prizes	4,858.10	3,500.00	1,339.63
Miscellaneous Expense	54.99	500.00	60.82
	<hr/>	<hr/>	<hr/>
	20,896.27	25,650.00	19,753.78
	<hr/>	<hr/>	<hr/>

LA CRETE RECREATION SOCIETY

Statement of Income and Retained Surplus  
Year ended December 31, 2004

(Unaudited - See Notice to Reader)

	2004 <u>Actual</u>	2004 <u>Budget</u>	2003 <u>Actual</u>
<u>BOWLING ALLEY</u>			
Wages	\$7,748.87	\$8,000.00	\$6,466.34
Utilities	13,674.52	20,000.00	16,088.40
Telus	499.89	650.00	425.18
Maintenance	1,735.01	1,700.00	479.49
Cleaning Supplies	993.48	1,000.00	1,049.47
Bowling Shoes	741.80	500.00	53.82
Confectionary Items	0.00	0.00	83.03
Miscellaneous Expense	13.99	500.00	232.13
League Bowling	1,017.37	1,500.00	1,520.37
	<hr/>	<hr/>	<hr/>
	26,424.93	33,850.00	26,398.23
	<hr/>	<hr/>	<hr/>
<u>BUFFALO HEAD RINK</u>			
Maintenance and Improvements	2,670.55	1,050.00	639.05
Utilities	1,701.26	3,000.00	2,093.38
Caretaker Contract	6,250.00	6,250.00	6,250.00
Water Hauling	1,545.84	1,500.00	833.94
Miscellaneous Expense	22.02	200.00	0.00
	<hr/>	<hr/>	<hr/>
	12,189.67	12,000.00	9,816.37
	<hr/>	<hr/>	<hr/>
<u>BLUEHILLS RINK</u>			
Maintenance and Improvements	4,682.50	1,050.00	85.94
Utilities	517.20	3,000.00	606.74
Caretaker Contract	6,250.00	6,250.00	6,250.00
Water Hauling	0.00	1,500.00	1,505.03
Miscellaneous Expense	0.00	200.00	0.00
	<hr/>	<hr/>	<hr/>
	11,449.70	12,000.00	8,447.71
	<hr/>	<hr/>	<hr/>
<u>BLUMENORT RINK</u>			
Maintenance and Improvements	1,220.00	1,050.00	414.78
Utilities	1,434.66	3,000.00	1,276.05
Caretaker Contract	6,250.00	6,250.00	6,250.00
Water Hauling	2,794.20	1,500.00	890.49
Miscellaneous Expense	0.00	200.00	0.00
	<hr/>	<hr/>	<hr/>
	11,698.86	12,000.00	8,831.32

LA CRETE RECREATION SOCIETY

Statement of Income and Retained Surplus  
Year ended December 31, 2004

(Unaudited - See Notice to Reader)

	<u>2004</u> <u>Actual</u>	<u>2004</u> <u>Budget</u>	<u>2003</u> <u>Actual</u>
<u>LA CRETE RINK</u>			
Maintenance and Improvements	\$2,400.00	\$1,050.00	\$0.00
Caretaker Contract	6,250.00	6,250.00	0.00
Water Hauling	0.00	1,500.00	0.00
Miscellaneous Expense	0.00	200.00	0.00
	<hr/>	<hr/>	<hr/>
	8,650.00	9,000.00	0.00
	<hr/>	<hr/>	<hr/>
<u>OTHER EXPENSES</u>			
Accounting and Legal	1,865.82	3,000.00	0.00
Advertising	1,919.23	2,000.00	1,993.05
Ball Diamonds	0.00	500.00	141.48
Bank Service Charges	9.71	50.00	301.76
Director Fees	5,560.00	8,000.00	7,490.00
Freight Expense	1,419.12	1,000.00	2,122.38
Insurance	12,563.50	8,000.00	6,030.20
Memberships	0.00	250.00	103.20
NWHSR Skating Program	0.00	0.00	4,020.08
Summer Recreation Programs	170.93	0.00	0.00
Tools and Repair	950.68	1,200.00	1,946.74
Tractor and Small Equipment Repairs	217.39	1,200.00	426.31
Youth Activity Centre	134,022.75	103,500.00	89,659.92
Wildrose Grant Funding YAC	26,150.00	0.00	0.00
Skills Link	7,701.50	0.00	108,960.16
Miscellaneous Expense	810.15	500.00	35.00
	<hr/>	<hr/>	<hr/>
	193,360.78	129,200.00	223,230.28
	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	530,147.67	469,800.00	693,222.43
	<hr/>	<hr/>	<hr/>
NET INCOME FOR THE YEAR	56,926.15	0.00	-46,776.05
	<hr/>	<hr/>	<hr/>
RETAINED SURPLUS (DEFICIT), beginning of year	-35,012.41	-35,012.41	11,763.64
	<hr/>	<hr/>	<hr/>
RETAINED SURPLUS (DEFICIT), end of year	\$21,913.74	-\$35,012.41	-\$35,012.41
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

LA CRETE  
RECREATION  
SOCIETY

2006

OPERATING  
BUDGET

2006 Proposed Budget

**LA CRETE RECREATION SOCIETY  
PROPOSED 2006 BUDGET**

	<b>2006 Budget</b>
Total Receipts For The Year.....	\$241,700.00
Total Expenses For The Year.....	\$241,700.00

**REVENUE**

M.D. Operating Funding.....	\$132,000.00
Senior Hockey.....	\$14,500.00
Minor Hockey.....	\$4,000.00
All Peace Hockey League.....	\$3,000.00
All Shiny Hockey (Adult & Youth) .....	\$4,800.00
Figure Skating.....	\$2,000.00
Trucker's/Loggers.....	\$2,200.00
Women's Hockey.....	\$2,100.00
Senior Fun Hockey.....	\$3,000.00
Senior Alternate Hockey.....	\$2,800.00
Ice Rent – Hourly.....	\$8,000.00
Locker Rentals.....	\$100.00
Challenge Cup.....	\$11,200.00
Challenge Cup Donations.....	\$7,000.00
Invitational & Other Tournaments.....	\$8,500.00
Summer Ice Surface Rentals.....	\$2,000.00
Curling Rink.....	\$10,000.00
Bowling Alley.....	\$7,500.00
Hall Rentals.....	\$13,500.00
Donations.....	\$3,000.00
Other Income.....	\$500.00

**TOTAL REVENUE** **\$241,700.00**

2006 Proposed Budget

<b>EXPENSES</b>	<b>2006 Budget</b>
 <b>ARENA</b>	
Manager's Travel.....	\$6,000.00
Wages.....	\$115,000.00
Telus.....	\$4,000.00
Bldgs. Maintenance & Repairs.....	\$20,000.00
Artificial Ice.....	\$2,100.00
Challenge Cup.....	\$11,000.00
Office Supplies.....	\$2,500.00
Operate Small Equipment.....	\$2,500.00
Cleaning Supplies & Equipment.....	\$3,000.00
First Aid Supplies.....	\$600.00
Miscellaneous Expenses.....	\$500.00
 <b>TOTAL</b>	 <b>\$167,200.00</b>

**CURLING RINK**

Maintenance & Repairs.....	\$1,500.00
Cleaning Supplies.....	\$1,000.00
Artificial Ice.....	\$500.00
Bonspiel Trophies & Prizes.....	\$3,000.00
Miscellaneous Expenses.....	\$500.00
 <b>TOTAL</b>	 <b>\$6,500.00</b>

**BOWLING ALLEY**

Wages.....	\$7,500.00
Telus.....	\$700.00
Maintenace.....	\$1,500.00
Cleaning Supplies.....	\$1,000.00
Bowling Shoes.....	\$500.00
Miscellaneous Expenses.....	\$500.00
League Bowling.....	\$1,500.00
 <b>TOTAL</b>	 <b>\$13,200.00</b>

2006 Proposed Budget

<b>BUFFALO HEAD PRAIRIE RINK</b>	<b>2006 Budget</b>
Maintenance & Improvements.....	\$1,550.00
Caretaker Contract.....	\$6,250.00
Water Hauling.....	\$1,500.00
Miscellaneous Expenses.....	\$200.00
<b>TOTAL</b>	<b>\$9,500.00</b>

**BLUEHILLS RINK**

Maintenance & Improvements.....	\$1,550.00
Caretaker Contract.....	\$6,250.00
Water Hauling.....	\$1,500.00
Miscellaneous Expenses.....	\$200.00
<b>TOTAL</b>	<b>\$9,500.00</b>

**BLUMENORT RINK**

Maintenance & Improvements.....	\$1,550.00
Caretaker Contract.....	\$6,250.00
Water Hauling.....	\$1,500.00
Miscellaneous Expenses.....	\$200.00
<b>TOTAL</b>	<b>\$9,500.00</b>

**LA CRETE RINK**

Maintenance & Improvements.....	\$1,550.00
Caretaker Contract.....	\$6,250.00
Water Hauling.....	\$1,500.00
Miscellaneous Expenses.....	\$200.00
<b>TOTAL</b>	<b>\$9,500.00</b>

2006 Proposed Budget

<b>OTHER EXPENSES</b>	<b>2006 Budget</b>
Accounting & Legal.....	\$2,500.00
Advertising.....	\$2,000.00
Ball Diamonds.....	\$500.00
Bank Service Charges.....	\$50.00
Director Expenses (Travel & Meals) .....	\$6,500.00
Freight Expense.....	\$1,000.00
Memberships.....	\$250.00
Tools & Repair.....	\$1,500.00
Office & Small Equip. Repairs.....	\$1,500.00
Miscellaneous Expenses.....	\$500.00
Summer Recreation Programs.....	\$500.00
<b>TOTAL</b>	<b>\$16,800.00</b>
<b>TOTAL OF ALL EXPENSES</b>	<b>\$241,700.00</b>

LA CRETE  
RECREATION  
SOCIETY  
  
CURRENT  
FINANCIAL  
INFORMATION

BUDGET 1 REC SOC

La Crete Recreation Society 2005 Budget

	2004 Actuals	2005 Budget	Year to Date	Operating	Capital
<b>AUGUST 31, 2005</b>					
Total Receipts For The Year.....	\$587,073.79	\$400,400.00	\$483,212.54	\$295,325.92	\$187,886.62
Total Expenses For The Year.....	\$530,147.67	\$400,400.00	\$431,769.79	\$281,709.35	\$149,947.44
Current De/Surplus.....	\$56,926.12	\$0.00	\$51,442.75	\$13,616.57	\$37,939.18
Surplus From Previous Year.....	-\$35,012.41		\$21,913.74		\$21,913.74
Overall Year End To.....	\$21,913.71		\$73,356.49	\$13,616.57	\$59,852.92
Over/Under Utilities & Insurance...	-\$9,038.72				
Surplus To Next Year.....	\$12,874.99				
M.D. Capital Funding.....	-\$34,000.00				
Total Operating Funds.....	-\$21,125.01				
<b>REVENUE</b>					
M.D. Capital Funding.....	\$34,000.00	\$0.00	\$34,000.00	\$0.00	\$34,000.00
M.D. Operating Funding.....	\$124,000.00	\$128,200.00	\$149,074.04	\$149,074.04	\$0.00
M.D. Utilities & Insurance.....	\$107,138.68	\$136,000.00	\$0.00	\$0.00	\$0.00
Silver Birch YAC.....	\$134,022.75	\$0.00	\$49,415.00	\$0.00	\$49,415.00
Senior Hockey.....	\$14,859.02	\$14,500.00	\$0.00	\$0.00	\$0.00
Minor Hockey.....	\$4,299.07	\$4,000.00	\$0.00	\$0.00	\$0.00
All Peace Hockey League.....	\$3,084.12	\$3,000.00	\$0.00	\$0.00	\$0.00
Adult Shinny (Adult & Youth).....	\$4,813.07	\$4,800.00	\$0.00	\$0.00	\$0.00
Figure Skating.....	\$2,429.91	\$2,400.00	\$510.00	\$510.00	\$0.00
Truckers/Loggers Hockey.....	\$2,275.70	\$2,200.00	\$0.00	\$0.00	\$0.00
Women's Hockey.....	\$2,182.80	\$2,100.00	\$680.00	\$680.00	\$0.00
Senior Fun Hockey.....	\$2,990.65	\$3,000.00	\$252.34	\$252.34	\$0.00
Senior Alternate Hockey.....	\$2,803.74	\$2,800.00	\$0.00	\$0.00	\$0.00
Ice Rent – Hourly.....	\$7,923.23	\$8,000.00	\$2,514.41	\$2,514.41	\$0.00
Locker Rentals.....	\$116.82	\$100.00	\$56.07	\$56.07	\$0.00
Challenge Cup.....	\$13,179.37	\$11,200.00	\$23,589.48	\$23,589.48	\$0.00
Challenge Cup Donations.....	\$8,560.00	\$7,000.00	\$2,076.00	\$0.00	\$2,076.00
Invitational & Other Tournaments..	\$1,511.22	\$1,500.00	\$9,444.70	\$9,444.70	\$0.00
Summer Ice Surface Rentals.....	\$1,873.64	\$2,000.00	\$995.37	\$995.37	\$0.00
Curling Rink.....	\$9,793.99	\$10,000.00	\$2,168.23	\$2,168.23	\$0.00
Bowling Alley.....	\$7,650.32	\$7,500.00	\$3,893.93	\$3,893.93	\$0.00
Hall Rentals.....	\$10,399.12	\$12,000.00	\$7,425.90	\$7,425.90	\$0.00
Society Memberships.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ball Diamonds.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations.....	\$5,862.29	\$3,000.00	\$29,091.62	\$0.00	\$29,091.62
Youth Service Canada.....	\$12,004.00	\$35,000.00	\$92,780.00	\$92,780.00	\$0.00
CFEP Grant Funding.....	\$0.00	\$0.00	\$71,304.00	\$0.00	\$71,304.00
Community Initiatives Program.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**BUDGET 1 REC SOC**

<b>REVENUE CONTINUED</b>	<b>2004 Actuals</b>	<b>2005 Budget</b>	<b>Year to Date</b>	<b>Operating</b>	<b>Capital</b>
Summer Career Placement .....	\$2,767.00	\$0.00	\$0.00	\$0.00	\$0.00
STEP Funding.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest.....	\$248.26	\$100.00	\$152.68	\$152.68	\$0.00
Skateboard Park.....	\$38,872.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00
Other Income.....	\$1,263.02	\$0.00	\$1,788.77	\$1,788.77	\$0.00
Wildrose Grant Funding YAC.....	\$26,150.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUE</b>	<b>\$587,073.79</b>	<b>\$400,400.00</b>	<b>\$483,212.54</b>	<b>\$295,325.92</b>	<b>\$187,886.62</b>
Bank Balance January 1.....	-\$35,012.41	\$0.00	\$21,913.74	\$0.00	\$0.00
<b>Total Expendable Funds.....</b>	<b>\$552,061.38</b>	<b>\$400,400.00</b>	<b>\$505,126.28</b>	<b>\$295,325.92</b>	<b>\$187,886.62</b>

**EXPENSES**

**ARENA**

Dressing Rooms Project.....	\$827.40	\$0.00	\$15,108.44	\$0.00	\$14,995.44
Capital Projects.....	\$0.00	\$0.00	\$83,623.25	\$0.00	\$83,623.25
Outdoor Ice Rink.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Manager's Travel.....	\$5,753.25	\$6,000.00	\$3,020.00	\$3,020.00	\$0.00
Wages.....	\$99,270.60	\$125,000.00	\$96,388.42	\$96,388.42	\$0.00
Utilities.....	\$55,271.25	\$80,000.00	\$18,163.74	\$18,163.74	\$0.00
Telus.....	\$3,638.60	\$4,000.00	\$2,423.29	\$2,423.29	\$0.00
Maintenance & Repairs.....	\$19,200.14	\$20,000.00	\$29,245.82	\$29,245.82	\$0.00
Artificial Ice.....	\$2,149.78	\$2,100.00	\$0.00	\$0.00	\$0.00
Challenge Cup.....	\$14,238.42	\$12,000.00	\$17,264.96	\$17,264.96	\$0.00
Office Supplies.....	\$1,930.35	\$3,000.00	\$1,104.18	\$1,104.18	\$0.00
Operate Zamboni.....	\$1,424.39	\$2,500.00	\$773.18	\$773.18	\$0.00
Cleaning Supplies & Equipment.....	\$2,235.92	\$3,000.00	\$3,132.96	\$3,132.96	\$0.00
First Aid Supplies.....	\$203.48	\$500.00	\$88.55	\$88.55	\$0.00
Misc. Tournaments.....	\$0.00	\$0.00	\$223.99	\$223.99	\$0.00
Miscellaneous Expenses.....	\$610.65	\$500.00	\$720.38	\$720.38	\$0.00
Skateboard Park.....	\$38,598.23	\$0.00	\$1,914.25	\$0.00	\$1,914.25
Time Keeper & Referee.....	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$245,477.46</b>	<b>\$258,600.00</b>	<b>\$273,195.41</b>	<b>\$172,549.47</b>	<b>\$100,532.94</b>

**CURLING RINK**

Utilities.....	\$12,937.57	\$19,000.00	\$4,251.67	\$4,251.67	\$0.00
Maintenance & Repairs.....	\$1,543.98	\$1,500.00	\$51.94	\$51.94	\$0.00
Cleaning Supplies.....	\$1,058.68	\$1,000.00	\$0.00	\$0.00	\$0.00
Artificial Ice.....	\$442.95	\$500.00	\$0.00	\$0.00	\$0.00
Bonspiel Trophies & Prizes.....	\$4,858.10	\$3,500.00	\$1,828.74	\$1,828.74	\$0.00
Miscellaneous Expenses.....	\$54.99	\$500.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$20,896.27</b>	<b>\$26,000.00</b>	<b>\$6,132.35</b>	<b>\$6,132.35</b>	<b>\$0.00</b>

BUDGET 1 REC SOC

<b>BOWLING ALLEY</b>	<b>2004 Actual</b>	<b>2005 Budget</b>	<b>Year to Date</b>	<b>Operating</b>	<b>Capital</b>
Wages.....	\$7,748.87	\$8,000.00	\$4,644.64	\$4,644.64	\$0.00
Utilities.....	\$13,674.52	\$20,000.00	\$4,493.84	\$4,493.84	\$0.00
Telus.....	\$499.89	\$650.00	\$459.92	\$459.92	\$0.00
Maintenace.....	\$1,735.01	\$1,500.00	\$534.17	\$534.17	\$0.00
Cleaning Supplies.....	\$993.48	\$1,000.00	\$0.00	\$0.00	\$0.00
Bowling Shoes.....	\$741.80	\$500.00	\$0.00	\$0.00	\$0.00
Miscellaneous Expenses.....	\$13.99	\$500.00	\$0.00	\$0.00	\$0.00
League Bowling.....	\$1,017.37	\$1,500.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$26,424.93</b>	<b>\$33,650.00</b>	<b>\$10,132.57</b>	<b>\$10,132.57</b>	<b>\$0.00</b>
<b>Buffalo Head Rink</b>					
Maintenance & Improvements.....	\$2,670.55	\$2,000.00	\$158.74	\$158.74	\$0.00
Utilities.....	\$1,701.26	\$3,000.00	\$923.78	\$923.78	\$0.00
Caretaker Contract.....	\$6,250.00	\$8,300.00	\$3,750.00	\$3,750.00	\$0.00
Water Hauling.....	\$1,545.84	\$1,700.00	\$440.00	\$440.00	\$0.00
Miscellaneous Expenses.....	\$22.02	\$200.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$12,189.67</b>	<b>\$15,200.00</b>	<b>\$5,272.52</b>	<b>\$5,272.52</b>	<b>\$0.00</b>
<b>Bluehills Rink</b>					
Maintenance & Improvements.....	\$4,682.50	\$2,000.00	\$230.05	\$230.05	\$0.00
Utilities.....	\$517.20	\$3,000.00	\$309.33	\$309.33	\$0.00
Caretaker Contract.....	\$6,250.00	\$8,300.00	\$3,750.00	\$3,750.00	\$0.00
Water Hauling.....	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00
Miscellaneous Expenses.....	\$0.00	\$350.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$11,449.70</b>	<b>\$15,150.00</b>	<b>\$4,289.38</b>	<b>\$4,289.38</b>	<b>\$0.00</b>
<b>Blumenort Rink</b>					
Maintenance & Improvements.....	\$1,220.00	\$2,000.00	\$33.91	\$33.91	\$0.00
Utilities.....	\$1,434.66	\$3,000.00	\$695.40	\$695.40	\$0.00
Caretaker Contract.....	\$6,250.00	\$8,300.00	\$3,750.00	\$3,750.00	\$0.00
Water Hauling.....	\$2,794.20	\$3,000.00	\$156.83	\$156.83	\$0.00
Miscellaneous Expenses.....	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$11,698.86</b>	<b>\$16,500.00</b>	<b>\$4,636.14</b>	<b>\$4,636.14</b>	<b>\$0.00</b>
<b>La Crete Rink</b>					
Maintenace & Improvements.....	\$2,400.00	\$2,000.00	\$643.16	\$643.16	\$0.00
Caretaker Contract.....	\$6,250.00	\$8,300.00	\$3,750.00	\$3,750.00	\$0.00
Water Hauling.....	\$0.00	\$0.00	\$75.00	\$75.00	\$0.00
Miscellaneous Expenses.....	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$8,650.00</b>	<b>\$10,500.00</b>	<b>\$4,468.16</b>	<b>\$4,468.16</b>	<b>\$0.00</b>

**BUDGET 1 REC SOC**

<b>OTHER EXPENSES</b>	<b>2004 Actual</b>	<b>2005 Budget</b>	<b>Year to Date</b>	<b>Operating</b>	<b>Capital</b>
Accounting & Legal.....	\$1,865.82	\$2,500.00	\$0.00	\$0.00	\$0.00
Advertising.....	\$1,919.23	\$2,000.00	\$871.66	\$871.66	\$0.00
Ball Diamonds.....	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00
Bank Service Charges.....	\$9.71	\$50.00	\$162.68	\$162.68	\$0.00
Director Fees.....	\$5,560.00	\$6,500.00	\$3,180.00	\$3,180.00	\$0.00
Equipment Repairs.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Freight Expense.....	\$1,419.12	\$1,000.00	\$189.98	\$189.98	\$0.00
Insurance.....	\$12,563.50	\$8,000.00	\$1,296.00	\$1,296.00	\$0.00
Memberships.....	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00
Summer Recreation Programs.....	\$170.93	\$500.00	\$0.00	\$0.00	\$0.00
Tools & Repair.....	\$950.68	\$1,500.00	\$630.41	\$630.41	\$0.00
Tractor & Small Equip. Repairs...	\$217.39	\$1,500.00	\$72.82	\$72.82	\$0.00
Youth Activity Centre.....	\$134,022.75	\$0.00	\$49,414.50	\$0.00	\$49,414.50
Wildrose Grant Funding YAC.....	\$26,150.00	\$0.00	\$0.00	\$0.00	\$0.00
Youth Service Canada.....	\$7,701.50	\$0.00	\$67,825.21	\$67,825.21	\$0.00
Miscellaneous Expenses.....	\$810.15	\$500.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$193,360.78</b>	<b>\$24,800.00</b>	<b>\$123,643.26</b>	<b>\$74,228.76</b>	<b>\$49,414.50</b>
<b>TOTAL OF ALL EXPENSES</b>	<b>\$530,147.67</b>	<b>\$400,400.00</b>	<b>\$431,769.79</b>	<b>\$281,709.35</b>	<b>\$149,947.44</b>
<b>BANK BALANCE DECEMBER 31</b>	<b>-\$35,012.41</b>	<b>\$0.00</b>	<b>\$21,913.74</b>		<b>\$21,913.74</b>
<b>TOTAL FUNDS ACCOUNTED FOR</b>	<b>\$495,135.26</b>	<b>\$400,400.00</b>	<b>\$453,683.53</b>	<b>\$281,709.35</b>	<b>\$171,861.18</b>

LA CRETE  
RECREATION  
SOCIETY

HONORARIUMS

PAID

TO

EXECUTIVE

AND

BOARD

MEMBERS

## Transactions by Account Report 01/01/2005 to 09/28/2005

## Transaction Number

Date	Comment	Source #	Trans. ...	Debits	Credits	Balance
5850	Directors Expense					0.00 Dr
01/31/2005	Friesen, Andrew	Jan24M...	J92	70.00	-	70.00 Dr
01/31/2005	Harder, Bruce	Jan24M...	J93	70.00	-	140.00 Dr
01/31/2005	Wiebe, Sharon	Jan24M...	J94	50.00	-	190.00 Dr
01/31/2005	Steward, Tim	Jan24M...	J95	50.00	-	240.00 Dr
01/31/2005	Braun, Dave	Jan24M...	J96	70.00	-	310.00 Dr
01/31/2005	Friesen, Andrew	Jan13M...	J97	70.00	-	380.00 Dr
01/31/2005	Braun, Dave	Jan13M...	J98	70.00	-	450.00 Dr
01/31/2005	Friesen, Benji	Jan13M...	J99	50.00	-	500.00 Dr
01/31/2005	Harder, Bruce	Jan13M...	J100	70.00	-	570.00 Dr
01/31/2005	Steward, Tim	Jan13M...	J101	50.00	-	620.00 Dr
01/31/2005	Wiebe Barney	Jan13M...	J102	50.00	-	670.00 Dr
02/10/2005	Friesen, Benji	AGM Fe...	J125	50.00	-	720.00 Dr
02/10/2005	Harder, Bruce	AGM Fe...	J126	70.00	-	790.00 Dr
02/10/2005	Stewart, Tim	AGM Fe...	J127	50.00	-	840.00 Dr
02/10/2005	Wiebe Barney	AGM Fe...	J128	50.00	-	890.00 Dr
02/10/2005	Wiebe, Sharon	AGM Fe...	J129	50.00	-	940.00 Dr
03/29/2005	Friesen, Andrew	Feb22-...	J333	70.00	-	1,010.00 Dr
03/29/2005	Friesen, Benji	Feb22-...	J334	70.00	-	1,080.00 Dr
03/29/2005	Harder, Bruce	Feb22-...	J335	70.00	-	1,150.00 Dr
03/29/2005	Stewart, Tim	Feb22-...	J336	50.00	-	1,200.00 Dr
03/29/2005	Wiebe Barney	Feb22-...	J337	50.00	-	1,250.00 Dr
03/29/2005	Wiebe, Sharon	Feb22-...	J338	50.00	-	1,300.00 Dr
03/29/2005	Schellenberg, Dave	Feb22-...	J339	50.00	-	1,350.00 Dr
03/29/2005	Harder, Dave	Feb22-...	J340	50.00	-	1,400.00 Dr
03/29/2005	Friesen, Andrew	Mar22-...	J341	70.00	-	1,470.00 Dr
03/29/2005	Friesen, Benji	Mar22-...	J342	70.00	-	1,540.00 Dr
03/29/2005	Harder, Bruce	Mar22-...	J343	70.00	-	1,610.00 Dr
03/29/2005	Stewart, Tim	Mar22-...	J344	50.00	-	1,660.00 Dr
03/29/2005	Wiebe Barney	Mar22-...	J345	50.00	-	1,710.00 Dr
03/29/2005	Wiebe, Sharon	Mar22-...	J346	50.00	-	1,760.00 Dr
03/29/2005	Harder, Dave	Mar22-...	J347	50.00	-	1,810.00 Dr
03/29/2005	Schellenberg, Dave	Mar22-...	J348	50.00	-	1,860.00 Dr
04/19/2005	Friesen, Andrew	April14...	J433	70.00	-	1,930.00 Dr
04/19/2005	Braun, Dave	April14...	J434	70.00	-	2,000.00 Dr
04/19/2005	Harder, Bruce	April14...	J435	70.00	-	2,070.00 Dr
04/19/2005	Stewart, Tim	April14...	J436	50.00	-	2,120.00 Dr
04/19/2005	Wiebe, Sharon	April14...	J437	50.00	-	2,170.00 Dr
04/19/2005	Harder, Dave	April14...	J438	50.00	-	2,220.00 Dr
04/19/2005	Schellenberg, Dave	April14...	J439	50.00	-	2,270.00 Dr
05/19/2005	Friesen, Andrew	May19M...	J606	70.00	-	2,340.00 Dr
05/19/2005	Braun, Dave	May19M...	J607	70.00	-	2,410.00 Dr
05/19/2005	Friesen, Benji	May19-...	J608	70.00	-	2,480.00 Dr
05/19/2005	Harder, Bruce	May19-...	J609	70.00	-	2,550.00 Dr
05/19/2005	Stewart, Tim	May19-...	J610	50.00	-	2,600.00 Dr
05/19/2005	Wiebe, Sharon	May19-...	J611	50.00	-	2,650.00 Dr
05/19/2005	Harder, Dave	May19M...	J612	50.00	-	2,700.00 Dr
05/19/2005	Schellenberg, Dave	May19M...	J613	50.00	-	2,750.00 Dr
07/05/2005	Friesen, Andrew	June9M...	J682	70.00	-	2,820.00 Dr
07/05/2005	Braun, Dave	June9-...	J683	70.00	-	2,890.00 Dr
07/05/2005	Harder, Dave	June9-...	J684	50.00	-	2,940.00 Dr
07/05/2005	Wiebe Barney	June9-...	J685	50.00	-	2,990.00 Dr
07/05/2005	Stewart, Tim	June9-...	J686	50.00	-	3,040.00 Dr
07/05/2005	Friesen, Benji	June9M...	J687	70.00	-	3,110.00 Dr
07/05/2005	Harder, Bruce	June9M...	J688	70.00	-	3,180.00 Dr
09/07/2005	Special-Meeti, Braun, Dave	7767	J794	350.00	-	3,530.00 Dr

## Transactions by Account Report 01/01/2005 to 09/28/2005

## Transaction Number

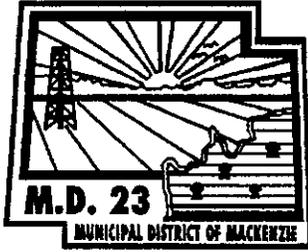
<u>Date</u>	<u>Comment</u>	<u>Source #</u>	<u>Trans. ...</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
09/07/2005	SpecialMeetin, Harder, Bruce	7768	J795	420.00	-	3,950.00 Dr
09/07/2005	SpecialMeetin, Friesen, Andrew	7769	J796	350.00	-	4,300.00 Dr
09/07/2005	SpecialMeetin, Stewart, Tim	7770	J797	250.00	-	4,550.00 Dr
09/07/2005	SpecialMeetin, Wiebe Barney	7771	J798	250.00	-	4,800.00 Dr
09/07/2005	SpecialMeetin, Friesen, Benj	7772	J799	350.00	-	5,150.00 Dr
09/07/2005	SpecialMeetin, Wiebe, Sharon	7773	J800	50.00	-	5,200.00 Dr
				5,200.00	0.00	

## LA CRETE RECREATION SOCIETY GRANTS APPLIED FOR IN 2005

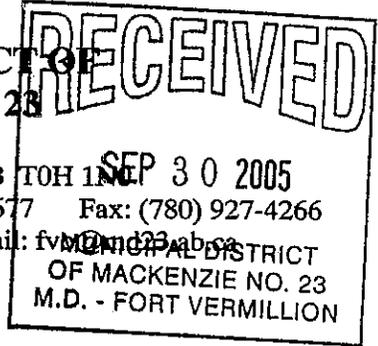
- 1) Community Facility Enhancement Program (2004 Application) - received \$71,304.00 on May 2, 2005. Towards the new dressing rooms.
- 2) Community Facility Enhancement Program – Applied for \$93001.00 towards Arena and outdoor ice rink upgrades. Application – pending
- 3) Community Initiatives Program – Applied for \$48,875.00 for the new ice resurfacer. Application – pending.
- 4) The Recreation Society just completed a Skills Link Program. Skills Link is a Federal Government youth employment training program. We ran this program from December, 2004 until August, 2005. Many upgrades were done to the Arena & the outdoor ice rinks through this program.

## FUND RAISING

The main fund raiser that we held in 2005 was the Annual Challenge Cup Hockey Tournament. This tournament brought in a profit of \$8400.00. We host several other tournaments through out the season, like the Truckers & Loggers and also the 4 on 4 tournament. Other than the extra tournaments that we put on, our revenue comes from users fees, local, provincial and federal grants.



MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23



P.O. Box 640, Fort Vermillion, AB T0H 1N1  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvm@md23.ab.ca

2006 Grant Application

APPLICANT INFORMATION:

Legal name of organization La Crete Recreation Society (Capital)

Society  Non-profit company or corporation  Other

Permanent address 10201 - 99 Ave Box 29  
Street address P.O. Box

LaCrete AB Postal Code: T0H-2H0

500080999 1974 31 yrs.  
Incorporation/Society number Date of Incorporation Length of time in operation

ORGANIZATION CONTACTS:

Contact for this application Mr./Mrs./Ms. Dave Braun.

Title Treasurer.

Telephone (work) (780) (home) (780) Fax (780)

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

FACILITY:

Name of facility Northern Lights Recreation Centre

Street address or legal description 10201 - 99 Ave.

Registered holder of land title Municipal District of Mackenzie # 23.

Facility operator/leaseholder LaCrete Recreation Society.

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project 2006 Capital Funding.

Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$ 35,020.00      \$ 70,040.00      January 1-2006      December 31-2006  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

8      1-Full-time - Seasonal      5- Part-time - Seasonal  
Number of paid staff      Number of paid full-time      Number of paid part-time  
1-Full-time permanent  
8000.      Blumenort to Tompkins.  
Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes       No       If yes:

January 2005      34,000.00      Annual Capital Funding.  
Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

**LA CRETE RECREATION SOCIETY  
LIST OF EXECUTIVES 2005**

1) Andrew Friesen – President

La Crete, Alberta  
T0H 2H0

5) Mary Ann Fehr – Director

La Crete, Alberta  
T0H 2H0

2) Bruce Harder - Vic President

La Crete, Alberta  
T0H 2H0

6) Stewart, Tim – Director

La Crete, Alberta  
T0H 2H0

3) Braun, Dave – Treasurer

La Crete, Alberta  
T0H 2H0

7) Wiebe, Barney – Director

La Crete, Alberta  
T0H 2H0

4) Friesen, Benj – Secretary

La Crete, Alberta  
T0H 2H0

8) John Braun – Director

La Crete, Alberta  
T0H 2H0

LA CRETE  
RECREATION  
SOCIETY

LIST  
OF  
EXECUTIVES

**Annie Wiebe**  
**Certified General Accountant**

---

---

Box 1087 ~ La Crete, Alberta T0H 2H0  
Phone/Fax (780)928-4064

LA CRETE RECREATION SOCIETY  
FINANCIAL STATEMENTS  
YEAR ENDED DECEMBER 31, 2004  
(UNAUDITED - SEE NOTICE TO READER)

NOTICE TO READER

I have compiled the balance sheet of LA CRETE RECREATION SOCIETY as at December 31, 2004 and the statements of income and retained surplus for the year then ended from information provided by management. I have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of such information. Readers are cautioned that these statements may not be appropriate for their purposes.

La Crete, Alberta.  
February 9, 2005.

  
Certified General Accountant.

LA CRETE RECREATION SOCIETY

Balance Sheet  
December 31, 2004

(Unaudited - See Notice to Reader)

ASSETS

	<u>2004</u>	<u>2003</u>
<u>CURRENT</u>		
Savings account	\$499.20	\$0.00
Capital funding account	34,000.00	0.00
Accounts receivable	654.70	1,561.86
	<hr/>	<hr/>
	\$35,153.90	\$1,561.86
	<hr/> <hr/>	<hr/> <hr/>

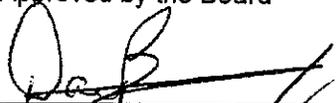
LIABILITIES

	<u>2004</u>	<u>2003</u>
<u>CURRENT</u>		
Chequing account overdraft	\$13,240.16	\$36,574.27

EQUITY

CAPITAL SURPLUS	34,000.00	0.00
UTILITIES AND INSURANCE SURPLUS (DEFICIT)	-10,482.15	0.00
OPERATING SURPLUS (DEFICIT)	-1,604.11	-35,012.41
	<hr/>	<hr/>
	21,913.74	-35,012.41
	<hr/>	<hr/>
	\$35,153.90	\$1,561.86
	<hr/> <hr/>	<hr/> <hr/>

Approved by the Board

  
\_\_\_\_\_  
Dave Braun Treasurer

  
\_\_\_\_\_  
Andrew Friesen President

LA CRETE RECREATION SOCIETY

Statement of Income and Retained Surplus  
Year ended December 31, 2004

(Unaudited - See Notice to Reader)

	2004 <u>Actual</u>	2004 <u>Budget</u>	2003 <u>Actual</u>
<u>REVENUE</u>			
M.D. Capital Funding	\$34,000.00	\$0.00	\$90,000.00
M.D. Operating Funding	124,000.00	124,000.00	163,350.00
M.D. Utilities and Insurance	107,138.68	136,000.00	0.00
Silver Birch YAC	134,022.75	103,500.00	89,659.92
Senior Hockey	14,859.02	16,800.00	14,439.25
Minor Hockey	4,299.07	4,000.00	6,707.97
All Peace Hockey League	3,084.12	3,000.00	2,990.65
Adult Shinny (Adult & Youth)	4,813.07	14,000.00	17,001.82
Figure Skating	2,429.91	2,000.00	2,056.07
Truckers/Logging Hockey	2,275.70	0.00	0.00
Women's Hockey	2,182.80	0.00	0.00
Senior Fun Hockey	2,990.65	0.00	0.00
Senior Alternate Hockey	2,803.74	0.00	0.00
Ice Rent - Hourly	7,923.23	6,000.00	8,099.92
Locker Rentals	116.82	100.00	441.13
Challenge Cup	13,179.37	17,500.00	14,964.70
Challenge Cup Donations	8,560.00	0.00	0.00
Invitational and Other Tournaments	1,511.22	5,000.00	5,933.24
Summer Ice Surface Rentals	1,873.64	2,500.00	2,135.00
Curling Rink	9,793.99	12,000.00	11,912.91
Bowling Alley	7,650.32	10,000.00	7,778.02
Hall Rentals	10,399.12	6,500.00	6,242.88
Society Memberships	0.00	300.00	570.00
Ball Diamonds	0.00	1,500.00	1,327.61
Donations	5,862.29	4,500.00	13,000.00
Skills Link	12,004.00	0.00	138,566.00
Community Initiatives Program	0.00	0.00	41,939.00
Molson Local Heroes	0.00	0.00	1,666.66
AB Sport & Recreation	0.00	0.00	5,000.00
Summer Career Placement	2,767.00	0.00	0.00
Interest	248.29	100.00	35.51
Skateboard Park	38,872.00	0.00	0.00
Other Income	1,263.02	500.00	628.12
Wildrose Grant Funding YAC	26,150.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
	587,073.82	469,800.00	646,446.38
	<hr/>	<hr/>	<hr/>

LA CRETE RECREATION SOCIETY

Statement of Income and Retained Surplus  
Year ended December 31, 2004

(Unaudited - See Notice to Reader)

	<u>2004</u> <u>Actual</u>	<u>2004</u> <u>Budget</u>	<u>2003</u> <u>Actual</u>
<u>EXPENSES</u>			
<u>ARENA</u>			
Dressing Rooms Project	\$827.40	\$0.00	\$116,825.57
Outdoor Ice Rink	0.00	0.00	11,911.52
Manager's Travel	5,753.25	6,000.00	4,800.00
Wages	99,270.60	100,000.00	120,164.80
Utilities	55,271.25	80,000.00	65,027.95
Telus	3,638.60	3,000.00	3,650.42
Maintenance and Repairs	19,200.14	20,000.00	30,989.64
Artificial Ice	2,149.78	1,000.00	2,170.40
Ice Paint	0.00	300.00	0.00
Challenge Cup	14,238.42	12,000.00	9,941.25
Office Supplies	1,930.35	3,500.00	6,368.75
Operate Zamboni	1,424.39	1,500.00	6,937.39
Zamboni	0.00	0.00	10,000.00
Cleaning Supplies and Equipment	2,235.92	3,000.00	2,778.23
First Aid Supplies	203.48	300.00	0.00
Miscellaneous Tournaments	0.00	5,000.00	4,729.44
Miscellaneous Expense	610.65	500.00	449.38
Skateboard Park	38,598.23	0.00	0.00
Time Keeper and Referee	125.00	0.00	0.00
	<hr/>	<hr/>	<hr/>
	245,477.46	236,100.00	396,744.74
	<hr/>	<hr/>	<hr/>
<u>CURLING RINK</u>			
Utilities	12,937.57	19,000.00	15,291.36
Maintenance and Repairs	1,543.98	1,500.00	1,577.07
Cleaning Supplies	1,058.68	650.00	1,000.00
Artificial Ice	442.95	500.00	484.90
Bonspiel Trophies and Prizes	4,858.10	3,500.00	1,339.63
Miscellaneous Expense	54.99	500.00	60.82
	<hr/>	<hr/>	<hr/>
	20,896.27	25,650.00	19,753.78
	<hr/>	<hr/>	<hr/>

LA CRETE RECREATION SOCIETY

Statement of Income and Retained Surplus  
Year ended December 31, 2004

(Unaudited - See Notice to Reader)

	2004 <u>Actual</u>	2004 <u>Budget</u>	2003 <u>Actual</u>
<u>BOWLING ALLEY</u>			
Wages	\$7,748.87	\$8,000.00	\$6,466.34
Utilities	13,674.52	20,000.00	16,088.40
Telus	499.89	650.00	425.18
Maintenance	1,735.01	1,700.00	479.49
Cleaning Supplies	993.48	1,000.00	1,049.47
Bowling Shoes	741.80	500.00	53.82
Confectionary Items	0.00	0.00	83.03
Miscellaneous Expense	13.99	500.00	232.13
League Bowling	1,017.37	1,500.00	1,520.37
	<hr/>	<hr/>	<hr/>
	26,424.93	33,850.00	26,398.23
	<hr/>	<hr/>	<hr/>
<u>BUFFALO HEAD RINK</u>			
Maintenance and Improvements	2,670.55	1,050.00	639.05
Utilities	1,701.26	3,000.00	2,093.38
Caretaker Contract	6,250.00	6,250.00	6,250.00
Water Hauling	1,545.84	1,500.00	833.94
Miscellaneous Expense	22.02	200.00	0.00
	<hr/>	<hr/>	<hr/>
	12,189.67	12,000.00	9,816.37
	<hr/>	<hr/>	<hr/>
<u>BLUEHILLS RINK</u>			
Maintenance and Improvements	4,682.50	1,050.00	85.94
Utilities	517.20	3,000.00	606.74
Caretaker Contract	6,250.00	6,250.00	6,250.00
Water Hauling	0.00	1,500.00	1,505.03
Miscellaneous Expense	0.00	200.00	0.00
	<hr/>	<hr/>	<hr/>
	11,449.70	12,000.00	8,447.71
	<hr/>	<hr/>	<hr/>
<u>BLUMENORT RINK</u>			
Maintenance and Improvements	1,220.00	1,050.00	414.78
Utilities	1,434.66	3,000.00	1,276.05
Caretaker Contract	6,250.00	6,250.00	6,250.00
Water Hauling	2,794.20	1,500.00	890.49
Miscellaneous Expense	0.00	200.00	0.00
	<hr/>	<hr/>	<hr/>
	11,698.86	12,000.00	8,831.32

LA CRETE RECREATION SOCIETY

Statement of Income and Retained Surplus  
Year ended December 31, 2004

(Unaudited - See Notice to Reader)

	2004 <u>Actual</u>	2004 <u>Budget</u>	2003 <u>Actual</u>
<u>LA CRETE RINK</u>			
Maintenance and Improvements	\$2,400.00	\$1,050.00	\$0.00
Caretaker Contract	6,250.00	6,250.00	0.00
Water Hauling	0.00	1,500.00	0.00
Miscellaneous Expense	0.00	200.00	0.00
	<hr/>	<hr/>	<hr/>
	8,650.00	9,000.00	0.00
	<hr/>	<hr/>	<hr/>
<u>OTHER EXPENSES</u>			
Accounting and Legal	1,865.82	3,000.00	0.00
Advertising	1,919.23	2,000.00	1,993.05
Ball Diamonds	0.00	500.00	141.48
Bank Service Charges	9.71	50.00	301.76
Director Fees	5,560.00	8,000.00	7,490.00
Freight Expense	1,419.12	1,000.00	2,122.38
Insurance	12,563.50	8,000.00	6,030.20
Memberships	0.00	250.00	103.20
NWHSR Skating Program	0.00	0.00	4,020.08
Summer Recreation Programs	170.93	0.00	0.00
Tools and Repair	950.68	1,200.00	1,946.74
Tractor and Small Equipment Repairs	217.39	1,200.00	426.31
Youth Activity Centre	134,022.75	103,500.00	89,659.92
Wildrose Grant Funding YAC	26,150.00	0.00	0.00
Skills Link	7,701.50	0.00	108,960.16
Miscellaneous Expense	810.15	500.00	35.00
	<hr/>	<hr/>	<hr/>
	193,360.78	129,200.00	223,230.28
	<hr/>	<hr/>	<hr/>
TOTAL EXPENSES	530,147.67	469,800.00	693,222.43
	<hr/>	<hr/>	<hr/>
NET INCOME FOR THE YEAR	56,926.15	0.00	-46,776.05
	<hr/>	<hr/>	<hr/>
RETAINED SURPLUS (DEFICIT), beginning of year	-35,012.41	-35,012.41	11,763.64
	<hr/>	<hr/>	<hr/>
RETAINED SURPLUS (DEFICIT), end of year	\$21,913.74	-\$35,012.41	-\$35,012.41
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

LA CRETE  
RECREATION  
SOCIETY  
  
CURRENT  
FINANCIAL  
INFORMATION

BUDGET 1 REC SOC

La Crete Recreation Society 2005 Budget

	2004 Actuals	2005 Budget	Year to Date	Operating	Capital
<b>AUGUST31,2005</b>					
Total Receipts For The Year.....	\$587,073.79	\$400,400.00	\$483,212.54	\$295,325.92	\$187,886.62
Total Expenses For The Year.....	\$530,147.67	\$400,400.00	\$431,769.79	\$281,709.35	\$149,947.44
Current De/Surplus.....	\$56,926.12	\$0.00	\$51,442.75	\$13,616.57	\$37,939.18
Surplus From Previous Year.....	-\$35,012.41		\$21,913.74		\$21,913.74
Overall Year End To.....	\$21,913.71		\$73,356.49	\$13,616.57	\$59,852.92
Over/Under Utilities & Insurance...	-\$9,038.72				
Surplus To Next Year.....	\$12,874.99				
M.D. Capital Funding.....	-\$34,000.00				
Total Operating Funds.....	-\$21,125.01				
<b>REVENUE</b>					
M.D. Capital Funding.....	\$34,000.00	\$0.00	\$34,000.00	\$0.00	\$34,000.00
M.D. Operating Funding.....	\$124,000.00	\$128,200.00	\$149,074.04	\$149,074.04	\$0.00
M.D. Utilities & Insurance.....	\$107,138.68	\$136,000.00	\$0.00	\$0.00	\$0.00
Silver Birch YAC.....	\$134,022.75	\$0.00	\$49,415.00	\$0.00	\$49,415.00
Senior Hockey.....	\$14,859.02	\$14,500.00	\$0.00	\$0.00	\$0.00
Minor Hockey.....	\$4,299.07	\$4,000.00	\$0.00	\$0.00	\$0.00
All Peace Hockey League.....	\$3,084.12	\$3,000.00	\$0.00	\$0.00	\$0.00
Adult Shinny (Adult & Youth).....	\$4,813.07	\$4,800.00	\$0.00	\$0.00	\$0.00
Figure Skating.....	\$2,429.91	\$2,400.00	\$510.00	\$510.00	\$0.00
Truckers/Loggers Hockey.....	\$2,275.70	\$2,200.00	\$0.00	\$0.00	\$0.00
Women's Hockey.....	\$2,182.80	\$2,100.00	\$680.00	\$680.00	\$0.00
Senior Fun Hockey.....	\$2,990.65	\$3,000.00	\$252.34	\$252.34	\$0.00
Senior Alternate Hockey.....	\$2,803.74	\$2,800.00	\$0.00	\$0.00	\$0.00
Ice Rent – Hourly.....	\$7,923.23	\$8,000.00	\$2,514.41	\$2,514.41	\$0.00
Locker Rentals.....	\$116.82	\$100.00	\$56.07	\$56.07	\$0.00
Challenge Cup.....	\$13,179.37	\$11,200.00	\$23,589.48	\$23,589.48	\$0.00
Challenge Cup Donations.....	\$8,560.00	\$7,000.00	\$2,076.00	\$0.00	\$2,076.00
Invitational & Other Tournaments..	\$1,511.22	\$1,500.00	\$9,444.70	\$9,444.70	\$0.00
Summer Ice Surface Rentals.....	\$1,873.64	\$2,000.00	\$995.37	\$995.37	\$0.00
Curling Rink.....	\$9,793.99	\$10,000.00	\$2,168.23	\$2,168.23	\$0.00
Bowling Alley.....	\$7,650.32	\$7,500.00	\$3,893.93	\$3,893.93	\$0.00
Hall Rentals.....	\$10,399.12	\$12,000.00	\$7,425.90	\$7,425.90	\$0.00
Society Memberships.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Ball Diamonds.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Donations.....	\$5,862.29	\$3,000.00	\$29,091.62	\$0.00	\$29,091.62
Youth Service Canada.....	\$12,004.00	\$35,000.00	\$92,780.00	\$92,780.00	\$0.00
CFEP Grant Funding.....	\$0.00	\$0.00	\$71,304.00	\$0.00	\$71,304.00
Community Initiatives Program.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

**BUDGET 1 REC SOC**

**REVENUE CONTINUED**

	<b>2004 Actuals</b>	<b>2005 Budget</b>	<b>Year to Date</b>	<b>Operating</b>	<b>Capital</b>
Summer Career Placement .....	\$2,767.00	\$0.00	\$0.00	\$0.00	\$0.00
STEP Funding.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Interest.....	\$248.26	\$100.00	\$152.68	\$152.68	\$0.00
Skateboard Park.....	\$38,872.00	\$0.00	\$2,000.00	\$0.00	\$2,000.00
Other Income.....	\$1,263.02	\$0.00	\$1,788.77	\$1,788.77	\$0.00
Wildrose Grant Funding YAC.....	\$26,150.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL REVENUE</b>	<b>\$587,073.79</b>	<b>\$400,400.00</b>	<b>\$483,212.54</b>	<b>\$295,325.92</b>	<b>\$187,886.62</b>
Bank Balance January 1.....	-\$35,012.41	\$0.00	\$21,913.74	\$0.00	\$0.00
<b>Total Expendable Funds.....</b>	<b>\$552,061.38</b>	<b>\$400,400.00</b>	<b>\$505,126.28</b>	<b>\$295,325.92</b>	<b>\$187,886.62</b>

**EXPENSES**

**ARENA**

Dressing Rooms Project.....	\$827.40	\$0.00	\$15,108.44	\$0.00	\$14,995.44
Capital Projects.....	\$0.00	\$0.00	\$83,623.25	\$0.00	\$83,623.25
Outdoor Ice Rink.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Manager's Travel.....	\$5,753.25	\$6,000.00	\$3,020.00	\$3,020.00	\$0.00
Wages.....	\$99,270.60	\$125,000.00	\$96,388.42	\$96,388.42	\$0.00
Utilities.....	\$55,271.25	\$80,000.00	\$18,163.74	\$18,163.74	\$0.00
Telus.....	\$3,638.60	\$4,000.00	\$2,423.29	\$2,423.29	\$0.00
Maintenance & Repairs.....	\$19,200.14	\$20,000.00	\$29,245.82	\$29,245.82	\$0.00
Artificial Ice.....	\$2,149.78	\$2,100.00	\$0.00	\$0.00	\$0.00
Challenge Cup.....	\$14,238.42	\$12,000.00	\$17,264.96	\$17,264.96	\$0.00
Office Supplies.....	\$1,930.35	\$3,000.00	\$1,104.18	\$1,104.18	\$0.00
Operate Zamboni.....	\$1,424.39	\$2,500.00	\$773.18	\$773.18	\$0.00
Cleaning Supplies & Equipment.....	\$2,235.92	\$3,000.00	\$3,132.96	\$3,132.96	\$0.00
First Aid Supplies.....	\$203.48	\$500.00	\$88.55	\$88.55	\$0.00
Misc. Tournaments.....	\$0.00	\$0.00	\$223.99	\$223.99	\$0.00
Miscellaneous Expenses.....	\$610.65	\$500.00	\$720.38	\$720.38	\$0.00
Skateboard Park.....	\$38,598.23	\$0.00	\$1,914.25	\$0.00	\$1,914.25
Time Keeper & Referee.....	\$125.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$245,477.46</b>	<b>\$258,600.00</b>	<b>\$273,195.41</b>	<b>\$172,549.47</b>	<b>\$100,532.94</b>

**CURLING RINK**

Utilities.....	\$12,937.57	\$19,000.00	\$4,251.67	\$4,251.67	\$0.00
Maintenance & Repairs.....	\$1,543.98	\$1,500.00	\$51.94	\$51.94	\$0.00
Cleaning Supplies.....	\$1,058.68	\$1,000.00	\$0.00	\$0.00	\$0.00
Artificial Ice.....	\$442.95	\$500.00	\$0.00	\$0.00	\$0.00
Bonspiel Trophies & Prizes.....	\$4,858.10	\$3,500.00	\$1,828.74	\$1,828.74	\$0.00
Miscellaneous Expenses.....	\$54.99	\$500.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$20,896.27</b>	<b>\$26,000.00</b>	<b>\$6,132.35</b>	<b>\$6,132.35</b>	<b>\$0.00</b>

**BUDGET 1 REC SOC**

**BOWLING ALLEY**

	<b>2004 Actual</b>	<b>2005 Budget</b>	<b>Year to Date</b>	<b>Operating</b>	<b>Capital</b>
Wages.....	\$7,748.87	\$8,000.00	\$4,644.64	\$4,644.64	\$0.00
Utilities.....	\$13,674.52	\$20,000.00	\$4,493.84	\$4,493.84	\$0.00
Telus.....	\$499.89	\$650.00	\$459.92	\$459.92	\$0.00
Maintenance.....	\$1,735.01	\$1,500.00	\$534.17	\$534.17	\$0.00
Cleaning Supplies.....	\$993.48	\$1,000.00	\$0.00	\$0.00	\$0.00
Bowling Shoes.....	\$741.80	\$500.00	\$0.00	\$0.00	\$0.00
Miscellaneous Expenses.....	\$13.99	\$500.00	\$0.00	\$0.00	\$0.00
League Bowling.....	\$1,017.37	\$1,500.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$26,424.93</b>	<b>\$33,650.00</b>	<b>\$10,132.57</b>	<b>\$10,132.57</b>	<b>\$0.00</b>

**Buffalo Head Rink**

Maintenance & Improvements.....	\$2,670.55	\$2,000.00	\$158.74	\$158.74	\$0.00
Utilities.....	\$1,701.26	\$3,000.00	\$923.78	\$923.78	\$0.00
Caretaker Contract.....	\$6,250.00	\$8,300.00	\$3,750.00	\$3,750.00	\$0.00
Water Hauling.....	\$1,545.84	\$1,700.00	\$440.00	\$440.00	\$0.00
Miscellaneous Expenses.....	\$22.02	\$200.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$12,189.67</b>	<b>\$15,200.00</b>	<b>\$5,272.52</b>	<b>\$5,272.52</b>	<b>\$0.00</b>

**Bluehills Rink**

Maintenance & Improvements.....	\$4,682.50	\$2,000.00	\$230.05	\$230.05	\$0.00
Utilities.....	\$517.20	\$3,000.00	\$309.33	\$309.33	\$0.00
Caretaker Contract.....	\$6,250.00	\$8,300.00	\$3,750.00	\$3,750.00	\$0.00
Water Hauling.....	\$0.00	\$1,500.00	\$0.00	\$0.00	\$0.00
Miscellaneous Expenses.....	\$0.00	\$350.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$11,449.70</b>	<b>\$15,150.00</b>	<b>\$4,289.38</b>	<b>\$4,289.38</b>	<b>\$0.00</b>

**Blumenort Rink**

Maintenance & Improvements.....	\$1,220.00	\$2,000.00	\$33.91	\$33.91	\$0.00
Utilities.....	\$1,434.66	\$3,000.00	\$695.40	\$695.40	\$0.00
Caretaker Contract.....	\$6,250.00	\$8,300.00	\$3,750.00	\$3,750.00	\$0.00
Water Hauling.....	\$2,794.20	\$3,000.00	\$156.83	\$156.83	\$0.00
Miscellaneous Expenses.....	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$11,698.86</b>	<b>\$16,500.00</b>	<b>\$4,636.14</b>	<b>\$4,636.14</b>	<b>\$0.00</b>

**La Crete Rink**

Maintenance & Improvements.....	\$2,400.00	\$2,000.00	\$643.16	\$643.16	\$0.00
Caretaker Contract.....	\$6,250.00	\$8,300.00	\$3,750.00	\$3,750.00	\$0.00
Water Hauling.....	\$0.00	\$0.00	\$75.00	\$75.00	\$0.00
Miscellaneous Expenses.....	\$0.00	\$200.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$8,650.00</b>	<b>\$10,500.00</b>	<b>\$4,468.16</b>	<b>\$4,468.16</b>	<b>\$0.00</b>

**BUDGET 1 REC SOC**

<b>OTHER EXPENSES</b>	<b>2004 Actual</b>	<b>2005 Budget</b>	<b>Year to Date</b>	<b>Operating</b>	<b>Capital</b>
Accounting & Legal.....	\$1,865.82	\$2,500.00	\$0.00	\$0.00	\$0.00
Advertising.....	\$1,919.23	\$2,000.00	\$871.66	\$871.66	\$0.00
Ball Diamonds.....	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00
Bank Service Charges.....	\$9.71	\$50.00	\$162.68	\$162.68	\$0.00
Director Fees.....	\$5,560.00	\$6,500.00	\$3,180.00	\$3,180.00	\$0.00
Equipment Repairs.....	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Freight Expense.....	\$1,419.12	\$1,000.00	\$189.98	\$189.98	\$0.00
Insurance.....	\$12,563.50	\$8,000.00	\$1,296.00	\$1,296.00	\$0.00
Memberships.....	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00
Summer Recreation Programs.....	\$170.93	\$500.00	\$0.00	\$0.00	\$0.00
Tools & Repair.....	\$950.68	\$1,500.00	\$630.41	\$630.41	\$0.00
Tractor & Small Equip. Repairs...	\$217.39	\$1,500.00	\$72.82	\$72.82	\$0.00
Youth Activity Centre.....	\$134,022.75	\$0.00	\$49,414.50	\$0.00	\$49,414.50
Wildrose Grant Funding YAC.....	\$26,150.00	\$0.00	\$0.00	\$0.00	\$0.00
Youth Service Canada.....	\$7,701.50	\$0.00	\$67,825.21	\$67,825.21	\$0.00
Miscellaneous Expenses.....	\$810.15	\$500.00	\$0.00	\$0.00	\$0.00
<b>TOTAL</b>	<b>\$193,360.78</b>	<b>\$24,800.00</b>	<b>\$123,643.26</b>	<b>\$74,228.76</b>	<b>\$49,414.50</b>
<b>TOTAL OF ALL EXPENSES</b>	<b>\$530,147.67</b>	<b>\$400,400.00</b>	<b>\$431,769.79</b>	<b>\$281,709.35</b>	<b>\$149,947.44</b>
<b>BANK BALANCE DECEMBER 31</b>	<b>-\$35,012.41</b>	<b>\$0.00</b>	<b>\$21,913.74</b>		<b>\$21,913.74</b>
<b>TOTAL FUNDS ACCOUNTED FOR</b>	<b>\$495,135.26</b>	<b>\$400,400.00</b>	<b>\$453,683.53</b>	<b>\$281,709.35</b>	<b>\$171,861.18</b>

LA CRETE  
RECREATION  
SOCIETY

HONORARIUMS

PAID

TO

EXECUTIVE

AND

BOARD

MEMBERS

## Transactions by Account Report 01/01/2005 to 09/28/2005

## Transaction Number

Date	Comment	Source #	Trans. ...	Debits	Credits	Balance
<b>5850</b>	<b>Directors Expense</b>					0.00 Dr
01/31/2005	Friesen, Andrew	Jan24M...	J92	70.00	-	70.00 Dr
01/31/2005	Harder, Bruce	Jan24M...	J93	70.00	-	140.00 Dr
01/31/2005	Wiebe, Sharon	Jan24M...	J94	50.00	-	190.00 Dr
01/31/2005	Steward, Tim	Jan24M...	J95	50.00	-	240.00 Dr
01/31/2005	Braun, Dave	Jan24M...	J96	70.00	-	310.00 Dr
01/31/2005	Friesen, Andrew	Jan13M...	J97	70.00	-	380.00 Dr
01/31/2005	Braun, Dave	Jan13M...	J98	70.00	-	450.00 Dr
01/31/2005	Friesen, Benji	Jan13M...	J99	50.00	-	500.00 Dr
01/31/2005	Harder, Bruce	Jan13M...	J100	70.00	-	570.00 Dr
01/31/2005	Steward, Tim	Jan13M...	J101	50.00	-	620.00 Dr
01/31/2005	Wiebe Barney	Jan13M...	J102	50.00	-	670.00 Dr
02/10/2005	Friesen, Benji	AGM Fe...	J125	50.00	-	720.00 Dr
02/10/2005	Harder, Bruce	AGM Fe...	J126	70.00	-	790.00 Dr
02/10/2005	Stewart, Tim	AGM Fe...	J127	50.00	-	840.00 Dr
02/10/2005	Wiebe Barney	AGM Fe...	J128	50.00	-	890.00 Dr
02/10/2005	Wiebe, Sharon	AGM Fe...	J129	50.00	-	940.00 Dr
03/29/2005	Friesen, Andrew	Feb22-...	J333	70.00	-	1,010.00 Dr
03/29/2005	Friesen, Benji	Feb22-...	J334	70.00	-	1,080.00 Dr
03/29/2005	Harder, Bruce	Feb22-...	J335	70.00	-	1,150.00 Dr
03/29/2005	Stewart, Tim	Feb22-...	J336	50.00	-	1,200.00 Dr
03/29/2005	Wiebe Barney	Feb22-...	J337	50.00	-	1,250.00 Dr
03/29/2005	Wiebe, Sharon	Feb22-...	J338	50.00	-	1,300.00 Dr
03/29/2005	Schellenberg, Dave	Feb22-...	J339	50.00	-	1,350.00 Dr
03/29/2005	Harder, Dave	Feb22-...	J340	50.00	-	1,400.00 Dr
03/29/2005	Friesen, Andrew	Mar22-...	J341	70.00	-	1,470.00 Dr
03/29/2005	Friesen, Benji	Mar22-...	J342	70.00	-	1,540.00 Dr
03/29/2005	Harder, Bruce	Mar22-...	J343	70.00	-	1,610.00 Dr
03/29/2005	Stewart, Tim	Mar22-...	J344	50.00	-	1,660.00 Dr
03/29/2005	Wiebe Barney	Mar22-...	J345	50.00	-	1,710.00 Dr
03/29/2005	Wiebe, Sharon	Mar22-...	J346	50.00	-	1,760.00 Dr
03/29/2005	Harder, Dave	Mar22-...	J347	50.00	-	1,810.00 Dr
03/29/2005	Schellenberg, Dave	Mar22-...	J348	50.00	-	1,860.00 Dr
04/19/2005	Friesen, Andrew	April14...	J433	70.00	-	1,930.00 Dr
04/19/2005	Braun, Dave	April14...	J434	70.00	-	2,000.00 Dr
04/19/2005	Harder, Bruce	April14...	J435	70.00	-	2,070.00 Dr
04/19/2005	Stewart, Tim	April14...	J436	50.00	-	2,120.00 Dr
04/19/2005	Wiebe, Sharon	April14...	J437	50.00	-	2,170.00 Dr
04/19/2005	Harder, Dave	April14...	J438	50.00	-	2,220.00 Dr
04/19/2005	Schellenberg, Dave	April14...	J439	50.00	-	2,270.00 Dr
05/19/2005	Friesen, Andrew	May19M...	J606	70.00	-	2,340.00 Dr
05/19/2005	Braun, Dave	May19M...	J607	70.00	-	2,410.00 Dr
05/19/2005	Friesen, Benji	May19-...	J608	70.00	-	2,480.00 Dr
05/19/2005	Harder, Bruce	May19-...	J609	70.00	-	2,550.00 Dr
05/19/2005	Stewart, Tim	May19-...	J610	50.00	-	2,600.00 Dr
05/19/2005	Wiebe, Sharon	May19-...	J611	50.00	-	2,650.00 Dr
05/19/2005	Harder, Dave	May19M...	J612	50.00	-	2,700.00 Dr
05/19/2005	Schellenberg, Dave	May19M...	J613	50.00	-	2,750.00 Dr
07/05/2005	Friesen, Andrew	June9M...	J682	70.00	-	2,820.00 Dr
07/05/2005	Braun, Dave	June9-...	J683	70.00	-	2,890.00 Dr
07/05/2005	Harder, Dave	June9-...	J684	50.00	-	2,940.00 Dr
07/05/2005	Wiebe Barney	June9-...	J685	50.00	-	2,990.00 Dr
07/05/2005	Stewart, Tim	June9-...	J686	50.00	-	3,040.00 Dr
07/05/2005	Friesen, Benji	June9M...	J687	70.00	-	3,110.00 Dr
07/05/2005	Harder, Bruce	June9M...	J688	70.00	-	3,180.00 Dr
09/07/2005	Special-Meeti, Braun, Dave	7767	J794	350.00	-	3,530.00 Dr

**Transactions by Account Report 01/01/2005 to 09/28/2005**  
**Transaction Number**

<u>Date</u>	<u>Comment</u>	<u>Source #</u>	<u>Trans. ...</u>	<u>Debits</u>	<u>Credits</u>	<u>Balance</u>
09/07/2005	SpecialMeetin, Harder, Bruce	7768	J795	420.00	-	3,950.00 Dr
09/07/2005	SpecialMeetin, Friesen, Andrew	7769	J796	350.00	-	4,300.00 Dr
09/07/2005	SpecialMeetin, Stewart, Tim	7770	J797	250.00	-	4,550.00 Dr
09/07/2005	SpecialMeetin, Wiebe Barney	7771	J798	250.00	-	4,800.00 Dr
09/07/2005	SpecialMeetin, Friesen, Benj	7772	J799	350.00	-	5,150.00 Dr
09/07/2005	SpecialMeetin, Wiebe, Sharon	7773	J800	50.00	-	5,200.00 Dr
				<b>5,200.00</b>	<b>0.00</b>	

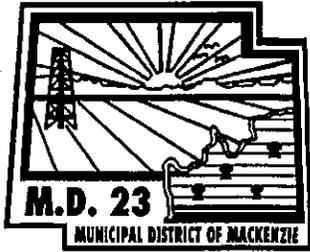
## LA CRETE RECREATION SOCIETY GRANTS APPLIED FOR IN 2005

- 1) Community Facility Enhancement Program (2004 Application) - received \$71,304.00 on May 2, 2005. Towards the new dressing rooms.
- 2) Community Facility Enhancement Program – Applied for \$93001.00 towards Arena and outdoor ice rink upgrades. Application – pending
- 3) Community Initiatives Program – Applied for \$48,875.00 for the new ice resurfacers. Application – pending.
- 4) The Recreation Society just completed a Skills Link Program. Skills Link is a Federal Government youth employment training program. We ran this program from December, 2004 until August, 2005. Many upgrades were done to the Arena & the outdoor ice rinks through this program.

## FUND RAISING

The main fund raiser that we held in 2005 was the Annual Challenge Cup Hockey Tournament. This tournament brought in a profit of \$8400.00. We host several other tournaments through out the season, like the Truckers & Loggers and also the 4 on 4 tournament. Other than the extra tournaments that we put on, our revenue comes from users fees, local, provincial and federal grants.





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization Zama Recreation Society

Society  Non-profit company or corporation  Other

Permanent address 1025 Aspen Drive Box 73  
Street address P.O. Box

Zama City, AB Postal Code: T0H 4E0

50289020 Aug 19/82 23 years  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. Karrie Bateman

Title Executive Director

Telephone (work) (780) (home) (780) Fax (780)

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility Zama Community Hall

Street address or legal description 1025 Aspen Drive

Registered holder of land title MD of Mackenzie #23

Facility operator/leaseholder Zama Recreation Society

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project Zama Rec. Society Operating Grant  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

79325.00 1/1/2006 12/31/2006  
Grant amount requested Total project cost Project start date Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.  
(84045.00 less 4720.00 FCSS Grant)

**ORGANIZATION PROFILE:**

002 2 contractors \_\_\_\_\_  
Number of paid staff Number of paid full-time Number of paid part-time  
9 board members 200+ Zama City  
Number of volunteers Number of clients served last year Geographic region served

Are executive or board members paid: Yes  No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?  
Yes  No  If yes:

2005 Feb + Aug 59500.00 Operating Grant  
Date Amount Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

**Zama Recreation Society**  
Box 73 Zama City, Alberta T0H 4E0

September 20, 2005

**To MD Council,**

**RE: 2006 Budget Proposal Cover Letter**

We would like to thank the Council for increasing our operating budget slightly last year as well as adding funding for Communities in Bloom, and Chamber of Commerce Activities. We have come a long way in a year and are all looking forward to another year of strong progress. We have recently added two more members to the Board of Directors, and are continuing to strengthen our bond with the Community.

We have added additional programming to our schedule over the past year!

- Scrap booking for Adults and Children – teamed with FCSS
- Movie Matinee's (Still in Theatre Movies) – teamed with FCSS
- Breakfast Club Weekend Retreat – Children – teamed with FCSS/Child Circle
- AADAC Awareness Seminars – teamed with FCSS/Child Circle
- Dart League Play
- Lisa Hewitt Concert - teamed up with Noralta Inn West & Playground Society
- Quad Rally
- Mud Bog
- July 1<sup>st</sup> / Centennial Celebrations
- Snowmobile Rally
- Many functions and themed Dances

With the need for Corporate Safety meetings and Apache Contractor meetings, our Hall Rentals for lack of a better word, exploded over the last year. We have teamed up with the Library to offer additional audio-visual equipment available for these meetings. We are also planning to incorporate an even more 'meeting' friendly facility to promote Hall use over the next year.

Our Hall Expansion Phase I is now complete and Phase II, which was the kitchen facility, has been backed up as we had to complete an emergency Hall roof replacement over the summer. We are still actively fundraising for Phase II and hope to enter into design phase early this winter with construction taking place either spring or summer 2006. We are going to be working with the Health Inspector to ensure that everything is up to code in order to have a full use kitchen facility when completed. This will then work into Phase III which is the renovation of the old kitchen and bathrooms.

The only down-side to ZRS operations this year was the Campground/Park. Last year at budget time it was decided by Council that the MD would take over operation and maintenance of the Park and decreased the Park funding of \$10,000 from the ZRS to help cover the costs of this endeavor. The ZRS was at that time happy with this decision, as it sounded like the MD had the staff and resources in place to do the job well. After this

MD decision the ZRS did not budget any monies into this project. Somewhere along the way the Zama Park / Campground was not transferred anywhere and it turned out no one was responsible for it for this operating year. We are now struggling with the Campground / Park, we do not have the funds to fix or replace the aerator which is needed before freeze up, as Fish and Wildlife re-stocked the pond this summer, and all fish will be lost if this is not fixed. We did hire a maintenance man in the late spring-early summer to do what we could afford, and did our best with no monetary resources to keep the area functioning over the summer. We are requesting that the MD fund the ZRS for the Campground/Park for the 2006 Budget year and that we will maintain and operate it to the best of our ability.

Our New Communities in Bloom Committee had an excellent first year, and are already gearing up for next year. They were able to add some planters to the Hall as well as planting the MD Office/Library sign and Park Sign. They utilized their budget to the fullest and are looking at fundraising ideas for next year's planting season.

The Chamber of Commerce monies that the MD forwarded were also put to good use. The ZRS more than matched that funding and with that they were able to promote town events more effectively as well as we are proud to say we held the first ever 'Zama Exceptional People' Awards. These awards were gathered by nomination and a separate, secret nominating committee made the call and the awards were announced on July 1<sup>st</sup>.

This year the Rec Society is also very proud of all the volunteer hours that our members put into the new Playground Facility that was completed this fall. We teamed up on a few fundraising functions with the Playground Society and are happy to see it materialize as it is a definite asset to our community.

Our Board is looking forward to another great year and we are very excited with the new ideas and energy coming from our new members. We are hoping to operate our existing programming as well as adding a full menu of sporting events and programs to the roster.

We look forward to presenting our Budget Proposal to Council, and going over our accomplishments and visions for the upcoming year.

Yours truly,

*Zama Recreation Society*

## ZAMA RECREATION SOCIETY 2006 BUDGET PROPOSAL

Revenue	Proposed 2006	M.D. Funding	Rec Society
M.D. Operating Grant	\$53,825.00	\$53,825.00	\$0.00
M.D. Park/Campground Funding	\$10,000.00	\$10,000.00	\$0.00
M.D. Utilities & Insurance	\$13,500.00	\$13,500.00	\$0.00
M.D. Com.In Bloom / Chamber Funding	\$2,000.00	\$2,000.00	\$0.00
Zama F.C.S.S.	\$4,720.00	\$4,720.00	\$0.00
Rec Society Funding	\$53,000.00	\$0.00	\$53,000.00
2005 Cash Carry Forward	\$2,500.00	\$0.00	\$2,500.00
<b>TOTAL REVENUE</b>	<b>\$139,545.00</b>	<b>\$84,045.00</b>	<b>\$55,500.00</b>
<b>Skating Rink Expenses</b>			
Repairs & Maintenance	\$3,000.00	\$3,000.00	\$0.00
Water Hauling	\$1,500.00	\$1,500.00	\$0.00
Lighting Repairs & Additional	\$1,000.00	\$1,000.00	\$0.00
Caretaker Contract	\$500.00	\$500.00	\$0.00
<b>Sub-total</b>	<b>\$6,000.00</b>	<b>\$6,000.00</b>	<b>\$0.00</b>
<b>Campground / Park Maintenance Expenses</b>			
Repairs & Maintenance	\$5,000.00	\$5,000.00	\$0.00
Caretaker Contract	\$5,000.00	\$5,000.00	\$0.00
<b>Sub-total</b>	<b>\$10,000.00</b>	<b>\$10,000.00</b>	<b>\$0.00</b>
<b>Operating Expenses</b>			
Fundraising	\$28,450.00	\$0.00	\$28,450.00
Maintenance (Hall & Equip)	\$15,000.00	\$6,000.00	\$9,000.00
Finance / Office Supplies	\$5,800.00	\$5,800.00	\$0.00
Public Relations / Chamber	\$4,025.00	\$1,625.00	\$2,400.00
Programming / FCSS	\$7,420.00	\$4,720.00	\$2,700.00
Executive Director Contract	\$14,400.00	\$14,400.00	\$0.00
Custodial Contract	\$18,000.00	\$18,000.00	\$0.00
Freight/Licenses	\$950.00		\$950.00
Other Utilities	\$1,500.00		\$1,500.00
Cleaning Supplies	\$2,000.00	\$1,000.00	\$1,000.00
Director Fees	\$1,000.00	\$500.00	\$500.00
Sporting Programming	\$6,000.00		\$6,000.00
Hall Rental Expense	\$3,000.00	\$1,500.00	\$1,500.00
Communities in Bloom	\$2,500.00	\$1,000.00	\$1,500.00
<b>Sub Total</b>	<b>\$110,045.00</b>	<b>\$54,545.00</b>	<b>\$55,500.00</b>
<b>Utilities &amp; Insurance</b>			
Insurance	\$2,000.00	\$2,000.00	\$0.00
Utilities	\$11,500.00	\$11,500.00	\$0.00
<b>Sub Total</b>	<b>\$13,500.00</b>	<b>\$13,500.00</b>	<b>\$0.00</b>
<b>TOTAL EXPENSES</b>	<b>\$139,545.00</b>	<b>\$84,045.00</b>	<b>\$55,500.00</b>
Balanced Budget	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>

# ZAMA RECREATION SOCIETY

## 2006 BUDGET PROPOSAL

Balance Sheet - September 20, 2005

ASSETS	Operating	Capital
<i>Current Assets</i>		
Bank of Montreal (Capital Account)		\$1,195.11
CIBC (Operating Account)	\$21,350.98	\$30,000.00
Petty Cash	\$0.00	\$0.00
Term Deposit (Capital)	\$0.00	\$26,222.23
CIBC GIC		\$1,303.65
Accounts Receivable	\$2,708.40	\$0.00
Accrued Interest Receivable	\$427.00	
GST Collected	-\$662.36	
GST Paid	\$1,521.74	
GST Receivable/Payable	\$3,154.99	
Total Receivable	\$7,149.77	\$0.00
<i>Fixed Assets</i>		
Inventory	\$1,605.48	
Furniture, Equipment	\$0.00	\$29,932.56
<b>TOTAL ASSETS</b>	<u><u>\$30,106.23</u></u>	<u><u>\$88,653.55</u></u>
<b>LIABILITIES</b>		
<i>Current Liabilities</i>	-\$1,801.16	\$0.00
	<u>\$2,000.00</u>	
<b>TOTAL LIABILITIES</b>	\$198.84	\$0.00
<b>EQUITY</b>		
Capital Grant Equity		
Operating Equity	\$22,585.81	
Current Earnings	\$9,648.92	\$86,326.21
Total Retained Earnings	<u>\$32,234.73</u>	<u>\$86,326.21</u>
<b>TOTAL EQUITY</b>	<u>\$32,234.73</u>	<u>\$86,326.21</u>
<b>LIABILITIES &amp; EQUITY</b>	<u><u>\$32,433.57</u></u>	<u><u>\$86,326.21</u></u>
<b>TOTAL Combined Assets</b>	<b>\$118,759.78</b>	
<b>TOTAL Combined Liabilities and Equity</b>	<b>\$118,759.78</b>	

# ZAMA RECREATION SOCIETY

## 2006 BUDGET PROPOSAL

Income Statement from January 1, 2005 to September 20, 2005

Revenue	Operating		Capital *	
	ZRS	MD	ZRS	MD
Operating Grant		\$53,250.00		\$0.00
FCSS Grant		\$4,495.00		\$0.00
Capital Grant		\$0.00		
Campground Fees	\$373.83		\$0.00	
Fundraising	\$50,191.62			
Hall Rental Income	\$6,145.00		\$0.00	
Child Circle	\$8,231.74			
Misc Revenue	\$2,000.00		\$0.00	
Donations	\$1,150.00		\$0.00	
Interest Revenue	\$2.55			
<b>Total Funding</b>	<b>\$68,094.74</b>	<b>\$57,745.00</b>		<b>\$0.00</b>
<b>TOTAL REVENUE</b>		<b><u>\$125,839.74</u></b>		<b><u>\$0.00</u></b>

Expense	Operating		Capital	
	ZRS	MD	ZRS	MD
Advertising		\$1,742.25		\$0.00
Bank Charges & Interest		\$876.07		\$0.00
Capital Project - Hall Renovation		\$0.00	\$18,740.04	
Cleaning Supplies		\$387.38		\$0.00
Child Circle Expenses		\$7,083.77		
Contract Services Cleaning		\$12,052.18		\$0.00
Contract Services Office		\$9,600.00		\$0.00
Decorations		\$75.00		
Community in Bloom		\$1,374.36		
Freight		\$1,252.99		\$0.00
Fundraising Events (Prizes & Raffles)		\$12,795.62		
Fundraising Events (Promotional)		\$8,081.57		
F.C.S.S. Expenses		\$1,063.98		
Garbage Pick Up		\$626.82		\$0.00
Groceries		\$1,946.02		\$0.00
Pop		\$1,084.54		\$0.00
Insurance		\$1,296.00		\$0.00
Function Expenses (Bar)		\$9,893.25		\$0.00
Programming Expense		\$927.25		
Office Supplies		\$1,008.65		
Professional Fees		\$2,000.00		
Park Expenses		\$2,280.00		
Repairs & Maintenance		\$12,582.14		\$0.00
Smallwares		\$1,445.43		\$0.00
Skating Rink		\$315.00		\$0.00
Telephone - Hall		\$306.50		\$0.00
Utilities		\$5,354.01		\$0.00
<b>TOTAL EXPENSES</b>		<b><u>\$97,450.78</u></b>		<b><u>\$18,740.04</u></b>
<b>NET INCOME</b>		<b>\$28,388.96</b>		<b>-\$18,740.04</b>

\* Once Operating Fundraising goals are met, Capital amounts will be transferred to Capital Account. This will take place in fourth quarter of 2005

# **Zama Recreation Society 2005 Board of Directors**

**Greg McIvor**

**Zama City, AB**

**TOH 4E0**

**Chairman**

**Signing Authority**

**Kim Strickland**

**Zama City, AB**

**TOH 4E0**

**Vice Chairman**

**Signing authority**

**Lisa Wardley**

**Zama City, AB**

**TOH 4E0**

**MD Council Rep**

**Karrie Bateman**

**Zama City, AB**

**TOH 4E0**

**Executive Director**

**Signing authority**

**Tandis Novakovski**

**Zama City, AB**

**TOH 4E0**

**Board Member**

**Cheryl Long**

**Zama City, AB**

**TOH 4E0**

**Board Member**

**Dave Neale**

**Zama City, AB**

**TOH 4E0**

**Board Member**

**Shana Grayston**

**Zama City, AB**

**TOH 4E0**

## *Schedule "M" – Purchasing Policy*

The purpose of this policy is to outline the practices utilized to purchase goods and services for the Zama Recreation Society. This is a dual purpose policy protecting not only the Society but the Directors as well.

1. All purchases shall be acquired in a manner that results of all products and services being attained of acceptable quality at the most effective price.
2. All non-budgeted spending requires a passing motion of the Board of Directors and must be recorded in the minutes.
3. All budgeted items or combined order or service costs over \$3,500 must be previously approved by the Board of Directors and recorded in the minutes.
4. General guidelines must be utilized for all purchases: fairness to actual and potential suppliers, quality of goods, shipping times and costs, availability of items, service after the sale, and warranties.
5. All expenditures whether for capital or operating over \$7,500: must be tendered and properly advertised. The tender process will consist of at least 14 days advertising, with a closing date. Advertising consists of a selection of: Local Paper advertisement, local mail-out, community bulletin board, community newsletters. Not necessarily the lowest bid is awarded the contract. Quality, timing, past experience, cost and other contract specifics are all measures utilized to award contract. All contracts will be opened, discussed and then awarded by a passing motion by the Board of Directors and recorded in the minutes.
6. Any issues that arise during the purchasing or acquisition of goods or services will be brought to the attention of the Chairperson immediately and then rectified by the Chairperson or delegate. The Board of Directors will then be notified of the issue and outcome at the next regular scheduled meeting.
7. Any of the Board of Directors that are elected responsible for a certain function of the Board, has the authority to purchase within the budgeted amounts. The Executive Director has the authority to pay all accumulated bills on behalf of the Society.
8. All cheques require two signatures of the members of the Board of Directors who are elected to have signing authority.
9. If any direct withdrawl items are approved, two signatures of the members of the Board of Directors who are elected to have signing authority are required to sign the agreement.
10. Any member of the Board of Directors who have a pecuniary interest (conflict of interest) with a contractor or supplier must excuse themselves from discussion held for that contract. They are not allowed to vote during the motion of said contract.
11. Pecuniary interest affects Board Members who is a member of the immediate family of any individual who is submitting the tender or a shareholder/member of a business/supplier/contractor submitted the tender.
12. In respects to contract or supplier that a Board Member is an employee it is up to the Board of Directors as a whole to decide through a motion before discussion and decision is made if the Board Member is to be excluded from discussion and decision.
13. All monthly financial activity of the Zama Recreation Society will be presented to the Board of Directors at each monthly General Meeting in the form of a budget update, accounts receivable and payable list and/or cheque register.

---

Chairperson Signature

---

Approved Date





ALBERTA ASSOCIATION  
OF MUNICIPAL DISTRICTS & COUNTIES



Master Comprehensive, Dishonesty,  
Disappearance Destruction  
Policy No. BC2005

This document certifies that insurance has been effected under Policy No. BC2005 of THE ST. PAUL FIRE & MARINE INSURANCE COMPANY (copy of which may be seen at the offices of the ALBERTA ASSOCIATION OF MUNICIPAL DISTRICTS AND COUNTIES, EDMONTON, Alberta and AON REED STENHOUSE INC., EDMONTON, Alberta) for the account of the Insured named above and following the terms and conditions of Policy No. BC2005.

**Certificate No:** MO23  
**Named Insured:** M. D. of Mackenzie No. 23  
**Effective Date:** JANUARY 1, 2005  
**Expiry Date:** JANUARY 1, 2006  
**Coverage:** AS PER ATTACHED SCHEDULE OF COVERAGE(S) APPLICABLE TO INSURED(S) AS NOTED.

Employee Dishonesty Coverage From A

Money and Securities Within Premises  
Outside Premises

Money Orders and Counterfeit Paper currency

Depositors Forgery

School Theft

Remote Access Telephone Fraud

Computer Systems Fraud, Rewards and Transportation by armoured car \$25,000 Each

**Deductible:** \$500.00 EACH LOSS

**Total Premium:** \$ 918.00

In Consideration of the Premium above specified (or specified in form or Endorsement attached hereto) and of the Conditions and other terms of Policy No. BC2005, Insurance is provided the above Named Insured from the effective date shown above to the expiration date shown above, to an amount not exceeding the Limits of Liability specified in Policy No. BC2005.

Aon Reed Stenhouse Inc.

Per: Carr Shank

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE



**GENESIS RECIPROCAL INSURANCE EXCHANGE MASTER LIABILITY POLICY**

**IT IS HEREBY UNDERSTOOD AND AGREED that the following is/are added as an Additional Insured(s) for all of their operations of every kind and description:**

**ADDITIONAL INSURED:** ZAMA RECREATION BOARD  
**NAMED INSURED:** M.D. OF MACKENZIE NO. 23  
**CERTIFICATE NO.:** MO23 Class: 1  
**LIMIT OF LIABILITY:** \$1,000,000 any one occurrence.

E & O AND D & O EXTENSION Included.

**EFFECTIVE:** 01-Nov-2004  
**EXPIRING:** 01-Nov-2005  
**PREMIUM:** \$198.00  
**FEE:** \$10.00  
**TOTAL:** \$208.00

IT IS FURTHER UNDERSTOOD AND AGREED that this is subject to all the terms and conditions of this policy.

This document certifies that insurance has been effected under Policy No. Genesis2005 of the Genesis Reciprocal Insurance Exchange (copy of which policy may be seen at the offices of the Alberta Association of Municipal Districts and Counties, Edmonton, Alberta and Aon Reed Stenhouse Inc., Edmonton, Alberta) for the account of the Insured named above and following the terms and conditions of Policy No. Genesis2005.

Dated at EDMONTON, Alberta this Friday, December 10, 2004

**Aon Reed Stenhouse Inc.**

Per   
Attorney-in-Fact

**Aon Reed Stenhouse  
Insurance Brokers  
Risk Consultants  
EDMONTON, Alberta**

**CERTIFICATE OF INSURANCE FOR ADDITIONAL INSURED**  
**COMPREHENSIVE GENERAL LIABILITY**

IT IS HEREBY UNDERSTOOD AND AGREED that the following is/are added as an Additional Insured(s) for all of their operations of every kind and description:

ADDITIONAL INSURED: ZAMA RECREATION BOARD

**NAMED INSURED:** M.D. OF MACKENZIE NO. 23  
**CERTIFICATE NO.:** MO23                      Class: 1  
**LIMIT OF LIABILITY:** \$5,000,000 any one occurrence.  
E & O AND D & O EXTENSION Included.  
**EFFECTIVE:** 01-Nov-2004  
**EXPIRING:** 01-Nov-2005  
**PREMIUM:** \$991.00

IT IS FURTHER UNDERSTOOD AND AGREED that this is subject to all the terms and conditions of this policy.

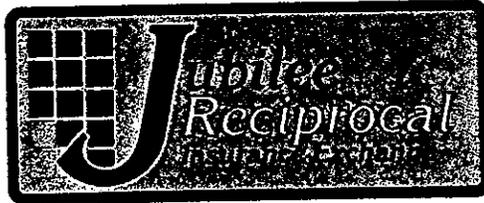
This document certifies that insurance has been effected under Policy No. GSP2005 of the St. Paul Travelers (copy of which policy may be seen at the offices of the Alberta Association of Municipal Districts and Counties, Edmonton, Alberta and Aon Reed Stenhouse Inc., Edmonton, Alberta) for the account of the Insured named above and following the terms and conditions of Policy No. GSP2005.

Dated at EDMONTON, Alberta this Wednesday, December 15, 2004

Aon Reed Stenhouse Inc.

Per *Carrin Strank.*

Aon Reed Stenhouse  
Insurance Brokers  
Risk Consultants  
EDMONTON, Alberta



**MASTER PROPERTY POLICIES**

Certificate No.: **M023**  
Named Insured: **M.D. OF MACKENZIE #23**

This document certifies that insurance has been effected under Policy Nos. **RSLE 2141, RSLE 2142 and RSLE 2143** (copies of which may be seen at the offices of the Alberta Association of Municipal Districts and Counties, Edmonton, Alberta and Aon Reed Stenhouse Inc., Edmonton, Alberta) of the Subscribing Insurance Companies for the account of the Insured named above and following the terms and conditions of said policies.

Property of Every Description: \$31,660,604    Mobile Equipment: \$4,395,521  
Rental Values: Not covered  
Gross Earnings: As per policy

POLICY	POLICY NO.	PREMIUM
Jubilee Reciprocal	RSLE 2141	\$27,944.00
First Excess	RSLE 2142	\$15,447.00
Second Excess	RSLE 2143	\$514.00
Fee		\$4,584.00
<b>Total</b>		<b>\$48,489.00</b>

Inception Date: July 1, 2005  
Expiry Date: July 1, 2006

**LOSS, if any, is payable to the Insured.**

In consideration of the premium above specified (or specified in form(s) or endorsement(s) attached hereto) and of the conditions and other terms of Policy Nos. **RSLE 2141, RSLE 2142 and RSLE 2143**, insurance is provided the above Named Insured (hereinafter called the Insured) from inception date shown above to expiration date shown above, to an amount not exceeding the Limit(s) of Liability specified in said policies.

**Aon Reed Stenhouse Inc.**

Per:

**THIS POLICY CONTAINS A CLAUSE WHICH  
MAY LIMIT THE AMOUNT PAYABLE**

**ZAMA RECREATION SOCIETY**

**Zama City, Alberta**

**FINANCIAL STATEMENTS  
FOR THE YEAR ENDED DECEMBER 31, 2004  
(Unaudited - See Notice to Reader)**

# *Côté Bliss Bozarth Wright*

CHARTERED ACCOUNTANTS  
PEACE RIVER, ALBERTA

## NOTICE TO READER

We have compiled the statement of financial position of Zama Recreation Society as at December 31, 2004 and the statements of changes in net assets and operations for the year then ended from information provided by management. We have not audited, reviewed or otherwise attempted to verify the accuracy or completeness of such information. Readers are cautioned that these statements may not be appropriate for their purposes.

March 23, 2005  
Peace River, Alberta

*Côté Bliss Bozarth Wright*

CÔTÉ BLISS BOZARTH WRIGHT  
CHARTERED ACCOUNTANTS

**ZAMA RECREATION SOCIETY**  
**STATEMENT OF FINANCIAL POSITION**  
**AS AT DECEMBER 31, 2004**  
**(Unaudited - See Notice to Reader)**

**ASSETS**

Current Assets:

Cash	\$ 42,953
Term deposit and GIC	27,526
GST recoverable	1,573
Account receivable	15,377
Inventory	<u>1,605</u>
	89,034

Capital Assets, Note 1

22,586  
\$ 111,620

**LIABILITIES**

Current Liability:

Accounts payable	\$ 2,707
------------------	----------

**NET ASSETS**

Net Assets Invested in Capital Assets	22,586
Unrestricted Net Assets	<u>86,327</u>
	<u>\$ 111,620</u>

APPROVED BY THE BOARD:

Director \_\_\_\_\_

Director \_\_\_\_\_

**ZAMA RECREATION SOCIETY**  
**STATEMENT OF CHANGES IN NET ASSETS**  
**FOR THE YEAR ENDED DECEMBER 31, 2004**  
(Unaudited - See Notice to Reader)

	Invested in capital assets	Unrestricted	2004 Total	2003 Total
Balance, beginning of year	\$ 22,682	\$ 90,250	\$ 112,932	\$ 97,940
Excess (deficiency) of revenues over expenses	-	(3,923)	(3,923)	(8,026)
Net investment in capital assets	240	-	240	22,682
Transfers	<u>(336)</u>	<u>-</u>	<u>(336)</u>	<u>336</u>
Balance, end of year	<u>\$ 22,586</u>	<u>\$ 86,327</u>	<u>\$ 108,913</u>	<u>\$ 112,932</u>

**ZAMA RECREATION SOCIETY**  
**STATEMENT OF OPERATIONS**  
**FOR THE YEAR ENDED DECEMBER 31, 2004**  
**(Unaudited - See Notice to Reader)**

Revenue:

Operating grant (MD #23)	\$ 44,000
Capital grants	136,015
Utilites grant (MD #23)	10,500
Fundraising revenue	34,386
Hall rental	6,020
Campground fees	2,840
Liquor sales	7,639
Donations	5,038
Interest	244
	<u>246,682</u>

Expenses:

Advertising	1,961
Bank charges	1,542
Capital asset purchases - Hall renovations	188,688
- Equipment and furnishings	240
Cleaning and general supplies	2,757
Contract services - cleaning	16,250
Contract services - office	9,200
Freight	363
Fundraising expenses	9,900
Insurance	719
Licenses and fees	200
Liquor and pop	4,699
Office supplies	931
Professional fees	2,000
Repairs and maintenance	964
Telephone	410
Utilities	9,781
	<u>250,605</u>

Deficiency of revenue over expenses for the year	\$ <u>(3,923)</u>
--------------------------------------------------	-------------------

**ZAMA RECREATION SOCIETY**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED DECEMBER 31, 2004**  
**(Unaudited - See Notice to Reader)**

**1. CAPITAL ASSETS:**

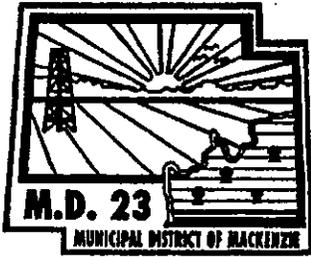
The accounting policies of the Society provide for the acquisition of capital purchases to be charged against revenue in the period of purchase. These purchases are also shown at original cost on the balance sheet in order to record their capital nature and permanency. An offsetting credit to equity is made to reflect the Society's accumulated investment in capital purchases. The Society has adopted the policy of not providing for amortization of capital assets in the financial statements.

MD of Mackenzie  
Budget 2006

		2006	2005	2004	2003	2002	Code	Page Number - see Nov.8/05 package
		requested	paid to date					
<i>Grants - to be approved by council:</i>								
FV Board of Trade	Operating	29,800	12,000	12,000	12,000	15,000	02-51-735	p. 177
FV Agricultural Society -Heritage Centre	Operating	10,000	7,500	7,500	7,500	5,000	02-51-735	p. 219
FV RCMP detachment	Operating		18,000	18,000	8,000	17,000	02-51-735	
FV Senior Club	Operating	4,000	3,000	3,000	3,000		02-51-735	p. 251
FV Senior Club	Capital					20,000		
Friends of the Old Bay House Society	Capital		150,000					
HL & District Chamber of Commerce	Capital	7,889						p. 263
HL & District Chamber of Commerce	Operating	3,000	3,000	3,000	3,000	4,000	02-51-735	p. 265
HL Rural Community Hall	Operating	8,000	10,900	10,900	12,000	-	02-51-735	p. 287
LC & Area Chamber of Commerce	Operating/Tourism	25,000	12,000	12,000	12,000	15,000	02-51-735	p. 299
LC Agricultural Society-Mennonite Heritage Village	Operating	20,000	7,500	7,500	7,500	5,000	02-51-735	p. 313
LC Agricultural Society	Capital	99,400	200,000				02-51-735	p. 341
LC Learning Society - Women's Wellness Conference	Operating	4,316				1,000		p. 377
LC Meals for Seniors	Operating	4,000	3,000	3,000	3,000		02-51-735	p. 391
LC Seniors Inn	Operating	3,000	3,000	3,000	3,000	2,800	02-51-735	p. 403
LC Seniors Inn	Capital					7,200		
LC Rodeo Club	Capital - \$15,000 approved in 2005, no invoices have been submitted yet.							
LC Skate Park	Capital		-	21,200			project	
LC Youth Activity Centre	Capital	10,000						p. 407
Mackenzie Regional Community Policing Society	Operating	14,000	-					p. 425
REDI	Operating		21,750	21,750	21,750	21,750	02-51-735	
Mighty Peace Fish & Game	Capital			4,000		1,000	02-51-735	
Northwest Alberta Resource	Operating		7,000	7,000	7,000	7,000	02-51-735	
Shantyman Int'l	Eagle's Nest Bible Camp Capital		10,000	5,000	5,000	5,000	02-51-735	
Zama Children's Playground	Capital			54,000			capital	
High School Bursaries	Operating		5,000	3,000	6,000	2,000	02-51-735	
AB Centennial Grants paid to community groups			8,000					
Miscellaneous	Operating		350	650	1,650	642	02-51-735	
<b>Total grants to other organizations</b>		<b>242,405</b>	<b>482,000</b>	<b>196,500</b>	<b>112,400</b>	<b>129,392</b>		
 Cemetaries (Policy No. ADM005):								
St. Henry's RC Cemetary	Maintenance Grant	500	500	500	500	500	02-51-735	
St. Luke's Anglican Cemetary	Maintenance Grant	500	500	500	500	500	02-51-735	
La Crete Bergthaler	Maintenance Grant	500	500	500	500	500	02-51-735	
La Crete Christian Fellowship	Maintenance Grant	500	500	500	500	500	02-51-735	
North Paddle River Cemetary	Maintenance Grant	500	500	500	500	500	02-51-735	
Cornerstone Evangelical Church	Maintenance Grant	500	500	500			02-51-735	
<b>Total grants for cemetaries</b>		<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>		

475





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization Fort Vermilion Area Board of Trade

Society  Non-profit company or corporation  Other

Permanent address 4801 Ruess Road PO Box 456  
Street address P.O. Box

Fort Vermilion Postal Code: T0H 1N0

5000-18247 Oct 29/1951 94 years  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. Yvonne MacDongall

Title Executive Director

Telephone (work) (780) (home) (780) Fax (780)

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility Fort Vermilion Area Board of Trade

Street address or legal description 4801 Ruess Road

Registered holder of land title Same

Facility operator/leaseholder Same

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

G:\PLANNING & EMERGENCY SERVICES\7 - GENERAL\Grant Application form.doc

Nature of project Community Enhancement & Promotion  
 Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$ 29,800      \$ 29,800.00      Ongoing      Ongoing  
 Grant amount requested      Total project cost      Project start date      Project completion date  
 (Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

1      N/A      1  
 Number of paid staff      Number of paid full-time      Number of paid part-time  
20      General Public      Ft. Vermilion area  
 Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?  
 Yes       No       If yes:  
June 2004      \$ 12,000      Promote Economic development  
 Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

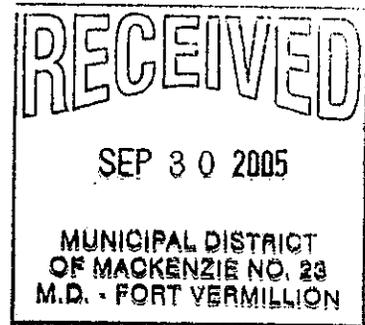
Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

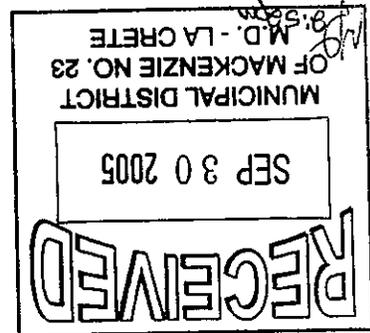
**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

**Fort Vermilion Area Board of Trade**  
**Box 456**  
**Fort Vermilion, Alberta**  
**T0H 1N0**  
**780-927-4008**



**2006 grant application**



MISSION STATEMENT

---

"The object of the Fort Vermilion Area board of Trade shall be to promote and improve trade and commerce and the economic, civic and social welfare of the area."

---

## Contents

Covering letter	Section A
2006 MD grant application	Section B
Contact list of Fort Vermilion Area Board of Trade Directors	Section C
purchasing policy	Section D
summary of requested dollars	Section E
breakdown of summary	Section F
financial statements	Section G
quotes for materials and equipment	Section H

# SECTION A

Fort Vermilion Area Board of Trade  
Box 456  
Fort Vermilion, AB  
T0H 1N0  
780-927-4008

September 29, 2005

Municipal District of MacKenzie  
Box 640  
Fort Vermilion, AB  
T0H 1N0

Re: 2006 Grant application

The necessity of a tourist brochure and website, although discussed and planned for a number of years, is now more than ever a necessity to continue with the growth and development of Fort Vermilion and area

To complete this task along with the executive director position, the purchase of basic office equipment such as a computer and printer, and Communities in Bloom funding are our main priorities.

The previous year has been a busy one, several successful fundraising projects were held along with the Kenton Randle signs and dedication. Communities in Bloom had a successful year receiving four out of five blooms. Attendance at the Fort Vermilion tradeshow as well as the La Crete tradeshow proved successful. As well we provided coordination for transportation and hospitality for the Premier, the ministers and other dignitaries to the Tall Cree dedication ceremony in July.

The Fort Vermilion Area Board of Trade will be able to continue community development in anticipation of the continued support of the Municipal District of MacKenzie.

Thank you for this opportunity.



Wayne Strach  
President

# SECTION B



# SECTION C

**Fort Vermilion Area Board of Trade  
Executive and Directors**

<b>Name</b>	<b>Position</b>	<b>Address</b>	<b>Home #</b>
Wayne Strach	President		
Frank Rosenberger	Vice-president		
Ray Toews	Director		
Russell Paul	Director		
Maarten Braat	Director		
Diane Salter	Director		
Don Warman	Director		
Agnes Rosenberger	Secretary/Treas		
Yevonne MacDougall	Executive Dir		

# SECTION D

## **Fort Vermilion Area Board of Trade Purchasing Policy**

Recognizing that the vast majority of purchases are for special projects over \$100.00, board approval is necessary for most purchases

1. For purchases over \$100.00 the Executive Director or any board member must receive board approval before the purchase.
2. For purchases less than \$100.00 the executive director or any board member must submit the original receipt for justification.
3. A minimum of two quotes is required for purchases over \$500.00 to receive Board approval.
4. A motion is required at each monthly meeting to authorize payment of monthly bills.
5. Any member of the board who has any connection to any individual(s) or business firm(s); must not take part in any decision regarding awarding of the tender(s) or in any part of the bid process.

# SECTION E

## Summary of 2006 MD grant application

Executive Director	\$1000/mthX12	\$12,000
Office Equipment		2,500
Communities in Bloom		6,000
Tradeshaw attendance	4 shows X \$375	1,500
Travel expenses		2,000
Building repairs and maintenance		1,200
General expenses		
Office supplies	\$500.00	
Telephone and insurance	\$1350.00	
Town cleanup	\$750.00	
Promotional plaques, flowers	\$1000.00	
Miscellaneous	\$1000.00	4,600
<u>Total amount requested</u>		<u>\$29,800.00</u>

# SECTION F

## Executive Director - Request \$12,000.

### Wage:

- 15 hours per week
- \$1000.00 per month

### Job Description

- promote economic growth by attending tradeshow and pertinent conferences.
- Organize fundraising events and promotions
- Prepare annual tour guide (cost recovery)
- Update website as required
- Provide awareness, educational directives
- Organize and bring various information to board
- Self autonomy initiatives
- Develop tourism programs
- Lobby for projects and initiatives as they arise
- Develop environmental and tourism partnering
- Complete membership forms and receive payment
- Complete financial statements in conjunction with secretary treasurer
- Complete yearly financial statements in accordance with non profit organization guidelines.
- Attend and report on meetings and functions as required
- Prepare agenda and record minutes for annual general meeting
- Prepare and record minutes at monthly board meetings
- General office duties as required
- Complete correspondence received and outgoing
- Liason between sub committee; communities in bloom

Office equipment\*; - request \$2500.00  
including computer, monitor, printer, fax and copy combination

Purpose:

- To prepare and update website
- To prepare and complete annual tour guide artwork
- To prepare and complete financial statements; monthly and yearly
- To maintain accuracy and accountability of financial correspondence
- To prepare and complete general office duties as required
- To prepare and complete advertisements as necessary
- To prepare and complete posters, tickets etc. for fundraising events

\*see attached quotes

Communities in Bloom – request \$6000.

Purpose:

- committed to fostering civic pride, environmental responsibility and beautification through community participation and the challenge of a friendly competition.
- involvement and action by citizens of all ages
- strives to improve the tidiness, appearance and visual appeal of Fort Vermilion
- focus on environmental awareness and preservation of heritage and culture

Breakdown of expenditures monies for Communities in Bloom 2005 season

Flowers	\$2159.
Watering	\$1500.
Hose (supplies)	\$87.00
Barrells	\$91.00
CIB registration	\$200.00
Total	\$4073.00

Building repairs and maintenance – request \$1200.00

Purpose:

- To maintain general repairs and upgrades to building to maintain safety codes for seniors
- To provide ongoing repairs and maintenance to property to maintain safety codes for seniors

Tradeshow attendance – request \$1500.00

Purpose:

- To receive maximum exposure to promote hamlet via business and tourism
- To provide opportunity to distribute tour brochures
- Membership recruitment
- Advertisement for special projects and events
- Exposure for fundraising for special projects and events

Travel expenses - Request \$2000.00

Purpose:

- To permit attendance to conferences and tradeshow
- To promote board development via conferences
- To permit attendance to other local chamber meetings

General expenses – request \$4600.00

Office supplies

- Print materials for tradeshow attendance
- Correspondence ie: postage, paper, ink, etc.
- Day to day office expenses

Telephone and insurance

- Provide insurance as required by code
- Telephone land line usage
- Cell phone usage ( to maintain regular office hours)
- Internet usage to provide for website

Town cleanup

- To provide assistance to maintain cleanliness within hamlet throughout the year

Promotional plaques, flowers etc.

- Provide assistance in purchasing such items as required

Miscellaneous

- To provide assistance for miscellaneous expenses not yet known

General Expenses

Office supplies	\$500.00
Telephone and insurance	\$1350.00
Town cleanup	\$750.00
Promotional plaques, flowers	\$1000.00
Miscellaneous	\$1000.00
Total	\$4600.00



# SECTION G

BOARD OF TRADE-All Accounts

9/29/05

Balance Sheet  
As of 8/31/05

Page 1

Acct	8/31/05 Balance
<b>ASSETS</b>	
Cash and Bank Accounts	
Board of trade	8,109.11
<b>TOTAL Cash and Bank Accounts</b>	<b>8,109.11</b>
Other Assets	
G.I.C May 6,03 - Aug 6 90 day-90 day	0.00
G.I.C. Dec 4 2002-5,000.	0.00
G.I.C.-2 Feb12,01-Feb12,02	0.00
GIC -3 Feb 12,01 - Feb12,02	0.00
GIC May 8,2000 - May 8,2002-239- May 8/2002	0.00
<b>TOTAL Other Assets</b>	<b>0.00</b>
<b>TOTAL ASSETS</b>	<b>8,109.11</b>
<b>LIABILITIES &amp; EQUITY</b>	
LIABILITIES	0.00
EQUITY	8,109.11
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>8,109.11</b>

Board of trade

9/29/05

Cash Flow Report  
9/1/04 Through 8/31/05

Page 1

Category Description	9/1/04- 8/31/05
<b>INFLOWS</b>	
Donations-Charitable Donations	500.00
Golf income	3,350.00
grants	12,000.00
Interest Inc-Interest Income	3.30
Membership	160.00
<b>TOTAL INFLOWS</b>	<b>16,013.30</b>
<b>OUTFLOWS</b>	
Community in Bloom	4,000.00
Community project-enhancements	7,926.00
Execut Co related exp-related expenses	238.18
Executive Coordinator	8,000.00
Freight	117.40
Golf Tournament	4,102.04
gst	851.10
honorarium-Sec/treasurer	250.00
hospitality-dinners and gifts	165.33
Ins liability Property-building	799.74
Interest Exp-Interest Expense	347.65
midnight maddnes expense	93.33
Office-stamps office supplies	316.24
Promotional Items	277.45
Renovations & repair	250.00
taxes-property	82.50
Telephone-Telephone Expense	1,052.66
Void-Cancelled cheques	0.00
Uncategorized Outflows	0.00
<b>TOTAL OUTFLOWS</b>	<b>28,869.62</b>
<b>OVERALL TOTAL</b>	<b>-12,856.32</b>

## BOARD OF TRADE-All Accounts

9/29/05

Itemized Categories Report  
9/1/04 Through 8/31/05

Page 1

Cat/Sub	Date	Acct	Num	Description	Memo	Clr	Amount
<b>INCOME</b>							
<b>Donations-Charitable Donations</b>							
	1/14/05	Boar...	DEP	Donation		R	500.00
<b>TOTAL Donations-Charitable Donations</b>							<u>500.00</u>
<b>Golf income</b>							
	6/25/05	Boar...	DEP	Master Mechanical	donation	R	100.00
	6/25/05	Boar...	DEP	Quality Motors	donation	R	250.00
	6/25/05	Boar...	DEP	Pioneer Drugs	Donation	R	250.00
	6/25/05	Boar...	DEP	Netaskinan Logging	team entry	R	150.00
	6/25/05	Boar...	DEP	A.T.B.	Donation & team	R	500.00
	6/25/05	Boar...	DEP	Tall Cree Administration	team entry	R	250.00
	6/25/05	Boar...	DEP	Cash	team entry	R	1,000.00
	6/25/05	Boar...	DEP	Cash	team entry	R	<u>850.00</u>
<b>TOTAL Golf income</b>							<u>3,350.00</u>
<b>grants</b>							
	4/21/05	Boar...	DEP	M D Mackenzie	2005 gr	R	12,000.00
<b>TOTAL grants</b>							<u>12,000.00</u>
<b>Interest Inc-Interest Income</b>							
	9/30/04	Boar...	DEP	Interest Earned		R	0.53
	10/30/04	Boar...	DEP	Interest Earned		R	0.43
	11/30/04	Boar...	direct	Interest Earned		R	0.41
	12/30/04	Boar...	direct	Interest Earned		R	0.43
	1/30/05	Boar...	direct	Interest Earned		R	0.38
	2/28/05	Boar...	direct	Interest Earned		R	0.07
	3/31/05	Boar...	direct	Interest Earned		R	0.06
	4/30/05	Boar...	direct	Interest Earned		R	0.09
	5/30/05	Boar...	DEP	Interest Earned		R	0.39
	6/30/05	Boar...	DEP	Interest Earned		R	0.32
	7/31/05	Boar...	DEP	Interest Earned		R	0.14
	8/31/05	Boar...	direct	Interest Earned		R	<u>0.05</u>
<b>TOTAL Interest Inc-Interest Income</b>							<u>3.30</u>
<b>Membership</b>							
	4/21/05	Boar...	DEP	Wayne Strach	Strach Development	R	50.00
	5/18/05	Boar...	DEP	Herman Steuernagel		R	10.00
	5/18/05	Boar...	DEP	Sylvia Wheeler		R	10.00
	5/18/05	Boar...	DEP	Jamie Geason		R	10.00
	6/25/05	Boar...	DEP	Al About Travel		R	50.00
	6/25/05	Boar...	DEP	Valarie Clark		R	10.00
	6/25/05	Boar...	DEP	Glenda Auger		R	10.00
	6/25/05	Boar...	DEP	Bridget Fanta		R	<u>10.00</u>
<b>TOTAL Membership</b>							<u>160.00</u>
<b>TOTAL INCOME</b>							<u>16,013.30</u>
<b>EXPENSES</b>							
<b>Community in Bloom</b>							
	6/20/05	Boar...	149	Community In Bloom		R	-4,000.00

## BOARD OF TRADE-All Accounts

9/29/05

Itemized Categories Report  
9/1/04 Through 8/31/05

Page 2

Cat/Sub	Date	Acct	Num	Description	Memo	Clr	Amount
<b>TOTAL Community in Bloom</b>							<b>-4,000.00</b>
<b>Community project-enhancements</b>							
	10/4/04	Boar...	131	Wood 'n Arts	Kenton signs	R	-7,926.00
<b>TOTAL Community project-enhancements</b>							<b>-7,926.00</b>
<b>Execut Co related exp-related expenses</b>							
	6/20/05	Boar.	150	Mackenzie Report	ad for coordinator	R	-158.18
	6/25/05	Boar...	151	Yevonne MacDougall	travel to meeting	R	-80.00
<b>TOTAL Execut Co related exp-related expenses</b>							<b>-238.18</b>
<b>Executive Coordinator</b>							
	9/24/04	Boar...	129	Linda Hay	August	R	-1,000.00
	9/24/04	Boar...	130	Linda Hay	Sept	R	-1,000.00
	3/31/05	Boar.	139	Yevonne MacDougall	March	R	-1,000.00
	4/5/05	Boar...	140	Yevonne MacDougall	April	R	-1,000.00
	6/7/05	Boar...	148	Yevonne MacDougall	May contract Wage	R	-1,000.00
	6/25/05	Boar...	152	Yevonne MacDougall	June Contract wage	R	-1,000.00
	8/24/05	Boar...	164	Yevonne MacDougall	July contract wage		-1,000.00
	8/28/05	Boar...	168	Yevonne MacDougall	Aug contract		-1,000.00
<b>TOTAL Executive Coordinator</b>							<b>-8,000.00</b>
<b>Freight</b>							
	10/4/04	Boar.	132	La Crete Transport		R	-117.40
<b>TOTAL Freight</b>							<b>-117.40</b>
<b>Golf Tournament</b>							
	6/25/05	Boar...	153	T.s Trophies	annual plaque	R	-72.80
	6/25/05	Boar...	154	Rupert Meneen	1st Prize	R	-1,000.00
	6/25/05	Boar...	155	Keith Lambert	2nd prize	R	-750.00
	6/25/05	Boar...	156	Dale Chretien	3rd prize	R	-500.00
	6/30/05	Boar...	158	Diane Salter	Copied posters	R	-47.04
	6/30/05	Boar...	159	F. Rosenberger	Dinners	R	-756.00
	6/30/05	Boar...	159	F. Rosenberger	Green fees	R	-900.00
	8/2/05	Boar...	163	Prestige Printing And Signs	photo copy		-76.20
<b>TOTAL Golf Tournament</b>							<b>-4,102.04</b>
<b>gst</b>							
	10/4/04	Boar.	131	Wood 'n Arts		R	-554.82
	10/4/04	Boar	132	La Crete Transport		R	-8.22
	10/24/04	Boar...	133	Wayne Strach		R	-3.66
	3/8/05	Boar...	135	Telus		R	-33.97
	3/8/05	Boar...	138	Pioneer Drugs		R	-3.11
	4/13/05	Boar...	141	Master Mechanical		R	-17.50
	5/10/05	Boar...	143	Prestige Printing And Signs		R	-12.81
	5/10/05	Boar...	144	LRT Investments		R	-6.32
	5/31/05	Boar...	147	Telus		R	-18.03
	6/20/05	Boar...	150	Mackenzie Report		R	-17.61
	6/25/05	Boar...	151	Yevonne MacDougall		R	-1.93
	6/25/05	Boar...	153	T.s Trophies		R	-5.10
	6/30/05	Boar...	158	Diane Salter		R	-3.29
	6/30/05	Boar...	159	F. Rosenberger		R	-115.92
	8/2/05	Boar...	160	Telus		R	-9.90
	8/2/05	Boar...	161	T.s Trophies		R	-11.57
	8/2/05	Boar.	162	LRT Investments		R	-1.05

## BOARD OF TRADE-All Accounts

9/29/05

Itemized Categories Report  
9/1/04 Through 8/31/05

Page 3

Cat/Sub	Date	Acct	Num	Description	Memo	Clr	Amount
	8/2/05	Boar.	163 ..	Prestige Printing And Signs			-5.33
	8/25/05	Boar...	166 ...	Telus			-11.78
	8/25/05	Boar ..	167 ...	Agnes Rosenberger			-9.18
<b>TOTAL gst</b>							<b>-851.10</b>
<b>honorarium-Sec/treasurer</b>							
	8/25/05	Boar. .	167 .	Agnes Rosenberger	apr. May,June JulyAug		-250.00
<b>TOTAL honorarium-Sec/treasurer</b>							<b>-250.00</b>
<b>hospitality-dinners and gifts</b>							
	8/2/05	Boar...	161 ..	T s Trophies	Canada Day trophies/1.07		-165.33
<b>TOTAL hospitality-dinners and gifts</b>							<b>-165.33</b>
<b>Ins liability Property-building</b>							
	3/8/05	Boar...	137	M D Mackenzie	liability	R	-560.00
	8/25/05	Boar.	165	M.D Mackenzie			-239.74
<b>TOTAL Ins liability Property-building</b>							<b>-799.74</b>
<b>Interest Exp-Interest Expense</b>							
	5/10/05	Boar...	142	Wood'n'arts	int & packing	R	-347.65
<b>TOTAL Interest Exp-Interest Expense</b>							<b>-347.65</b>
<b>midnight maddnes expense</b>							
	6/20/05	Boar	150 ...	Mackenzie Report	advertizement	R	-93.33
<b>TOTAL midnight maddnes expense</b>							<b>-93.33</b>
<b>Office-stamps office supplies</b>							
	10/24/04	Boar. .	133 ...	Wayne Strach		R	-52.29
	5/10/05	Boar...	144 ...	LRT Investments		R	-90.22
	6/25/05	Boar...	151 ...	Yevonne MacDougall	receipt books	R	-27.62
	8/2/05	Boar...	162 ...	LRT Investments		R	-14.94
	8/25/05	Boar...	167 ..	Agnes Rosenberger			-131.17
<b>TOTAL Office-stamps office supplies</b>							<b>-316.24</b>
<b>Promotional Items</b>							
	3/8/05	Boar...	138 ...	Pioneer Drugs		R	-44.45
	5/10/05	Boar .	143 .	Prestige Printing And Signs		R	-183.00
	5/18/05	Boar...	146	La Crete Support Services	Trade Fair Booth	R	-50.00
<b>TOTAL Promotional Items</b>							<b>-277.45</b>
<b>Renovations &amp; repair</b>							
	4/13/05	Boar...	141 ..	Master Mechanical	repair water line	R	-250.00
<b>TOTAL Renovations &amp; repair</b>							<b>-250.00</b>
<b>taxes-property</b>							
	5/18/05	Boar...	145	M.D Mackenzie	2005	R	-82.50
<b>TOTAL taxes-property</b>							<b>-82.50</b>
<b>Telephone-Telephone Expense</b>							
	3/8/05	Boar...	135 .	Telus		R	-485.35
	5/31/05	Boar...	147 ..	Telus		R	-257.62
	8/2/05	Boar...	160 ...	Telus		R	-141.36
	8/25/05	Boar...	166 ...	Telus			-168.33
<b>TOTAL Telephone-Telephone Expense</b>							<b>-1,052.66</b>

BOARD OF TRADE-All Accounts

9/29/05

Itemized Categories Report  
9/1/04 Through 8/31/05

Page 4

Cat/Sub	Date	Acct	Num	Description	Memo	Clr	Amount
<b>Void-Cancelled cheques</b>							
	3/8/05	Boar...	136	Northern Pioneer	replace ch	R	0 00
	6/30/05	Boar	157	Void		R	0 00
<b>TOTAL Void-Cancelled cheques</b>							<u>0.00</u>
Uncategorized Expenses							
	10/24/04	Boar...	134	Void		R	0 00
<b>TOTAL Uncategorized Expenses</b>							<u>0.00</u>
<b>TOTAL EXPENSES</b>							<u>-28,869.62</u>
<b>TOTAL INCOME - EXPENSES</b>							<u>-12,856.32</u>



# SECTION H

**HP P4 3.06GHz Computer, Metro M 17S 17 inch Package**

- [In Stock: Usually ships next business day.](#)
- [Add Product Service Plan](#)  \$1,059.99 **\$1,059.99**
- [View Accessories](#)

HP Intel Pentium 4 3.06GHz Computer (A1120N)  
Metro M 17S 17" LCD Monitor

**4 - Year(s) Product Service Plan for HP Intel Pentium 4 3.06GHz Computer (A1120N)**

-   \$339.99 **\$339.99**
- [Change Product Service Plan](#)

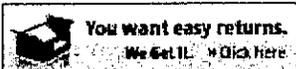
**Microsoft Windows XP Professional Edition With Service Pack 2 Upgrade**

- [In Stock: Usually ships next business day.](#)  \$249.99 **\$249.99**
- [View Accessories](#)

**Samsung Laser All-In-1 Multifunction Centre (SCX4521F)**

- [In Stock: Usually ships next business day.](#)  \$369.99 **\$369.99**

**Total Before Taxes and Shipping \$2,019.96**



**RECALCULATE**

**Estimate Your Delivery Date And Shipping Charges**

TOH 4A0

GET SHIPPING ESTIMATE

<b>Shipping Service</b>	<b>Delivery Date*</b>	<b>Shipping Charge*</b>
Ground	October 17, 2005	\$175.30
Air	October 6, 2005	\$274.48

# Review Your Shopping Cart

[Delivery Info](#)

[» Continue Shopping](#)

[Update Cart](#)

[Proceed to Checkout](#)

<p><a href="#">Canon PIXMA MP750 Photo 3-in-1 Colour Multifunction</a>  <a href="#">Item Number 587559</a></p>	<p>1 Day(s)</p>	<p>\$307.96 Each</p>	<p>1</p>	<p><b>\$307.96</b></p>
<p><input type="checkbox"/> Remove</p>				
<p><a href="#">1 year Extended Service Plan for Canon PIXMA MP750 Photo 3-in-1 Colour Multifunction</a></p>	<p>With Product</p>	<p>\$36.99 Each</p>	<p>1</p>	<p><b>\$36.99</b></p>
<p><input type="checkbox"/> Remove</p>				
<p><a href="#">Canon BCI-6 Colour Combo Pack</a>  <a href="#">Item Number 521587</a></p>	<p>1 Day(s)</p>	<p>\$49.96 3/Pack</p>	<p>1</p>	<p><b>\$49.96</b></p>
<p><input type="checkbox"/> Remove</p>				
<p><a href="#">Hewlett Packard Media Center m7160n Photosmart PC</a>  <a href="#">Item Number 611000</a></p>	<p>1 Day(s)</p>	<p>\$1,309.85 Each</p>	<p>1</p>	<p><b>\$1,309.85</b></p>
<p><input type="checkbox"/> Remove</p>				
<p><a href="#">1 year Extended Service Plan for Hewlett Packard Media Center m7160n Photosmart PC</a></p>	<p>With Product</p>	<p>\$99.99 Each</p>	<p>1</p>	<p><b>\$99.99</b></p>
<p><input type="checkbox"/> Remove</p>				
<p><a href="#">Microsoft Office 2003 Professional Full, English</a>  <a href="#">Item Number 518235</a></p>	<p>1 Day(s)</p>	<p>\$649.99 Each</p>	<p>1</p>	<p><b>\$649.99</b></p>
<p><input type="checkbox"/> Remove</p>				

[Redeem Coupon](#)

**Subtotal: \$2,454.74**

We offer next business day delivery when you order by 6:00 pm, Monday through Friday. Orders placed on Saturday or Sunday will be delivered the following Tuesday. Special order items may take a little longer for delivery but are generally delivered within 2-10 days.

[» Continue Shopping](#)

[Update Cart](#)

[Proceed to Checkout](#)



Store



Catalogue



Online

that was easy.™

Questions? Call 1.877.360.8500

This website is intended only for use by Canadian residents.

[Home](#) | [Office Supplies](#) | [Furniture](#) | [Technology](#) | [Clearance](#) | [Specials](#)  
[Business Services](#) | [Store Locator](#) | [About Us](#)  
[Jobs](#) | [Contact Us](#) | [Help](#) | [Order a FREE catalogue](#)  
[Privacy Policy](#) | [Terms and Conditions](#)

Copyright © 2005 The Business Depot Ltd. All rights reserved.

You have 5 items in your cart (Total: \$1,649.95) Log 1

for Business for Home/Hom

Brands Computers Peripherals Networking Software Games Audio / Video Supplies

Keywords / Web I.D.:
Manufacturer:

My Current Cart

Your shopping cart contains 5 items.

Clear this cart



try a Power Search!

Resources
Order Status
New Account
FAQ
Contact Us
Hot New Games
Smart Rebates
Game Central

Pavilion A1120N P4 3.06GHz/512MB/200GB/DVDRW LS/CDRW+CD-ROM

Part #: PX759AA#ABA Web I.D.: 617444 Unit Weight: 32.40 lbs

remove item \$899.99 X 1 = \$899.99

NORTON ANTIVIRUS 2005 WIN CD

Part #: 10283749 Web I.D.: 615104 Unit Weight: 0.20 lbs

remove item \$69.99 X 1 = \$69.99

Microsoft Wireless Optical Desktop 3.0,PS2/USB,BiLingPkg

Part #: BX2-00005 Web I.D.: 027009 Unit Weight: 4.40 lbs

remove item \$129.99 X 1 = \$129.99

HP OfficeJet 5610 Print/Fax/Copy/Scan 4800x1200 20/13PPM USB

Part #: Q7311A#A2L Web I.D.: 617107 Unit Weight: 18.40 lbs

remove item \$199.99 X 1 = \$199.99

LG Flatron L1751S 17" TFT 1280x1024 12ms 550:1 Slv/Charcoal

Part #: L1751S-SN Web I.D.: 343105 Unit Weight: 15.00 lbs

remove item \$349.99 X 1 = \$349.99

Total Weight: 70.40 lbs

Subtotal: \$1,649.95

Update Cart Checkout

Clear this cart

CALL TOLL-FREE
1.888.957.6278

Suggested Accessories

Startech PS/2 Keyboard/Mouse Extension Cable M-F,15Ft
Part #: KXT102\_15 \$19.99
Web I.D.: 054977

Include this accessory:



APC Back-UPS ES 350VA 6-Outlet,USB,Tel/Modem/Fax/DSL Protect
Part #: BE350U-CN \$59.99
Web I.D.: 641095

Include this accessory:

Startech PS/2



Keyboard/Mouse  
Extension Cable,6Ft  
Part #:  
**KXT102**  
Web I.D.: \$11.99  
**054717**

Include this  
accessory:

**Add Accessories to Cart**

**Store Policy**

**CompuSmart.com** is very careful about providing you with accurate product and pricing information. In the event that an error occurs, we reserve the right to cancel or correct an order.

All orders placed after **1:00pm (EST)** will be shipped on the next business day if the product is in stock.

[Return to top of page](#) ↑

[Conditions of Use](#) | [Terms of Sale](#) | [Privacy Statement](#)

Online prices and selection generally match our retail stores, but may vary.  
Prices and offers are subject to change.

Copyright © 2000-2005 **CompuSmart**. All rights reserved

Print this page | Close



Dell recommends Microsoft® Windows® XP Professional

## Print Summary



### Dimension 3000

From ~~\$2,476~~  
Now from  
**\$2,216<sup>2</sup>**

Starting from as low as **\$57/ Mo.<sup>1</sup>**

| Financing Details | FAQ  
Email me the latest Dell deals!

Discount Details

- **FREE SHIPPING**  
▶ More details
- **FREE 80GB Hard Drive Upgrade - \$50 Value!**  
▶ More details
- **Buy 3 Year Warranty get the 4th Year for FREE!**  
▶ More details

My Selections

All Options

#### • Dimension 3000

Catalog Number / Description	Product Code	SKU	Id
<b>Dell Dimension 3000 Series:</b> Intel® Pentium® 4 Processor with HT Technology (3GHz, 800MHz FSB, 1MB L2 Cache)	WL308C	[221-6493]	1
<b>Operating System:</b> Microsoft® Windows® XP Professional	WPXP	[412-0721][412-0688] [463-2282][420-4838] [420-4927][412-0799]	11
<b>Memory:</b> 1GB Dual Channel DDR SDRAM at 400MHz	1GB4	[311-4260]	3
<b>Hard Drive:</b> FREE Upgrade to 80GB Hard Drive - \$50 Value	80P	[463-2810]	8
<b>Floppy Drives and Additional Storage Devices:</b> 3.5 in Floppy Drive and 128MB Dell USB Memory Key	FD128MK	[340-8860][311-4288]	10
<b>CD or DVD Drive:</b> Single Drive: 16X CD/DVD burner (DVD+/-RW) w/double layer write capability	16DVDRW	[420-5079][313-3651]	16
<b>Enhanced Software for CD or DVD Burner:</b> DigitalMedia Plus: Burn, Copy CD Music/Data, Backup, Label (CD-RW/DVD+RW only)	RNDLX	[430-1350]	72
<b>Office Productivity Software (Pre-Installed):</b> Microsoft Office Professional- Small Business Ed. plus Access database	OXPPRO	[412-0467][412-0674]	22
<b>Monitors:</b> 17 inch E173FP Analog Flat Panel	E173FP	[320-3945]	5
<b>Video Card:</b> Integrated Intel® Extreme Graphics 2	IV	[320-2870]	6
<b>Sound Card:</b> Integrated Audio	IS	[313-2758]	17
<b>Dell Media Experience:</b>			

214

Dell Media Experience™	DMX	[412-0749]	115
<b>Speakers:</b> Dell A425 30 Watt 2.1 Stereo Speakers with Subwoofer	A425	[313-3213]	18
<b>Keyboard:</b> Dell USB Keyboard	EK	[310-5234]	4
<b>Mouse:</b> Dell Optical USB Mouse	OM	[310-4037]	12
<b>Network Interface:</b> Integrated 10/100 Ethernet	IN	[430-0412]	13
<b>Modem:</b> 56K PCI Telephony Modem	56KWS	[313-2280]	14
<b>Security Software:</b> McAfee SecurityCenter with VirusScan, Firewall, Spyware Removal, 24-months	MCAFE2Y	[410-0795]	25
<b>Document Management:</b> Adobe® Acrobat® Reader 6.0	AAREAD	[412-0705]	15
<b>Hardware Support Services:</b> 1 Yr Limited Warranty with 1 Yr NBD Onsite Service and 1 Yr Tech Support	HSBW1OS	[950-9797][930-1320] [960-6380]	29
<b>Internet Access Services:</b> 3 Months FREE AOL Dial-Up Internet Access v9.0	NISP	[412-0148]	40
<b>Digital Music:</b> Musicmatch® Jukebox Basic	MMBASE	[412-0741]	27
<b>Digital Photography:</b> Photo Album™ SE Basic	DPS	[412-0744]	28

● 962 Photo All-In-One

Catalog Number / Description	Product Code	SKU	Id
<b>Dell All In One Inkjet 962:</b> Dell All In One Inkjet 962 CA	962CA	[221-7019]	1
<b>Hardware Support Services:</b> 1 Yr Ltd Warranty with 1 Yr Advanced Exchange Service and 1 Yr Tech Support	AE1YR	[960-2990][960-4638] [960-2840]	29
<b>Cables for Dell Printers:</b> Dell USB Printer Cable - 10 ft black	USBPRBX	[310-4168]	20
<b>Additional Ink Cartridges:</b> Dell Standard Capacity Black Print Cartridge 962	TBK962	[310-5972]	27



How to Contact Dell

<sup>1</sup> 48-Month Purchase Plan offered through Dell Financial Services Canada Limited, an independent entity, to qualified customers, subject to credit approval and availability. Minimum transaction size of \$499 is required (before shipping and applicable taxes). No down payment required. Monthly payments are based on advertised prices depicted for a 48 month term, calculated using an interest rate of 9.99% per annum. Your monthly payments may be higher depending on your creditworthiness as determined by the Lender in its sole discretion. Available interest rates per annum are 9.99%, 13.99%, 16.99%, 17.99%, 18.99%, 21.99%, 26.99% and 28.99%. Finance example: \$899.00 at [9.99%], [13.99%], [16.99%], [17.99%], [18.99%], [21.99%], [26.99%], [28.99%] per annum equals [\$ 22.80], [\$ 24.56], [\$ 25.94], [\$ 26.40], [\$ 26.88], [\$ 28.32], [\$ 30.81], [\$ 31.84] per month for 48 months. Total payable: [\$ 1,094.40], [\$ 1,178.88], [\$ 1,245.12], [\$ 1,267.20], [\$ 1,290.24], [\$ 1,359.36], [\$ 1,478.88], [\$ 1,528.32]. Full cost of borrowing: [\$ 195.40], [\$ 279.88], [\$ 346.12], [\$ 368.20], [\$ 391.24], [\$ 4 60.36], [\$ 579.88], [\$ 629.32]. Terms subject to error and change without notice. Please contact Dell for full details.

<sup>2</sup> All prices exclude shipping (except where otherwise noted), taxes and environmental advanced disposal surcharges where applicable. Prices subject to error. CURRENT STANDARD SHIPPING CHARGES: \$79 FOR DIMENSION, \$0 FOR INSPIRON, \$25 FOR THE DELL LCD TV'S AND THE DELL BRANDED PROJECTORS, \$15 FOR THE DELL DJ MP3 PLAYERS, DELL AXIMS AND THE DELL BRANDED PRINTERS AND ALL OTHER SOFTWARE AND PERIPHERALS Promotional pricing is not combinable with

any other offers or volume based or other discounts to which you may be entitled unless otherwise specifically advertised. Availability may be limited. Pre-loaded software does not include documentation and may differ from retail version.

Copyright 1999-2005 Dell Inc. For Canadian customers only.

[Privacy](#) : [Cookies](#) : [Terms and Conditions of Sale](#) : [Terms of Use](#) : [Limited Warranty Terms & Service Contracts](#)

[▲ Top](#)

sn FGC5



Grande Prairie · Edmonton · Kamloops  
 9917A - 97th Ave. Grande Prairie, AB T8V 0N2  
 Ph: 780-532-8730 Fax: 780-532-1441  
 1-888-532-8730 www.menziesprinters.com

**ESTIMATES**

August 25, 2005  
 Quote #: 115148  
 Tel: -  
 Fax: -  
 Page: 1

Contact: BLANK

Quantity	Description	Sub-Total
----------	-------------	-----------

250 BOOKLETS - FULL COLOR  
 HAMMERMILL LASER PRINT 24#  
 Copies on 8.5X11  
 8 Originals, 2 Side To 2 Side, Collated/SlipSheet  
 2,060 Copies

1,327.90 → with stapled  
 without stapled - \$30.00

Quantity Table

Quantity	Total	Price	Save
250	1,327.90 @	531.16 per 100	0.00/C
500	2,598.30 @	519.66 per 100	11.50/C

250 BOOKLETS - BLACK& WHITE  
 IBM MULTIPURPOSE BOND WHITE  
 Copies on 8.5 x 11  
 8 Originals, 2 Side To 2 Side, Collated/SlipSheet  
 2,060 Copies

292.00

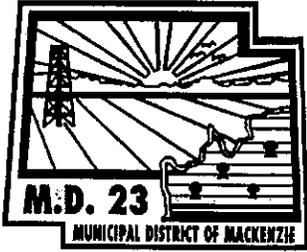
Quantity Table

Quantity	Total	Price	Save
250	292.00 @	116.80 per 100	0.00/C
500	501.50 @	100.30 per 100	16.50/C

217

Ship Via	Sub-Total	GST	PST	Freight Charges	Deposit	Total
PICK-UP	1,619.90	113.39	0.00	0.00	0.00	\$ 1,733.29





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization Fort Vermilion Agricultural Society

Society  Non-profit company or corporation  Other

Permanent address Tardiff Avenue + 50<sup>th</sup> Street Box 1  
Street address P.O. Box

Fort Vermilion Alberta Postal Code: T0H 1N0

Agricultural Societies Act June 26, 1974 31 Years  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. Marilee Toews

Title Coordinator - Fort Vermilion Heritage Centre  
Museum

Telephone (work) (780) 927-4603 (home) (780) Fax (780)

Email fvhc@telus.net

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work). Reference: Appendix I

**FACILITY:**

Name of facility Fort Vermilion Heritage Centre

Street address or legal description Tardiff Avenue + 50<sup>th</sup> Street

Registered holder of land title Municipal District of Mackenzie No. 23

Facility operator/leaseholder Fort Vermilion Agricultural Society +  
Fort Vermilion Recreation Board

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project FORT VERMILION HERITAGE CENTRE  
 Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded. Appendices II and III and X  
\$10,000. \$54,450. January 1, 2006 December 31, 2006  
 Grant amount requested Total project cost Project start date Project completion date  
 (Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

4 0 4  
 Number of paid staff Number of paid full-time Number of paid part-time  
40 1100+ Web Contacts MD #23  
 Number of volunteers Number of clients served last year Geographic region served  
 Are executive or board members paid: Yes  No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes  No  If yes:

April, 2005 \$7,500. Fort Vermilion Heritage Centre  
 Date Amount Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available; Appendix IV-A and IV-B
- b) Operating budget for the year of financial request; Appendix V
- c) Current year to date financial information Appendix VI
- d) Societies act registration number; Not applicable - i.e. No Registration Number
- e) Insurance coverage documentation; Appendix VII
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising; Appendix VIII
- g) Purchasing policy/procedure; Appendix IX
- h) Honorariums and expenses paid to Executive or Board members. Not applicable
- i) Appendix X - Detailed Long Range Project Description
- j) Visitor Comments pages (2)

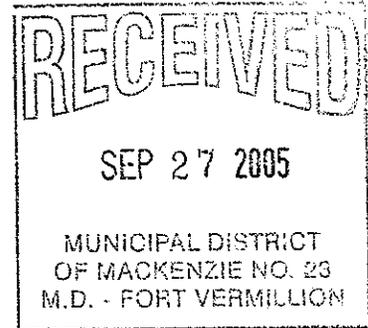
**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

**Fort Vermilion Heritage Centre  
Box 1, Fort Vermilion, AB T0H 1N0  
Telephone/Fax: 780-927-3491**

September 25, 2005

Joulia Whittleton  
Director of Corporate Services  
Municipal District of Mackenzie No, 23  
Box 640  
Fort Vermilion, AB T0H 1N0



Dear Joulia Whittleton:

**RE: 2005 Request for Funding From MD #23**

Enclosed is the Fort Vermilion Agricultural Society - Heritage Committee's application for 2005 funding from the Municipal District of Mackenzie. We appreciate this opportunity to inform the Council and staff of our initiatives.

This is the 10<sup>th</sup> anniversary of the Museum and Archives and the 100<sup>th</sup> for the Province of Alberta. We are seeking a large enough grant to offset some operational costs and to help us with an anniversary photo project too! Research has disclosed significant collections in other institutions that warrant bringing home. Having them in our Archives would allow us to do further research into people names and to create interesting new exhibits.

Heritage preservation, education and promotion have been a special focus of the Agricultural Society for much of its 31 year history. Our goals are to improve the quality of life in rural communities and to promote a diversity in economic development that includes tourism. This Museum and Archives is housing collections that are unique and priceless. Some enthusiastic comments from patrons introduce our application for funding..

Volunteers and seasonal staff have made this happen. However, we continue to be concerned about the lack of year round staff even on a part-time basis. People are asking for more accessibility in the fall and winter months.

We continue to note the need for core funding to hire a Coordinator on a part time basis. Soon the requirements will be too much for students and volunteers alone. Fort Vermilion is a unique attraction and our well established record in heritage tourism provides economic benefits to this region. Please give this renewed thought as you deliberate.

Enclosed is our 2006 Budget which includes a request of \$ 10,000 from the Municipal District of Mackenzie No. 23. This does not include a budget for a Coordinator position. It is our sincere hope that you will acknowledge past endeavors and fund us for the identified needs.

Attachments include:

Introduction	"History Comes Alive Here"
Appendix I	Board of Directors & Executive
Appendix II	Project Information/Plans
Appendix III	Project Need, Patrons and Funding Reasons
Appendix IV - A	Society Financial Statements to 31/10/04
Appendix IV - B	Heritage Committee Income/Expense Statement to 31/10/04
Appendix V	2006 Operating Budget
Appendix VI	Heritage Committee year to date Financial Statements
Appendix VII	Insurance
Appendix VIII	Honorariums, Volunteer Hours, Grants, Fundraising
Appendix IX	Heritage Committee Purchasing Procedures
Appendix X	Detailed Project Description

We have appreciated the MD's past support and hope for continuing recognition of the consistent endeavors at the Fort Vermilion Heritage Centre.

Yours sincerely,



Marilee Toews  
Heritage Centre Coordinator (Volunteer)

**FORT VERMILION HERITAGE CENTRE  
2006 FUNDING PROPOSAL**

**Submitted by**

**Heritage Committee -  
Fort Vermilion Agricultural Society**

**September 25, 2005**

**"History Comes Alive Here"**  
*from Bragg Creek, Alberta*

**Visitor Comments**

**Visitor Home Place**

<p>"Your museum is wonderful"</p> <p>"Sehr interessant" (Interesting!)</p> <p>"Very good/great/awesome/superb"</p> <p>"Worth a visit" (Worthwhile, Well done)          Excellent</p> <p>"Great fun/enjoyable/pleasure to visit"</p> <p>"Thanks for the memories"</p> <p>"Museum triggered many memories"</p> <p>"Best I've seen"</p> <p>"Extremely helpful staff"</p> <p>"Knowledgeable, helpful curator"</p> <p>"A learning experience/too much for one day"</p> <p>"Informative"</p> <p>"Warm &amp; friendly; happy &amp; peaceful; lovely;          "Wow!"</p> <p>"Excellent, comprehensive, well-presented          displays"</p> <p>"Well organized, easy to browse through"</p> <p>"Clean, neat"</p> <p>"Fascinating, quite unique, remarkable"</p> <p>"Fantastic! Good work!"</p>	<p>Okanagan Falls BC, Ohio,          Fort Chipewyan, Fort McMurray,          La Crete, Grande Prairie          Germany, Fort Smith, Arizona,          Bon Accord, Illinois, Comox BC,          Spruce Grove, Kakisa , Zama          Calgary, Hardisty, High Prairie,          Debolt, Fort Vermilion          The Netherlands, Vancouver Is.,          Tall Cree, John D'or, Blumenort,          Edmonton, Red Deer, Langley,          Manning, Keg River, Yellowknife          Fort Vermilion, Redwater, Texas          Nova Scotia, Whitehorse          South Africa, Vermilion, Hinton,          Edmonton, Calgary, Stony Plain          Luseland SK, Victoria, Chase BC          La Crete, Wanham, S. Tallcree,          Calgary Nampa, Ft. Vermilion          Bahamas, Grande Prairie          Devon, John D'Or, Ft. McMurray          Strathcona          Scotland          Colorado, Fort Vermilion          Kingman AB, North Bay, Ontario          Swan River MB, N. Vancouver,          Calgary, Colorado          Victoria, John D'or, N. Carolina,          Lac La Biche          Ontario, Peace River, Stony Plain,          Chilliwack, La Glace, Sexsmith          High Level          Philippines, La Crete, Calgary          Maryland USA. Smoky Lake,          Linden. Cameron ON          Museums Alberta, Edmonton</p>
------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

## Visitor Comments

"Very good photo collection"  
"You worked hard to put this together"  
"Tres, Tres, apprecier, merci!"

"Keep growing!"  
"Searching for family"  
"Sandhills should be a sanctuary"  
"Good conversation & tour guide"  
"Great work fellow *Peace-landers*"  
"Great ichthyosaur"

## Visitor Home Place

Camrose  
Many locations  
Quebec

Calgary  
Devon  
Rocky Lane  
Switzerland, Smith, Ft. Vermilion  
Grande Prairie  
Royal Tyrrell Museum

**FORT VERMILION AGRICULTURAL SOCIETY  
BOARD OF DIRECTORS 2005**

<b>Name</b>	<b>Position</b>	<b>Address</b>	<b>Home Phone</b>	<b>Work Phone</b>
John Simpson	President			
Robert Smith	Vice- president			
Eric Jorgensen	Secretary			
Al Toews	Treasurer			
Moe Anderson	Director			
Bill Boese	Director			
Deanna Newman	Director			
Greg Newman	Director			
Ena Simpson	Director			
Jim Thompson	Director			
Ray Toews	Director			
John Twidale	Director			

## PROJECT INFORMATION

### Project Description

The Fort Vermilion Heritage Centre is a multifaceted facility that requires support funding if it is to realize its potential in serving visitors and educating the public.

This year the Heritage Centre has been celebrating its 10<sup>th</sup> Anniversary. Regular programming and operations have been on-going and financial statements reflect the activities conducted.

In 2005 an extra effort has been made to uncover new information on the role of Fort Vermilion in this area. A research trip took us to Peace River, Donnelly, Edmonton, Saskatoon, Regina and Winnipeg. The Hudson's Bay Company (1900-1930) was our focus, but we were delighted to uncover many other important sources of photographs and information. To celebrate the 100<sup>th</sup> Anniversary of Alberta and the 10<sup>th</sup> of the Museum and Archives, we want to repatriate (bring home) many of these excellent photographs. They are of people, buildings and industry in the early 1900's. The registration of this anniversary collection will take considerable time, as will the development of subsequent exhibits. Tasks include photo selection, purchase, numbering, storing and exhibiting.

An old safe from the Alberta Treasury Branch has been added to our collection. Professional safe opening and combination resetting is required if we are to use this functional artifact. This will require travel expenses and time for a Grande Prairie service representative.

An update of the comprehensive project description included with our 2005 application to the Municipal District of Mackenzie is enclosed (Appendix X).

## PROJECT NEED

1. Visitors and researchers come to this region seeking information.
2. Tourists and local visitors find the Fort Vermilion Heritage Centre to be an informative attraction. Positive experiences encourage more visitors resulting in economic development.
3. The opportunity to preserve historical assets including artifacts, archival records (**photographs**), finely crafted buildings over 75 years old is now!  
Artifacts are coming home!
4. Current and future initiatives will be able to use the information housed at this facility.

## PATRONS

1. Local citizens - Cultural knowledge and heritage awareness is cultivated.
2. School tours are increasing; youth and 4H groups are regulars.
3. Former residents and their descendants are links to new information.
4. Independent tourists are among the most appreciative patrons.
5. Tour companies e.g. Cardinal (Calgary & Ontario), Carson (Leduc), Niehart Tours (Iowa), Monkman Homestead Preservation Society (Grande Prairie).
6. Heritage Institutions & Associations are important patrons (e.g. Mackenzie Crossroads Museum & Visitor Centre, Spirit of the Peace Museum Association, Sir Alexander Mackenzie Voyageur Route Association, Monkman Homestead Preservation Society).
7. Government representatives visit and support this initiative.
8. Researchers - Requests for information are increasing.

## WHY FUND IT?

Funding helps the Fort Vermilion Heritage Centre maintain standards of proficiency and profile that reflect positively on the Municipal District (MD).

The Heritage Centre is a well-recognized and appreciated resource. Comments in the guest book confirm this.

Cultural and heritage assets need to be funded or they will be lost. The Lawrence Ranch is an example of an undervalued registered historic resource. Yet tours still go to the site of this once expansive ranch. Wouldn't a cairn or commemorative sign be warranted?

To protect the remaining cultural assets of this region shows foresight. By funding the Fort Vermilion Heritage Centre, the MD is considering the future needs and interests of its visitors and residents.

**FORT VERMILION AGRICULTURAL  
SOCIETY**

**FINANCIAL STATEMENTS**

**OCTOBER 31, 2004**

*(Unaudited)*



# FORT VERMILION AGRICULTURAL SOCIETY

FINANCIAL STATEMENTS  
OCTOBER 31, 2004

---

REVIEW ENGAGEMENT REPORT

BALANCE SHEET

STATEMENT OF EARNINGS

STATEMENT OF MEMBERS' EQUITY

STATEMENT OF CASH FLOWS

NOTES TO THE FINANCIAL STATEMENTS

STATEMENT 1

STATEMENT 2

STATEMENT 3

STATEMENT 4





*Daniel M. Ringrose*

CHARTERED ACCOUNTANT

DANIEL M. RINGROSE, BSA, B. Comm., P. Ag., CA \*

## REVIEW ENGAGEMENT REPORT

To the Directors of  
Fort Vermilion Agricultural Society:

I have reviewed the balance sheet of Fort Vermilion Agricultural Society as at October 31, 2004 and the statements of earnings and members' equity and of cash flows for the year then ended. My review was made in accordance with Canadian generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to me by the society.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

In common with many not-for-profit organizations, the society derives revenues from certain fund raising activities, the completeness of which is not readily susceptible of satisfactory review. Accordingly, my review of these revenues was limited to the amounts recorded in the records of the society and I was not able to determine whether any adjustments might be necessary.

Based on my review, except for the effect of adjustments, if any, which I might have determined to be necessary had I been able to satisfy myself concerning the completeness of the fund raising revenue referred to in the preceding paragraph, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

CHARTERED ACCOUNTANT

High Level, Alberta  
December 29, 2004

- 231

# FORT VERMILION AGRICULTURAL SOCIETY

BALANCE SHEET  
OCTOBER 31, 2004  
(Unaudited)

STATEMENT 1

	2004	2003
<b>ASSETS (Notes 5+6)</b>		
<b>CURRENT:</b>		
Cash	\$ 60,416	\$ 30,122
Term Deposit	60,000	90,000
Accounts Receivable	1,385	1,576
Goods and Services Tax Recoverable - Note 3	177	248
	<b>121,978</b>	<b>121,946</b>
<b>PROPERTY &amp; EQUIPMENT - NOTE 2</b>	<b>204,587</b>	<b>203,772</b>
	<b>326,565</b>	<b>325,718</b>
<b>LIABILITIES</b>		
<b>CURRENT:</b>		
Accounts Payable And Accrued Liabilities	3,944	5,713
	<b>3,944</b>	<b>5,713</b>
<b>COMMITMENTS - NOTE 5</b>	<b>3,944</b>	<b>5,713</b>
<b>MEMBERS' EQUITY</b>		
<b>INVESTMENT IN PROPERTY &amp; EQUIPMENT - NOTE 2</b>	<b>204,587</b>	<b>203,772</b>
<b>EQUITY</b>	<b>118,034</b>	<b>116,233</b>
	<b>322,621</b>	<b>320,005</b>
	<b>\$ 326,565</b>	<b>\$ 325,718</b>

*Notes 5+6 outline Project Fund Commitments totalling \$91,000.*

*These are: Community Capital Projects \$31,000  
Bursary 10,000.  
Publications Fund 30,000.  
Restorations Fund 10,000.  
Collections Management 10,000.  
AB Museums Assoc. Project*



*Daniel W. Ringrose*

CHARTERED ACCOUNTANT

# FORT VERMILION AGRICULTURAL SOCIETY

STATEMENT OF EARNINGS  
FOR THE YEAR ENDED OCTOBER 31, 2004  
(Unaudited)

STATEMENT 2

	2004	2003
<b>RECEIPTS:</b>		
Memberships	\$ 20	\$ -
Alberta Museums	5,046	1,500
Donation Revenue - Note 1	319	489
Craft Revenue	676	327
Recreation Board	1,028	15,348
S.C.P. Grant	4,484	6,608
S.T.E.P. Grant	2,772	2,891
Alberta Agriculture Lottery Grant	20,270	19,404
Fair Revenue	333	-
Farmer's Day	45	-
Sale of Books and Souvenirs	3,140	2,417
Other Income	78	59
Municipal District Grant	7,500	7,500
	<b>45,711</b>	<b>56,543</b>
<b>DISBURSEMENTS:</b>		
Advertising & Promotion	1,223	1,513
Bank Charges & Interest	60	97
Books and Souvenirs Expense	2,438	971
Bursaries	500	-
Capital Expenditures - Note 2	815	3,030
Displays	308	-
Donation Expenses	13,942	14,529
Fair Expenses	1,227	-
Goods and Services Tax - Note 3	177	247
Insurance & Licenses	209	112
Memberships	176	280
Office Expenses	588	798
Professional Fees	2,423	2,400
Programming	-	101
Repairs & Maintenance	155	381
Subcontractors	1,416	1,500
Telephone	1,278	1,282
Training and Leadership	286	-
Travel	295	-
Utilities	663	16,291
Vehicle Operating	3,052	1,785
Wages & Benefits	15,288	18,940
	<b>46,519</b>	<b>64,257</b>
Interest Income	2,609	2,198
<b>EXCESS (DEFICIENCY) OF RECEIPTS OVER DISBURSEMENTS</b>	<b>\$ 1,801</b>	<b>\$ (5,516)</b>



# FORT VERMILION AGRICULTURAL SOCIETY

STATEMENT OF MEMBERS' EQUITY  
FOR THE YEAR ENDED OCTOBER 31, 2004  
*(Unaudited)*

STATEMENT 3

	2004	2003
BALANCE, BEGINNING OF YEAR	116,233	121,749
EXCESS (DEFICIENCY) FOR THE YEAR	1,801	(5,516)
<b>BALANCE, END OF YEAR</b>	<b>\$ 118,034</b>	<b>\$ 116,233</b>



# FORT VERMILION AGRICULTURAL SOCIETY

STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED OCTOBER 31, 2004  
(Unaudited)

STATEMENT 4

	2004	2003
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>		
Cash Receipts From Government Agencies & Customers	45,697	56,542
Cash Paid To Suppliers	(32,940)	(43,197)
Cash Paid To Employees	(15,288)	(18,940)
Interest Paid	(60)	(97)
Interest Income	2,814	1,499
Net Goods & Services Taxes Paid	71	(12)
	<b>294</b>	<b>(4,205)</b>
INCREASE (DECREASE) IN CASH	294	(4,205)
CASH, BEGINNING OF YEAR	120,122	124,327
CASH, END OF YEAR	<b>\$ 120,416</b>	<b>\$ 120,122</b>



# FORT VERMILION AGRICULTURAL SOCIETY

## NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED OCTOBER 31, 2004 (Unaudited)

---

### Purpose of Organization

The Fort Vermilion Agricultural Society is a not-for-profit organization which operates a museum in the hamlet of Fort Vermilion. It is also dedicated to various activities that promote agriculture and recreation in the region.

### 1. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian generally accepted accounting principles and include the following significant accounting policies:

#### Property & Equipment

The society is considered to be a small organization and therefore does not amortize its property & equipment. All property & equipment acquisitions are deducted as current expenses in the year of acquisition. During the current year, asset acquisitions totaled \$815.

#### Financial Instruments

The society's financial instruments consist of cash, accounts receivable and accounts payable. Unless otherwise noted, it is management's opinion that the society is not exposed to significant interest, currency or credit risks arising from these financial instruments. The fair value of these financial instruments approximate their carrying values, unless otherwise noted.

#### Measurement Uncertainty

The preparation of financial statements in conformity with Canadian generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. These assumptions are reviewed periodically and, as adjustments become necessary, are reported in earnings in the period in which they become known.

#### Revenue Recognition

The value of donated services and assets have been accounted for at fair market value whenever such value can be determined. Where no determination of fair market value could be made, these amounts have not been reflected in these financial statements.



# FORT VERMILION AGRICULTURAL SOCIETY

NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED OCTOBER 31, 2004  
(Unaudited)

## 2. PROPERTY & EQUIPMENT

	2004	2003
Dove - Tailed Log House	\$ 17,344	\$ 17,344
Museum Furniture and Artifacts	24,497	24,490
Photocopier & Scanner & TV/Video/DVD	1,643	1,293
Grandstand	4,119	4,119
Other Furniture and Fixtures	2,733	2,584
Limited Edition Prints	730	730
Reference Library	7,202	6,893
Museum	122,494	122,494
Clarke House	19,790	19,790
Vault	4,035	4,035
	<b>\$ 204,587</b>	<b>\$ 203,772</b>

## 3. GOODS & SERVICES TAX

The Society is eligible for a rebate of 50% of all goods and services tax paid. The remaining non-recoverable portion is disclosed as a current expense.

## 4. RELATED PARTY TRANSACTIONS

The society has a Joint Operating Agreement with the Fort Vermilion Recreation Board for use of the Fort Vermilion Community Centre in exchange for an operating grant available to the Fort Vermilion Agricultural Society. The society expects this relationship to continue in the coming years.

## 5. COMMITMENTS

The Society has rescinded the pledge of \$30,000 towards the construction of a swimming pool. New pledges totaling \$31,000 were awarded to 4 non-profit community organizations for capital projects to be distributed upon satisfactory completion of the projects.

## 6. ADDITIONAL COMMITMENTS

Bursary Fund \$ 10,000. Interest supplies annual \$500 Bursary

Heritage Committee Funds  
Collections Management \$ 10,000.  
Restorations \$ 10,000.  
Publication \$ 30,000.

To be expended before 31/12/200.  
Interest used for special projects & for operations as needed.



Total Commitments \$ 91,000. 237

Daniel W. Ringrose  
CHARTERED ACCOUNTANT

REVENUE

<b>RETAIL</b>		
- Crafts	676.00	
- Bicentennial Books	2,022.00	
- Other Publications	753.14	
- Souvenirs	<u>364.54</u>	
<b>TOTAL RETAIL</b>		3,815.68
- AMA - Administration	1,416.00	
- AMA - Programs	3,630.00	
Employment - Provincial	2,772.00	
Employment - Federal	4,484.00	
Municipal District	<u>7,500.00</u>	
<b>TOTAL GRANTS</b>		19,802.00
- Donations	319.16	
- Interest	2,091.63	
- Recycling	<u>60.95</u>	
<b>TOTAL OTHER</b>		2,471.74
Transfers - Ag Society	<u>8,750.00</u>	
<b>TOTAL REVENUE</b>		<u>34,839.42</u>

**TOTAL REVENUE** 34,839.42

EXPENSE

<b>FUND - RAISING</b>		
- Publications	772.80	
- Souvenirs	588.25	
- Wholesale - Art	60.00	
- Wholesale - Crafts	<u>809.80</u>	
<b>TOTAL FUND RAISING</b>		2,230.85
- Wages	14,387.36	
- UI Expenses	404.36	
- CPP Expenses	<u>496.17</u>	
<b>TOTAL WAGES &amp; BENEFITS</b>		15,287.89
- AMA - Administration	<u>1,416.00</u>	
<b>TOTAL GRANTS PROJECTS</b>		1,416.00
Administration	470.56	
Collection Management	13.63	
Displays	150.12	
Freight	39.48	
Memberships/Subscriptions	175.88	
Promotion	1,071.46	
Repairs - Building	136.92	
- Equipment	6.26	
Research	6.54	
Training	279.64	
Utilities - Power	657.50	
- Phone - 3416	469.97	
- Phone - 4603	<u>806.68</u>	
Total Utilities		1,934.15
<b>TOTAL EXPENSES</b>		<u>23,219.38</u>

**TOTAL EXPENSE** 23,219.38

**NET INCOME** 11,620.04

*Income & Expense Statement to 31/10/2004 for the  
Heritage Committee.*

## Fort Vermilion Heritage Centre 2006 Budget

**Prepared by the  
Heritage Committee -  
Fort Vermilion Agricultural Society**

### PROJECTED REVENUE

Donations	600	
Retail Sales	3,000	
Fund Transfers (Note 1)	12,000	
<b>Subtotal</b>		<b>15,600</b>
Core Funding - MD 23 (Note 2)	10,000	
- FVAS (Note 3)	8,750	
<b>Subtotal</b>		<b>18,750</b>
<b>Grants (Note 3)</b>		
Employment (STEP, SCP, YCW)	12,000	
Alberta Museums Association	6,100	
Restorations (AHRF)	2,000	
<b>Subtotal</b>		<b>20,100</b>
<b>TOTAL PROJECTED REVENUE</b>		<b>54,450</b>

**Note 1:** Collections Management Fund 10,000  
Restorations Fund 2,000

**Note 2:** 2006 Operations Grant Equity 7,500  
Anniversary Photo Project 2,500

**Note 3:** FVAS - Fort Vermilion Agricultural Society  
STEP - Summer Temporary Employment Program  
SCP - Summer Career Placements  
YCW - Young Canada Works ( Heritage Institutions)  
AHRF - Alberta Historical Resources Foundation

- 2 -

**PROJECTED EXPENSES**

Administration/Fundraising	2,000	
Exhibits & Programs	500	
Promotion	750	
Repairs	800	
Research, References, Training	1,000	
Utilities	2,400	
<b>Subtotal</b>		<b>7,450</b>
Wages & Benefits - Student Seasonal	22,000	
- Youth Curator/Archivist	2,500	
Honoraria - Non- Board	2,000	
<b>Subtotal</b>		<b>26,500</b>
Projects - Collections Management (2005)	10,000	
- Clarke House (Note 4 )	4,000	
- Anniversary Photo Repatriation	5,000	
- Safe Cracking	1,500	
<b>Subtotal</b>		<b>20,500</b>
<b>TOTAL PROJECTED EXPENSES</b>		<b>54,450</b>

**Note 4:** Clarke House restorations were deferred in 2005, in order to assist The Friends of the Old Bay House Society with clean-up, research, restoration decisions and a Grant Application to the Alberta Historical Resources Foundation for some required archaeological work. Siding repair and exterior painting are current priorities for the Clarke House.

*Current Year to Date*  
*Heritage Committee*  
*Financial Statements*

REVENUE

RETAIL		
- Artwork	154.50	
- Crafts	163.25	
- Bicentennial Books	1,335.00	
- Other Publications	1,009.95	
- Souvenirs	<u>320.50</u>	
TOTAL RETAIL		2,983.20
<i>Grants</i> - AMA - Administration	1,500.00	
- AMA - Collections Mgt	4,800.00	
Employment - Provincial	1,227.00	
Employment - Federal	6,509.73	
Municipal District	<u>7,500.00</u>	
TOTAL GRANTS		21,536.73
<i>OTHER</i> - Custom Work	14.00	
- Donations	501.31	
- Interest	1,186.41	
- Miscellaneous	82.50	
- Recycling	<u>28.00</u>	
TOTAL OTHER		1,812.22
Transfers - Ag Society	<u>8,750.00</u>	
TOTAL REVENUE		<u>35,082.15</u>

TOTAL REVENUE 35,082.15

EXPENSE

FUND - RAISING		
- Publications	169.03	
- Souvenirs	322.51	
- Wholesale - Crafts	<u>308.50</u>	
TOTAL FUND RAISING		800.04
<i>WAGES</i> - Wages	20,201.81	
- UI Expenses	604.01	
- CPP Expenses	<u>642.95</u>	
TOTAL WAGES & BENEFITS		21,448.77
<i>Grants</i> AMA - Administration	<u>1,500.00</u>	
TOTAL GRANTS PROJECTS		1,500.00
Administration	1,336.74	
Collection Management	147.08	
Displays	51.13	
Donations	1.35	
Freight	28.00	
Contract/Honoraria	1,277.42	
Memberships/Subscriptions	68.64	
Programming	6.59	
Promotion	354.19	
Repairs - Building	548.58	
Research	125.45	
Reference	104.45	
Travel	2,327.90	
Utilities - Power	605.11	
- Phone - 3216	452.94	
- Phone - 4603	<u>946.08</u>	
Total Utilities		2,004.13
TOTAL EXPENSES		<u>32,130.46</u>

TOTAL EXPENSE 32,130.46

NET INCOME 2,951.69

**ASSETS**

**CURRENT ASSETS**

Bank - Heritage Account	5,326.01	
Bank - Savings	30,103.66	
Term Deposits - Heritage	30,000.00	
Petty Cash	<u>495.81</u>	
Cash: Total		65,925.48
Accounts Receivable		586.73
Inventory - B2 Books	<u>8,576.12</u>	
Total Inventory		<u>8,576.12</u>
<b>TOTAL CURRENT ASSETS</b>		<u><b>75,088.33</b></u>

**FIXED ASSETS**

St. Germain - Log House	4,914.07	
Clarke House	21,845.92	
Museum & Archives	107,307.67	
Office Equipment & Furniture	4,495.10	
Ag. Canada Furniture	2,109.00	
Artifacts	430.00	
Displays & Fixtures	2,432.15	
Reference Library	1,670.28	
Art Collection	530.00	
Photo Collection	<u>3,132.19</u>	
Fixed Assets		<u>148,866.38</u>
<b>TOTAL ASSETS</b>		<u><b>148,866.38</b></u>

**TOTAL ASSETS** 223,954.71

**LIABILITIES**

**CURRENT LIABILITIES**

Accounts Payable		32.61
UI Payable	-37.48	
CPP Payable	<u>37.48</u>	
Receiver General Payable		0.00
GST Paid On Purchases	<u>-799.67</u>	
GST Owing (Refund)		<u>-799.67</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u><b>-767.06</b></u>

**TOTAL LIABILITIES** -767.06

**EQUITY**

**EARNINGS**

Retained Earnings	221,770.08	
Current Earnings	<u>2,951.69</u>	
<b>TOTAL EARNINGS</b>	<u><b>224,721.77</b></u>	

**TOTAL EQUITY** 224,721.77

**LIABILITIES AND EQUITY** 223,954.71

## **INSURANCE**

The Fort Vermilion Heritage Centre's facilities include a Museum and Archives, the Visitor Log House and the Clarke House. The latter are independent structures, while the Museum and Archives is connected structurally and mechanically to the Arena. All are located at the Community and Cultural Complex at Tardiff Avenue in Fort Vermilion.

The facilities and contents are insured through Jubilee Insurance. Schedules P46, P46001 and P46002 of the MD Master Property Policy are relevant to the Heritage Centre.

### **Some history:**

For economic reasons, the Fort Vermilion Agricultural Society and the Fort Vermilion Recreation Board have partnered in certain projects in the past. We did so, in order to make the most effective use of limited resources (human and financial). Most major community events are held at the Community and Cultural Complex. With its space for activities and parking, its indoor and outdoor assets and its secure location, the Complex was chosen as the most cost-effective and practical place for initiating a cultural resource in Fort Vermilion. With the heritage houses already on site, the addition of the Museum and Archives truly added a 'cultural' component to an already vibrant community and recreation complex. This has proven beneficial in serving the interests of the entire region.

By agreement, in the construction stage of the Complex, the Culture Room was to be used for cultural heritage purposes. This room became an integral part of the Archives (Office, Research Room and Vault). A later agreement had the two groups pooling their resources to build a lean-to. This provided a heated entrance, a wheelchair accessible washroom, janitorial room and a storage room for the Curling Club, as well as a large exhibit gallery and workroom for museum purposes. Local fundraising and Provincial grants were our only source of funds. The Recreation Board agreed to cover the costs of utilities (heat and power) as the addition was an integral part of the complete facility. The Agricultural Society was already contributing to the insuring of the Complex.

**HONORARIUMS, VOLUNTEER HOURS & FUNDRAISING**

A. Board/Executive Honorariums & Expenses - Nil

B. Matching Resources

1. Volunteer Hours - 1,200 Hours
2. Retail sales and donations - \$ 3,600.
3. Collections Management and Restoration Funds - \$ 7,200

C. Fundraising

**Provincial Grants 2005**

- STEP - Summer Wages (1 position) \$ 2,700
- AMA - Collections Management \$ 4,800
- AMA - Coordinator Honorarium \$ 1,500

**Federal Grants 2005**

- SCP - Summer Student Wages (2 positions) \$ 5,192
- YCW - Young Canada Works (1 position) \$ 4,368

**Local Grants 2005**

- FVAS - Summer Staff Wages \$ 8,750
- MD #23 - FVHV Operations \$ 7,500

**Other fundraising details are on the following page.**

## FUNDRAISING DETAILS

### **Retail Sales**

Books, crafts and heritage souvenirs are sold at the Visitor Log House and the Museum, as well as through businesses and at trade and craft shows.

### **Donations**

Containers are set out at the Heritage Centre facilities and at special events to receive donations. Tour groups often make a collective donation.

### **Recycling**

Beverage containers are collected at the Complex and donated to the Museum.

### **Grants**

Federal and Provincial employment grants are applied for annually to facilitate the hiring of summer staff. The Agricultural Society provides a supplemental wage grant for these positions.

The MD has awarded an annual operations grant.

We apply to other funding agents - Historical Resources Foundation, Alberta Museums Association etc. for special project funds.

### **Publication Fund**

A \$30,000 fund has been maintained for the publication of future history books. We hope to publish a manuscript featuring life at Fort Vermilion c. 1900.

### **Restoration Fund**

A \$10,000 fund has been designated for the heritage house restoration. The repair of siding and painting of the Clarke House is a priority.

### **Capital Projects Fund**

This fund has been established for major exhibits, collections management and non-restoration capital projects. The balance depends on the timing and extent of funds needed to initiate and complete the projects.

## Heritage Committee Purchasing Procedures

Purchases of goods and services by the Fort Vermilion Agricultural Society (FVAS) - Heritage Committee are for collections management, payroll, programming, public education, research, resources and operations (administration, fund-raising, maintenance and utilities).

Routine expenditures are based on budgets approved by the FVAS Board of Directors and administered by the respective committees and/or their designate. Extraordinary expenditures (i.e. non-budget items) are approved by the Board of Directors. Purchases for capital projects are normally governed by specific grant requirements.

Two of three signatures are required on each cheque payment as defined in the FVAS Bylaws and registered at the Society's Bank.

Guidelines for responsible purchasing follow:

1. Purchases will be made in a timely and responsible manner as determined by the project and circumstances.
2. Products and services are to be of acceptable quality at a cost effective price. Cost effectiveness is to be determined by comparative shopping or tender.
3. The Board of Directors of the Society adopts budgets and appoints purchasers.
4. Using the approved budget and considering availability, price comparisons and delivery costs/time, approved purchasers are authorized to procure items and services.
5. Progress payments and hold backs are according to standard negotiated practices.
6. Routine budgeted expenditures listed previously and special project expenses not exceeding \$2000 do not require prior approval of the Board.
7. Two of the Treasurer, Coordinator and a committee designate are authorized to make purchases on behalf of the Heritage Committee.
8. According to the Bylaws, board members may not receive remuneration from any contract with the Society.
9. Board members and tendering parties must have an arms - length relationship with full disclosure of any potential conflict of interest.

**Note:** The Bylaws of the Fort Vermilion Agricultural Society are in review. A formal purchasing policy will be part of this review.

**FORT VERMILION HERITAGE CENTRE  
PROJECT DESCRIPTION**

**September 25, 2005**

**ADMINISTRATION**

1. **Obtain regular funding for a part-time Heritage Centre Coordinator.**
2. **Maintain a funding partner to hire a Youth Curator/Archivist for weekend work at the Museum & Archives for September to June.**
3. Apply for funding to implement projects concerning collections management, facilities upgrade, restorations and promotion.
4. Develop and encourage public education and research initiatives (Athenaeum Evenings, school and other tours, archaeological surveys)
5. **Update the Policies & Procedures Manual per Museums Alberta site visit.**
6. Routine financial work, budgeting, record-keeping, fund-raising, reporting and correspondence.
7. Volunteer recruitment, training and recognition.
8. Apply for government employment grants; hire, train and supervise staff.
9. Maintain museum, archives, heritage buildings and other assets.

**COLLECTIONS MANAGEMENT**

1. Photo and Document Preservation - Phase III
  - a. Purchase supplies for archival storage of photos and documents.
  - b. **Complete registration and storage of Bicentennial, Experimental Farm and miscellaneous photo collections.**
  - c. Complete storage of newspaper collections.
  - d. Transfer files to archival storage holders.
2. Artifact/Archives Registration and Storage
  - a. Accession artifacts and archival items including photos.
  - b. **Store textiles, paper and other collections in acid-free holders.**
  - c. Consult with Museums Alberta and provincial staff regarding handling, care and labeling of items.
  - d. **Participate in digitizing collections to enhance profile of our institution.**
  - e. **Develop finding aids to enable researchers to access information more independently.**

3. Document Storage/ Showcase Development
  - a. **Complete entrance showcases.**
  - b. **Obtain fixtures and backing for showcases.**
  - c. Purchase map and art storage cabinet.
  - d. **Build desk-top and other portable showcases.**
4. Purchase UV light filters for all museum light fixtures.

### **PROMOTION**

1. Upgrade computer hardware and software needed to create and update interpretive signs and promotional materials.
2. **Install a metal ' Museum & Archives' sign on the museum exterior and improve signs to and within the settlement.**
3. **Seek partners to help develop the Fort Vermilion Heritage Walk and Street Names project.**
4. **In consultation with property owners, develop heritage markers for the *Fort Vermilion* and '*Buttertown*' Heritage Routes.**
5. Continue with souvenir, publication, special events, tour guiding and cooperative promotional projects.

### **RESTORATIONS AND FACILITIES**

1. **Repair siding, floor, install moldings and paint the *Clarke House*.**
2. Landscape grounds and create a Boyer's Post Garden at the heritage houses using native plants and heritage horticultural plants.
3. **Construct and install cabinets in museum office, paint floors and install missing baseboards.**
4. **Move trappers cabin to site and stabilize.**
5. **Upgrade Museum & Archives mechanical system to allow humidity and ventilation control.**
6. **Develop facility emergency plan including fire, water and pest concerns.**

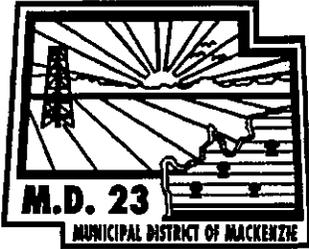
## RESEARCH AND PUBLICATIONS

1. **Print and laminate agriculture place mats for sale.**
2. Create Old Bay House brochure.
3. Create Hudson's Bay Company exhibit and fact sheet.
4. **Heritage Trail Series**
  - a. **Update *Fort Vermilion* and *Buttertown* guides.**
  - b. **Create a heritage gardens and landscape tour.**
  - c. **Complete *Bicentennial Highway* interpretive guide.**
5. **Create a *Mackenzie Country Special Places* pamphlet**
6. **Update inventory of heritage buildings and sites in MD23.**
7. Respond to external research requests.
8. Complete Web Site and establish links to other relevant Web Sites.
9. Assist other organizations with research, promotion and fund-raising for heritage and publication projects.

## PROGRAMS AND EXHIBITS

1. Develop new exhibits with consideration to patron needs and interests.
2. Maintain a visual and printed record of all past exhibits for reference.
3. **Further design educational activities related to exhibits.**
4. Continue *Christmas Past Crafts and Party* for school children and families.
5. **Plan for three *Athenaeum Evenings* - another on fur trade archaeology, one on the Hudson's Bay Company at Fort Vermilion and one on paleontology.**





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization Fort Vermilion Seniors Club

Society  Non-profit company or corporation  Other

Permanent address 4801 River Road Box 543  
Street address P.O. Box

Fort Vermilion, Alberta Postal Code: T0H1N0

50333666 July 31, 1985 20 years  
Incorporation/Society number Date of Incorporation Length of time in operation  
(Name Amendment Nov 7, 2001)

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. Marilyn Eek

Title Treasurer

Telephone (work) (780) (home) (780) Fax (780)

Email \_\_\_\_\_ or \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

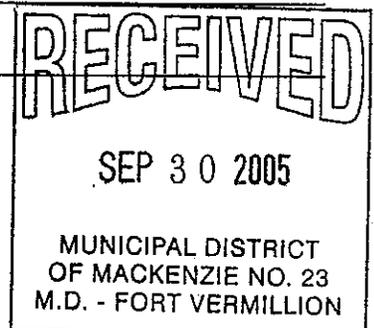
Name of facility Seniors' Drop-In Fort Vermilion + Area Board of Trade

Street address or legal description 4801 River Road, Fort Vermilion, AB

Registered holder of land title F.V. Area Board of Trade

Facility operator/leaseholder F.V. Seniors' Club

Do you have insurance coverage? Yes  No



**PROJECT INFORMATION:**

Nature of project One year's Utilities (Inc Power, Gas, W/S)  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$4,000 Sept 1, 2005 Aug 31, 2006  
Grant amount requested Total project cost Project start date Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

0 0 0  
Number of paid staff Number of paid full-time Number of paid part-time  
10 100 Sameas F.V Rec Board  
Number of volunteers Number of clients served last year Geographic region served

Are executive or board members paid: Yes  No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes  No  If yes:

April 7, 2005 \$3,000 Operations  
Date Amount Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) ~~Honorariums and expenses paid to Executive or Board members.~~

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

**UTILITIES RECAP  
Fort Vermilion Seniors' Club**

<b>BUDGET</b>		<b>YEAR-TO-DATE</b>	<b>BALANCE LEFT</b>	<b>BUDGET</b>
<b>2004-2005</b>				<b>2005-2006</b>
2,200	Gas (Jump in cost predicted for 06)	2,003.49	196.51	3,000
1,600	Power	1,280.26	319.74	1,350
600	Water/Sewer	396.92	203.08	450
<b>TOTALS</b>	<b>4,400</b> Anticipating Increased Prices	<b>3,680.67</b>	<b>719.33</b>	<b>4,800</b>

**FORT VERMILION SENIORS' CLUB - 2004-2005**

Box 543, Fort Vermilion T0H 1N0

**Drop-In Center Phone, 927-4898**

**EXECUTIVE: Chairperson** - Jenny Pringnitz, , Ft Vermilion, T0H 1N0  
**Vice Chairperson** - Vacant, Gil Dwyer, Deceased (To be filled in November)  
**Secretary** - Marie Flooren, , Ft Vermilion, T0H 1N0  
**Treasurer** - Marilyn Eek, , Ft Vermilion, T0H 1N0  
**Director** - Doris Marten, , Fort Vermilion, T0H 1N0  
**Director** - Helen Randolph, , Fort Vermilion, T0H 1N0  
**Director** - Leona Flooren, , Ft Vermilion, T0H 1N0

## FISCAL/PURCHASING/PERSONNEL POLICY

Fort Vermilion Seniors Club/Society  
(Box 543, Fort Vermilion, Alberta T0H 1N0)

1. **Anytime Banking** may be authorized by motion and set up by the Treasurer to make routine utility and telephone payments, provided the reference numbers are recorded on the bills paid in this way, and filed in order with other cheque backup information.
2. All other expenditures shall be done by cheque requiring **two signatures**, one of the Treasurer, and another of the President or an alternate, appointed by motion.
3. Money set aside by motions for **specific goals or projects** shall remain in the Society's Chequing Account but kept track of and reported on as separate "Reserve Funds", from which expenditures are authorized by motion.
4. Since "**Reserve Funds**" are a way to "save up" for Special Projects, they are not part of any annual operating fund considerations. However, in dire need, a motion authorizing use for such, could be made.
5. If a proposed Special Project involves monetary considerations **significant enough to interest outside contractors** or workers, timely advertisement shall take place to provide for fair competition.
6. Care shall be given by the executive to outline each contract adequately enough to ensure there be **quality materials, performance, and timely action**. A Society member, or a committee of two or more members, or a hired or volunteer consultant, shall be appointed for oversight of each bidding process and successful contract.
7. Members of the Board of the Society, or any of their families or employers **may not participate** in bidding or awarding of contracts.
8. Retail purchases **over the amount of \$150** shall require prior approval by at least the officers of the executive, if not the Executive Board, or members as a whole.
9. Retail purchases **under the \$150 benchmark** may be made by the Treasurer or a by a designate such as the Coordinator of the Kitchen/Drop-in Centre, the Fundraising, or the Maintenance Committee. For the convenience of authorized personnel, the Society retains a charge account at some retail outlets.
10. **Receipts** for all purchases shall be marked clearly as to what is purchased, for what use, and by whom, and given to the Treasurer, within a few days.
11. Members of the Society, of the Executive Board, and of its Committees work on a **volunteer basis**, with no honorariums. Mileage expenses, however, may be claimed at \$0.40/km. The volunteer time involved in carrying out duties or in attending meeting is important and should be **valued and recorded** on the "Volunteer Hours" form and submitted at the end of August to be included in "matching resources" for grant applications.



Municipal District of Mackenzie No. 23  
 P.O. Box 640 Fort Vermilion, AB  
 T0H 1N0  
 Phone (780) 927-3718  
 Fax (780) 927-4266

INVOICE #: IVC0000000002920

# INVOICE

**Customer**

FORT VERMILION SENIORS CLUB  
 BOX 543  
 FORT VERMILION AB T0H 1N0

Date: 1/7/2005  
 Customer# 4614  
 Due Date: 2/6/2005

^PLEASE RETURN THIS PORTION WITH YOUR PAYMENT^



Municipal District of Mackenzie No. 23  
 P.O. Box 640 Fort Vermilion, AB  
 T0H 1N0  
 Phone (780) 927-3718  
 Fax (780) 927-4266

Quantity	Description	Unit Price	Total
1.00	GENERAL LIABILITY POLICY GENESIS-11.01.04-11.01.05 PREMIUM	\$98.00	\$98.00
1.00	GENERAL LIABILITY POLICY EXCESS-11.01.04-11.01.05 PREMIUM	\$462.00	\$462.00

	Subtotal	\$560.00
	Tax	\$0.00
— 256	<b>Total</b>	<b>\$560.00</b>

PAYMENT DUE UPON RECEIPT - PAYABLE TO THE MD of Mackenzie  
 PLEASE INCLUDE TOP PORTION WITH PAYMENT

#393



Municipal District of Mackenzie No. 23  
 P.O. Box 640 Fort Vermilion, AB  
 T0H 1N0  
 Phone (780) 927-3718  
 Fax (780) 927-4266

INVOICE #: IVC00000000003523

# INVOICE

**Customer**

FORT VERMILION SENIORS CLUB  
 BOX 543  
 FORT VERMILION AB T0H 1N0

Date: 8/18/2005  
 Customer# 4614  
 Due Date: 9/17/2005

^PLEASE RETURN THIS PORTION WITH YOUR PAYMENT^



Municipal District of Mackenzie No. 23  
 P.O. Box 640 Fort Vermilion, AB  
 T0H 1N0  
 Phone (780) 927-3718  
 Fax (780) 927-4266

Quantity	Description	Unit Price	Total
1.00	MASTER PROPERTY POLICY JULY 1/05 - JULY 1/06 INSURANCE PREMIUM (13.45% OF 277.00)	\$37.26	\$37.26

	Subtotal	\$37.26
	Tax	\$0.00
	<b>Total</b>	<b>\$37.26</b>
- 257		

PAYMENT DUE UPON RECEIPT - PAYABLE TO THE MD of Mackenzie  
 PLEASE INCLUDE TOP PORTION WITH PAYMENT

Date: 07/18/2005 Jubilee Insurance Agencies Ltd  
 Time: 10:47:06 Schedule Listing - RSLE2141: Master Property Policy

Jurisdiction: M023 N.D. OF MACKENZIE #23

Item	Sub Description Location	Address	Current Building	Current Contents #in Code	Current Rental	Current Gross Earn	Bldg Type
------	-----------------------------	---------	---------------------	---------------------------------	-------------------	-----------------------	--------------

F 64	DROP-IN CENTRE / BOARD OF TRADE FORT VERMILION		204,136	31,731 3-410		0	02
------	---------------------------------------------------	--	---------	-----------------	--	---	----

13.45%

86.55%

*Seniors  
Contents*

*Board of Trade  
Building*

# INCOME STATEMENT & BALANCE SHEET 04-05

September 01, 2004 - August 31, 2005

for

**Fort Vermilion Seniors' Club**

Box 543, Fort Vermilion, AB T0H 1N0

**Cash Balance, Forward, September 1, 2004**

**11,940.42**

## REVENUE

M.D Operating Grant	3,000.00
Ag Society Capital Grant	3,000.00
Fundraising Events	5,191.24
Ongoing Plant/Craft Sales	621.45
Legion Concession	0.00
Membership Fees	320.00
Daily Tea Time/Kitchen Donations	349.10
GST Rebate(2000-2003)	4,966.18
Interest	1.75

**Total Revenue:**

**17,449.72**

## EXPENDITURE

Administration & Operating Supplies	140.38
Building Completion & Grounds	6,418.92
Craft Supplies - Quilt	0.00
Fixtures / Furnishings / Equipment( Lawn Mower)	357.94
Fundraising (Ranger Meals, Pancake Breakfast)	369.26
Kitchen Expenses	0.00
Gas	2,003.49
Power	1,280.26
Water/Sewer	396.92
Telephone	506.85
GST Paid	773.29
Freight & Postage	0.00
ACA Membership	50.00
Magazine/Paper Subscriptions (Sask Senior)	24.3
Liability Insurance -474, 558 (Two Years)	560.00
Contents Insurance- 25, 25 (Two Years)	47.26

**Total Expenditure:**

**12,928.87**

**CURRENT YEAR SURPLUS (DEFICIT) [Rev-Exp]**

**4,520.85**

**CASH BALANCE, August 31, 2004**

**16,461.27**

**BALANCE SHEET as of AUGUST 31, 2005**

for

**Fort Vermilion Seniors' Club**  
Box 543, Fort Vermilion, AB T0H 1N0

**ASSETS:**

Bank Balance, August 31, 2005	16,364.13
Accounts Receivable (Uncleared Deposits)	114.25
Contents in Seniors' Drop-In Centre	20,000.00
Initial 08/02	
Added 06/03	6,000.00
Added 06/04	1,998.00
Added 07,08/05	358.00
<b>Total Assets:</b>	<b>44,834.38</b>

**LIABILITIES:**

Uncleared Cheques, August 31, 2004	17.11
<b>Total Liabilities:</b>	<b>17.11</b>

**TOTAL ASSETS AND LIABILITIES: (Assets-Liabilities)**

**44,817.27**

**EQUITY:**

Prior Year's Balance, Adj for August 31, 2004	11,940.42
Current Year's Surplus (Deficit)	4,520.85
Contents in Fort Vermilion Seniors' Drop-in Centre	28,356.00
<b>Total Equity:</b>	<b>44,817.27</b>

**TOTAL EQUITY:**

**44,817.27**

**BUDGET REPORT: PAST, ACTUAL, PROPOSED**  
**Fort Vermilion Seniors Club**  
**2005 Budget Results & Proposed Budget for 2006**

BUDGET 2004-2005		YEAR-TO- DATE	BALANCE LEFT	BUDGET 2005-2006
Sept 01/04 11,940.42	<b>BALANCE FORWARD</b>	Sept 01/04 11,940.42		Sept 01/05 16,461.27
(Reserves) 7,942.16		(Reserves) 7,942.16		(Reserves) 8,970.08
(Operating) 3,998.26		(Operating) 3,998.26		(Operating) 7,491.19
<b>REVENUE</b>				
6,000	Grants (MD + Ag Society, half of sidewalk/ramp)	6,000.00	0.00	4,000
5	Interest	1.75	3.25	10
5,500	Fundraising Events	5,191.24	308.76	2,000
500	Sales of Ongoing Items	621.45	-121.45	500
550	Donations (Drop-in Centre or Other)	349.10	200.90	400
300	Memberships	320.00	-20.00	350
5,000	Rebates (04,05 GST Rebates)	4,966.18	33.82	500
17,855	<b>TOTAL</b>	<b>17,449.72</b>	<b>405.28</b>	<b>7,760</b>
<b>EXPENDITURE</b>				
510	Telephone	506.85	3.15	400
2,200	Gas (Jump in cost predicted for 06)	2,003.49	196.51	3,000
1,600	Power	1,280.26	319.74	1,350
600	Water/Sewer	396.92	203.08	450
700	Insurance (Liability and Contents)	607.26	92.74	650
180	Administration & Cleaning	140.38	39.62	180
500	Building	18.17	481.83	200
6,500	Grounds	6,405.44	94.56	800
700	Fundraising Expenses	369.26	330.74	400
50	Organizational Memberships (ACA, etc)	50.00	50.00	50
50	Subscriptions (Saskatchewan Senior, etc)	24.30	25.70	50
360	Equipment and Tools	353.25	6.75	100
0	Furniture & Furnishings	0.00	0.00	0
900	GST	773.29	126.71	400
14,850	<b>TOTAL</b>	<b>12,928.87</b>	<b>1,971.13</b>	<b>8,030</b>
14,945.42	<b>BALANCE</b>	<b>16,461.27</b>	<b>-1,565.85</b>	<b>16,191.27</b>
3,005	Current Year Surplus / (Deficit)	4,520.85		-270
<b>FUNDS:</b>				
	<b>CHANGES, 04-05</b>	<b>CHANGES, 05-06:</b>		<b>FUNDS:</b>
Building:	1,108.14+339.02+2,342.42-1,108.14-132.11=			2,549.33
Equipment:	650 - 289.99 - 15.99 - 47.27 (353.25) =			296.75
Furnishings:	650 - 0.00 =			650.00
Deductible:	1,000 deductible on Insurance	1,000.00	Minus 500 (Not Needed)	500.00
Trip:	4,195-2,183.36+2,183.36+175+104(279.00)=	4,474.00	Plus 300	4,774.00
7,942.16	Reserve funds	8,970.08		8,770.08
7,003.26	Operating funds	7,491.19		7,421.19
14,945.42	<b>TOTAL FUNDS</b>	<b>16,461.27</b>		<b>16,191.27</b>





### MUNICIPAL DISTRICT OF MACKENZIE NO. 23

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

## 2006 Grant Application

#### APPLICANT INFORMATION:

Legal name of organization HIGH LEVEL & DISTRICT CHAMBER OF COMMERCE

Society  Non-profit company or corporation  Other

Permanent address 10803-96 STREET  
Street address P.O. Box

HIGH LEVEL, AB Postal Code: T0H 1Z0

10748115 1961 43 YEARS  
Incorporation/Society number Date of Incorporation Length of time in operation

#### ORGANIZATION CONTACTS:

Contact for this application Mr./Mrs./Ms. LAURETTA JENKINS - TREASURER

Title LAURIE RENAUR - SECRETARY

Telephone (work) (780) 789 926-2470 (home) ( ) Fax (780) 780-926-4017

Email hlchambr@incentre.net

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

#### FACILITY:

Name of facility MACKENZIE CROSSROADS MUSEUM AND VISITOR CENTRE

Street address or legal description 10803-96 STREET, HIGH LEVEL, AB

Registered holder of land title TOWN OF HIGH LEVEL

Facility operator/leaseholder HIGH LEVEL & DISTRICT CHAMBER OF COMMERCE

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project REGIONAL MAP BROCHURE

Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

7,889.00      14,889.00      JAN 2006      MARCH 2006  
 Grant amount requested    Total project cost    Project start date    Project completion date  
 (Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

3      ONE      (1) VISITOR CNTR  
 Number of paid staff      Number of paid full-time      Number of paid part-time  
30      2665      TOWN OF HIGH LEVEL, MD #23  
 Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes       No       If yes:

2005      3000.<sup>00</sup>      VISTOR CENTRE OPERATION  
 Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- ✓ a) Last years' financial statements, audited if available;
- ✓ b) Operating budget for the year of financial request;
- ✓ c) Current year to date financial information
- d) Societies act registration number; 10748115
- ✓ e) Insurance coverage documentation;
- ✓ f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- ✓ g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members. N/A

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.



**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermillion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization HIGH LEVEL & DISTRICT CHAMBER OF COMMERCE

Society  Non-profit company or corporation  Other

Permanent address 10803 - 96 STREET  
Street address P.O. Box

HIGH LEVEL, AB Postal Code: T0H 1Z0

10748115 1961 43 YEARS  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. LAURETTA JENKINS - TREASURER

Title LAURIE RENAUX - SECRETARY

Telephone (work) 780-926-2470 (home) ( ) Fax 780-926-4017

Email hlchambre@incentre.net

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility MACKENZIE CROSSROADS MUSEUM & VISITOR CENTRE

Street address or legal description 10803-96 STREET, HIGH LEVEL, AB.

Registered holder of land title TOWN OF HIGH LEVEL

Facility operator/leascholder HIGH LEVEL & DISTRICT CHAMBER OF COMMERCE

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project VISITOR CENTRE OPERATION  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

3000.<sup>00</sup> ANNUAL  
Grant amount requested Total project cost Project start date Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

TWO 1) SUMMER STUDENT  
Number of paid staff Number of paid full-time Number of paid part-time  
30 2665 TOWN OF HL, MD #23  
Number of volunteers Number of clients served last year Geographic region served

Are executive or board members paid: Yes  No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes  No  If yes:

2005 3000.<sup>00</sup> VISITOR CENTRE OPERATION  
Date Amount Project Description

**DEADLINE:** Deadline for applications is September 30, 2005. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

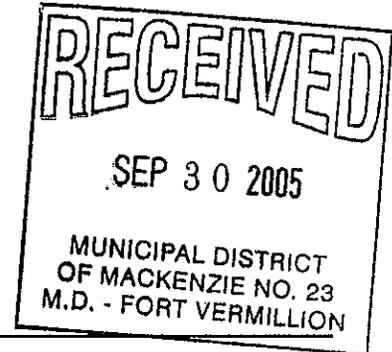
The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.



HIGH LEVEL AND DISTRICT  
**CHAMBER OF COMMERCE**

10803 - 96 Street HIGH LEVEL, ALBERTA T0H 1Z0  
TELEPHONE: (780) 926-2470 FAX: (780) 926-4017  
email: hlchambr@incentre.net

**To: Municipal District of Mackenzie No 23**  
**From: High Level and District Chamber of Commerce**  
**Re: Community Organization Funding  
2006 Grant Application**



**Application Attachments**

1. \*\*Grant Application Form – Brochure Development \*\*
2. \*\*Grant Application Form – Visitor Centre Operation \*\*
3. Financial Statement – December 31, 2004 - unaudited
4. Budget Statement for 2006, includes 2005 year to date, 2004 actual
5. Insurance Coverage Documents
6. Project Description and Costs
7. Purchasing Policy (copy)
8. Board Members – no honorariums or expenses
9. Brochure Sample (similar project)

\*\* Our Community Organization Funding Application for 2006 includes two applications – one for the High Level and District Chamber of Commerce Visitor Centre Operation (received funding of \$3000.00 for past 5 years) and one for a brochure development as a special project.

\*\*\* We would be most pleased to present our idea for the regional brochure to the MD Council and Administration to demonstrate the benefits for all.

---

Respectfully submitted on behalf of the High Level & District Chamber of Commerce

Lauretta Jenkins, Treasurer



# High Level & District Chamber Of Commerce

Balance Sheet As at 12/31/2004

## ASSETS

### CURRENT ASSETS

C I B C 4705513 HLCC	-172.69	
ATB Museum/Tourist Centre	18,679.11	
Cash Floats	200.00	
Petty Cash	200.00	
Cash On Hand	0.00	
Merchants Committee Fund	3,565.00	
That Bloomin' Committee	6,160.95	
Funds set aside Superior Tradeshow	0.00	
Brochure Committee Funds	1,102.44	
Funds Set Aside re Gateway to South	0.00	
Funds Set Aside for Trade Coin	0.00	
CIBC Canadian T-Bill Fund	8,257.47	
Trade Coin Guarantee	<u>20,000.00</u>	
CASH : TOTAL		57,992.28
Accounts Receivable	<u>4,590.49</u>	
Net Accounts Receivable		4,590.49
Deferred Expenses		<u>1,468.00</u>
<b>TOTAL CURRENT ASSETS</b>		<u><u>64,050.77</u></u>

### INVENTORY

2001 Trade Coin		3,180.80
2002 Trade Coin		5,874.08
2001 Pure Silver Trade Coin		184.00
2002 Pure Silver Trade Coin		115.93
2003 Trade Coin		5,210.57
2003 Pure Silver Trade Coin		189.00
2004 Pure Silver Trade Coin		124.25
2004 Trade Coin		5,839.94
2005 Trade Coin		5,699.40
2005 Pure Silver Trade Coin		555.65
2006 Trade Coin		0.00
2006 Pure Silver Trade Coin		0.00
Protective Cover		569.78
Single Display Case		238.50
Trade Coin Double Display Case		219.00
Five Year Frame		780.00
5 Year Commemorative Plaque		<u>0.00</u>
<b>TOTAL INVENTORY</b>		<u><u>28,780.90</u></u>

### FIXED ASSETS

Office Equip.	<u>10,602.75</u>	
Book Value Office Equip.		<u>10,602.75</u>
<b>TOTAL FIXED ASSETS</b>		<u><u>10,602.75</u></u>

**TOTAL ASSETS** 103,434.42

## LIABILITIES

### CURRENT LIABILITIES

Accounts Payable		2,144.15
Vacation Payable		50.46
El Payable	0.00	
CPP Payable	0.00	
Income Tax Payable	<u>0.00</u>	
Receiver General Payable		0.00
G S T Earned	873.34	
Input Tax Credit - Bad Debts	-55.15	
GST ITC (Purchases)	<u>-1,092.93</u>	
GST Payable		-274.74
Deferred Revenue-Trade Show Booth		<u>7,941.40</u>
<b>TOTAL CURRENT LIABILITIES</b>		<u><u>9,861.27</u></u>

**TOTAL LIABILITIES** 9,861.27

## EQUITY

### EARNINGS

Retained Earnings		85,865.15
-------------------	--	-----------

# High Level & District Chamber Of Commerce

Balance Sheet As at 12/31/2004

Current Earnings	<u>7,708.00</u>
TOTAL EARNINGS	<u>93,573.15</u>
TOTAL EQUITY	<u>93,573.15</u>
LIABILITIES AND EQUITY	<u>103,434.42</u>

# High Level & District Chamber Of Commerce

Income Statement 01/01/2004 to 12/31/2004

## REVENUE

### AGM REVENUE

Annual Dinner Revenue	4,739.39
AGM Dinner Donation	563.08
AGM Entertainment Sponsorship	0.00
AGM Award Sponsorship	1,400.00
<b>TOTAL AGM REVENUE</b>	<u>6,702.47</u>

### GENERAL REVENUE

Chamber Ins. Admin. Fee Rev.	809.29
Community Flower Boxes Advertising	440.00
Community Flower Box Maintenance	3,675.00
That Bloomin' Committee Fundraising	0.00
Spring Clean-up	1,950.00
Membership Fee Revenue	14,656.10
Midnight Madness Revenue	2,980.00
Sale-A-Brate The Sun	510.00
Trade Coin Revenue	11,734.17
Trade Coin Cases	270.00
Partnership Advertising	0.00
Misc. Revenue	25.00
Interest Earned Revenue	767.17
<b>GENERAL REVENUE TOTAL</b>	<u>37,816.73</u>

### TRADE SHOW REVENUE

T S Admission Revenue	7,713.25
Trade Show Other	222.00
T S Booth Rental Revenue	30,920.05
Next Year TS Booth Revenue	0.00
Trade Show & Exhibitor Pass Rev.	58.50
T S Fireworks Donation Revenue	3,100.00
Trade Show Miscellaneous Donations	500.00
<b>TOTAL TRADE SHOW REVENUE</b>	<u>42,513.80</u>

### MUSEUM/TOURIST CENTRE GRANTS

Tourist Centre Operation - Town	20,000.00
Promotional Revenue - Town	2,000.00
Economic Development - Town	5,000.00
Municipal District Grant	3,000.00
Employee Grants	3,904.15
Alberta Museums - Grant	1,641.00
<b>TOTAL MUSEUM/TC GRANTS</b>	<u>35,545.15</u>

### MUSEUM/TOURIST CENTRE REVENUE

Gift Shop Sales	9,349.69
Museum Admission	2,184.62
Consignment Commission	9,597.50
Museum Donations	0.00
AGM Auction Revenue	8,386.00
HL Rodeo Dance	14,184.25
NWT Fishing Licenses	217.50
Quilt Raffle	484.00
AGM 50/50 Draw	0.00
<b>TOTAL MUSEUM/TC REVENUE</b>	<u>44,403.56</u>

**TOTAL REVENUE** 166,981.71

## EXPENSE

### ANNUAL GENERAL MEETING

AGM Advertising	395.85
AGM Silent Auction Expense	0.00
AGM Annual Awards	364.64
AGM Decorating	822.49
AGM Entertainment	2,336.45
AGM Catering of Meal	3,590.00
AGM Tickets & Programs	0.00
A G M Miscellaneous Expenses	31.50
AGM Hall Rental	0.00
<b>TOTAL AGM EXPENSE</b>	<u>7,540.93</u>

# High Level & District Chamber Of Commerce

Income Statement 01/01/2004 to 12/31/2004

## GENERAL EXPENSES

Spring Clean-up Expenses	2,063.39
Mixer Expenses	9.00
Seniors' Day	109.22
Memberships	319.55
Trade Coin	4,430.37
Trade Coin Marketing	435.35
Sale-A-Brate The Sun Expense	759.83
Midnight Madness Expense	2,475.00
That Bloomin' Committee	3,726.31
Promotional Items	1,837.79
<b>TOTAL GENERAL EXPENSES</b>	<u>16,165.81</u>

## TRADE SHOW EXPENSES

TS Admission Attendant	500.00
T S Advertising	1,472.99
T S Booth Rentals	9,931.36
TS Breakfast	12.00
TS Exhibitor's Luncheon	350.00
T S Clean Up	1,075.00
T S Entertainment	0.00
T S Fireworks	3,053.74
T S Office Supplies	49.85
T S Other	843.80
T S Postage	145.54
T S Programs Tickets & Tags	340.00
T S Security	1,000.00
<b>TRADE SHOW SUB TOTAL</b>	<u>18,774.28</u>

## ADMINISTRATIVE EXPENSES

Wages (Part/Full-Time)	37,632.40
Driving Allowance	325.00
Advertising & Promotion	557.98
Chamber Accounting Wages	3,255.75
CPP Expense	1,996.39
EI Expense	1,380.54
Utility, Power	900.00
Equipment Lease	211.35
Janitorial Services	2,207.50
Freight Expense	45.47
Postage	389.22
Chamber Meeting Expenses	869.27
Community Meeting Expenses	437.38
Course Expense	80.25
Bank Charges & Interest	284.22
Web Page	604.88
Telephone	3,209.47
Internet Charges	441.01
Office Supplies	1,381.15
Office Equipment Maintenance	161.89
Computer Software	333.01
Subscription & Memberships	1,795.20
Repairs & Maintenance	35.00
Donations ( Not Sponsorship)	334.80
<b>TOTAL ADMINISTRATIVE EXPENSES</b>	<u>58,869.13</u>

## TOURIST CENTRE EXPENSES

ATB Bank Charges	988.97
Cash Over/Short	38.31
V.C Accounting Wages	2,340.75
Wages - Seasonal Staff	6,401.74
Visitor Centre Brochures	573.85
Visitor Centre Events	351.49
High Level Rodeo Entertainment	14,093.44
Quilt Raffle	450.00
Janitorial Services	2,207.50
Janitorial Supplies	3.99
Crossroads Visitor Centre Supplies	241.78
Crossroads Museum Promotion	2,511.36
Annual Christmas Open House	107.80
Internet Charges	258.50
Museum Subscriptions	28.69

# High Level & District Chamber Of Commerce

Income Statement 01/01/2004 to 12/31/2004

Museum Course Promotion	151.91
Museum Supplies	406.00
Utility, Power	910.50
Postage/Freight Expense	510.39
Office Supplies	936.85
Office Equipment Maintenance	196.89
Equipment Repairs & Maintenance	220.56
Museum Courses	125.43
Tourist Centre Telephone	975.37
<b>TOTAL TOURIST CENTRE EXPENSES</b>	<u>35,032.07</u>
<b>MISCELLANEOUS EXPENSES</b>	
Travel Expenses	0.00
Conferences	1,270.60
Insurance	2,436.34
Group Health Insurance	4,136.19
Bad Debts	601.38
<b>TOTAL MISCELLANEOUS EXPENSES</b>	<u>8,444.51</u>
<b>GIFT SHOP EXPENSES</b>	
Consignment-in	7,803.52
Gift Shop Purchases	6,433.46
NWT Fishing Licence Sales	210.00
<b>TOTAL GIFT SHOP EXPENSES</b>	<u>14,446.98</u>
<b>TOURISM PROMOTION</b>	
Outside Tradeshow Participation	0.00
<b>TOTAL TOURISM PROMOTION</b>	<u>0.00</u>
<b>TOTAL EXPENSE</b>	<u>159,273.71</u>
<b>NET INCOME</b>	<u>7,708.00</u>

**HIGH LEVEL & DISTRICT CHAMBER OF COMMERCE**

REVENUE	2006 budget	2005 Aug 31/05	2005 budget	project funds	2004 Actual 31-Dec-04	EXPENSES	2006 budget	2005 31-Aug-05	2005 budget	2004 Actual 31-Dec-04	current year Income/loss	budget income/loss
<b>AGM Revenue</b>						<b>AGM Expenses</b>						
Dinner Ticket Sales	4,500.00	4,520.00	5,000.00		4,739.39	Meal Catering	2,500.00	2,584.80	2,250.00	3,590.00		
Entertainment Sponsor						Entertainment	750.00	654.21	2,500.00	2,336.45		
Award Sponsor	1,400.00	1,400.00	1,400.00		1,400.00	Annual Awards	750.00	620.40	400.00	364.64		
AGM Dinner Donation					563.08	Decorating	500.00	508.00	1,000.00	822.49		
						Tickets, Programs, Advert, etc.	500.00	515.35	650.00	427.35		
<b>Total</b>	<b>5,900.00</b>	<b>5,920.00</b>	<b>6,400.00</b>		<b>6,702.47</b>	<b>Total</b>	<b>5,000.00</b>	<b>4,892.76</b>	<b>6,800.00</b>	<b>7,540.93</b>	<b>1,037.24</b>	<b>400.00</b>
<b>Trade Show Revenue</b>						<b>Trade Show Expense</b>						
Admission	6,500.00		6,500.00		7,713.25	Advertising	1,500.00		1,500.00	1,472.99		
Booth Rental	30,000.00	30,114.99	25,000.00		30,920.05	Booth Rental	12,000.00		12,000.00	9,931.36		
Booth Rent-2005 year		7,941.40	5,000.00			Admission, Cleanup, Security	3,200.00	2,575.00	3,000.00	2,575.00		
Fireworks Donation	3,500.00	1,493.64	2,500.00		3,100.00	Fireworks	3,500.00		2,500.00	3,053.74		
Misc Revenue	500.00	350.00	500.00		780.50	Misc Expenses	750.00	228.19	1,500.00	1,741.19		
<b>Total</b>	<b>40,500.00</b>	<b>39,900.03</b>	<b>39,500.00</b>		<b>42,513.80</b>	<b>Total</b>	<b>20,950.00</b>	<b>2,803.19</b>	<b>20,500.00</b>	<b>18,774.28</b>	<b>37,096.84</b>	<b>19,000.00</b>
<b>Program Revenue</b>						<b>Program Expenses</b>						
Flower Box Advertis & Maint	4,000.00	3,840.00	4,000.00	2,500.00	4,115.00	Senior's Day	150.00	151.17		109.22		
Spring Clean-up	2,000.00	2,000.00	1,800.00		1,950.00	Spring Cleanup	2,000.00	1,529.08	1,800.00	1,984.80		
Community Beautification	5,000.00			3,930.88		That Bloomin' Committee		1,733.24	5,000.00	3,726.31		
Partnership Advertising	500.00	407.50	0.00			Partnership Advertising						
Midnite Madness	1,500.00		1,500.00	2,166.17	2,980.00	Midnite Madness	2,000.00		2,000.00	2,180.00		
Sale-a-brate the Sun	500.00	592.00	1,000.00		510.00	Sale-a-brate the Sun	500.00	519.88	1,000.00	759.83		
Trade Coin	10,000.00	3,430.00	15,000.00	20,000.00	12,004.17	Trade Coin	5,000.00	311.93	9,000.00	4,865.72		
Mixers & Misc						Mixers & Misc	500.00	288.94				
Bad Debts Rec'd & Misc		1,121.32				Bad Debts Recovered						
<b>Total</b>	<b>23,500.00</b>	<b>11,390.82</b>	<b>23,300.00</b>		<b>21,559.17</b>	<b>Total</b>	<b>10,150.00</b>	<b>4,534.24</b>	<b>18,800.00</b>	<b>13,625.88</b>	<b>6,856.58</b>	<b>4,500.00</b>
<b>Grants, Donations &amp; Misc Rev</b>						<b>General &amp; Administrative Exp</b>						
Group Ins Admin Fees	500.00	379.06	2,000.00		753.45	Group Health Insurance	2,500.00	2,001.94	2,300.00	3,652.59		
Course Revenue						Wages & Wage Costs	45,000.00	30,493.30	45,000.00	44,590.08		
Interest Earned	300.00	222.36	100.00		773.39	Travel Expenses	1,000.00	494.56	1,000.00	650.25		
Membership Fees	15,000.00	15,195.00	15,000.00		14,656.10	Office Expenses	2,500.00	1,254.09	3,500.00	2,679.74		
Program Grant Revenue	5,000.00		2,500.00	1,102.44	3,904.15	Telephone and Internet	3,500.00	2,456.34	3,500.00	3,650.48		
MD of Mackenzie #23 ***	7,889.00					Web Page	650.00	601.96	540.00	604.88		
Donations						Advertising & Promotion	1,500.00	643.68	5,000.00	1,402.64		
Misc Revenue	100.00		300.00		25.00	Utilities & Janitorial	3,500.00	2,114.65	2,100.00	3,091.50		
Insurance Fire Claim		4,814.09				Meeting Expenses	1,500.00	1,055.21	1,000.00	1,306.65		
						Insurance Fire Costs		4,320.54				
						Subscriptions/Memberships	2,500.00	2,810.69	2,000.00	2,130.00		
<b>Total</b>	<b>28,789.00</b>	<b>20,610.53</b>	<b>19,900.00</b>		<b>20,112.09</b>	<b>Total</b>	<b>64,150.00</b>	<b>48,246.96</b>	<b>65,940.00</b>	<b>63,758.81</b>	<b>27,636.43</b>	<b>46,040.00</b>
<b>Total C of C Revenue</b>	<b>96,689.00</b>	<b>77,821.38</b>	<b>89,100.00</b>		<b>90,887.53</b>	<b>Total</b>						
						<b>C of C Expenses</b>	<b>100,250.00</b>	<b>60,467.15</b>	<b>112,040.00</b>	<b>103,699.90</b>	<b>17,354.23</b>	<b>22,940.00</b>

274

<b>High Level and District Chamber of Commerce</b>											
<b>Mackenzie Crossroads Visitor &amp; Tourist Centre</b>											
	2,006.00	2005	2005 Budget	2004 actual		2,006.00	2005	2005 Budget	2004 / actual	current year	Budget
REVENUE	budget	August 31, 05	Proposed	31-Dec-04	EXPENSES	budget	to Aug 31/2005	Proposed	31-Dec-04	Income/loss	Income/loss
Museum/Tourist Centre Grants					Museum/Tourist Centre Admin Exp						
Town HL Operations Grant	20,000.00	16,500.00	20,000.00	20,000.00	Wages & Wage Expens	30,000.00	12,341.62	30,000.00	8,742.49		
Town HL Promotional Grant	3,000.00	3,000.00	2,000.00	2,000.00	Promotional, Marketing	5,000.00	1,408.39	5,000.00	3,872.59		
Town HL Economic Dev Grant	7,500.00	7,500.00	5,000.00	5,000.00	Brochures, Advertising	2,500.00	779.54	2,500.00	815.63		
Tourist Promotion Donation			500.00		Insurance	3,500.00		3,500.00	2,436.34		
STEP Grant	2,000.00	1,943.08	3,000.00		Bank Charges	1,000.00	492.34	800.00	947.62		
Alberta Museum Assoc	1,500.00	1,500.00	1,500.00	1,641.00	Office & Telephone	3,500.00	2,041.88	3,500.00	3,589.26		
** MD#23 Grant **	3,000.00	3,000.00	3,000.00	3,000.00	Travel, Conferences, Ev	2,000.00		2,000.00	1,034.72		
					Janitorial / Utilities	4,000.00	2,116.64	4,000.00	3,130.49		
<b>Totals</b>	<b>37,000.00</b>	<b>33,443.08</b>	<b>35,000.00</b>	<b>31,641.00</b>	Professional Fees	500.00		1,500.00			
					<b>Totals</b>	<b>52,000.00</b>	<b>19,180.41</b>	<b>52,800.00</b>	<b>24,569.14</b>	<b>14262.67</b>	<b>-17800.00</b>
Museum/Tourist Centre Income					Tourist Centre Cost of Sales						
Museum Admission	2,000.00	1,162.80	2,000.00	2,184.62							
Gift Shop Sales	10,000.00	5,704.84	12,000.00	9,349.69	Gift Shop Purchases	5,500.00	3,213.72	7,000.00	6,433.46		
Consignment Sales Commission	9,000.00	6,125.94	9,000.00	9,597.50	Consignments In	7,000.00	4,636.89	7,500.00	7,803.52		
Silent Auction Fundraiser	8,000.00	8,530.00	8,000.00	8,386.00	NWT Fishing Lic Cost	250.00	250.00		210.00		
NT Fishing License	200.00	215.50	200.00	217.50							
Quit Raffle	1,000.00	1,401.00		484.00	Rodeo Dance	7,000.00	6,968.41	7,000.00	14,093.00		
Rodeo Dance	10,000.00	8,569.37		14,184.00							
Donations	1,000.00	1,576.84			<b>Totals</b>	<b>19,750.00</b>	<b>15,067.02</b>	<b>21,500.00</b>	<b>28,539.98</b>	<b>16219.07</b>	<b>9700.00</b>
<b>Totals</b>	<b>41,200.00</b>	<b>33,286.09</b>	<b>31,200.00</b>	<b>44,403.31</b>							
<b>MUSEUM/TOURIST CENTRE REV</b>	<b>78,200.00</b>	<b>66,729.17</b>	<b>66,200.00</b>	<b>76,044.31</b>	<b>EXPENSE TOTAL</b>	<b>71,750.00</b>	<b>34,247.43</b>	<b>74,300.00</b>	<b>53,109.12</b>	<b>32481.74</b>	<b>-8100.00</b>

AS ALL COVERAGE WORDINGS, RIDERS OR ENDORSEMENTS THAT ARE ATTACHED HERETO.

# LLOYD'S

COMMERCIAL INSURANCE

EFFECTED WITH CERTAIN LLOYD'S UNDERWRITERS (NOMINATION CALLED THE "INSURER") THROUGH

**Robinson - Dale Insurance Ltd.**  
EDMONTON, ALBERTA

ANY REFERENCE HEREIN TO THE "COMPANY" SHALL BE CONSTRUED AS THE "INSURER"

DECLARATION

PURPOSE OF THIS DOCUMENT  
**RENEWAL**

(SEE REVERSE SIDE FOR EXPLANATION)

CLIENT REF.	PREVIOUS NO.	DOCUMENT NO. 1176	PAGE 1
-------------	--------------	----------------------	-----------

AGENT OR BROKER **Robinson-Dale Insurance Ltd.**  
#1180, 10040 - 104 St., Edmonton, AB T5J 0Z2

NAMED INSURED AND POSTAL ADDRESS  
**HIGH LEVEL & DISTRICT CHAMBER OF COMMERCE**  
10803-96 STREET  
HIGH LEVEL, ALBERTA  
T0H 1Z0

LOCATION OF RISK NO. 1  
**10803-96 STREET, HIGH LEVEL, ALBERTA**

PERIOD OF INSURANCE

12:01 A.M. STANDARD TIME  
AT THE LOCATION OF RISK SHOWN ABOVE

FROM TO  
DAY MONTH YEAR DAY MONTH YEAR  
**01 11 2004 01 11 2005**

CONSTRUCTION  
**FRAME**

FIRE PROTECTION (INTERNAL)

CRIME PROTECTION

OCCUPANCY BY INSURED

**CHAMBER OF COMMERCE OFFICE**

OCCUPANCY BY OTHERS

**MUSEUM & GIFT SHOP**

DESCRIPTION OF OPERATIONS

INDUSTRY CODE

**CHAMBER OF COMMERCE OFFICE & OPERATION OF GIFT SHOP**

LOSS, IF ANY, PAYABLE TO: (AS THEIR INTERESTS MAY APPEAR)

DOES THE MORTGAGE CLAUSE APPLY?  APPLICABLE TO FORM NO.

(ABSENCE OF ANY ENTRY DENOTES LOSS PAYABLE TO THE NAMED INSURED)

THE MORTGAGE CLAUSE IS PRINTED ON THE REVERSE SIDE

INSURANCE IS PROVIDED ONLY FOR THOSE COVERAGES FOR WHICH A SPECIFIC LIMIT OF INSURANCE IS SHOWN - ON TERMS AND CONDITIONS CONTAINED IN THE FORMS INDICATED.

FORM NO.	DEDUCTIBLE	COVERAGE	COINS. %	LIMIT OF INSURANCE	PREMIUM OR REFUND (C\$)
5601U(07/93)	1,000.	PART 1 - PROPERTY & LOSS OF INCOME COVERAGE COVERED ITEMS - SEE SCHEDULE ATTACHED	90		1,490.
5602U(07/93)	1,000.	PART 2 - CRIME COVERAGE COVERED ITEMS - SEE SCHEDULE ATTACHED			INCL.
5603U(07/93)	1,000.	PART 3 - BUSINESS LIABILITY INSURANCE LIMITS OF INSURANCE - SEE SCHEDULE ATTACHED			INCL.
1486E0192	2,500.	BACKING UP OF SEWERS ENDORSEMENT			INCL.
NMA2802		ELECTRONIC DATE RECOGNITION EXCLUSION (EDRE)			
NMA2915		ELECTRONIC DATA ENDORSEMENT B			
NMA2918		WAR AND TERRORISM EXCLUSION ENDORSEMENT			
E078(04.2003)		FUNGI AND FUNGAL DERIVATIVES EXCLUSION			

**THIS DOCUMENT CONTAINS CLAUSES WHICH MAY LIMIT THE AMOUNT PAYABLE**

IN WITNESS WHEREOF THIS DOCUMENT HAS BEEN SIGNED, AS AUTHORIZED BY THE INSURER, BY  
**Robinson - Dale Insurance Ltd.**

Contract No.  
**HD999/04**

PREMIUM (OR REFUND) THIS PAGE ▶ 1,490.

PREMIUM (OR REFUND) TOTAL ▶ 1,490.

PERM

COCL (07-2001)

ATTACHED TO AND FORMING PART OF POLICY NO. 1176

NAMED INSURED: High Level & District Chamber of Commerce

Form No. 5601U(07/93) PART 1 - PROPERTY AND LOSS OF INCOME  
Deductible \$1,000.

Contents	\$ 31,000.00
Loss of Income Coverage - Not to Exceed	150,000.
Period of Indemnity in Months: 12	
Accounts Receivable Coverage	5,000.
Auditor's Fees Coverage	5,000.
Building Damage by Theft	5,000.
Extra Expenses Coverage	5,000.
Fire Department Charges Coverage	5,000.
Growing Plants, Trees, Shrubs or Flowers (per item)	500.
Increased Cost of Repairs (Laws & By-Laws Coverage)	25% of Building Limit
Leasehold Interest (Rents) per month	500.
EDP Data Replacement Coverage	10,000.
Halon System Recharging	1,000.
Money Coverage	500.
Newly Acquired Locations - Buildings	100,000.
Contents	50,000.
Property Temporarily Off Premises	5,000.
Property in Transit Coverage	5,000.
Seasonal Automatic Increase	25% of Contents Limit
Valuable Papers and Records Coverage	5,000.

Form No. 5602U(07/93) PART 2 - CRIME COVERAGE  
Deductible \$1,000.

Employee Dishonesty Coverage	5,000.
Loss Inside the Premises Coverage	5,000.
Loss Outside the Premises Coverage	5,000.
Money Orders, Counterfeit Paper Currency Coverage	5,000.
Depositors Forgery Coverage	5,000.
Medical Expenses Coverage	5,000.

SINGLE DEDUCTIBLE - Same Occurrence  
(not applicable to Liability section)

This policy may include more than one form of coverage insuring various items, each with its own specific deductible. If a loss occurs involving more than one form or item, we will apply only the largest deductible applicable to any one coverage involved in the loss.

Attached to and forming part of Policy No. 1176

Name of Insured: HIGH LEVEL & DISTRICT CHAMBER OF COMMERCE

### FUNGI AND FUNGAL DERIVATIVES EXCLUSION

---

**This endorsement changes the policy. Please read it carefully.**

Attached to and forming part of the Property and Miscellaneous Coverages as stated on the "Declaration page(s)".

This Form shall not insure:

- (a) loss or damage consisting of or caused directly or indirectly, in whole or in part, by any "fungi" or "spores" unless such "fungi" or "spores" are directly caused by or directly result from a peril otherwise insured and not otherwise excluded by this policy;
- (b) the cost or expense for any testing, monitoring, evaluating or assessing of "fungi", or "spores".

**Definitions:**

- (a) "Fungi" includes, but is not limited to, any form or type of mould, yeast, mushroom, mildew, bacteria or wet or dry rot, whether or not allergenic, pathogenic or toxigenic, and any substance, vapour or gas produced by, emitted from or arising out of any "Fungi" or "Spores" or resultant mycotoxins, allergens, or pathogens.
- (b) "Spores" includes, but is not limited to, one or more reproductive particles or microscopic fragments produced by, emitted from or arising out of any "fungi".

Except as otherwise provided in this endorsement all terms and conditions of this policy shall remain unchanged.

E078(04.2003)

ATTACHED TO AND FORMING PART OF POLICY NO. 1176

NAMED INSURED: High Level & District Chamber of Commerce

---

Form No. 5603U(07/93) PART 3 - BUSINESS LIABILITY INSURANCE

Coverage A - Bodily Injury & Property Damage Liability	\$ 2,000,000.
- \$1,000. Property Damage Deductible	Inclusive Limits
Coverage B - Personal Injury Liability Limit	2,000,000.
Medical Payments Limit	2,500.
Tenant's Legal Liability Limit	100,000.
- \$1,000. Deductible	
Non-Owned Automobile Insurance	2,000,000.
	Per Accident

**VOLUNTEERS AS EMPLOYEES EXTENSION**

Attached to and forming part of the Commercial General Liability Form

Whenever used in this insurance, the word "employee" shall include volunteers acting on behalf of the Insured but only with respect to acts within the scope of such volunteer activities.

\*\*\*PROFESSIONAL LIABILITY EXCLUDED\*\*\*

**High Level and District Chamber of Commerce  
2006 Grant Application**

**Project Description**

***Name of Project - Regional Visitor Brochure***

***Description of Project*** - The development and production of a regional brochure that is specific to the area of the MD of Mackenzie, the Town of High Level and the Town of Rainbow Lake.

Each of our communities have developed attractive and individual brochures for various publications however, we have nothing available in one publication to hand the visitors to encourage exploration of the region.

The co-ordination of this project will be time consuming and require an enormous amount of time. The High Level & District Chamber of Commerce is willing to co-ordinate this effort on a regional basis, and ensure each organization's involvement in the brochure-development on a step by step basis.

***Project Development*** – We envision hiring a project coordinator to facilitate the timely development of the project. The project coordinator would be directly involved in the following developmental steps:

- \* Establishing regional contacts – would include, but not necessarily be limited to the following:
  - o LaCrete Chamber of Commerce;
  - o Fort Vermilion Board of Trade;
  - o Zama Community Council
  - o Rainbow Lake Chamber of Commerce;
  - o MD Administration / MD Council
  - o Town of High Level
  - o Town of Rainbow Lake
  
- \* \* Establish the project schedule;
- \* \* Gather and compile information for the brochure;
- \* \* Co-ordinate the initial design and layout;
- \* \* Co-ordinate the final design and layout;
- \* \* Final consultation with all involved for approval;
- \* \* Publication and delivery.

**Project Need -** Any one involved in the tourist industry would love to have, available at their hand, the result of this project. The brochure will guide tourists, prospective settlers, prospective businesses, to our towns, villages, rivers, lakes and this vast, beautiful region.

If we complete this project now – continuing the brochure development will be ongoing and easy to manage. Pictures may be replaced, text may be updated, contact information easily changed if we do the proper planning.

We anticipate tourism to be on the rise, as more and more people travel the **Deh - Cho Connection** and we will capitalize on the increased number of visitors to the region to take our own “circle” tour.

**Use of Completed Product** - Who will use this brochure?? – Imagine the possibilities. We would partner with the **Mighty Peace Tourist Association** to distribute and market for us. Each tourist information centre in the north would have access to our brochure. What a great handout when attending conventions, workshops, etc in the southern part of the province – for those who never imagined the beautiful north. What a great addition to each of our individual advertising packages.

**Funding the Regional Map / Brochure** - We have attached the anticipated costs of developing this -brochure – from conception to completion. Wherever possible, quotes for prices were obtained to provide as close to real cost as possible. The Chamber would strive to access the best value for each dollar received and each dollar spent. Reputable, regional companies will be used to provide the services required if at all possible.

To: Municipal District of Mackenzie No. 23

From: High Level & District Chamber of Commerce  
Re: Grant Application Request - 2006

1	Project Supervisor HL & District Chamber of Commerce	Supervisor and Administrative	\$2,000.00
2	Project Co-ordinator	6 weeks @ 32 hrs/week x \$20	\$3,840.00
3	Travel Expenses	2 trips to Zama @ \$75 ea 2 trips to Rainbow Lake @ \$75 ea 2 trips to Fort Vermilion @ \$75 ea 4 trips to LaCrete @ \$75	\$150.00 \$150.00 \$150.00 \$300.00
4	Design and Layout	Initial setup, layout, approval Production ready layout, approval Final approval, editing Unforeseen extras	\$1,500.00 \$1,700.00 \$400.00 \$400.00
5	Printing and Delivery	10,000 copies 20,000 copies \$6669.00	\$4,299.00
		<b>Total Regional Map Cost</b>	<b>\$14,889.00</b>
	Town of High Level	Map/Brochure Development Contribution	-\$4,000.00 (anticipated)
	Town of Rainbow Lake	Map/Brochure Development Contribution	-\$1,000.00 (anticipated)
	HL & District CofC	Supervisory/Administrative resource	-\$2,000.00
		<b>Total Contributions</b>	<b>-\$7,000.00</b>
		<b>Grant Application Request</b>	<b>\$7,889.00</b>

High Level and District Chamber of Commerce  
Policy

<b>Title: Purchasing Policy</b> <b>Policy No: F-3</b> <b>Policy Area: Financial Control</b>
---------------------------------------------------------------------------------------------------

<b>Policy Objective:</b> To ensure financial due diligence on behalf of the Board of Directors for expenditures arising from budgeted and non-budgeted contracts and services. To ensure that all professional services provided to the Society are governed by legally and financially sound principals and procedures, and that any and all qualified parties participating in contracts are given fair and equitable opportunity.
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

**Policy Statement:**

All major purchases and services of any and all kinds of a value exceeding Ten Thousand Dollars (\$10,000.00) will require formal contract tenders.

Any goods or services of a value between Two Thousand, Five Hundred (\$2,500.00) Dollars and Ten Thousand (\$10,000.00) Dollars will be submitted to a minimum of three specified suppliers who will be required to submit written quotes.

Any goods or services of a value between One Thousand (\$1,000.00) Dollars and Two Thousand, Five Hundred (\$2,500.00) Dollars will be submitted to a minimum of three specified suppliers for a verbal quotation.

**Responsibilities and Authorities:**

The High Level and District Chamber of Commerce Manager, or a consultant designated by the Manager shall prepare all tender documents for goods and services that exceed the sum of Ten Thousand (\$10,000.00) Dollars.

The Manager shall advertise the tender document immediately in any publication that is circulated on a regular basis to appropriately qualified parties. The tender shall be advertised a minimum of fourteen (14) days.

The Manager shall open tender documents immediately after 16:00 hours on the day of the closing date. The tenders shall be considered public business and all interested parties shall be allowed to attend.

Following the close and public opening of tenders, the Manager or their designate shall check the successful bid for conformity to bidding requirements.

Copies of the Contract Agreement shall be presented to the High Level and District Chamber of Commerce for signatures and processing.

The Manager shall authorize all expenditures in an approval contract, including any contingency amount.

Change orders may be initiated and signed by the Manager, provided they are within the contract-tendered amount; they directly affect the project; and are within the Manager's signing authority. Change orders which alter the scope of the initially approved project or which will result in contract cost overruns must be approved by the Board of Directors.

The Manager or their designate shall specify suppliers and request written competitive quotations for the provision of goods or services of a value between Two Thousand, Five Hundred (\$2,500.00) Dollars and Ten Thousand (\$10,000.00) Dollars. Written quotes will not be opened publicly nor will be required to be submitted in sealed envelopes or opened at any specific time. Bidder lists and prices will be available to the public.

The Manager or their designate shall specify suppliers and obtain telephone quotes for goods and services of a value between One Thousand (\$1,000.00) Dollars and Two Thousand, Five Hundred (\$2,500.00) Dollars. Requests for good and services that fall in this category shall not require written quotes.

Date:	_____
Approved:	_____
Amended:	_____
Amended:	_____
_____ President – High Level and District Chamber of Commerce	
_____ Treasurer – High Level and District Chamber of Commerce	



HIGH LEVEL AND DISTRICT  
**CHAMBER OF COMMERCE**

10803 - 96 Street HIGH LEVEL, ALBERTA T0H 1Z0  
 TELEPHONE: (780) 926-2470 FAX: (780) 926-4017  
 email: hlchambr@incentre.net  
 www.highlevelchamber.com

**High Level & District Chamber of Commerce  
 2005 Board of Directors**

February, 2005

<p><b>Sylvia Kennedy, President</b>  <i>(Starting 2<sup>nd</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Kerri Buxton, Vice-President</b>  <i>(Starting 2<sup>nd</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Lauretta Jenkins, Treasurer</b>  <i>(Starting 1<sup>st</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>
<p><b>Fraser Deacon, Secretary</b>  <i>(Starting 1<sup>st</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Celine Morad, Director</b>  <i>(Starting 2<sup>nd</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Gerry Cyr, Director</b>  <i>(Starting 2<sup>nd</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>
<p><b>Theresa Kennedy, Director</b>  <i>(Starting 2<sup>nd</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Helen Dyck</b>  <i>Past President</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Daryl McAlister, Director</b>  <i>(Starting 1<sup>st</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>
<p><b>Mary Soucy, Director</b>  <i>(Starting 2<sup>nd</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Beth Kappelar</b>  <i>Agriculture Representative</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Ethel Mihaly, Director</b>  <i>(Starting 1<sup>st</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>
<p><b>Paul Dicks, Director</b>  <i>(Starting 1<sup>st</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Susan Callihoo</b>  <i>Town Representative</i></p> <p>High Level, AB        T0H 1Z0</p>	<p><b>Eve Headley, Director</b>  <i>(Starting 1<sup>st</sup> Yr of 2 Year Term)</i></p> <p>High Level, AB        T0H 1Z0</p>

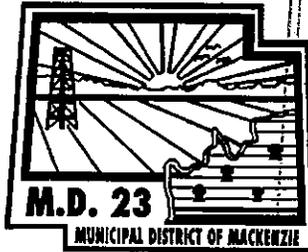
Charlie Penson M.P  
 10135-101 Ave  
 Grande Prairie, AB  
 T8V 0Y4  
 Fax: (780) 538-9257

Frank Oberle M.L.A  
 Box 6299  
 Peace River, AB  
 T8S 1S2  
 Fax: (780) 624-5400

Town of High Level  
 9813-102St  
 High Level, AB  
 T0H 1Z0  
 Fax: 926-2899

M.D. of Mackenzie  
 #23 Box 640  
 Fort Vermilion, AB  
 T0H 1N0  
 Fax: 927 - 4266





RECEIVED

SEP 26 2005

MUNICIPAL DISTRICT OF MACKENZIE NO. 23

P.O. Box 640, Fort Vermilion, AB T0H 1N0

Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266

Website: www.md23.ab.ca Email: fvo@md23.ab.ca

MUNICIPAL DISTRICT OF MACKENZIE NO. 23 M.D. - FORT VERMILLION

2006 Grant Application

APPLICANT INFORMATION:

Legal name of organization High Level Rural Community Hall Society

Society [X] Non-profit company or corporation [ ] Other [ ]

Permanent address Box 1063 Street address P.O. Box

High level Alta. Postal Code: T0H 1Z0

Incorporation/Society number Date of Incorporation Length of time in operation

ORGANIZATION CONTACTS:

Contact for this application Mr./Mrs/Ms. Angie Robinson

Title Treasurer

Telephone (work) (780) (home) (780) Fax (780)

Email

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

FACILITY:

Name of facility High Level Rural Hall

Street address or legal description SW 03 110 17 W5

Registered holder of land title High Level Rural Community Hall Society

Facility operator/leaseholder

Do you have insurance coverage? Yes [X] No [ ]

**PROJECT INFORMATION:**

Nature of project Operating costs + Heat Exchange system  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

8,000.00 Spring 06 Spring 06  
Grant amount requested Total project cost Project start date Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

Nil Nil Nil  
Number of paid staff Number of paid full-time Number of paid part-time  
20 - 30 High Level + Area.  
Number of volunteers Number of clients served last year Geographic region served

Are executive or board members paid: Yes  No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes  No  If yes:

January 05 18,900.00 Replaced all Exit doors.  
Date Amount Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

### Heat Exchange System or Dehumidifier

The rural hall has a problem every winter with high humidity in the building. This causes a 2 – 3 “ build up of frost on the inside of the exit doors. When the building is occupied and the heat turned up the frost melts and is rusting the doors and rotting the floor and walls. Doors were all replaced last year and the floor fixed. We now need to fix the humidity problem so this does not happen again. I was unable to get a price quote in time to send with this application.

Thank You

A handwritten signature in black ink, appearing to read "Angie Robinson". The signature is written in a cursive style with a large, looping initial "A".

Angie Robinson

Treasurer

High Level Rural Hall Society

High Level Rural Hall  
2005-2006 Executive

**President:** Ernie Lanti High Level, AB. T0H 1Z0

**Vice President:** Kurt Bishop

**Secretary:** Jody Morrill

**Treasurer:** Angie Robinson High Level, AB. T0H 1Z0

**Directors:** Carla Komarnicki High Level, AB. T0H 1Z0  
Duane Backstrom High Level, AB. T0H 1Z0  
Peggy Henrickson  
Peggy Steffen High Level, AB. T0H 1Z0  
Kay Lanti High Level, AB. T0H 1Z0  
Rod Steffen High Level, AB. T0H 1Z0

## High Level Rural Hall

Budget 2006 April 1/2005 – March 31/2006

<u>Revenue</u>	<u>Actual to Sept.13/05</u>	<u>Budget</u>
Return on investments	\$46.14	\$115.00
Memberships	\$0.00	\$50.00
Grants	\$0.00	\$8000.00
Pop machine rental & Sales	\$705.00	\$1600.00
Hall Rental	\$3303.00	\$4400.00
Fund Raisers	\$86.00	\$1000.00
Donations	\$198.00	\$300.00
Misc. Revenue	\$0.00	\$25.00
<b>Total Revenue</b>	<b><u>\$4338.14</u></b>	<b><u>\$15490.00</u></b>
<u>Expenses</u>		
Office Supplies & Postage	\$0.00	\$20.00
Advertising	\$61.76	\$120.00
Building & Yard Maintenance	\$2238.87	\$4000.00
Cleaning Supplies	\$184.86	\$300.00
Natural Gas	\$1470.06	\$4000.00
Groceries Catering & Functions	\$0.00	\$600.00
Health License	\$0.00	\$0.00
Insurance	\$722.00	\$1000.00
Power	\$696.08	\$2700.00
Bar Supplies	\$0.00	\$100.00
Pop	\$1544.01	\$1600.00
Hall Cleaning	\$0.00	\$600.00
Telephone	\$220.73	\$450.00
<b>Total Operating Expenses</b>	<b><u>\$7138.37</u></b>	<b><u>\$15490.00</u></b>
<b>Net Income</b>	<b><u>&lt;\$2800.23&gt;</u></b>	<b><u>\$0.00</u></b>

# High Level Rural Hall

Balance Sheet As at 09/13/2005

## ASSETS

### CURRENT ASSETS

Cash on Hand	0.00	
Current Account	22,204.37	
Bank-Term Deposits	<u>11,254.60</u>	
Total Cash		33,458.97
Accounts Receivable	340.00	
Prepaid Expenses	0.00	
Floats	<u>100.00</u>	
TOTAL ASSETS		<u>440.00</u>
TOTAL CURRENT ASSETS		<u>33,898.97</u>

## TOTAL ASSETS

33,898.97

## LIABILITIES

### CURRENT LIABILITIES

Account Payable	0.00
Accounts payable - insurance	0.00
Deposits Payable	<u>800.00</u>
TOTAL CURRENT LIABILITIES	<u>800.00</u>

## TOTAL LIABILITIES

800.00

## EQUITY

### MEMBER CASH EQUITY

Retained Earnings_	35,899.20
Current Earnings	<u>-2,800.23</u>
TOTAL EARNINGS	<u>33,098.97</u>

## TOTAL EQUITY

33,098.97

## LIABILITIES AND EQUITY

33,898.97

# High Level Rural Hall

Income Statement 04/01/2005 to 09/13/2005

## REVENUE

REVENUE	
Return on investments	46.14
Memberships	0.00
Grants	0.00
Catering	0.00
Pop Machine Rental & Sales	705.00
Liquor Sales/Bar Service	0.00
Cleaning Revenue	0.00
Hall Rental	3,303.00
Dances & Fund Raisers	0.00
Cook Books	86.00
Donations for Operations	198.00
Miscellaneous Revenue	0.00
<b>TOTAL REVENUE</b>	<b><u>4,338.14</u></b>

**TOTAL REVENUE** 4,338.14

## EXPENSE

EXPENSES	
Office Supplies & Postage	0.00
Advertising	61.76
Service Charges	0.00
Memberships	0.00
Building & Yard Maintenance	2,238.87
Hall Supplies	184.86
Special Events & Fund Raising	0.00
Natural Gas	1,470.06
Groceries (Catering & Functions)	0.00
Insurance	722.00
Power	696.08
Donations	0.00
Liquor Purchases	0.00
Bar Supplies & Misc. Bar Exp.	0.00
Hall Cleaning	0.00
Pop Canisters & Pop	1,544.01
Liquor Licenses	0.00
Telephone	220.73
<b>TOTAL OPERATING EXPENSES</b>	<b>7,138.37</b>
Building & Yard Improvements	0.00
Kitchen & Hall Equipment	0.00
<b>TOTAL CAPITAL EXPENSES</b>	<b>0.00</b>
<b>TOTAL EXPENSES</b>	<b><u>7,138.37</u></b>

**TOTAL EXPENSE** 7,138.37

**NET INCOME** -2,800.23

# High Level Rural Hall Society

## Financial Statements

For the year ending March 31,2005

Treasurer: Andy Robinson

Reviewer: Sandy Williams

**REVENUE**

<b>REVENUE</b>	
Return on investments	119.06
Memberships	40.00
Grants	10,900.00
Catering	1,150.00
Pop Machine Rental & Sales	895.00
Liquor Sales/Bar Service	0.00
Cleaning Revenue	0.00
Hall Rental	4,675.00
Dances & Fund Raisers	326.00
Cook Books	40.00
Donations for Operations	324.00
Miscellaneous Revenue	20.00
<b>TOTAL REVENUE</b>	<u>18,489.06</u>

**TOTAL REVENUE** 18,489.06

**EXPENSE**

<b>EXPENSES</b>	
Office Supplies & Postage	0.00
Advertising	200.90
Service Charges	98.23
Memberships	175.00
Building & Yard Maintenance	6,938.11
Hall Supplies	357.92
Special Events & Fund Raising	1,094.78
Natural Gas	3,956.32
Groceries (Catering & Functions)	618.56
Insurance	1,284.00
Power	1,839.53
Donations	1,000.00
Liquor Purchases	0.00
Bar Supplies & Misc. Bar Exp.	0.00
Hall Cleaning	240.00
Pop Canisters & Pop	924.48
Liquor Licenses	0.00
Telephone	441.95
<b>TOTAL OPERATING EXPENSES</b>	<u>19,169.78</u>
Building & Yard Improvements	264.00
Kitchen & Hall Equipment	313.91
<b>TOTAL CAPITAL EXPENSES</b>	<u>577.91</u>
<b>TOTAL EXPENSES</b>	<u>19,747.69</u>

**TOTAL EXPENSE** 19,747.69

**NET INCOME** -1,258.63

**ASSETS**

**CURRENT ASSETS**

Cash on Hand	11,625.00	
Current Account	13,953.87	
Bank-Term Deposits	<u>11,208.46</u>	
Total Cash		36,787.33
Accounts Receivable	340.00	
Prepaid Expenses	0.00	
Floats	<u>100.00</u>	
TOTAL ASSETS		<u>440.00</u>
<b>TOTAL CURRENT ASSETS</b>		<u><b>37,227.33</b></u>

**TOTAL ASSETS**

37,227.33

**LIABILITIES**

**CURRENT LIABILITIES**

Account Payable	328.13	
Accounts payable - insurance	0.00	
Deposits Payable	<u>1,000.00</u>	
<b>TOTAL CURRENT LIABILITIES</b>		<u><b>1,328.13</b></u>

**TOTAL LIABILITIES**

1,328.13

**EQUITY**

**MEMBER CASH EQUITY**

Retained Earnings	37,157.83	
Current Earnings	<u>-1,258.63</u>	
<b>TOTAL EARNINGS</b>		<u><b>35,899.20</b></u>

**TOTAL EQUITY**

35,899.20

**LIABILITIES AND EQUITY**

37,227.33

MD. 23.

Attn: Youlia.

Rural Hall Purchasing Policy.

Thank You.

Carly.

## High Level Rural Hall Purchasing Policy

Supplies and maintenance purchases under \$400.00 are done when needed by any board member. Purchases over \$400.00 are discussed at a board meeting as to the need and voted on.

When possible quotes are received from possible suppliers / contractors. Quotes are then brought back to the board members for discussion before a supplier / contractor is hired.



MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

2006 Grant Application

APPLICANT INFORMATION:

Legal name of organization La Crete and Area Chamber of Commerce

Society  Non-profit company or corporation  Other

Permanent address #2 10001-100 Avenue Box 1088  
Street address P.O. Box

La Crete, AB Postal Code: T0H 2H0

001150-9-R August 2, 1978 Re-established in 1998  
Incorporation/Society number Date of Incorporation Length of time in operation

ORGANIZATION CONTACTS:

Contact for this application Mr/Mrs./Ms. Herman Steuernagel

Title Office Manager

Telephone (work) (780) 928-2278 (home) (780) Fax (780) 928-2234

Email lccoc@telusplanet.net

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

FACILITY:

Name of facility Town and Country Shopping Centre

Street address or legal description #2, 10001-100 Avenue

Registered holder of land title Dan Derksen

Facility operator/leaseholder Dan Derksen

Do you have insurance coverage? Yes  No

PROJECT INFORMATION:

Nature of project La Crete and Area Chamber of Commerce  
 Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$25,000.00      \$86,700.00      January 1, 2006      December 31, 2006  
 Grant amount requested      Total project cost      Project start date      Project completion date  
 (Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

1      1      0  
 Number of paid staff      Number of paid full-time      Number of paid part-time  
8 board + other members      1763 membership/approx 7000 served      La Crete and Area  
 Number of volunteers      Number of clients served last year      Geographic region served  
 Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?  
 Yes       No       If yes:  
January 2005      \$12,000      La Crete and Area Chamber  
 Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

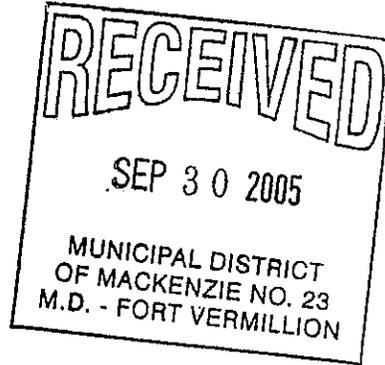
- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

September 29, 2005

Reeve Bill Neufeld  
Municipal District of Mackenzie No. 23  
Box 640  
Fort Vermilion, AB  
T0H 1N0



Dear Reeve Neufeld,

RE: Grant Application

The La Crete and Area Chamber of Commerce would like to take this opportunity to thank you for all of the contributions and support that the MD Council has provided for the communities in the Municipal District of Mackenzie. Your financial and in-kind contributions have not only assisted our Chamber of Commerce, but also the entire region, aiding in the development and prosperity of the communities within the region.

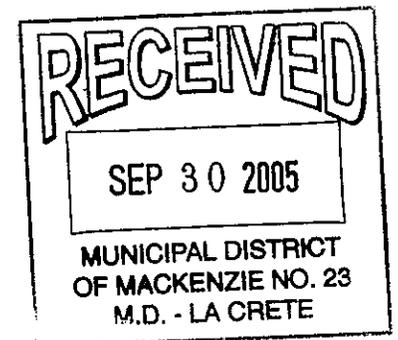
In the previous year, your grant money has allowed us to accomplish goals and to serve within our community. The Chamber has been at the forefront of activity this year more so than in previous years, and look forward to continue our involvement in the increasing prosperity of the community and Municipality as a whole. As we continue to grow, our goals and opportunities grow with us. Consequently our costs are also increasing. We ask that you again consider supporting the La Crete and Area Chamber of Commerce as we strive to continue to meet the increasing challenges and opportunities within our community and area. We ask that as our successes and community support increase, so does the support from our local Municipality.

We look forward to your assistance in the coming year as we strive together to build strong communities.

Sincerely,

A handwritten signature in black ink, appearing to be "Norman Buhler".

Norman Buhler  
President



Enclosure

---

**La Crete & Area Chamber of Commerce**  
Unit 4, 10001 100<sup>th</sup> Avenue • Box 1088 La Crete, Alberta • T0H 2H0  
Phone: (780) 928-2278      [www.lacretechamber.com](http://www.lacretechamber.com)      Fax: (780) 928-2203

## La Crete and Area Chamber of Commerce Our Project:



*“To foster positive economic development by providing services, advocacy and leadership to our members and community.”*

The La Crete and Area Chamber of Commerce has set a number of goals that it would like to see accomplished in 2006. As La Crete is rapidly growing we realize the role we must play in fostering that growth economically, but as well ensuring that the tools and services are available to support it. Economic development in La Crete will be beneficial for not only the community but for the entire Municipal District of Mackenzie, as it will bring in people, services and revenue to the municipality.

### **To obtain or build a facility that will provide adequate and affordable space for the Chamber and Tourism Information Centre.**

- In 2006 Accredited Supportive Learning Services will be moving out of the Bernard Fehr Centre. Currently the Chamber is seeking out options for this building, including the development of a Tourist Information Centre. The centre will need to be renovated to meet these needs.
- The Bernard Fehr Centre is one option for us to meet our goal to find affordable and adequate space to house both the Chamber and a Tourism Information Centre.

### **To promote business**

- The Chamber works with La Crete business to improve economic development in the community.
- Promoting business in and outside of the community.
- Increasing networking opportunities for businesses and helping them work together.
- Hosting a first class trade show for the promotion of business, both local and non-local.
- To encourage new businesses and investments to come into the community.

### **Improving Health Services in the Region**

- The Chamber is in full support of the La Crete Health Initiative. The Chamber will work with community support to improve the health services for the community.

### **Work towards the paving of Highway 88**

---

#### **La Crete & Area Chamber of Commerce**

Unit 4, 10001 100<sup>th</sup> Avenue • Box 1088 La Crete, Alberta • T0H 2H0

Phone: (780) 928-2278

[www.lacretechamber.com](http://www.lacretechamber.com)

Fax: (780) 928-2203

- The Chamber realizes the economic importance that lies in the paving of Highway 88. Together with the Highway 88 taskforce which was spearheaded by the MD of Mackenzie, the Chamber hopes to lobby for the highway's paving

#### **Beautification of La Crete**

- Together with other organizations, the La Crete Chamber plans to work with Communities in Bloom and other initiatives to increase the aesthetics of the community.

#### **To work together with other agencies where there is a common interest that will benefit people of our community**

- The Chamber will continue to work with and give leadership to the local interagency committee. This committee is essential in order for non profits and the business community to strive to work together.
- Continue working with a Regional Interagency committee
- Continue to promote and support the work of Mackenzie Economic Development Corporation
- Provide funding and support to community projects.
- Work with and assist other non-profit groups with community projects. ex. La Crete Heritage Centre, and the La Crete Golf Course
- Promoting and recognizing the value of volunteers in the community

#### **Promoting Tourism within our community and area**

-Promoting our community's rich heritage and the culture of our area to people outside of our region. This includes:

- Being a contact point for visitors to our community
- Continuing to be actively involved with tourism organizations across Alberta
- Sponsorship of the Mighty Peace Visitor's Guide
- Working with other local groups involved in tourism
- Building a tourism marketing campaign for La Crete and area

#### **Build Working relationships with all levels of government**

- Be an effective lobbying force for community and business interests with all levels of government
- Work in partnership with government on community projects and initiatives

#### **Increase and promote educational opportunities within our community**

- Working with the La Crete Learning Society, NAIT, Northern Lakes College and other educational providers
- Providing opportunities through the Community Access Program
- Providing information to those wishing to start or improve on their business

### **Recognize the value of youth within our community**

A large percentage of our community is under 25. Our goal is to recognize that it is these individuals that will carry our community into the future.

- Funding a bursary for a graduate student that is pursuing a secondary education
- Continuing working with the public school in their work experience program
- Encourage youth leadership training opportunities within the region
- Working with local business to provide more bursary opportunity to students.
- Working with post-secondary institutions in our area to provide a link between them, businesses and youth in the community to ensure the needs of each party are being met.

### **Website Development**

- The La Crete and Area Chamber of Commerce website is one of the first websites that people look at when they are looking for information on our community. Our goal is to improve and update our website to ensure that our community and region is promoted in the best way possible, and use it to encourage individuals to visit our community.

### **Membership**

To keep our organization strong and growing by working as a team with current membership and potential new members

- Promote and coordinate professional development and education for members
- Act as an advocate on behalf of our members at the Alberta Chamber of Commerce and levels of government
- Recognize the achievements and success of our member
- To exercise fiscal responsibility in Chamber operations

### **Increasing awareness of our community's culture and events outside of the community**

- The Chamber realizes that one of our biggest attractions to this community is our culture. Using our website and other magazines we want to let people know that we have something unique.

### **Education and Youth**

We recognize that a large part of our community's population is under the age of 25. The youth are the future of this community and we want to do our part to ensure they have the best opportunities presented to them as they continue to grow. This includes but is not limited to:

- Providing a bursary to La Crete Students who wish to move on into post-secondary education

---

## **La Crete & Area Chamber of Commerce**

Unit 4, 10001 100<sup>th</sup> Avenue • Box 1088 La Crete, Alberta • T0H 2H0

Phone: (780) 928-2278

[www.lacretechamber.com](http://www.lacretechamber.com)

Fax: (780) 928-2203

# La Crete Chamber of Commerce

## Matching Resources

**Memberships:** Through the sale of our memberships, we are able to raise a portion of the funds necessary for the administration for the Chamber of Commerce. In the coming 2006 year, we hope to increase our membership support to \$10,000.

**Support Funding:** Our members provide support funding for the daily operations of the Chamber, through monthly donations. In the past year, by becoming a more active and productive chamber we increased our membership support by 40%. This is above the \$20,000 we projected for the year. By continuing to have a positive impact in the community we hope to again increase our support income amount to \$22,000 in 2006..

**Volunteer Hours:** 8 board members spend approximately 10 hours a month, 120 hours a year as well as approximately 1000 membership volunteer hours, for approximately 2000 volunteer hours at \$15/hour for a total value of \$30,000.

**Trade Show:** The Chamber will be hosting its 6<sup>th</sup> Annual Trade Show in spring of 2005. This event is an advertising opportunity for La Crete businesses and for potential businesses. Last year the event raised approximately \$15,000 and we're hoping that this year it will bring in more.

**Annual General Meeting:** The Annual General Meeting will be held in January of 2006. This event is a social evening where awards are given to the community members; as well there is a fundraising auction that we anticipate will raise approximately \$1000.

**Moonlight Madness:** Moonlight Madness will be held in December of 2006. The Chamber organizes this event and is anticipating revenue of \$1500.

**Total Matching Resources: \$79,500.00**

# La Crete & Area Chamber of Commerce Budget 2006

	Actual 2004	Projected 2005	Budgeted 2006
<b>REVENUE</b>			
<b>FUNDRAISING REVENUE</b>			
Moonlight Madness	9,179.00	11,000.00	12,000.00
Trade Show	25,175.12	24,909.50	25,000.00
Annual General Meeting	2,915.00	3,280.00	3,500.00
Keychain Revenue	155.00	150.00	150.00
<b>Fundraising Total</b>	<b>37,424.12</b>	<b>39,339.50</b>	<b>40,650.00</b>
<b>GENERAL REVENUE</b>			
Memberships	9,205.00	8,500.00	10,000.00
Support Income	16,510.00	21,000.00	21,000.00
Grant Income	12,000.00	12,000.00	25,000.00
Rent Revenue	12,000.00	12,000.00	0.00
Tour Guide	17,149.00	321.00	17,000.00
La Crete Health Initiative	0.00	8,555.36	0.00
<b>Total General Revenue</b>	<b>66,864.00</b>	<b>62,376.36</b>	<b>73,000.00</b>
<b>TOTAL REVENUE</b>	<b>104,288.12</b>	<b>101,715.86</b>	<b>113,650.00</b>
<b>EXPENSE</b>			
<b>EVENT EXPENSE</b>			
Moonlight Madness Disbursements	6,027.87	7,000.00	8,000.00
Trade Show	18,727.61	10,240.00	11,000.00
AGM Disbursements	1,959.70	1,855.00	2,000.00
Promotional Expense	116.34	1,000.00	2,000.00
Tour Guide Disbursements	5,045.92	1,017.00	7,000.00
La Crete Health Initiative	1,279.68	5,948.26	0.00
<b>Total Fundraiser Disbursements</b>	<b>33,157.12</b>	<b>27,060.26</b>	<b>30,000.00</b>
<b>ADMINISTRATION</b>			
Advertising/Promotional Expense	2,039.93	3,000.00	4,000.00
Tourism Expense	5,937.22	1,000.00	6,000.00
Donations	3,071.81	3,000.00	3,000.00
Room/Equipment			
Rental	330.63	1,000.00	1,000.00
Office Rent	6,420.00	6,000.00	6,000.00
Insurance	621.00	1,184.00	1,200.00
Freight & Postage	716.90	500.00	1,000.00
Travel and Meal Expense	2,591.98	4,000.00	4,500.00
Membership			
Purchases	416.23	2,300.00	2,000.00
Utilities	2,427.40	5,000.00	7,000.00
Office Administration	33,085.04	45,000.00	45,000.00
Office Furniture & Equipment	2,522.00	400.00	2,000.00

## La Crete & Area Chamber of Commerce

Unit 4, 10001 100<sup>th</sup> Avenue • Box 1088 La Crete, Alberta • T0H 2H0

Phone: (780) 928-2278

www.lacretechamber.com

Fax: (780) 928-2203

Office Supplies	5,244.00	4,000.00	4,000.00
<b>TOTAL ADMINISTRATION</b>	<b>65,424.14</b>	<b>76,384.00</b>	<b>86,700.00</b>
<b>TOTAL EXPENSE</b>	<b>98,581.26</b>	<b>103,444.26</b>	<b>116,700.00</b>
<b>NET INCOME</b>	<b>5,706.86</b>	<b>-1,728.40</b>	<b>-3050.00</b>

---

**La Crete & Area Chamber of Commerce**  
**Unit 4, 10001 100<sup>th</sup> Avenue • Box 1088 La Crete, Alberta • T0H 2H0**  
**Phone: (780) 928-2278      [www.lacretechamber.com](http://www.lacretechamber.com)      Fax: (780) 928-2203**

# La Crete Chamber Of Commerce

## Income Statement

01/01/2005 to 09/01/2005

### REVENUE

#### FUNDRAISING REVENUE

Trade Show	24,909.50
Annual General Meeting	3,280.00
Promotional Revenue	27.65
Trade Coin	0.00
Tour Guide	321.00
Keychain Revenue	120.00
Fundraising Total	28,658.15

#### GENERAL REVENUE

Memberships 2004	0.00
Membership 2005	8,098.21
Support Income	14,900.00
M.E.D.C. Income	104.33
Grant Income	12,000.00
Rent Revenue	8,000.00
La Crete Health Initiative	8,555.36
<b>TOTAL GENERAL REVENUE</b>	<b>51,657.90</b>

**TOTAL REVENUE** 80,316.05

### EXPENSE

#### EVENT EXPENSES

Moonlight Madness Disbursements	1,569.84
Trade Show Disbursements	10,240.51
Annual General Meeting Disbursements	1,855.50
Promotional Expense	232.48
Trade Coin Disbursements	0.00
Tour Guide Disbursements	1,017.00
La Crete Health Initiative	5,948.26
Total Fundraiser Disbursements	20,863.59

#### ADMINISTRATION

Accounting & Legal	1,070.00
Membership Plaques	1,147.59
Advertising Expense	1,595.76
Donations	1,179.25
Tourism Expense	125.00
Office Rent	4,245.00

---

**La Crete & Area Chamber of Commerce**

Unit 4, 10001 100<sup>th</sup> Avenue • Box 1088 La Crete, Alberta • T0H 2H0

Phone: (780) 928-2278

[www.lacretechamber.com](http://www.lacretechamber.com)

Fax: (780) 928-2203

Room/equip. Rental		856.30
Freight & Postage		128.21
Travel and Meal Expense		2,133.33
Membership Purchases		1,103.50
Phone	4,316.43	
Utilities		4,316.43
Insurance		1,184.00
Interest On Invoices		47.93
Bank Fees		747.99
Contract Services		0.00
Wages	32,022.03	
EI Expense	658.78	
Cpp Expense	957.07	
Office Administration		33,637.88
Office Supplies		1,783.30
Office Furniture And Equipment		284.33
Miscellaneous Expense		427.92
Depreciation		0.00
<b>TOTAL ADMINISTRATION</b>		<b>56,013.72</b>
<b>TOTAL EXPENSE</b>		<b>76,877.31</b>
<b>NET INCOME</b>		<b>3,438.74</b>

---

**La Crete & Area Chamber of Commerce**

Unit 4, 10001 100<sup>th</sup> Avenue • Box 1088 La Crete, Alberta • T0H 2H0

Phone: (780) 928-2278

[www.lacretechamber.com](http://www.lacretechamber.com)

Fax: (780) 928-2203

# The La Crete and Area Chamber of Commerce Purchasing Policy



## 1.) Objective of the La Crete and Area Chamber of Commerce Purchasing Policy

The goal of this purchasing policy is to keep the Chamber, its Board, and staff financially accountable to its members, by remaining fair minded, responsible and ethical in all purchases it makes.

## 2.) General Purchasing Guidelines

All purchases made must be done to benefit the Chamber of Commerce and its members as a whole.

Generally accepted accounting principals will be followed at all times. This includes a recorded paper trail of all transactions which must be kept in the accounting records. One audit must be conducted at year end.

## 3.) Day-to-day purchasing

Due to the nature of The La Crete and Area Chamber, the Chamber will purchase every day and nominal (less than \$1000), from its membership prior to seeking out services from non-members. The memberships support the organization, and therefore the organization feels it should support its members. Therefore the Chamber will rotate these purchases between members.

The Office Manager may make or authorize, to other staff members, purchases of less than \$300.00, unless it is a previously approved budgeted expense. If a purchase would exceed \$300.00, then the board must approve the purchase.

## 4.) One-time Purchases

For purchases of goods or services valued at or above \$1000, the chamber will obtain quotes from all members that self-identify as a supplier of that good or service. In the event that there are two or less members that provide the good or service, the Chamber reserves the right to obtain additional quotes and subsequently purchase from non-members if the quoted price is at least 20% below that offered by a Chamber member.

## 5.) Ensuring Timeliness and Proficiency

To ensure a timely effort and quality performance, on larger projects which are contracted out, the chamber will award the winning tender with 50% of the funding for the project at the time the contract is awarded. The organization will receive the additional 50% of the agreed funding upon completion and approval of the project by the Chamber Board.

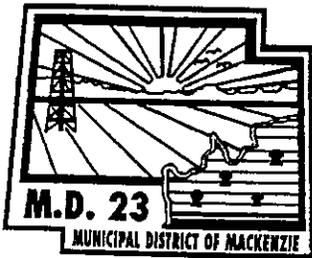
#### **6.) Signing Authority**

Cheques must be signed by two individuals with signing authority. Signing authority is designated at the board's discretion and may include board members and/or the Office Manager. Of the two signatures, one must be that of the Chamber president.

#### **7.) Conflict of Interest**

The Chamber must avoid situations where a Board Member or a staff member, or immediate family of the above, will benefit from a transaction. If an organization applies for a contract and has a stakeholder/member or employee that is on the Chamber Board or of the Chamber staff, the Board must be made aware of the connection. If a said connection does exist than that Board member my not make any motion or recommendation that would benefit the said organization. The Board must decide if a conflict of interest is in place, and if one is in place the said Board member may not vote on the contract. If the Chamber is not made aware of a connection, and finds out later the company will lose the bid.





MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

2006 Grant Application

APPLICANT INFORMATION:

Legal name of organization La Crete Agricultural Society

Society  Non-profit company or corporation  Other

Permanent address P.O. Box 791  
Street address P.O. Box

La Crete, AB Postal Code: T0H 2H0

Incorporation/Society number \_\_\_\_\_ Date of Incorporation April 23, 1980 Length of time in operation 25 years

ORGANIZATION CONTACTS:

Contact for this application Mr./Mrs./Ms. Helen Braun

Title President

Telephone (work) (780) \_\_\_\_\_ (home) (780) \_\_\_\_\_ Fax (780) \_\_\_\_\_

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

FACILITY:

Name of facility La Crete Mennonite Heritage Village

Street address or legal description NE 32 105 15 5

Registered holder of land title La Crete Agricultural Society

Facility operator/leaseholder La Crete Agricultural Society

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project La Crete Mennonite Heritage Village  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$20,000 Jan. 1-2006 Dec. 31-2006  
Grant amount requested Total project cost Project start date Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

3 1 2  
Number of paid staff Number of paid full-time Number of paid part-time

70 10,500 La Crete + M.D. #23  
Number of volunteers Number of clients served last year Geographic region served

Are executive or board members paid: Yes  No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes  No  If yes:

April / 2005 7,500. - Operating  
Date Amount Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

La Crete Agricultural Society  
Box 791  
La Crete, Alberta  
T0H 2H0

September 26, 2005

2005 Grant Application  
Municipal District of Mackenzie #23  
P.O. Box 640  
Fort Vermilion, Alberta  
T0H 1N0

RE: Grant Application for La Crete Mennonite Heritage Village

The La Crete Mennonite Heritage Village is an important cultural site for the community and area. Over the years there have been many improvements and additions to the village. Community use and access to this site has increased over the years and we believe it will continue to do so.

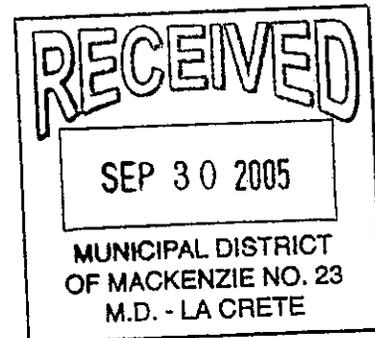
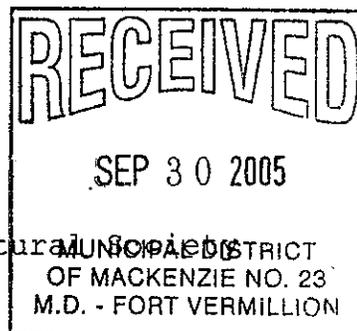
In order to allow us to continue to meet the challenges of maintaining and building this important community site we ask for your support. The costs of doing business and maintaining the site have increased, therefore we ask for an increase in our grant amount.

We thank you for your consideration to this application, if you need further information please do not hesitate to contact me.

Sincerely,



Helen Braun  
President  
La Crete Agricultural Society



La Crete Agricultural Society  
Board Members 2005

Helen Braun	President	La Crete
Eva Friesen	Vice-President	La Crete
Martha Letkeman	Secretary	La Crete
Liesa Peters	Treasurer	Buffalo Head Prairie TOH 4A0
Peter Letkeman	Director	La Crete
Jake Wiebe	Director	La Crete
John Goertzen	Director	La Crete
John W. Driedger	Director	La Crete
William Zacharias	Director	La Crete
George Froese	Director	La Crete
Henry Driedger	Director	La Crete
Helen Wolfe	Director	La Crete

No honorariums paid

## Details of Project

The project is the La Crete Mennonite Heritage Village.

To preserve and share the heritage and culture of our communities and region.

The La Crete Mennonite Heritage Village lies 2 kilometers southwest of La Crete. On this site are many of the buildings that were first situated in La Crete.

The Mennonite Heritage Village, managed by the Agricultural Society, represents the history of our community and provides an opportunity for our elders to see their lifestyle live on in future generations. Through the combined effort of many volunteers, the Agricultural Society hosts annual events such as Farmer's Day, Pioneer Days, and the Antique Tractor Show.

LA CRETE AGRICULTURAL SOCIETY  
FINANCIAL STATEMENTS  
YEAR ENDED OCTOBER 31, 2004  
(UNAUDITED)

**Annie Wiebe**  
**Certified General Accountant**

---

Box 1087 ~ La Crete, Alberta T0H 2H0  
Phone/Fax (780)928-4064

REVIEW ENGAGEMENT REPORT

To the members of LA CRETE AGRICULTURAL SOCIETY

I have reviewed the balance sheet of LA CRETE AGRICULTURAL SOCIETY as at October 31, 2004 and the statements of receipts and disbursements, equity in capital assets, retained surplus and changes in cash resources for the year then ended. My review was made in accordance with generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to me by the society.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

In common with many not-for-profit organizations, the society derives revenues from certain fund raising activities, the completeness of which is not readily susceptible of satisfactory review. Accordingly, my review of these revenues was limited to the amounts recorded in the records of the society and I was not able to determine whether any adjustments might be necessary.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

La Crete, Alberta  
December 8, 2004.

  
Certified General Accountant.

LA CRETE AGRICULTURAL SOCIETY

Balance Sheet  
October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
ASSETS		
CURRENT		
Cash	\$ 32,445	\$ 29,733
Accounts receivable	4,521	585
Inventory	21,570	3,913
Prepaid expenses	310	318
	<hr/>	<hr/>
	58,846	34,549
INVESTMENTS (note 2)	2,295	2,023
PROPERTY, PLANT AND EQUIPMENT (note 3)	417,271	413,057
PROPERTY, PLANT AND EQUIPMENT UNDER CONSTRUCTION	44,870	-
	<hr/>	<hr/>
	\$ 523,282	\$ 449,629
	<hr/>	<hr/>
LIABILITIES		
CURRENT		
Accounts payable and accrued liabilities	\$ 44,346	\$ 1,103
	<hr/>	<hr/>
MEMBERS' EQUITY		
EQUITY IN PROPERTY, PLANT AND EQUIPMENT	417,271	413,057
RETAINED SURPLUS	61,665	35,469
	<hr/>	<hr/>
	478,936	448,526
Approved by the Board		
<i>M. Helen Brown</i> . . . Director	<hr/>	<hr/>
<i>J.D. Eva Frisvold</i> . . . Director	\$ 523,282	\$ 449,629
	<hr/>	<hr/>

LA CRETE AGRICULTURAL SOCIETY

Statement of Receipts and Disbursements  
Year ended October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
<b>RECEIPTS</b>		
Alberta Agriculture Lottery Grant	\$ 25,626	\$ 22,814
Grants	10,869	10,471
History Book Sales	6,081	520
Farmer's Day	9,084	6,969
Pioneer Day	5,454	5,885
Tractor Show	-	416
Rental and other revenue	14,709	18,217
Gospel Fest	8,739	-
Rodeo	6,820	-
Kjeisa	-	10,580
	<hr/>	<hr/>
	87,382	75,872
<b>DISBURSEMENTS</b>		
Advertising and promotions	2,201 ✓	1,202
Capital expenditures	4,214	20,424
Cost of history books sold	3,136	165
Cost of T-shirts sold	-	207
Farmer's Day	2,738	3,162
GST expense	549	296
Gospel Fest	7,332	-
Insurance and licences	2,051 ✓	927
Interest - other	237	490
Kjeisa	-	6,648
Memberships	180	265
Mother's Day Tea	64	239
Office and supplies	1,188 ✓	377
Pioneer Day	3,192	3,297
Professional fees	1,000	1,450
Property taxes	612	595
Repairs and maintenance	1,636 ✓	8,994
Rodeo	3,648	-
Telephone	1,689 ✓	1,294
Tractor Show	-	544
Utilities	5,935 ✓	6,386
Wages and benefits	19,584 ✓	14,345
	<hr/>	<hr/>
	61,186	71,307
<b>EXCESS FROM OPERATIONS</b>		
Income (loss) - Youth Services Canada (schedule)	26,196	4,565
	-	(1,629)
	<hr/>	<hr/>
<b>EXCESS OF RECEIPTS OVER DISBURSEMENTS</b>		
FOR THE YEAR	\$ 26,196	\$ 2,936
	<hr/> <hr/>	<hr/> <hr/>

LA CRETE AGRICULTURAL SOCIETY

Statement of Equity in Capital Assets  
Year ended October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
BALANCE, beginning of year	\$ 413,057	\$ 392,633
Capital expenditures	4,214	20,424
	<hr/>	<hr/>
BALANCE, end of year	\$ 417,271	\$ 413,057
	<hr/>	<hr/>

Statement of Retained Surplus  
Year ended October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
BALANCE, beginning of year	\$ 35,469	\$ 32,533
Excess for the year	26,196	2,936
	<hr/>	<hr/>
BALANCE, end of year	\$ 61,665	\$ 35,469
	<hr/>	<hr/>

LA CRETE AGRICULTURAL SOCIETY

Statement of Changes in Cash Resources  
Year ended October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
CASH PROVIDED (USED) BY:		
OPERATING ACTIVITIES		
Excess of receipts over disbursements	\$ 26,196	\$ 2,936
Changes in non-cash working capital components		
Accounts receivable	(3,936)	39,671
Inventory	(17,657)	(2,931)
Prepaid expenses	8	61
Accounts payable and accrued liabilities	43,243	(13,611)
Loans payable	-	(8,000)
	<hr/>	<hr/>
	47,854	18,126
INVESTING ACTIVITIES		
Decrease (increase) in patronage equity	(272)	(527)
Purchase of property, plant and equipment under construction	(44,870)	-
	<hr/>	<hr/>
	(45,142)	(527)
NET CHANGE IN CASH RESOURCES	2,712	17,599
CASH RESOURCES, beginning of year	29,733	12,134
	<hr/>	<hr/>
CASH RESOURCES, end of year	\$ 32,445	\$ 29,733
	<hr/> <hr/>	<hr/> <hr/>
Supplementary information		
Interest paid for the year	\$ 237	\$ 490

LA CRETE AGRICULTURAL SOCIETY

Notes to the Financial Statements  
Year ended October 31, 2004

(unaudited)

1. SIGNIFICANT ACCOUNTING POLICIES

a) Purpose of the Organization

La Crete Agricultural Society operates the Mennonite Heritage Village, which is a museum site with traditional Mennonite artifacts and buildings. The purpose of the organization is to preserve the Mennonite heritage and to provide grounds for community events, such as Farmer's Day and Pioneer Day.

b) Inventory

Inventory is valued at the lower of cost and net realizable value. Cost is generally determined on the first-in first-out basis.

c) Investments

Investments are stated at cost.

d) Property, plant and equipment

The society is a small non-profit organization and therefore does not amortize its property, plant and equipment. All capital acquisitions are deducted as current expenses in the year of acquisition.

e) Revenue recognition

The value of donated services and assets have been accounted for at fair market value whenever such value could be determined. Where no determination of fair market value could be made, these amounts have not been reflected in these financial statements.

2. INVESTMENTS

Investments in and advances to other companies are as follows:

	<u>2004</u>	<u>2003</u>
United Farmers of Alberta Patronage account	\$ 785	\$ 759
La Crete Co-op Ltd. Patronage account	1,510	1,264
	<u>\$ 2,295</u>	<u>\$ 2,023</u>

LA CRETE AGRICULTURAL SOCIETY

Notes to the Financial Statements  
Year ended October 31, 2004

(unaudited)

3. PROPERTY, PLANT AND EQUIPMENT

	<u>2004</u>	<u>2003</u>
Land (NE 32-105-W5M)	\$ 117,074	\$ 117,074
House	11,063	11,063
Historical village	87,842	87,842
Tractor	19,260	19,260
Vehicle	500	500
Mounted bear	700	700
Horsepower	1,200	1,200
Machine sheds	16,184	16,184
Artifacts and antiques	40,556	40,306
1935 IH engine	259	259
Water pump	1,115	1,115
Steam engine	15,030	15,030
Tools and equipment	4,330	4,330
Gibb house	10,010	10,010
Cooking equipment	2,409	2,311
Washhouse	39,913	39,913
Peters house	5,161	5,161
Log buildings	3,105	3,105
Tractor restorations	6,141	6,141
Sno-Cone machine	1,263	1,263
Barn renovations	7,810	7,810
Utility tables	869	869
18-28 Cockshut tractor	3,000	3,000
Folding chairs	1,604	1,604
Shelving	907	907
Shingle machine	5,000	5,000
Tractor	200	200
Kitchen	13,531	10,228
Freezer	672	672
Tables	564	-
	<hr/>	<hr/>
	\$ 417,272	\$ 413,057
	<hr/>	<hr/>

4. GOODS AND SERVICES TAX

The society is eligible for a rebate of 50% of all goods and services tax paid. The remaining non-recoverable portion is included as a current expense or capitalized with the cost of an asset.

5. FINANCIAL INSTRUMENTS

The Society's financial instruments consist of cash, accounts receivable and accounts payable and accruals. Unless otherwise noted, it is the Board's opinion that the Society is not exposed to significant interest, currency or credit risks arising from these financial statements.

LA CRETE AGRICULTURAL SOCIETY

YOUTH SERVICES CANADA

Schedule

Statement of Income  
Year ended October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
RECEIPTS	\$ -	\$ 27,819
DISBURSEMENTS		
Administration wages	-	10,575
Bookkeeping	-	893
Participant supports	-	160
Participant wages	-	17,820
	-	29,448
EXCESS (SHORTFALL) OF RECEIPTS OVER DISBURSEMENTS	\$ -	\$ (1,629)

**La Crete Agricultural Society Annual Operating Budget  
La Crete Heritage Center & La Crete Mennonite Heritage Village**

Annual operating budget / x 5 for 5 year operating budget.

**Expenses:**

Utilities	25,000.00	
Maintenance	8,000.00	
Taxes	0.00	exempt from MD taxes
Insurance	7,000.00	
Wages	45,000.00	
Administration	10,000.00	
Operating	7,500.00	
Misc.	5,000.00	
Loan payments	63,600.00	(5300/mo)

**Total Expenses:** **171,100.00**

**Revenue:**

Rental Income	81,900.00
Ag Society grants	49,500.00
Fundraising	40,000.00

**Total Revenue:** **171,400.00**

## La Crete Agricultural Society Budget Notes

### Rentals:

#### Heritage Centre:

Full weekend (days)	10 x 3,000.00	30,000.00
1.5 days	6 x 1,500.00	9,000.00

These bookings are for the centre and grounds with no other bookings.

1 day	with kitchen	without kitchen		
Large hall	750.00	600.00	10 x each	13,500.00
Small hall	600.00	450.00	10 x each	10,500.00

1/2 day				
Large hall		350.00	10 x each	3,500.00
Small hall		250.00	10 x each	2,500.00
Breakout room		200.00	10 x each	2,000.00

These fees allow the halls to be booked by different groups at the same time, sharing common space.

The rental booking numbers are based on the following information:

Past use of the Ag Society site.

Times bookings have been refused because site was busy.

Information from community on expected use.

We believe the projected numbers to be on the safe low side.

Total Heritage Centre Rentals	71,000.00
ASLS*	8,400.00
Land Rent	2,500.00
<b>Total Rental:</b>	<b>81,900.00</b>

### Ag Society Grants:

Alberta Ag Society	25,000.00
MD #23	20,000.00
Alberta Museums	1,500.00
STEP/SCP	3,000.00

<b>Total Grants:</b>	<b>49,500.00</b>
----------------------	------------------

### Fundraising:

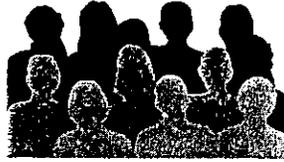
Summer Concert	10,000.00
Dinner Theatre	5,000.00
Food Booths	15,000.00
Catering	10,000.00

<b>Total Fundraising:</b>	<b>40,000.00</b>
---------------------------	------------------

<b>Total Revenue:</b>	<b>171,400.00</b>
-----------------------	-------------------

\*Accredited Supportive Living Services has committed \$8400.00 annually towards rent.

# Alberta Agriculture, Food and Rural Development



*Supporting agricultural societies as community leaders*

## **CERTIFICATE OF GOOD STANDING** **FOR 2005**

THIS IS TO CERTIFY THAT, UNDER SECTION 26 OF THE  
*AGRICULTURAL SOCIETIES ACT*  
(CHAPTER A-11 REVISED STATUTES OF ALBERTA 2000),

### **LA CRETE AGRICULTURAL SOCIETY**

IS IN GOOD STANDING, HAVING COMPLIED WITH THE  
REQUIREMENTS OF THE  
*AGRICULTURAL SOCIETIES ACT.*

SIGNATURE:

A handwritten signature in black ink, appearing to read 'ShafEEK ALI', written over a horizontal line.

SHAFEEK ALI  
DIRECTOR OF AGRICULTURAL SOCIETIES

VALID: APRIL 1, 2005 – MARCH 31, 2006

PLEASE NOTE THAT THE ABOVE IS YOUR LEGAL REGISTERED NAME. MAKE SURE YOU USE YOUR  
LEGAL ENTITY ON ALL CORRESPONDENCE AND FINANCIAL INFORMATION.



ALBERTA ASSOCIATION  
OF MUNICIPAL DISTRICTS & COUNTIES



**Certificate of Insurance**  
MACHINERY BREAKDOWN  
& MEMBERS THEREOF  
POLICY #559 18 97

This Certificate is evidence that the insurer described herein, does hereby insure:

Certificate No: XL07

**La Crete Agricultural Society**

Hereinafter called the Insured, for the coverages and limits of liability shown below, subject to all the terms and conditions of Policy No. 559 18 97, copies of which may be seen at the offices of the Alberta Association of Municipal Districts and Counties, Nisku, Alberta or Aon Reed Stenhouse Limited, Edmonton, Alberta.

**Term:** July 1, 2005 to July 1, 2006

**Loss Payable:** To the Insured

Annual Premium : \$ 50.00

Annual Fee: \$ 5.00

**Total: \$ 55.00**

**Standard Comprehensive Form**

**As defined in the policy**

<u>Coverage</u>	<u>Limit of Liability</u>	<u>Deductible</u>
DIRECT DAMAGE	\$15,000,000 Limit per Accident	\$1,000
BUSINESS INTERRUPTION	\$ 100,000 Actual Loss Sustained Coverage	24 Hour Waiting Period
EXTRA EXPENSE	\$ 50,000	
CONSEQUENTIAL DAMAGE	\$ 50,000	

**IMPORTANT:** FOR DEFINITIONS OF "OBJECT" AND "ACCIDENT", AND FOR SPECIAL PROVISIONS, SEE MASTER POLICY ON FILE WITH BROKER. THE INSURANCE PROVIDED BY THIS INDIVIDUAL CERTIFICATE IS SUBJECT TO ALL THE TERMS, CONDITIONS PROVISIONS, LIMITATIONS AND EXCLUSIONS OF THE MASTER BOILER AND MACHINERY POLICY LISTED ABOVE AND MAY BE CANCELED BY THE INSURER BY REGISTERED MAIL WITH THIRTY DAYS NOTICE OR AS PROVIDED BY THE MASTER POLICY. IN THE EVENT OF LOSS OR DAMAGE OR ANY CHANGE IN THE RISK IMMEDIATE NOTICE MUST BE GIVEN TO THE INSURER OR TO ALBERTA ASSOCIATION OF MUNICIPAL DISTRICTS & COUNTIES OR TO JUBILEE INSURANCE AGENCIES LTD., 2510 SPARROW DRIVE, NISKU, AB T9E 8N5

**INSURER:**

AXA PACIFIC INSURANCE COMPANY

**INTEREST**

100%



330

Aon Reed Stenhouse Inc.  
PER Cavin Shank

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE



**MASTER PROPERTY POLICIES**

Certificate No.: **XL07**  
 Named Insured: **LA CRETE AGRICULTURAL SOCIETY**

This document certifies that insurance has been effected under Policy Nos. **RSLE 2141, RSLE 2142 and RSLE 2143** (copies of which may be seen at the offices of the Alberta Association of Municipal Districts and Counties, Edmonton, Alberta and Aon Reed Stenhouse Inc., Edmonton, Alberta) of the Subscribing Insurance Companies for the account of the Insured named above and following the terms and conditions of said policies.

**Property of Every Description:** \$212,470    **Mobile Equipment:** \$15,866  
**Rental Values:** Not covered  
**Gross Earnings:** As per policy

POLICY	POLICY NO.	PREMIUM
Jubilee Reciprocal	RSLE 2141	\$273.00
First Excess	RSLE 2142	\$151.00
Second Excess	RSLE 2143	\$5.00
Fee		\$45.00
<b>Total</b>		<b>\$474.00</b>

**Inception Date:** July 1, 2005  
**Expiry Date:** July 1, 2006

**LOSS, if any, is payable to the Insured.**

In consideration of the premium above specified (or specified in form(s) or endorsement(s) attached hereto) and of the conditions and other terms of Policy Nos. **RSLE 2141, RSLE 2142 and RSLE 2143**, insurance is provided the above Named Insured (hereinafter called the Insured) from inception date shown above to expiration date shown above, to an amount not exceeding the Limit(s) of Liability specified in said policies.

**Aon Reed Stenhouse Inc.**

Per:

**THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE**

## Matching Resources

Alberta Agricultural Society Grant	\$24,036.00
Alberta Museums Grant	\$ 1,500.00
Land Crop Share	\$ 2,531.50
<b>Total</b>	<b>\$28,067.50</b>

## Volunteer Contributions

A total of 1093 hours have been donated to date in 2005.  
At \$15 per hour this would equal \$16,395.

## La Crete Agricultural Society

### Purchasing

Within approved guidelines, the Board has delegated to the Program Coordinator, the authority and responsibility for purchasing supplies, services and equipment as needed to do the business of the La Crete Agricultural Society.

All purchases shall be made in the most efficient and economical method to meet the requirements of the end user. When able to meet price limitations and/or product/service specifications, La Crete Agricultural Society will endeavour to deal through and/or with local suppliers.

Whenever possible, 3 written or verbal price quotes would be obtained for equipment purchases estimated to exceed \$500.00.

When purchasing services from a contractor estimated at less than \$5000.00, the tendering process may not be followed.

The opening of credit accounts must be approved by the Board and the credit application must be signed by the Board Chair or Treasurer.

## Activities in 2004

May 8	Spring Tea
June 12	Farmer's Day
July 10, 11	Gospel Fest
July 20 -	
Aug. 3	Park Program (Tuesdays & Thursdays)
Aug. 7, 8	Rodeo
Sept. 11	Pioneer Days/Antique Tractor Show

- Conference
- Tours
- Reunions
- Gatherings
  - Anniversary
  - Birthday
  - Family
  - Business Supper

## Activities in 2005

June 24-26	Centennial Celebrations
July 4-8 & 11-15	Bible Camp
July 9, 10	Gospel Fest
Aug. 4, 5	Rodeo
Aug. 12	Farmer's Day/Antique Tractor Show
Aug. 13	Pioneer Day/Mud Bogging

- Tours
- Reunions
- Gatherings
  - Anniversary
  - Birthday
  - Family
  - Business Supper

# La Crete Agricultural Society - Mennonite Heritage Village

Income Statement 01-11-2004 to 31-08-2005

Current Year-to-date Financial Information

## REVENUE

<b>Revenue</b>	
History Book Sales	842.01
Rent-Site	8,808.39
Farmers Day	7,082.96
Pioneer Day	7,427.94
Wills & Estate Planning Seminar	303.74
Crop Share	1,121.50
Memberships	20.00
Donations	201.93
Dividends	129.70
Food Booth	137.76
Rodeo Food Booth Revenue	6,904.15
Tradeshow H.L.	0.00
Mothers Day Tea	130.00
Kjeisa	0.00
Gospel Fest	4,908.95
MD #23 Operating Grant	7,500.00
Alberta Ag Society Grant	24,036.00
Alberta Museums Grant	1,500.00
Miscellaneous Revenue	356.64
<b>Total Revenue</b>	<u>71,411.67</u>

**TOTAL REVENUE** 71,411.67

## EXPENSE

<b>Payroll Expenses</b>	
Wages & Salaries	14,509.20
EI Expense	364.74
CPP Expense	465.09
WCB Expense	111.00
<b>Total Payroll Expense</b>	<u>15,450.03</u>

## General & Administrative Expenses

Accounting & Legal	1,200.00
Book keeping	249.00
Advertising & Promotions	693.66
Kitchen	0.00
Building Renovations	0.00
Bank Charges	156.20
History Books	0.00
Capital Expenditures	426.99
Farmers Day Expenses	2,381.14
TradeShow H.L.	0.00
Freight	26.49
Office Supplies	487.29
Insurance	2,052.00
Kjeisa	0.00
Rodeo Food Booth Expense	1,675.37
Gospel Fest	3,706.44
Wills & Estate Planning Seminar	1,449.79
Memberships	280.00
Miscellaneous	947.06
Pioneer Day Expenses	1,825.56
Repair & Maintenance	1,322.46
Community Centre	30,000.00
Shop & Tools	145.95
Cleaning Supplies	157.20
Property Taxes	619.82
Telephone	1,912.60
Telephone-Cell	660.31
John Deere A restoration	665.00
Utilities	3,979.50
<b>Total General &amp; Admin. Expenses</b>	<u>57,019.83</u>

**TOTAL EXPENSE** 72,469.86

**La Crete Agricultural Society - Mennonite Heritage Village**  
Income Statement 01-11-2004 to 31-08-2005

NET INCOME

-1,058.19

# La Crete Agricultural Society - Mennonite Heritage Village

Balance Sheet As at 31-08-2005

**ASSETS****Current Assets**

Deposit Control Account	0.00	
Chequing Bank Account	<u>30,877.16</u>	
Total Cash		30,877.16
UFA Equity		784.62
Co-op Equity		1,510.45
Total Receivable		0.00
Prepaid Expense & Deposits		310.00
Inventory - History Books	20,783.40	
Inventory - T-Shirts	786.60	
Inventory - Lumber	<u>0.00</u>	
Total Inventory		<u>21,570.00</u>
<b>Total Current Assets</b>		<u><b>55,052.23</b></u>

**Capital Assets**

Capital Assets		417,271.41
Community Centre		<u>44,870.27</u>
<b>Total Capital Assets</b>		<u><b>462,141.68</b></u>

**TOTAL ASSETS** **517,193.91**

**LIABILITIES****Current Liabilities**

Accounts Payable		43,318.35
Due to/From Heritage Centre		-706.76
Accrued Liabilities		1,000.00
EI Payable	20.38	
CPP Payable	<u>13.60</u>	
Total Receiver General		33.98
GST Charged on Sales	1,727.46	
GST Paid on Purchases	<u>-6,056.20</u>	
GST Owing (Refund)		<u>-4,328.74</u>
<b>Total</b>		<u><b>39,316.83</b></u>

**Loans**

**Total Loans Payable** 0.00

**Liabilities**

**Total Current liabilities** 0.00

**Long Term liabilities**

**Total Long Term liabilities** 0.00

**TOTAL LIABILITIES** **39,316.83**

**EQUITY****Members' Equity**

Equity in Capital Assets		417,271.41
Members' Equity - Previous Year		61,663.86
Current Earnings		<u>-1,058.19</u>
<b>Total Members' Equity</b>		<u><b>477,877.08</b></u>

**TOTAL EQUITY** **477,877.08**

**LIABILITIES AND EQUITY** **517,193.91**



La Crete Ag Society/Heritage Center  
 Income Statement 01/01/2005 to 08/31/2005

REVENUE *Current Year-to-date Financial Information*

<b>Sales Revenue</b>	
Donations	72,081.10
Grants	<u>350,000.00</u>
Net Sales	<u>422,081.10</u>
<b>Other Revenue</b>	
Total Other Revenue	<u>0.00</u>
<b>TOTAL REVENUE</b>	<u>422,081.10</u>
<b>EXPENSE</b>	
<b>Cost of Goods Sold</b>	
Total Cost of Goods Sold	<u>0.00</u>
<b>Payroll Expenses</b>	
Total Payroll Expense	<u>0.00</u>
<b>General &amp; Administrative Expenses</b>	
Insurance	3,400.00
Interest & Bank Charges	-22.25
Office Supplies	<u>87.03</u>
Total General & Admin. Expenses	<u>3,474.78</u>
<b>TOTAL EXPENSE</b>	<u>3,474.78</u>
<b>NET INCOME</b>	<u><u>418,606.32</u></u>

**ASSETS**

**Current Assets**

Chequing Bank Account	<u>169,428.63</u>	
Total Cash		169,428.63
Total Credit Cards Receivable		0.00
Total Receivable		<u>0.00</u>
<b>Total Current Assets</b>		<u><b>169,428.63</b></u>

**Inventory Assets**

Total Inventory Assets		<u>0.00</u>
------------------------	--	-------------

**Capital Assets**

Net - Furniture & Equipment		0.00
Building	<u>955,197.55</u>	
Net - Buildings		<u>955,197.55</u>
<b>Total Capital Assets</b>		<u><b>955,197.55</b></u>

**Other Non-Current Assets**

Total Other Non-Current Assets		<u>0.00</u>
--------------------------------	--	-------------

<b>TOTAL ASSETS</b>		<u><b>1,124,626.18</b></u>
---------------------	--	----------------------------

**LIABILITIES**

**Current Liabilities**

Accounts Payable		693,954.60
Due to/from La Crete Ag Society		30,000.00
Total Receiver General		0.00
GST Paid on Purchases	<u>-64,934.74</u>	
GST Owing (Refund)		<u>-64,934.74</u>
<b>Total Current Liabilities</b>		<u><b>659,019.86</b></u>

**Long Term Liabilities**

Loans from Investors		<u>40,000.00</u>
<b>Total Long Term Liabilities</b>		<u><b>40,000.00</b></u>

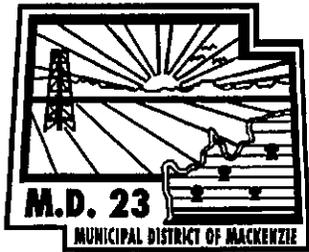
<b>TOTAL LIABILITIES</b>		<u><b>699,019.86</b></u>
--------------------------	--	--------------------------

**EQUITY**

Retained Surplus		
Current Earnings		<u>425,606.32</u>
<b>Total Retained Earnings</b>		<u><b>425,606.32</b></u>

<b>TOTAL EQUITY</b>		<u><b>425,606.32</b></u>
---------------------	--	--------------------------

<b>LIABILITIES AND EQUITY</b>		<u><b>1,124,626.18</b></u>
-------------------------------	--	----------------------------



**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization La Crete Agricultural Society

Society  Non-profit company or corporation  Other

Permanent address P.O. Box 791  
Street address P.O. Box

La Crete, AB Postal Code: T0H-2H0

Incorporation/Society number \_\_\_\_\_ Date of Incorporation April 23, 1980 Length of time in operation 25 years

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. Eva Friesen

Title Vice-President

Telephone (work) (780) (home) (780) Fax (780)

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility La Crete Heritage Center

Street address or legal description NE 32 105 15 5

Registered holder of land title La Crete Agricultural Society

Facility operator/leaseholder La Crete Agricultural Society

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project LA CRETE HERITAGE CENTRE

Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

99,400<sup>00</sup>      99,400.-      May 1/05      Dec. 31/05  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

3      1      2  
Number of paid staff      Number of paid full-time      Number of paid part-time  
70      10,500      La Crete + MD #23  
Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?  
Yes       No       If yes:

April 07, 2005      \$ 200,000.00      Construction  
Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

La Crete Agricultural Society  
Box 791  
La Crete, Alberta  
T0H 2H0

September 24, 2005

Municipal District of Mackenzie #23  
P.O. Box 640  
Fort Vermilion, Alberta  
T0H 1N0

Re: 2006 grant application

This application is on behalf of the La Crete Heritage Center; in 2005 your council supported the construction of the Heritage Center with a grant of \$200,000.00. The dollars and support of the M.D. Council was and is greatly appreciated, it was instrumental in the success of other grant applications. The construction of the Heritage Center is progressing very well; completion date is projected to be December 31, 2005.

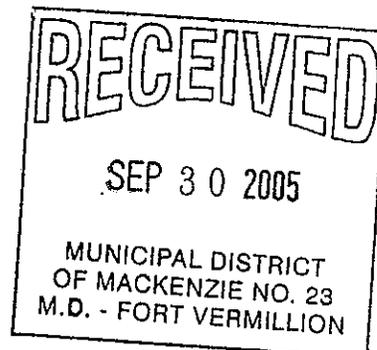
In order to operate the La Crete Heritage Center a sound system and stage curtains will be needed as well as furnishing and equipment. The La Crete Agricultural Society has maxed out all other known grant avenues for the construction of the Facility and are again asking for your support. The Agricultural Society has committed the next 5 years of fundraising dollars to debt repayment; the community has supported the construction of the facility with a significant amount of financial support. If needed the Agricultural Society is confident that the community will support requests for matching dollars to the grant.

I have attempted to provide all needed information but if you have questions or need more detailed information please call me at \_\_\_\_\_ or \_\_\_\_\_

Thank you for your consideration to this application and I look forward to hearing from you.



Helen Braun  
President  
La Crete Agricultural Society



La Crete Agricultural Society  
Board Members 2005

Helen Braun	President	La Crete
Eva Friesen	Vice-President	La Crete
Martha Letkeman	Secretary	La Crete
Liesa Peters	Treasurer	Buffalo Head Prairie
		TOH 4A0
Peter Letkeman	Director	La Crete
Jake Wiebe	Director	La Crete
John Goertzen	Director	La Crete
John W. Driedger	Director	La Crete
William Zacharias	Director	La Crete
George Froese	Director	La Crete
Henry Driedger	Director	La Crete
Helen Wolfe	Director	La Crete

No honorariums paid

## **PROJECT DESCRIPTION**

The La Crete Heritage Center is a 20,000 square feet facility designed to meet the needs of a variety of functions with a practical and flexible floor plan, in a professional and attractive setting. It includes a 6000sq ft banquet hall with a large stage, a smaller 1500sq ft banquet hall, meeting rooms or break out rooms as needed, commercial kitchen available for rent or staff will cater. This facility also includes 4000sq ft of shop and program space for a disabled adults, providing space for a program that assists those in our communities with challenges that do not allow them to be a part of the general working society. This group of people is very excited about the possibilities that will be available to them in an attractive and functional space.

The La Crete Heritage Centre will be available for various public functions including family reunions, weddings, funerals, conferences, training courses, business meetings and appreciation events, the possibilities are almost endless. Small or large events, for one hour or an extended period of time the Center will be an attractive and professional facility with many services available such as; catering, decorating, or assistance with organizing and hosting events. Situated 3 km south of La Crete there is unlimited parking, beautiful grounds and a feeling of seclusion from the rest of the world.

La Crete Agricultural Society  
Box 791  
La Crete, Alberta  
T0H 2H0

September 26, 2005

Re: Additional information to support grant application.

We have included an updated cost estimate for the construction of the La Crete Heritage Center. The cost has increased due to:

- Construction start was postponed from October 2004 to May 2005, this resulted in increased supply and labour cost.
- Plans were altered to increase space in the ASLS shop and large hall.

A letter from the Architect regarding cost completion projections.

We thank you for your consideration to this grant application, if further information is needed please call me at \_\_\_\_\_ or Eva Friesen at \_\_\_\_\_

Helen Braun  
President, La Crete Agricultural Society

Construction Cost of LA City Heritage Centre

<u>Expenses allocated as of</u>	<u>31-Aug-05</u>	<u>% complete</u>	<u>Budget</u>
5155 Earthwork testing	1,065.00	100	1,065.00
5160 Basic site material	23.97	100	23.97
5165 Site preparation	72,017.34	96	75,000.00
5166 Road Project	12,592.28	89	14,092.28
5171 Waterline	57,233.11	100	57,233.11
5175 Utility Services	11,792.34	100	11,792.34
5176 Waste Disposal	1,565.96	31	5,000.00
5181 Rebar	30,436.04	100	30,436.04
5185 Cast in place concrete	146,455.06	100	146,455.06
5200 Metal Fabrications	2,390.16	50	4,780.32
5201 Cleanup	1,333.50	27	5,000.00
5205 Rough Carpentry	152,183.75	76	200,000.00
5206 Framing material	56,598.87	41	136,598.90
5207 Carpentry labour	4,488.94	100	4,488.94
5210 Finish Carpentry	192.00	0.4	47,500.00
5215 Architectural	187,011.57	74	252,000.00
5225 Thermal protection	10,787.24	24	45,680.00
5230 Shingles, Roof	69,648.27	94	74,105.00
5231 Roof trusses	105,002.76	100	105,002.76
5235 Siding, soffit & fascia	29,970.55	100	29,970.55
5240 Membr Roofg flashg & metal	2,021.02	100	2,021.02
5250 Metal doors & frames	7,000.00	34	20,068.00
5255 Wood doors		0	14,121.00
5265 Windows	16,139.00	104	16,139.00
5270 Hardware for doors		0	43,950.00
5275 Glazing ext & int		0	10,000.00
5280 Plaster & gypsum board	14,268.00	26	56,400.00
5281 Drywall labour(install & tape)		0	49,600.00
5285 Ceramic tile for kitchen		0	3,000.00
V.C. 1.10 sq ft		0	11,440.00
Small hall wood floor		0	6,500.00
Big hall 6000 sq ft @ 15/sq ft		0	10,000.00
5290 Paints & Coatings	425.89	1.7	25,000.00
Painting labour		0	24,500.00
5305 Toilet, bath & laundry	139.90	2	6,900.00
Fire protection extinguishers		0	3,600.00
5310 Mechanical	21.44	100	21.44
5315 Basic Mech & materials	26,849.04	90	30,000.00
5320 Bldg services	38,102.81	71	56,190.00
5325 Plumbing Fixtures & equipmt	40,900.71	71	56,000.00
5335 Heating, ventilating & air cond	102,292.01	36	290,000.00
5350 Basic Electrical requirements	96,763.61	45	215,000.00
5685 Insurance	3,400.00	100	3,400.00
5405 Permits & legal fees	9,522.00	100	9,522.00
5410 Rent	20.00	100	20.00
5411 Equipment rent	10,017.50	66	15,000.00
5415 Office expenses	678.02	46	1,500.00
5416 Office equipment expense	159.98	16	1,000.00
5417 Hotel & meal expense	337.80	23	1,500.00
5430 Freight expense	5,481.05	54	10,000.00
Wood boiler		0	40,000.00
Kitchen exht, fire sup & furn		0	80,000.00
<b>TOTAL EXPENSE TO DATE:</b>	<b>1,327,328.49</b>		<b>2,358,616.73</b>

**LA CRETE AGRICULTURAL SOCIETY**  
**LA CRETE HERITAGE CENTRE**  
**Project Budget**

<b>Revenues</b>	<b>Actual</b>	<b>Anticipated</b>	<b>Total</b>
Centennial Legacies Grant	400,000		400,000
Community Facility Enhancement Program		125,000	125,000
Agricultural Initiatives Program		75,000	75,000
REDI		25,000	25,000
Municipal	200,000		200,000
Corporate & Public Donations	168,588	287,000	455,588
Materials & Services in Kind	29,000		29,000
Cash from Organization	30,000	16,000	46,000
Bank Loan		1,000,000	1,000,000
Centinial Legacies Grant interest		6,367	6,367
<b>Total Revenue</b>	<b>827,588</b>	<b>1,534,367</b>	<b>2,361,955</b>

# Original Fall 2004 construction budget

## LA CRETE HERITAGE CENTER

### Construction budget

Architectural (42%)	508,620
Mechanical (18%)	217,980
Electrical (10%)	121,100
Structural (30%)	<u>363,300</u>
<b>sub total</b>	<b>1,211,000</b>

site clearing, access road, landscaping	25,000
electrical services to site	20,000
water and gas services to site	35,000
survey and soil samples	4,700
<b>sub total</b>	<b>84,700</b>

kitchen equipment	74,100
building comm, fund raising labour	9,900
construction manager's fee	<u>55,000</u>
<b>sub total</b>	<b>139,000</b>

consultant fees	157,300
consultant disbursements	<u>10,000</u>
<b>sub total</b>	<b>167,300</b>

**TOTAL COST** **1,602,000**

**TOMAS ANTON O'SCOLAI ARCHITECT INC.**

471 Rooney Crescent  
Edmonton, Alberta T6R 1E1  
Phone #: (780) 435-2292  
Fax #: (780) 988-8532  
Email: oscolai@telus.net

TOTAL 3 PAGES  
ATTACHED.

QUICK MEMO.

TO: AA SOCIETY UK CREST  
RE: HERITAGE CENTRE  
DATE: 15 SEP 2005

MESSAGE:

Gentlemen / Ladies.  
You requested a 'snapshot' evaluation of the project and are pleased to report, based on observations of Wednesday 13 Sep/05, that the Building is approximately 68% completed.

In addition the reported value of construction materials and supplies yet to be incorporated into the project that are on site, is approximately \$185,000 with a breakout as follows.

Mechanical (HVAC)	85,000
Electrical	26,000
Plumbing	45,000
Drywall	15,000
Insulation & Vapour barrier System	13,000
Rainscreen Siding	26,000
Misc. (Lumber fittings etc)	11,000

Your current estimated cost of construction is \$2.7 million. This cost can be best achieved if you maintain your existing contractual arrangements with your local trades and suppliers. I will remind you again that you will be getting this project built below current fair market value.

If you maintain your current contractual arrangements and complete the project fully by Dec 31, 2005. We reiterate our previous comments that had you elected to construct this project thro' the normal construction process it would have tendered at between \$3.4M and \$3.6M.

FYI. I was reviewing the doors and hardware package with your supplier and I am to remind you that they will be invoicing you approx \$7,000 and payable on receipt of delivery. We have approved of the doors + finishes.

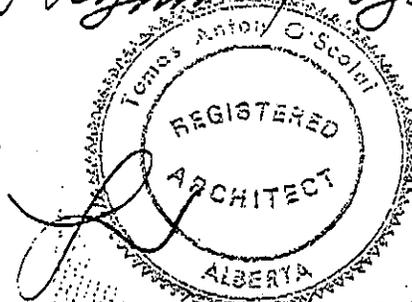
In terms of construction quality; MR Brian Naver - Senior Project Manager - Alberta Infrastructure concurs with our opinion in that the quality of construction is quite good and exceeds industry standards for work in remote area such as La Crete.

Now, in terms of completion, the work has progressed steadily under the direction of the Building Committee and your Project Manager MR Carl Derrksen and without any disruption to the current progress we see no reason why the project cannot be completed by Dec 01, /05. By completed we mean substantially - i.e fit in occupancy.

A point to bear in mind it is essential that the floor slab and heating system generally be up and running before the frost sets in. This means that your Biomass boiler should be on site for installation fairly soon now.

Should you require anything else - call me. In the interim, we are finalising the designs for the millwork, cosmetic finishes and the fireplaces and will be reviewing them with you + your project manager.

Sincerely



Via fax to Agneta Jensen

Sound System		25,000.00
Stage Curtains		5,500.00
Phone System		5,000.00
List of furniture and equipment		
Tables		
round	50 x \$150	7,500.00
Rectanglar	40 x \$60	2,400.00
Linens		1,500.00
Chairs	1000 x \$20	20,000.00
Kitchen Supplies		
Dishes		6,500.00
Cutlery		6,500.00
Serving dishes		5,000.00
Pots & Pans		5,000.00
Coffee makers		1,000.00
Serving carts		1,000.00
Hot Food Counter		3,000.00
Total kitchen supplies		28,000.00
Roll Shutters		4,500.00
<b>Total</b>		<b>99,400.00</b>

LA CRETE AGRICULTURAL SOCIETY

FINANCIAL STATEMENTS

YEAR ENDED OCTOBER 31, 2004

(UNAUDITED)

# Annie Wiebe

## Certified General Accountant

---

Box 1087 ~ La Crete, Alberta T0H 2H0  
Phone/Fax (780)928-4064

### REVIEW ENGAGEMENT REPORT

To the members of LA CRETE AGRICULTURAL SOCIETY

I have reviewed the balance sheet of LA CRETE AGRICULTURAL SOCIETY as at October 31, 2004 and the statements of receipts and disbursements, equity in capital assets, retained surplus and changes in cash resources for the year then ended. My review was made in accordance with generally accepted standards for review engagements and accordingly consisted primarily of enquiry, analytical procedures and discussion related to information supplied to me by the society.

A review does not constitute an audit and consequently I do not express an audit opinion on these financial statements.

In common with many not-for-profit organizations, the society derives revenues from certain fund raising activities, the completeness of which is not readily susceptible of satisfactory review. Accordingly, my review of these revenues was limited to the amounts recorded in the records of the society and I was not able to determine whether any adjustments might be necessary.

Based on my review, nothing has come to my attention that causes me to believe that these financial statements are not, in all material respects, in accordance with Canadian generally accepted accounting principles.

La Crete, Alberta  
December 8, 2004.

  
Certified General Accountant.

LA CRETE AGRICULTURAL SOCIETY

Balance Sheet  
October 31, 2004

(unaudited)

ASSETS

	<u>2004</u>	<u>2003</u>
CURRENT		
Cash	\$ 32,445	\$ 29,733
Accounts receivable	4,521	585
Inventory	21,570	3,913
Prepaid expenses	310	318
	<hr/>	<hr/>
	58,846	34,549
INVESTMENTS (note 2)	2,295	2,023
PROPERTY, PLANT AND EQUIPMENT (note 3)	417,271	413,057
PROPERTY, PLANT AND EQUIPMENT UNDER CONSTRUCTION	44,870	-
	<hr/>	<hr/>
	\$ 523,282	\$ 449,629
	<hr/> <hr/>	<hr/> <hr/>

LIABILITIES

	<u>2004</u>	<u>2003</u>
CURRENT		
Accounts payable and accrued liabilities	\$ 44,346	\$ 1,103
	<hr/>	<hr/>

MEMBERS' EQUITY

EQUITY IN PROPERTY, PLANT AND EQUIPMENT	417,271	413,057
RETAINED SURPLUS	61,665	35,469
	<hr/>	<hr/>
	478,936	448,526
Approved by the Board		
<i>M. Helen Brown</i> . . . Director	<hr/>	<hr/>
<i>J. D. . . . . Eva Frierson</i> . . . Director	<hr/>	<hr/>
	\$ 523,282	\$ 449,629
	<hr/> <hr/>	<hr/> <hr/>

LA CRETE AGRICULTURAL SOCIETY

Statement of Receipts and Disbursements  
Year ended October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
<b>RECEIPTS</b>		
Alberta Agriculture Lottery Grant	\$ 25,626	\$ 22,814
Grants	10,869	10,471
History Book Sales	6,081	520
Farmer's Day	9,084	6,969
Pioneer Day	5,454	5,885
Tractor Show	-	416
Rental and other revenue	14,709	18,217
Gospel Fest	8,739	-
Rodeo	6,820	-
Kjeisa	-	10,580
	<hr/>	<hr/>
	87,382	75,872
<b>DISBURSEMENTS</b>		
Advertising and promotions	2,201 ✓	1,202
Capital expenditures	4,214	20,424
Cost of history books sold	3,136	165
Cost of T-shirts sold	-	207
Farmer's Day	2,738	3,162
GST expense	549	296
Gospel Fest	7,332	-
Insurance and licences	2,051 ✓	927
Interest - other	237	490
Kjeisa	-	6,648
Memberships	180	265
Mother's Day Tea	64	239
Office and supplies	1,188 ✓	377
Pioneer Day	3,192	3,297
Professional fees	1,000	1,450
Property taxes	612	595
Repairs and maintenance	1,636 ✓	8,994
Rodeo	3,648	-
Telephone	1,689 ✓	1,294
Tractor Show	-	544
Utilities	5,935 ✓	6,386
Wages and benefits	19,584 ✓	14,345
	<hr/>	<hr/>
	61,186	71,307
<b>EXCESS FROM OPERATIONS</b>		
Income (loss) - Youth Services Canada (schedule)	26,196	4,565
	-	(1,629)
	<hr/>	<hr/>
<b>EXCESS OF RECEIPTS OVER DISBURSEMENTS</b>		
<b>FOR THE YEAR</b>	<b>\$ 26,196</b>	<b>\$ 2,936</b>
	<hr/> <hr/>	<hr/> <hr/>

LA CRETE AGRICULTURAL SOCIETY

Statement of Equity in Capital Assets  
Year ended October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
BALANCE, beginning of year	\$ 413,057	\$ 392,633
Capital expenditures	4,214	20,424
	<hr/>	<hr/>
BALANCE, end of year	\$ 417,271	\$ 413,057
	<hr/>	<hr/>

Statement of Retained Surplus  
Year ended October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
BALANCE, beginning of year	\$ 35,469	\$ 32,533
Excess for the year	26,196	2,936
	<hr/>	<hr/>
BALANCE, end of year	\$ 61,665	\$ 35,469
	<hr/>	<hr/>

LA CRETE AGRICULTURAL SOCIETY

Statement of Changes in Cash Resources  
Year ended October 31, 2004

(unaudited)

	<u>2004</u>	<u>2003</u>
CASH PROVIDED (USED) BY:		
OPERATING ACTIVITIES		
Excess of receipts over disbursements	\$ 26,196	\$ 2,936
Changes in non-cash working capital components		
Accounts receivable	(3,936)	39,671
Inventory	(17,657)	(2,931)
Prepaid expenses	8	61
Accounts payable and accrued liabilities	43,243	(13,611)
Loans payable	-	(8,000)
	<hr/>	<hr/>
	47,854	18,126
INVESTING ACTIVITIES		
Decrease (increase) in patronage equity	(272)	(527)
Purchase of property, plant and equipment under construction	(44,870)	-
	<hr/>	<hr/>
	(45,142)	(527)
NET CHANGE IN CASH RESOURCES	2,712	17,599
CASH RESOURCES, beginning of year	29,733	12,134
	<hr/>	<hr/>
CASH RESOURCES, end of year	\$ 32,445	\$ 29,733
	<hr/> <hr/>	<hr/> <hr/>
Supplementary information		
Interest paid for the year	\$ 237	\$ 490

LA CRETE AGRICULTURAL SOCIETY

Notes to the Financial Statements  
Year ended October 31, 2004

(unaudited)

1. SIGNIFICANT ACCOUNTING POLICIES

- a) Purpose of the Organization  
La Crete Agricultural Society operates the Mennonite Heritage Village, which is a museum site with traditional Mennonite artifacts and buildings. The purpose of the organization is to preserve the Mennonite heritage and to provide grounds for community events, such as Farmer's Day and Pioneer Day.
- b) Inventory  
Inventory is valued at the lower of cost and net realizable value. Cost is generally determined on the first-in first-out basis.
- c) Investments  
Investments are stated at cost.
- d) Property, plant and equipment  
The society is a small non-profit organization and therefore does not amortize its property, plant and equipment. All capital acquisitions are deducted as current expenses in the year of acquisition.
- e) Revenue recognition  
The value of donated services and assets have been accounted for at fair market value whenever such value could be determined. Where no determination of fair market value could be made, these amounts have not been reflected in these financial statements.

2. INVESTMENTS

Investments in and advances to other companies are as follows:

	<u>2004</u>	<u>2003</u>
United Farmers of Alberta Patronage account	\$ 785	\$ 759
La Crete Co-op Ltd. Patronage account	1,510	1,264
	<u>          </u>	<u>          </u>
	\$ 2,295	\$ 2,023
	<u>          </u>	<u>          </u>

LA CRETE AGRICULTURAL SOCIETY

Notes to the Financial Statements  
Year ended October 31, 2004

(unaudited)

3. PROPERTY, PLANT AND EQUIPMENT

	<u>2004</u>	<u>2003</u>
Land (NE 32-105-W5M)	\$ 117,074	\$ 117,074
House	11,063	11,063
Historical village	87,842	87,842
Tractor	19,260	19,260
Vehicle	500	500
Mounted bear	700	700
Horsepower	1,200	1,200
Machine sheds	16,184	16,184
Artifacts and antiques	40,556	40,306
1935 IH engine	259	259
Water pump	1,115	1,115
Steam engine	15,030	15,030
Tools and equipment	4,330	4,330
Gibb house	10,010	10,010
Cooking equipment	2,409	2,311
Washhouse	39,913	39,913
Peters house	5,161	5,161
Log buildings	3,105	3,105
Tractor restorations	6,141	6,141
Sno-Cone machine	1,263	1,263
Barn renovations	7,810	7,810
Utility tables	869	869
18-28 Cockshut tractor	3,000	3,000
Folding chairs	1,604	1,604
Shelving	907	907
Shingle machine	5,000	5,000
Tractor	200	200
Kitchen	13,531	10,228
Freezer	672	672
Tables	564	-
	\$ 417,272	\$ 413,057
	\$ 417,272	\$ 413,057

4. GOODS AND SERVICES TAX

The society is eligible for a rebate of 50% of all goods and services tax paid. The remaining non-recoverable portion is included as a current expense or capitalized with the cost of an asset.

5. FINANCIAL INSTRUMENTS

The Society's financial instruments consist of cash, accounts receivable and accounts payable and accruals. Unless otherwise noted, it is the Board's opinion that the Society is not exposed to significant interest, currency or credit risks arising from these financial statements.

LA CRETE AGRICULTURAL SOCIETY

YOUTH SERVICES CANADA

Statement of Income  
Year ended October 31, 2004

Schedule

(unaudited)

	<u>2004</u>	<u>2003</u>
RECEIPTS	\$ -	\$ 27,819
DISBURSEMENTS		
Administration wages	-	10,575
Bookkeeping	-	893
Participant supports	-	160
Participant wages	-	17,820
	-	29,448
EXCESS (SHORTFALL) OF RECEIPTS OVER DISBURSEMENTS	\$ -	\$ (1,629)

**La Crete Agricultural Society Annual Operating Budget  
La Crete Heritage Center & La Crete Mennonite Heritage Village**

Annual operating budget / x 5 for 5 year operating budget.

**Expenses:**

Utilities	25,000.00
Maintenance	8,000.00
Taxes	0.00 exempt from MD taxes
Insurance	7,000.00
Wages	45,000.00
Administration	10,000.00
Operating	7,500.00
Misc.	5,000.00
Loan payments	63,600.00 (5300/mo)

**Total Expenses: 171,100.00**

**Revenue:**

Rental Income	81,900.00
Ag Society grants	49,500.00
Fundraising	40,000.00

**Total Revenue: 171,400.00**

## La Crete Agricultural Society Budget Notes

### Rentals:

Heritage Centre:

Full weekend (days)	10 x 3,000.00	30,000.00
1.5 days	6 x 1,500.00	9,000.00

These bookings are for the centre and grounds with no other bookings.

1 day	with kitchen	without kitchen		
Large hall	750.00	600.00	10 x each	13,500.00
Small hall	600.00	450.00	10 x each	10,500.00

1/2 day				
Large hall		350.00	10 x each	3,500.00
Small hall		250.00	10 x each	2,500.00
Breakout room		200.00	10 x each	2,000.00

These fees allow the halls to be booked by different groups at the same time, sharing common space.

The rental booking numbers are based on the following information:

Past use of the Ag Society site.

Times bookings have been refused because site was busy.

Information from community on expected use.

We believe the projected numbers to be on the safe low side.

Total Heritage Centre Rentals	71,000.00
ASLS*	8,400.00
Land Rent	2,500.00
<b>Total Rental:</b>	<b>81,900.00</b>

### Ag Society Grants:

Alberta Ag Society	25,000.00
MD #23	20,000.00
Alberta Museums	1,500.00
STEP/SCP	3,000.00

<b>Total Grants:</b>	<b>49,500.00</b>
----------------------	------------------

### Fundraising:

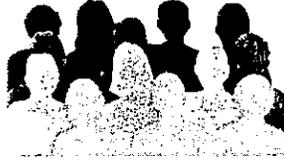
Summer Concert	10,000.00
Dinner Theatre	5,000.00
Food Booths	15,000.00
Catering	10,000.00

<b>Total Fundraising:</b>	<b>40,000.00</b>
---------------------------	------------------

<b>Total Revenue:</b>	<b>171,400.00</b>
-----------------------	-------------------

\*Accredited Supportive Living Services has committed \$8400.00 annually towards rent.

# Alberta Agriculture, Food and Rural Development



*Supporting agricultural societies as community leaders*

## CERTIFICATE OF GOOD STANDING FOR 2005

THIS IS TO CERTIFY THAT, UNDER SECTION 26 OF THE  
*AGRICULTURAL SOCIETIES ACT*  
(CHAPTER A-11 REVISED STATUTES OF ALBERTA 2000),

### LA CRETE AGRICULTURAL SOCIETY

IS IN GOOD STANDING, HAVING COMPLIED WITH THE  
REQUIREMENTS OF THE  
*AGRICULTURAL SOCIETIES ACT.*

SIGNATURE:

SHAFEEK ALI  
DIRECTOR OF AGRICULTURAL SOCIETIES

VALID: APRIL 1, 2005 – MARCH 31, 2006

PLEASE NOTE THAT THE ABOVE IS YOUR LEGAL REGISTERED NAME. MAKE SURE YOU USE YOUR LEGAL ENTITY ON ALL CORRESPONDENCE AND FINANCIAL INFORMATION.

365



ALBERTA ASSOCIATION OF MUNICIPAL DISTRICTS & COUNTIES



Certificate of Insurance MACHINERY BREAKDOWN & MEMBERS THEREOF POLICY #559 18 97

This Certificate is evidence that the insurer described herein, does hereby insure:

Certificate No: XL07

La Crete Agricultural Society

Hereinafter called the Insured, for the coverages and limits of liability shown below, subject to all the terms and conditions of Policy No. 559 18 97, copies of which may be seen at the offices of the Alberta Association of Municipal Districts and Counties, Nisku, Alberta or Aon Reed Stenhouse Limited, Edmonton, Alberta.

Term: July 1, 2005 to July 1, 2006

Loss Payable: To the Insured

Annual Premium : \$ 50.00
Annual Fee: \$ 5.00
Total: \$ 55.00

Standard Comprehensive Form

As defined in the policy

Table with 3 columns: Coverage, Limit of Liability, Deductible. Rows include DIRECT DAMAGE, BUSINESS INTERRUPTION, EXTRA EXPENSE, and CONSEQUENTIAL DAMAGE.

IMPORTANT: FOR DEFINITIONS OF "OBJECT" AND "ACCIDENT", AND FOR SPECIAL PROVISIONS, SEE MASTER POLICY ON FILE WITH BROKER. THE INSURANCE PROVIDED BY THIS INDIVIDUAL CERTIFICATE IS SUBJECT TO ALL THE TERMS, CONDITIONS PROVISIONS, LIMITATIONS AND EXCLUSIONS OF THE MASTER BOILER AND MACHINERY POLICY LISTED ABOVE AND MAY BE CANCELED BY THE INSURER BY REGISTERED MAIL WITH THIRTY DAYS NOTICE OR AS PROVIDED BY THE MASTER POLICY.

INSURER:

AXA PACIFIC INSURANCE COMPANY

INTEREST

100%



Aon Reed Stenhouse Inc. PER [Signature]

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE



**MASTER PROPERTY POLICIES**

Certificate No.: XL07  
Named Insured: LA CRETE AGRICULTURAL SOCIETY

This document certifies that insurance has been effected under Policy Nos. **RSLE 2141, RSLE 2142 and RSLE 2143** (copies of which may be seen at the offices of the Alberta Association of Municipal Districts and Counties, Edmonton, Alberta and Aon Reed Stenhouse Inc., Edmonton, Alberta) of the Subscribing Insurance Companies for the account of the Insured named above and following the terms and conditions of said policies.

Property of Every Description: \$212,470    Mobile Equipment: \$15,866  
Rental Values: Not covered  
Gross Earnings: As per policy

POLICY	POLICY NO.	PREMIUM
Jubilee Reciprocal	RSLE 2141	\$273.00
First Excess	RSLE 2142	\$151.00
Second Excess	RSLE 2143	\$5.00
Fee		\$45.00
<b>Total</b>		<b>\$474.00</b>

Inception Date: July 1, 2005  
Expiry Date: July 1, 2006

**LOSS, if any, is payable to the Insured.**

In consideration of the premium above specified (or specified in form(s) or endorsement(s) attached hereto) and of the conditions and other terms of Policy Nos. **RSLE 2141, RSLE 2142 and RSLE 2143**, insurance is provided the above Named Insured (hereinafter called the Insured) from inception date shown above to expiration date shown above, to an amount not exceeding the Limit(s) of Liability specified in said policies.

Aon Reed Stenhouse Inc.

Per:

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE

## Matching Resources

Alberta Agricultural Society Grant	\$24,036.00
Alberta Museums Grant	\$ 1,500.00
Land Crop Share	\$ 2,531.50
<b>Total</b>	<b>\$28,067.50</b>

## Volunteer Contributions

A total of 1093 hours have been donated to date in 2005.  
At \$15 per hour this would equal \$16,395.

## **La Crete Agricultural Society**

### Purchasing

Within approved guidelines, the Board has delegated to the Program Coordinator, the authority and responsibility for purchasing supplies, services and equipment as needed to do the business of the La Crete Agricultural Society.

All purchases shall be made in the most efficient and economical method to meet the requirements of the end user. When able to meet price limitations and/or product/service specifications, La Crete Agricultural Society will endeavour to deal through and/or with local suppliers.

Whenever possible, 3 written or verbal price quotes would be obtained for equipment purchases estimated to exceed \$500.00.

When purchasing services from a contractor estimated at less than \$5000.00, the tendering process may not be followed.

The opening of credit accounts must be approved by the Board and the credit application must be signed by the Board Chair or Treasurer.

## Activities in 2004

May 8	Spring Tea
June 12	Farmer's Day
July 10, 11	Gospel Fest
July 20 -	
Aug. 3	Park Program (Tuesdays & Thursdays)
Aug. 7, 8	Rodeo
Sept. 11	Pioneer Days/Antique Tractor Show

- Conference
- Tours
- Reunions
- Gatherings
- Anniversary
- Birthday
- Family
- Business Supper

## Activities in 2005

June 24-26	Centennial Celebrations
July 4-8 & 11-15	Bible Camp
July 9, 10	Gospel Fest
Aug. 4, 5	Rodeo
Aug. 12	Farmer's Day/Antique Tractor Show
Aug. 13	Pioneer Day/Mud Bogging

- Tours
- Reunions
- Gatherings
- Anniversary
- Birthday
- Family
- Business Supper

La Crete Ag Society/Heritage Centre  
 Income Statement 01/01/2005 to 08/31/2005

REVENUE *Current Year-to-date Financial Information*

<b>Sales Revenue</b>	
Donations	72,081.10
Grants	<u>350,000.00</u>
<b>Net Sales</b>	<u>422,081.10</u>
<b>Other Revenue</b>	
<b>Total Other Revenue</b>	<u>0.00</u>
<b>TOTAL REVENUE</b>	<u>422,081.10</u>
<b>EXPENSE</b>	
<b>Cost of Goods Sold</b>	
<b>Total Cost of Goods Sold</b>	<u>0.00</u>
<b>Payroll Expenses</b>	
<b>Total Payroll Expense</b>	<u>0.00</u>
<b>General &amp; Administrative Expenses</b>	
Insurance	3,400.00
Interest & Bank Charges	-22.25
Office Supplies	<u>97.03</u>
<b>Total General &amp; Admin. Expenses</b>	<u>3,474.78</u>
<b>TOTAL EXPENSE</b>	<u>3,474.78</u>
<b>NET INCOME</b>	<u><u>418,606.32</u></u>

**La Crete Ag Society/Heritage Centre**  
**Balance Sheet As at 08/31/2005**

**ASSETS****Current Assets**

Chequing Bank Account	<u>169,428.63</u>	
Total Cash		169,428.63
Total Credit Cards Receivable		0.00
Total Receivable		<u>0.00</u>
<b>Total Current Assets</b>		<b><u>169,428.63</u></b>

**Inventory Assets**

<b>Total Inventory Assets</b>		<u>0.00</u>
-------------------------------	--	-------------

**Capital Assets**

Net - Furniture & Equipment		0.00
Building	<u>955,197.55</u>	
Net - Buildings		<u>955,197.55</u>
<b>Total Capital Assets</b>		<b><u>955,197.55</u></b>

**Other Non-Current Assets**

<b>Total Other Non-Current Assets</b>		<u>0.00</u>
---------------------------------------	--	-------------

**TOTAL ASSETS**

1,124,626.18

**LIABILITIES****Current Liabilities**

Accounts Payable		693,954.60
Due to/from La Crete Ag Society		30,000.00
Total Receiver General		0.00
GST Paid on Purchases	<u>-64,934.74</u>	
GST Owing (Refund)		<u>-64,934.74</u>
<b>Total Current liabilities</b>		<b><u>659,019.86</u></b>

**Long Term liabilities**

Loans from Investors		<u>40,000.00</u>
<b>Total Long Term liabilities</b>		<b><u>40,000.00</u></b>

**TOTAL LIABILITIES**

699,019.86

**EQUITY****Retained Surplus**

Current Earnings		<u>425,606.32</u>
<b>Total Retained Earnings</b>		<b><u>425,606.32</u></b>

**TOTAL EQUITY**

425,606.32

**LIABILITIES AND EQUITY**

1,124,626.18

# La Crete Agricultural Society - Mennonite Heritage Village

Income Statement 01-11-2004 to 31-08-2005

Current Year-to-date Financial Information

**REVENUE**

<b>Revenue</b>	
History Book Sales	842.01
Rent-Site	8,808.39
Farmers Day	7,082.96
Pioneer Day	7,427.94
Wills & Estate Planning Seminar	303.74
Crop Share	1,121.50
Memberships	20.00
Donations	201.93
Dividends	129.70
Food Booth	137.76
Rodeo Food Booth Revenue	6,904.15
Tradeshow H.L.	0.00
Mothers Day Tea	130.00
Kjeisa	0.00
Gospel Fest	4,908.95
MD #23 Operating Grant	7,500.00
Alberta Ag Society Grant	24,036.00
Alberta Museums Grant	1,500.00
Miscellaneous Revenue	356.64
<b>Total Revenue</b>	<u>71,411.67</u>

**TOTAL REVENUE** 71,411.67

**EXPENSE**

<b>Payroll Expenses</b>	
Wages & Salaries	14,509.20
EI Expense	364.74
CPP Expense	465.09
WCB Expense	111.00
<b>Total Payroll Expense</b>	<u>15,450.03</u>

**General & Administrative Expenses**

Accounting & Legal	1,200.00
Book keeping	249.00
Advertising & Promotions	693.66
Kitchen	0.00
Building Renovations	0.00
Bank Charges	156.20
History Books	0.00
Capital Expenditures	426.99
Farmers Day Expenses	2,381.14
TradeShow H.L.	0.00
Freight	26.49
Office Supplies	487.29
Insurance	2,052.00
Kjeisa	0.00
Rodeo Food Booth Expense	1,675.37
Gospel Fest	3,706.44
Wills & Estate Planning Seminar	1,449.79
Memberships	280.00
Miscellaneous	947.06
Pioneer Day Expenses	1,825.56
Repair & Maintenance	1,322.46
Community Centre	30,000.00
Shop & Tools	145.95
Cleaning Supplies	157.20
Property Taxes	619.82
Telephone	1,912.60
Telephone-Cell	660.31
John Deere A restoration	665.00
Utilities	3,979.50
<b>Total General &amp; Admin. Expenses</b>	<u>57,019.83</u>

**TOTAL EXPENSE** 72,469.86

**La Crete Agricultural Society - Mennonite Heritage Village**  
Income Statement 01-11-2004 to 31-08-2005

NET INCOME

-1,058.19

# La Crete Agricultural Society - Mennonite Heritage Village

Balance Sheet As at 31-08-2005

**ASSETS****Current Assets**

Deposit Control Account	0.00	
Chequing Bank Account	<u>30,877.16</u>	
Total Cash		30,877.16
UFA Equity		784.62
Co-op Equity		1,510.45
Total Receivable		0.00
Prepaid Expense & Deposits		310.00
Inventory - History Books	20,783.40	
Inventory - T-Shirts	786.60	
Inventory - Lumber	<u>0.00</u>	
Total Inventory		<u>21,570.00</u>
<b>Total Current Assets</b>		<u><b>55,052.23</b></u>

**Capital Assets**

Capital Assets		417,271.41
Community Centre		<u>44,870.27</u>
<b>Total Capital Assets</b>		<u><b>462,141.68</b></u>

**TOTAL ASSETS** 517,193.91

**LIABILITIES****Current Liabilities**

Accounts Payable		43,318.35
Due to/From Heritage Centre		-706.76
Accrued Liabilities		1,000.00
EI Payable	20.38	
CPP Payable	<u>13.60</u>	
Total Receiver General		33.98
GST Charged on Sales	1,727.46	
GST Paid on Purchases	<u>-6,056.20</u>	
GST Owing (Refund)		<u>-4,328.74</u>
<b>Total</b>		<u><b>39,316.83</b></u>

**Loans**

**Total Loans Payable** 0.00

**Liabilities**

**Total Current liabilities** 0.00

**Long Term liabilities**

**Total Long Term liabilities** 0.00

**TOTAL LIABILITIES** 39,316.83

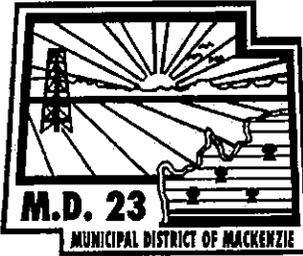
**EQUITY****Members' Equity**

Equity in Capital Assets		417,271.41
Members' Equity - Previous Year		61,663.86
Current Earnings		<u>-1,058.19</u>
<b>Total Members' Equity</b>		<u><b>477,877.08</b></u>

**TOTAL EQUITY** 477,877.08

**LIABILITIES AND EQUITY** 517,193.91





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization La Crete Learning Society

Society  Non-profit company or corporation  Other

Permanent address 10105 - 94 Avenue Box 1963  
Street address P.O. Box

La crete, AB Postal Code: T0H 2K0

508174133 February 15, 2000 \_\_\_\_\_  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. Mrs. Twila Olson

Title Director

Telephone (work) (780) 928-3288 (home) (780) Fax (780) 928-3074

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility Mustus Lake Center

Street address or legal description 10105 - 94 Avenue

Registered holder of land title MD of Mackenzie No. 23

Facility operator/leaseholder Same as above

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project Women's wellness Conference  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$4,816.00      \$60,594.00      March 10, 2006      March 11, 2006  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

1      1      \_\_\_\_\_  
Number of paid staff      Number of paid full-time      Number of paid part-time  
11      721      Lacret, Blumhardt, Bluehills, Buffalo Head Prairie, Thompkins, High Level, and some Rocky Lane, Rainbow Lake, Assumption.  
Number of volunteers      Number of clients served last year      Geographic region served  
Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?  
Yes       No       If yes:

Date	Amount	Project Description
------	--------	---------------------

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

## **MD of Mackenzie No. 23**

**Project:** 5th Annual Women's Wellness Conference 2006  
"Taking Care of the Female Body"

**Project Location:** La Crete Mennonite Heritage Village Community Hall  
**Proposed start date:** March 10, 2006 **Expected completion date:** March 11, 2006  
**Sponsoring Organization:** La Crete Learning Society  
**Mailing address:** Box 368, La Crete, AB T0H 2H0

**Organization type:** Not for profit and Incorporated as a society with the Province of Alberta since February 2000

**Principal applicant and contact:** La Crete Learning Society

**Name:** Twila Olson

**Title:** Director

**Phone:** 780-928-3288 **Fax:** 780-928-2074

**Dollars being requested:** \$4,316

### **Conference overview:**

This will be our 5<sup>th</sup> annual conference and we are very excited about the preparations that are underway. In celebrating 5 years we have a larger scope and vision as we will be advocating our event to encompass a larger number of women from all over the province. We anticipate having 300 – 500 women in attendance this year and want to offer them just as much as we have in the past.

Our primary focus is still to educate and create awareness in women on health related topics. Now we want to expand that further and reach women outside our Northern region. We will still continue to use information, resources, presentations & manned displays to present this information to them. This is a community-based initiative with collaboration through different service providers. This year we have a new community hall that is being built and will house the anticipated 500+ ladies that we plan to accommodate. This year's topics include: Menopause from a Humorous Viewpoint, Skin Care, a craft session, Body Blues, Self Care, Fitness & Healthy Cooking. Each day will begin with a 20 minute motivational talk from a humorous motivational women's speaker and author. As well, each day will end with our keynote speaker, Karen Kingsbury, well know author and women's speaker. This lady is an amazing author and speaks to audiences of over 1000 women all the time. With her being a huge drawing card we will get the ladies that we are targeting to come out and hear her, and they will be educated in sessions on women's health.

Twice a day the women will be treated to nutritional breaks to further promote the umbrella of healthy living that we focus on. Full course meals are also provided.

The registrants will receive a registration folder containing conference and speaker information as well as brochures from our manned displays, and sponsors. A number of provincial organizations are sending healthy cooking recipe cards and other promotional items for these bags. We also include miscellaneous information on resources and services provided in the areas being discussed in our sessions as well as other topics that are pertinent to women's health.

Evaluations are handed out at the end of each session as well as an overall conference evaluation at the close of the last session. This helps us plan for future conferences and indicates areas of improvement as well as successes. The evaluations indicate to us whether we are meeting our goals. It has been indicated that this conference in a much needed structure in our community and should continue each year.

Our target group for this conference is women 16 and older. The reason that we started this conference, almost 5 years ago, was because in our area in particular we have a large number of women who are barriered by way of distance, cost and language. Their families are large and their men work out in the bush logging all winter. That leaves the women as the primary care givers and decision makers. We saw a large gap here and a need to provide some help to these women. We wanted to make sure that they had the information that they needed to make informed decisions regarding their families health. Because they are barriered we offer the conference in a central location to keep the travel fair to all. Our registration fee is affordable when you consider the length of the conference and what they benefit from it. We will not turn anyone away that cannot afford the fee. We also have women present who speak their language if some interpretation is required. It has been evident that this conference has provided the much needed information and resources to these women. Such things as our Women's Health Initiative have reported increased numbers of women coming in for regular pap and breast exams. The evaluations indicate that we are reaching these ladies and giving them information that was, to a lot of them, new.

I have an amazing committee that works tireless volunteer hours on making this conference a success. We have pretty much been a core group for the past 4 conferences and so we are very excited about the outcomes of this, our 5<sup>th</sup>. We look forward to another promising conference and know that our efforts do pay off.

### **Partners & Funding Sources**

Northern Lights Health Region – Partner

- Manned displays
- Member on the planning committee

Family & Community Support Services - Partner

- Member on the planning committee
- Funder

Alberta Advanced Education

- Funder

La Crete Support Services

- Member on the planning committee
- Funder

Women's Health Initiative – Partner

- Member on the planning committee

**Strategies and Timelines:**

<b>Goals</b>	<b>Objectives</b>	<b>Activities</b>	<b>Timeline</b>
To provide women within and outside our region with information on health and injury related topics.	By March 4 <sup>th</sup> , 2006 women will be properly informed on how to better care for their bodies as well as their families. Also, they will be able to identify hazards which increase injury, and how to prevent them from happening.	Presentations, manned displays, resources and informational brochures.	By March 11 <sup>th</sup> , 2006
To provide a 2-day conference advocating for women on "Taking Care of the Female Body"	By March 4 <sup>th</sup> , 2006 women will have had sessions presented by professionals, will have taken part in open discussions, and will be given resources and information on related topics	By having knowledgeable people present, as well as having manned displays and pamphlets available to take home. Each woman will receive a personal health care folder.	By March 11 <sup>th</sup> , 2006
To Offer an atmosphere of pampering and humour that will encourage our women to be aggressive in taking actions to better their health.	By March 4, 2006 we will have given the women many opportunities to ask questions, be involved in discussion and know their rights when it comes to questioning their health and the care that they receive.	By having a motivational speaker to make them laugh, qualified speakers to talk about health from the lighter side but still with the pertinent information they need to make healthy choices for themselves and their families.	By March 11, 2005
To provide information on fitness and healthy cooking.	By March 4, 2006 we will have provided a session on practical fitness for women with busy schedules. Also, we will offer a class on healthy cooking ideas.	We will bring in a certified fitness instructor to present a routine that will fit the busy lifestyles of our ladies. A dietician will offer healthy cooking options.	March 11, 2006

La Crete Learning Society ☉ Box 368 ☉ La Crete, AB T0H 2H0 ☉ Phone: 780-928-3288 ☉ Fax: 780-928-2074  
 Society #: 508174133 ☉ Business #: 871867727

## Board of Directors Distribution List

***Mission Statement: To enhance the quality of life to the residents of the region through education and awareness.***

Name	Position	Address	Contact Numbers	Email Address	Board Package	Anniversary Date
Eva Schmidt	Chairperson	La Crete, AB T0H 2H0			Emailed	March 17, 2005
Ward, Treena	Vicechair	La Crete, AB T0H 2H0			Hand Delivered	January 2000
Drieder, Mary Jane	Treasurer	La Crete, AB T0H 2H0			Emailed	August 19, 2003
Peters, Liesa	Director	La Crete, AB T0H 2H0			Emailed	January 2000
Peters, Barb	Director	La Crete, AB T0H 2H0			Emailed	September 3, 2004
Steuernagel. Eileen	Director	La Crete, AB T0H 2H0			Emailed	July 29, 2005
Herman Steuernagel	Director	La Crete, AB T0H 2H0			Emailed	September 1, 2005

382

**Budget & Sources of funding:**

**Based on conference attendance of 300 - 500 women**

Budget item	MD of Mackenzie No. 23	Alberta Health & Wellness	La Crete Support Services	Alberta Advanced Education	La Crete Learning Society registration fees & In-kind donations	Total
Course supplies/office supplies		\$ 950.00		\$ 484.00	\$ 1,550.00	\$ 2,984.00
Nutritional breaks		\$ 1,700.00	\$ 350.00		\$ 1,950.00	\$ 4,000.00
Light Lunches		\$ 3,900.00	\$ 600.00	\$ 1,000.00	\$ 9,500.00	\$ 15,000.00
Advertising		\$ 2,150.00		\$ 650.00	\$ 3,200.00	\$ 6,000.00
Speaker Honorariums						\$ -
Karen Kingsbury	\$ 500.00	\$ 500.00	\$ 250.00		\$ 250.00	\$ 1,500.00
Gwen Haggerman	\$ 50.00	\$ 50.00	\$ 25.00		\$ 25.00	\$ 150.00
Line Pinsent	\$ 50.00	\$ 50.00	\$ 25.00		\$ 25.00	\$ 150.00
Speaker gift baskets	\$ 200.00				\$ 250.00	\$ 450.00
Speaker Travel & Accomodations						\$ -
Karen Kingsbury x 2	\$ 800.00	\$ 500.00	\$ 500.00	\$ 1,000.00	\$ 1,000.00	\$ 3,800.00
Gwen Haggerman	\$ 166.00	\$ 166.00	\$ 250.00	\$ 166.00		\$ 748.00
Line Pinsent	\$ 550.00	\$ 250.00	\$ 500.00	\$ 200.00	\$ 250.00	\$ 1,750.00
Coordination		\$ 1,062.00		\$ 1,500.00	\$ 5,000.00	\$ 7,562.00
Facility Rental	\$ 2,000.00				\$ 600.00	\$ 2,600.00
Door prizes					\$ 3,750.00	\$ 3,750.00
Grand prize					\$ 2,000.00	\$ 2,000.00
Visual & teaching models					\$ 600.00	\$ 600.00
Committee meetings		\$ 1,000.00			\$ 1,100.00	\$ 2,100.00
Craft supplies			\$ 500.00		\$ 2,700.00	\$ 3,200.00
Decorations					\$ 450.00	\$ 450.00
Promotional items					\$ 1,800.00	\$ 1,800.00
<b>TOTAL</b>	<b>\$ 4,316.00</b>	<b>\$ 12,278.00</b>	<b>\$ 3,000.00</b>	<b>\$ 5,000.00</b>	<b>\$ 36,000.00</b>	<b>\$ 60,594.00</b>

Committee time figured at \$10/hr x 12 meetings x 2.5 hours/meeting x 7 members = \$2100

Coordination is figured at \$17.50/hr x 375 hours x 12 months = \$6562

Door prizes - 150 door prizes @ an average of \$25 each = \$3750

Door prizes - 50 door prizes @ an average of \$30 each donated from businesses = \$1500

Nutritional breaks @ \$2.00/person x 2 breaks a day x 2 days x 500 women = \$4000

Light lunches - \$15/plate x 2 days x 500 women = \$15000

Anticipated revenue of \$27,500 @ \$55/ticket from the sale of tickets

Anticipated revenue of \$3,000 from La Crete Support Services

Anticipated donations from businesses for door prizes \$1500

Volunteer committee time \$2100

Anticipated donation from Library Board for Karen Kingsbury expense \$300

Anticipated donation from North Peace Fabrics \$300

Free advertising from Chamber's Community Calendar, CIAM, KIX Community Calendar,

YL Country, CFRN In Touch, Church Bulletins \$2500

Promotional items for registration bags \$1800

**La Crete Learning Society  
Total Revenue & Expenses 2005**

As of October 19, 2005

<b>Revenue Source</b>	<b>Receivables</b>	<b>Revenue received</b>	<b>Payables</b>
Community Adult Learning Council		\$ 28,692.00	
Course Fees	\$ 5,944.00	\$ 53,452.65	
Rural Innovation & Access roll-in fund		\$ 15,000.00	
NAIT - Fee for service of tube testing		\$ 780.00	
Northern Lakes College - Fee for service of tube testing		\$ 420.00	
Northern Lakes College - Fee for service of administration		\$ 5,000.00	
La Crete Support Services		\$ 7,500.00	
<b>Sub total</b>	<b>\$ 5,944.00</b>	<b>\$ 110,844.65</b>	<b>\$ 4,608.97</b>
<b>TOTAL</b>		<b>\$ 116,788.65</b>	

**EXPENSES**

	Budgeted	Spent	Remaining
Wages & Salaries	\$ 49,300.00	\$ 35,802.50	\$13,497.50
Bonus		\$ 5,000.00	
Accounting & Legal	\$ 900.00		\$900.00
Advertising & Promotion	\$ 4,000.00	\$ 3,607.29	\$392.71
Instructor Expense	\$ 33,600.00	\$ 35,014.97	(\$1,414.97)
Instructor Travel & Accomodations	\$ 6,300.00	\$ 4,383.09	\$1,916.91
Course Supplies	\$ 2,900.00	\$ 7,320.63	(\$4,420.63)
Decorations			\$0.00
Door Prizes			\$0.00
Membership & Annual Fees	\$ 50.00	\$ 35.00	\$15.00
Professional Development	\$ 1,650.00	\$ 421.35	\$1,228.65
Conference Accomodations & Meals (staff)	\$ 1,100.00	\$ 199.00	\$901.00
Employee Benefits	\$ 3,600.00	\$ 1,300.00	\$2,300.00
Needs Assessment			\$0.00
Meals for Workshops & Conferences	\$ 1,900.00	\$ 223.14	\$1,676.86
Office Expense (postage, supplies, copying, printing, interest, bank fees, miscellaneous)	\$ 4,806.00	\$ 3,272.53	\$1,533.47
Insurance	\$ 1,000.00		\$1,000.00
Utilities (phone, gas, power & water)	\$ 1,500.00	\$ 907.29	\$592.71
Internet Access & Computer Tech. Maintenance	\$ 925.00		\$925.00
Travel for staff	\$ 2,500.00	\$ 796.04	\$1,703.96
Board Expense:			
Conferences	\$ 895.00	\$ 451.97	\$443.03
Memberships	\$ 50.00	\$ 40.00	\$10.00
Travel	\$ 500.00	\$ 1,180.40	(\$680.40)
Childcare	\$ 700.00	\$ 185.00	\$515.00
Board meetings	\$ 750.00	\$ 664.00	\$86.00
Volunteer appreciation	\$ 900.00	\$ 309.98	\$590.02
Facility Rental	\$ 600.00		\$600.00
Program Evaluation	\$ 250.00		\$250.00
<b>TOTALS</b>	<b>\$ 120,676.00</b>	<b>\$ 101,114.18</b>	<b>\$19,561.82</b>

**La Crete Learning Society**  
**STATEMENT OF ASSESTS AND LIABILITIES**  
**Year Ending December 31, 2004**

ASSETS	2004	2003
<b>Current Assets</b>		
Petty Cash	50.00	
Reserve Account	-	
Deposit Control	-	7,640.40
New Account	-	
Chequing Bank Account	- 5,042.75	10,665.70
Total Cash	- 4,992.75	18,306.10
Accounts Receivable	9,365.66	2,648.15
Payroll Advances	760.00	
Total Receivable	10,125.66	2,648.15
<b>Total Current Assets</b>	<b>5,132.91</b>	<b>20,954.25</b>
<b>TOTAL ASSESTS</b>	<b>5,132.91</b>	<b>20,954.25</b>
<b>LIABILITIES</b>		
<b>Current Liabilities</b>		
Accounts Payable		753.61
Vacation payable	245.31	943.56
EI Payable	390.75	
CPP Payable	645.26	
Federal Income Tax Payable	844.33	
Total Receiver General	1,880.34	
GST Owing (Refund)		
Accrual	500.00	700.00
<b>Total Current liabilities</b>	<b>2,625.65</b>	<b>2,397.17</b>
<b>TOTAL LIABILITIES</b>	<b>2,625.65</b>	<b>2,397.17</b>
<b>EQUITY</b>		
<b>Owners Equity</b>		
Surplus(Deficit) - Previous Year	3,607.08	12,405.12
Current Earnings	- 1,099.82	6,151.96
Total Owners Equity	2,507.26	18,557.08
<b>TOTAL EQUITY</b>	<b>2,507.26</b>	<b>18,557.08</b>
<b>LIABILITIES AND EQUITY</b>	<b>5,132.91</b>	<b>20,954.25</b>

Lisa Jean Braun  
Statement compiled by Lisa Jean Braun

Feb 14, 2005  
Date

THESE STATEMENTS ARE COMPILED FROM INFORMATION PROVIDED BY THE CLIENT

La Crete Learning Society  
**STATEMENT OF REVENUE AND EXPENSES**  
 Year Ending December 31, 2004

REVENUE	2004	2003
<b>Revenue</b>		
Course Fee Revenue	59,013.07	44,329.20
Grant Revenue	53,056.00	79,743.99
La Crete Support Services	6,000.00	-
FC Job Share Revenue	-	5,000.00
Nait Admin. Support Position	5,000.00	-
Fairview College Misc. Revenue	2,460.00	2,400.00
Sponsorship	500.00	8,129.20
Fall RIA 2004	6,748.00	-
<b>Net Revenue</b>	<u>132,777.07</u>	<u>139,602.39</u>
<b>TOTAL REVENUE</b>	<u><u>132,777.07</u></u>	<u><u>139,602.39</u></u>
<b>EXPENSE</b>		
<b>Payroll Expenses</b>		
Wages & Salaries	42,437.11	42,158.36
EI Expense	1,133.16	1,205.43
CPP Expense	1,590.89	1,648.45
Employee Benefits	-	2,782.80
<b>Total Payroll Expense</b>	<u>45,161.16</u>	<u>47,795.04</u>
<b>General &amp; Administrative Expenses</b>		
Accounting & Legal	500.00	880.00
Advertising & Promotions	3,643.19	4,853.01
Instructor Expense	39,857.22	39,242.78
Instructors Travel & Accommodation	8,878.85	6,436.73
Course Supplies	6,062.35	8,508.82
Registration Folders	1,138.75	-
Decorations	23.28	547.25
Door Prizes	542.07	525.64
Speaker Honorariums & Gifts	250.00	-
Membership & Annual Fees	75.00	300.00
Professional Development	795.00	4,539.29
Employee Benefits	4,000.00	-
Program Evaluation	530.05	-
Insurance	925.00	700.00
Interest & Bank Charges	385.07	342.15
Office Expense	7,241.37	5,229.45
Facility Rentals	360.00	-
Miscellaneous	3,391.15	99.18
Volunteer Appreciation	313.29	-
Internet & Computer Tech Maintenance	881.93	3,998.95
Meals	438.67	2,769.73
Telephone	2,349.00	-
Travel & Accommodations	3,334.27	2,446.50
Board Exp	2,056.57	3,171.44
GST Expense	743.65	1,064.47
<b>Total General &amp; Admin. Expenses</b>	<u>88,715.73</u>	<u>85,655.39</u>
<b>TOTAL EXPENSE</b>	<u><u>133,876.89</u></u>	<u><u>133,450.43</u></u>
<b>NET INCOME(DEFICIT)</b>	<u><u>- 1,099.82</u></u>	<u><u>6,151.96</u></u>

*Lisa Jean Braun*  
 Statement compiled by Lisa Jean Braun **386**

*7/11/05*  
 Date

Organization Name:

**Proposed Budget 2005**

Organization Name:

**Proposed Budget 2005**

	CALC Grant	Volunteer Tutor Adult Literacy Grant	Rural Innovation and Access	Nait	Services Support La Crete	Alberta Health & Wellness
<b>Revenue</b>						
<b>A: Alberta Advanced Education Grants</b>						
2005 Grant	27456		15000	5000	4500	4000
2004 Surplus						
<b>B: Contributions</b>						
Donations						
Fundraising						
Fees (memberships, materials, commitment)						
Other (specify)						
<b>C: Other Government Grants (Specify below: AHRE, NLS, etc.)</b>						
<b>D: Other Revenue</b>						
Tuition	60800		3320			
Bank & Other Interest						
Reserve funds (amount to be used)						
Other (specify)						
<b>Total Revenue per Program</b> (add boxes in sections A, B, C, and D)	\$88,256	\$0	\$18,320	\$5,600	\$4,500	\$4,000

64120

**\$120,676**

Organization Name:

**Proposed Budget  
2005**

	C.A.L.C. Grant	Volunteer Tutor Adult Literacy Grant	Rural Innovation and Access	Nail	La Crete Support Services	Alberla Health & Wellness
--	----------------	--------------------------------------------	-----------------------------------	------	---------------------------------	------------------------------

**Expenses**

**E: Personnel (List all positions below. Indicate salaries / wages in boxes to the right)**

Director's Salary	29,150		3950	1100			34,200
Administration wages	12,175		1500	900		525	15,100
Benefits/Bonus	3000		600				3600

**F: Staff Development**

Conferences - Accomodations & Meals	600		500				1100
Memberships (CLN, LA, etc.)	25		25				50
Staff Travel	1500						1500
Professional Development	1650						1650

**G: Board/Committee Development**

Conferences	200		445				645
Memberships (CLN, LA, etc.)	50						50
Board Travel	100		400				500
Childcare Remuneration	700						700
Board Meetings	600		500				1100

**H: Volunteer Expenses**

Volunteer Training							
Tutor Training							
Volunteer Appreciation	350		450				800
Reimbursement of Expenses (travel, parking, etc.)							
Other (specify)							

Organization Name:

**Proposed Budget  
2005**

**Expenses (continued...)**

	CALC Grant	Volunteer Tutor Adult Literacy Grant	Rural Innovation and Access	Nat	La Crele Support Services	Alberta Health & Wellness
--	------------	--------------------------------------------	-----------------------------------	-----	---------------------------------	------------------------------

<b>I. Program Delivery</b>							
Grants to member organizations							33600
Instructors' Salaries	29100		2500		2000		
Instructors' Travel	2900		1300		1100	1000	6300
Facility Rentals			200		400		600
Brochure							
Advertising / Promotion	850		1050	1000	500	600	4000
Materials (books, course supplies, etc.)	625		1600		500	175	2900
Needs Assessments							0
Program Evaluation			250				250
Travel (staff)	100		900				1000
Other (specify)							
Conference/Worshop Lunches						1700	1700

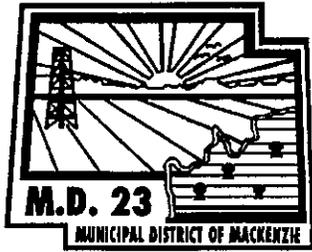
<b>J. Office costs</b>							
Rent							0
Utilities (phone, gas, power, water)	200		700	1000			1900
Office Expenses (supplies, copying, postage, printing, etc.)	2481		1025	1300			4806
Insurance	1000						1000
Internet Access & Computer Maintenance	200		425	300			925
Other (specify)							
Accounting & Legal	700						

<b>Total Expenses per Program (add sections E through J)</b>	<b>\$88,256</b>	<b>\$0</b>	<b>\$18,320</b>	<b>\$5,600</b>	<b>\$4,500</b>	<b>\$4,000</b>	<b>\$120,676</b>
------------------------------------------------------------------	-----------------	------------	-----------------	----------------	----------------	----------------	------------------

<b>Balance (Revenue minus Expenses)</b>	<b>\$0</b>						
-----------------------------------------	------------	------------	------------	------------	------------	------------	------------

Information compiled by: Twila Olson		
Chairperson name: Treena Ward	Signature	Date
Treasurer name: Mary Jane Krahn	Signature	Date
Approved by Alberta Advanced Education:	Signature	Date





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization La Crete Meals for Seniors Society

Society  Non-profit company or corporation  Other

Permanent address 9801-105 Street Box 1775  
Street address P.O. Box

La Crete AB Postal Code: T0H 2H0

509070702 2000/11/20 five years  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. William Fehr

Title President

Telephone (work) ( ) (home) (780) 4 Fax ( )

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

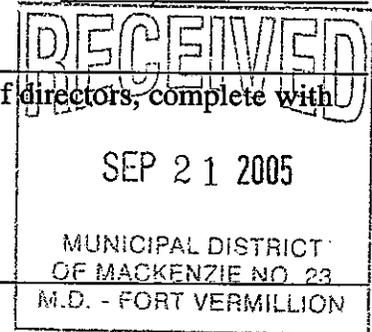
Name of facility La Crete Altenheim

Street address or legal description 9801-105<sup>th</sup> Street

Registered holder of land title Mackenzie Housing

Facility operator/leaseholder La Crete Meals for Seniors Society

Do you have insurance coverage? Yes  No



**PROJECT INFORMATION:**

Nature of project To help pay for the operation of the Altenheim kitchen  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

\$4,000  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

2      2      None  
Number of paid staff      Number of paid full-time      Number of paid part-time  
30      11 clients daily on regular basis  
Number of volunteers      80-100 visitors/month      La Crete  
Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes       No       If yes: Assist with paying for  
Sept. 13/05      \$3,000.00      operating the kitchen  
Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

**LA CRETE MEALS FOR SENIORS SOCIETY**

**BOX 1775, LA CRETE, ALBERTA, T0H 2H0**

September 20, 2005

Municipal District of Mackenzie  
Box 640  
Fort Vermilion AB T0H 1N0

Attention: Joulia Whittleton, Director of Corporate Services

Dear Mrs. Whittleton:

**2006 Grant Application**

The La Crete Meals for Seniors Society has been in existence since 2000. We provide the noon meal for the residents of the La Crete Altenheim. Visitors are welcome as long as they reserve in advance and they are expected to pay for their own meals. We have two employees; a head cook and a cook's assistant. We have approximately 25 volunteers that we can call in if required to help with meal preparation and/or clean up, as well as seven Board members. Three times a year we have a fundraising supper, which is usually attended by well over 100 people. These suppers are by donation only.

The La Crete Meals for Seniors Society was formed to continue providing the noon meal and social interaction of Altenheim residents with the rest of the community after Mackenzie Housing relocated their kitchen services from the Altenheim to the Heimstead Lodge in 2000. It has been well received by residents and something they look forward to. Very often elderly people don't eat properly if they have to cook for themselves so the Society has taken the responsibility of providing one well balanced meal a day Monday through Friday.

Enclosed is the 2006 Grant Application for the La Crete Meals for Seniors Society along with the following information:

- 2005 audited financial statements;
- 2006 operating budget;
- Current year to date financial statement as of August 31, 2005;
- Societies Act registration number (on application);

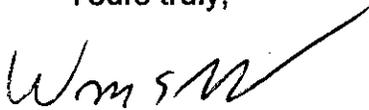
- Insurance coverage documentation;
- Detail of matching resources, including volunteer hours and fundraising information (see above). The Society has received no provincial or federal grants; and
- Purchasing policy/procedure.

The Society's Executive and Board members do not receive honorariums or expenses. Their time and resources are strictly on a volunteer basis and they are very committed to the Society's cause. Board members are:

- William Fehr, President
- Ben Q. Friesen, Vice-President
- Eva Schmidt, Secretary
- Eva Derksen, Director
- Mary Driedger, Director
- William Dyck, Director
- Bob Nickel, Director

If you have any questions or require more information, please call Eva Schmidt at ; or myself at

Yours truly,



William Fehr  
President

**La Crete Meals for Seniors Society**

**FINANCIAL STATEMENTS**

**For The Year Ending December 31, 2004**

# La Crete Meals for Seniors Society

## FINANCIAL STATEMENTS For The Year Ending December 31, 2004

### NOTICE TO READER

I have examined the records, bank statements and deposits of the La Crete Meals for Seniors Society for the year ended December 31, 2004. In my opinion the attached balance sheet and income statement fairly represent the accounting position of the La Crete Seniors Meals for Seniors Society as at December 31, 2004.

*Helen W. Teichroeb*

Helen W. Teichroeb  
Accountant

La Crete, Alberta

April 19, 2005

# La Crete Meals for Seniors Society

## BALANCE SHEET As at December 31, 2004

### ASSETS

#### Current Assets

Bank Account	\$ 15,489.54
Accounts Receivable	\$ 746.07
<b>Total Current Assets</b>	<b><u>\$ 16,235.61</u></b>

#### Capital Assets

Kitchen Equipment	\$ 4,785.00
Net - Furniture & Equipment	\$ 0.00
<b>Total Capital Assets</b>	<b><u>\$ 4,785.00</u></b>

#### TOTAL ASSETS

**\$ 21,020.61**  
=====

### LIABILITIES

#### Current Liabilities

Accounts Payable	\$ 1,099.45
Total Receiver General	\$ 0.00
GST Owing (Refund)	\$ 0.00
<b>Total Current Liabilities</b>	<b><u>\$ 1,099.45</u></b>

#### Long Term Liabilities

<b>Total Long Term Liabilities</b>	<b><u>\$ 0.00</u></b>
------------------------------------	-----------------------

#### TOTAL LIABILITIES

**\$ 1,099.45**

### EQUITY

#### Share Capital

<b>Total Share Capital</b>	<b><u>\$ 0.00</u></b>
----------------------------	-----------------------

#### Retained Earnings

Retained Earnings - Previous Year	\$ 19,961.83
Current Earnings	\$ (40.67)
<b>Total Retained Earnings</b>	<b><u>\$ 19,921.16</u></b>

#### TOTAL EQUITY

**\$ 19,921.16**

#### TOTAL LIABILITIES AND EQUITY

**\$ 21,020.61**  
=====

# La Crete Meals for Seniors Society

## INCOME STATEMENT For The Year Ending December 31, 2004

### REVENUE

<b>Sales Revenue</b>	
Donations	\$ 1,247.56
Fund Raising	\$ 3,419.37
Memberships	\$ 390.00
Tenant Meals	\$ 15,269.00
Visitor Meals	\$ 9,459.27
Grant from MD	<u>\$ 3,000.00</u>
<b>Total Sales Revenue</b>	<b><u>\$ 32,785.20</u></b>
<b>Other Revenue</b>	
<b>Total Other Revenue</b>	<b><u>\$ 0.00</u></b>
<b>TOTAL REVENUE</b>	<b><u>\$ 32,785.20</u></b>

### EXPENSES

<b>Cost of Goods Sold</b>	
Groceries	\$ 9,949.72
Cleaning Supplies	\$ 258.17
Kitchen Supplies	\$ 416.89
<b>Total Cost of Goods Sold</b>	<b><u>\$ 10,624.78</u></b>
<b>Payroll Expenses</b>	
Wages & Salaries	\$ 18,425.08
EI Expense	\$ 510.50
CPP Expense	\$ 550.39
WCB Expense	\$ 248.04
<b>Total Payroll Expense</b>	<b><u>\$ 19,734.01</u></b>
<b>General &amp; Administrative Expenses</b>	
Advertising & Promotions	\$ 38.35
Insurance	\$ 504.00
Interest & Bank Charges	\$ 153.73
Office Supplies	\$ 15.02
Power	\$ 1,702.75
Repairs & Maintenance	\$ 53.23
<b>Total General &amp; Administrative Expenses</b>	<b><u>\$ 2,467.08</u></b>
<b>TOTAL EXPENSE</b>	<b><u>\$ 32,825.87</u></b>
<b>NET INCOME</b>	<b><u>\$ (40.67)</u></b>

## LA CRETE MEALS FOR SENIORS SOCIETY

### 2006 BUDGET

#### Revenue

Membership Fees	\$ 360
Tenant Meals	14,000
Visitor Meals	10,900
Donations/Fundraising	3,600
MD of Mackenzie Grant	<u>4,000</u>
<b>Total Revenue</b>	<b>\$32,860</b>

#### Expenses

Groceries	\$10,000
Kitchen/Cleaning Supplies	410
Payroll	20,000
Power/Utilities	1,750
Repairs and Maintenance	100
Advertising/Accounting	300
Bank Charges	<u>180</u>
<b>Total Expenses</b>	<b>\$32,740</b>

# La Crete Meals for Seniors Society

Income Statement 1/01/05 to 8/31/05

## REVENUE

<b>Sales Revenue</b>	
Donations	3,715.08
Fund Raising	945.00
Memberships	300.00
Tenant Meals	9,305.30
Visitor Meals	7,176.00
Grant From MD23	<u>3,000.00</u>
<b>Net Sales</b>	<u>24,441.38</u>

<b>Other Revenue</b>	
Miscellaneous Revenue	<u>13.70</u>
<b>Total Other Revenue</b>	<u>13.70</u>

**TOTAL REVENUE** 24,455.08

## EXPENSE

<b>Cost of Goods Sold</b>	
Groceries	6,458.73
Cleaning Supplies	94.67
Kitchen Supplies	158.34
Freight Expense	<u>15.96</u>
<b>Total Cost of Goods Sold</b>	<u>6,727.70</u>

<b>Payroll Expenses</b>	
Casual Wages	276.25
Wages & Salaries	11,446.24
EI Expense	312.50
CPP Expense	335.59
WCB Expense	<u>191.69</u>
<b>Total Payroll Expense</b>	<u>12,562.27</u>

<b>General &amp; Administrative Expenses</b>	
Accounting & Legal	150.00
Advertising & Promotions	37.66
Interest & Bank Charges	117.19
Power	881.51
Repair & Maintenance	78.21
Utilities	<u>272.07</u>
<b>Total General &amp; Admin. Expenses</b>	<u>1,536.64</u>

**TOTAL EXPENSE** 20,826.61

**NET INCOME** 3,628.47

# Mennor Mutual Insurance Co. (Alberta) Ltd.

# 300, 2946 - 32 Street NE, Calgary, Alberta, T1Y 6J7

POLICYHOLDER COPY

## DECLARATIONS



Please advise your Treasurer of any wood fired units in an insured building. If you have already done so, disregard this notice.

NEW  
 RENEWAL  
 ENDORSEMENT  
 PRE-AUTHORIZED CHEQUING

Effective Date			Expiry Date			12:01 a.m. STANDARD TIME AT THE ADDRESS OF THE NAMED INSURED AS STATED HEREIN		PREMIUM	POLICY NUMBER
DD	MM	YY	DD	MM	YY			504.00	908411
01	09	04	TO	01	09	05			
NAME AND ADDRESS OF INSURED						TREASURER/REPRESENTATIVE			
LA CRETE MEALS FOR SENIORS SOCIETY c/o BILL FEHR BOX 1775 LA CRETE, ALBERTA TOH 2H0						NICKY WIEBE			
LEGAL LOCATION OF INSURED'S PREMISES DESCRIPTION OF INSURED'S BUSINESS OPERATIONS						LOSS, IF ANY, PAYABLE TO: (The absence of any entry here denotes "Loss Payable to Insured")			
9801 - 105 STREET, LA CRETE, ALBERTA FOOD PREPARATION & DELIVERY TO ALTENHEIM IN LA CRETE									
Insurance is provided for only those sections and coverages for which specific limits of liability or specific indication of coverage are stated hereunder. In consideration of the payment of the renewal premium to the Insurer, the above policy is continued in full force and effect for the terms shown subject to all the terms, conditions, stipulations contained therein, and riders attached hereto.									
COVERAGES:		RIDER	CO-INSURANCE	DED.	LIMITS OF LIABILITY	RATE	PREMIUM		
I. FIRE & EXTENDED & MULTI-PERIL COVERAGES	A. BUILDINGS								
	B. FIXTURES & EQUIPMENT								
	C. STOCK IN TRADE								
	D. BUSINESS INTERRUPTION								
	E.								
	F.								
	G.								
II. CRIME	A. OFFICE/STORE COMBINATION	RIDER	LIMITS OF LIABILITY		PREMIUM				
	B. MONEY & SECURITIES		( ) PT	PER POINT					
	C. MERCANTILE STOCK BURGLARY		A) OUTSIDE	B) INSIDE					
	D.		LIMIT						
	E.								
III. LIABILITY	A. COMMERCIAL GENERAL	RIDER	LIMITS OF LIABILITY		PREMIUM				
	B. OWNERS, LANDLORDS & TENNANTS	C574 A&B	3,000,000	500 PROPERTY DAMAGE DEDUCTIBLE		504.00			
	C. TENANTS LEGAL	C575	300,000			INCL.			
	D. NON-OWNED AUTO	SPF6	3,000,000			INCL.			
	E. PERSONAL INJURY								
IV. OPTIONAL COVERAGES	A. GLASS	RIDER	CO-INSURANCE	DED.	LIMITS OF LIABILITY	RATE	PREMIUM		
	a) BLANKET								
	b) SCHEDULED								
	B. SEWER BACKUP								
V.	ADDITIONAL NAMED INSURED:								
	MACKENZIE HOUSING MANAGEMENT BOARD						INVOICE # 10064		
	BOX 357						NOVEMBER 08, 2004		
	LA CRETE, ALBERTA TOH 2H0								

THIS POLICY SHALL NOT BE VALID UNLESS COUNTERSIGNED BY A DULY AUTHORIZED REPRESENTATIVE OF THE INSURER.

*[Signature]*  
DULY AUTHORIZED REPRESENTATIVE

NOVEMBER 08, 2004  
DATE OF ISSUE

*[Signature]*  
DOR REDDEKOPP, COMMERCIAL INSURANCE

THIS POLICY CONTAINS A CLAUSE WHICH MAY LIMIT THE AMOUNT PAYABLE

## LA CRETE MEALS FOR SENIORS SOCIETY

### Purchasing Policy and Procedure

#### Responsibilities of the Cook:

1. The head cook is responsible to purchase groceries and small kitchen supplies as required. These purchases do not require prior approval of the Board but will be reviewed through the financial statement.
2. The Cook will make every effort to make any purchases at the lowest available cost.

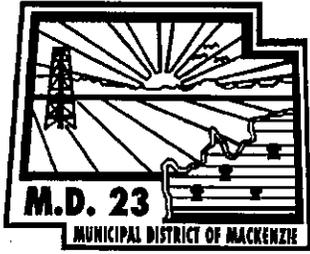
#### Responsibilities of the Board:

1. The Board will assist the Cook in finding lowest cost prices available.
2. The Board will get three quotes before purchasing any major appliances.
3. The purchase of any major items will be reviewed and purchased by the Board as required, upon Board approval.
4. Whenever possible, the Board will get two quotes on repair and maintenance purchases. The Board will be responsible for repair and maintenance issues. Repair and maintenance costs under \$100 do not require prior Board approval.
5. The Board will pay all applicable invoices. Every effort shall be made to pay invoices on a timely basis as to avoid service charges.
6. The Board will ensure that adequate funds are available to operate the Altenheim Kitchen.
7. Board members must have no pecuniary interests in any contracts entered into by the Society.

Adopted this 13<sup>th</sup> day of September, 2005.

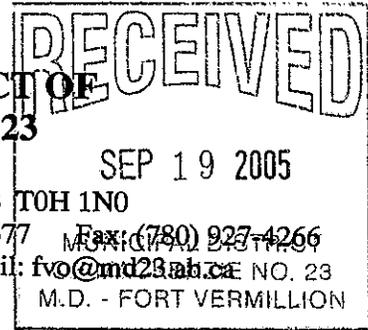
  
\_\_\_\_\_  
William Fehr, President

  
\_\_\_\_\_  
Eva Schmidt, Secretary



MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca



2006 Grant Application

APPLICANT INFORMATION:

Legal name of organization La Crete Seniors Inn Society

Society  Non-profit company or corporation  Other

Permanent address 10014 - 99 Avenue Box 52  
Street address P.O. Box

La Crete, AB Postal Code: T0H 2H0

50348571 May 12, 1986 22 years  
Incorporation/Society number Date of Incorporation Length of time in operation

ORGANIZATION CONTACTS:

Contact for this application Mr./Mrs./Ms. Mr. KLAS DYCK

Title Secretary - Treasurer

Telephone (work) (780) (home) (780) Fax ( )

Email \_\_\_\_\_

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

FACILITY:

Name of facility La Crete Seniors Inn Society

Street address or legal description Plan 1160 N.Y - Block Two (2) Lot Six (6)

Registered holder of land title La Crete S.E. 9-106-15-W5th  
La Crete Seniors Inn Society

Facility operator/leaseholder \_\_\_\_\_

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project Operating Grant  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

3000.00  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

0      0      0  
Number of paid staff      Number of paid full-time      Number of paid part-time  
7      20      M.D. 23.  
Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes       No       If yes:

3/31/2005      3000.00      OPERATING GRANT  
Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

La Crete Seniors Inn Society  
Board Members

President Jacob H Klassen  
P.O. Box La Crete AB T0H-2H0  
Tel. 780

Vice President Ben Q Friesen  
P.O. Box La Crete AB T0H-2H0  
Tel 780

Secretary-Treasurer. Klas Dyck  
P.O. Box La Crete AB T0H-2H0  
Tel. 780

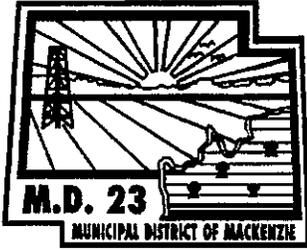
Director Peter F Dyck  
P.O. Box La Crete AB T0H-2H0  
Tel 780

Director Jacob Schmidt  
Post office Box La Crete AB T0H-2H0  
Tel. 780

Director Klaus Wolfe  
P.O. Box La Crete  
Tel 780

Director Bill Fehr  
Tel 780





**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization LaCrete Youth Activity Centre.

Society  Non-profit company or corporation  Other

Permanent address 10201-99 Ave Box 29  
Street address P.O. Box

LaCrete, AB Postal Code: T0H-2H0

500080999  13 yrs.  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./(Ms) Nettie Wiebe

Title Youth Coordinator.

Telephone (work) (780) 928-2762 (home) (780) Fax (780) 928-3022

Email

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility Northern Lights Recreation Centre.

Street address or legal description 10201-99 Ave.

Registered holder of land title Municipal District of Mackenzie #23.

Facility operator/leaseholder LaCrete Recreation Society.

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:**

Nature of project Program Equipment upgrades.  
Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded.

10,000.00      10,000.00      January 1-06      March 31-06.  
Grant amount requested      Total project cost      Project start date      Project completion date  
(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

4      2      2  
Number of paid staff      Number of paid full-time      Number of paid part-time  
40      4000      Bluemont - Tompkins  
Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No   
(Parent Board)

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?  
Yes       No       If yes:

\_\_\_\_\_  
Date      Amount      Project Description

**DEADLINE:** Deadline for applications is **September 30, 2005.** Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members. 0

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

Youth Activity Centre  
P.O. Box 1762  
La Crete, AB T0H 2H0  
(780) 928-2762

Municipal District of Mackenzie #23  
P.O. Box 640  
Fort Vermilion, AB  
T0H 1N0

RE: 2006 Funding Request

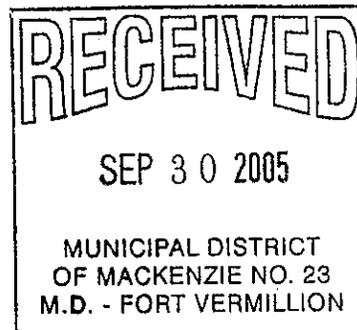
The main purpose of the Youth Activity Centre is to provide a safe and positive environment for children and youth and also to provide fun and educational programs. Our Mission is to help each and every youth that may be facing challenges from day to day. So in turn they are more capable of making positive choices in their lives. The La Crete Youth Activity Centre started up in 1992. We are located upstairs at the Northern Lights Recreation Centre and we operate under the wings of the La Crete Recreation Society. Activities are somewhat limited for the youth and children in La Crete, especially those that are not involved in any recreational activities. Alcohol and drugs have become a big problem amongst the youth in the community. The Youth Activity Centre is available to all youth population, however we attempt to focus on youth ages 12 to 18 and give extra attention to those individuals who are at risk of drug and alcohol addictions or are facing personal problems. We also create awareness of the consequences of addictions and how to deal with peer pressure in a positive manner. We make every effort to help each and every youth with the challenges that they may be facing. We offer many different workshops at the Centre, through these workshops, the youth gain positive knowledge and life skills, which will help them with decision-making and they also boost their self-esteem. We have a genuine concern for all of our youth. One of our goals at the Centre is to help youth stay addictions free and to help them avoid conflict. The Centre gives the youth a chance to socialize with their peers and use their energy in a positive way.

We receive our operating funding from Region 9 Child & Family Services. We don't receive funding for program equipment. A lot of the program equipment we needs to be replaced. We have held 2 unsuccessful rafflesto try and raise the funds needed to purchase new equipment for the Centre. We are asking the MD #23 for funding to update our equipment. We would like to thank you in advance for considering our request.

Thank you,

*Nettie Wiebe*

Nettie Wiebe  
Youth Coordinator



Nature of Project: Program Equipment upgrades at our Centre.

- 1) LCD Projector
- 2) Laptop Computer
- 3) Screen
- 4) Lighted outdoor sign
- 5) Air hockey

Fund raising & grants applied for:

- 1) 2004 – Held a Raffle
- 2) 2004 – Received \$26,150.00 from the Wildrose Foundation
- 3) 2005 – Received \$3,000.00 from ADDAC
- 4) 2005 – Will be applying for \$50,000.00 from Crime Prevention.

Youth Activity Centre Parent Board:

- 1) Martha Dyck
- 2) Tina Unrau
- 3) Betty Doersken
- 4) Barb Peters
- 5) Judy Penner
- 6) Dorothy Krahn
- 7) Nettie Wiebe
- 8) Betty Wieler

**LA CRETE RECREATION SOCIETY  
LIST OF EXECUTIVES 2005**

1) Andrew Friesen – President

La Crete, Alberta  
T0H 2H0

5) Mary Ann Fehr – Director

La Crete, Alberta  
T0H 2H0

2) Bruce Harder - Vic President

La Crete, Alberta  
T0H 2H0

6) Stewart, Tim – Director

La Crete, Alberta  
T0H 2H0

3) Braun, Dave – Treasurer

La Crete, Alberta  
T0H 2H0

7) Wiebe, Barney – Director

La Crete, Alberta  
T0H 2H0

4) Friesen, Benj – Secretary

La Crete, Alberta  
T0H 2H0

8) John Braun – Director

La Crete, Alberta  
T0H 2H0

LA CRETE  
RECREATION  
SOCIETY

LIST  
OF  
EXECUTIVES

LA CRETE YOUTH ACTIVITY CENTRE  
FINANCIAL STATEMENTS  
YEAR ENDED MARCH 31, 2004

# Annie Wiebe

## Certified General Accountant

Box 1087 ~ La Crete, Alberta T0H 2H0  
Phone/Fax (780)928-4064

### AUDITOR'S REPORT

To the Board of Directors of La Crete Recreation Society:

I have audited the statement of income, expenditure, and transfers of the La Crete Youth Activity Centre program as at March 31, 2004 and the statements of surplus retention reserve, capital asset acquisitions, and mortgage, loan, rent and lease costs for the year then ended. These financial statements are the responsibility of the program's management. My responsibility is to express an opinion on these financial statements based on my audit.

Except as explained in the following paragraph, I conducted my audit in accordance with Canadian generally accepted auditing standards. Those standards require that I plan and perform an audit to obtain reasonable assurance whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation.

In common with many non-for-profit organizations, the program derives revenue from fundraising and concession sales, the completeness of which is not susceptible to satisfactory audit verification. Accordingly, my verification of these revenues was limited to the amounts recorded in the records of the organization and I was unable to determine whether any adjustments might be necessary to income and to excess of income over expenditures.

In my opinion, except for the effect of adjustments, if any, which I might have determined to be necessary had I been able to satisfy myself concerning the completeness of the fundraising and concession revenues referred to in the preceding paragraph, these financial statements present fairly, in all material respects, the statement of income, expenditure, and transfers of the La Crete Youth Activity Centre program as at March 31, 2004 and the statements of surplus retention reserve, capital asset acquisitions, and mortgage, loan, rent and lease costs for the year then ended in accordance with Canadian generally accepted accounting principles.

La Crete, Alberta  
June 30, 2004

  
Certified General Accountant

# Annie Wiebe

## Certified General Accountant

Box 1087 ~ La Crete, Alberta T0H 2H0  
Phone/Fax (780)928-4064

### AUDITOR'S REPRESENTATIONS

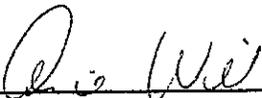
TO THE BOARD OF DIRECTORS OF THE LA CRETE RECREATION SOCIETY REGARDING  
AUDIT OF LA CRETE YOUTH ACTIVITY CENTRE FOR THE FISCAL YEAR ENDING MARCH  
31, 2004.

1. The terms of my engagement are covered in an engagement letter with the Board of the LA CRETE RECREATION SOCIETY.
2. My engagement requires me to render an opinion on the following financial statements of the LA CRETE YOUTH ACTIVITY CENTRE.

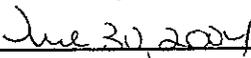
Statement A – Income, Expenditure and Transfers  
Statement B – Surplus Retention Reserve  
Statement C – Capital Asset Acquisition  
Statement D – Mortgage, Loan, Rent, Lease Costs

3. For the purpose of expressing an opinion on the financial statements of the program, I have complied with the auditing standards and procedures set out in the Handbook of the Canadian Institute of Chartered Accountants.
4. I have reviewed the Guidelines to External Auditors issued by the Department of Family and Social Services for the audit of the annual financial statements.
5. I have reviewed all minutes of the Society up to March 31, 2004. I have satisfied myself that proper recognition has been given to all items recorded therein which affect the financial position and results of operations of the program.
6. I have reviewed the correspondence during the year between the Department of Family and Social Services (including the funds allotted and use of surpluses during the period) which has been provided to me by the Society, and is likely to have a direct bearing on its financial position or accounting system.
7. I have reported in writing, to the Board, any weaknesses in internal controls which came to my attention during the course of the audit which, in my opinion, might expose the Agency to a material loss of funds or other assets.

Auditor's signature:



Date:



**SCHEDULE "B-1"**  
**STATEMENT A - INCOME AND EXPENDITURE AND TRANSFERS**

Name of Contractor            **La Crete Recreation Society**  
Name of Program                **La Crete Youth Activity Centre**  
Statement for the Period      **April 01, 2003 to March 31, 2004**

	<b>Contractor Budget (\$)</b>	<b>CFSA Budget (\$)</b>	<b>Contractor Actual (\$)</b>
<b>I. INCOME</b>			
Operating - Child & Family Services Authority	98,831	98,831	98,831
Capital - Child & Family Services Authority			
Revenue from the sale of Goods/Services			
Interest			
Room and Board			
Fundraising			1,127
Donations/Grants			2,000
Other Government Funding			9,150
Donation - Muttart Foundation			
Other Sources of Income - Donations			
Specify			
<b>Total Income</b>	<b>98,831</b>	<b>98,831</b>	<b>111,108</b>

**II. EXPENDITURES**

**A. MANPOWER EXPENSES**

**Administration**

Admin Staff

Employee Benefits

Total Admin Staff

	<b>0</b>	<b>0</b>	<b>0</b>
--	----------	----------	----------

**Basic Care - FTE's**

Youth Coordinator

	37,146	37,146	26,529
--	--------	--------	--------

Youth Coordinator Assistant

Program Coordinator

	8,227	8,227	11,017
--	-------	-------	--------

Youth Supervisors 1

	10,349	10,349	19,867
--	--------	--------	--------

Youth Supervisors 2

Employees Benefits

	6,438	6,438	3,793
--	-------	-------	-------

Total Basic Staff

	<b>62,160</b>	<b>62,160</b>	<b>61,205</b>
--	---------------	---------------	---------------

**Total Manpower(A)**

	<b>62,160</b>	<b>62,160</b>	<b>61,205</b>
--	---------------	---------------	---------------

NOTE: FTE's do not include Clinical Supervisor or Facilitators

**B. DIRECT CLIENT COSTS**

Recreation/special activities

Client Training Allowance

Food

Clothing

Spending Money

Gifts

Materials and Supplies

	17,700	17,700	21,037
--	--------	--------	--------

Travel and Subsistence

Education, Conferences, Workshops & Recreation

6,110

Drugs and Minor Medical Supplies

Other - Learning Materials

Other - Fundraising and Canteen

1,530

Other - Board Meetings

330

Specify - Elder Honorarium

**SCHEDULE "B-1"**  
**STATEMENT A - INCOME AND EXPENDITURE AND TRANSFERS**

EXPENDITURES (continued)	Contractor Budget (\$)	CFSA Budget (\$)	Contractor Actual (\$)
<b>C. FACILITY EXPENDITURES</b>			
Mortgage or Loan Payments			
Property Taxes			
Rental of Space	4,520	4,520	4,200
Utilities			
Maintenance/Repairs			
Maintenance of Land and Building			
Facility Supplies			79
Facility Insurance			
Other			
Specify -			
<b>Total Facility Expenses (C)</b>	<b>4,520</b>	<b>4,520</b>	<b>4,279</b>
<b>D. ADMINISTRATIVE EXPENDITURES</b>			
<b>Office Expenditures</b>			
Office Supplies and Postage (incl. Courier, software)	836	836	1,348
Telephone and Communications	3,345	3,345	2,852
Maintenance/Repairs (Computer Equipment, Copier, etc)	836	836	602
Lease/Rental of Office Equipment			
Word Processing Costs - Workshop Costs			
<b>Vehicle Expenditures</b>			
Operating Expenses			
Maintenance/Repairs			
Lease/Rental of Vehicles			
Insurance			
<b>Other Administration</b>			
Staff Recruitment			
Staff Training			
Staff/Board Travel			
Staff Travel	3,011	3,011	2,161
Legal Fees			
Program Advertising/Promotion	2,342	2,342	3,864
Accounting/Audit Fees	3,345	3,345	1,811
Bank Charges	84	84	9
Consultant Fees			
Household and Liability Insurance			
Association Dues, Memberships, Subscriptions			
<b>Other</b>			
Specify - Vounteer Honorariums	202	202	
<b>Total Administration Expenditures (D)</b>	<b>14,001</b>	<b>14,001</b>	<b>12,647</b>

**SCHEDULE "B-1"**  
**STATEMENT A - INCOME AND EXPENDITURE AND TRANSFERS**

EXPENDITURES (continued)	Contractor Budget (\$)	CFSA Budget (\$)	Contractor Actual (\$)
<b>C. FACILITY EXPENDITURES</b>			
Mortgage or Loan Payments			
Property Taxes			
Rental of Space	4,520	4,520	4,200
Utilities			
Maintenance/Repairs			
Maintenance of Land and Building			
Facility Supplies			79
Facility Insurance			
Other			
Specify -			
<b>Total Facility Expenses (C)</b>	<b>4,520</b>	<b>4,520</b>	<b>4,279</b>
<b>D. ADMINISTRATIVE EXPENDITURES</b>			
<b>Office Expenditures</b>			
Office Supplies and Postage (incl. Courier, software)	836	836	1,348
Telephone and Communications	3,345	3,345	2,852
Maintenance/Repairs (Computer Equipment, Copier, etc)	836	836	602
Lease/Rental of Office Equipment			
Word Processing Costs - Workshop Costs			
<b>Vehicle Expenditures</b>			
Operating Expenses			
Maintenance/Repairs			
Lease/Rental of Vehicles			
Insurance			
<b>Other Administration</b>			
Staff Recruitment			
Staff Training			
Staff/Board Travel			
Staff Travel	3,011	3,011	2,161
Legal Fees			
Program Advertising/Promotion	2,342	2,342	3,864
Accounting/Audit Fees	3,345	3,345	1,811
Bank Charges	84	84	9
Consultant Fees			
Household and Liability Insurance			
Association Dues, Memberships, Subscriptions			
<b>Other</b>			
Specify - Vounteer Honorariums	202	202	
<b>Total Administration Expenditures (D)</b>	<b>14,001</b>	<b>14,001</b>	<b>12,647</b>

**SCHEDULE "B-1"**  
**STATEMENT A - INCOME AND EXPENDITURE AND TRANSFERS**

EXPENDITURES (continued)	Contractor Budget (\$)	CFSA Budget (\$)	Contractor Actual (\$)
<b>E. COST OF SALES</b>			
Production Supplies and Materials			
Production Staff Salaries and Benefits			
Equipment and Tools Purchased			
Equipment Rental			
Repair and Maintenance of Equipment			
Vehicle Expenses			
Vehicle Repairs			
Freight and Shipping			
Utilities (directly attributable to production)			
Sales Advertising & Promotions			
Training Incentive			
Debt Payments (eg. Interest)			
Other			
Specify			
<b>Total Cost of Sales (E)</b>	<u>0</u>	<u>0</u>	<u>0</u>
<b>F. FIXED ASSETS (Statement C)</b>			
Computer Hardware/Software			1,297
Other			4,570
<b>Total Fixed Assets (E)</b>	<u>0</u>	<u>0</u>	<u>5,867</u>
<b>Total Expenditures (A)+(B)+(C)+(D)+(E)+(F)</b>	<u>98,381</u>	<u>98,381</u>	<u>113,005</u>
<b>EXCESS INCOME OVER EXPENDITURES BEFORE TRANSFERS</b>	450	450	-1,897
Transfers to/from Surplus Retention Reserve (Statement B)			
Transfers (to)/from Restricted Fund			
<b>TOTAL EXCESS INCOME OVER EXPENDITURES AFTER TRANSFERS</b>	<u>450</u>	<u>450</u>	<u>-1,897</u>
<b>STATEMENT B - SURPLUS RETENTION RESERVE</b>			
Surplus Reserve as at March 31, 2003	0	0	0
Add/less: Prior Period Adjustments			
Add: Determined Surplus/(Deficit) for 2003* Period			
Add: Interest Earned on Reserve			
Less: Repayments to Silver Birch CFSA			
Less: Transfers to Statement A			
<b>SURPLUS RETENTION RESERVE AS AT MARCH 31, 2004</b>	<u>0</u>	<u>0</u>	<u>0</u>

Represented by deposits and certificates of investment bearing the following description and amounts:

# SCHEDULE B

## STATEMENT 1

### INCOME, EXPENDITURES AND TRANSFERS

Agency Name: La Crete Recreation Society  
 Program Name: La Crete Youth Activity Centre  
 Term of Contract: From: April 1, 2005 To: March 31, 2006  
 Contract Number: ACS41197

Calculation of Per Diem	
Number of Bed Spaces Contracted	
Number of Days Contracted	364
Per Diem	

1. INCOME	Agency Budget	Authority Budget	Agency Actual	Authority Actual
	\$	\$	\$	\$
Operating - Authority	98,831	98,831		
Capital - Authority				
CMHC Subsidy				
Revenue for Sale of Goods/Services				
Interest				
Room and Board				
Fundraising/Donations				
Other Government Funding				
Other Sources of Income				
Specify Summer Career Placement	2,000			
AADAC Grant	2,000			
Wildrose Grant	10,000			
<b>TOTAL INCOME</b>	<b>112,831</b>	<b>98,831</b>		

2. EXPENDITURES				
A. STAFFING COSTS (from Statement 2)	Agency Budget	Authority Budget	Agency Actual	Authority Actual
	\$	\$	\$	\$
Administration				
Salaries	4,320	4,320		
Benefits	509	509		
Relief				
Total Administration	4,829	4,829		
Basic Care				
Salaries				
Benefits				
Relief				
Total Basic Care				
Client Development				
Salaries	58,785	47,016		
Benefits	7,854	5,623		
Relief				
Total Client Development	66,639	52,639		
<b>TOTAL STAFFING COSTS (A)</b>	<b>71,468</b>	<b>57,468</b>		

**SCHEDULE B**

**STATEMENT 1**

**INCOME, EXPENDITURES AND TRANSFERS**

Agency Name: La Crete Recreation Society

Program Name: La Crete Youth Activity Centre

Term of Contract: From: April 1, 2005 To: March 31, 2006

Contract Number: ACS41197

<b>B. DIRECT CLIENT COSTS</b>	<b>Agency Budget</b>	<b>Authority Budget</b>	<b>Agency Actual</b>	<b>Authority Actual</b>
	\$	\$	\$	\$
Recreation				
Food				
Clothing				
Spending Money				
Gifts				
Materials and Supplies	7,640	7,640		
Travel and Subsistence	1,800	1,800		
Education, Conferences and Workshops	7,500	7,500		
Personal Incidentals				
Drugs and Minor Medical Supplies				
Other - Specify				
<u>Honorariums</u>	600	600		
<u>Equip repair and maintenance</u>	1,000	1,000		
<b>TOTAL DIRECT CLIENT COSTS (B)</b>	<b>18,540</b>	<b>18,540</b>		
<b>C. FACILITY EXPENDITURES</b>	<b>Agency Budget</b>	<b>Authority Budget</b>	<b>Agency Actual</b>	<b>Authority Actual</b>
	\$	\$	\$	\$
Mortgage or Loan Payments				
Property Taxes				
Rental of Space	9,600	9,600		
Utilities				
Maintenance/Repairs				
Maintenance of Land and Building				
Facility Supplies				
Facility Insurance				
Other - Specify				
_____				
_____				
_____				
<b>TOTAL FACILITY EXPENSES (C)</b>	<b>9,600</b>	<b>9,600</b>		
<b>D. VEHICLE COSTS</b>	<b>Agency Budget</b>	<b>Authority Budget</b>	<b>Agency Actual</b>	<b>Authority Actual</b>
	\$	\$	\$	\$
Operating Expenses				
Manintenance/Repairs				
Lease/Rental of Vehicles				
Insurance				
Other				
Other - Specify				
_____				
_____				
_____				
<b>TOTAL VEHICLE COSTS (D)</b>				

SCHEDULE B

STATEMENT 1

INCOME, EXPENDITURES AND TRANSFERS

Agency Name: La Crete Recreation Society  
 Program Name: La Crete Youth Activity Centre  
 Term of Contract: From: April 1, 2005 To: March 31, 2006  
 Contract Number: ACS41197

E. ADMINISTRATIVE EXPENDITURES	Agency Budget	Authority Budget	Agency Actual	Authority Actual
	\$	\$	\$	\$
<b>Office Expenditures</b>				
Office Supplies and Postage	2,000	2,000		
Telephone and Communications	3,000	3,000		
Maintenance/Repairs				
Lease/Rental of Office Equipment				
<b>Total Office Expenditures</b>	<b>5,000</b>	<b>5,000</b>		
<b>Other Administration</b>				
Staff Recruitment				
Staff Training	5,000	5,000		
Staff Travel				
Legal Fees				
Program Advertising	1,723	1,723		
Accounting/Audit Fees	1,500	1,500		
Accreditation Costs				
Bank Charges				
Consultant Fees - Specify				
Association Dues				
Staff Liability Insurance				
Board Liability Insurance				
Performance Information and Evaluation				
Other - Specify				
<b>Total Other Administration</b>	<b>8,223</b>	<b>8,223</b>		
<b>TOTAL ADMINISTRATION EXPENSES (E)</b>	<b>13,223</b>	<b>13,223</b>		
F. FIXED ASSETS (from Fixed Asset Acquisition Detail)	Agency Budget	Authority Budget	Agency Actual	Authority Actual
	\$	\$	\$	\$
Computer Hardware/Software				
Other				
<b>TOTAL FIXED ASSETS (F)</b>				
<b>TOTAL EXPENDITURES (A) + (B) + (C) + (D) + (E) + (F)</b>	<b>112,831</b>	<b>98,831</b>		
<b>EXCESS INCOME OVER EXPENDITURES BEFORE TRANSFERS</b>				
Transfer from Surplus Retention Reserve				
Transfer (to)/from Restricted Fund				
<b>TOTAL EXCESS INCOME OVER EXPENDITURES AFTER TRANSFERS</b>				

**Youth Activity  
Centre**

**Current  
Financial  
Information**

**Youth Drop In Centre**  
**Income Statement 04/01/2005 to 09/28/2005**

**REVENUE****REVENUE**

Fund Raising Revenue	0.00
Grants (other)	5,487.00
Silver Birch Grant Income	49,415.00
Donations	<u>975.00</u>
<b>TOTAL REVENUE</b>	<u><b>55,877.00</b></u>

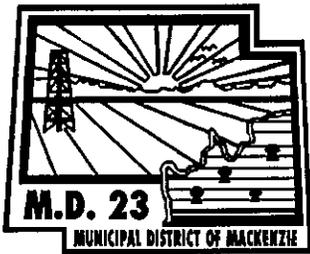
**TOTAL REVENUE**55,877.00**EXPENSE****ADMINISTRATION**

Accounting & Legal	1,284.00
Advertising & Promotions	2,023.62
Bank Charges & Interest	56.09
Cable Expense	205.12
Fixed Assets(furniture)	1,100.00
Office Supplies	867.79
Postage & Couier	37.28
Program Expense	6,775.37
Boy Scouts	85.60
Rent	4,800.00
Boy/Girls Night Out	144.20
Parent Board(meetings)	233.13
Repairs & Maintenance	500.71
Staff Training	921.32
Staff Travel	1,480.00
Telephone_	<u>1,523.47</u>
Sub Total	<u>22,037.70</u>
<b>Total Administration</b>	<u><b>22,037.70</b></u>

**Employee Cost**

Wages	40,367.05
EI Expense	972.86
CPP Expense	<u>1,372.16</u>
Sub Total_	<u>42,712.07</u>
<b>Total Employee Costs</b>	<u><b>42,712.07</b></u>

**TOTAL EXPENSE**64,749.77**NET INCOME**-8,872.77



**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

P.O. Box 640, Fort Vermilion, AB T0H 1N0  
Phone: (780) 927-3718 Toll-free: 1-877-927-0677 Fax: (780) 927-4266  
Website: www.md23.ab.ca Email: fvo@md23.ab.ca

**2006 Grant Application**

**APPLICANT INFORMATION:**

Legal name of organization MACKENZIE REGIONAL COMMUNITY POLICING SERVICE

Society  Non-profit company or corporation  Other

Permanent address 5301 RIVER ROAD Box 94  
Street address P.O. Box

FORT VERMILION, ALBERTA Postal Code: T0H 1N0

5011271383 SEPT. 10, 2004 24 MONTHS  
Incorporation/Society number Date of Incorporation Length of time in operation

**ORGANIZATION CONTACTS:**

Contact for this application Mr./Mrs./Ms. BARBARA PETERS

Title EXECUTIVE DIRECTOR

Telephone (work) (780) 927-3257 (home) (780) Fax (780) 927-4425

Email barbara.w.peters@rcmp-grc.gc.ca

List of executives: please attach a list of your current executive and/or board of directors, complete with names, positions/ titles, addresses and phone numbers (home and work).

**FACILITY:**

Name of facility FORT VERMILION R.C.M.P DETACHMENT

Street address or legal description 5301 RIVER ROAD

Registered holder of land title \_\_\_\_\_

Facility operator/leaseholder \_\_\_\_\_

Do you have insurance coverage? Yes  No

**PROJECT INFORMATION:** IN CONJUNCTION WITH POLICE SERVICE STRATEGIES, DEVELOP & IMPLEMENT A PUBLIC EDUCATION PLAN TO INCREASE COMMUNITY AWARENESS

Nature of project: EDUCATION PLAN TO INCREASE COMMUNITY AWARENESS  
 Project description/details: please attach a detailed description of the work to be carried out, the need for this project, who will use it, and why you believe it should be funded. AND PREVENT RE-VICTIMIZATION.

\$ 14,000.00      \$ 28,000.00      05-01-06      05-01-07  
 Grant amount requested      Total project cost      Project start date      Project completion date

(Rounded to the nearest dollar) Please attach a breakdown of cost estimates for your project.

**ORGANIZATION PROFILE:**

1      1      0  
 Number of paid staff      Number of paid full-time      Number of paid part-time

16      57      \_\_\_\_\_  
 Number of volunteers      Number of clients served last year      Geographic region served

Are executive or board members paid:      Yes       No

**PAST GRANTS:**

In the past year, has your organization received a grant from the Municipal District of Mackenzie?

Yes       No       If yes:

Date	Amount	Project Description
------	--------	---------------------

**DEADLINE:** Deadline for applications is **September 30, 2005**. Late applications will not be accepted.

**ADDITIONAL ITEMS:**

Please attach the following information (mandatory for all applications):

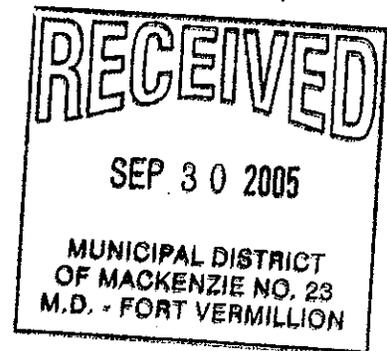
- a) Last years' financial statements, audited if available;
- b) Operating budget for the year of financial request;
- c) Current year to date financial information
- d) Societies act registration number;
- e) Insurance coverage documentation;
- f) Detail of matching resources, including volunteer hours and any provincial/federal grants, fundraising;
- g) Purchasing policy/procedure;
- h) Honorariums and expenses paid to Executive or Board members.

**FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT:**

The personal information collected in the application cover sheets is for the administration of the Municipal District of Mackenzie's grant process. The information you provide is to assist the administration with processing your organization's application and may only be disclosed as provided for in the Freedom of Information and Protection of Privacy Act. If you have any questions after reading this section, please contact the municipality's FOIPP coordinator at (780) 927-3718.

**MUNICIPAL DISTRICT OF  
MACKENZIE NO. 23**

**2006 GRANT APPLICATION**



**SUBMITTED BY:**

**MACKENZIE REGIONAL COMMUNITY  
POLICING SOCIETY**

**VICTIM SUPPORT UNIT**

September 20, 2005

Municipal District of Mackenzie # 23  
Box 640  
Fort Vermilion, Alberta T0H 1N0

Dear 2006 Grant Selection Committee:

The Mackenzie Regional Community Policing Society/Victim Support Unit would like to submit our 2006 Grant Application. The Victim Support Unit is a non-profit policed Based/Community Driven Society.

The Victim Support Unit was incorporated as a society as of September 10, 2004. The unit has been in operation for two years and consists of one full-time Executive Director. The Victim Support Unit provides it services to victims of crime and/or tragedy through trained volunteer advocates. We have also seen an increase in victim case load as well as requests in crime preventative programming. The Society has been successful in obtaining funds from other granting agencies which will be applied to specific programs.

Our unit has not received any previous grants from the Municipal District of Mackenzie. The Unit is currently operating out of is the Victims of Crime Fund that was granted to our program April of 2005 for \$30,000.00 and \$10,000.00 from a discretionary fund.

If you have any questions regarding our application, please contact the Victim Support Unit at (780)927-3257.

Thank you for your consideration.

Sincerely yours;



Barbara Peters  
Mackenzie Regional Community Policing Society  
Victim Services Unit

Mackenzie Regional Community Policing Society  
Victim Support Unit  
Box 94 Fort Vermilion, Alberta T0H 1N0

**Description of Services:**

Mackenzie Regional Community Policing Society/Victim Support Unit is designed to provide victims of Crime and tragedy in the Fort Vermilion and Fox Lake Satellite detachment areas, with a network of support services through trained volunteers. Services will be provided 24hours per day based on individual needs, and address the following areas:

- Crisis Intervention
- Practical Assistance
- Emotional Support
- Court Preparation/Accompaniment,
- Victim Impact Statements
- Restitution
- Financial Benefits
- Information on Police Investigations/Court cases, Agency referrals, and information on support agencies.

Mackenzie Regional Community Policing Society/VSU works collaboratively with several community agencies as well as the Royal Canadian Mounted Police and the North Peace Tribal Police Service.

**Project:**

Mackenzie Regional Community Policing Society/VSU is a Police based/Community driven program. The purpose of our project is to minimize the impact of crime and tragedy for residents of our community, assist the RCMP providing education and awareness in areas of crime, provide with the RCMP crime preventative programming through a variety of initiatives that foster healthy and safe families as well as to encourage residents within our serving communities to access family enhancement programs.

The society will continue to access provincial/federal funds to support the ongoing and new initiatives of the Victim Support Unit.

Mackenzie Regional Community Policing Society  
Victim Support Unit  
Box 94 Fort Vermilion, Alberta T0H 1N0

**Communities served:**

Mackenzie Regional Community Policing Society/Victim Services Unit serve the Fort Vermilion Royal Canadian Mounted Police service area with a large diverse culturally populated area who are often faced low literacy skills, language, and geographical barriers.

**Need Determination:**

According to RCMP statistics, Fort Vermilion RCMP Detachment is one of the busiest rural detachments in Alberta, and has some of the highest crime rates per capita in the province. Our local RCMP Detachment identified a growing problem with victim dissatisfaction in the way their needs were being met by either the police or through the judicial system. This program gives the victim an opportunity to voice their opinions and have a sense of security in knowing they are supported. Victims are served through services provided during the Criminal Investigation and criminal prosecution and after the case disposition.

In consultation with the following organizations it was determined that there is a need for this service:

- La Crete Family Community
- Fort Vermilion St. Theresa Hospital
- Fort Vermilion Family Community Support Service
- Little Red Cree River Cree Nations Child & Family Services
- Region 8 Northwest Child & Family Services Authority
- Royal Canadian Mounted Police
- North Peace Tribal Police
- North Peace Tribal Child & Family Services
- Nursing Stations on three reserves.

**Brief History**

On September 26, 2000, High Level, Assumption, and Fort Vermilion detachment Commanders, along with Ms. Barb Pratt from Alberta Justice, Donna Huestis from K Division, and representatives from the community,

Mackenzie Regional Community Policing Society  
Victim Support Unit

Box 94 Fort Vermilion, Alberta T0H 1N0

met to discuss the future of the Victim Services Program in the Northwest Region. Several decisions were made; one being that each detachment area would take responsibility for their own Victim Services Program.

In August of 2003, the detachment was subjected to a Managerial Review by K Division Headquarters and the Alberta Solicitor Generals office. One of the recommendations of that review was to establish Crime Prevention/Victim Services Unit in the area, specifically a program to address the needs of Victims. After consulting with the Municipal District of Mackenzie, La Crete Family Community Support Services and the North Peace Tribal Commission, it was determined that a Community Policing Society would be formed.

Mackenzie Regional Community Policing Society will also oversee community policing programs such as C.O.P.S (Citizens on Patrol), DARE, School Liaison Program, Youth Initiatives, and Personal Safety Programs once established.

Though the Victim Support Unit is only in its 2<sup>nd</sup> year of operation, staff continues to work diligently in ensuring the management of Victim Services Unit maintains a high level of standards as well as to provide crime preventive programs to communities and clients accessing our services.

The recruitment and training of Volunteer Advocates and case load within the Unit, has increased significantly, currently we have 4 enhanced security cleared and trained volunteers with 8 files awaiting clearance. The Fort Vermilion Victim Service Unit along with High Level's unit, have collaboratively developed a training schedule to maximize northern resources.

See attached training schedule Appendix "A"

See attached comparison report on services provided to victims of crime and or tragedy. Appendix "B"

Mackenzie Regional Community Policing Society  
Victim Support Unit  
Box 94 Fort Vermilion, Alberta T0H 1N0

The society has been successful in obtaining funds from several funding agencies to further support the operational costs and some programming offered by the Victim Service Unit.

- **Community Incentive Fund**  
Multi Cultural Anti-Bullying Campaign
- **Community Initiative Fund**  
Increase Operational & Services Provision to Victims of Crime  
(Office equipment, web site design, and Victim Care Kits)
- **TOLKO**  
Support the recruitment and retention of volunteer advocates

**How Grant Money will be used:**

In addition to ensuring adequate volunteer advocates and training, the Mackenzie Regional Community Policing Society, has also increased a significant amount of initiatives and programming based on R.C.M.P requests. One of the current programs is the Multi Cultural Anti-Bullying Campaign, where the R.C.M.P members along with the Mackenzie Regional Policing Society will be accessing the schools presenting on bullying issue within the school system and community.

The R.C.M. P along with the M.D # 23, have initiated quarterly community meetings to interact and communicate with community regarding policing issues. ~~As this initiative becomes a routine event, it is the anticipation of the R.C.M.P that more directive initiative will arise and therefore programming will be provided accordingly.~~

Approved Grant dollars will be used to oversee, develop and implement new training and educational initiatives that will educate not only victims, but the general public based on the Principles that guide the treatment of victims particularly during criminal justice process. Additional programs such as C.O.P.S (Citizens on Patrol), DARE, Block Parent, Youth Initiatives Crime Preventative, and Child Find (All About Me I.D). The goal is to enhance healthy life styles and the well being of families within the communities we serve.

**C.O.P.S (Citizens on Patrol)** - Citizens on Patrol is a recognized crime prevention program of the various police agencies. The program consists of trained and organized community volunteers who enjoy making a difference in their communities.

Citizens on Patrol Program is for dedicated community volunteers to assist in crime prevention in the community. By being an extra set of "eyes & ears" in the community, and by getting involved in the activities of the local Citizens on Patrol Societies, citizens can help their local police agency make safer homes and safer communities.

**D.A.R.E. (Drug Awareness Resistance Education):**

Teaches kids how to recognize and resist the direct and subtle pressures that influence them to experiment with alcohol, tobacco, marijuana, and other drugs. And since between 70% and 90% of all crime is drug related, it is absolutely vital that we reach the children of our communities before it is too late.

The D.A.R.E. program is usually introduced to children in the 5th or 6th grade. A specially trained officer comes into your school and teaches the children. D.A.R.E. has launched a new elementary and a new middle school curriculum this year.

**Block Parent:** The Block Parent Program of Canada is a registered charity and Canada's largest volunteer-run child safety organization working together with educators and police to help make your community safer.

The distinctive red and white Block Parent window sign in the window of a home, tells children, seniors and others that help is at hand if they are lost, frightened, or in distress.

In addition to their safety network, Block Parents offer community education programs to increase the personal safety of children, teens and senior.

**Youth Initiatives:**

In providing crime preventative programming, we hope to create a more caring, more compassionate, less alienating, and less violent communities.

When communities are committed to reconciliatory justice, the young offenders are invited to rise above their misdeeds through education and awareness.

**Child Find (All About Me I.D.):** To assist in the location of missing children- whether stranger abduction, parental abduction or runaway- and to reunite these children with their lawful parent or guardian.

To educate children, parents and our community about ways to prevent missing, abducted and exploit children.

Families who choose to participate with Child Find Alberta's *All About Me, I.D.* is an education and prevention initiative which began in 1984. This fingerprinting program for children was started to impress upon parents the need to keep an up-to-date record of their children. The passport type booklet includes space for basic identifying information, medical data, and a current photograph.

Mackenzie Regional Community Policing Society  
Victim Support Unit  
Box 94 Fort Vermilion, Alberta T0H 1N0

**BUDGET SHEET**

Total Budget:	\$29,000.00		
Total Grant Requested:	\$ 14,500.00		
<p>List Budget Elements of the Entire Initiative in Detail</p> <p>If a salaried position is a budget element, please outline compensation for the position. (i.e., salary x hours = \$_____)</p>	<p>Proposed ACCP Funding Allocation to Budget Elements</p> <p>A maximum of 30% of ACCP funds requested may be used towards capital purchases (i.e. office equipment, office space, etc.)</p>	<p>Proposed Allocation of Other Resources (i.e. corporate donations, volunteer contributions, donations in kind) to Budget Elements</p>	
		Resources Confirmed	Resources Possible
<ul style="list-style-type: none"> <li>▪ Project Expenses</li> <li>▪ Marketing/Promotion</li> <li>▪ Professional Development</li> <li>▪ Rental Expenses</li> <li>▪ Travel/Mileage</li> </ul>	<p>\$6,000.00</p> <p>\$2,500.00</p> <p>\$2,500.00</p> <p>\$1,000.00</p> <p>\$2,500.00</p>	<p>\$5,000.00</p> <p>\$2,500.00</p> <p>\$2,500.00</p> <p>\$2,000.00</p> <p>\$2,500.00</p>	<p>Mackenzie Regional Community Policing Society</p>

MRCPS  
Income Statement 2004-02-01 to 2004-12-31

## REVENUE

<b>Sales Revenue</b>	
Sales Inventory A	0.00
Sales Inventory B	0.00
Sales Inventory C	0.00
Telephone Donations	0.00
Door-to-door Donations	0.00
Operating Revenue from Fund Raising	30,100.00
Sales	376.50
Sales Returns	0.00
Sales Discounts	0.00
Freight Revenue	0.00
<b>Net Sales</b>	<u>30,476.50</u>

<b>Other Revenue</b>	
<b>Total Other Revenue</b>	<u>0.00</u>

**TOTAL REVENUE** 30,476.50

## EXPENSE

<b>Cost of Goods Sold</b>	
Inventory A Cost	0.00
Item Assembly Costs	0.00
Adjustment Write-off	0.00
Purchases	0.00
Purchase Returns	0.00
Purchase Discounts	0.00
<b>Net Purchases</b>	<u>0.00</u>
Freight Expense	23.25
<b>Total Cost of Goods Sold</b>	<u>23.25</u>

<b>Payroll Expenses</b>	
Wages & Salaries	17,668.49
EI Expense	26.01
CPP Expense	47.87
WCB Expense	0.00
Training Expense	2,139.44
Federal Tax Expense	52.00
Provincial Tax Expense	8.05
User-Defined Expense 4 Expense	0.00
User-Defined Expense 5 Expense	0.00
Employee Benefits	0.00
<b>Total Payroll Expense</b>	<u>19,941.86</u>

<b>General &amp; Administrative Expenses</b>	
Accounting & Legal	0.00
Advertising & Promotions	1,064.49
Bad Debts	0.00
Cash Short/Over	0.00
Courier & Postage	33.25
Income Taxes	0.00
Insurance	2,377.00
Interest & Bank Charges	101.55
Memberships	110.00
Meals	188.39
Mileage	941.91
Truck Maintenance	101.12
Office Supplies	2,129.93
Property Taxes	0.00
Donations	79.44
Repair & Maintenance	0.00
Telephone	0.00
Travel & Entertainment	1,523.02
Utilities	0.00
<b>Total General &amp; Admin. Expenses</b>	<u>8,650.10</u>

**TOTAL EXPENSE** 28,615.21

**NET INCOME** 1,861.29

**MRCPS**  
**Balance Sheet As at 2004-12-31**

**ASSETS****Current Assets**

Petty Cash	0.00	
Saving Bank Account	0.00	
ATB Chequing No. 1080881	<u>577.44</u>	
Total Cash		577.44
Investments		0.00
Accounts Receivable	0.00	
Payroll Advances	<u>0.00</u>	
Total Receivable		0.00
Purchase Prepayments		0.00
Prepaid Expenses		<u>0.00</u>
<b>Total Current Assets</b>		<u>577.44</u>

**Inventory Assets**

Inventory A		<u>459.03</u>
<b>Total Inventory Assets</b>		<u>459.03</u>

**Capital Assets**

Leasehold Improvements		0.00
Office Furniture & Equipment	65.00	
Accum. Amort. -Furn. & Equip.	<u>0.00</u>	
Net - Furniture & Equipment		<u>65.00</u>
<b>Total Capital Assets</b>		<u>65.00</u>

**Other Non-Current Assets**

Computer Software		149.89
Goodwill		319.20
Incorporation Cost		<u>54.84</u>
<b>Total Other Non-Current Assets</b>		<u>523.93</u>

**TOTAL ASSETS**1,625.40**LIABILITIES****Current Liabilities**

Accounts Payable		0.00
Corporate Taxes payable		0.00
Vacation payable		89.90
EI Payable	35.08	
CPP Payable	62.59	
Federal Income Tax Payable	<u>69.75</u>	
Total Receiver General		167.42
WCB Payable		0.00
Provincial Tax Payable		8.05
User-Defined Expense 2 Payable		0.00
User-Defined Expense 3 Payable		0.00
User-Defined Expense 4 Payable		0.00
User-Defined Expense 5 Payable		0.00
Deduction 1 Payable		113.06
Deduction 2 Payable		67.75
Deduction 3 Payable		197.50
Deduction 4 Payable		0.00
Deduction 5 Payable		0.00
GST Charged on Sales	0.00	
GST Charged on Sales - Rate 2	0.00	
GST Paid on Purchases	-34.30	
GST Payroll Deductions	<u>0.00</u>	
GST Owing (Refund)		-34.30
Prepaid Sales/Deposits		0.00
Suspense		<u>-845.27</u>
<b>Total Current liabilities</b>		<u>-235.89</u>

**Long Term liabilities**

Bank Loans		0.00
Mortgage Payable		0.00
Loans from Shareholders		<u>0.00</u>
<b>Total Long Term liabilities</b>		<u>0.00</u>

**TOTAL LIABILITIES**-235.89

**MRCPS**  
**Balance Sheet As at 2004-12-31**

**EQUITY**

**Share Capital**

Common Shares	0.00
Preferred Shares	<u>0.00</u>
<b>Total Share Capital</b>	<u>0.00</u>

**Retained Earnings**

Retained Earnings - Previous Year	0.00
Current Earnings	<u>1,861.29</u>
<b>Total Retained Earnings</b>	<u>1,861.29</u>

<b>TOTAL EQUITY</b>	<u>1,861.29</u>
---------------------	-----------------

<b>LIABILITIES AND EQUITY</b>	<u>1,625.40</u>
-------------------------------	-----------------

**VICTIMS SERVICES OPERATING BUDGET 2006**  
**Estimated Revenue (please enter where applicable)**

Revenue Source	YEAR 1
Victims of Crime Fund	\$ 50,000.00
Municipal Grants	\$ 14,500.00
Provincial Grants (WILDROSE)	\$ 15,000.00
Federal Grants (RCMP)	\$ 2,000.00
Donation: (Bands, Community)	\$ 6,000.00
Fundraising	\$ 20,000.00
Interest on Investments	
Other Revenue	

<b>Total Revenue</b>	<b>\$ 107,500.00</b>
----------------------	----------------------

**Estimated Expense**

Program Expenses	
Traning/Professional Development	\$ 2,000.00
Conferences/Seminars	\$ 1,200.00
Vehicle/Mileage	\$ 3,000.00
Travel/Meals	\$ 1,500.00
Pagers/Cellular Telehones	\$ 1,500.00
Volunteer Supplies/Equipment	\$ 1,000.00
Volunteer Appreciation	\$ 1,000.00
Other: Accommodations	\$ 1,000.00
Licencing	
<b>Total Program Costs:</b>	<b>\$ 12,200.00</b>

Administrative Expenses	
Salaries/Benefits/Contract Services	\$ 64,000.00
Advertising	\$ 1,500.00
Office Supplies/Equipment	\$ 1,000.00
Rental/Leasing Expense	\$ 500.00
Insurance	\$ 700.00
Telephone	\$ 2,500.00
Utilities	\$ 200.00
Bank Fees	\$ 200.00
Professional Fees	\$ 1,500.00
<b>Total Administration Costs:</b>	<b>\$ 72,100.00</b>

Fundraising Expenses	\$ 8,000.00
Fundraising/Grant Expenses	\$ 15,000.00

<b>Total Expenses</b>	<b>\$ 107,300.00</b>
-----------------------	----------------------

<b>Total Revenue less Expenses</b>	<b>\$ 200.00</b>
------------------------------------	------------------

**Anticipated/Confirmed Donations of Goods or Services**

Rental Leasing Expense (RCMP)	\$ 6,000.00
Utilities (RCMP)	\$ 3,000.00
Professional Fees (Board Members)	\$ 3,000.00
Advocates Volunteer Hours (4992 hours x\$10)	\$ 49,920.00

July Financial Statement

Year to Date Financial Statements  
2005

	<b>2005 Actuals</b>
<b>Revenue</b>	
Victims of Crime Fund	\$40,000.00
R.C.M.P	\$18,000.00
Community Incentive	\$10,000.00
Grants (Community Initiative)	\$14,000.00
Federal	\$0.00
R.C.M.P	\$11,613.77
Fundraising (Regimental Ball)	\$0.00
Interest in Investments	\$0.00
Donations (Tolko)	\$2,000.00
Training Reimbursement	\$170.00
<b>Total Revenue</b>	<b>\$95,783.77</b>
<b>Project Expenses</b>	
Training/Professional Development	\$2,307.74
Conferences/Seminars	\$953.35
Truck Maintenance	\$783.04
Vehicle/Mileage	\$848.77
Accommodations	\$175.38
Travel/Meals	\$146.61
Pagers/Cell/Telephone	\$966.83
Volunteer Supplies/Equipment	\$0.00
Volunteer Appreciation	\$0.00
Donations	\$0.00
<b>Total Project Expenses</b>	<b>\$6,181.72</b>
<b>Administration Expenses</b>	
Salaries/Benefits- VSU Coordinatr	\$20,827.54
Salaries/Benefits - RCMP	\$5,578.72
Advertising	\$339.65
Office Supplies/Equipment	\$1,125.14
Rental/Leasing Expense	\$0.00
Insurance	\$657.00
Telephone	\$1,253.53
Utilities	\$0.00
Bank Fees	\$0.00
Professional Fees	\$144.45
Fundraising Expenses	\$0.00
Grant Expenses	\$156.90
Memberships	\$95.00
<b>Total Admin Expenses</b>	<b>\$30,177.93</b>
<b>Total Expenses</b>	<b>\$36,359.65</b>
<b>Revenue - Expenses</b>	<b>\$59,424.12</b>

CORPORATE ACCESS NUMBER: 5011271383

**Alberta**

SOCIETIES ACT

**CERTIFICATE  
OF  
INCORPORATION**

**MACKENZIE REGIONAL COMMUNITY POLICING SOCIETY  
WAS INCORPORATED IN ALBERTA ON 2004/08/30.**





Municipal District of Mackenzie No. 23  
 P.O. Box 640 Fort Vermilion, AB  
 T0H 1N0  
 Phone (780) 927-3718  
 Fax (780) 927-4266

INVOICE #: IVC00000000002927

# INVOICE

**Customer**

MACKENZIE REG. POLICING SOC.  
 BOX 94  
 FORT VERMILION ALBERTA T0H 1N0

Date: 1/7/2005  
 Customer# J05057  
 Due Date: 2/6/2005

^PLEASE RETURN THIS PORTION WITH YOUR PAYMENT^



Municipal District of Mackenzie No. 23  
 P.O. Box 640 Fort Vermilion, AB  
 T0H 1N0  
 Phone (780) 927-3718  
 Fax (780) 927-4266

Quantity	Description	Unit Price	Total
1.00	MASTER BOND & CRIME POLICY 01/01/05 - 01/01/06 PREMIUM	\$97.00	\$97.00

**PAID**  
 02/18/05

Chq. # 094

	Subtotal	\$97.00
	Tax	\$0.00
442	<b>Total</b>	<b>\$97.00</b>

PAYMENT DUE UPON RECEIPT - PAYABLE TO THE MD of Mackenzie  
 PLEASE INCLUDE TOP PORTION WITH PAYMENT



Municipal District of Mackenzie No. 23  
 P.O. Box 640 Fort Vermilion, AB  
 T0H 1N0  
 Phone (780) 927-3718  
 Fax (780) 927-4266

INVOICE #: IVC00000000002916

# INVOICE

**Customer**

MACKENZIE REG. POLICING SOC.  
 BOX 94

FORT VERMILION ALBERTA

T0H 1N0

Date: 1/7/2005

Customer# 005057

Due Date: 2/6/2005

^PLEASE RETURN THIS PORTION WITH YOUR PAYMENT^



Municipal District of Mackenzie No. 23  
 P.O. Box 640 Fort Vermilion, AB  
 T0H 1N0  
 Phone (780) 927-3718  
 Fax (780) 927-4266

Quantity	Description	Unit Price	Total
1.00	GENERAL LIABILITY POLICY GENESIS-11.01.04-11.01.05 PREMIUM	\$98.00	\$98.00
1.00	GENERAL LIABILITY POLICY EXCESS-11.01.04-11.01.05 PREMIUM	\$462.00	\$462.00

PAID  
 02/18/05  
 Chq. # 094

	Subtotal	\$560.00
	Tax	\$0.00
443	Total	\$560.00

PAYMENT DUE UPON RECEIPT - PAYABLE TO THE MD of Mackenzie  
 PLEASE INCLUDE TOP PORTION WITH PAYMENT

**Mackenzie Regional Community Policing Society  
Victim Support Unit**

**Funding Application**

Funding Agency	Project Name	Project Description	Project Start Date	Project End Date	Amount Requested	Proposal Status
Community Incentive Fund	Multi-Cultural Anti-Bullying Campaign	<p>Offer collaborative programs, services or initiatives that foster healthy relationships through providing. Improving/initiating awareness or education in family violence and/or bullying</p> <p>A school based approach will be taken by R.C.M.P and Victim Services demonstrating through scenario based talks, to help identifying various forms of bullying, illustrate alternatives to bullying, and reveal simple ways students can avoid violent situations and resolve conflicts peacefully.</p>	September 01, 2005	September 01, 2006	\$10,000.00	APPROVED

444

Community Initiative Fund	To Increase Operational & Service Provision to Communities and Victims of Crime	Office Furniture- \$6,000.00 Visual Aids - \$4,000.00 Victim Kits - \$2,000.00 Web Site Design - \$2,000.00	August 01, 2005	August 31, 2006	\$14,000.00	APPROVED
Tolko		Assist in the retention and recruitment of Victim Services Unit Advocates	July 15, 2005	July 16, 2006	\$2,000.00	APPROVED
Alberta Community Crime Prevention	Enhancement of Multi-Cultural Anti-Bullying Campaign	Through the public Education component, we will provide to the communities that we serve, a well known speaker, Barbara Coloroso who speaks on the The Bully, The Bullied, and The Bystander, Breaking the Cycle of Violence. Barbara Coloroso speaks to schools and communities with comprehensive, multi-institutional, community-wide solutions that address the violent behavior of your people, while redressing the social conditions in which the violence flourishes  Barbara Coloroso focuses on the reconciliatory justice on a community-wide scale as an	September 01, 2005	September 01, 2006	\$7,500.00	PENDING

		alternative to punishment and vengeance.				
Alberta Community Immobilization	Mobile Regional Crisis Team	<p>This initiative will develop a Mobile Crises Response Team with skills, knowledge and resources in dealing with crisis post traumatic stress as a result of Family Violence issues such as Domestic Assaults &amp; Abuse, Sexual Assaults, Child Abuse, Incest, Suicide, and Bullying issues within school systems.</p> <p>The expected outcome is to bridge the gap and provide services to individuals and their families who do not fit criteria set by groups and agencies.</p>	January 01, 2006	January 01-2008	\$85,000.00	PENDING
Municipal District No. 23	In Conjunction with Police service strategies develop and implement a public education	The R.C.M. P along with the M.D have initiated quarterly community meetings to interact and communicate with community regarding policing issues. As this initiative becomes a routine event, it is the anticipation of the R.C.M.P	January 01, 2006	January 01, 2006	\$12,500.00	PENDING

	plan to increase community awareness	that more directive initiative will arise and therefore programming will be provided accordingly.				
--	--------------------------------------	---------------------------------------------------------------------------------------------------	--	--	--	--

**Mackenzie Regional Community  
Policing Society**

**Victim Support Unit**

**Financial  
Policies & Procedures  
Manual**

**Mackenzie Regional Community Policing Society  
Victim Support Unit**

Policy #	Title	Page
1.	Over View	4
1.1	Purpose/Intent of Manual	4
1.2	Manual Revisions/Review	4
1.3	Definitions	
1.3	Band Accounts	4
2.1	Opening a Bank Account	4
2.2	Closing a Bank Account	5
2.3	Signature Cards	5
2.4	Bank Reconciliation	5
3.	Budgets	6
3.1	Preparing Budgets	6
3.2	Budget Control	6
3.3	Deficits	6
4.	Contracts for Goods & Services	6
4.1	Tenders/Contracts	7
5.	Delegation of Signing Authority	8
5.1	Contracting for Goods & Services \$1000 or less	8
5.2	Contracting for Goods & Services \$1000 - \$5000	8
5.3	Contracting for Goods & Services over \$5000	8
5.4	Approving Accounts for Payment	8
5.5	Signing Cheques	9
5.6	Authorizing Travel on Society Business	9
5.7	Authorizing Advances	9
5.8	Issuing Receipts for Monies Received	9
5.9	Negotiating Short-Term Bank Loans	10
5.10	Receiving Bank Statements/Redeemed Cheques	10
6	Financial Reports	10
6.1	Accounts Payable	10
6.2	Annual Audit	10

7.	Issuing Cheques	11
7.1	Safekeeping	11
8.	Processing Accounts Payable	12
8.1	Date Stamping	12
8.2	Auditing of Accounts Payable	12
8.3	Filing of Paid Invoices	12
9.	Processing Employees Pay	12
9.1	Rate of Pay	12
9.2	Pay Deduction	13
9.3	Employee's Pay Records/Pay Stub	13
10.	Revenues	13
10.1	Receipts for Monies Received	13
10.2	Safe Keeping of Funds on Hand	13
10.3	Making Deposits	14
11.	Specific Bookkeeping Requirements	14
11.1	Travel Advances	14
11.2	Travel Claims	14
11.3	Recoverable Travel Claims	15
11.4	Extraordinary Salary Advances	15
11.5	Loans	15
11.6	Inventories	15
11.7	Accounts Payable	16
11.8	Accounts Receivable	16
11.9	Month End Accounting Reports	16
11.10	Petty Cash	17
12.	Fundraising	17
12.1	Ticket Sales	17
13	Funding Arrangements	17
14.	Summary	17

## **1. OVERVIEW**

This policy manual is intended to give the reader a general overview of the various financial procedures and practices involved in Mackenzie Regional Community Policing Society/Victim Support Unit

### **1.1 PURPOSE/INTENT OF MANUAL**

This manual is intended to serve as a foundation for financial management in the Mackenzie Regional Community Policing Society/Victim Support Unit. These policies shall be interpreted in reasonable fashion and shall be considered as working regulations complementing the overall objectives of the entire organization.

### **1.2 MAUNAL REVISIONS/REVIEW**

In order to accommodate changes in financial management theory and practices, policies within this manual are subject to periodic review and revision. Maintenance of this manual and coordination of the revision process is the responsibility of the Senior Staff Member and the Board of Directors.

### **1.3 DEFINITIONS**

**"BOARD"** is the group of persons duly elected as Directors and making up the Board of Directors of the Mackenzie Regional Community Policing Society/Victim Support Unit.

**"SOCIETY"** means the Society named Mackenzie Regional Community Policing Society incorporated under the Societies Act.

**"SENIOR STAFF"** is the senior employee recruited by the Board of Directors to provide overall management and direction to the projects of the Society.

**"PROJECTS"** any program administered by the Society

## **2. BANK ACCOUNTS**

The Board of Directors, by motion, may authorize the use of any Branch of Chartered Bank, Credit Union, Trust company or Treasury

Branch for the Mackenzie Regional Community Policing Society banking.

### **2.1 Opening a Bank Account**

When a motion to open a bank account in a specified bank has been approved, the required documents should be completed promptly at the bank, the bank will supply a deposit book and cheque book which are placed in the custody of the Senior Staff Member.

### **2.2 Closing a Bank Account**

When a bank account is to be closed for any reason, all funds may be withdrawn from the account except for an amount sufficient to cover any outstanding cheques. The amount withdrawn shall then be immediately deposited to the new account.

The bank statements should be monitored to ensure that all outstanding cheques have cleared the account. Any funds remaining in the account can then also be transferred to the new account and the old account permanently closed.

### **2.3 Signature Cards**

When new signature cards are required because of board changes, new cards should be completed as soon as possible at the bank.

### **2.4 Bank Reconciliation Statement**

When the monthly bank statements and redeemed cheques are received, the cheques are checked against the statement to ensure that no unauthorized item have been included. The cheque number and amount of the redeemed cheques are checked against the cheque register. Each cheque on hand is checked on the cheque register and those not yet redeemed are identified as "outstanding" on the register. When all have been accounted for, those outstanding are listed on the bank reconciliation statement which is prepared in duplicate.

A copy of the bank reconciliation is kept on file in the financial records of the Society.

### **3. BUDGETS**

#### **3.1 Preparing Budgets**

The Senior Staff Member and the Board of Directors shall prepare a budget annually. The budget will be approved by the way of a motion passed by the Board in a Board of Directors meeting and so noted in the official minutes of the meeting, prior to the budget being submitted to funding agencies.

#### **3.2 Budget Control**

A monthly report of receipts and disbursements shall be prepared. The report should include a commentary on variances between planned and actual amounts

Copies of the monthly financial reports will be provided to the Board of Directors and the Senior Staff Member will answer to the Board for the management of the Project's financial resources. Funds are not to be expended on activities not included in the approved Budget. Such expenditures will require the supplementary approval of the Board prior to any formal commitments being entered into by the Senior Staff Member or any other person on behalf of the Project of the Society.

#### **3.3 Deficits**

Where it becomes apparent that a certain budget activity will incur a deficit, it is the responsibility of the Senior Staff Member to transfer funds from other activities within guidelines set by funding agencies, to offset the deficit. In order to balance the budget and avoid an overall deficit in operations, it may be necessary to curtail some of the normal activities, except those bound by contract. The Senior Staff Member must keep the Board of Directors advised of any actual or projected deficit situations.

### **4. CONTRACTS FOR GOODS & SERVICES**

The policy on purchasing procedures and authorization necessary for spending specific amounts of money are as follows:

#### 4.1 Tenders/Contracts

Tenders will be called for the provision of goods or services exceeding an anticipated amount of \$5000 where contracts will be issued to the preferred contractors as specified.

The following procedures are to be followed in the tendering process:

- a) Before Contracts exceeding five thousand dollars in total cost are let, the Society shall invite tenders from qualified contractors in order to obtain a competitive contract price.
- b) The closing date and time of the tender shall be clearly communicated to prospective bidders along with sufficient details to enable each bid to be made to the same specifications, Bids should be submitted in sealed envelopes clearly marked on the outside of the envelope identifying the job that is being bid on by the Contractor. Bids could be mailed or otherwise.
- c) Invitations to tender should also include the date, hour and place the tenders will be opened.
- d) The Society may require a security deposit from those submitting bids, which shall be deposited in a trust account.
- e) Immediately upon taking delivery of a tender the employee receiving the tender will record on the outside of the tender, the date and time of receipt. The unopened envelope should then be forwarded to the Senior Staff Member who shall then deposit the tender in a safe and secure place, together with any other tenders received to date, until the appointed time to open the tenders arrives.
- f) At the appointed time, and employee shall open all tenders received in the presence of at least one other responsible person. Those who have submitted tenders, or their designate, may attend the opening of tenders.
- g) When all tenders are all opened, it shall be the duty of the employees to read aloud all tenders, giving the name of the tenderer and the amount of the bid.
- h) At the next meeting of the Board of Directors, the Senior Staff Member shall place before the Board all tenders received. It shall be the responsibility of the Board to review the tenders and, if acceptable, award a contract.
- i) Awarding of contracts shall be made by motion of the Board and recorded in the minutes of the meeting. Once the motion

is passed, the Senior Staff Member may then sign the Contract with the successful bidder.

- j) The lowest tender received shall normally be accepted unless the Society deems it in the best interest of the Society to accept another tender. Where the Society awards a contract to other than the lowest tender, the reasons shall be noted in the minutes of the board meeting.
- k) Upon approval of a tender, a contract shall be signed. A copy of the contract with original signatures will be filed.

## **5. DELEGATION OF SIGNING AUTHORITIES**

This section outlines the financial signing authorities normally delegated by the Mackenzie Regional Community Policing Society.

### **5.1 Contracting for Goods & Services - \$1000 or less**

This section outlines the financial signing authorities normally delegated by the Northwest Alberta Resource Society

### **5.2 Contracting For Goods & Services - \$1000-\$5000**

Where the contract or agreement exceeds \$1000, but is less than \$5000, the Senior Staff Member must first obtain the approval of Board of Directors prior to signing the agreement. Such approval is to be recorded in the minutes of the Board of Directors meetings.

### **5.3 Contracting For Goods & Services Over \$5000**

The senior Staff Member will be authorized to call for tenders where the estimated cost of a contract for goods or services exceeds \$5000. Tenders shall be processed according to procedures outlined in policy 4.1. At the first Board of Directors meeting following the closing date for tender, submissions are presented to the Board for the selection and approval of one successful tender. When the successful bidder has been determined, the Senior Staff Member may enter into a contract with the Contractor. The Senior Staff Member should consider submitting the contract to a solicitor to ensure that the contract is in good form and protects the interests of the Society.

### **5.4 Approving Accounts for Payments**

The Senior Staff Member is authorized to approve accounts for payment.

### **5.5 Signing Cheques**

Two (2) signatures are required to validate a cheque. The following are authorized to sign drawn on Northwest Alberta Resource Society bank accounts:

- President
- Treasurer
- Secretary
- Vice-President
- Senior Staff Member

### **5.6 Authorizing Travel on Society Business**

The Senior Staff member will authorize employees/volunteers to travel on business. Travel out the province of Alberta requires approval of the Board of Directors. Travel by the Senior Staff Member requires approval of the Personnel Committee.

Travel by the board of directors requires approval by the board.

### **5.7 Authorizing Advances**

The Senior Staff Member will authorize travel advances for employees/volunteers. Advances should not exceed the anticipated requirement to cover the costs of the travel in accordance with the Travel Policy and approved rates. For further information see section 11.1 of this policy and the Northwest Alberta Resource Society Travel Policy.

The Senior Staff Member may authorize extraordinary pay advances to staff members where emergency circumstances warrant this action. Refer to section 11.4 of this manual and section 4.7.5 of the personal policy for further details concerning extraordinary pay advances.

### **5.8 Issuing Receipts for Monies Received**

Either the Senior Staff Member, Administrative or treasurer are authorized to issue receipts for Society monies received

## **5.9 Negotiating Short-Term Bank Loans/Overdrafts**

The Treasurer may, after receiving Board approval, negotiate short-term bank loans cover temporary overdrafts.

## **5.10 Receiving Bank Statements/Redeemed Cheques**

All those with signing authority are authorized to sign for the receipt of bank statements and canceled cheques

## **6. FINANCIAL REPORTS**

### **6.1 Accounts payable**

Undisputed accounts are normally to be paid within 30 days from the end of the month in which they are invoiced.

### **6.2 Annual Audit**

The Northwest Alberta Resource Society will appoint Auditors to complete and certify annual financial statements. The terms of reference are as follows:

- a) The auditors shall be a duly qualified accountant or two (2) members of the society as outlined in the Society by-laws, depending on requirements of funding agencies.
- b) The auditors shall be accountable to the Board of Directors and continue to serve as auditors at the pleasure of the Board.
- c) The auditors shall have the right to access to all books, records, accounts, and vouchers. He/she is entitled to ask for information regarding these things of any Committees, of the Society, or staff. He/she is entitled to this information if he/she feels it is necessary for the audit.
- d) The examination shall include a general review of the adequacy of the accounting procedures and system of control employed to preserve and protect the assets of the Society.
- e) To assist in the performance of his/her duties, the auditors shall be supplied with other relevant such as:
  - o Motions and By-Laws;
  - o Policies and Procedures;

- o Any other related documents.
- f) The auditors shall provide audited financial statements consisting of at least a balance sheet and statement of income and expenditures.
- g) The audit report shall be reviewed and accepted by the Board of directors at the first available opportunity. The audited financial statements will be signed by any two of the signing officers as outlined in section 5.5 of this policy.
- h) The auditors shall present copies of the audit reports to the Society membership at the Annual General Meeting following the last day of the fiscal year covered in the report.
- i) Copies of the reports will be forwarded to appropriate funding agencies where required in applicable funding arrangements.
- j) Where any persons refuses or fails to comply with any provision of these regulations or hinders or refuses to permit or assist an auditor in the exercise of his/her duties, the auditor shall immediately report the circumstances to the Board of Directors as is deemed appropriate.
- k) The Society shall keep on file the written reports of the auditors, together with related financial statements.

## **7. ISSUING CHEQUES**

This section outlines the policy and procedures to be followed in controlling and processing cheques that are charged to Society funds.

It is the policy of the Society to have all cheques drawn against Society bank accounts signed by two (2) persons who have been designated as cheque signing officers by the Board of Directors (refer to policy 5.5 of this manual). Signing Officers shall not sign (or be asked to sign by society employee) blank cheques.

### **7.1 Safekeeping**

All blank cheque supplies are to be under the custody of the Senior Staff Member in a locked metal filing cabinet or safe, Keys for the cabinet should only be issued to the Senior Staff member, Treasurer, and Administrative assistant. No other persons should have access to blank cheques.

## **8. PROCESSING ACCOUNTS PAYABLE**

This section deals with policy and procedures for handling invoices. It is the policy of the Society to pay invoices within thirty (30) days from last day of the month in which they are invoiced unless they are in dispute.

### **8.1 Date Stamping**

After opening all invoices are to be date-stamped on all copies. Invoices should then be forwarded to the Senior Staff Member

### **8.2 Auditing of Accounts Payable**

After the cheque has been issued, the invoice is to be stamped "paid" and the cheque number and date shown.

### **8.3 Filing of Paid Invoices**

Paid invoices are to be filed. After the close of each fiscal year, the file folder will be removed from the current file and placed in a dormant file section. Dormant files are to be retained for six (6) years. In the seventh year, the oldest files may be destroyed.

## **9. PROCESSING EMPLOYEE'S PAY**

This section provides procedures for processing pay for Society employees.

It is the policy of the Society to pay employees monthly it is the responsibility of each employee to ensure that time sheets are submitted to the Senior Staff member prior to a cheque being written.

### **9.1 Rate of Pay**

Letters offering employment will specify the rate of pay applicable for the various positions. Incremental increases within a pay scale must be authorized in writing by the Senior Staff Member and are subject to the employee having obtained a fully satisfactory performance Appraisal. All other salary increases require the approval of the board of Directors.

## **9.2 Pay Deductions**

Based on the rules established by Revenue Canada, pay deductions are calculated and identified on the pay cheque stub.

At the end of each month, deductions shall be remitted to the appropriate agencies.

## **9.3 Employees' Pay Records/Pay Stub**

The pay record/pay stub should contain the following information:

- Pay period ending date
- hours worked
- calculation of gross earnings
- EI, CPP, & Tad deductions
- Other deductions
- total deductions
- net amount
- cheque number

## **10. REVENUES**

### **10.1 Receipts for Monies Received**

When a monetary donation to the Mackenzie Regional Community Policing Society is received, a prewritten pre-numbered receipt should contain the following information:

- current date
- name of remitter
- amount (written and in figures)
- authorized signature
- charitable donation number

The original receipt is given to the remitter and the duplicate is filed. If an error is made in the preparation of a receipt, both copies are marked "void" and filed.

### **10.2 Safekeeping of Funds on Hand**

When a cheque is received for deposit, the cheque is endorsed on the reverse with the endorsement stamp "For Deposit".

Pending deposit in the bank, all cheques and currency on hand are to be placed in a locked cabinet or safe. Deposits should be made promptly particularly where large amounts or significant of cash are involved.

### **10.3 Making Deposits**

Deposit slips should contain the following information:

- current date
- account number
- name of account
- list of cheques showing remitter and amount
- list of currency
- total of cheques
- total deposit

## **11. SPECIFIC BOOKKEEPING REQUIREMENTS**

This section outlines the special procedures and audits requirements applicable to various transactions.

### **11.1 Travel Advances**

When travel has been authorized, the Senior Staff Member may approve an advance in an amount sufficient to meet the anticipated expenses

After approval by the Senior Staff Member, a cheque is prepared for the traveler. The Senior Staff member should maintain a record of all outstanding advances and ensure that all such advances are accounted for and cleared.

In the case of travel advance being requested by the Senior Staff Member approval must be obtained from Personnel Committee.

### **11.2 Travel Claims**

As soon as possible after returning from a business trip, the traveler is to prepare a travel claim in accordance with the applicable scale of allowances as contained in the Travel Policy. Subsequent advances may be withheld if previous advances have not been cleared promptly by the employee.

The travel claim is submitted to the Senior Staff Member for approval. If the amount of the claim exceeds the advance, a cheque will be issued to the employee for the difference. If the amount of the claim is less than the advance, the employee must make an immediate refund of the difference to the Society.

### **11.3 Recoverable Travel Claims**

When a travel advance is required that will subsequently be reimbursed by another department or agency, the travel advance should bear the notation "Recoverable" and the name of the agency to be billed should be specified.

### **11.4 Extraordinary Salary Advances**

When requested by an employee, the Senior Staff Member may authorize an extraordinary salary advance. Advances should not exceed the net amount due to the employee up to the date the advance is issued. Recovery of the advance will be made from the amount payable upon the next payday. No more than two extraordinary advances will be issued to one employee in any twelve month period.

In the case of an extraordinary salary advance being requested by the Senior Staff Member, approval must be obtained from the Personnel Committee.

### **11.5 Loans**

Under no circumstances shall the Society make loans to any person, organization or entity.

### **11.6 Inventories**

The Senior Staff Member shall ensure maintenance of an inventory of the Project's real assets and equipment. All capital assets purchased by the project are to be immediately added to the inventory.

At least once a year, verification of the existence of all inventoried items should be completed by the Senior Staff Member and any missing, damaged, or obsolete articles noted. The Senior Staff Member should approve it by way of affixing his/her signature. The

inventory list is then submitted to the insurance Company and the Auditor.

Articles remain on inventory until either sold or written off. The Senior Staff Member may authorize the disposition of articles valued at less than five hundred (\$500) dollars. The Board must authorize the disposition of articles valued at more than five hundred (\$599) dollars.

#### **11.7 Accounts Payable**

When invoices, approved for payment, are received, they will be audited, paid and posted as expenditures to the budget control record.

#### **11.8 Accounts Receivable**

Invoices will be used to bill for services or goods provided to outside agencies. When monies are due, invoices will be prepared in duplicate, showing the name and address of the debtor, the invoice date, a description of the goods or services provided and the amount due.

The original will be sent to the debtor and the duplicate retained on file. The Senior Staff Member will keep an up to date record of Accounts Receivable.

When a review of the accounts receivable reveals any account that has been outstanding for more than sixty (60) days, a letter will be sent to the debtor soliciting immediate payment.

It is the Society's policy that prompt and vigorous action be taken to collect accounts receivable.

#### **11.9 Month End Accounting Reports**

At the end of each month, all current transactions are batched and posted tot the General Ledger. After posting is completed, the following reports are to be generated and printed:

- a) Income Statement
- b) Balance Sheet
- c) General Ledger Listing

### **11.10 Petty Cash**

A petty cash advance in the amount of no more than \$200 will be issued. All disbursements from petty cash require a signed receipt. As petty cash funds are depleted a reimbursement cheque will be issued for the amount required to bring the fund up to the advance amount. Management and safekeeping of the fund is the responsibility of the Senor Staff Member.

### **12. Ticket Sales**

Whenever a fundraising event requires the sale of advance tickets, tickets must be pre-numbered. All printed tickets will be kept by the Senor Staff member, or designate, who will ensure that no other individual has in their possession tickets valued at more than \$ 500 at any one time. The Senor Staff member, or designate will keep a record of the numbers of all tickets given to individuals for selling. Any individual who receives tickets to sell must sign a form acknowledging receipt of the tickets and promising to return money in an amount equal to the value of the tickets received, the total unsold tickets, or combination of both which equals the value of the tickets received.

### **13. Funding Arrangements**

Senior Staff member is responsible for presenting budget submissions to the Board of Directors. All budget proposals and other arrangements requesting funding must be presented to the Board of Directors for review.

### **14. Summary**

The Finance Policy of the Mackenzie Regional Community Policing Society as outlined in this document has been formulated to give the Mackenzie Regional Community Policing Society as well as its employees and volunteers a foundation for financial management in its administrative organization. Suggestions for improvements to this policy from society employees and volunteers are invited and will be given serious consideration.

**APPROVED DATE:** \_\_\_\_\_



# NORTH PEACE TRIBAL POLICE SERVICE

P.O.Box 989  
FORT VERMILION, Alberta T0H 1N0

Phone: (780) 927-3258

Fax: (780) 927-4425

North Peace Tribal Police  
Box 94  
Fort Vermilion, AB. T0H 1N0

Barbara Peters  
Mackenzie Regional Community Policing Society  
Box 94  
Fort Vermilion, Alberta T0H1N0

September 26, 2005

**RE: LETTER OF SUPPORT FOR VICTIM SUPPORT UNIT**

This letter is in support of the Mackenzie Regional Community Policing Society and their efforts to implement a Victim Support Unit in Fort Vermilion and area.

Victim Support Unit is designed to provide victims of crime and tragedy in the Fort Vermilion and Fox Lake Satellite detachment areas with a network of support services through trained volunteers. Services will be provided 24 hours per day based on individual needs and address the following areas: Crisis Intervention, practical assistance, emotional support, court preparations/accompaniment, Victim Impact Statements, Restitution, Financial Benefits Program, information on police investigations/court cases, agency referrals and information on support groups.

The organization will work in Partnership with several community agencies as well as the Royal Canadian Mounted Police, North Peace Tribal Police Service and the Mackenzie Regional Patrol.

We are in full support of such a program and look forward to working with the Society to provide this valuable service to our citizens.

Sincerely

Perry Cardinal,  
Chief of North Peace Tribal Police

## La Crete Support Services

PO Box 586  
La Crete, Alberta  
T0H 2H0

Phone: (780)928-3967  
Fax: (780)928-3987

Barbara Peters  
Mackenzie Regional Community Policing Society  
PO Box 94  
Fort Vermilion, Alberta T0H 1N0

Septmeber 26, 2005

**RE: LETTER OF SUPPORT FOR VICTIM SUPPORT UNIT**

This letter is in support of the Mackenzie Regional Community Policing Society and their efforts to implement a Victim Support Unit in Fort Vermilion and area.

Victim Support Unit is designed to provide victims of crime and tragedy in the Fort Vermilion and Fox Lake Satellite detachment areas with a network of support services through trained volunteers. Services will be provided 24 hours per day based on individual needs and address the following areas: Crisis Intervention, Practical Assistance, Emotional Support, Court Preparations/Accompaniment, Victim Impact Statements, Restitution, Financial Benefits Program, Information on Police Investigations/Court Cases, Agency Referrals and Information on Support Groups.

The Organization will work in partnership with several community agencies as well as the Royal Canadian Mounted Police, North Tribal Police Service, and Mackenzie Regional Patrol.

We are in full suport of such a program and look forward to working with the Society to provide this valuable service to our citizens.

Sincerely,



Liesa Peters  
Director  
La Crete Support Services



Royal  
Canadian  
Mounted  
Police

Gendarmerie  
royale  
du  
Canada

Security Classification/Designation  
Classification/désignation sécuritaire

**Unclassified**

NCO i/c Fort Vermilion Detachment  
Box 94  
Fort Vermilion, Alberta  
T0H 2H0

Your File    Votre référence

Barbara Peters  
Mackenzie Regional Community Policing Society  
Box 94  
Fort Vermilion, Alberta T0H 1N6

Our File    Notre référence

September 26, 2005

**RE:      LETTER OF SUPPORT FOR VICTIM SUPPORT UNIT**

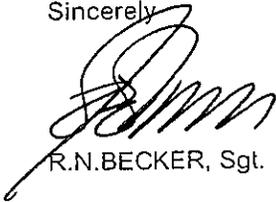
This letter is in support of the Mackenzie Regional Community Policing Society and their efforts to implement a Victim Support Unit in Fort Vermilion and area.

Victim Support Unit is designed to provide victims of crime and tragedy in the Fort Vermilion and Fox Lake Satellite detachment areas with a network of support services through trained volunteers. Services will be provided 24 hours per day based on individual needs and address the following areas: Crisis Intervention, practical assistance, emotional support, court preparations/accompaniment, Victim Impact Statements, Restitution, Financial Benefits Program, information on police investigations/court cases, agency referrals and information on support groups.

The organization will work in Partnership with several community agencies as well as the Royal Canadian Mounted Police, North Peace Tribal Police Service and the Mackenzie Regional Patrol.

We are in full support of such a program and look forward to working with the Society to provide this valuable service to our citizens.

Sincerely



R.N. BECKER, Sgt.



JUSTICE

Criminal Justice  
Judicial District of Peace River  
Office of the  
Chief Crown Prosecutor

Room 201, Provincial Building  
Bag 900-7, 9621 - 96 Avenue  
Peace River, Alberta  
Canada T8S 1T4

Telephone 780/624-6270  
Fax 780/624-6312

Thursday, 29 September 2005

BY FACSIMILE TO (780)927-4425

Victim Services Unit  
Mackenzie Regional Community Policing Society  
Box 94  
Fort Vermilion AB  
T0H 1N0

Attention: Ms Barbara Peters

**Re: Victim Services**

We strongly support stable and adequate funding for Victim Services in Fort Vermilion and area. The point needs to be made that the region has distinctive features which entitle it to special consideration.

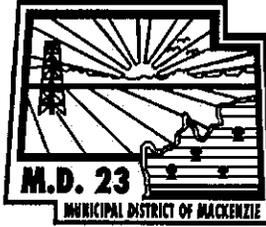
The area has high prevalence of crime against the person, including many domestic assaults and sexual offences against children. The other is that the region is approximately 400 kilometres from the prosecutors' office. A significant portion of the population resides on a reserve that does not have road access all year round. In most cases, prosecutors are unable to meet with victims as often as is required. Therefore, the critical task of preparing witnesses to testify is often performed in large part, if not entirely, by Victim Services staff or volunteers. Their work is a critically important adjunct to ours.

In addition, the area suffers from a lack of specialized health and support services. This not only has negative effects on victims' emotional well-being, it often has the result of forcing them to recant their complaints and remain resident with their abusers.

Victim Services is therefore not just something that is nice to have. It has the potential to be an important force in improving individual and social well-being in an area that is otherwise under-served.

Yours truly,

David S. Stilwell  
Chief Crown Prosecutor



## M.D. of Mackenzie No. 23

### Request For Decision

<b>Meeting:</b>	<b>Special Budget Council Meeting</b>
<b>Meeting Date:</b>	<b>November 9, 2005</b>
<b>Presented By:</b>	<b>Brenda Wiebe, Roads Supervisor</b>
<b>Title:</b>	<b>Campgrounds and Playgrounds Presentation</b>
<b>Agenda Item No:</b>	<b>2 a)</b>

#### **BACKGROUND / PROPOSAL:**

Recently, there has been a lot of discussion around the campgrounds and playgrounds situated within the Municipal District of Mackenzie. Administration has put together a 5 year plan to bring all municipally owned campgrounds and playgrounds to the minimum standard as set forth in Policy ADM040 Service Levels of Municipal District Campgrounds and Playgrounds (see attached policy).

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

A 5 Year Parks and Playgrounds Plan will be presented at the Council meeting.

#### **COSTS / SOURCE OF FUNDING:**

2006 Budget

#### **RECOMMENDED ACTION:**

For Discussion

Author: M. Driedger

Reviewed:

C.A.O. 



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Service Levels of Municipal District Campgrounds and Playgrounds</b>	<b>Policy No:</b>	<b>ADM040</b>
--------------	-------------------------------------------------------------------------	-------------------	---------------

### **Purpose**

To identify classifications and service levels of municipal campgrounds and playgrounds.

### **Policy Statement**

Service will be provided to Municipal District of Mackenzie campgrounds and playgrounds according to their designated classification. Classifications for playgrounds and campgrounds may be combined.

### **1. Classifications of Campgrounds and Playgrounds**

1. Urban Park
2. Day Use Campground
3. Overnight Campground
4. Green Space

Council has determined the classification of existing municipal parks as follows:

Fort Vermilion Urban Park	Playground and Urban Park
La Crete Hill Park	Playground and Urban Park
Reinland Park	Playground and Urban Park
Buffalo Head Tower	Day use Campground
Tompkins Landing	Day use campground
Tourangeau Lake	Day use campground
D.A. Thomas Park	Day use campground
Bridge Campground	Day use and overnight campground
Machesis Lake	Day use and overnight campground
Wadlin Lake	Day use and overnight campground and playground
Zama Park	Urban Park, day use and overnight campground and playground

### **2. Service Levels**

Parks will be upgraded and maintained to provide the minimum level of services as dictated by their classification.

### Urban Park

- Good repair and maintenance of property
- Garbage bins
- Picnic area
- Washrooms where required
- Fencing if required

### Playground

- Good Repair and maintenance of property
- Playground Equipment that is CSA Compliant
- Basic Equipment is supplied and installed (ex. Swings, sandbox, slides etc.)
- Garbage Bins
- Washrooms where required

### Day Use Campground

- Picnic tables
- Fire pits
- Washroom facilities
- Garbage bins
- Shelters (as required)
- Dock or boat launch (as required)
- Parking area

### Overnight Campground

- Picnic tables
- Fire pits and firewood
- Washroom facilities
- Shelters (as needed)
- Dock or boat launch (as required)
- Parking area
- Not-potable water facilities (as required according to use)
- Garbage bins
- Camping stalls

### Green Space

- Maintenance (grass cutting as required)
- Picnic tables (as required)

Signage

- All rural parks should have proper signage with "Municipal" placed before all classification names. ( i.e. Municipal Day Use)
- Green space classifications should read as "Rest Area". ( i.e. Municipal Rest Area")

Inspections

- All playground equipment shall be inspected pursuant to the Playground Inspection Policy ADM020.

Operating Authority

- Campgrounds and Playgrounds may be placed under the control of a local recreation board when it is mutually agreed upon by both parties.
- Operating authorities are responsible for maintenance and inspections of facilities pursuant to this and other applicable municipal policies.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>January 7, 2003</b>	<b>03-947</b>
<b>Amended</b>	<b>September 30, 2003</b>	<b>03-538</b>
<b>Amended</b>	<b>February 24, 2004</b>	<b>04-101</b>



# Municipal District of Mackenzie No. 23

---

## Parks and Campgrounds



### Tompkins Landing Day Use Campground

---

Tompkins Landing Day Use Campground is located approximately 60 kilometers southwest of La Crete along Highway 697, and situated along side of the Tompkins Landing Ferry crossing on the Peace River. This area is owned by the Crown but the MD has a verbal agreement to maintain it.

This Day Use Campground has the following amenities:

- 3 day use sites equipped with fire pits and movable wooden picnic tables
- Public outhouses
- Garbage receptacles
- Large parking area

Required as per the Minimum Standards for A Day Use Campground:

- New outhouse facilities
- Upgraded picnic tables and fire pits – the current ones are well used
- Clearing of underbrush and deadfall
- Replace existing signage – faded and worn out
- Shelter Area (as required)
- Boat Launch (as required)







# Buffalo Head Day Use Campground

The Buffalo Head Tower Day Use Campground is located approximately 35 kilometers south of La Crete on top of the Buffalo Head Hills and is situated along side of the Buffalo Head fire look out tower. The MD has an agreement with AT to maintain this area.

This Day Use Campground has the following amenities:

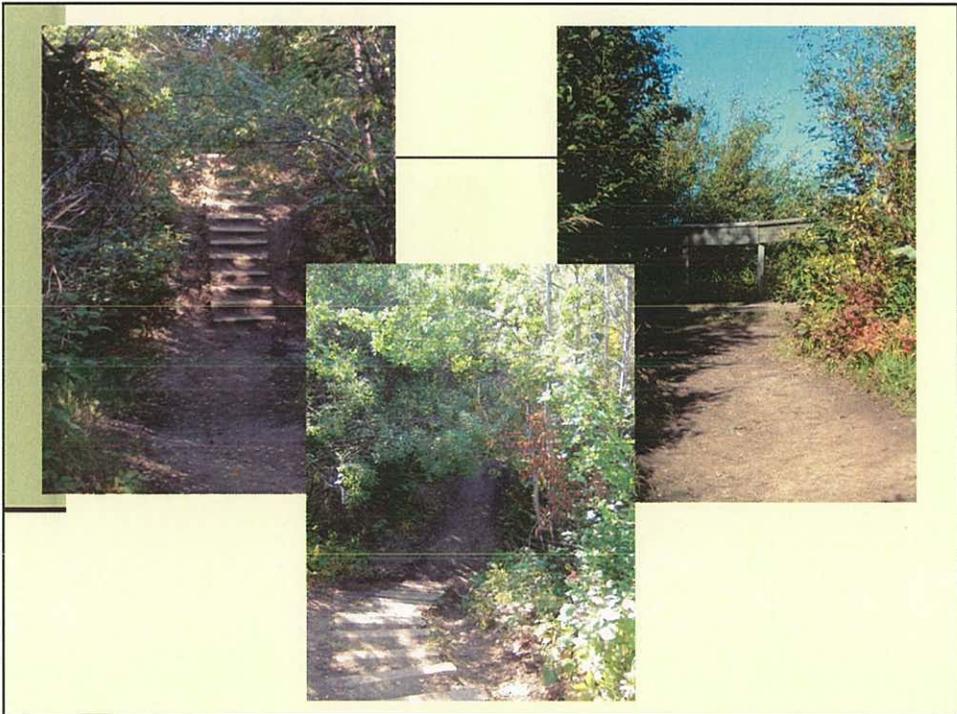
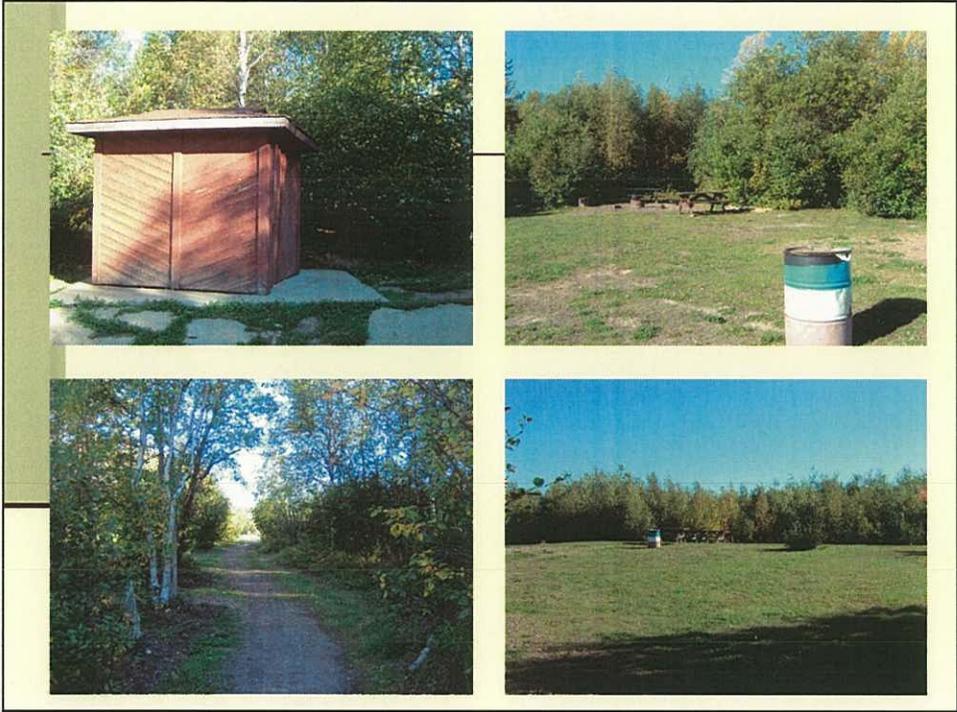
- 4 Day use sites equipped with fire pits and movable wooden picnic tables
- Large open green space area
- Walking trails
- Wooden look out area
- Public outhouses
- Garbage receptacles
- Large parking area

Required as per the Minimum Standards for A Day Use Campground:

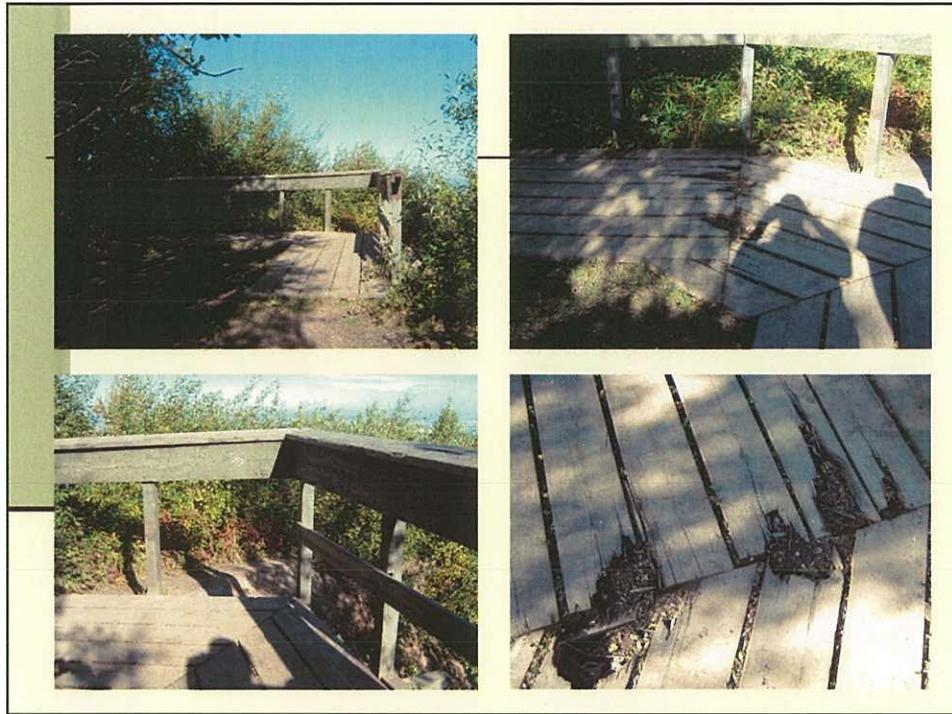
- Repair existing look out structure (safety issue)
- Install wooden walkway with railing along cliff edge trail to look out (eroding under edge). This is a safety/liability issue as collapse of walking trail could happen at any time.
- Clearing of some underbrush along walking trail
- Repair out house building (structural damage on east wall)
- Signage
- Signage shelter structural repair
- Repair holes in walking trail
- Remove exposed rebar in steps along trail
- Shelter Area (as required)











## Tourangeau Lake Day Use Campground

The Tourangeau Lake Day Use Campground is located approximately 2 kilometers northwest of La Crete and situated on the east side of Tourangeau Lake.

This Day Use Campground has the following amenities:

- 6 day use sites equipped with fire pits and 4 with concrete picnic tables
- 10 overnight camping sites (closed with no services)
- Open green space area
- Public outhouses
- Garbage receptacles
- Large parking area
- Boat dock and launch

Required as per the Minimum Standards for A Day Use Campground:

- 2 new picnic tables at day use area
- Renovate existing outhouse at day use area
- Signage
- Shelter Area (as required)





## Wadlin Lake Campground

Wadlin Lake Campground is located approximately 100 kilometers southeast of La Crete and approximately 85 kilometers south of Fort Vermilion and is situated on the northeast side of Wadlin Lake. The MD has an agreement with AT to maintain this area.

This Overnight and Day Use Campground and Playground has the following amenities:

- 28 Overnight and day use sites equipped with fire pits and wooden picnic tables
- Seasonal caretaker with registration cabin
- Large group camping area
- Open green area space
- Public outhouses
- Garbage receptacles
- Large parking area
- Boat dock and launch
- Shelter area
- Well water
- Fire wood stations
- Composite Children's playground equipment and swings
- Fish cleaning stations
- Beach volley ball area
- Signage

Minimum requirements for a Day Use and Overnight Campground and Playground have been met.







# La Crete Hill Park

The La Crete Hill Park is located along 94<sup>th</sup> Avenue, behind the Mustus Lake Centre.

This Urban Park and Playground has the following amenities:

- 4 day use sites equipped with fire pits and concrete picnic tables
- Open green area space
- Park benches
- Skate board park
- Paved walking trails
- Large tobogganing hill
- Public washrooms with municipal water
- Garbage receptacles
- Large parking area
- Shelter area
- Composite Children's slide and swings
- Beach volley ball area
- Lighting
- Fenced park

Required as per the Minimum Standards for an Urban Park and Playground:

- Signage





# Reinland Park

Reinland Park is located on 101<sup>st</sup> Avenue and 101<sup>st</sup> Street in La Crete.

This Urban Park and Playground has the following amenities:

- 4 day use sites equipped with fire pits and concrete picnic tables
- Open green area space
- Park benches
- Public washrooms with municipal water
- Garbage receptacles
- Parking area
- Composite Children's playground equipment and swings
- Lighting
- Fenced park

Required as per the Minimum Standards for an Urban Park and Playground:

- Signage





## 108<sup>th</sup> Street Park

The 108<sup>th</sup> Street Park is located between 108<sup>th</sup> and 109<sup>th</sup> Street in La Crete. This area is identified as a park zone and requires classification as an Urban Park and Playground. This park currently has no services; however, it has been landscaped and seeded.

Required as per the Minimum Standards for an Urban Park and Playground:

- Picnic tables
- Garbage receptacles
- Basic CSA compliant playground equipment
- Signage
- Lighting at playground (CSA Compliance)
- Fencing (as required)
- Washrooms (as required)
- Parking Area (not available)

## Machesis Lake Campground

Machesis Lake Campground is located approximately 55 kilometers west of Fort Vermilion and situated on the north side of Machesis Lake. This area is owned by the Crown but the MD has a verbal agreement to maintain it.

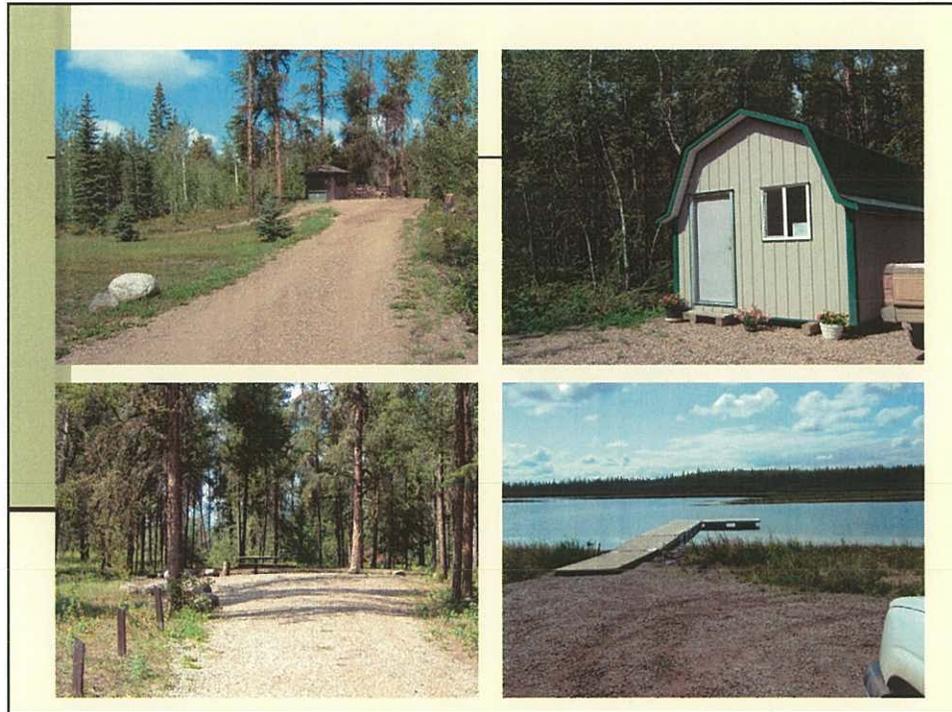
This Day Use and Overnight Campground has the following amenities:

- 19 overnight and day use sites equipped with fire pits and wooden picnic tables
- Seasonal caretaker with registration cabin
- 2 public outhouses
- Garbage receptacles
- Fire wood stations
- Parking area
- Boat dock with shore launch
- Fish cleaning stations
- Walking trails

Required as per the Minimum Standards for a Day Use and Overnight Campground:

- Well water (as required)
- Shelter area (as required)
- Signage





## Bridge Campground

The Bridge Campground is located approximately 10 kilometers northwest of Fort Vermilion and is situated north east of the Fort Vermilion Bridge. This area is owned by the Crown but the MD has a verbal agreement to maintain it. This campground is run by the Fort Vermilion Recreation Board.

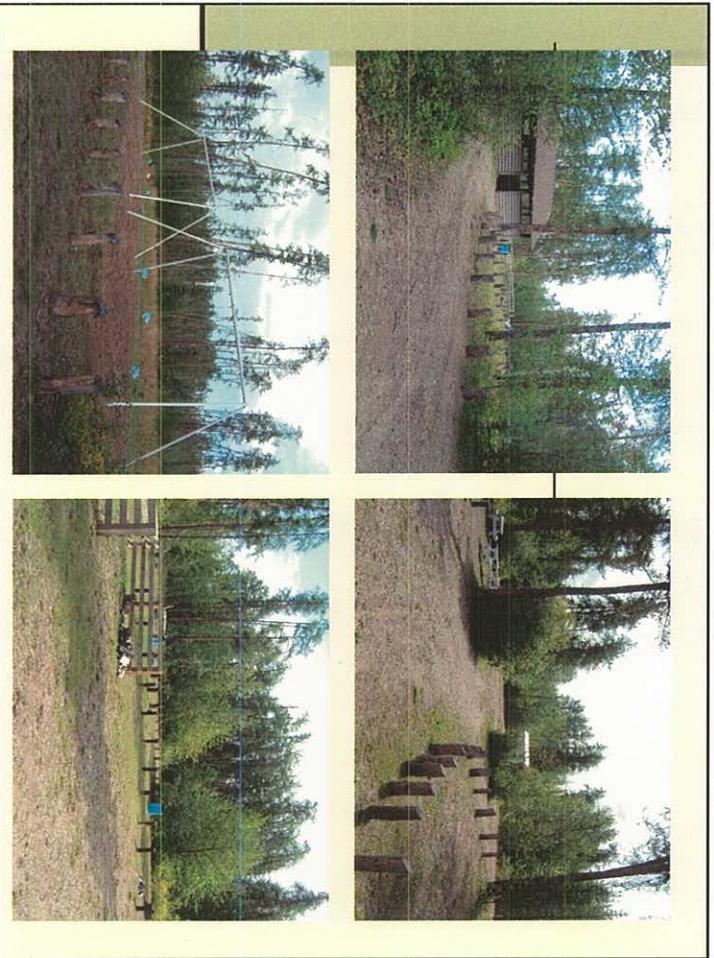
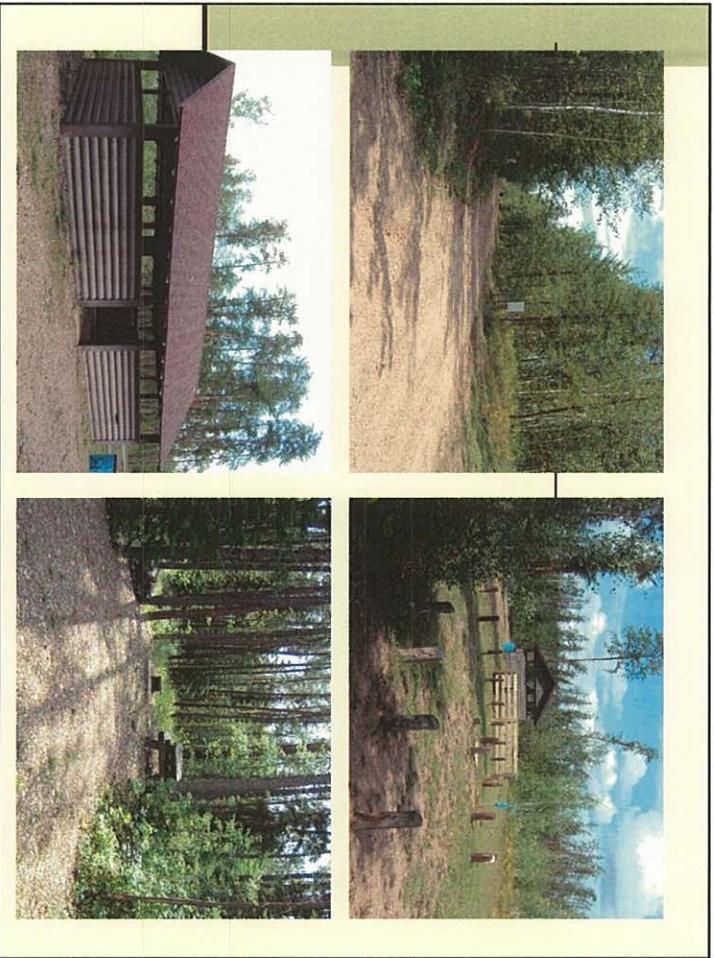
This Day Use and Overnight Campground has the following amenities:

- 10 Overnight and day use sites equipped with fire pits and wooden picnic tables
- Public outhouses
- Garbage receptacles
- Parking area
- Large shelter area with cook stove
- Children and baby swings
- Fire wood station
- Well water
- ATV trails

Required as per the Minimum Standards for a Day Use and Overnight Campground:

- Signage
- Boat launch (as required)
- Deadfall at walking trails should be removed
- Under brush and deadfall should be cleared
- Replace missing and broken fire pits
- Obvious CSA compliance violations exist with the playground surfacing. These violations should be identified and rectified due to safety and liability issues.







# Fort Vermilion Urban Park

The Fort Vermilion Urban Park is commonly known as Pioneer Park, and located directly behind Fort Vermilion Fire Hall.

This Urban Park and Playground has the following amenities:

- 2 day use sites equipped with raised cooking grills and 2 wooded picnic tables
- Open green area space
- Garbage receptacles
- Parking area only along road edge
- Composite children's playground equipment
- Fenced park play area

Required as per the Minimum Standards for an Urban Park and Playground:

- Lighting at playground (CSA Compliance)
- Washrooms (as required)





# Fort Vermilion Arena Park

The Fort Vermilion Arena Park is located at the front side of the Community & Cultural Complex. This playground is operated by the Fort Vermilion Recreation Board.

This Urban Park and Playground includes the following amenities:

- Swings
- Climbing bars (monkey bars)
- 2 picnic tables
- Garbage receptacles
- Parking area
- Open green area space

Required as per the Minimum Standards for an Urban Park and Playground :

- Lighting at the playground (CSA compliance)
- Signage
- Obvious CSA compliance violations exist with the swings. These violations should be rectified due to safety and liability issues.





# D.A. Thomas Park

The D.A. Thomas Park is located directly across from the Fort Vermilion water treatment facility along River Road.

This Day Use Campground has the following amenities:

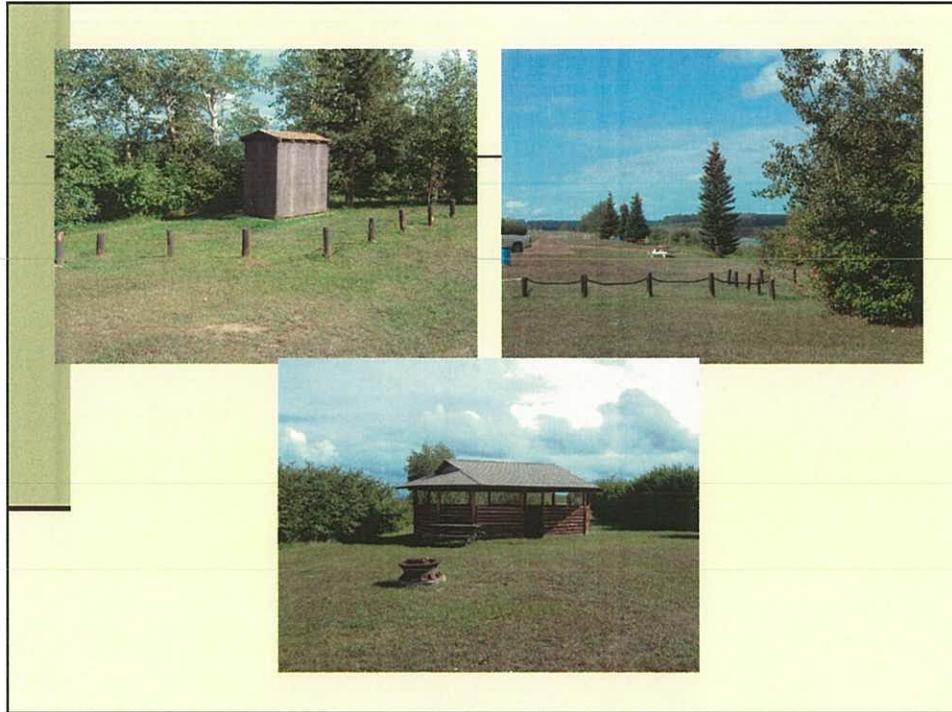
- Several day use sites equipped with some fire pits, and wooded picnic tables
- Open green area space
- Public outhouses
- Garbage receptacles
- Parking area
- Shelter area
- Park Benches
- Boat launch
- Boat dock

Required as per the Minimum Standards for Day Use Campground:

- Additional fire pits for all day use sites
- Repair existing post and cable fence
- Install post and cable fence along perimeter of park
- Signage







## Mackenzie Housing Park

Mackenzie Housing Park is located at 52<sup>nd</sup> avenue in Fort Vermilion. This playground is operated by the Fort Vermilion Recreation Board.

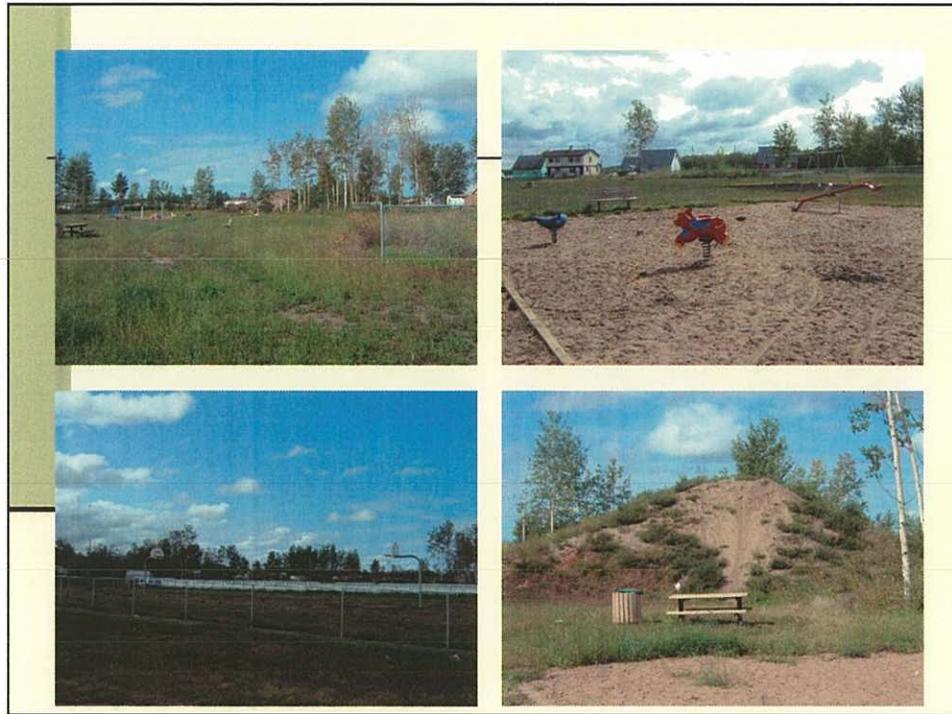
This Urban Park and Playground has the following amenities:

- Day use sites equipped with picnic tables and garbage receptacles
- Open green area space
- Park benches
- Parking area
- Composite Children's playground equipment and swings
- Out door skating rink
- Basketball nets
- Fenced park

Required as per the Minimum Standards for an Urban Park and Playground:

- Lighting at Playground (CSA Compliance)
- Signage
- Cut down and shape hill to accommodate for tobogganing – currently the hill is quite high and steep
- A safety concern exists at the area of the slide hill with the placement of a table and garbage receptacle at the base of the slide / trail area. This is a safety and liability issue.
- Washrooms (as required)





## Hutch Lake Campground

Hutch Lake Campground is located approximately 35 kilometers north of High Level and is situated on the west side of Hutch Lake. This Overnight and Day Use Campground area is a Municipal Campground, however is currently operated by the Town of High Level due to a council agreement.

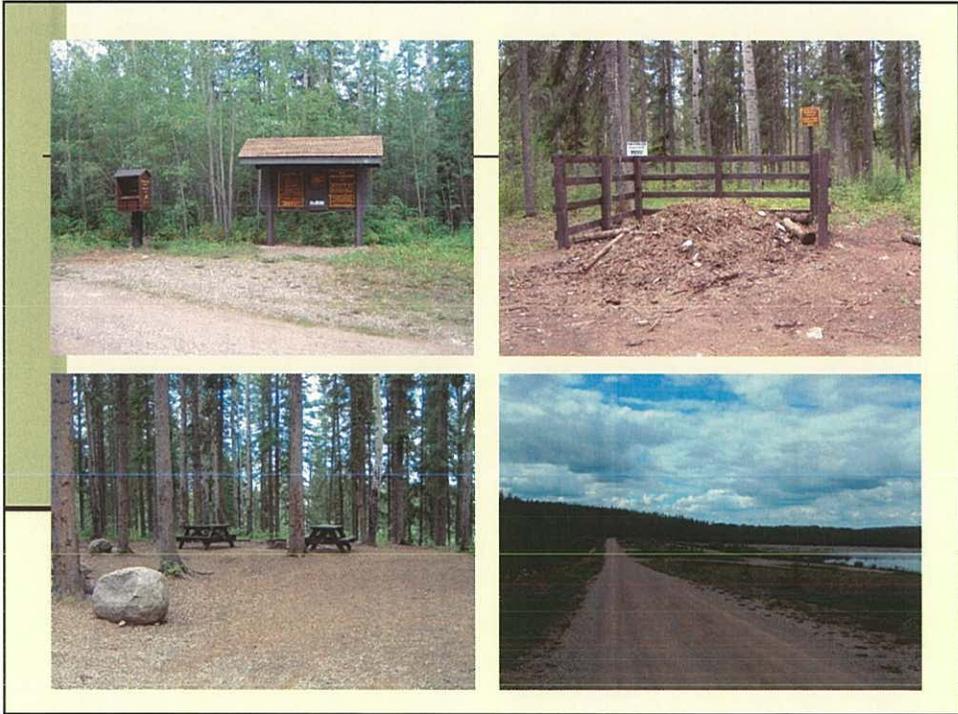
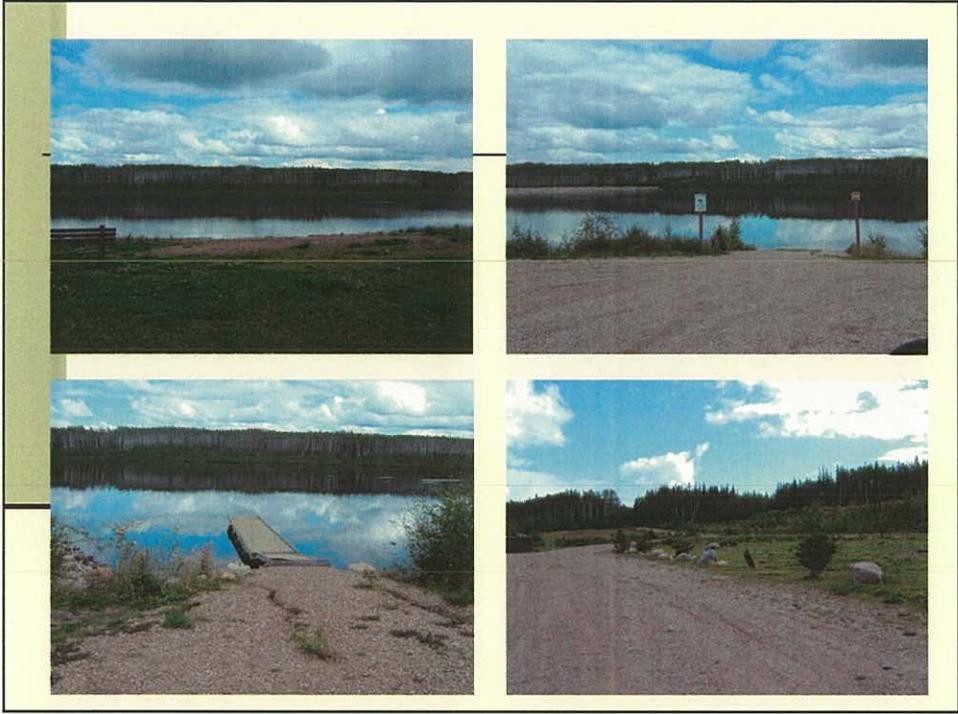
This Overnight and Day Use Campground has the following amenities:

- 13 overnight and 4 day use sites, some equipped with fire pits and wooden picnic tables
- Public outhouses
- Garbage receptacles
- Parking area
- Boat dock
- Boat launch
- Fish cleaning stations
- Beach area
- Walking trails
- Well water

Required as per the Minimum Standards for an Overnight and Day Use Campground:

- Signage
- Shelter Area (as required)
- Fire pits and picnic tables through out the sites









## Zama Community Park

Zama Community Park is located along Aspen Drive. This campground is operated by the Zama Recreation Board.

This Urban Park, Overnight and Day Use Campground and Playground has the following amenities:

- 14 overnight and day use sites equipped with fire pits and wooden picnic tables
- Trout pond
- Large picnic day use area
- Composite playground equipment
- Swings
- Public outhouses
- Garbage receptacles
- Parking area
- Beach volley ball area

Required as per the Minimum Standards for an Urban Park, Overnight and Day Use Campground and Playground:

- Clear underbrush and deadfall
- Lighting at Playground (CSA Compliance)
- Perimeter fencing
- Shelter Area (as required)
- Well Water (as required)







# Municipal District of Mackenzie No. 23

---

## Parks and Campgrounds



### Tompkins Landing Day Use Campground

---

Tompkins Landing Day Use Campground is located approximately 60 kilometers southwest of La Crete along Highway 697, and situated along side of the Tompkins Landing Ferry crossing on the Peace River. This area is owned by the Crown but the MD has a verbal agreement to maintain it.

This Day Use Campground has the following amenities:

- 3 day use sites equipped with fire pits and movable wooden picnic tables
- Public outhouses
- Garbage receptacles
- Large parking area

Required as per the Minimum Standards for A Day Use Campground:

- New outhouse facilities
- Upgraded picnic tables and fire pits – the current ones are well used
- Clearing of underbrush and deadfall
- Replace existing signage – faded and worn out
- Shelter Area (as required)
- Boat Launch (as required)







# Buffalo Head Day Use Campground

The Buffalo Head Tower Day Use Campground is located approximately 35 kilometers south of La Crete on top of the Buffalo Head Hills and is situated along side of the Buffalo Head fire look out tower. The MD has an agreement with AT to maintain this area.

This Day Use Campground has the following amenities:

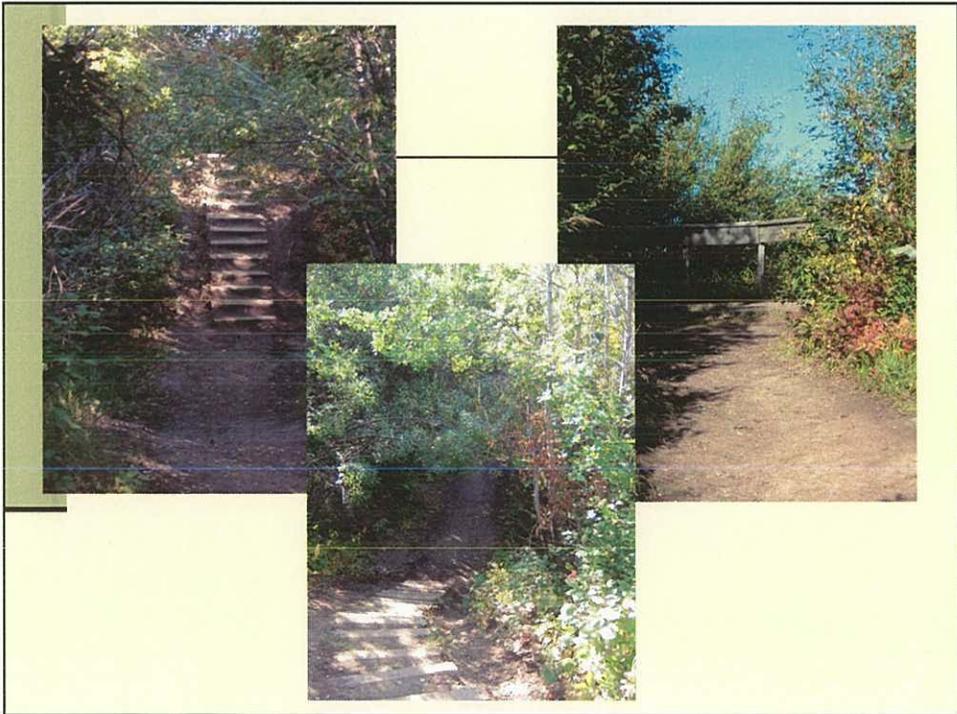
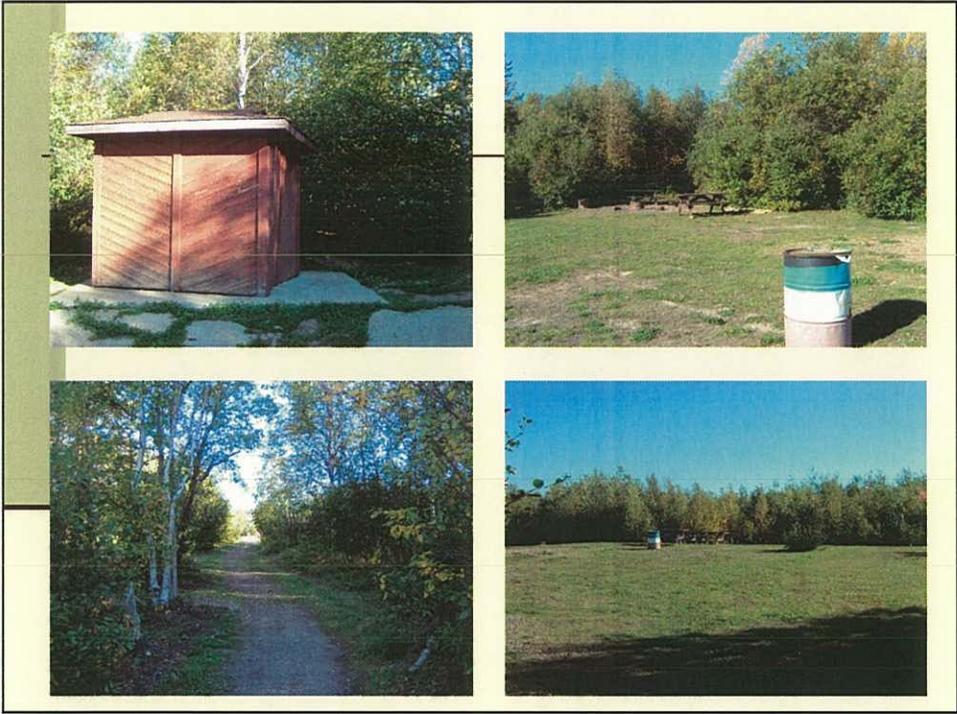
- 4 Day use sites equipped with fire pits and movable wooden picnic tables
- Large open green space area
- Walking trails
- Wooden look out area
- Public outhouses
- Garbage receptacles
- Large parking area

Required as per the Minimum Standards for A Day Use Campground:

- Repair existing look out structure (safety issue)
- Install wooden walkway with railing along cliff edge trail to look out (eroding under edge). This is a safety/liability issue as collapse of walking trail could happen at any time.
- Clearing of some underbrush along walking trail
- Repair out house building (structural damage on east wall)
- Signage
- Signage shelter structural repair
- Repair holes in walking trail
- Remove exposed rebar in steps along trail
- Shelter Area (as required)











## Tourangeau Lake Day Use Campground

The Tourangeau Lake Day Use Campground is located approximately 2 kilometers northwest of La Crete and situated on the east side of Tourangeau Lake.

This Day Use Campground has the following amenities:

- 6 day use sites equipped with fire pits and 4 with concrete picnic tables
- 10 overnight camping sites (closed with no services)
- Open green space area
- Public outhouses
- Garbage receptacles
- Large parking area
- Boat dock and launch

Required as per the Minimum Standards for A Day Use Campground:

- 2 new picnic tables at day use area
- Renovate existing outhouse at day use area
- Signage
- Shelter Area (as required)





## Wadlin Lake Campground

Wadlin Lake Campground is located approximately 100 kilometers southeast of La Crete and approximately 85 kilometers south of Fort Vermilion and is situated on the northeast side of Wadlin Lake. The MD has an agreement with AT to maintain this area.

This Overnight and Day Use Campground and Playground has the following amenities:

- 28 Overnight and day use sites equipped with fire pits and wooden picnic tables
- Seasonal caretaker with registration cabin
- Large group camping area
- Open green area space
- Public outhouses
- Garbage receptacles
- Large parking area
- Boat dock and launch
- Shelter area
- Well water
- Fire wood stations
- Composite Children's playground equipment and swings
- Fish cleaning stations
- Beach volley ball area
- Signage

Minimum requirements for a Day Use and Overnight Campground and Playground have been met.







# La Crete Hill Park

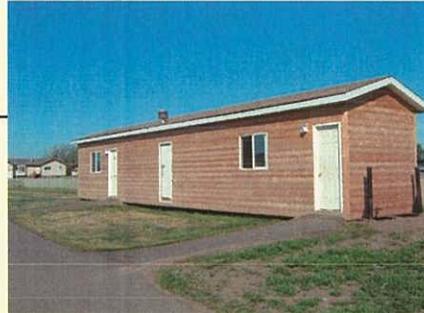
The La Crete Hill Park is located along 94<sup>th</sup> Avenue, behind the Mustus Lake Centre.

This Urban Park and Playground has the following amenities:

- 4 day use sites equipped with fire pits and concrete picnic tables
- Open green area space
- Park benches
- Skate board park
- Paved walking trails
- Large tobogganing hill
- Public washrooms with municipal water
- Garbage receptacles
- Large parking area
- Shelter area
- Composite Children's slide and swings
- Beach volley ball area
- Lighting
- Fenced park

Required as per the Minimum Standards for an Urban Park and Playground:

- Signage





# Reinland Park

Reinland Park is located on 101<sup>st</sup> Avenue and 101<sup>st</sup> Street in La Crete.

This Urban Park and Playground has the following amenities:

- 4 day use sites equipped with fire pits and concrete picnic tables
- Open green area space
- Park benches
- Public washrooms with municipal water
- Garbage receptacles
- Parking area
- Composite Children's playground equipment and swings
- Lighting
- Fenced park

Required as per the Minimum Standards for an Urban Park and Playground:

- Signage





## 108<sup>th</sup> Street Park

The 108<sup>th</sup> Street Park is located between 108<sup>th</sup> and 109<sup>th</sup> Street in La Crete. This area is identified as a park zone and requires classification as an Urban Park and Playground. This park currently has no services; however, it has been landscaped and seeded.

Required as per the Minimum Standards for an Urban Park and Playground:

- Picnic tables
- Garbage receptacles
- Basic CSA compliant playground equipment
- Signage
- Lighting at playground (CSA Compliance)
- Fencing (as required)
- Washrooms (as required)
- Parking Area (not available)

## Machesis Lake Campground

Machesis Lake Campground is located approximately 55 kilometers west of Fort Vermilion and situated on the north side of Machesis Lake. This area is owned by the Crown but the MD has a verbal agreement to maintain it.

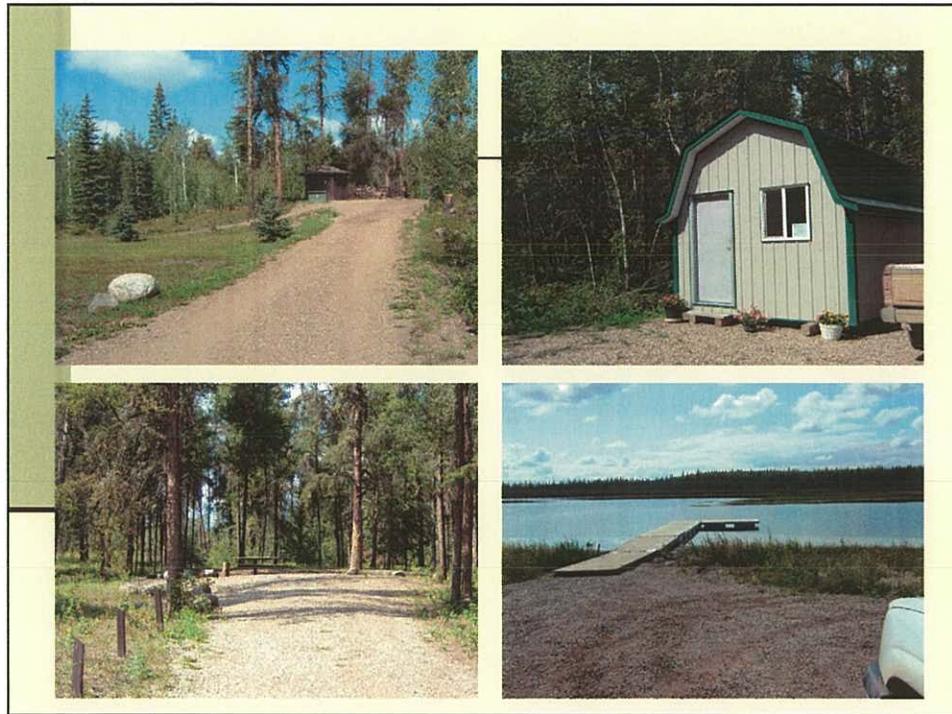
This Day Use and Overnight Campground has the following amenities:

- 19 overnight and day use sites equipped with fire pits and wooden picnic tables
- Seasonal caretaker with registration cabin
- 2 public outhouses
- Garbage receptacles
- Fire wood stations
- Parking area
- Boat dock with shore launch
- Fish cleaning stations
- Walking trails

Required as per the Minimum Standards for a Day Use and Overnight Campground:

- Well water (as required)
- Shelter area (as required)
- Signage





## Bridge Campground

The Bridge Campground is located approximately 10 kilometers northwest of Fort Vermilion and is situated north east of the Fort Vermilion Bridge. This area is owned by the Crown but the MD has a verbal agreement to maintain it. This campground is run by the Fort Vermilion Recreation Board.

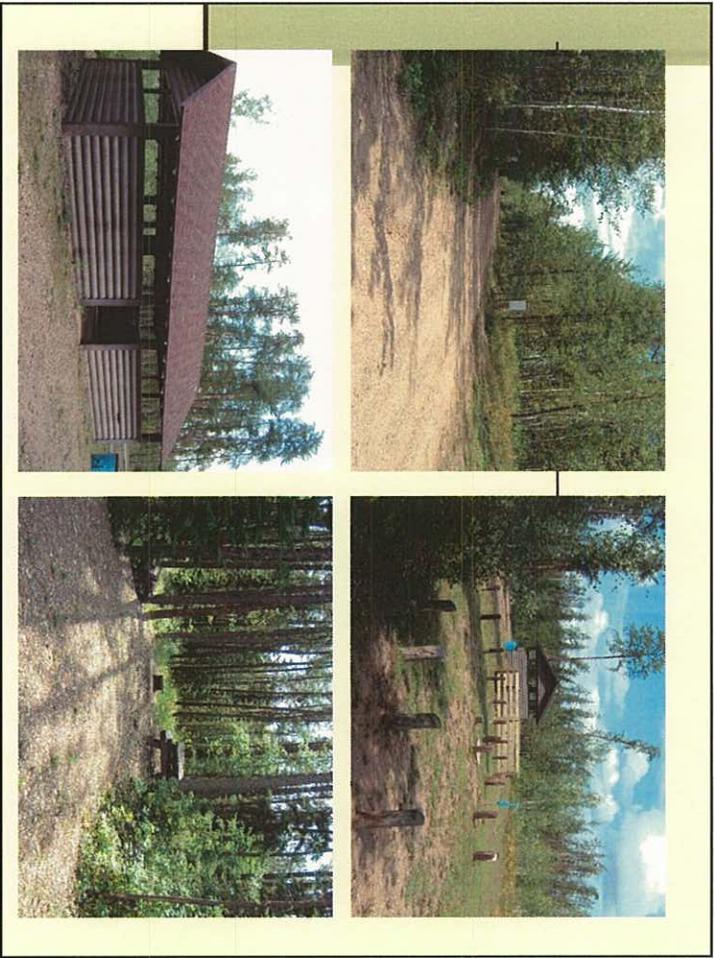
This Day Use and Overnight Campground has the following amenities:

- 10 Overnight and day use sites equipped with fire pits and wooden picnic tables
- Public outhouses
- Garbage receptacles
- Parking area
- Large shelter area with cook stove
- Children and baby swings
- Fire wood station
- Well water
- ATV trails

Required as per the Minimum Standards for a Day Use and Overnight Campground:

- Signage
- Boat launch (as required)
- Deadfall at walking trails should be removed
- Under brush and deadfall should be cleared
- Replace missing and broken fire pits
- Obvious CSA compliance violations exist with the playground surfacing. These violations should be identified and rectified due to safety and liability issues.







# Fort Vermilion Urban Park

The Fort Vermilion Urban Park is commonly known as Pioneer Park, and located directly behind Fort Vermilion Fire Hall.

This Urban Park and Playground has the following amenities:

- 2 day use sites equipped with raised cooking grills and 2 wooded picnic tables
- Open green area space
- Garbage receptacles
- Parking area only along road edge
- Composite children's playground equipment
- Fenced park play area

Required as per the Minimum Standards for an Urban Park and Playground:

- Lighting at playground (CSA Compliance)
- Washrooms (as required)





# Fort Vermilion Arena Park

The Fort Vermilion Arena Park is located at the front side of the Community & Cultural Complex. This playground is operated by the Fort Vermilion Recreation Board.

This Urban Park and Playground includes the following amenities:

- Swings
- Climbing bars (monkey bars)
- 2 picnic tables
- Garbage receptacles
- Parking area
- Open green area space

Required as per the Minimum Standards for an Urban Park and Playground :

- Lighting at the playground (CSA compliance)
- Signage
- Obvious CSA compliance violations exist with the swings. These violations should be rectified due to safety and liability issues.





## D.A. Thomas Park

The D.A. Thomas Park is located directly across from the Fort Vermilion water treatment facility along River Road.

This Day Use Campground has the following amenities:

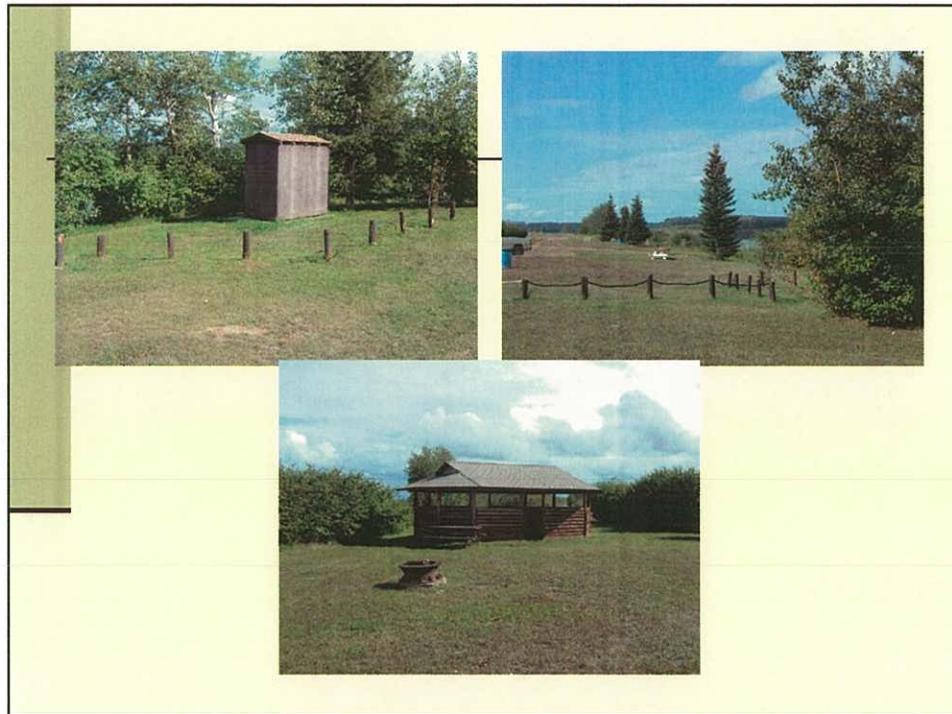
- Several day use sites equipped with some fire pits, and wooded picnic tables
- Open green area space
- Public outhouses
- Garbage receptacles
- Parking area
- Shelter area
- Park Benches
- Boat launch
- Boat dock

Required as per the Minimum Standards for Day Use Campground:

- Additional fire pits for all day use sites
- Repair existing post and cable fence
- Install post and cable fence along perimeter of park
- Signage







## Mackenzie Housing Park

Mackenzie Housing Park is located at 52<sup>nd</sup> avenue in Fort Vermilion. This playground is operated by the Fort Vermilion Recreation Board.

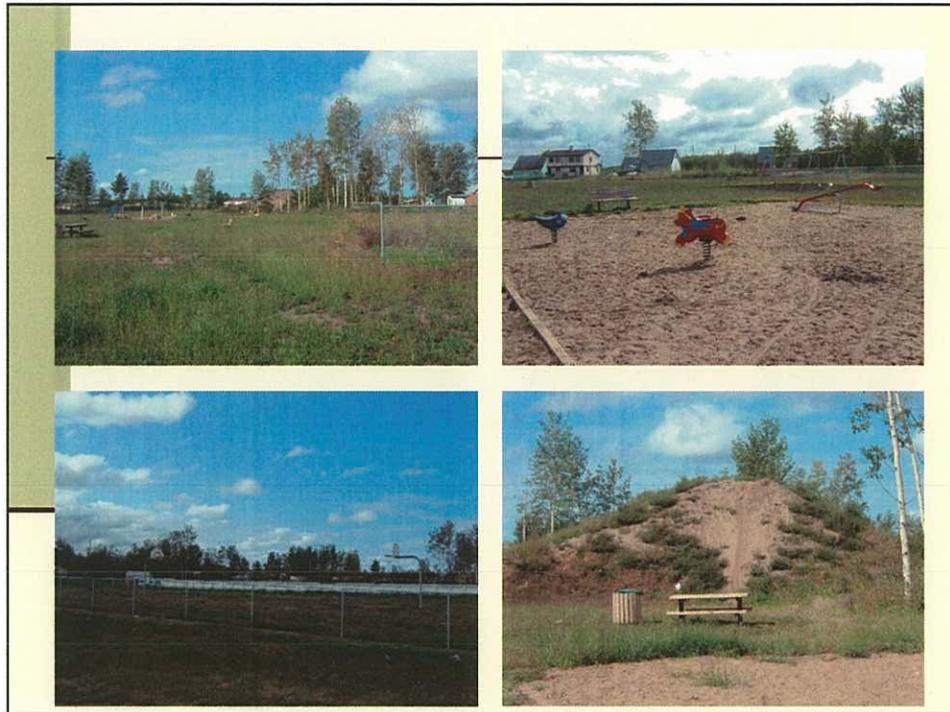
This Urban Park and Playground has the following amenities:

- Day use sites equipped with picnic tables and garbage receptacles
- Open green area space
- Park benches
- Parking area
- Composite Children's playground equipment and swings
- Out door skating rink
- Basketball nets
- Fenced park

Required as per the Minimum Standards for an Urban Park and Playground:

- Lighting at Playground (CSA Compliance)
- Signage
- Cut down and shape hill to accommodate for tobogganing – currently the hill is quite high and steep
- A safety concern exists at the area of the slide hill with the placement of a table and garbage receptacle at the base of the slide / trail area. This is a safety and liability issue.
- Washrooms (as required)





## Hutch Lake Campground

Hutch Lake Campground is located approximately 35 kilometers north of High Level and is situated on the west side of Hutch Lake. This Overnight and Day Use Campground area is a Municipal Campground, however is currently operated by the Town of High Level due to a council agreement.

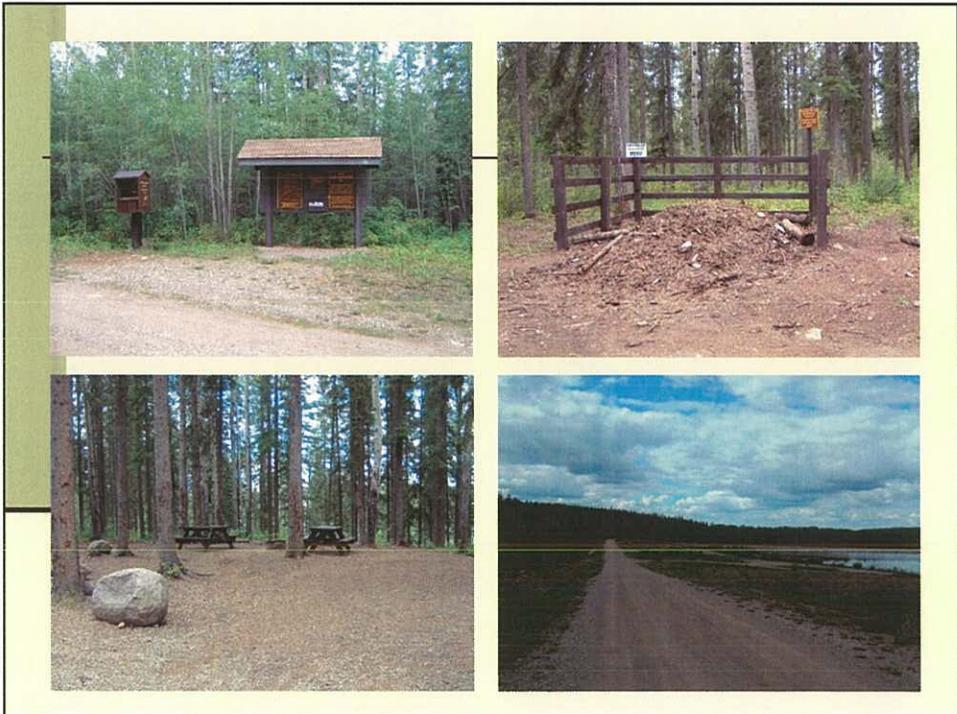
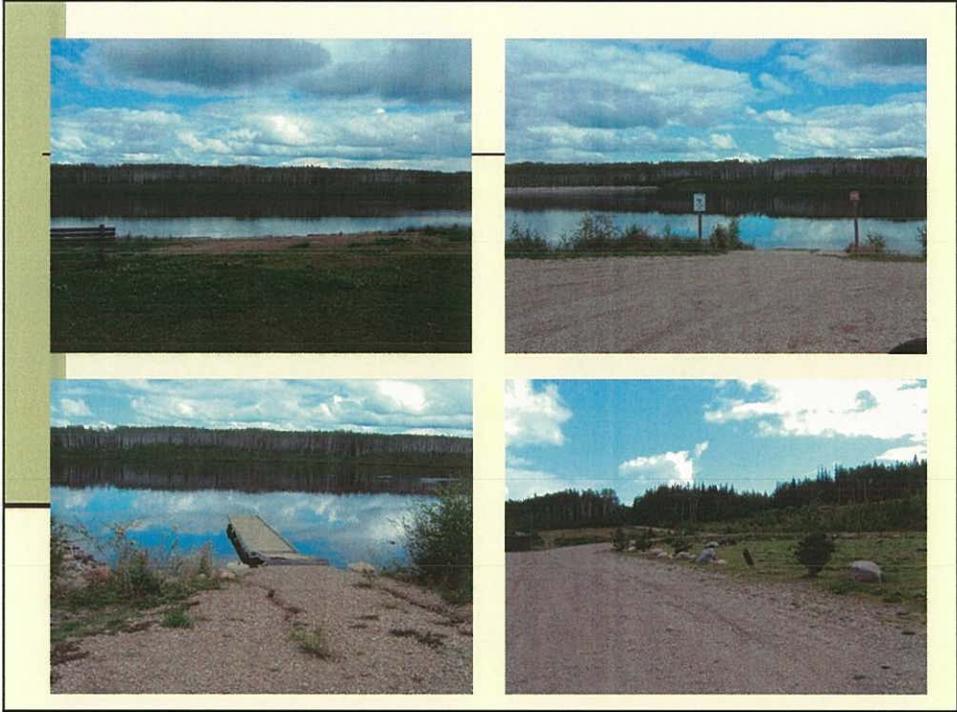
This Overnight and Day Use Campground has the following amenities:

- 13 overnight and 4 day use sites, some equipped with fire pits and wooden picnic tables
- Public outhouses
- Garbage receptacles
- Parking area
- Boat dock
- Boat launch
- Fish cleaning stations
- Beach area
- Walking trails
- Well water

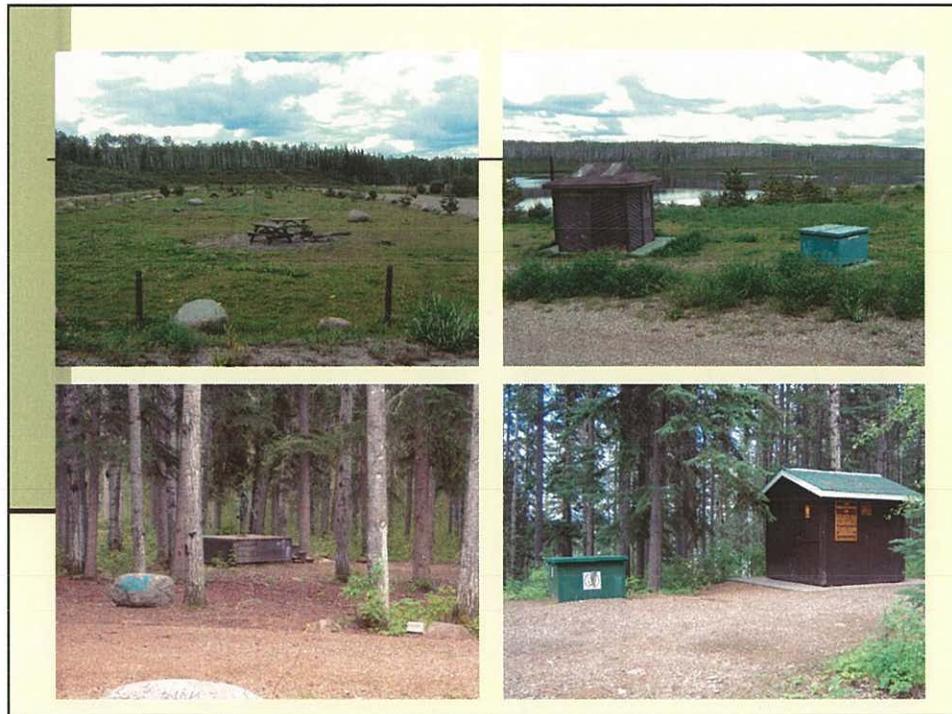
Required as per the Minimum Standards for an Overnight and Day Use Campground:

- Signage
- Shelter Area (as required)
- Fire pits and picnic tables through out the sites









## Zama Community Park

Zama Community Park is located along Aspen Drive. This campground is operated by the Zama Recreation Board.

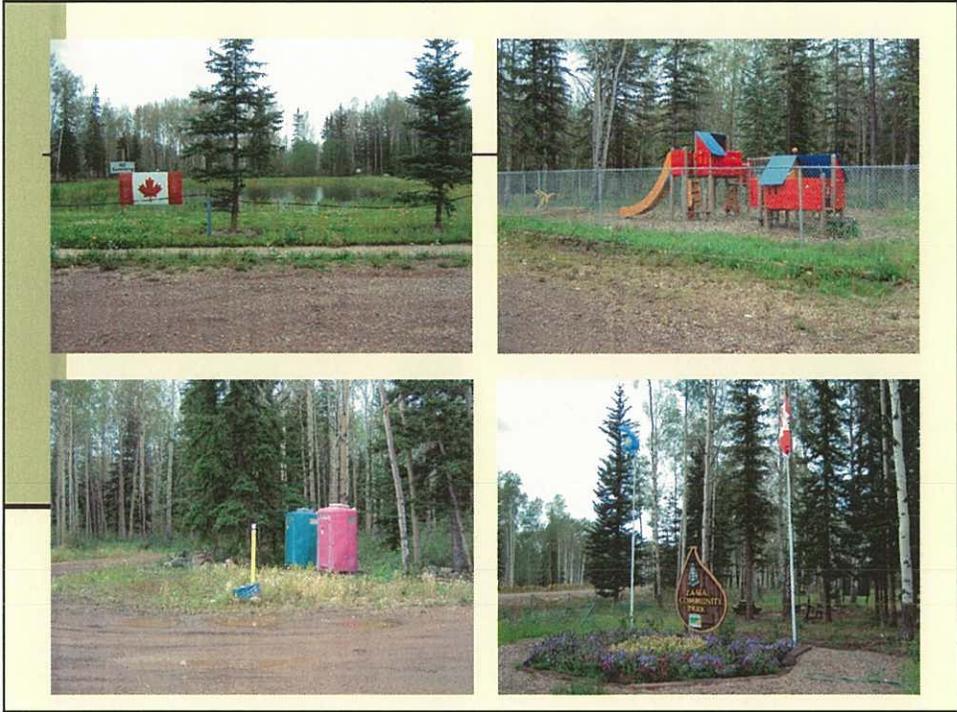
This Urban Park, Overnight and Day Use Campground and Playground has the following amenities:

- 14 overnight and day use sites equipped with fire pits and wooden picnic tables
- Trout pond
- Large picnic day use area
- Composite playground equipment
- Swings
- Public outhouses
- Garbage receptacles
- Parking area
- Beach volley ball area

Required as per the Minimum Standards for an Urban Park, Overnight and Day Use Campground and Playground:

- Clear underbrush and deadfall
- Lighting at Playground (CSA Compliance)
- Perimeter fencing
- Shelter Area (as required)
- Well Water (as required)







2a)  
~~addition~~  
handout

# Municipal District of Mackenzie

## No. 23

---

# Parks and Campgrounds



# Tompkins Landing Day Use Campground

Tompkins Landing Day Use Campground is located approximately 60 kilometers southwest of La Crete along Highway 697, and situated along side of the Tompkins Landing Ferry crossing on the Peace River. This area is owned by the Crown but the MD has a verbal agreement to maintain it.

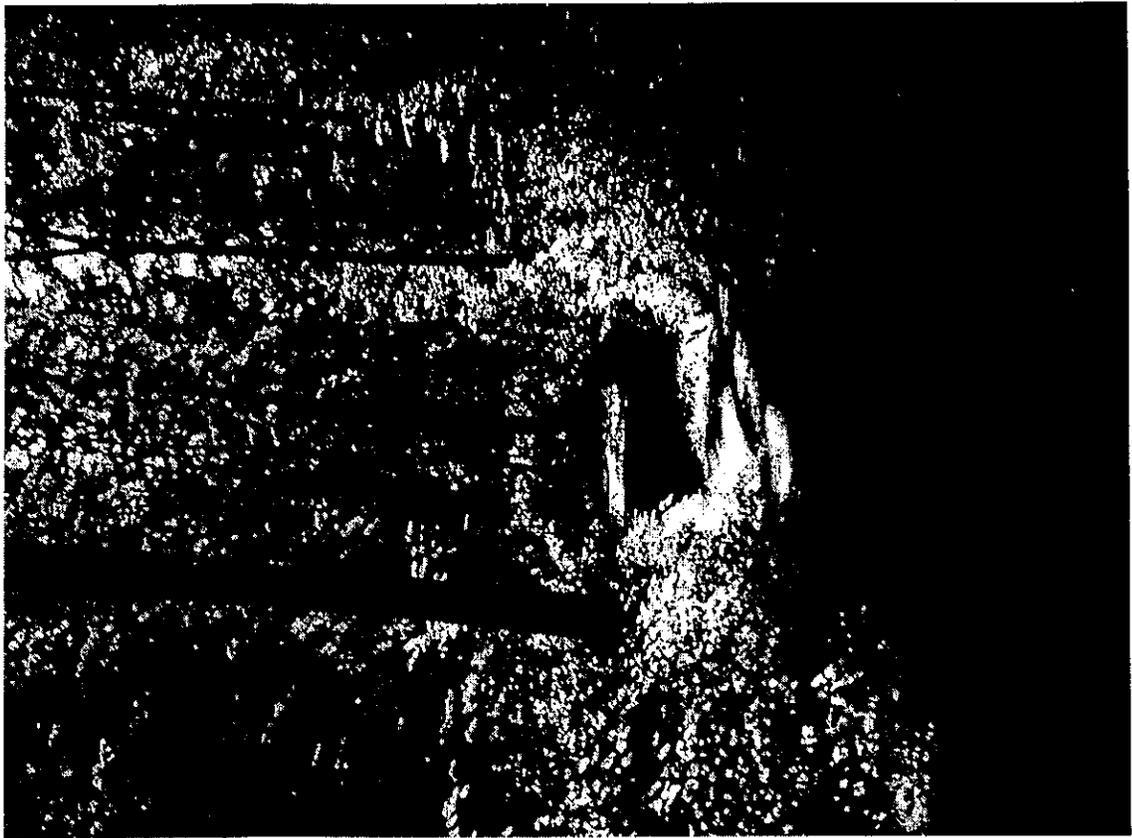
This Day Use Campground has the following amenities:

- 3 day use sites equipped with fire pits and movable wooden picnic tables
- Public outhouses
- Garbage receptacles
- Large parking area

Required as per the Minimum Standards for A Day Use Campground:

- New outhouse facilities
- Upgraded picnic tables and fire pits – the current ones are well used
- Clearing of underbrush and deadfall
- Replace existing signage – faded and worn out
- Shelter Area (as required)
- Boat Launch (as required)





# Buffalo Head Day Use Campground

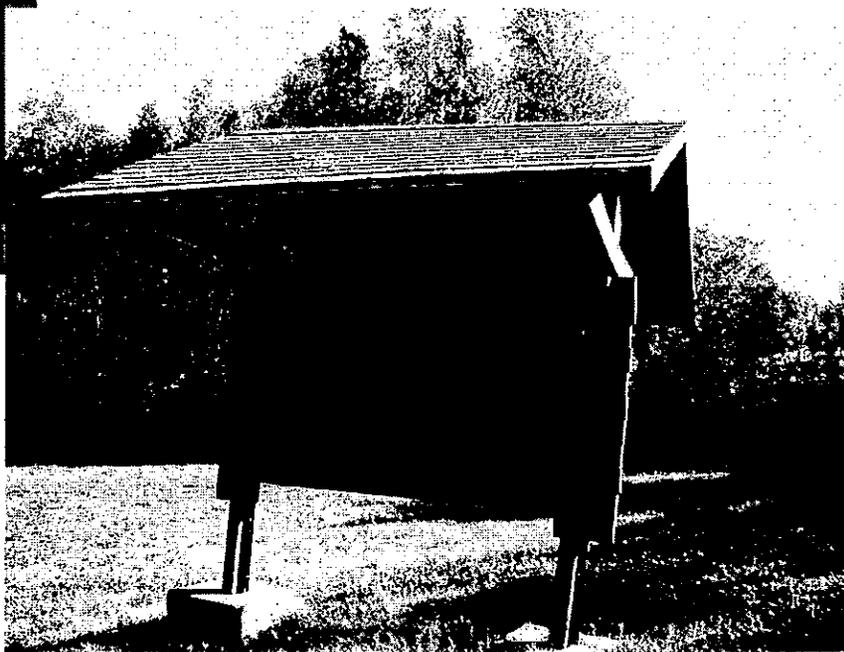
The Buffalo Head Tower Day Use Campground is located approximately 35 kilometers south of La Crete on top of the Buffalo Head Hills and is situated along side of the Buffalo Head fire look out tower. The MD has an agreement with AT to maintain this area.

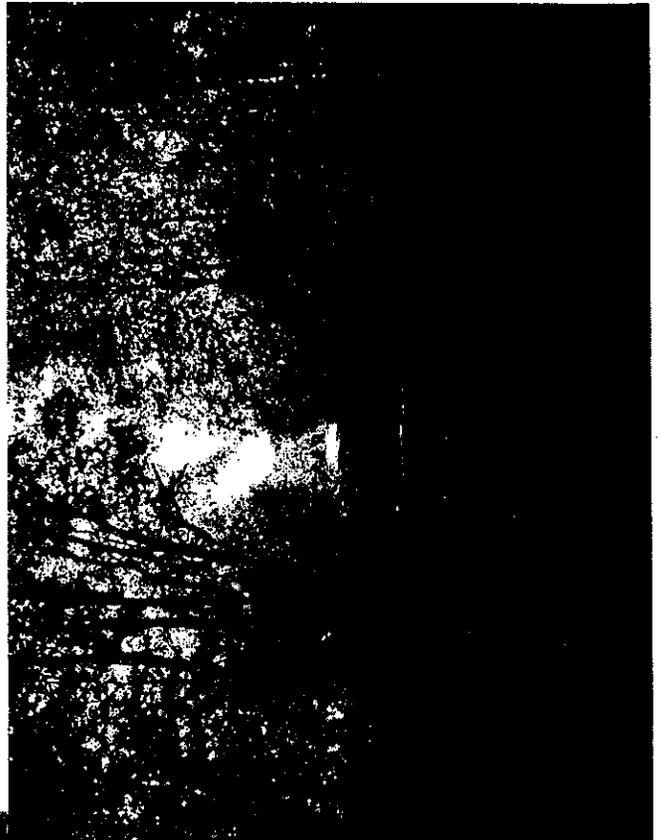
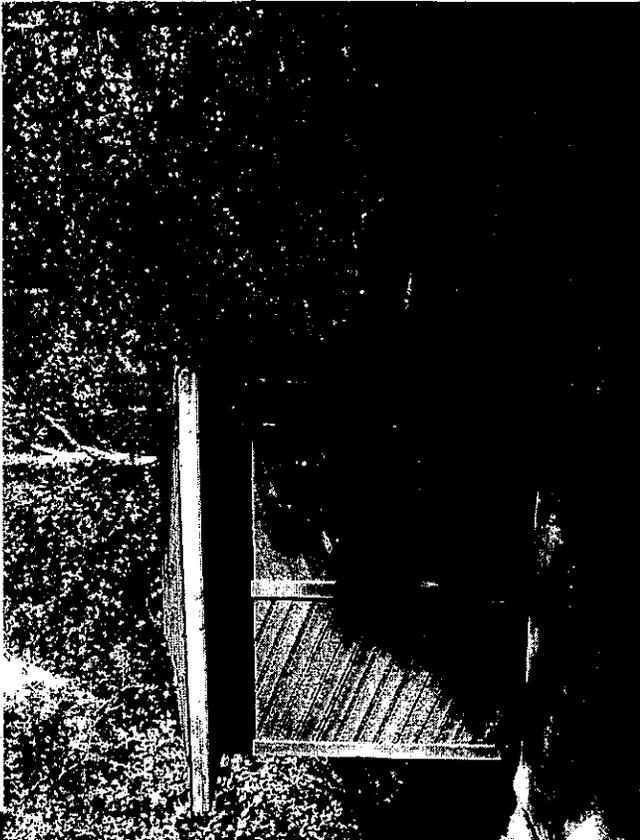
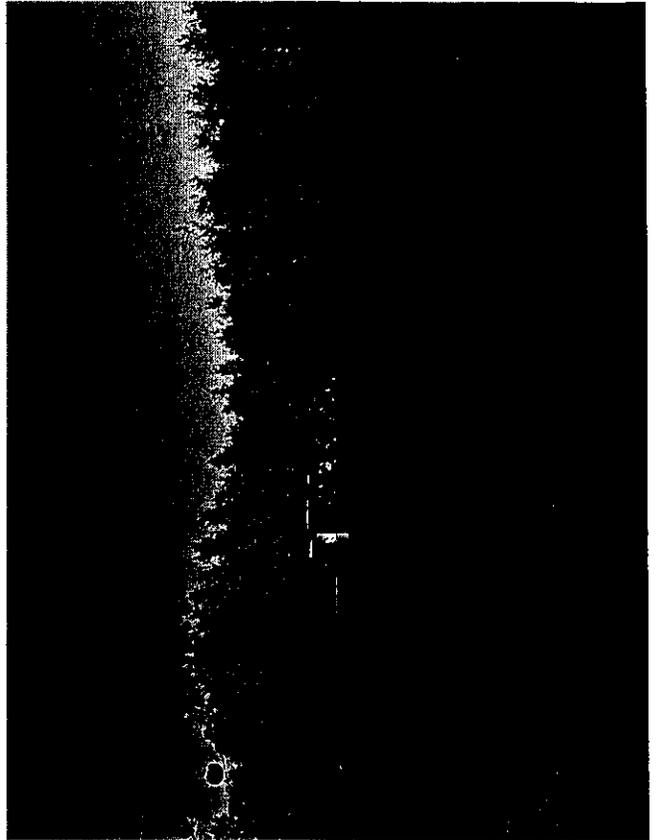
This Day Use Campground has the following amenities:

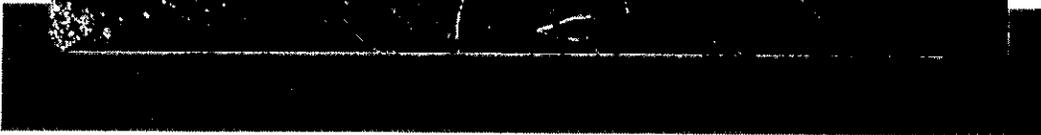
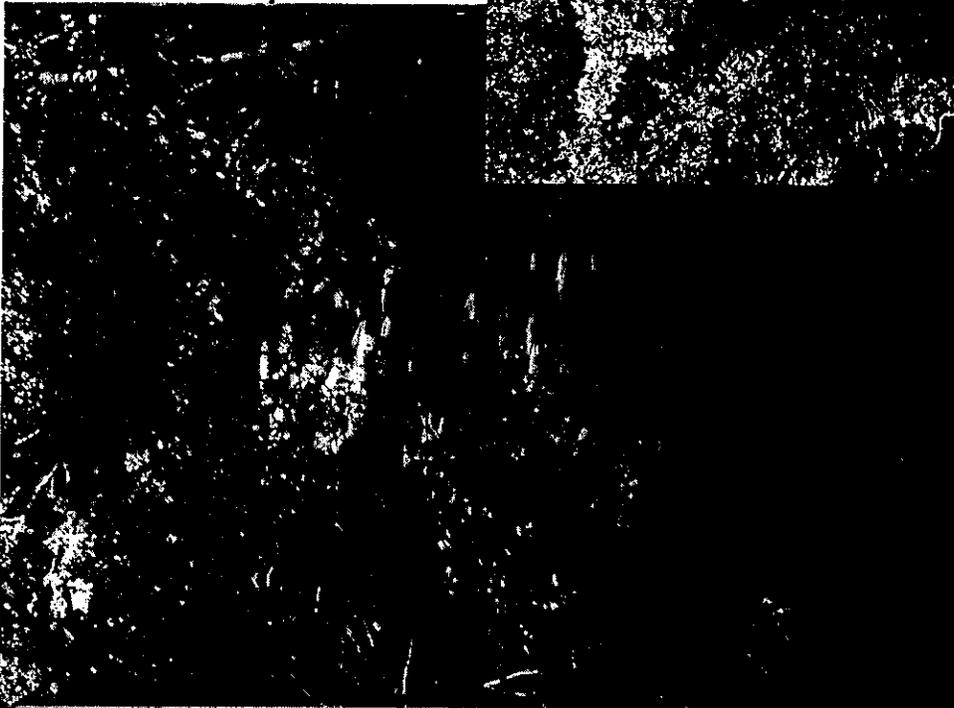
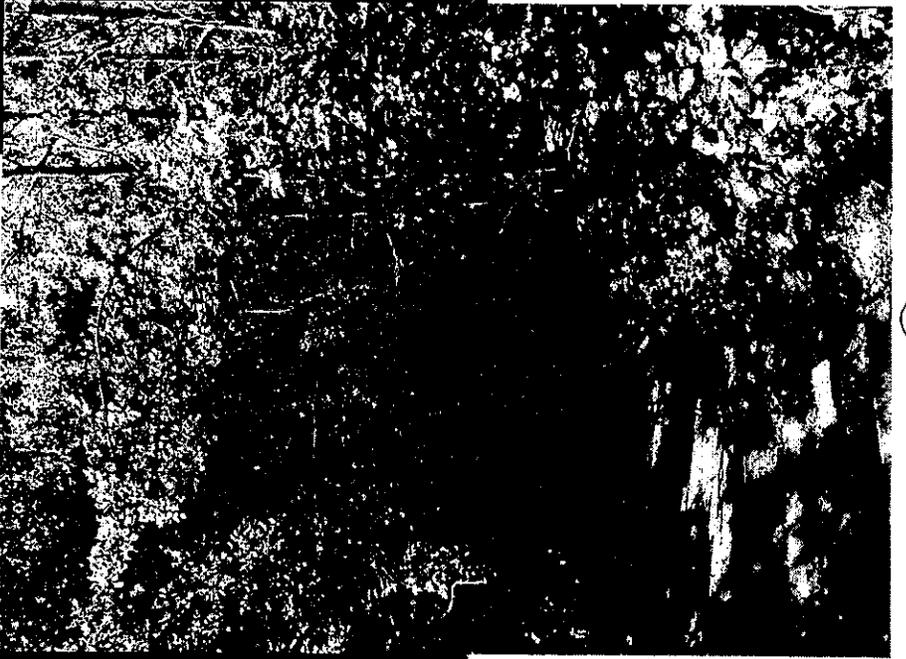
- 4 Day use sites equipped with fire pits and movable wooden picnic tables
- Large open green space area
- Walking trails
- Wooden look out area
- Public outhouses
- Garbage receptacles
- Large parking area

Required as per the Minimum Standards for A Day Use Campground:

- Repair existing look out structure (safety issue)
- Install wooden walkway with railing along cliff edge trail to look out (eroding under edge).  
This is a safety/liability issue as collapse of walking trail could happen at any time.
- Clearing of some underbrush along walking trail
- Repair out house building (structural damage on east wall)
- Signage
- Signage shelter structural repair
- Repair holes in walking trail
- Remove exposed rebar in steps along trail
- Shelter Area (as required)









# Tourangeau Lake Day Use Campground

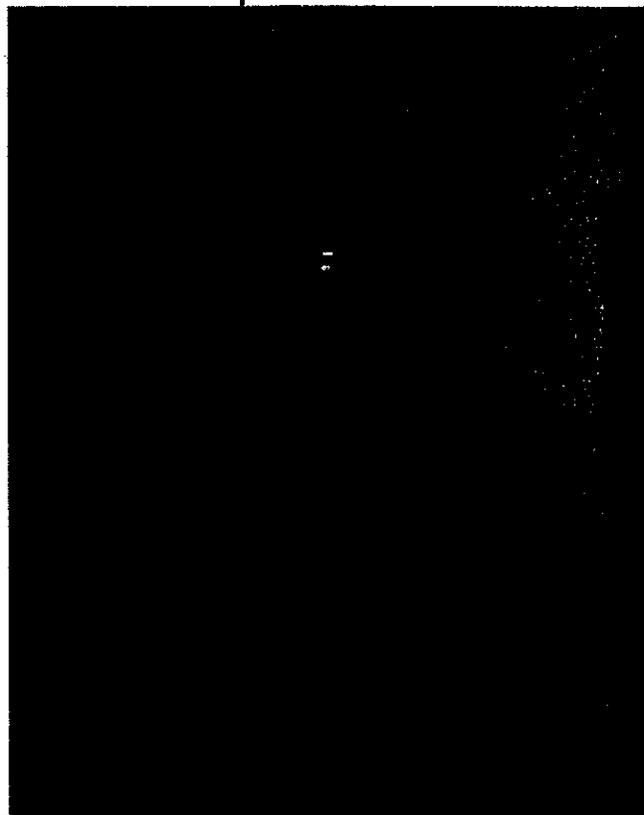
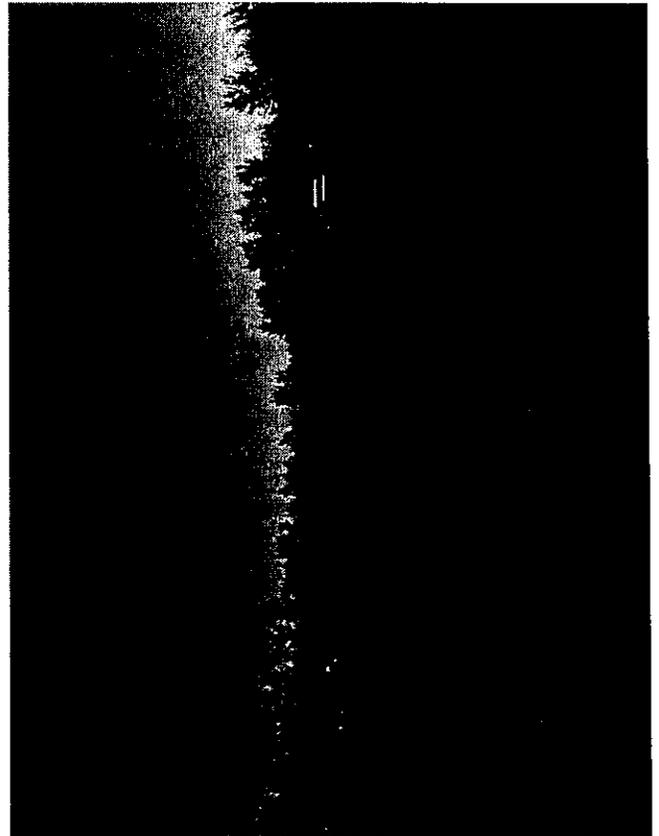
The Tourangeau Lake Day Use Campground is located approximately 2 kilometers northwest of La Crete and situated on the east side of Tourangeau Lake.

This Day Use Campground has the following amenities:

- 6 day use sites equipped with fire pits and 4 with concrete picnic tables
- 10 overnight camping sites (closed with no services)
- Open green space area
- Public outhouses
- Garbage receptacles
- Large parking area
- Boat dock and launch

Required as per the Minimum Standards for A Day Use Campground:

- 2 new picnic tables at day use area
- Renovate existing outhouse at day use area
- Signage
- Shelter Area (as required)



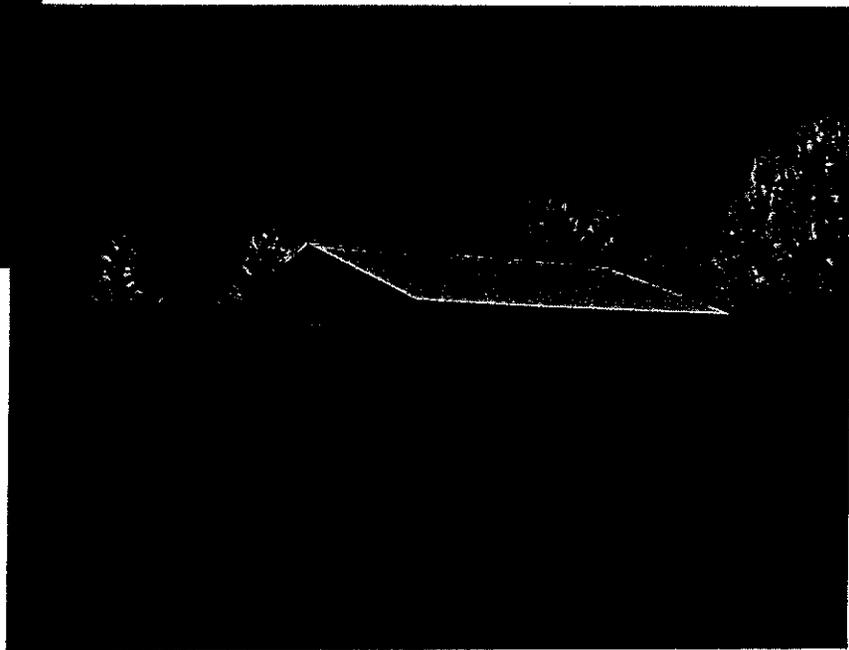
# Wadlin Lake Campground

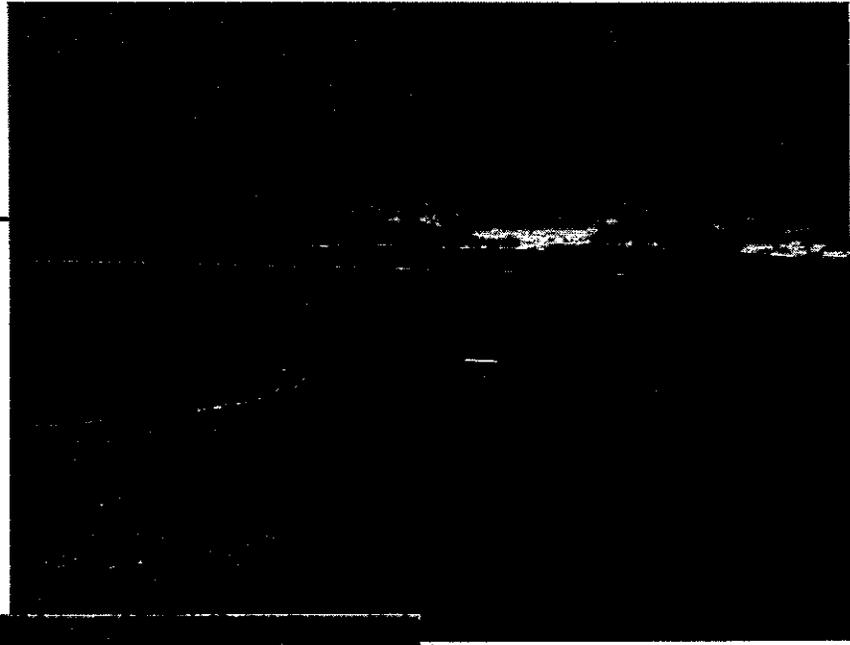
Wadlin Lake Campground is located approximately 100 kilometers southeast of La Crete and approximately 85 kilometers south of Fort Vermilion and is situated on the northeast side of Wadlin Lake. The MD has an agreement with AT to maintain this area.

This Overnight and Day Use Campground and Playground has the following amenities:

- 28 Overnight and day use sites equipped with fire pits and wooden picnic tables
- Seasonal caretaker with registration cabin
- Large group camping area
- Open green area space
- Public outhouses
- Garbage receptacles
- Large parking area
- Boat dock and launch
- Shelter area
- Well water
- Fire wood stations
- Composite Children's playground equipment and swings
- Fish cleaning stations
- Beach volley ball area
- Signage

Minimum requirements for a Day Use and Overnight Campground and Playground have been met.





# La Crete Hill Park

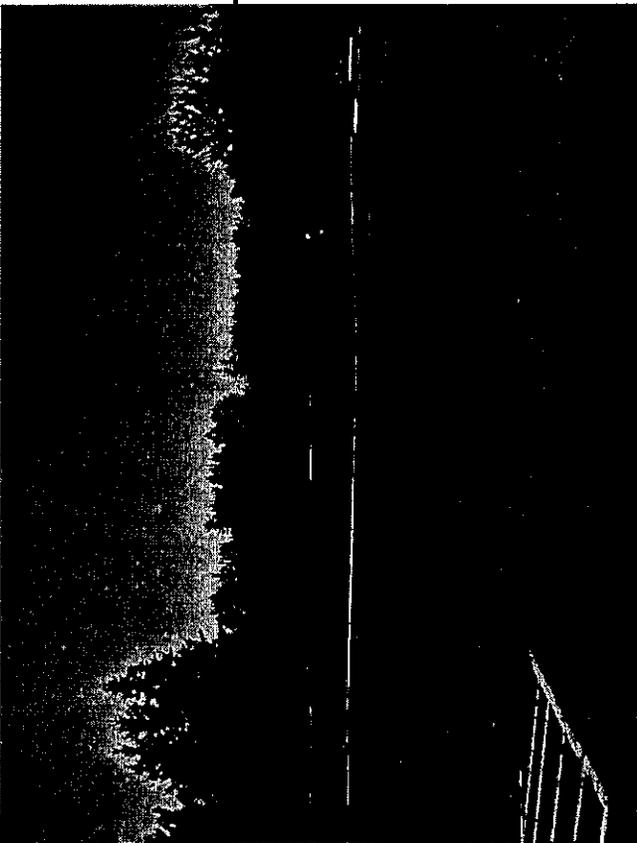
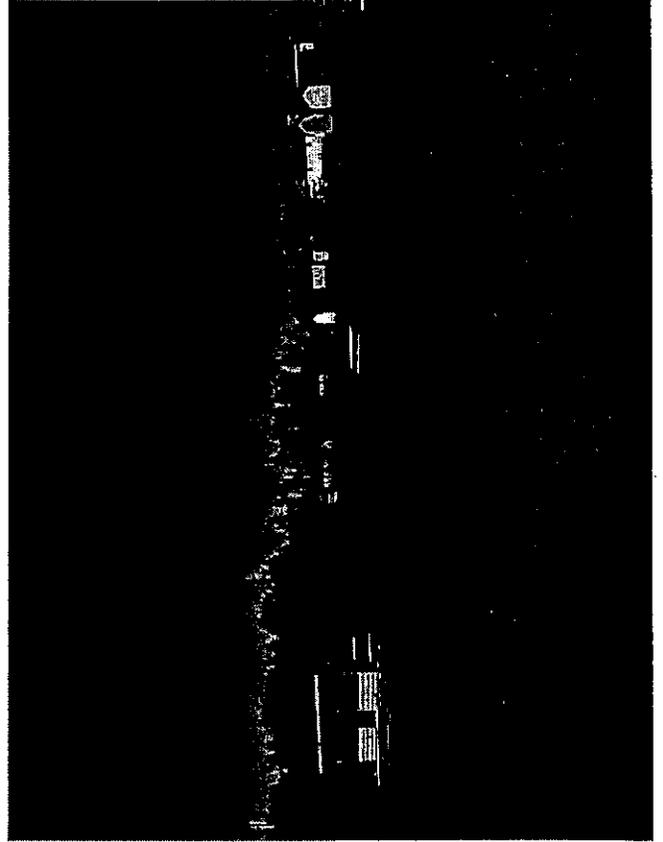
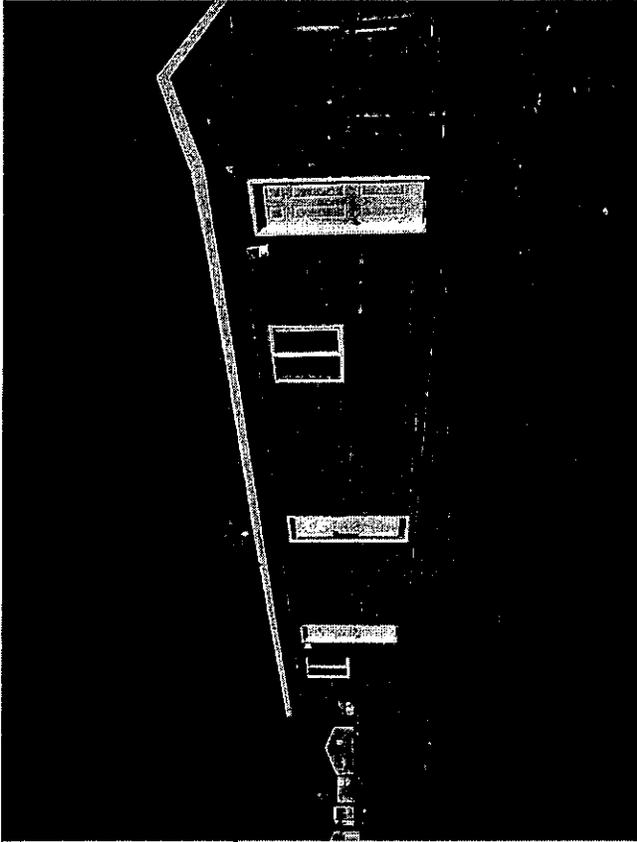
The La Crete Hill Park is located along 94<sup>th</sup> Avenue, behind the Mustus Lake Centre.

This Urban Park and Playground has the following amenities:

- 4 day use sites equipped with fire pits and concrete picnic tables
- Open green area space
- Park benches
- Skate board park
- Paved walking trails
- Large tobogganing hill
- Public washrooms with municipal water
- Garbage receptacles
- Large parking area
- Shelter area
- Composite Children's slide and swings
- Beach volley ball area
- Lighting
- Fenced park

Required as per the Minimum Standards for an Urban Park and Playground:

- Signage



# Reinland Park

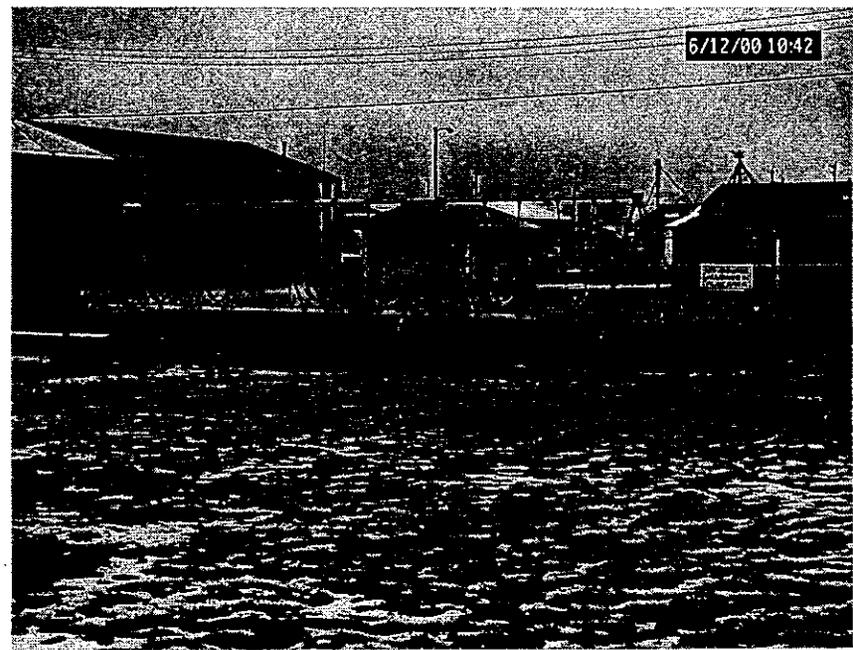
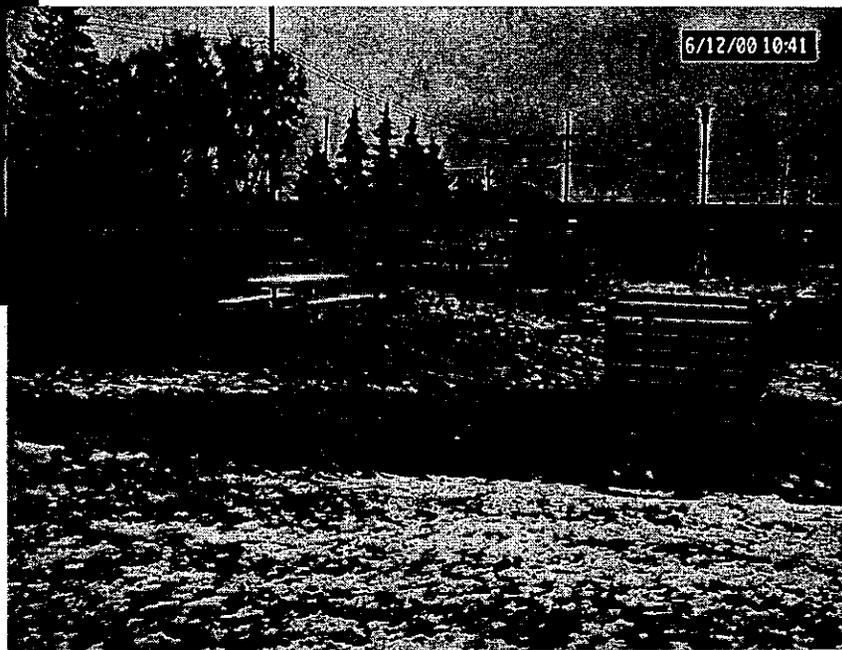
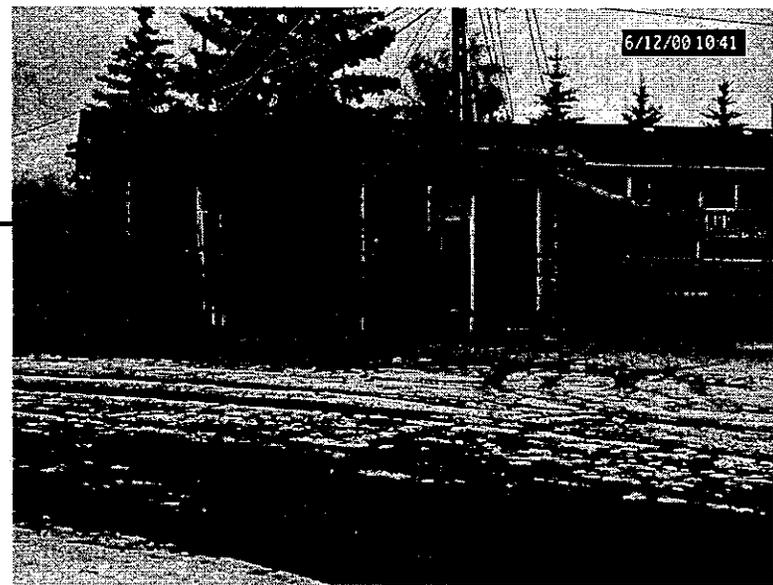
Reinland Park is located on 101<sup>st</sup> Avenue and 101<sup>st</sup> Street in La Crete.

This Urban Park and Playground has the following amenities:

- 4 day use sites equipped with fire pits and concrete picnic tables
- Open green area space
- Park benches
- Public washrooms with municipal water
- Garbage receptacles
- Parking area
- Composite Children's playground equipment and swings
- Lighting
- Fenced park

Required as per the Minimum Standards for an Urban Park and Playground:

- Signage



# 108<sup>th</sup> Street Park

The 108th Street Park is located between 108<sup>th</sup> and 109<sup>th</sup> Street in La Crete. This area is identified as a park zone and requires classification as an Urban Park and Playground. This park currently has no services; however, it has been landscaped and seeded.

Required as per the Minimum Standards for an Urban Park and Playground:

- Picnic tables
- Garbage receptacles
- Basic CSA compliant playground equipment
- Signage
- Lighting at playground (CSA Compliance)
- Fencing (as required)
- Washrooms (as required)
- Parking Area (not available)

# Machesis Lake Campground

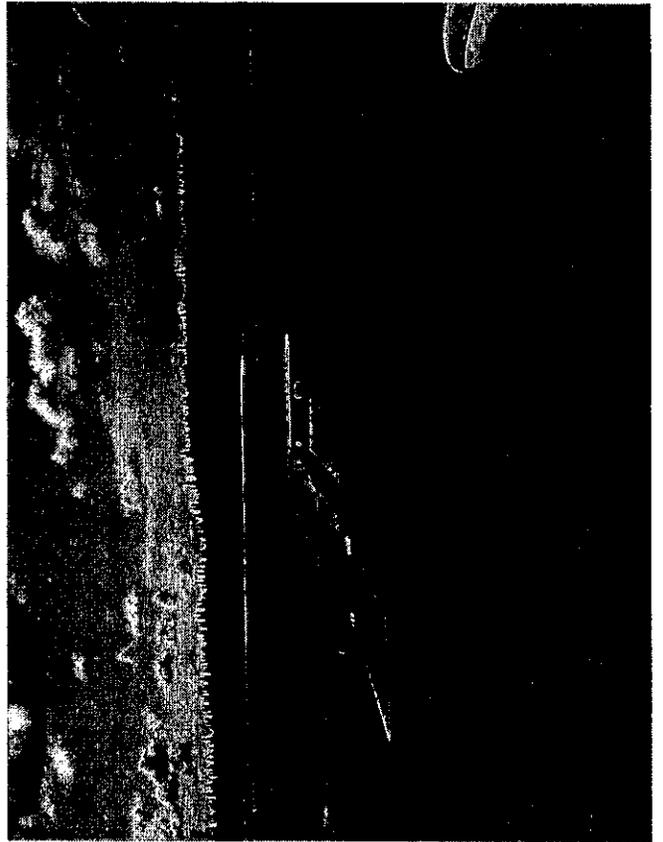
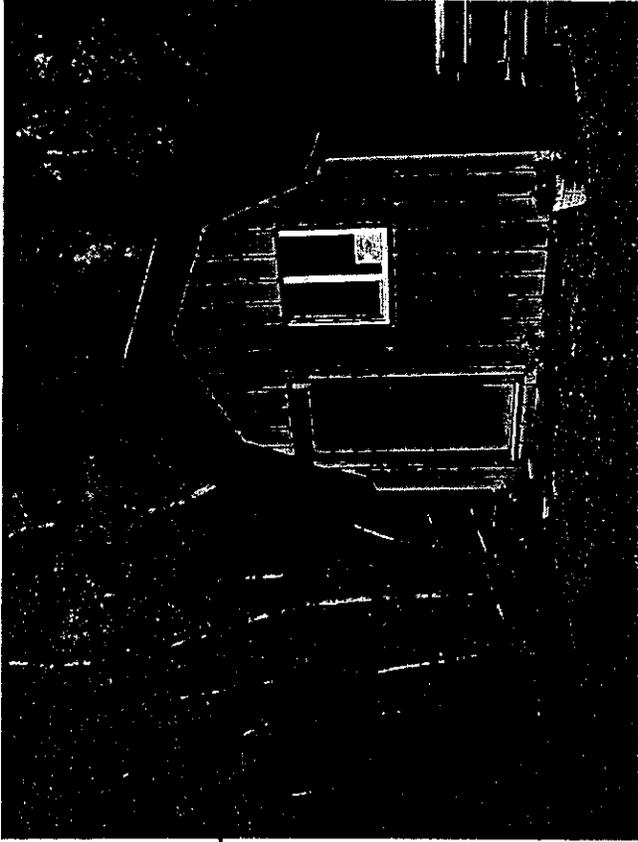
Machesis Lake Campground is located approximately 55 kilometers west of Fort Vermilion and situated on the north side of Machesis Lake. This area is owned by the Crown but the MD has a verbal agreement to maintain it.

This Day Use and Overnight Campground has the following amenities:

- 19 overnight and day use sites equipped with fire pits and wooden picnic tables
- Seasonal caretaker with registration cabin
- 2 public outhouses
- Garbage receptacles
- Fire wood stations
- Parking area
- Boat dock with shore launch
- Fish cleaning stations
- Walking trails

Required as per the Minimum Standards for a Day Use and Overnight Campground:

- Well water (as required)
- Shelter area (as required)
- Signage



# Bridge Campground

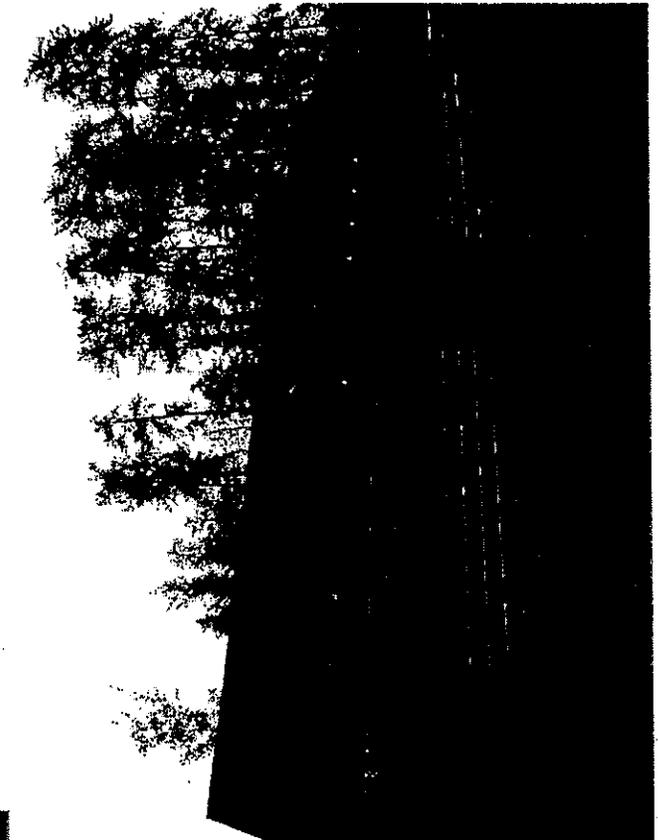
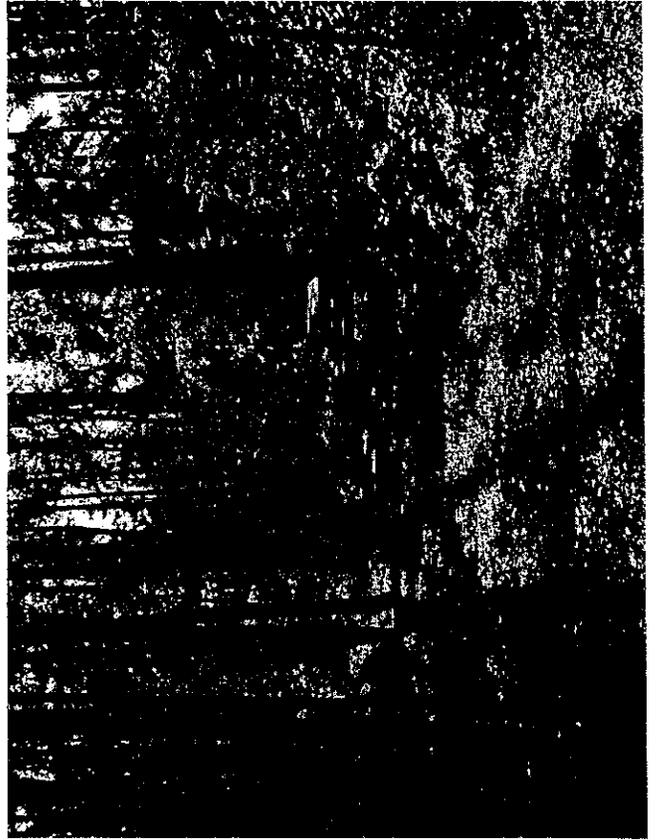
The Bridge Campground is located approximately 10 kilometers northwest of Fort Vermilion and is situated north east of the Fort Vermilion Bridge. This area is owned by the Crown but the MD has a verbal agreement to maintain it. This campground is run by the Fort Vermilion Recreation Board.

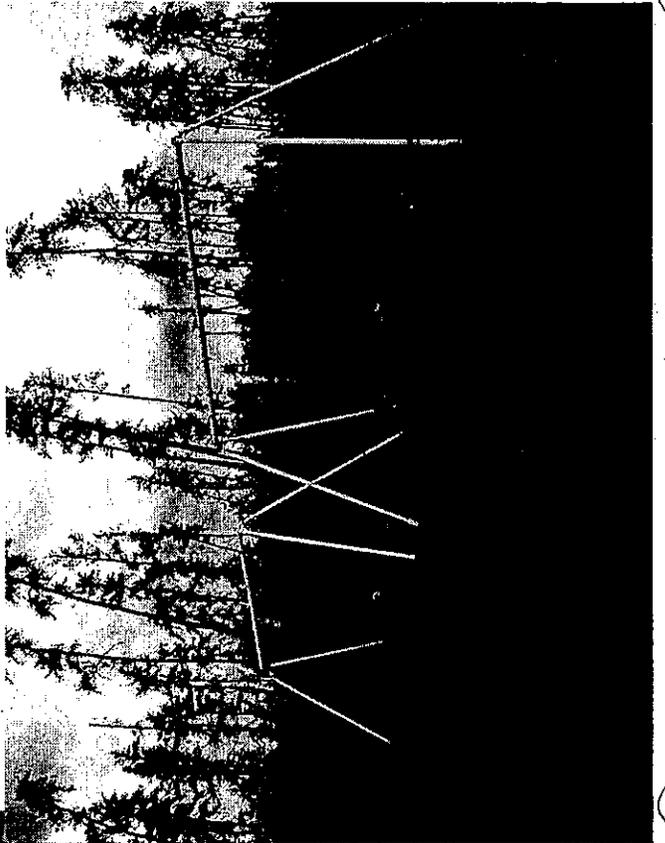
This Day Use and Overnight Campground has the following amenities:

- 10 Overnight and day use sites equipped with fire pits and wooden picnic tables
- Public outhouses
- Garbage receptacles
- Parking area
- Large shelter area with cook stove
- Children and baby swings
- Fire wood station
- Well water
- ATV trails

Required as per the Minimum Standards for a Day Use and Overnight Campground:

- Signage
- Boat launch (as required)
- Deadfall at walking trails should be removed
- Under brush and deadfall should be cleared
- Replace missing and broken fire pits
- Obvious CSA compliance violations exist with the playground surfacing. These violations should be identified and rectified due to safety and liability issues.





# Fort Vermilion Urban Park

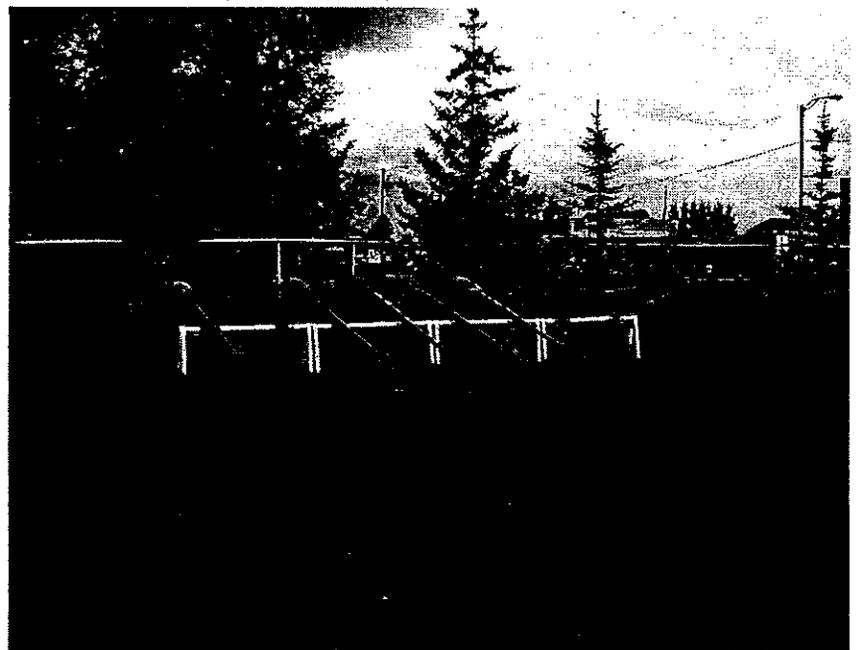
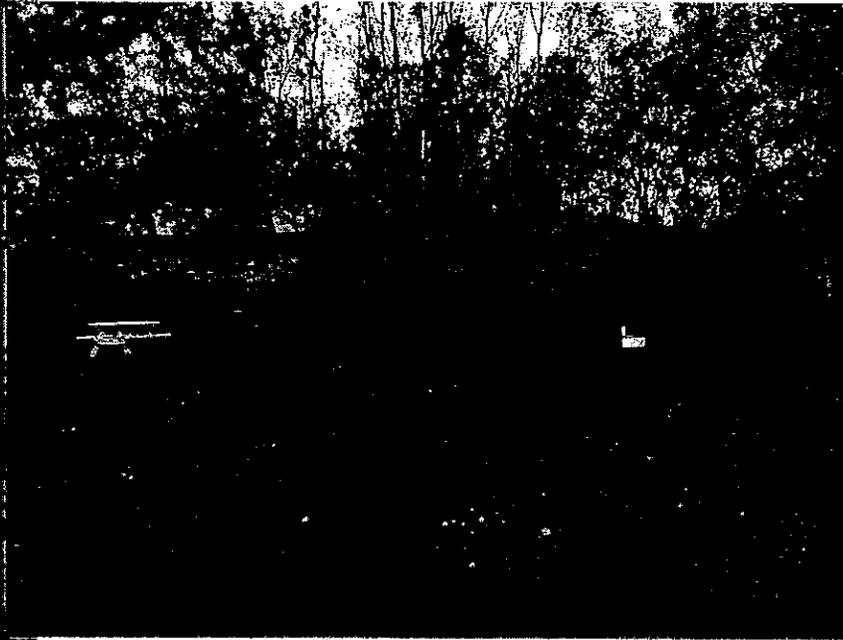
The Fort Vermilion Urban Park is commonly known as Pioneer Park, and located directly behind Fort Vermilion Fire Hall.

This Urban Park and Playground has the following amenities:

- 2 day use sites equipped with raised cooking grills and 2 wooded picnic tables
- Open green area space
- Garbage receptacles
- Parking area only along road edge
- Composite children's playground equipment
- Fenced park play area

Required as per the Minimum Standards for an Urban Park and Playground:

- Lighting at playground (CSA Compliance)
- Washrooms (as required)



# Fort Vermilion Arena Park

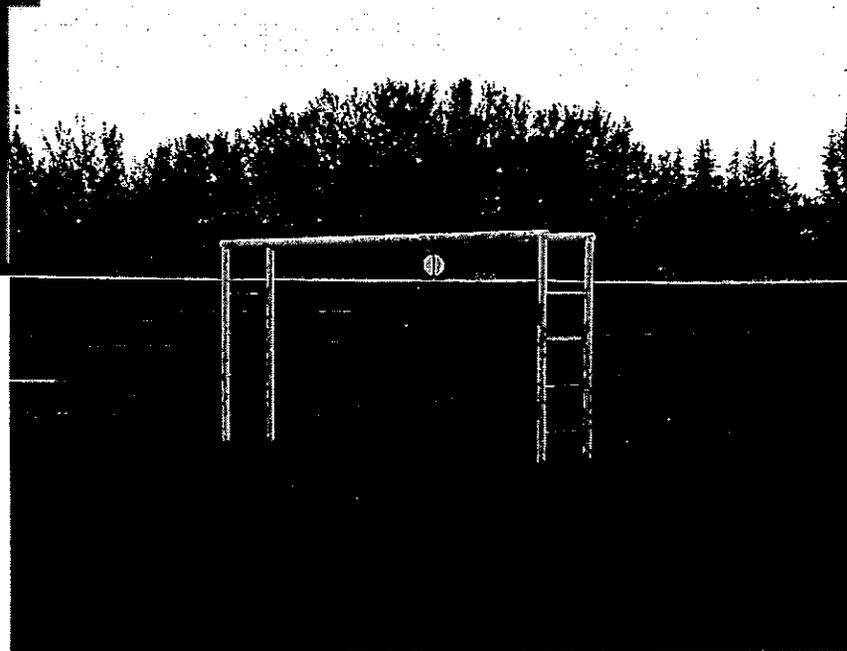
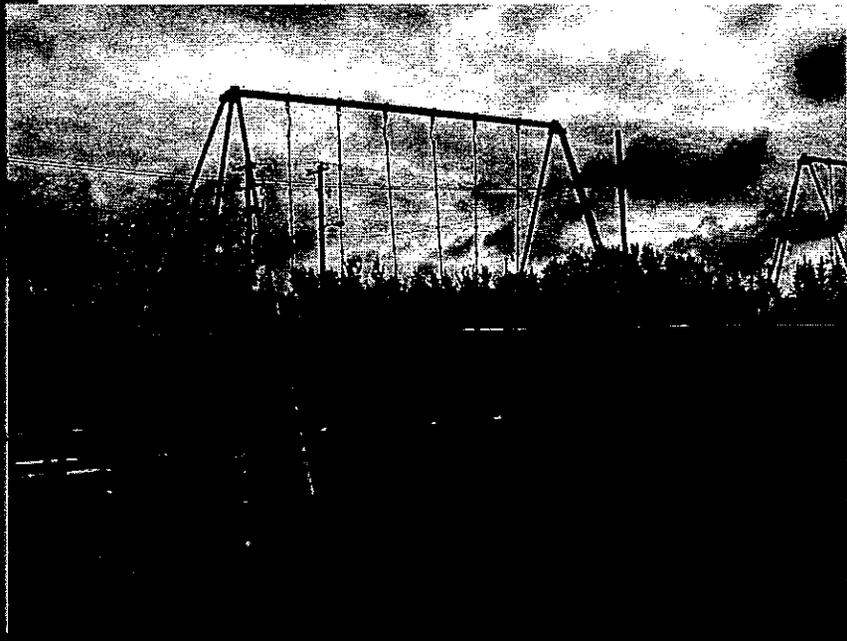
The Fort Vermilion Arena Park is located at the front side of the Community & Cultural Complex. This playground is operated by the Fort Vermilion Recreation Board.

This Urban Park and Playground includes the following amenities:

- Swings
- Climbing bars (monkey bars)
- 2 picnic tables
- Garbage receptacles
- Parking area
- Open green area space

Required as per the Minimum Standards for an Urban Park and Playground :

- Lighting at the playground (CSA compliance)
- Signage
- Obvious CSA compliance violations exist with the swings. These violations should be rectified due to safety and liability issues.



# D.A. Thomas Park

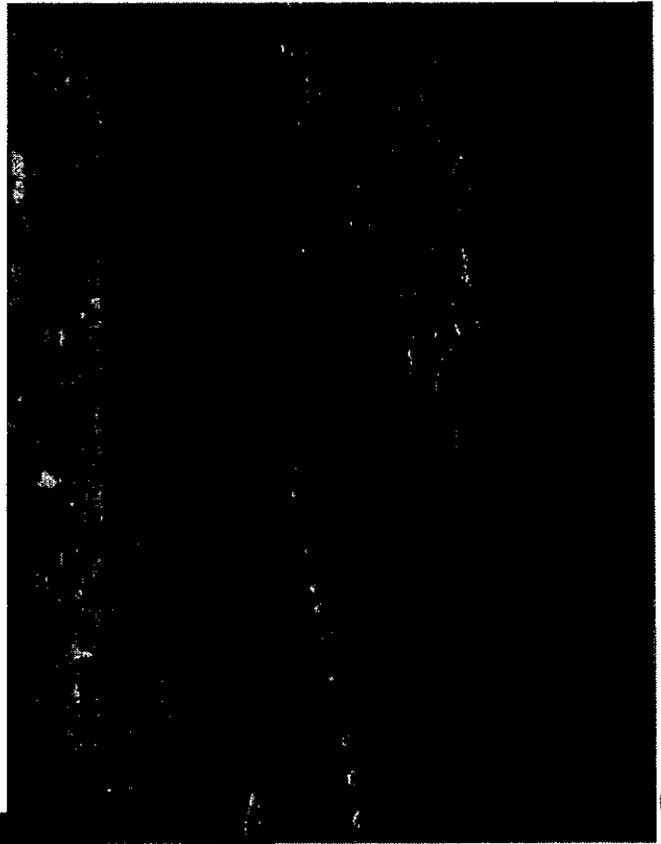
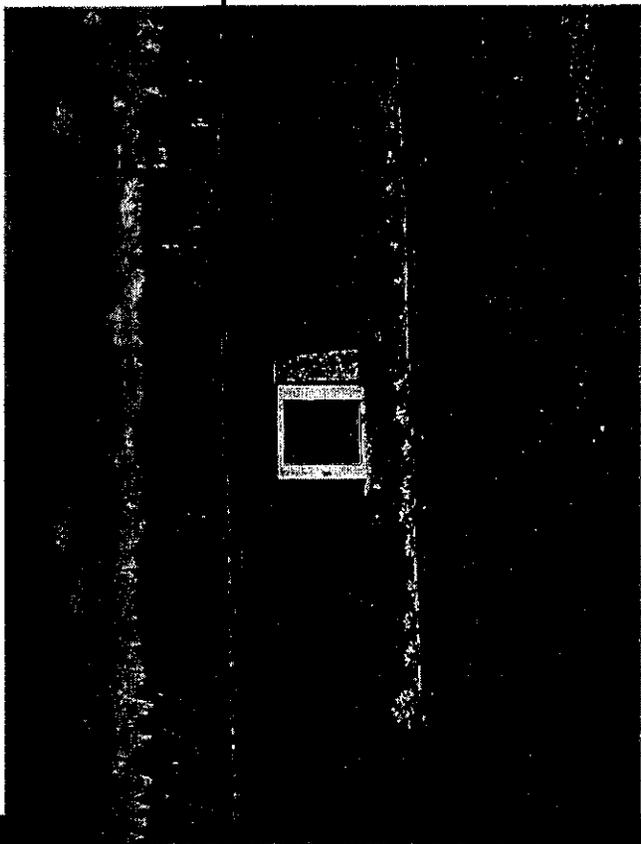
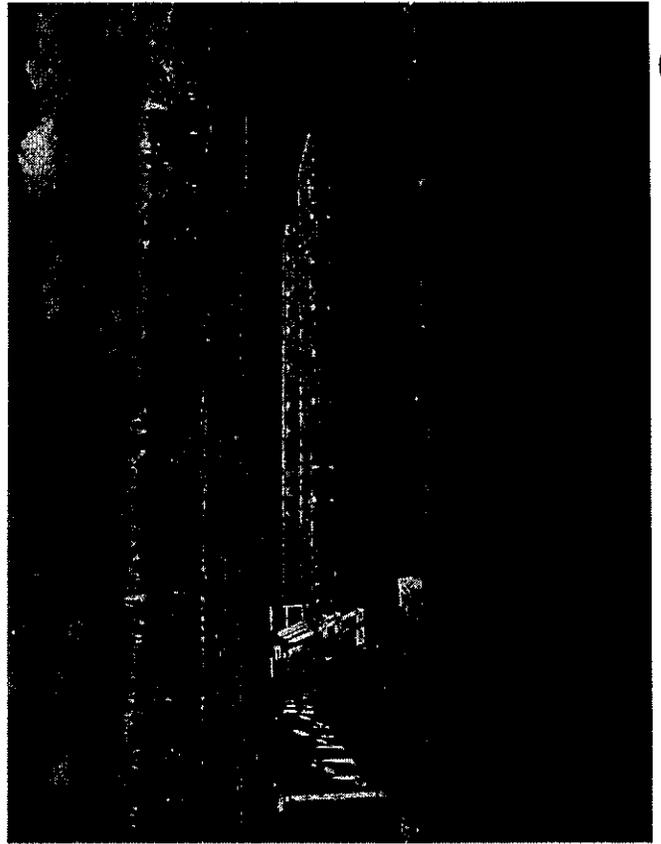
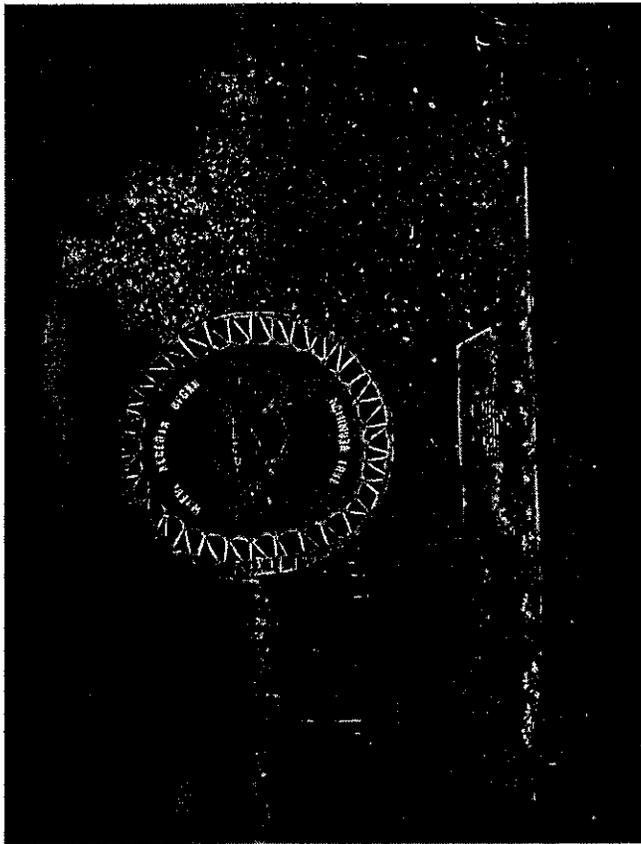
The D.A. Thomas Park is located directly across from the Fort Vermilion water treatment facility along River Road.

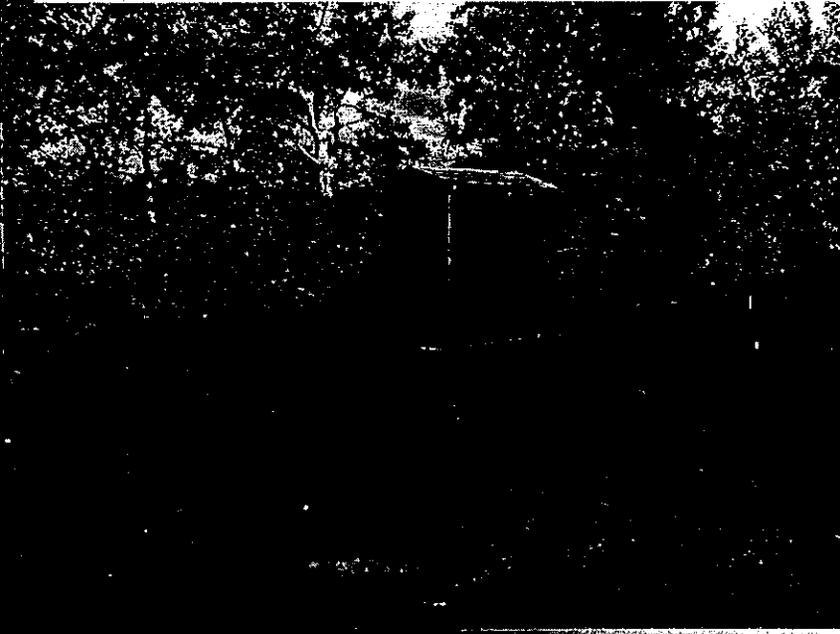
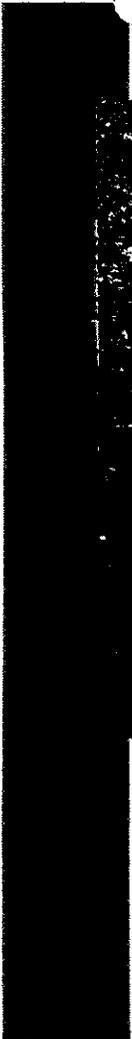
This Day Use Campground has the following amenities:

- Several day use sites equipped with some fire pits, and wooded picnic tables
- Open green area space
- Public outhouses
- Garbage receptacles
- Parking area
- Shelter area
- Park Benches
- Boat launch
- Boat dock

Required as per the Minimum Standards for Day Use Campground:

- Additional fire pits for all day use sites
- Repair existing post and cable fence
- Install post and cable fence along perimeter of park
- Signage





# Mackenzie Housing Park

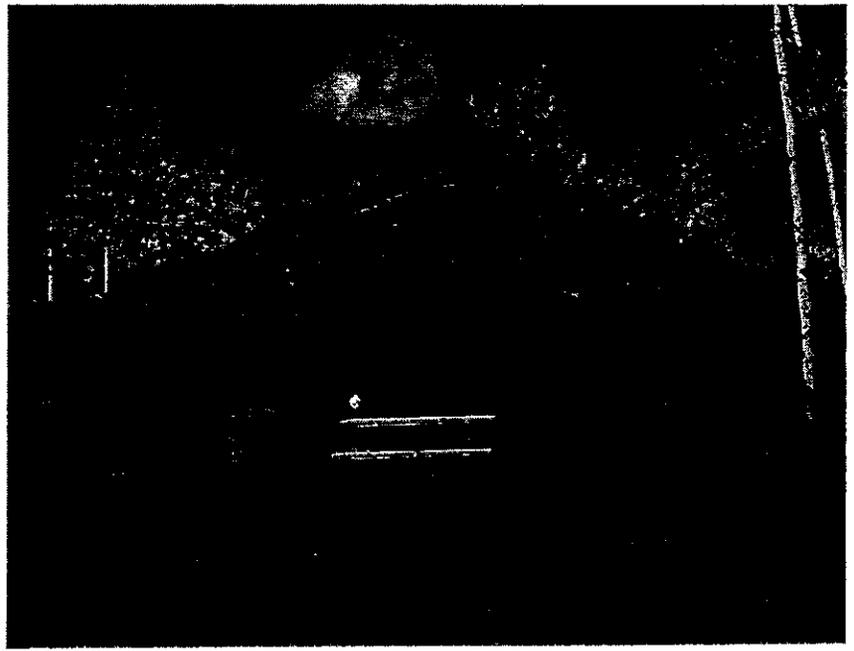
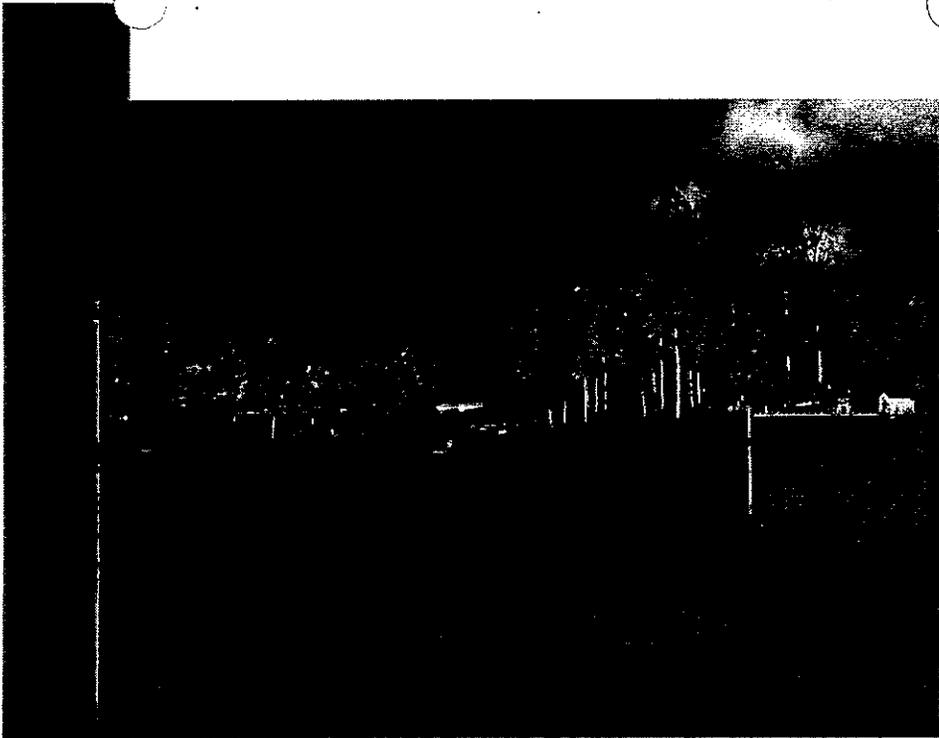
Mackenzie Housing Park is located at 52<sup>nd</sup> avenue in Fort Vermilion. This playground is operated by the Fort Vermilion Recreation Board.

This Urban Park and Playground has the following amenities:

- Day use sites equipped with picnic tables and garbage receptacles
- Open green area space
- Park benches
- Parking area
- Composite Children's playground equipment and swings
- Out door skating rink
- Basketball nets
- Fenced park

Required as per the Minimum Standards for an Urban Park and Playground:

- Lighting at Playground (CSA Compliance)
- Signage
- Cut down and shape hill to accommodate for tobogganing – currently the hill is quite high and steep
- A safety concern exists at the area of the slide hill with the placement of a table and garbage receptacle at the base of the slide / trail area. This is a safety and liability issue.
- Washrooms (as required)



# Hutch Lake Campground

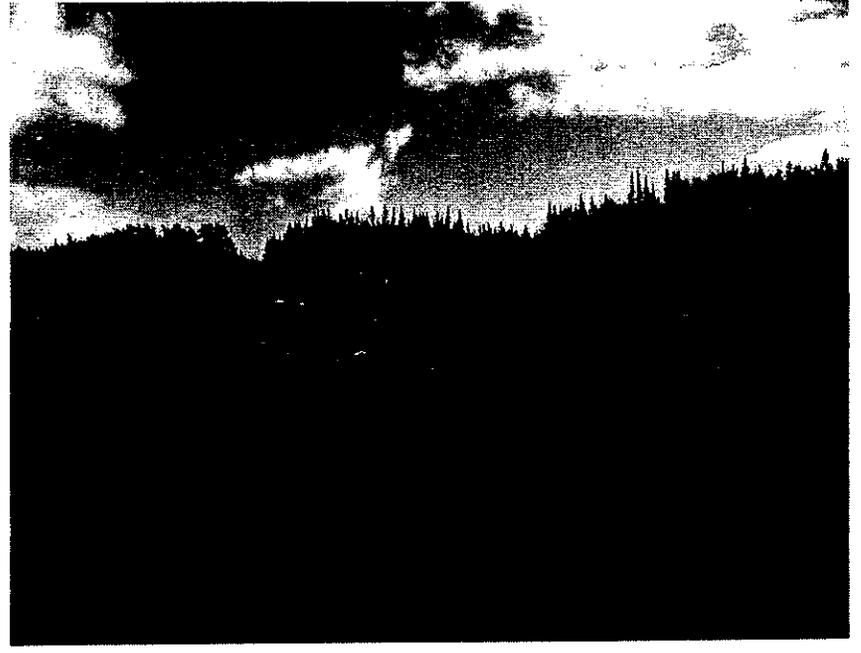
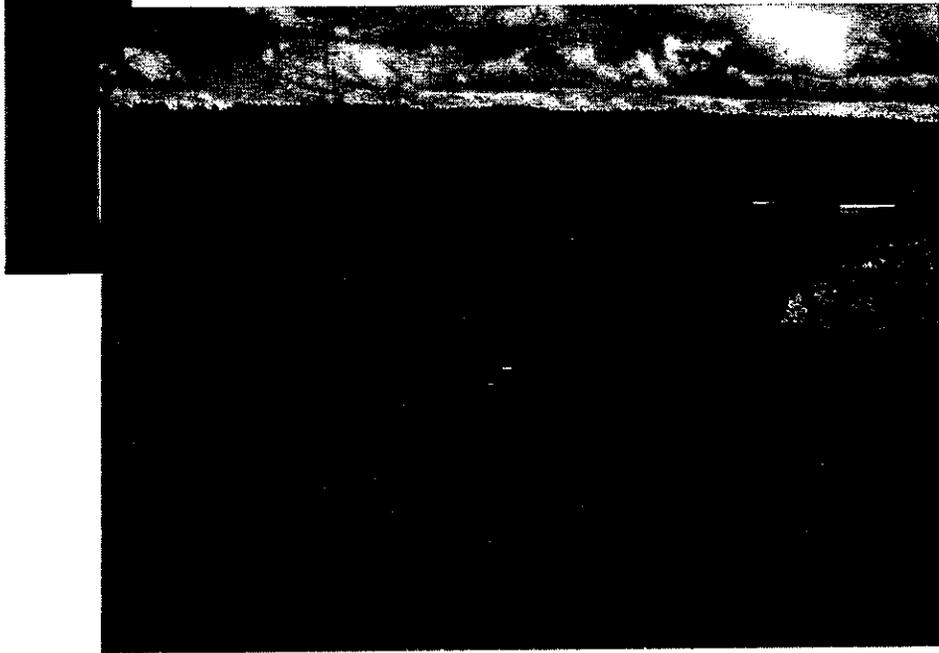
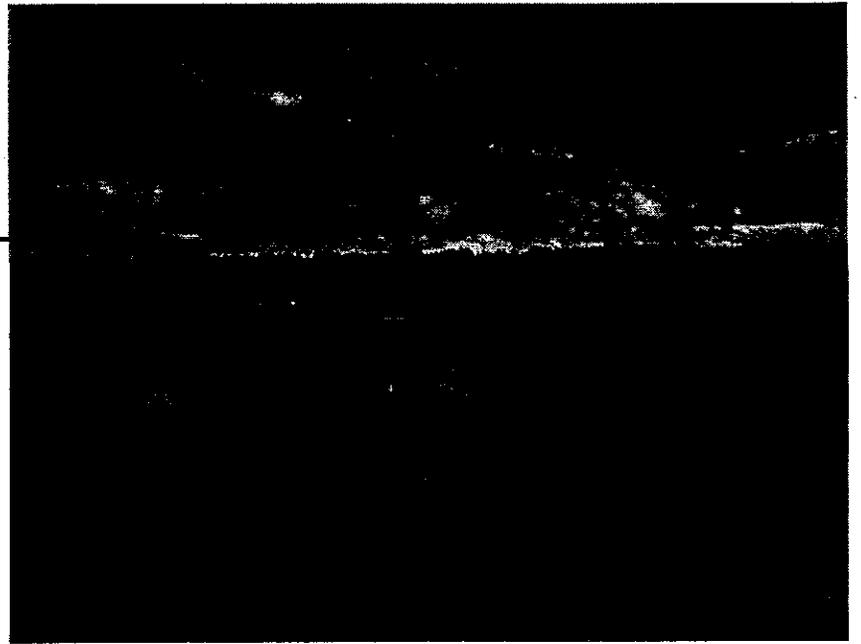
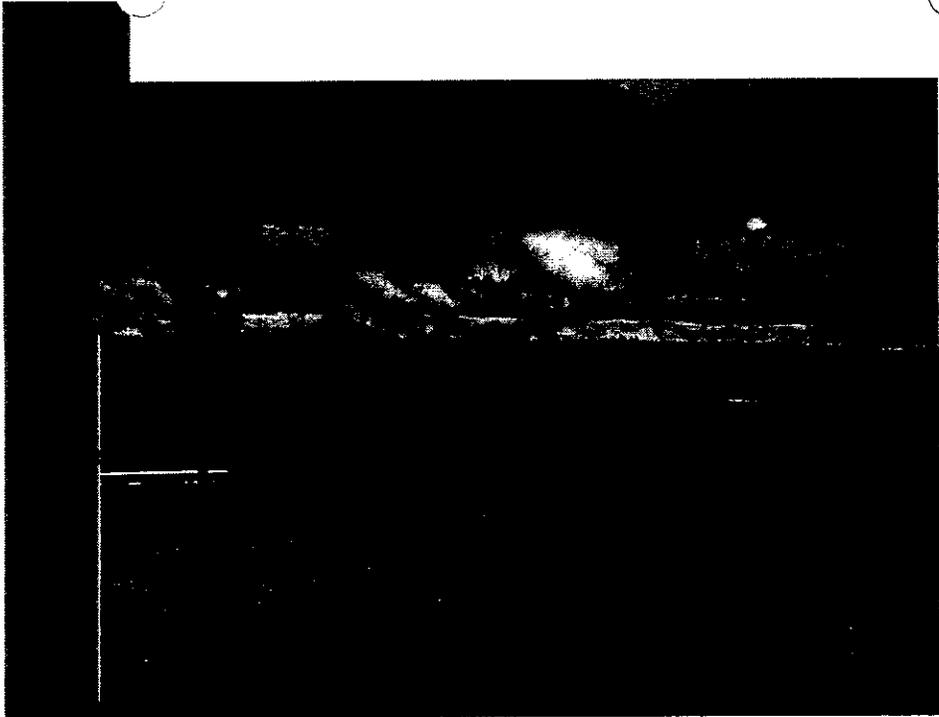
Hutch Lake Campground is located approximately 35 kilometers north of High Level and is situated on the west side of Hutch Lake. This Overnight and Day Use Campground area is a Municipal Campground, however is currently operated by the Town of High Level due to a council agreement.

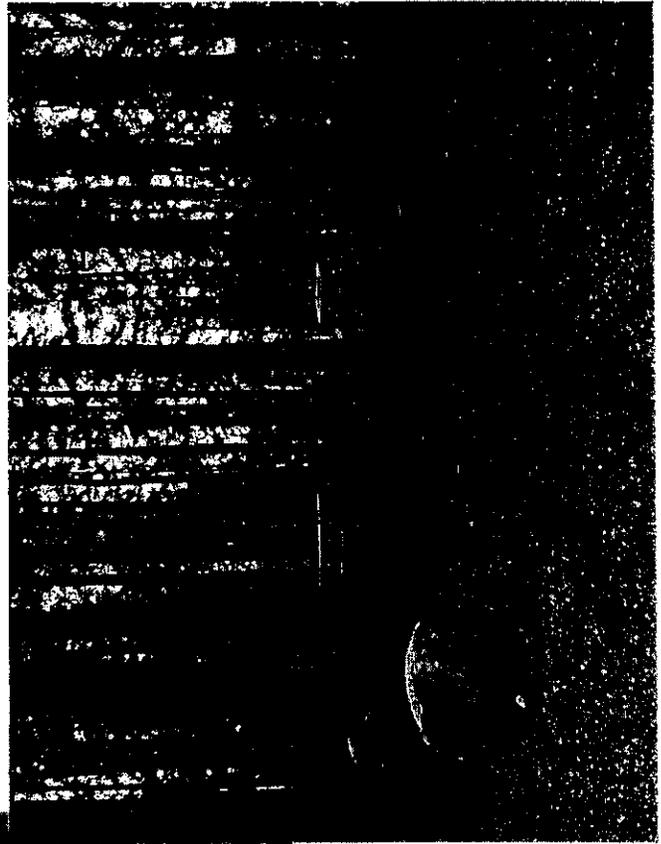
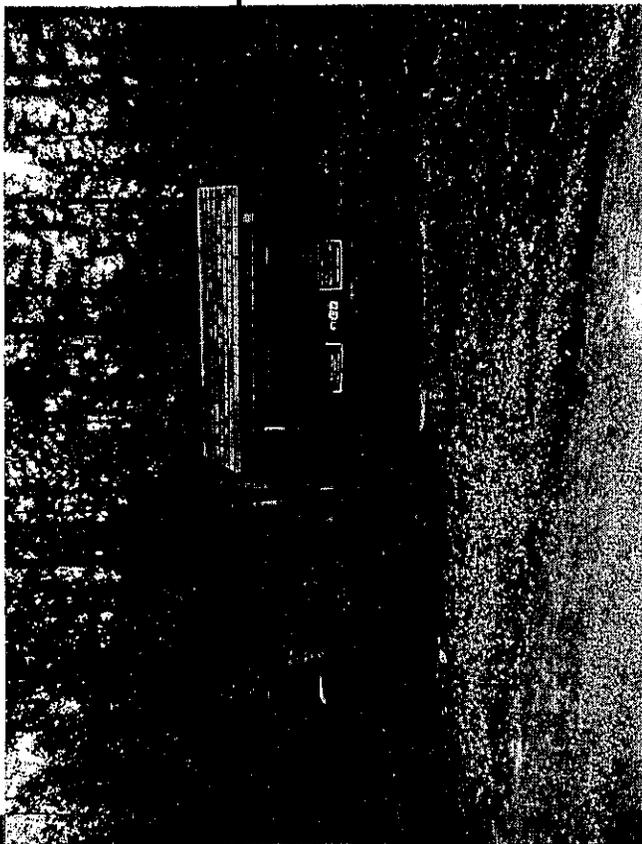
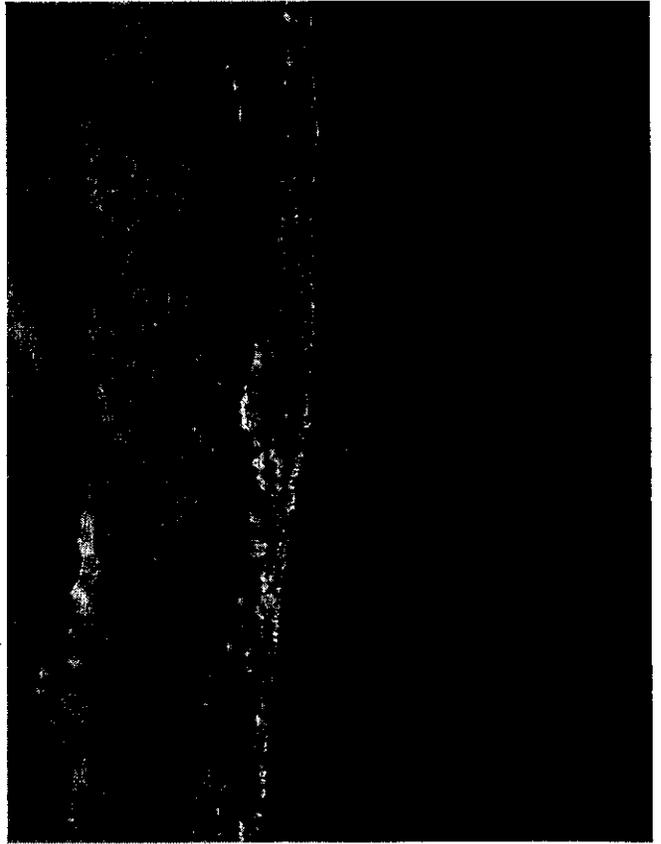
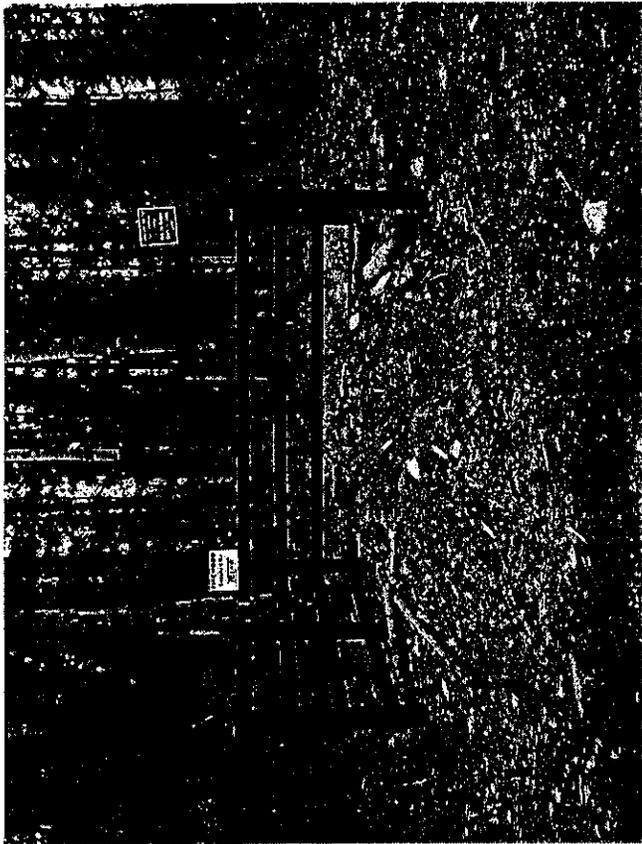
This Overnight and Day Use Campground has the following amenities:

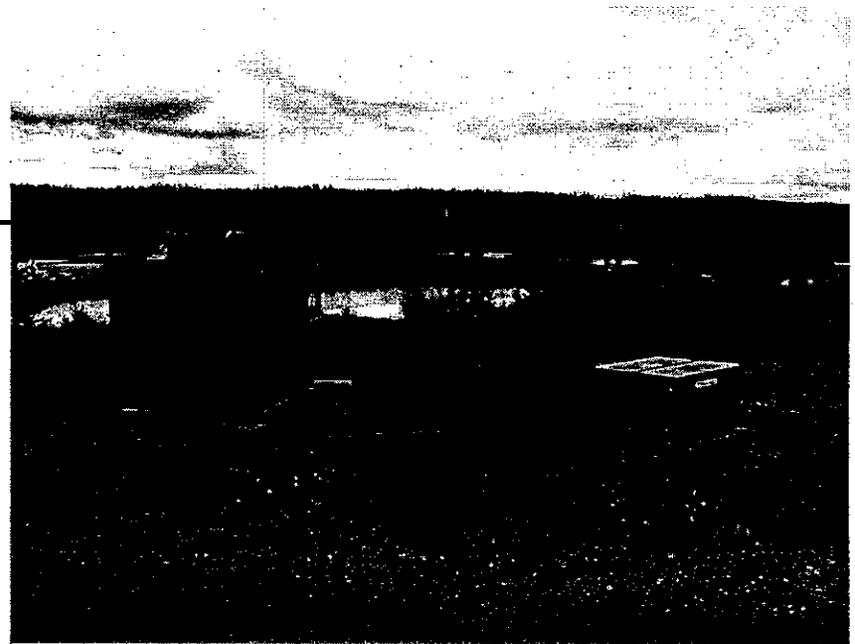
- 13 overnight and 4 day use sites, some equipped with fire pits and wooden picnic tables
- Public outhouses
- Garbage receptacles
- Parking area
- Boat dock
- Boat launch
- Fish cleaning stations
- Beach area
- Walking trails
- Well water

Required as per the Minimum Standards for an Overnight and Day Use Campground:

- Signage
- Shelter Area (as required)
- Fire pits and picnic tables through out the sites







# Zama Community Park

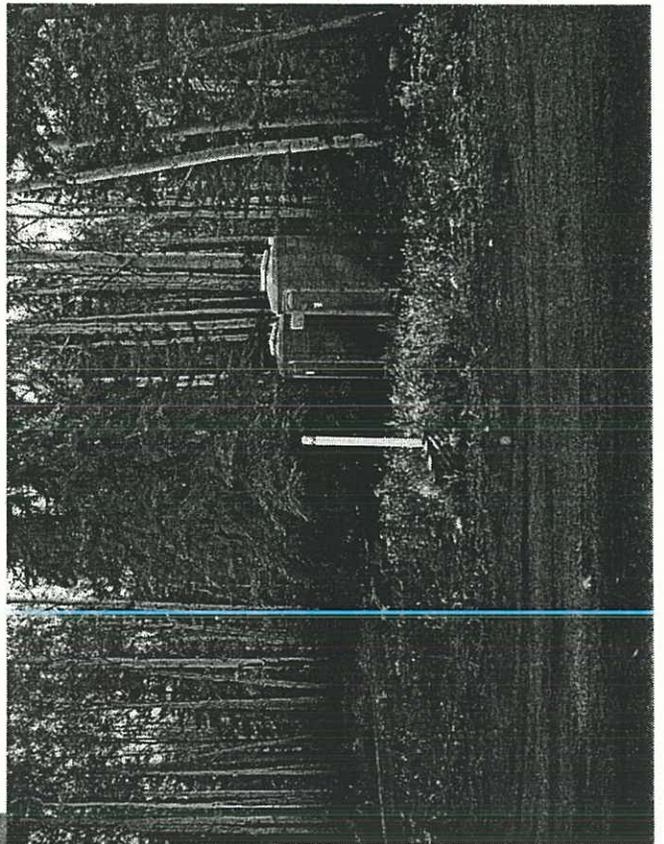
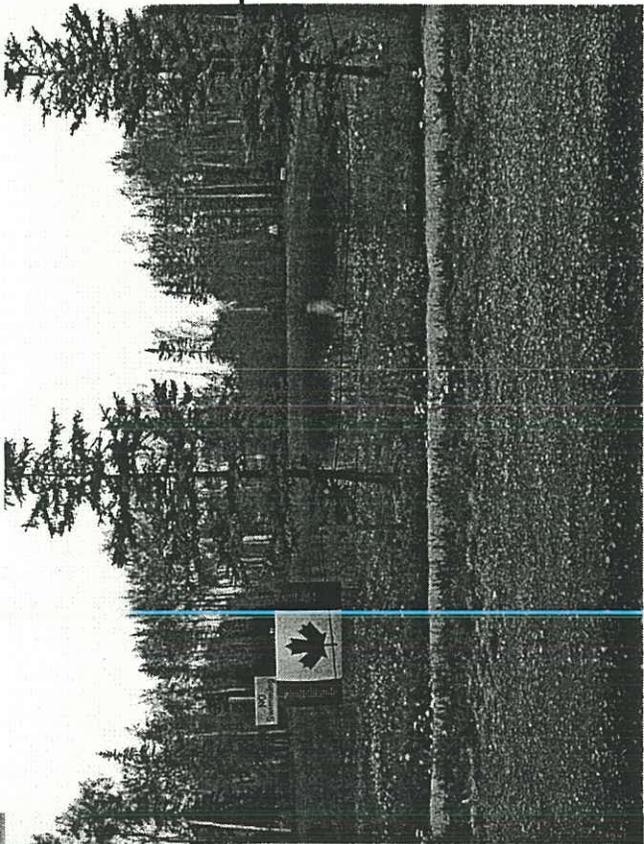
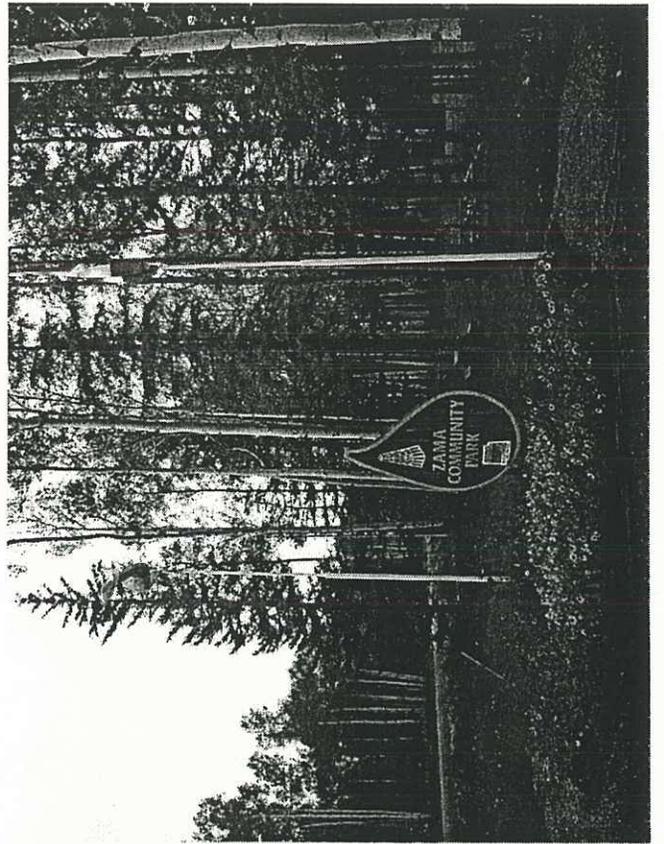
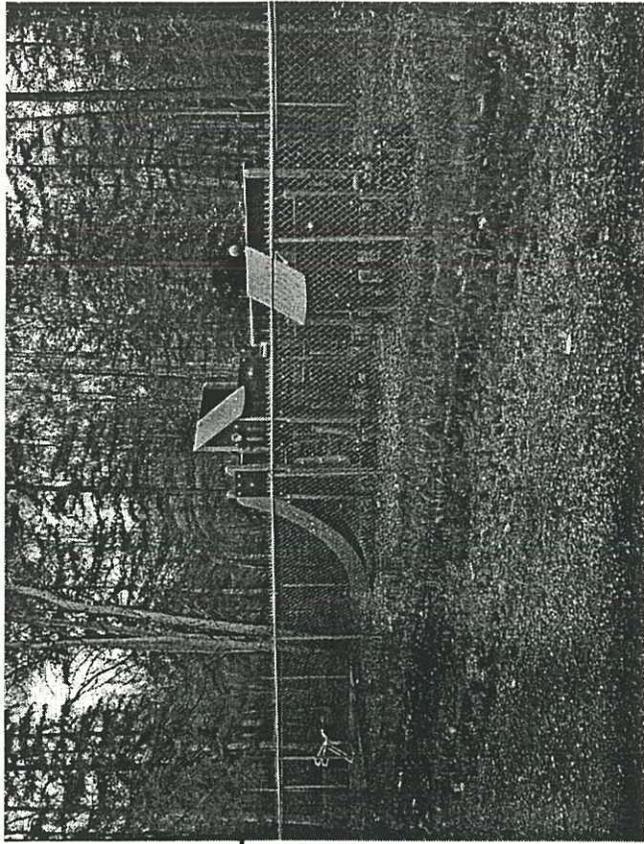
Zama Community Park is located along Aspen Drive. This campground is operated by the Zama Recreation Board.

This Urban Park, Overnight and Day Use Campground and Playground has the following amenities:

- 14 overnight and day use sites equipped with fire pits and wooden picnic tables
- Trout pond
- Large picnic day use area
- Composite playground equipment
- Swings
- Public outhouses
- Garbage receptacles
- Parking area
- Beach volley ball area

Required as per the Minimum Standards for an Urban Park, Overnight and Day Use Campground and Playground:

- Clear underbrush and deadfall
- Lighting at Playground (CSA Compliance)
- Perimeter fencing
- Shelter Area (as required)
- Well Water (as required)





2a) addition  
hand out

Parks and Playgrounds 10 Year Plan

Project Description	Total Project	Centennial												
		Grant	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015		
Buffalo Head Tower Look Out Repairs	\$ 10,000		\$ 10,000											
Bridge Campground Playground Surfacing	\$ 2,500	\$ 2,500	\$ -											
FV Arena Park Swings	\$ 6,000		\$ 6,000											
Mackenzie Housing Park Slide Hill	\$ 4,500		\$ 4,500											
Playground Lighting	\$ 16,000		\$ 16,000											
Signage (12 Areas)	\$ 6,500	\$ 6,500												
Zama Park Fence	\$ 12,500	\$ 10,000	\$ 2,500											
108th Street Park (was in 2006)	\$ 7,500			\$ 7,500										
Outhouse Repairs and Replacement	\$ 3,000			\$ 3,000										
Picnic Tables and Fire pits	\$ 9,000			\$ 9,000										
Brush Clearing	\$ 20,000				\$ 20,000									
D.A. Thomas Park Fence	\$ 5,000				\$ 5,000									
Shelter Areas	\$ 90,000					\$ 15,000	\$ 30,000	\$ 30,000	\$ 15,000					
Boat Launch	\$ 2,000								\$ 2,000					
Well Water	\$ 40,000									\$ 20,000	\$ 20,000			
Municipal Washrooms	\$ 50,000													\$ 25,000
	<b>\$ 284,500</b>	<b>\$ 19,000</b>	<b>\$ 39,000</b>	<b>\$ 19,500</b>	<b>\$ 25,000</b>	<b>\$ 15,000</b>	<b>\$ 30,000</b>	<b>\$ 30,000</b>	<b>\$ 17,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 20,000</b>	<b>\$ 25,000</b>	
Opening Balance Reserve			\$ 16,684	\$ 2,684	\$ 8,184	\$ 8,184	\$ 18,184	\$ 13,184	\$ 8,184	\$ 16,184	\$ 21,184	\$ 26,184	\$ 26,184	
Annual Contribution to Reserve			\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
Less: Annual Expenditures			\$ 39,000	\$ 19,500	\$ 25,000	\$ 15,000	\$ 30,000	\$ 30,000	\$ 17,000	\$ 20,000	\$ 20,000	\$ 25,000	\$ 25,000	
<b>Closing Balance Reserves</b>			<b>\$ 2,684</b>	<b>\$ 8,184</b>	<b>\$ 8,184</b>	<b>\$ 18,184</b>	<b>\$ 13,184</b>	<b>\$ 8,184</b>	<b>\$ 16,184</b>	<b>\$ 21,184</b>	<b>\$ 26,184</b>	<b>\$ 26,184</b>	<b>\$ 26,184</b>	



Service	Tompkins Landing		Buffalo Head		Tourangeau Lake		Wadlin Lake		LC Hill Park		Reinland Park		108th St Park		Machesis Lake		Bridge Campground		FV Urban Park		FV Arena Park		D.A. Thomas Park		Mackenzie Housing		Hutch Lake		Zama Park		
	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current	Required	Current			
Garbage Bins		X		X		X		X		X		X		X		X		X		X		X		X		X		X		X	
Washrooms		X		X		X		X		X		X		X		X		X		X		X		X		X		X		X	
Fencing																															
Basic Playground Equipment																															
- CSA Compliant																															
Picnic Tables		X		X		X		X		X		X		X		X		X		X		X		X		X		X		X	
Fire Pits		X		X		X		X		X		X		X		X		X		X		X		X		X		X		X	
Shelter	ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI
Dock or Boat Launch	ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI		ARI
Parking Area		X		X		X		X		X		X		X		X		X		X		X		X		X		X		X	
Not Potable Water Facilities																															
Overnight Camping Stalls																															
Signage		X																													
Additional-Items																															
Green Space Area				X				X		X		X																			
Walking Trails				X				X		X		X																			
Look Out Area				X						X																					
Seasonal Caretaker																															
Registration Cabin																															
Group Camping Area																															
Firewood Stations																															
Fish Cleaning Stations																															
Recreational Areas																															
Park Benches																															
Lighting																															
Beach Area																															
Trout Pond																															

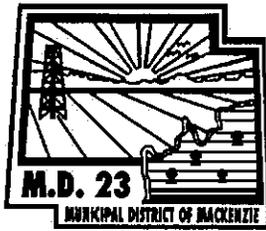
Notes:

108th Street becoming a Playground and Urban park  
 FV Arena Park becoming a Playground and Urban Park

Mackenzie Housing Park becoming a Playground and Urban Park  
 Hutch Lake becoming a Day Use and Overnight Campground

\*Based on Jason Gabriels Inspection Report





## M.D. of Mackenzie No. 23

### Request For Decision

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	November 9, 2005
<b>Presented By:</b>	Joulia Whittleton, Director of Corporate Services
<b>Title:</b>	La Crete Waling Trails Committee - DELEGATION
<b>Agenda Item No:</b>	2 b)

#### BACKGROUND / PROPOSAL:

A walking trails reserve was established by Council in 2002. The 5-year program was introduced for three hamlets.

La Crete walking trails committee was the only group to take full advantage of this 5-year program amongst three hamlets.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

2005 was the last year for this program. Walking Trails Reserve RESV12 policy is attached on PG. \_\_\_\_\_.

#### COSTS / SOURCE OF FUNDING:

If Council chooses to continue this program, funding will be allocated on annual basis during an operating budget reviews.

#### RECOMMENDED ACTION:

For discussion.

Author:	Reviewed: 	C.A.O.: 
---------	-----------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------



Construction Estimate Summary

*a.b) addition hand out*

Description of Work  
**Construction of Bike/Walking Trail Along The North Boundary of The North LaCrete Access Road**

Job No.  
 Project : **LaCrete Chamber of Commerce Walking Trail**  
 From: **0+000**  
 From km:  
 To: **3+000**  
 To km:

Estimate Type: "A"

Bike/Walking Trail Width: 2.6m

Mobilization	\$10,000
Clearing and Grubbing	\$2,500
Common Excavation/Earth Work	\$10,000
Geotextile Fabric	\$9,500
Topsoil Distribution	\$5,000
Landscape and Other (Topsoil, Seeding, Fertilizing)	\$15,000
Culverts	\$4,500
Granular Fil	\$50,000
Modified Type 4 (A.C.P.)	\$125,000
<b>Total Estimated Contract Cost + Contingency (10%)</b>	<b>\$254,650</b>
<b>Estimated Engineering Cost</b>	<b>\$10,800</b>
<b>Utilities (Relocation If Required)</b>	<b>\$7,500</b>
<b>Right of Way (If Required)</b>	<b>\$4,000</b>
<b>Total Estimated Cost (Rounded To Nearest 100 Dollars)</b>	<b>\$277,000</b>

Date : April 10, 2003 Prepared By : Jeff Johnston

Date : \_\_\_\_\_ Checked By : \_\_\_\_\_

Note: 1) Right-of-way costs is based on \$1500.00 for legal survey, \$1000.00 for land purchase and \$1500.00 for land negotiation costs.

*Estimate for*



# La Crete Walking Trails

## Funding Presentation



## Income Statement & Cost of Constructing Walking Trails



**La Crete Walking Trails**  
**Income Statement**  
November 8, 2005

**Revenue**

Balance January 1, 2005	\$	4,070.98
Donations and Fundraising	\$	25,636.54
PDD Grant	\$	26,807.00
MD Grant (Dec 31, 2005)	\$	20,000.00
<b>Total Revenue</b>	<b>\$</b>	<b><u>76,514.52</u></b>

**Expenses**

**Paid Expenses**

Feb 28 Installment To Knelsen for Paving	\$	25,000.00	
March 10 Installment To Knelsen for Paving	\$	5,000.00	
May 25 Payments for Dessert Theater	\$	309.35	
Sept 19 LRT Investments (Letters)	\$	42.14	
Sept 27 Installment to Knelsen for Paving	\$	<u>8,500.00</u>	
Total Paid	\$		38,851.49

**PDD Expenses**

Checkmark Services - Linepainting	\$	3,062.00	
Dave's Excavating	\$	430.00	
Knelsen Gravel	\$	155.00	
Dave's Excavating (landscaping)	\$	210.00	
Valley Traffic Signs	\$	245.94	
Home Hardware (ASLS Bike)	\$	579.99	
Home Hardware (landscaping)	\$	188.90	
Dave's Excavating (landscaping)	\$	1,135.00	
Roses Early Dawn (Bike workshop)	\$	<u>13.80</u>	
Total PDD Expenses	\$		6,020.63

**Invoiced Expenses**

Owing to Knelsen for Paving	\$	<u>12,491.11</u>	
Total Invoiced	\$		12,491.11

<b>Total Expenses</b>	<b>\$</b>	<b><u>57,363.23</u></b>
-----------------------	-----------	-------------------------

<b>Net Income</b>	<b>\$</b>	<b><u>19,151.29</u></b>
-------------------	-----------	-------------------------

<b>Less PDD Income and Expenses</b>	<b>\$</b>	<b><u>(1,635.08)</u></b>
-------------------------------------	-----------	--------------------------

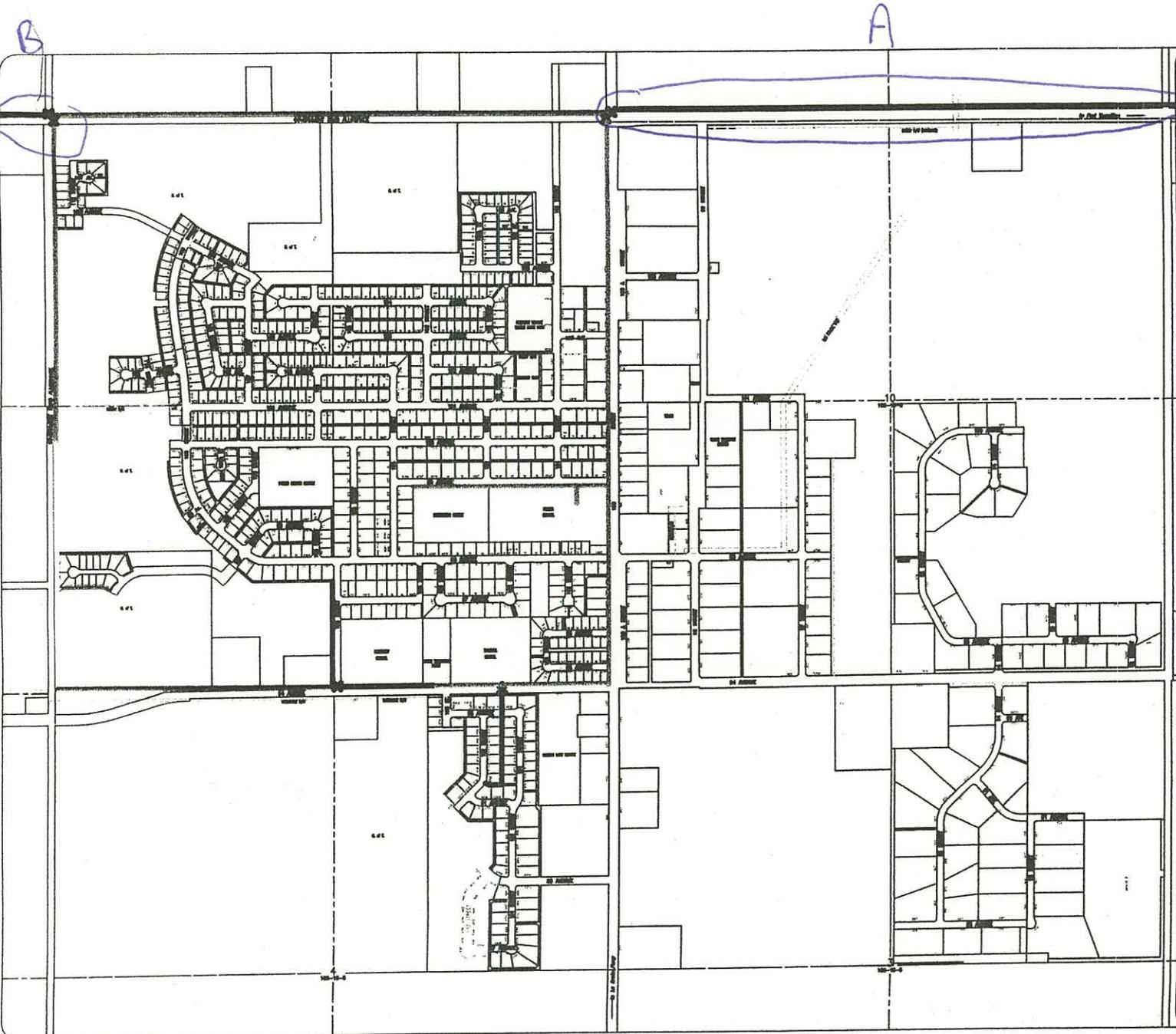


**La Crete Walking Trails**  
**Cost of Constructing 3 Mile Trail**  
November 8, 2005

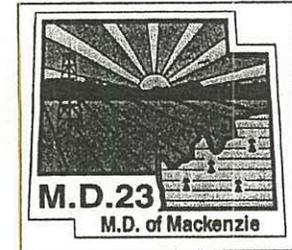
2003 Preparation of Trails	\$ 41,649.81
2004 Paving of Trails	\$ 117,600.00
2004 Preparation and Clean up of Trails	\$ 2,625.00
2005 Landscaping of Trails	\$ 5,426.84
<b>Total Cost of La Crete Walking Trails</b>	<b>\$ 167,301.65</b>



2b) addition  
hand out



### Hamlet of La Crete



### Proposed Walking and Biking Trail

May 2, 2005

- 1st Year - complete
- 2nd Year
- 3rd Year
  
- 5th Year
- Future Expansion
- Existing Trails
- Existing Sidewalks
- x Crosswalk





## M.D. of Mackenzie No. 23

### Request For Decision

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	November 9, 2005
<b>Presented By:</b>	Joulia Whittleton, Director of Corporate Services
<b>Title:</b>	<b>Borrowing Bylaw 524/05 – Fort Vermilion 46<sup>th</sup> Street new sewer line</b>
<b>Agenda Item No:</b>	2 c)

#### **BACKGROUND / PROPOSAL:**

This project was approved by Council on September 28<sup>th</sup> at a cost of \$76,000. The borrowing bylaw received its first reading on the same day.

On October 26<sup>th</sup> Administration brought to Council the tender results for this project. \$105,000 is required to complete an installation of this sewer line. Full amount will be borrowed and collected through the local improvement over 10-year period. Council approved the amendment for this project to \$105,000.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Review bylaw 524/05.

#### **COSTS / SOURCE OF FUNDING:**

NA

#### **RECOMMENDED ACTION:**

##### **Motion 1:**

That second reading be given to Bylaw 524/05, being a bylaw authorizing a debenture borrowing in the amount of \$105,000 to construct a new sewer line Extension on 46<sup>th</sup> Street in the Hamlet of Fort Vermilion.

##### **Motion 2:**

That third reading be given to Bylaw 524/05, being a bylaw authorizing a debenture borrowing in the amount of \$105,000 to construct a new sewer line Extension on 46<sup>th</sup> Street in the Hamlet of Fort Vermilion.

Author:

Reviewed:

C.A.O.:



**BYLAW NO. 524/05  
OF THE Municipal District OF Mackenzie No. 23**

(Hereinafter referred to as "the Municipality")

**IN THE PROVINCE OF ALBERTA**

**This bylaw authorizes the Council of the Municipality to incur indebtedness by the issuance of debenture(s) in the amount of \$70,000 for the purpose of construction of the Sewer Line Extension Along 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion**

**WHEREAS:**

The Council of the Municipality has decided to issue a by-law pursuant to Section 263 of the *Municipal Government Act* to authorize the financing, undertaking and completion of the Sewer Line Extension Along 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion local improvement project as described in the local improvement plan authorized by council, and

Plans and specifications have been prepared and the total cost of the project is estimated to be \$70,000 and the Municipality estimates the following contributions will be applied to the project:

Municipality at large	\$0
Benefiting owners	\$105,000
Total Cost	\$105,000

In order to complete the project it will be necessary for the Municipality to borrow the sum of \$70,000, for a period not to exceed 10 years, from the Alberta Capital Finance Authority or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this bylaw, and

The estimated lifetime of the project financed under this by-law is equal to, or in excess of 20 years, and

The principal amount of the outstanding debt of the Municipality at December 31, 2005 is \$8,024, 844 and no part of the principal or interest is in arrears, and

All required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.



**NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY ASSEMBLED, ENACTS AS FOLLOWS:**

1. That for the purpose of completing the Sewer Line Extension Along 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion local improvement project the sum of ONE HUNDRED FIVE THOUSAND (\$105,000) be borrowed from the Alberta Capital Finance Authority or another authorized financial institution by way of debenture on the credit and security of the Municipality at large.
2. The amount of ONE HUNDRED FIVE THOUSAND (\$105,000) is to be paid by the municipality at large and ONE HUNDRED FIVE (\$105,000) is to be collected by way of local improvement tax imposed pursuant to the municipality's tax By-law No.523/05.
3. The proper officers of the Municipality are hereby authorized to issue debenture(s) on behalf of the Municipality for the amount and purpose as authorized by this by-law, namely the Sewer Line Extension Along 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion local improvement project.
4. The Municipality shall repay the indebtedness according to the repayment structure in effect, namely annual or semi-annual equal payments of combined principal and interest instalments not to exceed TEN (10) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed TEN (10) percent.
5. The indebtedness shall be contracted on the credit and security of the Municipality.
6. The net amount borrowed under the by-law shall be applied only to the project specified by this by-law.
7. This by-law comes into force on the date it is passed.

READ A FIRST TIME THIS 28 DAY OF September 2005.

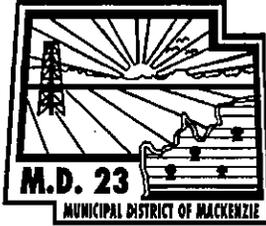
READ A SECOND TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 200X.

READ A THIRD TIME THIS \_\_\_\_\_ DAY OF \_\_\_\_\_ 200X.

\_\_\_\_\_  
(CHIEF ELECTED OFFICIAL)

\_\_\_\_\_  
(CHIEF ADMINISTRATIVE OFFICER)





## M.D. of Mackenzie No. 23

### Request For Decision

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>November 9, 2005</b>
<b>Presented By:</b>	<b>John Klassen, Utilities Supervisor</b>
<b>Title:</b>	<b>Bylaw 523/05 Local Improvement for Fort Vermilion 46<sup>th</sup> Street Sewer Main Extension</b>
<b>Agenda Item No:</b>	2 d)

#### **BACKGROUND / PROPOSAL:**

The extension of sanitary sewer mains along 46<sup>th</sup> Street in Fort Vermilion was approved at the October 26, 2005 council meeting, with a cost of \$105,000 to be charged back to the landowners as a local improvement charge.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Council approved the local improvement plan and gave first reading to Bylaw 523/05 at the September 28, 2005 council meeting. Administration has provided notice to all affected landowners and has not received any valid petition against the bylaw.

Since the first reading of the bylaw, the amount to be charged back to the landowners as a local improvement has increased from \$76,000 to \$105,000. Attached is the revised bylaw reflecting the new amount.

Administration will be sending out notices to the landowners advising them of the increase to the local improvement charge.

#### **COSTS / SOURCE OF FUNDING:**

2005 Budget

**RECOMMENDED ACTION:**

**Motion 1**

That second reading be given to Bylaw 523/05 being a bylaw to approve a local improvement charge for the Sanitary Sewer Main on 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion.

**Motion 2**

That consideration be given to go to third reading of Bylaw 523/05 being a bylaw to approve a local improvement charge for the Sanitary Sewer Main on 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion.

**Motion 3**

That third reading be given to Bylaw 523/05 being a bylaw to approve a local improvement charge for the Sanitary Sewer Main on 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion.

Author: M. Driedger

Reviewed:

C.A.O.:



**BYLAW NO. 523/05  
OF THE MUNICIPAL DISTRICT OF MACKENZIE NO 23**

(hereinafter referred to as "the Municipality")

**IN THE PROVINCE OF ALBERTA**

**This bylaw authorizes the Council of the Municipality to impose a local improvement tax in respect of all lands that directly benefit from the Sanitary Sewer Main on 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion as a local improvement project.**

**WHEREAS:**

The Council of the Municipality has decided to issue a by-law pursuant to Section 397 of the *Municipal Government Act* to authorize a local improvement tax levy to pay for the Sanitary Sewer Main on 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion local improvement project.

A local improvement plan has been prepared and the required notice of the project given to the benefiting owners in accordance with the attached Schedule A and Schedule B and no sufficient objection to the Sanitary Sewer Main on 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion local improvement project has been filed with the Municipality's Chief Administrative Officer.

The Council has decided to set a uniform tax rate based on the number of units of frontage assessed against the benefiting owners.

Plans and specifications have been prepared. The total cost of the project is estimated to be \$105,000 and the local improvement plan estimates that the following contributions will be applied to the project:

Municipality at Large	\$0	
Benefiting Owners	<u>\$105,000</u>	Deleted: 70,000
Total Cost	<u>\$105,000</u>	Deleted: 70,000

The local improvement tax will be collected for Ten (10) years and the total amount levied annually against the benefiting owners is \$12,824.04.

Deleted: 8549.36

All required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

**NOW, THEREFORE, THE COUNCIL OF THE MUNICIPALITY DULY  
ASSEMBLED, ENACTS AS FOLLOWS:**

1. That for the purpose of completing the Sanitary Sewer Main on 46<sup>th</sup> Street from Lot 2, Block 1, Plan 7920958 to Lot 6, Block 1, Plan 7920958 in the Hamlet of Fort Vermilion local improvement project, the sum of One Hundred Five Thousand Dollars (\$105,000) be collected by way of an annual, uniform local improvement tax rate assessed against the benefiting owners as provided in Schedule A and Schedule B attached.
2. The net amount levied under the by-law shall be applied only to the local improvement project specified by this by-law.
3. This by-law comes into force on the date it is passed.

**Deleted:** Seventy Thousand

**Deleted:** 70,000

First Reading given on the 28<sup>th</sup> day of September, 2005.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

**Deleted:** Kristin McNeil, Acting

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

**Deleted:** Kristin McNeil, Acting

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

**Deleted:** Kristin McNeil, Acting

**Schedule A to Bylaw No. 523/05**

Annual Levy For 46 Street Local Improvement Project

1. Properties to be assessed:

- Lot 2, Block 1, Plan 7920958
- Lot 3, Block 1, Plan 7920958
- Lot 4, Block 1, Plan 7920958
- Lot 5, Block 1, Plan 7920958
- Lot 6, Block 1, Plan 7920958
- Lot 3, Block 2, Plan 7920958
- Lot 4, Block 2, Plan 7920958
- Lot 5, Block 2, Plan 7920958

Deleted: <#>Lot 2, Block 2, Plan 7920958

2. Total Lots

8

Deleted: Frontage

Deleted: 1650 feet

3. Total Levy

\$105,000.00

Deleted: 70,000.00

4. Total Levy per Lot

\$13,125.00

Deleted: Front Foot

Deleted: 42.42

5. Annual Unit Rate per Lot Payable  
 for a Period of Ten (10) years at 3.811%

\$1,603.00

Deleted: Front Foot

Deleted: 5.18

6. Total Yearly Assessment against all properties  
 to be assessed

\$12,824.04

Deleted: 8549.36

**Schedule B to Bylaw No. 523/05**

Annual Levy For 46<sup>th</sup> Street Local Improvement Project

1. Properties to be assessed:

No. of Parcels	Annual Rate of Assessment Per Lot	Amount of Annual Assessment
8	\$1,603.00	\$12,824.04

Deleted: Front Foot

Deleted: 9

Deleted: 5.18

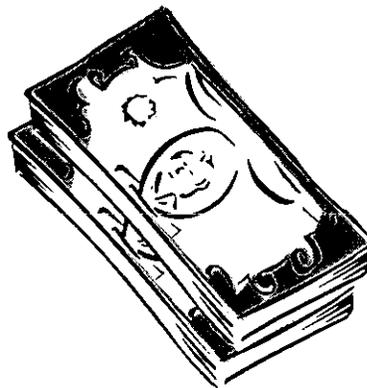
Deleted: 8549.36

- 2. Total number of parcels 8 Deleted: 9
- 3. Total annual assessments \$12,824.04 Deleted: 8549.36
- 4. Term of annual assessments 10
- 5. Total assessment against all parcels \$105,000 Deleted: 70,000.00

# **MD of Mackenzie**

## **2006 Budget**

### **OPERATING AND CAPITAL RESERVES REPORT**





Municipal District of Mackenzie #23

RESERVES

Estimated December 31, 2005 balances

ESTIMATED

Transfers

Account	Name	Beginnig Balance	Projects	Contribution		Interfund transfers	Ending Blance
				Contribution from/(to) Operating Fund	from/(to) Capital Fund		
	Operating Fund Reserve						
04-711-12	Operating Fund Reserve	\$1,239,785	(\$112,000)	(\$3,000)	\$0	(\$4,650)	\$1,120,135
04-714-32	Gravel Reclamation Reserves	\$22,377	\$0	\$0	\$0	\$0	\$22,377
04-720-32	Gravel Crushing Reserve	\$154,515	\$0	\$0	\$0	\$0	\$154,515
04-712-41	Reserve-Off Site Levy - Water	\$221,755	\$0	\$0	\$0	\$0	\$221,755
04-714-72	Municipal Reserve	\$6,901	\$0	\$0	\$0	\$0	\$6,901
04-712-61	Reserve-Development	\$0	\$0	\$0	\$0	\$0	\$0
04-712-62	Reserve-P.T.O.A.G.	\$0	\$0	\$0	\$0	\$0	\$0
04-712-72	Recreation-Parks Reserve	\$26,184	(\$34,500)	\$25,000	\$0	\$0	\$16,684
04-713-72	Subdivisions Reserve	\$82,111	\$0	\$0	\$0	\$0	\$82,111
		<b>\$1,753,627</b>	<b>(\$146,500)</b>	<b>\$22,000</b>	<b>\$0</b>	<b>(\$4,650)</b>	<b>\$1,624,477</b>
	Capital Fund Reserve						
04-712-12	Incomplete Capital - Admin	\$0	\$0	\$0	\$0	\$0	\$0
04-712-23	Incomplete Capital - Fire Department	\$34,960	(\$24,053)	\$0	\$0	\$0	\$10,907
04-712-25	Incomplete Capital - Ambulance	\$29,867	(\$13,616)	\$0	\$0	\$0	\$16,251
04-712-26	Incomplete Capital - Enforcement	\$2,075	(\$2,075)	\$0	\$0	\$0	\$0
04-712-43	Incomplete Capital - Sewer	\$15,950	(\$15,950)	\$0	\$0	\$0	\$0
04-712-33	Airport - Incomplete Capital	\$94,753	(\$48,000)	\$0	\$0	\$0	\$46,753
04-712-63	Agriculture - Reserve	\$50,000	\$0	\$0	\$0	\$0	\$50,000
04-712-71	Recreation Reserve - Zama	\$28,663	\$0	\$0	\$0	\$0	\$28,663
04-713-71	Recreation Reserve - Fort Vermilion	\$27,000	\$0	\$0	\$0	\$0	\$27,000
04-712-72	Recreation - Incomplete Capital	\$7,224	\$0	\$0	\$0	\$0	\$7,224
04-713-32	Reserve-Roads(General)	\$1,551,413	(\$3,276,296)	\$0	\$1,949,502	\$0	\$224,618
04-714-37	Drainage Reserve	\$247,899	(\$445,949)	\$0	\$250,000	\$0	\$51,950
04-715-32	Walking Trails - Fort Vermilion	\$68,961	\$0	(\$60,000)	\$0	\$0	\$8,961
04-716-32	Walking Trails - LaCrete	\$0	\$0	\$0	\$0	\$0	\$0
04-717-32	Walking Trails - Zama	\$80,000	\$0	\$0	\$0	\$20,000	\$100,000
04-718-32	Shop & Storage - Incomplete Capital	\$0	\$0	\$0	\$0	\$0	\$0
04-719-32	Public Works - Incomplete Capital	\$556,993	(\$535,032)	\$0	\$0	\$0	\$21,961
04-760-31	Vehicle Replacement Reserve	\$0	\$0	\$0	\$0	\$0	\$0
04-761-31	Vehicle Replacement Reserve	\$120,853	(\$624,300)	\$0	\$605,000	\$9,300	\$110,853
04-760-41	Reserve - Water Upgrading(incomplete capital)	\$0	\$0	\$0	\$0	\$0	\$0
04-713-41	Water Treatment Plant Reserve	\$215,446	\$0	\$599,357	\$0	\$0	\$814,803
04-760-42	Reserve - Sewer Upgrading	\$0	\$0	\$0	\$0	\$0	\$0
04-760-43	Reserve-Waste	\$29,173	\$0	\$0	\$0	\$0	\$29,173
04-760-97	General Capital Reserve	\$1,451,505	(\$275,208)	\$0	\$0	(\$4,650)	\$1,171,647
04-761-43	Reserves - Garbage Projects(incomplete capital)	\$8,500	\$0	\$0	\$0	\$0	\$8,500
04-765-23	Emergency Services Reserves	\$439,989	(\$400,033)	\$49,000	\$150,000	\$0	\$238,956
		<b>\$5,061,224</b>	<b>(\$5,660,513)</b>	<b>\$588,357</b>	<b>\$2,954,502</b>	<b>\$24,650</b>	<b>\$2,968,220</b>
	<b>TOTAL RESERVES</b>	<b>\$6,814,850</b>	<b>(\$5,807,013)</b>	<b>\$610,357</b>	<b>\$2,954,502</b>	<b>\$20,000</b>	<b>\$4,572,697</b>



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>General Operating Reserve</b>	<b>Policy No.</b>	<b>RESV 01</b>
--------------	----------------------------------	-------------------	----------------

<b>Account Code</b>	<b>12-711</b>
---------------------	---------------

**Purpose**

To establish a general operating reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to accommodate any emergency type expenditure; to balance the current year deficit; or for non-budgeted operating items that require funding and Council approval during the year.

<b>Targeted Minimum</b>	<b>\$500,000</b>
-------------------------	------------------

<b>Targeted Maximum</b>	<b>\$1,000,000</b>
-------------------------	--------------------

**Funding**

Current year surplus - \$50,000 x 50% = amount to general operating reserve.

### **Policy Statement and Guidelines**

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>June 6, 2001</b>	<b>01-320</b>
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	General Capital Reserve	<b>Policy No.</b>	RESV 02
--------------	-------------------------	-------------------	---------

<b>Account Code</b>	97-760
---------------------	--------

**Purpose**

To establish a general capital reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to accommodate current year capital funding requirements that have not been previously established from existing reserves. Items such as computer hardware and building developments as prime examples. Additionally, this reserve can be used for emergency type expenditures, or for additional capital items that require funding and Council approval during the year.

<b>Targeted Minimum</b>	\$500,000
-------------------------	-----------

<b>Targeted Maximum</b>	\$1,000,000
-------------------------	-------------

**Funding**

Current year surplus - \$50,000 x 50% = amount to general capital reserve.

Net land sale proceeds (total land sales revenue - total expenditures including the cost of land) will be allocated to the reserve each year.

**Policy Statement and Guidelines**

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
<b>Approved</b>	June 6, 2001	01-320
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>General Capital Reserve</b>	<b>Policy No.</b>	<b>RESV 02</b>
--------------	--------------------------------	-------------------	----------------

<b>Account Code</b>	<b>97-760</b>
---------------------	---------------

<b>Purpose</b>	<p>To establish a general capital reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to accommodate current year capital funding requirements that have not been previously established from existing reserves. Items such as computer hardware and building developments as prime examples. Additionally, this reserve can be used for emergency type expenditures, or for additional capital items that require funding and Council approval during the year.</p>
----------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Targeted Minimum</b>	<b>\$500,000</b>
-------------------------	------------------

<b>Targeted Maximum</b>	<b>\$1,000,000</b>
-------------------------	--------------------

<b>Funding</b>	<p>Current year surplus - \$50,000 x 50% = amount to general capital reserve.</p> <p>Net land sale proceeds (total land sales revenue - total expenditures including the cost of land) will be allocated to the reserve each year.</p>
----------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### **Policy Statement and Guidelines**

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
<b>Approved</b>	<b>June 6, 2001</b>	<b>01-320</b>
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	Off-Site Levy Reserve	<b>Policy No.</b>	RESV 03
--------------	-----------------------	-------------------	---------

<b>Account Code</b>	41 -712
---------------------	---------

<b>Purpose</b>	<p>To establish a off-site levy reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to accommodate current year capital funding requirements for any of all of the following:</p> <ol style="list-style-type: none"> <li>1. Storage, transmission, treatment or supplying of water.</li> <li>2. Treatment, movement or disposal of sanitary sewage.</li> <li>3. Storm sewer drainage facilities.</li> <li>4. Land required for in connection with any of the facilities described above.</li> </ol>
----------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Targeted Minimum</b>	\$N/A
-------------------------	-------

<b>Targeted Maximum</b>	\$N/A
-------------------------	-------

<b>Funding</b>	<p>In respect to land to be developed or subdivided, the MD imposes a payment for an "off-site levy" pursuant to a Bylaw.</p>
----------------	-------------------------------------------------------------------------------------------------------------------------------

### Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
  
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
  
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
<b>Approved</b>	June 6, 2001	01-320
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	Road Reserve	<b>Policy No.</b>	RESV 04
--------------	--------------	-------------------	---------

<b>Account Code</b>	32-713
---------------------	--------

**Purpose**

To establish a capital road reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to accommodate yearly capital budget expenditures and/or for non-budgeted capital road projects that require funding and Council provides approval subsequent to the setting of the current year tax rate.

<b>Targeted Minimum</b>	\$1,000,000
-------------------------	-------------

<b>Targeted Maximum</b>	\$5,000,000
-------------------------	-------------

**Funding**

As part of the annual budget process, an in-depth review is undertaken of the five (5) year capital expenditures plan to determine the appropriate yearly amount to place in the roads reserve. A minimum of \$500,000 should be budgeted as a contribution to this reserve.

### Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
<b>Approved</b>	June 6, 2001	01-320
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Gravel Reclamation Reserve</b>	<b>Policy No.</b>	<b>RESV 05</b>
--------------	-----------------------------------	-------------------	----------------

<b>Account Code</b>	<b>32-714</b>
---------------------	---------------

<b>Purpose</b>	<p>To establish a gravel reclamation reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to fund the closure costs associated with any MD gravel pit.</p>
----------------	---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Targeted Minimum</b>	<b>To be determined for each pit</b>
-------------------------	--------------------------------------

<b>Targeted Maximum</b>	<b>To be determined for each pit</b>
-------------------------	--------------------------------------

<b>Funding</b>	<p>A technical review for each pit will be undertaken to determine the respective closure costs and applicable yearly maintenance costs. A minimum of one dollar (\$1.00) per cubic meter of gravel used in the prior year. The use amount will be based on gravel used from MD owned pits.</p>
----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### **Policy Statement and Guidelines**

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
  
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
  
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
<b>Approved</b>	<b>June 6, 2001</b>	<b>01-320</b>
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Vehicle &amp; Equipment Replacement Reserve</b>	<b>Policy No.</b>	<b>RESV 06</b>
--------------	----------------------------------------------------	-------------------	----------------

<b>Account Code</b>	<b>31 -761</b>
---------------------	----------------

### Purpose

To establish a vehicle and equipment replacement reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to fund public works and utility department vehicle and equipment purchases. This reserve excludes emergency services type vehicles. The MD has a policy, which outlines the appropriate mileage and/or age requirements as to when an individual unit will be replaced.

<b>Targeted Minimum</b>	<b>\$500,000</b>
-------------------------	------------------

<b>Targeted Maximum</b>	<b>\$1,000,000</b>
-------------------------	--------------------

### Funding

As part of the annual budget process, an in-depth review is undertaken of the five (5) year capital expenditures plan to determine the appropriate yearly amount to place in the vehicle replacement reserve. A minimum of \$250,000 should be budgeted as a contribution to this reserve.

### Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.



	Date	Resolution Number
Approved	June 6, 2001	01-320
Amended		
Amended		





## M.D. of Mackenzie No. 23

### Request For Decision

<b>Meeting:</b>	Regular Council Meeting
<b>Meeting Date:</b>	November 9, 2005
<b>Presented By:</b>	Joulia Whittleton, Director of Corporate Services
<b>Title:</b>	Emergency Services Reserve Policy RESV07
<b>Agenda Item No:</b>	Part of 2 e)

#### **BACKGROUND / PROPOSAL:**

This reserve was established in 2001. Minimum annual contribution is currently set at \$150,000. The municipal ambulance services review document prepared by Pommen Group and presented in Council earlier included an additional \$75,000 annual contribution to the Emergency Services Reserve.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Review the Emergency Services Reserve Policy RESV07.

#### **COSTS / SOURCE OF FUNDING:**

Annual budgets.

#### **RECOMMENDED ACTION:**

That Emergency Services Reserve Policy be amended to include \$225,000 as the minimum annual contribution.

Author:	Reviewed: 	C.A.O.: 
---------	-----------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Emergency Service Reserve</b>	<b>Policy No.</b>	<b>RESV 07</b>
--------------	----------------------------------	-------------------	----------------

<b>Account Code</b>	<b>23-765</b>
---------------------	---------------

**Purpose**

To establish an emergency service reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to fund emergency service capital expenditures items in such areas as buildings, equipment and vehicles. Emergency services cover the fire, ambulance and enforcement functions.

<b>Targeted Minimum</b>	<b>\$300,000</b>
-------------------------	------------------

<b>Targeted Maximum</b>	<b>\$1,000,000</b>
-------------------------	--------------------

**Funding**

As part of the annual budget process, an in-depth review is undertaken of the five (5) year capital expenditures plan to determine the appropriate yearly amount to place in the vehicle replacement reserve. A minimum of ~~\$150,000~~ **\$225,000** should be budgeted as a contribution to this reserve.

### Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
<b>Approved</b>	<b>June 6, 2001</b>	<b>01-320</b>
<b>Amended</b>		
<b>Amended</b>		



Municipal District of Mackenzie  
Review of a Municipally Owned Ground Ambulance Service – May 31, 2005

**5.4 Budget Estimates - Basic Life Support**

Category	Infl.	2005*	2006	2007	2008	2009	2010	2011	2012	2013	2014
<b>Income</b>											
Fees (ground ambulance)	3%	\$ 216,064	\$ 432,128	\$ 445,092	\$ 458,445	\$ 472,198	\$ 486,364	\$ 500,955	\$ 515,983	\$ 531,463	\$ 547,407
<b>Total revenue</b>		<u>216,064</u>	<u>432,128</u>	<u>445,092</u>	<u>458,445</u>	<u>472,198</u>	<u>486,364</u>	<u>500,955</u>	<u>515,983</u>	<u>531,463</u>	<u>547,407</u>
<b>Expense</b>											
Administration <sup>1</sup>	3%	34,250	68,500	70,555	72,672	74,852	77,097	79,410	81,793	84,246	86,774
Communications <sup>2</sup>	3%	17,000	34,000	35,020	36,071	37,153	38,267	39,415	40,598	41,816	43,070
Fuel, oil and repairs <sup>2</sup>	2%	17,500	35,000	35,700	36,414	37,142	37,885	38,643	39,416	40,204	41,008
Medical supplies <sup>2</sup>	2%	15,000	30,000	30,600	31,212	31,836	32,473	33,122	33,785	34,461	35,150
Wages salaries and benefits	3%	452,050	904,100	931,223	959,160	987,934	1,017,573	1,048,100	1,079,543	1,111,929	1,145,287
Volunteer Casual	3%	20,000	40,000	41,200	42,436	43,709	45,020	46,371	47,762	49,195	50,671
Training	2%	10,000	20,000	20,400	20,808	21,224	21,649	22,082	22,523	22,974	23,433
License and insurance <sup>3</sup>	2%	7,500	15,000	15,300	15,606	15,918	16,236	16,561	16,892	17,230	17,575
Office supplies	2%	3,500	7,000	7,140	7,283	7,428	7,577	7,729	7,883	8,041	8,202
Bad debts <sup>5</sup>		6,482	12,964	13,353	13,753	14,166	14,591	15,029	15,480	15,944	16,422
<b>Total Expense</b>		<u>583,282</u>	<u>1,166,564</u>	<u>1,200,491</u>	<u>1,235,414</u>	<u>1,271,363</u>	<u>1,308,369</u>	<u>1,346,462</u>	<u>1,385,674</u>	<u>1,426,039</u>	<u>1,467,591</u>
<b>Net profit (loss)</b>		<u>-\$ 367,218</u>	<u>-\$ 734,436</u>	<u>-\$ 755,399</u>	<u>-\$ 776,969</u>	<u>-\$ 799,165</u>	<u>-\$ 822,005</u>	<u>-\$ 845,507</u>	<u>-\$ 869,691</u>	<u>-\$ 894,576</u>	<u>-\$ 920,185</u>
<b>Capital Costs<sup>6</sup></b>											
Vehicle Reserve Allocat. <sup>7</sup>		25,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Equipment Replacement <sup>8</sup>		12,500	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
<b>Total Capital</b>		<u>\$ 37,500</u>	<u>\$ 75,000</u>								

**Notes:**

- \* Revenue and expenditures for 2005 are based on 6 months of operation.
- 1. One third of salaries of Dir of Emerg Services, Admin Assist & Proj Services Tech.
- 2. Includes \$10,000 for equip and \$24,000 dispatching
- 3. Source: MD of Mackenzie
- 4. Based on the La Crete Ambulance Society 2005 budget adjusted for the number of trips
- 5. Bad debt expenses are estimated at 3% of gross revenue
- 6. The capital costs will be funded by the MD of Mackenzie 25 year capital program.
- 7. Vehicle Reserves Allocation calculated on replacing 5 ambulances worth \$100,000 each and a life of 10 years
- 8. Equipment Replacement is based on replacing \$25,000 of equipment per ambulance with a life of 5 years.



Municipal District of Mackenzie  
Review of a Municipally Owned Ground Ambulance Service – May 31, 2005

**5.5 Budget Estimates - Advanced Life Support**

Category	Infl.	2005*	2006	2007	2008	2009	2010	2011	2012	2013	2014
<b>Income</b>											
Fees (ground ambulance)	3%	\$ 238,592	\$ 477,184	\$ 491,500	\$ 506,245	\$ 521,432	\$ 537,075	\$ 553,187	\$ 569,783	\$ 586,876	\$ 604,482
<b>Total revenue</b>		<b>238,592</b>	<b>477,184</b>	<b>491,500</b>	<b>506,245</b>	<b>521,432</b>	<b>537,075</b>	<b>553,187</b>	<b>569,783</b>	<b>586,876</b>	<b>604,482</b>
<b>Expense</b>											
Administration <sup>1</sup>	3%	32,500	65,000	66,950	68,959	71,027	73,158	75,353	77,613	79,942	82,340
Communications <sup>2</sup>	3%	3,000	6,000	6,180	6,365	6,556	6,753	6,956	7,164	7,379	7,601
Fuel, oil and repairs <sup>2</sup>	2%	17,500	35,000	35,700	36,414	37,142	37,885	38,643	39,416	40,204	41,008
Medical supplies <sup>2</sup>	2%	15,000	30,000	30,600	31,212	31,836	32,473	33,122	33,785	34,461	35,150
Wages salaries and benefits	3%	527,450	1,054,900	1,086,547	1,119,143	1,152,718	1,187,299	1,222,918	1,259,606	1,297,394	1,336,316
Volunteer Casual	3%	20,000	40,000	41,200	42,436	43,709	45,020	46,371	47,762	47,762	47,762
Training	2%	10,000	20,000	20,400	20,808	21,224	21,649	22,082	22,523	22,974	23,433
License and insurance <sup>3</sup>	2%	7,500	15,000	15,300	15,606	15,918	16,236	16,561	16,892	17,230	17,575
Office supplies	2%	3,500	7,000	7,140	7,283	7,428	7,577	7,729	7,883	8,041	8,202
Bad debts <sup>5</sup>		7,158	14,316	14,745	15,187	15,643	16,112	16,596	17,093	17,606	18,134
<b>Total Expense</b>		<b>643,608</b>	<b>1,287,216</b>	<b>1,324,762</b>	<b>1,363,413</b>	<b>1,403,203</b>	<b>1,444,163</b>	<b>1,486,330</b>	<b>1,529,738</b>	<b>1,572,993</b>	<b>1,617,521</b>
<b>Net profit (loss)</b>		<b>-\$ 405,016</b>	<b>-\$ 810,032</b>	<b>-\$ 833,262</b>	<b>-\$ 857,169</b>	<b>-\$ 881,771</b>	<b>-\$ 907,088</b>	<b>-\$ 933,143</b>	<b>-\$ 959,956</b>	<b>-\$ 986,117</b>	<b>-\$ 1,013,038</b>
<b>Capital Costs<sup>6</sup></b>											
Vehicle Reserve Allocat. <sup>7</sup>		25,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000	50,000
Equipment Replacement <sup>8</sup>		12,500	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000	25,000
<b>Total Capital<sup>6</sup></b>		<b>\$ 37,500</b>	<b>\$ 75,000</b>								

**Note:**

- \* Revenue and expenditures for 2005 are based on 6 months of operation.
- 1. One third of salaries of Dir of Emerg Services, Admin Assist & Proj Services Tech.
- 2. Includes \$10,000 for equip and \$24,000 dispatching
- 3. Source: MD of Mackenzie
- 4. Based on the La Crete Ambulance Society 2005 budget adjusted for the number of trips
- 5. Bad debt expenses are estimated at 3% of gross revenue
- 6. The capital costs will be funded by the MD of Mackenzie 25 year capital program.
- 7. Vehicle Reserves Allocation calculated on replacing 5 ambulances worth \$100,000 each and a life of 10 years
- 8. Equipment Replacement is based on replacing \$25,000 of equipment per ambulance with a life of 5 years.



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Recreation and Parks Reserve</b>	<b>Policy No.</b>	<b>RESV 08</b>
--------------	-------------------------------------	-------------------	----------------

<b>Account Code</b>	<b>62-712</b>
---------------------	---------------

<b>Purpose</b>	<p>To establish a recreation and parks reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to fund capital items such as playground equipment, small storage facilities, campground equipment and materials and fencing.</p>
----------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Targeted Minimum</b>	<b>\$50,000</b>
-------------------------	-----------------

<b>Targeted Maximum</b>	<b>\$175,000</b>
-------------------------	------------------

<b>Funding</b>	<p>\$25,000 per year should be budgeted as a contribution to this reserve.</p>
----------------	--------------------------------------------------------------------------------

### **Policy Statement and Guidelines**

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>June 6, 2001</b>	<b>01-320</b>
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	Drainage Reserve	<b>Policy No.</b>	RESV 09
--------------	------------------	-------------------	---------

<b>Account Code</b>	37-714
---------------------	--------

<b>Purpose</b>	To establish a drainage reserve. This reserve will provide funding in order to retain a stable municipal taxation structure and to fund drainage projects.
----------------	------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Targeted Minimum</b>	\$500,000
-------------------------	-----------

<b>Targeted Maximum</b>	\$1,000,000
-------------------------	-------------

<b>Funding</b>	A minimum of \$250,000 should be budgeted as a contribution to this reserve.
----------------	------------------------------------------------------------------------------

### Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
<b>Approved</b>	June 6, 2001	01-320
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Municipal Reserve</b>	<b>Policy No.</b>	<b>RESV 10</b>
--------------	--------------------------	-------------------	----------------

<b>Account Code</b>	<b>72-714</b>
---------------------	---------------

<b>Purpose</b>	<p>To establish a municipal reserve. Pursuant to section 671 of the MGA, the municipality or school authority may be used for any of the following purposes — public park; public recreation area; school authority purpose; to separate areas of land that are used for different purposes.</p>
----------------	--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Targeted Minimum</b>	\$N/A
-------------------------	-------

<b>Targeted Maximum</b>	\$N/A
-------------------------	-------

<b>Funding</b>	<p>Pursuant to sections 661 to 670, of the MGA a subdivision authority may require the owner of a parcel of land that is subject of a proposed subdivision, without compensation, to provide a land dedication for roads, public utilities, and environmental reserves and school. The owner can provide money for all the reserves or a combination of money and land reserve.</p>
----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

### Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
<b>Approved</b>	<b>June 6, 2001</b>	<b>01-320</b>
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Capital Funding Carry Forward Reserve – Recreation Boards</b>	<b>Policy No:</b>	<b>RESV 11</b>
--------------	------------------------------------------------------------------	-------------------	----------------

<b>Account Code</b>	71-710 – Fort Vermilion 71-711 – La Crete 71-712 – Zama
---------------------	---------------------------------------------------------------

<b>Legislation Reference</b>	<b>Municipal Government Act, Section 5 (b)</b>
------------------------------	------------------------------------------------

**Purpose (use of funds)**

Over the last few years, Council has allocated a matching capital funding component to the La Crete, Fort Vermilion and Zama Recreation Boards. To acquire this funds these boards must receive **matching** third party funding such as grants, cash donations, and/or donations in kind (volunteer hours and/or equipment). It is conceivable that in a given year, a recreation board may not have the need or did not receive sufficient third party funding to access the MD's capital funding component. In those years that recreations board did not access the total amount budgeted, the MD will set aside those amounts not accessed in a reserve. A specific reserve will be set up for each Recreation board.

To access these funds in the following year (s), the Board must make a written request and provide the appropriate supporting documentation of third party funding of the capital project.

If it is determined that a Recreation Board cannot utilize these reserve funds in a timely fashion, Council has the discretion to allocate any balances in these specific reserves to any Recreation board or recreation project that they see fit.

Also, in cases where a board receives **matching** funds in any given year in **excess** of those required, the recreation board can use this excess amount as a matching amount for a subsequent year. For example:

1. Council currently provides a \$30,000 capital grant to each recreation board.
2. Each board must match this \$30,000 with third party funding.
3. If a board was able to raise \$45,000 in any given year, \$15,000 (\$45,000 – \$30,000) can be used as **matching** third party funding for a subsequent year.
4. This excess amount can only be carried forward for one year.



**Targeted Minimum: \$ N/A**

**Targeted Maximum: \$ 90,000 per recreation board**

**Funding**  
Allocated from current year budget.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>February 5, 2002</b>	<b>02-057</b>
<b>Amended</b>	<b>September 3, 2002</b>	<b>02-613</b>
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Walking Trail Reserve</b>	<b>Policy No.</b>	<b>RESV12</b>
--------------	------------------------------	-------------------	---------------

<b>Account Code</b>	<b>32-715 (Fort Vermilion)</b> <b>32-716 (La Crete)</b> <b>32-717 (Zama)</b>
---------------------	------------------------------------------------------------------------------------

<b>Legislation Reference</b>	<b>Municipal Government Act, Section 5 (b)</b>
------------------------------	------------------------------------------------

### **Purpose**

To establish a walking trail reserve. This reserve will provide funding for the walking trails in the hamlets of Fort Vermilion, La Crete, and Zama. The 5 year capital plan was to allocate \$20,000/year for each hamlet during the years 2001 – 2005.

Starting in 2002, to acquire these funds the group or committee that is requesting these funds must receive **matching** third party funding such as grants, cash donations, and/or donations in kind (volunteer hours and/or equipment).

The group or committee must make a written request and provide the appropriate supporting documentation of the third party funding. No request will exceed the total amount that is available in the current year budget and in the individual hamlet reserve.

<b>Targeted Minimum</b>	<b>\$0</b>
-------------------------	------------

<b>Targeted Maximum</b>	<b>\$100,000 per hamlet</b>
-------------------------	-----------------------------

### **Funding**

Funding will be provided through the annual budget process.

### **Policy Statement and Guidelines**

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.



3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	January 17, 2002	02-026
<b>Amended</b>	February 8, 2002	02-109
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Water Treatment Plant</b>	<b>Policy No.</b>	<b>RESV 13</b>
--------------	------------------------------	-------------------	----------------

<b>Account Code</b>	<b>41-713</b>
---------------------	---------------

<b>Purpose</b>	<p>To establish water treatment plant reserve. This reserve will provide funding in order to accommodate new construction and/or capital repairs of a water treatment plants within municipal district.</p>
----------------	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Targeted Minimum</b>	<b>\$500,000</b>
-------------------------	------------------

<b>Targeted Maximum</b>	<b>\$1,500,000</b>
-------------------------	--------------------

<b>Funding</b>	<p>To be determined.</p>
----------------	--------------------------

### **Policy Statement and Guidelines**

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
  
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
  
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	<b>Date</b>	<b>Resolution Number</b>
<b>Approved</b>	<b>May 14, 2003</b>	<b>03-329</b>
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Gravel Crushing Reserve</b>	<b>Policy No.</b>	<b>RESV 14</b>
--------------	--------------------------------	-------------------	----------------

<b>Account Code</b>	<b>32-720</b>
---------------------	---------------

<b>Purpose</b>
To establish a gravel crushing reserve. This reserve will provide funding to cover the gravel crushing costs associated with any MD gravel pit.

<b>Targeted Minimum</b>	<b>\$200,000</b>
-------------------------	------------------

<b>Targeted Maximum</b>	<b>\$500,000</b>
-------------------------	------------------

<b>Funding</b>
Unspent budgeted funds from annual gravel operating expenditures (code 2-32-534) will be placed into Gravel Crushing Reserve. During the years that require crushing, the needed funds would be taken from this Reserve.

### **Policy Statement and Guidelines**

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
  
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
  
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.

	Date	Resolution Number
<b>Approved</b>		
<b>Amended</b>		
<b>Amended</b>		



## Municipal District of Mackenzie No. 23

<b>Title</b>	<b>Funding to community non-profit organizations</b>	<b>Policy No:</b>	<b>RESV 15</b>
--------------	------------------------------------------------------	-------------------	----------------

<b>Account Code</b>	04-71-715 –Funding to community non-profit organizations
---------------------	----------------------------------------------------------

<b>Legislation Reference</b>	<b>Municipal Government Act, Section 5 (b)</b>
------------------------------	------------------------------------------------

<b>Purpose (use of funds)</b>  To establish a funding reserve for community non-profit groups and organizations. Over the last few years, Council has allocated a matching capital and operating funding to various community non-profit organizations and groups during budget deliberations. This reserve will be used to provide funding for special requests or to provide advance funding for special projects.
----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

<b>Targeted Minimum: \$</b> N/A
---------------------------------

<b>Targeted Maximum: \$</b> 80,000
------------------------------------

<b>Funding</b>  Minimum of \$20,000 per year shall be budgeted as a contribution to this reserve.
---------------------------------------------------------------------------------------------------------

### Policy Statement and Guidelines

1. The Chief Administrative Officer will ensure the overall effective administration of dedicated reserves in accordance with this policy; recommending changes in policy or guidelines to Council to ensure they are employed to the benefit of the MD.
2. Annually, in conjunction with the budget process and the presentation of the audited financial statements to MD council, a list indicating the current and previous year-end balances for this reserve will be provided.
3. The use of this reserve to fund any expenditure must be by way of a Council resolution or motion.



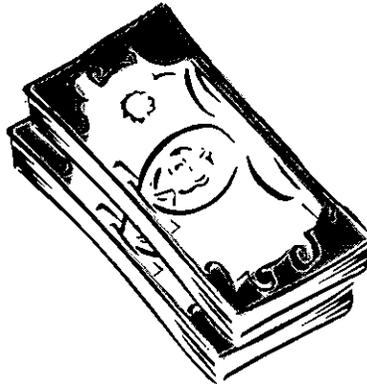
	Date	Resolution Number
Approved	September 28, 2005	05-505
Amended		
Amended		



# **MD of Mackenzie**

## **2006 Budget**

### **DEBENTURE REPORT**





**MD of Mackenzie No. 23  
DEBENTURE SUMMARY REPORT**

**December 31/2004**

**Summary of total future debenture payments on existing debentures as of December 31/2004:**

	Principal	Interest	Total Payments
2005	\$800,014	\$399,801	\$1,199,815
2006	\$844,719	\$355,096	\$1,199,815
2007	\$892,309	\$307,506	\$1,199,815
2008	\$830,973	\$256,805	\$1,087,778
2009	\$871,587	\$216,192	\$1,087,778
2010 to maturity	\$3,785,241	\$436,881	\$4,222,122
<b>TOTAL:</b>	<b>\$8,024,844</b>	<b>\$1,972,280</b>	<b>\$9,997,124</b>

**Alberta Municipal Financing Corporation**

		2004	2003
10 3/8%, due 2004	La Crete Sewer Line	0	25,217
12% due 2007	La Crete Water System Upgrade	269,094	340,295
5 3/4%, due 2011	Fort Vermilion Water Treatment Plant Upgrade	467,805	520,910
5 3/4%, due 2012	La Crete 100th Street Construction	2,913,099	3,198,743
4.875%, due 2013	La Crete Sewer Main Extension	374,847	407,429
4.23%, due 2014	La Crete Water Treatment Plant	4,000,000	0
		<b>8,024,844</b>	<b>4,522,299</b>

**New debentures per existing bylaws - borrowed in 2005 or to be borrowed in 2006:**

La Crete 94th Ave water servicing - borrowed in 2005 - 10 year term	\$495,258	2005
La Crete sewer main extension - will be borrowed in 2006 for 10 year term	\$370,000	2006
Fort Vermilion 46th Street sewer - will be borrowed in 2006 for 10 year term	\$105,000	2006

**Future potential debentures:**

Medical Clinic - 10 year term	800,000	2006
Zama Water Treatment Plant - 10 year term	1,077,553	2006
La Crete Office building	1,215,000	2006

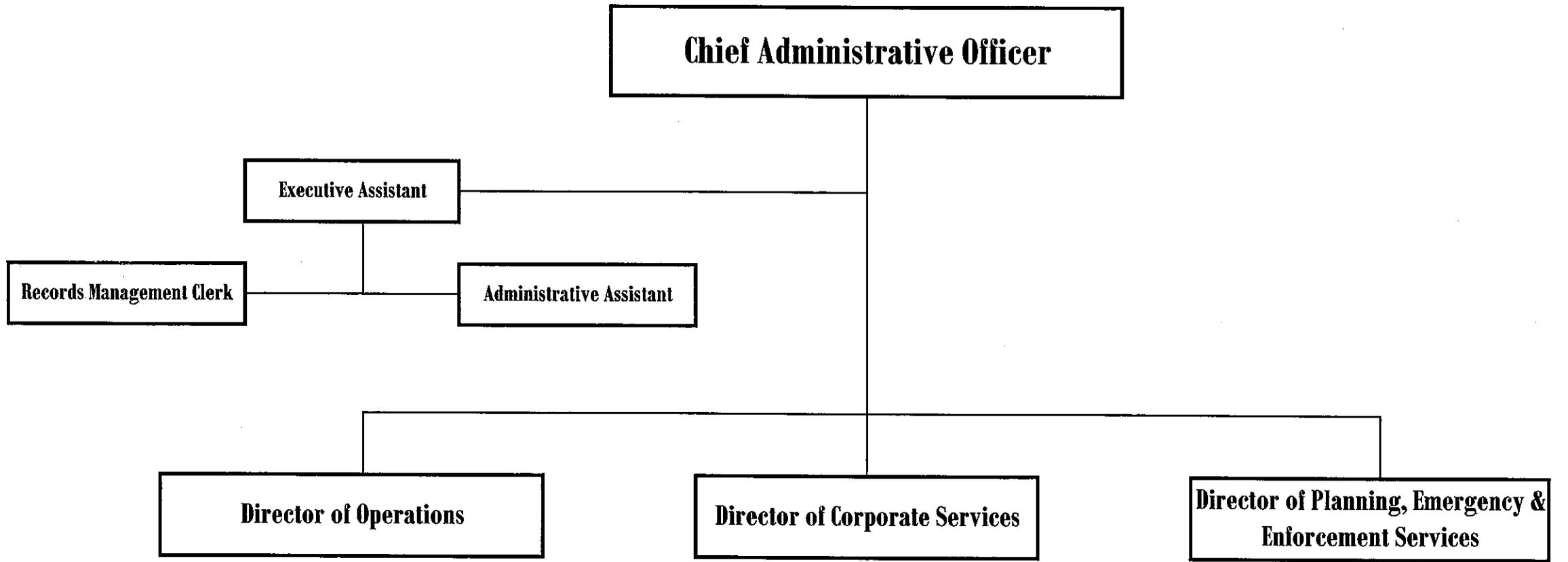
**From 2004 Year End Financial Statements:**

**Section 276(2) of the Municipal Government Act requires that debt and debt limits as defined by regulation for the District be disclosed as follows:**

	2004	2003
Total debt limit	\$27,062,189	\$26,119,857
Total debt	\$8,024,844	\$4,492,594
<b>Amount by which debt limit exceeds debt</b>	<b>\$19,037,345</b>	<b>\$21,627,263</b>
Service on debt limit	\$4,510,365	\$4,353,310
Service on debt	\$1,199,815	\$732,949
<b>Amount by which debt servicing limit exceeds debt servicing</b>	<b>\$3,310,550</b>	<b>\$3,620,361</b>

For qualifying debentures, the Province of Alberta rebates 50% of interest in excess of 8%, 9% and 11% to a maximum annual rate of 12.5%, depending on the date borrowed. Debenture debt is issued on the credit and security of the District at large.

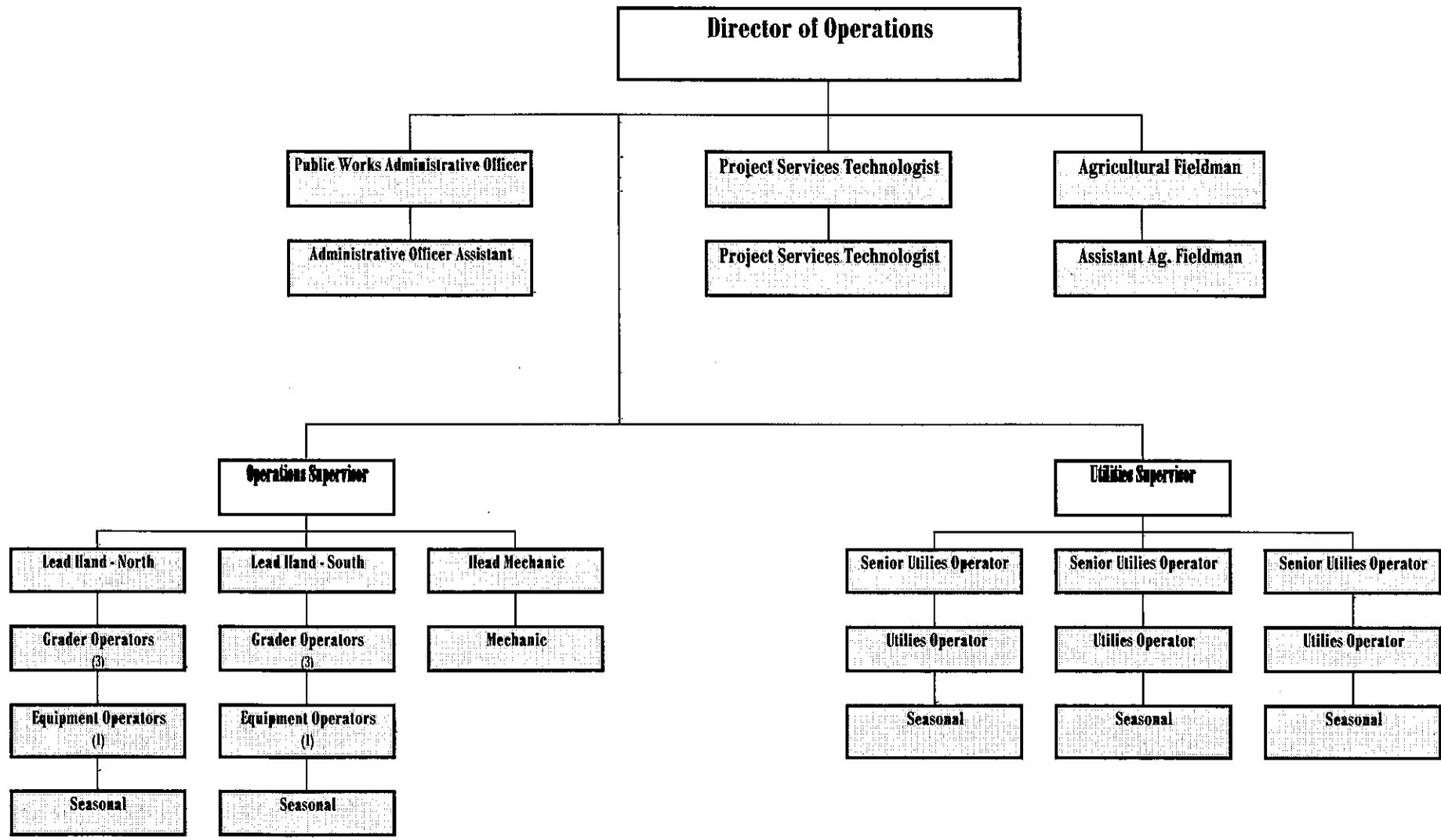












NOTE: Shading denotes union positions

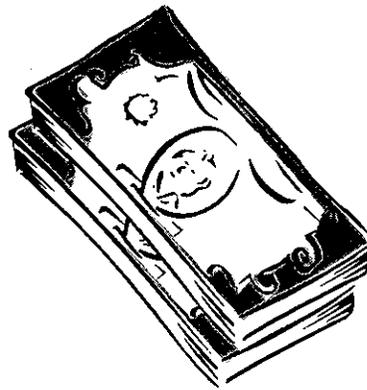


# **MD of Mackenzie**

## **2006 Budget**

### **Tax Revenue Projections**

### **Assessment History**





**MD of Mackenzie  
2006 Budget**

**Summary of Assessment by Category**

	<b>2006 estimated</b>			
	<b>assessment</b>	<b>% increase</b>	<b>estimated</b>	<b>2005</b>
Residential Property	\$ 263,301,122	9.30%	\$	240,895,220
Commercial Property	39,031,707	9.64%		35,599,430
Industrial Property	94,329,582	3.35%		91,272,360
Farmland Property	36,296,240	0.00%		36,296,240
Machinery & Equipment	440,696,204	4.00%		423,746,350
Linear	857,410,703	5.80%		810,433,820
Grants in Lieu	3,696,236	1.00%		3,659,640
<b>Total Taxable Assessment</b>	<b>\$ 1,734,761,794</b>	<b>5.66%</b>	<b>\$</b>	<b>1,641,903,060</b>
Tax exempt assessment	128,615,450	0.00%		128,615,450
<b>Total Assessment</b>	<b>\$ 1,863,377,244</b>	<b>5.24%</b>	<b>\$</b>	<b>1,770,518,510</b>

<b>Projected Municipal Revenue</b>	<b>17,099,224</b>
------------------------------------	-------------------

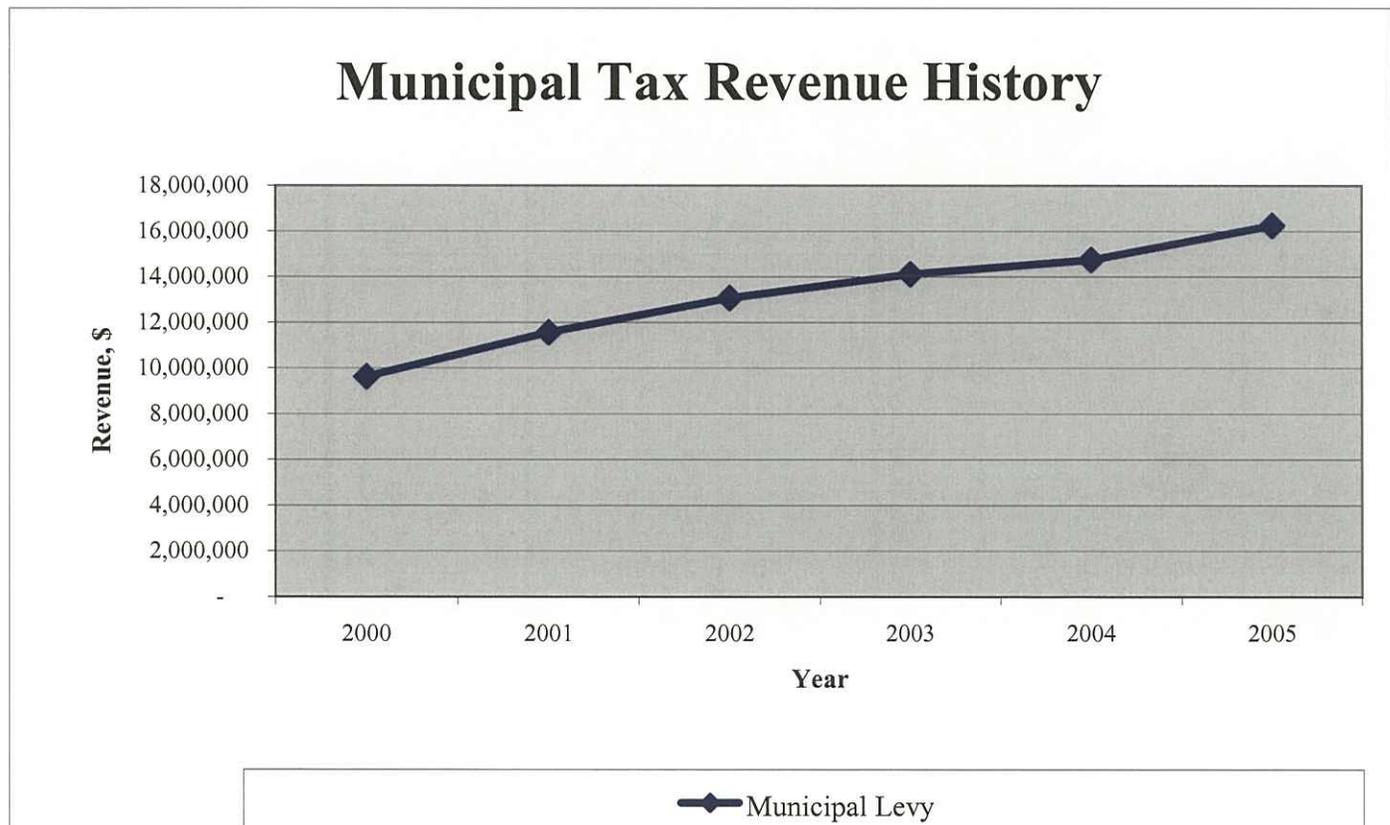
**The projected municipal revenue is calculated at the rates specified in 2005 Tax Bylaw.**



**MD of Mackenzie  
Municipal Tax Revenue History**

TAX REVENUE	2005	2004	2003	2002	2001	2000
Residential Property Taxes	2,661,764	2,396,364	2,158,356	2,014,447	1,766,921	1,187,208
Commercial Property Taxes	648,316	610,979	557,593	496,089	442,350	439,363
Industrial Property Taxes	1,551,817	1,544,750	1,460,844	1,498,916	1,221,386	905,149
Farmland Property Taxes	415,776	427,401	429,132	451,124	438,306	1,010,507
Machinery & Equipment Taxes	4,533,664	4,225,087	4,106,739	3,598,826	2,938,761	1,989,305
Grazing Leases Taxes		-	-	-	6,664	7,205
Electrical Power Systems Taxes	973,503	950,617	918,843	720,266	812,221	812,259
Linear Property Taxes	12,197,218	11,137,492	10,570,333	9,841,982	9,169,530	10,211,146
Cable TV Property Taxes	7,426	2,488	2,481	2,395	2,437	2,850
Telecommunication Property Taxes	242,425	211,353	206,566	213,955	217,472	223,992
Federal Gov't Grants in Lieu	16,148	15,868	15,254	14,655	14,534	15,189
Provincial Gov't Grants in Lieu	37,138	37,135	189,051	179,670	184,557	216,179
<b>TOTAL</b>	<b>23,285,195</b>	<b>21,559,535</b>	<b>20,615,191</b>	<b>19,032,324</b>	<b>17,215,139</b>	<b>16,208,094</b>
Over/Under Tax Collections	1,981	-	(14,916.73)	(50,456.06)	12,162.00	-
<b>TOTAL</b>	<b>23,287,176</b>	<b>21,559,535</b>	<b>20,630,108</b>	<b>19,082,780</b>	<b>17,202,977</b>	<b>16,208,094</b>
LESS:						
School Requisitions	6,722,877	6,490,221	6,184,601	5,696,876	5,327,861	6,299,144
Senior Lodge Requisitions	325,575	325,093	337,394	315,445	316,300	277,308
<b>TOTAL Requisitions</b>	<b>7,048,452</b>	<b>6,815,314</b>	<b>6,521,995</b>	<b>6,012,320</b>	<b>5,644,161</b>	<b>6,576,452</b>
<b>TOTAL Municipal Levy</b>	<b>16,238,724</b>	<b>14,744,221</b>	<b>14,108,113</b>	<b>13,070,459</b>	<b>11,558,816</b>	<b>9,631,642</b>

	2000	2001	2002	2003	2004	2005
Municipal Levy	9,631,642	11,558,816	13,070,459	14,108,113	14,744,221	16,238,724

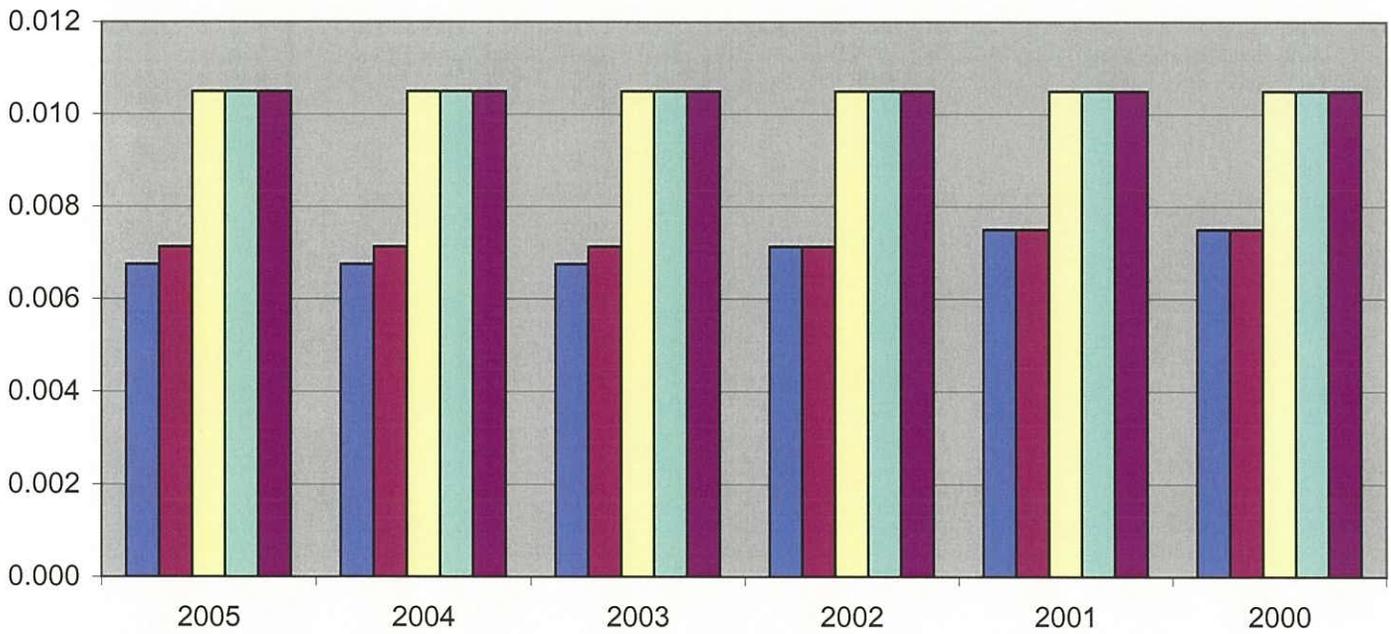




MD of Mackenzie  
Municipal Tax Rate History

Description	2005	2004	2003	2002	2001	2000
Residential and Farmland	0.006750	0.006750	0.006750	0.007125	0.007500	0.007500
Farmland	0.007125	0.007125	0.007125	0.007125	0.007500	0.007500
Non-Residential	0.010500	0.010500	0.010500	0.010500	0.010500	0.010500
Linear	0.010500	0.010500	0.010500	0.010500	0.010500	0.010500
Machinery and Equipment	0.010500	0.010500	0.010500	0.010500	0.010500	0.010500

## Tax Rate History





MD of Mackenzie  
2006 Estimate and 5 Year Assessment Comparison

Code	Code Description	2006 Estimated	2005 as of Sept.23/05	2004	2003	2002	2001					
101	Farm Res/Site	78,755,192	\$74,086,410	\$67,711,000	\$61,683,670	\$50,487,780	\$44,124,260					
102	Residential Imp/Site	171,295,581	\$154,281,010	\$131,974,230	\$117,639,620	\$103,550,360	\$91,659,590					
103	Vacant Residential	7,206,474	\$6,551,340	\$5,806,620	\$4,441,540	\$3,723,750	\$3,448,160					
104	Res Imp/Site Nil RAP	276,159	\$265,850	\$256,190	\$263,680	\$275,130	\$263,590					
141	Grazing Lease Detail	588,570	\$588,570	\$590,240	\$544,080	\$552,250	\$538,970					
151	Farmland	35,707,670	\$35,707,670	\$35,728,510	\$35,694,620	\$35,690,390	\$35,447,170					
152	Residential @ AUV	\$0	\$0	\$0	\$0	\$0	\$0					
153	Vacant Residential @	\$0	\$0	\$0	\$0	\$0	\$0					
		293,829,646	8.23%	\$271,480,850	12.15%	\$242,066,790	9.90%	\$220,267,210	13.38%	\$194,279,660	10.71%	\$175,481,740
200	Railway R of W	2,532,320	\$2,532,320	\$2,509,310	\$2,486,270	\$2,486,270	\$2,509,310					
202	Commercial Imp/Site	37,878,641	\$34,457,780	\$31,135,180	\$28,555,830	\$26,104,230	\$24,693,500					
203	Industrial Imp/Site	3,238,389	\$2,815,990	\$2,747,100	\$2,345,820	\$2,268,400	\$2,374,660					
252	Commercial Vacant	1,153,067	\$1,141,650	\$895,540	\$882,330	\$543,190	\$511,520					
253	Industrial Vacant	952,844	\$943,410	\$908,980	\$896,570	\$817,430	\$767,010					
		45,755,260	9.22%	\$41,891,150	9.67%	\$38,196,110	8.61%	\$35,166,820	9.15%	\$32,219,520	4.42%	\$30,856,000
401	Proc. Man'fac Buildi	90,138,349	\$87,512,960	\$83,668,540	\$80,398,560	\$80,272,380	\$67,076,560					
402	Machinery/Equipment	440,696,204	\$423,746,350	\$394,241,460	\$382,377,760	\$335,086,060	\$273,724,210					
		530,834,553	3.83%	\$511,259,310	6.98%	\$477,910,000	3.27%	\$462,776,320	11.42%	\$415,358,440	21.88%	\$340,800,770
501	Pipelines/Wells Line	760,442,940	\$717,399,000	\$636,799,440	\$605,194,830	\$577,988,100	\$521,523,700					
502	Electric Power System	27,060,705	\$25,772,100	\$24,614,650	\$23,312,280	\$22,334,330	\$22,691,470					
503	Telecomm. Systems Li	14,401,226	\$14,258,640	\$12,792,300	\$11,826,750	\$12,564,870	\$12,428,390					
504	Cable Television Sys	436,740	\$436,740	\$140,630	\$142,020	\$140,630	\$139,260					
505	Electric Energy Gene	52,536,771	\$50,035,020	\$48,073,950	\$47,641,580	\$24,485,510	\$29,365,200					
		854,878,383	5.81%	\$807,901,500	11.83%	\$722,420,970	4.99%	\$688,117,460	7.94%	\$637,513,440	8.76%	\$586,148,020
601	Federal MV GIL	798,486	\$790,580	\$739,940	\$691,550	\$639,750	\$629,350					
603	Provincial MV GIL	223,715	\$221,500	\$162,130	\$155,080	\$160,100	\$159,280					
605	AMHC MV GIL	4,012,124	\$3,972,400	\$3,662,670	\$3,213,670	\$2,921,500	\$2,784,820					
609	Seniors Self Contain	1,729,665	\$1,712,540	\$1,624,550	\$1,589,810	\$1,480,750	\$1,433,890					
641	Provincial Grazing R	529,048	\$523,810	\$523,810	\$523,810	\$523,810	\$523,810					
651	Federal AUV GIL	47,005	\$46,540	\$46,540	\$46,540	\$46,540	\$46,540					
		7,340,044	1.00%	\$7,267,370	7.51%	\$6,759,640	8.67%	\$6,220,460	7.76%	\$5,772,450	3.49%	\$5,577,690
701	Federal MV GIL	394,122	\$390,220	\$376,690	\$375,100	\$345,780	\$339,940					
703	Provincial MV GIL	1,689,700	\$1,672,970	\$1,760,440	\$1,703,440	\$1,445,090	\$1,416,440					
705	AMHC MV GIL	25,927	\$25,670	\$22,180	\$19,190	\$17,000	\$16,930					
707	CBC MV GIL	14,160	\$14,020	\$13,810	\$13,680	\$13,190	\$13,140					
709	Provincial Linear GI	-	\$0	\$0	\$8,655,570	\$8,589,430	\$8,648,240					
		2,123,909	1.00%	\$2,102,880	-3.23%	\$2,173,120	-79.82%	\$10,766,980	3.42%	\$10,410,490	-0.23%	\$10,434,690



Code	Code Description	2006 Estimated	2005 as of Sept.23/05	2004	2003	2002	2001					
801	Federal MV Exempt	-	\$0	\$0	\$16,450	\$11,030	\$11,030					
802	M & E Exempt	18,720	\$18,720	\$18,000	\$18,130	\$18,680	\$19,030					
803	Provincial MV Exempt	22,780,800	\$22,780,800	\$22,834,110	\$22,956,450	\$21,345,270	\$21,741,630					
809	Misc. Exempt MV	68,523,700	\$68,523,700	\$64,001,800	\$62,098,350	\$60,458,470	\$58,612,660					
810	Seed Cleaning Exempt	389,450	\$389,450	\$363,350	\$340,790	\$333,490	\$325,650					
820	M.D. #23 Owned Exempt	9,325,900	\$9,325,900	\$8,268,690	\$7,997,300	\$7,436,400	\$7,190,220					
841	Prov Graze Reserve AU	89,620	\$89,620	\$81,300	\$81,300	\$81,300	\$81,300					
851	Federal AUV Exempt			0	\$0	\$0	\$0					
853	Provincial AUV Exempt	7,310	\$7,310	\$7,590	\$9,840	\$2,250	\$5,470					
859	Misc AUV Exempt	2,570	\$2,570	\$2,570	\$3,040	\$2,470	\$0					
901	Rural Residential Ex	24,174,550	\$24,174,550	\$24,293,880	\$24,208,860	\$23,504,680	\$23,161,380					
903	Farm Building Exempt	3,302,830	\$3,302,830	\$2,900,370	\$2,763,920	\$2,237,020	\$1,798,720					
		128,615,450	0.00%	\$128,615,450	4.76%	\$122,771,660	1.89%	\$120,494,430	4.39%	\$115,431,060	2.20%	\$112,947,090

Total Assessment	1,863,377,244	5.24%	\$1,770,518,510	9.81%	\$1,612,298,290	4.44%	\$1,543,809,680	9.41%	\$1,410,985,060	11.78%	\$1,262,246,000
------------------	---------------	-------	-----------------	-------	-----------------	-------	-----------------	-------	-----------------	--------	-----------------

Summary by category

	2006 Estimated	2005 as of Sept.23/05	2004	2003	2002	2001					
Residential Property	263,301,122	9.30%	\$240,895,220	14.14%	\$211,057,440	11.76%	\$188,851,180	16.25%	\$162,456,270	13.03%	\$143,731,240
Commercial Property	39,031,707	9.64%	\$35,599,430	11.14%	\$32,030,720	8.81%	\$29,438,160	10.47%	\$26,647,420	5.72%	\$25,205,020
Industrial Property	94,329,582	3.35%	\$91,272,360	4.52%	\$87,324,620	4.40%	\$83,640,950	0.34%	\$83,358,210	18.71%	\$70,218,230
Farmland Property	36,296,240	0.00%	\$36,296,240	-0.06%	\$36,318,750	0.22%	\$36,238,700	-0.01%	\$36,242,640	0.71%	\$35,986,140
Machinery & Equipment	440,696,204	4.00%	\$423,746,350	7.48%	\$394,241,460	3.10%	\$382,377,760	14.11%	\$335,086,060	22.42%	\$273,724,210
Linear	857,410,703	5.80%	\$810,433,820	11.79%	\$724,930,280	4.97%	\$690,603,730	7.91%	\$639,999,710	8.72%	\$588,657,330
Grants in Lieu	3,696,236	1.00%	\$3,659,640	1.00%	\$3,623,360	-70.21%	\$12,164,770	3.41%	\$11,763,690	-0.11%	\$11,776,740
Total Taxable Assessment	1,734,761,794	5.66%	\$1,641,903,060	10.23%	\$1,489,526,630	4.65%	\$1,423,315,250	9.86%	\$1,295,554,000	12.73%	\$1,149,298,910
Tax exempt assessment	128,615,450		\$128,615,450		\$122,771,660		\$120,494,430		\$115,431,060		\$112,947,090
Total Assessment	1,863,377,244	5.24%	\$1,770,518,510	9.81%	\$1,612,298,290	4.44%	\$1,543,809,680	9.41%	\$1,410,985,060	11.78%	\$1,262,246,000

\$0

\$0

\$0

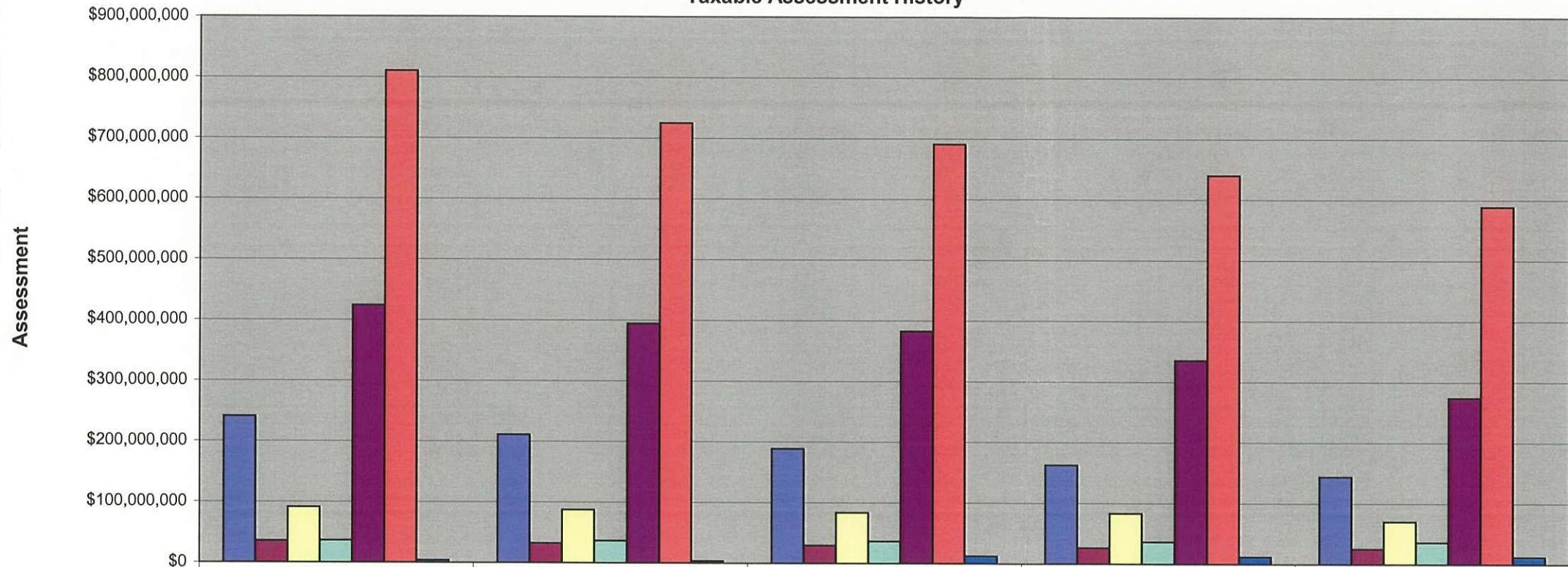
\$0

\$0

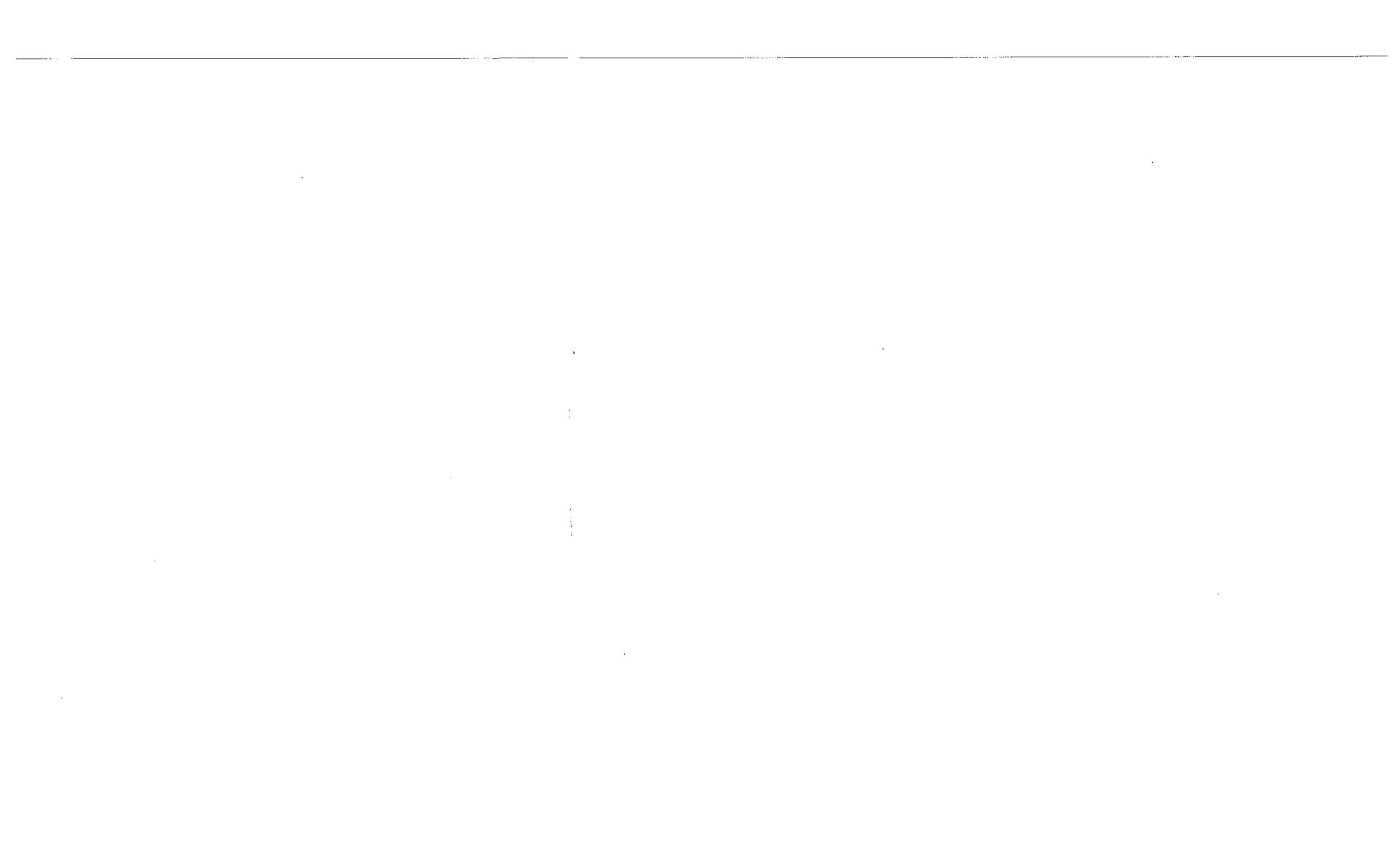
\$0



### Taxable Assessment History



	2005 as of Sept.23/05	2004	2003	2002	2001
■ Residential Property	\$240,895,220	\$211,057,440	\$188,851,180	\$162,456,270	\$143,731,240
■ Commercial Property	\$35,599,430	\$32,030,720	\$29,438,160	\$26,647,420	\$25,205,020
■ Industrial Property	\$91,272,360	\$87,324,620	\$83,640,950	\$83,358,210	\$70,218,230
■ Farmland Property	\$36,296,240	\$36,318,750	\$36,238,700	\$36,242,640	\$35,986,140
■ Machinery & Equipment	\$423,746,350	\$394,241,460	\$382,377,760	\$335,086,060	\$273,724,210
■ Linear	\$810,433,820	\$724,930,280	\$690,603,730	\$639,999,710	\$588,657,330
■ Grants in Lieu	\$3,659,640	\$3,623,360	\$12,164,770	\$11,763,690	\$11,776,740



2006 ASSESSMENT AND LEVY BASED ON 2005 TAX BYLAW

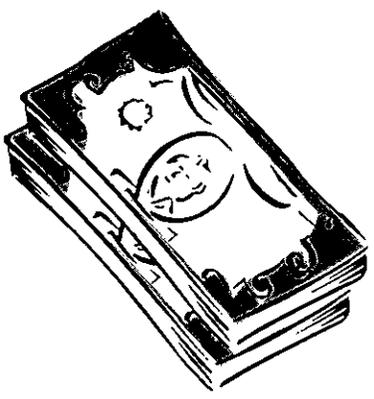
Code GL	Code Ass.	Description	Ass. Class	Assessment			TAX RATE				LEVY			
				Land	Improvements	Total Assessment	Lodge	Muni TR	ASFF TR	Total TR	Lodge L	Muni L	ASSFF L	Total L
01-111	101	Farm Res/Site	Res	15,726,640	63,028,552	78,755,192		0.006750		0.006750	-	531,597.54	0.00	531,597.54
01-111	102	Residential Imp/Site	Res	32,748,360	138,547,221	171,295,581		0.006750		0.006750	-	1,156,245.17	0.00	1,156,245.17
01-111	103	Vacant Residential	Res	7,206,474	0	7,206,474		0.006750		0.006750	-	48,643.70	0.00	48,643.70
01-111	104	Res Imp/Site Nil RAP	Res	8,130	268,029	276,159		0.006750		0.006750	-	1,864.07	0.00	1,864.07
01-114	141	Grazing Lease Detail	Res	588,570	0	588,570		0.007125		0.007125	-	4,193.56	0.00	4,193.56
01-114	151	Farmland	Res	35,707,670	0	35,707,670		0.007125		0.007125	-	254,417.15	0.00	254,417.15
01-112	200	Railway R of W	Non	0	2,532,320	2,532,320		0.010500		0.010500	-	26,589.36	0.00	26,589.36
01-112	202	Commercial Imp/Site	Non	4,757,251	33,121,390	37,878,641		0.010500		0.010500	-	397,725.73	0.00	397,725.73
01-113	203	Industrial Imp/Site	Non	936,445	2,301,944	3,238,389		0.010500		0.010500	-	34,003.08	0.00	34,003.08
01-112	252	Commercial Vacant	Non	1,153,067	0	1,153,067		0.010500		0.010500	-	12,107.20	0.00	12,107.20
01-113	253	Industrial Vacant	Non	952,844	0	952,844		0.010500		0.010500	-	10,004.86	0.00	10,004.86
01-113	401	Proc. Man'fac Building	Non	100,106	90,038,243	90,138,349		0.010500		0.010500	-	946,452.66	0.00	946,452.66
01-115	402	Machinery/Equipment	M&E	0	440,696,204	440,696,204		0.010500		0.010500	-	4,627,310.14	0.00	4,627,310.14
01-192	501	Pipelines/Wells Linear	Non	0	760,442,940	760,442,940		0.010500		0.010500	-	7,984,650.87	0.00	7,984,650.87
01-191	502	Electric Power Systems Linear	Non	0	27,060,705	27,060,705		0.010500		0.010500	-	284,137.40	0.00	284,137.40
01-194	503	Telecomm. Systems Linear	Non	0	14,401,226	14,401,226		0.010500		0.010500	-	151,212.88	0.00	151,212.88
01-193	504	Cable Television System Linear	Non	0	436,740	436,740		0.010500		0.010500	-	4,585.77	0.00	4,585.77
01-191	505	Electric Power Generation	Gen	0	52,536,771	52,536,771		0.010500		0.010500	-	551,636.10	0.00	551,636.10
01-230	601	Federal MV GIL	Res	61,145	737,340	798,486		0.006750		0.006750	-	5,389.78	0.00	5,389.78
01-240	603	Provincial MV GIL	Res	33,471	190,244	223,715		0.006750		0.006750	-	1,510.08	0.00	1,510.08
01-111	605	AMHC MV GIL	Res	482,396	3,529,728	4,012,124		0.006750		0.006750	-	27,081.84	0.00	27,081.84
01-111	609	Seniors Self Contain	Sen	120,685	1,608,981	1,729,665		0.006750		0.006750	-	11,675.24	0.00	11,675.24
01-240	641	Provincial Grazing Reserve AUV	Res	529,048	0	529,048		0.006750		0.006750	-	3,571.07	0.00	3,571.07
01-230	651	Federal AUV GIL	Res	47,005	0	47,005		0.006750		0.006750	-	317.29	0.00	317.29
01-230	701	Federal MV GIL	Non	126,826	267,297	394,122		0.010500		0.010500	-	4,138.28	0.00	4,138.28
01-240	703	Provincial MV GIL	Non	141,713	1,547,987	1,689,700		0.010500		0.010500	-	17,741.85	0.00	17,741.85
01-240	705	AMHC MV GIL	Non	7,292	18,635	25,927		0.010500		0.010500	-	272.23	0.00	272.23
01-230	707	CBC MV GIL	Non	5,626	8,535	14,160		0.010500		0.010500	-	148.68	0.00	148.68
01-240	709	Provincial Linear GIL	Non	0	0	-		0.010500		0.010500	-	0.00	0.00	0.00
00-000	801	Federal MV Exempt	Exe	0	0	-		0.000000		0.000000	-	0.00	0.00	0.00
00-000	802	M & E Exempt	Exe	0	18,720	18,720		0.000000		0.000000	-	0.00	0.00	0.00
00-000	803	Provincial MV Exempt	Exe	21,780,080	1,000,720	22,780,800		0.000000		0.000000	-	0.00	0.00	0.00
00-000	809	Misc. Exempt MV	Exe	2,316,940	66,206,760	68,523,700		0.000000		0.000000	-	0.00	0.00	0.00
00-000	810	Seed Cleaning Exempt	Exe	0	389,450	389,450		0.000000		0.000000	-	0.00	0.00	0.00
00-000	820	M.D. #23 Owned Exempt	Exe	3,038,590	6,287,310	9,325,900		0.000000		0.000000	-	0.00	0.00	0.00
00-000	841	Prov Graz Reserve AUV Exempt	Exe	89,620	0	89,620		0.000000		0.000000	-	0.00	0.00	0.00
00-000	853	Provincial AUV Exempt	Exe	7,310	0	7,310		0.000000		0.000000	-	0.00	0.00	0.00
00-000	859	Misc AUV Exempt	Exe	2,570	0	2,570		0.000000		0.000000	-	0.00	0.00	0.00
00-000	901	Rural Residential Exemption	Exe	0	24,174,550	24,174,550		0.000000		0.000000	-	0.00	0.00	0.00
00-000	903	Farm Building Exempt	Exe	0	3,302,830	3,302,830		0.000000		0.000000	-	0.00	0.00	0.00
		Totals		128,675,874	1,734,701,369	1,863,377,243					0	17,099,224	0	17,099,224

Taxable Assessment
Total Assessment
Exempt Assessment

101,440,764.10	1,633,321,028.70	1,734,761,793	Residential School Assessment	299,440,024
128,675,874.10	1,734,701,369	1,863,377,243	Non Residential School Assessment	940,359,129
27,235,110.00	101,380,340	128,615,450		



**MD of Mackenzie**  
**2006 BUDGET**  
**CODE STRUCTURE**



## Municipal District of Mackenzie

### Account Code Structure

Account code includes five sets of digits:

# (fund code) - ## (department code) - ### (location code) - ## (capital project number) - ### (object - expenditure code)

#### Fund Codes:

##### Operating Fund

- 1 - operating revenues
- 2 - operating expenditures

##### Other

- 3 - assets
- 4 - liabilities

##### Capital Fund

- 5 - capital revenue acquired
- 6 - capital expenditures

#### Department Codes:

- 00 - taxation department
- 11 - council department
- 12 - administration department
- 23 - fire department
- 25 - ambulance department
- 26 - enforcement department
- 32 - transportation department
- 33 - airport department
- 41 - water distribution department
- 42 - sewer services department
- 43 - waste disposal department
- 51 - family & community services department
- 61 - planning & development department
- 63 - agricultural department
- 64 - veterinary support department
- 66 - subdivision department
- 71 - recreation department
- 72 - parks & playgrounds
- 73 - tourism
- 74 - library department

#### Location Codes:

- 00 - general
  - 20 - High Level
  - 30 - Fort Vermilion
  - 40 - La Crete
  - 50 - Zama
- at any time.

#### Capital project number:

After the capital project list has been approved by council, we assign individual numbers to the capital projects. Current capital project numbers listing can be obtained from finance officer at any time.

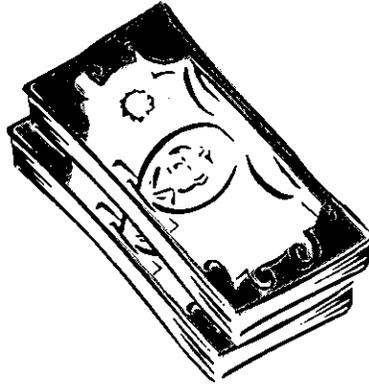
**OBJECT - EXPENDITURE CODES:**

- 110-WAGES & SALARIES
- 132-BENEFITS
- 136-WCB CONTRIBUTIONS
- 142-RECRUITING
- 150-ISOLATION COSTS
- 151-HONORARIA
- 152-BUSINESS EXP - COMMITTEE MEMBERS
- 211-TRAVEL & SUBSISTENCE
- 214-MEMBERSHIP/CONFERENCE FEES
- 215-FREIGHT
- 216-POSTAGE
- 217-TELEPHONE
- 212-PROMOTIONAL EXPENDITURE
- 221-ADVERTISING
- 223-SUBSCRIPTIONS & PUBLICATIONS
- 231-AUDIT/ACCOUNTING
- 232-LEGAL
- 233-ENGINEERING CONSULTING
- 235-PROFESSIONAL FEES
- 239-TRAINING & EDUCATION
- 242-COMPUTER PROG/DATA PROCESSING
- 251-BRIDGE REPAIR & MAINTENANCE
- 252-BUILDING REPAIRS & MAINTENANCE
- 253-EQUIPMENT REPAIR
- 255-VEHICLE REPAIR
- 259-STRUCTURAL R&M (ROADS, SEWERS, WATE
- 262-BUILDING & LAND RENTAL
- 263-VEHICLE & EQUIPMENT LEASE OR RENTAL
- 266-COMMUNICATIONS
- 267-AVL MAINTENANCE
- 271-LICENSES & PERMITS
- 272-DAMAGE CLAIMS
- 273-TAXES
- 274-INSURANCE
- 342-ASSESSOR FEES
- 290-ELECTION COSTS
- 511-GOODS AND SUPPLIES
- 521-FUEL & OIL
- 531-CHEMICALS/SALT
- 532-DUST CONTROL
- 533-GRADER BLADES
- 534-GRAVEL
- 543-NATURAL GAS
- 544-ELECTRICAL POWER
- 710-GRANTS TO LOCAL GOVERNMENTS
- 735-GRANTS TO OTHER ORGANIZATIONS
- 747-SCHOOL FOUNDATION PROGRAMS
- 750-SENIORS FOUNDATION
- 762-CONTRIBUTED TO CAPITAL
- 763-CONTRIBUTED TO CAPITAL RESERVE
- 764-CONTRIBUTED TO OPERATING RESERVE
- 765-CONTRIBUTED TO GRAVEL RESERVE
- 810-INTEREST & SERVICE CHARGES
- 821-EQUIPMENT LEASE INTEREST
- 822-EQUIPMENT LEASE PRINCIPLE
- 831-INTEREST-LONG TERM DEBT
- 832-PRINCIPAL - LONG TERM DEBT
- 921-BAD DEBT EXPENSE
- 922-TAX CANCELLATION/WRITE OFFS
- 992-COST OF LAND SOLD

# **MD of Mackenzie**

## **2006**

# **OPERATING BUDGET**



**MD OF MACKENZIE - 2006 OPERATING BUDGET SUMMARY**

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
<b>REVENUE</b>					
TAXATION	16,236,743	16,146,913	17,099,224	952,311	6%
ADMINISTRATION	326,495	354,200	439,178	84,978	24%
FIRE DEPARTMENT	29,819	83,000	85,000	2,000	2%
AMBULANCE	239,872	277,000	477,184	200,184	72%
ENFORCEMENT	106,028	120,500	162,500	42,000	35%
TRANSPORTATION	526,265	623,214	537,916	(85,298)	-14%
AIRPORT	16,630	33,500	25,000	(8,500)	-25%
WATER DISTRIBUTION	981,002	1,175,365	1,326,694	151,329	13%
SEWER TREATMENT & DISTRIBUTION	249,802	313,215	324,715	11,500	4%
GARBAGE DISPOSAL	7,221	8,500	9,600	1,100	13%
FAMILY & COMMUNITY SERVICES	162,785	213,462	218,240	4,778	2%
PLANNING & DEVELOPMENT	329,650	336,500	374,000	37,500	11%
AGRICULTURAL SERVICES	119,040	58,750	71,000	12,250	21%
SUBDIVISION LAND & DEVELOPMENT	93,518	19,100	19,100	0	0%
PARKS & PLAYGROUNDS	0	0	8,000	8,000	100%
<b>TOTAL REVENUE</b>	<b>19,424,867</b>	<b>19,763,219</b>	<b>21,177,351</b>	<b>1,414,132</b>	<b>7%</b>
<b>EXPENDITURES</b>					
COUNCIL	181,670	333,650	341,270	7,620	2%
ADMINISTRATION	2,125,692	2,740,063	2,939,384	199,321	7%
FIRE DEPARTMENT	325,584	516,545	768,584	252,039	49%
AMBULANCE SERVICES	551,046	761,598	1,590,256	828,658	109%
ENFORCEMENT SERVICES	208,387	394,960	562,561	167,601	42%
TRANSPORTATION	3,759,607	5,348,554	5,805,117	456,563	9%
AIRPORT	59,177	79,200	84,448	5,248	7%
WATER SUPPLY & DISTRIBUTION	1,102,112	1,601,939	1,656,621	54,682	3%
SANITARY SEWER TREATMENT & DISTRIBUTION	169,255	359,145	410,598	51,453	14%
GARBAGE COLLECTION & DISPOSAL	178,213	335,348	275,028	(60,320)	-18%
FAMILY & COMMUNITY SERVICES	774,247	786,134	563,606	(222,528)	-28%
PLANNING & DEVELOPMENT	379,764	552,787	757,570	204,783	37%
AGRICULTURAL SERVICES	530,750	604,517	673,990	69,473	11%
VETERINARY SERVICES	28,575	95,550	86,550	(9,000)	-9%
SUBDIVISION LAND & DEVELOPMENT	0	19,100	19,100	0	0%
RECREATION BOARDS	556,781	708,161	665,977	(42,184)	-6%
PARKS & CAMPGROUNDS	84,055	112,170	138,009	25,839	23%
TOURISM	14,999	22,474	22,150	(324)	-1%
LIBRARY	133,665	133,665	141,500	7,835	6%
REQUISITIONS					
<b>TOTAL EXPENDITURES</b>	<b>11,163,579</b>	<b>15,505,560</b>	<b>17,502,319</b>	<b>1,996,759</b>	<b>13%</b>
<b>SURPLUS / DEFICIT</b>	<b>8,261,289</b>	<b>4,257,659</b>	<b>3,675,032</b>	<b>(582,627)</b>	<b>-14%</b>

Minimal contributions to reserve:

Emergency	\$225,000
Roads	\$500,000
Vehicle & Equipment	\$485,000
Drainage	\$250,000
Parks & Playgrounds	\$25,000
Other community grants	\$20,000
	<u>\$1,505,000</u>

**Available for capital projects:**

**\$2,170,032**

**MD of Mackenzie  
2006 Operating Budget**

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
<b>REVENUE</b>					
100-TAXATION	17,998,721	16,144,932	17,099,224	954,292	6%
124-FRONTAGE	167,044	234,965	261,832	26,867	11%
420-SALES OF GOODS & SERVICES	138,005	241,215	695,242	454,027	188%
421-SALE OF WATER -METERED	814,766	984,477	1,057,770	73,293	7%
422-SALE OF WATER-BULK	247,422	341,173	359,151	17,978	5%
424-SALE OF LAND	93,518	19,100	19,100	0	0%
510-PENALTIES & COSTS ON TAXES	64,214	86,000	99,000	13,000	15%
511-PENALTIES ON AR & UTILITIES	19,923	16,000	20,000	4,000	25%
520-LICENSES & PERMITS	11,355	17,500	15,600	(1,900)	-11%
526-SAFETY CODE PERMITS	231,026	200,000	250,000	50,000	25%
525-SUBDIVISION FEES	67,340	100,000	90,000	(10,000)	-10%
530-FINES	35,239	50,000	50,000	0	0%
531-SAFETY CODE COUNCIL	3,234	2,500	4,000	1,500	60%
550-INTEREST REVENUE	129,666	110,000	163,800	53,800	49%
560-RENTAL & LEASE REVENUE	29,479	44,000	34,400	(9,600)	-22%
570-INSURANCE PROCEEDS	960			0	
592-OIL WELL DRILLING	72,844	75,000	75,000	0	0%
597-OTHER REVENUE	77,899	81,000	114,900	33,900	42%
840-PROVINCIAL GRANTS	962,249	1,013,376	768,332	(245,044)	-24%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
990-OVER/UNDER TAX COLLECTIONS		1,981		(1,981)	-100%
<b>TOTAL REVENUE</b>	<b>21,164,904</b>	<b>19,763,219</b>	<b>21,177,351</b>	<b>1,414,132</b>	<b>267%</b>
<b>EXPENDITURE</b>					
110-WAGES & SALARIES	2,174,388	3,249,992	4,723,564	1,473,572	45%
132-BENEFITS	366,580	563,815	849,133	285,318	51%
136-WCB CONTRIBUTIONS	51,999	66,142	83,082	16,940	26%
142-RECRUITING	56,201	40,000	20,000	(20,000)	-50%
150-ISOLATION COSTS	10,731	23,200	12,000	(11,200)	-48%
151-HONORARIA	119,636	301,600	305,725	4,125	1%
152-BUSINESS EXP - COMMITTEE MEMBERS		2,000	2,000	0	0%
211-TRAVEL & SUBSISTENCE	134,492	215,800	240,700	24,900	12%
212-PROMOTIONAL EXPENDITURE	10,235	18,800	20,500	1,700	9%
214-MEMBERSHIP/CONFERENCE FEES	37,773	58,024	72,045	14,021	24%
215-FREIGHT	45,147	48,100	73,650	25,550	53%
216-POSTAGE	16,600	23,000	24,000	1,000	4%
217-TELEPHONE	103,148	138,370	175,410	37,040	27%
221-ADVERTISING	37,376	46,500	49,900	3,400	7%
223-SUBSCRIPTIONS & PUBLICATIONS	2,485	4,400	5,700	1,300	30%
231-AUDIT/ACCOUNTING	2,640	44,000	44,000	0	0%
232-LEGAL	16,407	36,600	41,000	4,400	12%
233-ENGINEERING CONSULTING	81,661	112,800	121,000	8,200	7%
235-PROFESSIONAL FEES	1,158,936	1,710,450	1,151,980	(558,470)	-33%
236-ENHANCED POLICING	13,380	119,000	134,000	15,000	13%
239-TRAINING & EDUCATION	36,429	97,855	127,390	29,535	30%
242-COMPUTER PROG/DATA PROCESSING	19,598	43,000	43,000	0	0%
251-BRIDGE REPAIR & MAINTENANCE	1,210	12,000	9,000	(3,000)	-25%
252-BUILDING REPAIRS & MAINTENANCE	67,350	90,280	155,450	65,170	72%
253-EQUIPMENT REPAIR	111,287	153,250	163,100	9,850	6%
255-VEHICLE REPAIR	47,483	62,650	87,150	24,500	39%
259-STRUCTURAL R&M (ROADS, SEWERS, WA	588,528	674,750	804,350	129,600	19%
262-BUILDING & LAND RENTAL	11,037	18,500	56,900	38,400	208%
263-VEHICLE & EQUIPMENT LEASE OR RENTAL	55,017	94,670	101,680	7,010	7%
266-COMMUNICATIONS	51,180	36,830	84,925	48,095	131%
267-AVL MAINTENANCE	62,233	70,775	94,900	24,125	34%

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
271-LICENSES & PERMITS	4,121	3,200	4,380	1,180	37%
272-DAMAGE CLAIMS	635	15,000	15,000	0	0%
273-TAXES	5,485	7,500	6,500	(1,000)	-13%
274-INSURANCE	112,121	194,800	231,720	36,920	19%
342-ASSESSOR FEES	143,194	216,300	216,500	200	0%
290-ELECTION COSTS		1,800	1,800	0	0%
511-GOODS AND SUPPLIES	321,180	382,350	481,300	98,950	26%
521-FUEL & OIL	267,593	287,923	523,000	235,077	82%
531-CHEMICALS/SALT	97,636	168,500	219,000	50,500	30%
532-DUST CONTROL	194,933	256,900	172,250	(84,650)	-33%
533-GRADER BLADES	59,810	37,000	100,000	63,000	170%
534-GRAVEL	1,191,034	1,300,000	1,311,000	11,000	1%
535-GRAVEL RECLAMATION COST		75,000	75,000	0	0%
543-NATURAL GAS	42,002	77,560	116,292	38,732	50%
544-ELECTRICAL POWER	170,650	268,888	305,370	36,482	14%
710-GRANTS TO LOCAL GOVERNMENTS	1,167,655	1,125,622	1,200,457	74,835	7%
735-GRANTS TO OTHER ORGANIZATIONS	1,363,406	1,526,735	1,261,873	(264,862)	-17%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE			3,600		
765-CONTRIBUTED TO GRAVEL RESERVE					
810-INTEREST & SERVICE CHARGES	2,864	3,500	3,500	0	0%
831-INTEREST-LONG TERM DEBT	174,520	431,489	363,099	(68,390)	-16%
832-PRINCIPAL - LONG TERM DEBT	331,236	835,240	884,628	49,388	6%
921-BAD DEBT EXPENSE	1,256	37,500	56,816	19,316	52%
922-TAX CANCELLATION/WRITE OFFS	21,081	60,000	60,000	0	0%
992-COST OF LAND SOLD		12,000	12,000	0	0%
<b>TOTAL EXPENDITURES</b>	<b>11,163,579</b>	<b>15,501,960</b>	<b>17,502,319</b>	<b>1,996,759</b>	<b>1124%</b>
<b>SURPLUS</b>	<b>10,001,325</b>	<b>4,261,259</b>	<b>3,675,032</b>	<b>(582,627)</b>	<b>-857%</b>

Minimal contributions to reserve:

Emergency	\$225,000
Roads	\$500,000
Vehicle & Equipment	\$485,000
Drainage	\$250,000
Parks & Playgrounds	\$25,000
Other community grants	\$20,000
	<u>\$1,505,000</u>

**Available for capital projects:**

**\$2,170,032**

MD of Mackenzie - 2006 Operating Budget Draft

	Sept 30/05 YTD	2005 Budget	2006 Budget	Increase/Decrease from 2005 budget	
				\$	%
<b>REVENUE</b>					
<b>100-TAXATION:</b>					
00-Taxes - 100-TAXATION	\$23,285,195	\$23,193,384	\$17,099,224	(\$6,094,160)	-26%
85-Requisitions - 100-TAXATION	(\$7,048,452)	(\$7,048,452)		\$7,048,452	-100%
<b>Total 100-TAXATION</b>	<b>\$16,236,743</b>	<b>\$16,144,932</b>	<b>\$17,099,224</b>	<b>\$954,292</b>	<b>6%</b>

Taxation revenue has been esstimated on overall 5.24% increase in assessment and calculated based on 2005 municipal rate; school and senior requisitions are excluded.

<b>124-FRONTAGE:</b>					
32-Transportation - 124-FRONTAGE	\$49,245	\$99,500	\$58,702	(\$40,798)	-41%
41-Water Services - 124-FRONTAGE	\$75,909	\$84,550	\$152,215	\$67,665	80%
42-Sewer Services - 124-FRONTAGE	\$41,889	\$50,915	\$50,915		
<b>Total 124-FRONTAGE</b>	<b>\$167,044</b>	<b>\$234,965</b>	<b>\$261,832</b>	<b>\$26,867</b>	<b>11%</b>

Budgeting for all local improvement bylaws; variance in transportation and water departments are due to misclassification of water service local improvement in 2005.  
(La Crete 94th Ave Servicing)

<b>420-SALES OF GOODS &amp; SERVICES:</b>					
12-Administration - 420-SALES OF GOODS & SERVICES	\$21,768	\$20,000	\$20,000	\$0	
23-Fire Department - 420-SALES OF GOODS & SERVICES	\$29,819	\$73,000	\$85,000	\$12,000	16%
25-Ambulance / Municipal Emergency - 420-SALES OF GOODS & SERVICES			\$477,184	\$477,184	
32-Transportation - 420-SALES OF GOODS & SERVICES	\$52,346	\$100,000	\$55,500	(\$44,500)	-45%
33-Airport - 420-SALES OF GOODS & SERVICES	\$16,630	\$25,000	\$25,000	\$0	0%
41-Water Services - 420-SALES OF GOODS & SERVICES	\$8,952	\$11,465	\$11,358	(\$107)	-1%
43-Solid Waste Disposal - 420-SALES OF GOODS & SERVICES	\$7,221	\$8,500	\$9,600	\$1,100	13%
61-Planning & Development - 420-SALES OF GOODS & SERVICES	\$1,270	\$1,000	\$1,000	\$0	0%
63-Agriculture - 420-SALES OF GOODS & SERVICES		\$2,250	\$2,600	\$350	16%
72-Parks & Playgrounds - 420-SALES OF GOODS & SERVICES			\$8,000	\$8,000	
<b>Total 420-SALES OF GOODS &amp; SERVICES</b>	<b>\$138,005</b>	<b>\$241,215</b>	<b>\$695,242</b>	<b>\$454,027</b>	<b>188%</b>

A significant reduction in transportation department revenue is due to reduced amount of dust control requests.  
A significant increase in ambulance department revenue is due to the MD taking over ambulance services.

<b>421-SALE OF WATER -METERED:</b>					
41-Water Services - 421-SALE OF WATER -METERED	\$606,854	\$722,177	\$783,970	\$61,793	9%
42-Sewer Services - 421-SALE OF WATER -METERED	\$207,913	\$262,300	\$273,800	\$11,500	4%
<b>Total 421-SALE OF WATER -METERED</b>	<b>\$814,766</b>	<b>\$984,477</b>	<b>\$1,057,770</b>	<b>\$73,293</b>	<b>7%</b>

Sales of water is estimated at current rate and estiamted consumption levels based on curent consumption.

<b>422-SALE OF WATER-BULK:</b>					
41-Water Services - 422-SALE OF WATER-BULK	\$269,363	\$341,173	\$359,151	\$17,978	5%
<b>Total 422-SALE OF WATER-BULK</b>	<b>\$269,363</b>	<b>\$341,173</b>	<b>\$359,151</b>	<b>\$17,978</b>	<b>5%</b>

Sales of water is estimated at current rate and estiamted consumption levels based on curent consumption.

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05 YTD	2005 Budget	2006 Budget	Increase/Decrease from 2005 budget	
				\$	%
<b>424-SALE OF LAND:</b>					
61-Planning & Development - 424-SALE OF LAND					
66-Subdivision - 424-SALE OF LAND	\$93,518	\$19,100	\$19,100		
<b>Total 424-SALE OF LAND</b>	<b>\$93,518</b>	<b>\$19,100</b>	<b>\$19,100</b>		

Budgeting for sale of two Hutch Lake lots.

**510-PENALTIES & COSTS ON TAXES:**

12-Administration - 510-PENALTIES & COSTS ON TAXES	\$64,214	\$86,000	\$99,000	\$13,000	15%
<b>Total 510-PENALTIES &amp; COSTS ON TAXES</b>	<b>\$64,214</b>	<b>\$86,000</b>	<b>\$99,000</b>	<b>\$13,000</b>	<b>15%</b>

Penalty revenue is calculated as follows: 6% on an estimated \$650,000 June 30th current taxes balance and 12% on an estimated \$500,000 December 31st arrears balance.

**511-PENALTIES ON AR & UTILITIES:**

12-Administration - 511-PENALTIES ON AR & UTILITIES					
41-Water Services - 511-PENALTIES ON AR & UTILITIES	\$19,923	\$16,000	\$20,000	\$4,000	25%
<b>Total 511-PENALTIES ON AR &amp; UTILITIES</b>	<b>\$19,923</b>	<b>\$16,000</b>	<b>\$20,000</b>	<b>\$4,000</b>	<b>25%</b>

Increase is based on 2005 actual.

**520-LICENSES & PERMITS:**

26-Enforcement Services - 520-LICENSES & PERMITS	\$415	\$500	\$600	\$100	20%
61-Planning & Development - 520-LICENSES & PERMITS	\$10,940	\$17,000	\$15,000	(\$2,000)	-12%
<b>Total 520-LICENSES &amp; PERMITS</b>	<b>\$11,355</b>	<b>\$17,500</b>	<b>\$15,600</b>	<b>(\$1,900)</b>	<b>-11%</b>

Decrease is based on 2005 actual.

**526-SAFETY CODE PERMITS:**

61-Planning & Development - 526-SAFETY CODE PERMITS	\$231,026	\$200,000	\$250,000	\$50,000	25%
<b>Total 526-SAFETY CODE PERMITS</b>	<b>\$231,026</b>	<b>\$200,000</b>	<b>\$250,000</b>	<b>\$50,000</b>	<b>25%</b>

Increase is based on 2005 year-end total revenue projection.

**525-SUBDIVISION FEES:**

61-Planning & Development - 525-SUBDIVISION FEES	\$67,340	\$100,000	\$90,000	(\$10,000)	-10%
<b>Total 525-SUBDIVISION FEES</b>	<b>\$67,340</b>	<b>\$100,000</b>	<b>\$90,000</b>	<b>(\$10,000)</b>	<b>-10%</b>

Decrease is based on 2005 actual and anticipated development for 2006.

**530-FINES:**

26-Enforcement Services - 530-FINES	\$35,239	\$50,000	\$50,000		
<b>Total 530-FINES</b>	<b>\$35,239</b>	<b>\$50,000</b>	<b>\$50,000</b>		

**531-SAFETY CODE COUNCIL:**

61-Planning & Development - 531-SAFETY CODE COUNCIL	\$3,234	\$2,500	\$4,000	\$1,500	60%
<b>Total 531-SAFETY CODE COUNCIL</b>	<b>\$3,234</b>	<b>\$2,500</b>	<b>\$4,000</b>	<b>\$1,500</b>	<b>60%</b>

Increase is due to a projected safety codes permits revenue.

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05	2005	2006	Increase/Decrease from 2005 budget	
	YTD	Budget	Budget	\$	%
<b>550-INTEREST REVENUE:</b>					
12-Administration - 550-INTEREST REVENUE	\$129,666	\$110,000	\$163,800	\$53,800	49%
<b>Total 550-INTEREST REVENUE</b>	<b>\$129,666</b>	<b>\$110,000</b>	<b>\$163,800</b>	<b>\$53,800</b>	<b>49%</b>

2005 budget was reduced due to lower estimates for term deposit amounts. This was due to a delay with a provincial funding for La Crete WTP.

**560-RENTAL & LEASE REVENUE:**

25-Ambulance / Municipal Emergency - 560-RENTAL & LEASE REVENUE	\$4,200	\$12,000		(\$12,000)	-100%
26-Enforcement Services - 560-RENTAL & LEASE REVENUE	\$7,300		\$12,000	\$12,000	
32-Transportation - 560-RENTAL & LEASE REVENUE					
33-Airport - 560-RENTAL & LEASE REVENUE		\$8,500		(\$8,500)	-100%
61-Planning & Development - 560-RENTAL & LEASE REVENUE	\$15,840	\$16,000	\$14,000	(\$2,000)	-13%
63-Agriculture - 560-RENTAL & LEASE REVENUE	\$2,140	\$7,500	\$8,400	\$900	12%
64-Veterinary Service - 560-RENTAL & LEASE REVENUE					
<b>Total 560-RENTAL &amp; LEASE REVENUE</b>	<b>\$29,479</b>	<b>\$44,000</b>	<b>\$34,400</b>	<b>(\$9,600)</b>	<b>-22%</b>

\$12,000 revenue is deleted to a contract ending between the MD and the Aeromedical for FV ambulance shop.

\$12,000 revenue is added in Enforcement department for a property rented out by RCMP officers.

Not budgeting for \$8,000 for Airport department due to unresolved matters between the MD and AB Forestry. We are continuing to work on this contract.

**570-INSURANCE PROCEEDS:**

23-Fire Department - 570-INSURANCE PROCEEDS					
32-Transportation - 570-INSURANCE PROCEEDS	\$960				
<b>Total 570-INSURANCE PROCEEDS</b>	<b>\$960</b>				

**592-OIL WELL DRILLING:**

12-Administration - 592-OIL WELL DRILLING	\$72,844	\$75,000	\$75,000		
<b>Total 592-OIL WELL DRILLING</b>	<b>\$72,844</b>	<b>\$75,000</b>	<b>\$75,000</b>		

**597-OTHER REVENUE:**

12-Administration - 597-OTHER REVENUE	\$14,824	\$11,000	\$15,000	\$4,000	36%
25-Ambulance / Municipal Emergency - 597-OTHER REVENUE					
26-Enforcement Services - 597-OTHER REVENUE	\$63,074	\$70,000	\$99,900	\$29,900	43%
66-Subdivision - 597-OTHER REVENUE					
<b>Total 597-OTHER REVENUE</b>	<b>\$77,899</b>	<b>\$81,000</b>	<b>\$114,900</b>	<b>\$33,900</b>	<b>42%</b>

Increase in Administration department is based on 2005 actual (AAMDC refunds).

Increase in Enforcement department is due to an increased length of a contract with Husky Oil.

**840-PROVINCIAL GRANTS:**

12-Administration - 840-PROVINCIAL GRANTS	\$23,178	\$52,200	\$66,378	\$14,178	27%
23-Fire Department - 840-PROVINCIAL GRANTS		\$10,000		(\$10,000)	-100%
25-Ambulance / Municipal Emergency - 840-PROVINCIAL GRANTS	\$235,672	\$265,000		(\$265,000)	-100%
26-Enforcement Services - 840-PROVINCIAL GRANTS					
32-Transportation - 840-PROVINCIAL GRANTS	\$423,714	\$423,714	\$423,714		
41-Water Services - 840-PROVINCIAL GRANTS					
51-Family & Community Services - 840-PROVINCIAL GRANTS	\$162,785	\$213,462	\$218,240	\$4,778	2%
61-Planning & Development - 840-PROVINCIAL GRANTS					
63-Agriculture - 840-PROVINCIAL GRANTS	\$116,900	\$49,000	\$60,000	\$11,000	22%
<b>Total 840-PROVINCIAL GRANTS</b>	<b>\$962,249</b>	<b>\$1,013,376</b>	<b>\$768,332</b>	<b>(\$245,044)</b>	<b>-24%</b>

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05 YTD	2005 Budget	2006 Budget	Increase/Decrease from 2005 budget	
				\$	%

Municipal Internship Program grant is included in Administration department; will be removed if not approved by the province.  
We are not anticipating to receive a provincial grant for ambulance services at this time.

**990-OVER/UNDER TAX COLLECTIONS:**

00-Taxes - 990-OVER/UNDER TAX COLLECTIONS		\$1,981		(\$1,981)	-100%
<b>Total 990-OVER/UNDER TAX COLLECTIONS</b>	<b>\$0</b>	<b>\$1,981</b>	<b>\$0</b>	<b>(\$1,981)</b>	<b>-100%</b>

Over/Under tax collections will be calculated at year end and added to the budget during April/2006 review.

<b>Total TOTAL REVENUE</b>	<b>\$19,424,867</b>	<b>\$19,763,219</b>	<b>\$21,177,351</b>	<b>\$1,414,132</b>	<b>7%</b>
----------------------------	---------------------	---------------------	---------------------	--------------------	-----------

**EXPENDITURE**

**110-WAGES & SALARIES:**

12-Administration - 110-WAGES & SALARIES	\$527,517	\$760,780	\$854,386	\$93,606	12%
23-Fire Department - 110-WAGES & SALARIES	\$32,699	\$43,542	\$131,501	\$87,959	202%
25-Ambulance / Municipal Emergency - 110-WAGES & SALARIES	\$10,161	\$13,338	\$1,079,000	\$1,065,662	7990%
26-Enforcement Services - 110-WAGES & SALARIES	\$119,820	\$179,087	\$237,467	\$58,380	33%
32-Transportation - 110-WAGES & SALARIES	\$907,638	\$1,347,200	\$1,354,800	\$7,600	1%
41-Water Services - 110-WAGES & SALARIES	\$195,485	\$240,160	\$263,552	\$23,392	10%
42-Sewer Services - 110-WAGES & SALARIES	\$55,945	\$145,885	\$179,831	\$33,946	23%
43-Solid Waste Disposal - 110-WAGES & SALARIES		\$14,981	\$7,795	(\$7,186)	-48%
61-Planning & Development - 110-WAGES & SALARIES	\$237,380	\$345,685	\$459,110	\$113,425	33%
63-Agriculture - 110-WAGES & SALARIES	\$62,044	\$101,804	\$96,440	(\$5,364)	-5%
72-Parks & Playgrounds - 110-WAGES & SALARIES	\$25,699	\$57,530	\$59,682	\$2,152	4%
<b>Total 110-WAGES &amp; SALARIES</b>	<b>\$2,174,388</b>	<b>\$3,249,992</b>	<b>\$4,723,564</b>	<b>\$1,473,572</b>	<b>45%</b>

The following assumptions have been made during 2006 wages budget calculation:

1. Union employees wages budgeted at one increment increase for existing employees unless they are at their top level and two increments for new positions
2. Union employees who accepted new positions in 2005, have been given two increments increases (6 month and annual reviews)
3. Contract employees wages are budgeted based on their contracts.
4. Overtime is budgeted at 5% for all departments except for water and sewer departments it is budgeted at 10% based on past experiences.

**132-BENEFITS:**

11-Council - 132-BENEFITS	\$1,745	\$4,000	\$6,550	\$2,550	64%
12-Administration - 132-BENEFITS	\$101,567	\$133,110	\$146,331	\$13,221	10%
23-Fire Department - 132-BENEFITS	\$6,010	\$7,800	\$19,117	\$11,317	145%
25-Ambulance / Municipal Emergency - 132-BENEFITS	\$1,741	\$2,400	\$159,409	\$157,009	6542%
26-Enforcement Services - 132-BENEFITS	\$19,619	\$26,600	\$40,252	\$13,652	51%
32-Transportation - 132-BENEFITS	\$148,185	\$237,600	\$270,500	\$32,900	14%
41-Water Services - 132-BENEFITS	\$30,475	\$43,600	\$54,266	\$10,666	24%
42-Sewer Services - 132-BENEFITS	\$9,088	\$26,125	\$37,341	\$11,216	43%
43-Solid Waste Disposal - 132-BENEFITS		\$2,685	\$1,845	(\$840)	-31%
61-Planning & Development - 132-BENEFITS	\$38,197	\$60,050	\$90,020	\$29,970	50%
63-Agriculture - 132-BENEFITS	\$9,570	\$11,655	\$18,675	\$7,020	60%
72-Parks & Playgrounds - 132-BENEFITS	\$384	\$8,190	\$4,827	(\$3,363)	-41%
<b>Total 132-BENEFITS</b>	<b>\$366,580</b>	<b>\$563,815</b>	<b>\$849,133</b>	<b>\$285,318</b>	<b>51%</b>

New rates have been used when available, otherwise we used the 2005 rates.

MD of Mackenzie - 2006 Operating Budget Draft

	Sept 30/05 YTD	2005 Budget	2006 Budget	Increase/Decrease from 2005 budget	
				\$	%
<b>136-WCB CONTRIBUTIONS:</b>					
12-Administration - 136-WCB CONTRIBUTIONS	\$14,820	\$18,880	\$15,172	(\$3,708)	-20%
23-Fire Department - 136-WCB CONTRIBUTIONS	\$572	\$716	\$2,341	\$1,625	227%
25-Ambulance / Municipal Emergency - 136-WCB CONTRIBUTIONS	\$156	\$210	\$19,206	\$18,996	9046%
26-Enforcement Services - 136-WCB CONTRIBUTIONS	\$1,352	\$1,698	\$4,227	\$2,529	149%
32-Transportation - 136-WCB CONTRIBUTIONS	\$21,580	\$27,425	\$24,155	(\$3,270)	-12%
41-Water Services - 136-WCB CONTRIBUTIONS	\$6,500	\$8,296	\$4,010	(\$4,286)	-52%
42-Sewer Services - 136-WCB CONTRIBUTIONS			\$2,763	\$2,763	
43-Solid Waste Disposal - 136-WCB CONTRIBUTIONS	\$260	\$332	\$608	\$276	83%
61-Planning & Development - 136-WCB CONTRIBUTIONS	\$5,096	\$6,452	\$8,200	\$1,748	27%
63-Agriculture - 136-WCB CONTRIBUTIONS	\$1,664	\$2,133	\$1,750	(\$383)	-18%
72-Parks & Playgrounds - 136-WCB CONTRIBUTIONS			\$650	\$650	
<b>Total 136-WCB CONTRIBUTIONS</b>	<b>\$51,999</b>	<b>\$66,142</b>	<b>\$83,082</b>	<b>\$16,940</b>	<b>26%</b>

WCB has forecasted a reduced rate for the industry of \$1.43 per \$100 of earnings. We had \$.35 surcharge in 2005; our new rate is then \$1.78 per \$100 of earnings. We incurred a surcharge due to our claim costs being 106.41% higher than the industry average. The surcharge will be reviewed based on our yearly average. In previous years, a distribution of WCB cost was allocated based on %. This year we allocated it based on budgeted wages.

**142-RECRUITING:**

12-Administration - 142-RECRUITING	\$56,201	\$40,000	\$20,000	(\$20,000)	-50%
<b>Total 142-RECRUITING</b>	<b>\$56,201</b>	<b>\$40,000</b>	<b>\$20,000</b>	<b>(\$20,000)</b>	<b>-50%</b>

We are budgeting for a recruitment of Director of Operational Services.

**150-ISOLATION COSTS:**

32-Transportation - 150-ISOLATION COSTS		\$7,200	\$12,000	\$4,800	67%
41-Water Services - 150-ISOLATION COSTS	\$10,731	\$16,000	\$0	(\$16,000)	-100%
<b>Total 150-ISOLATION COSTS</b>	<b>\$10,731</b>	<b>\$23,200</b>	<b>\$12,000</b>	<b>(\$11,200)</b>	<b>-48%</b>

Isolation allowance is budgeted for general maintenance labourer for Zama.

**151-HONORARIA:**

11-Council - 151-HONORARIA	\$99,250	\$204,850	\$201,850	(\$3,000)	-1%
12-Administration - 151-HONORARIA	\$375	\$13,500	\$13,500		
23-Fire Department - 151-HONORARIA	\$11,036	\$65,000	\$76,000	\$11,000	17%
26-Enforcement Services - 151-HONORARIA	\$3,150	\$9,000	\$5,000	(\$4,000)	-44%
61-Planning & Development - 151-HONORARIA	\$2,075	\$1,500	\$1,500		
63-Agriculture - 151-HONORARIA	\$3,750	\$7,000	\$7,125	\$125	2%
64-Veterinary Service - 151-HONORARIA		\$750	\$750		
<b>Total 151-HONORARIA</b>	<b>\$119,636</b>	<b>\$301,600</b>	<b>\$305,725</b>	<b>\$4,125</b>	<b>1%</b>

**152-BUSINESS EXP - COMMITTEE MEMBERS:**

12-Administration - 152-BUSINESS EXP - COMMITTEE MEMBERS		\$2,000	\$2,000		
<b>Total 152-BUSINESS EXP - COMMITTEE MEMBERS</b>		<b>\$2,000</b>	<b>\$2,000</b>		

**211-TRAVEL & SUBSISTENCE:**

11-Council - 211-TRAVEL & SUBSISTENCE	\$64,570	\$95,600	\$96,500	\$900	1%
12-Administration - 211-TRAVEL & SUBSISTENCE	\$28,009	\$44,000	\$50,600	\$6,600	15%
23-Fire Department - 211-TRAVEL & SUBSISTENCE	\$3,357	\$7,000	\$9,500	\$2,500	36%
25-Ambulance / Municipal Emergency - 211-TRAVEL & SUBSISTENCE	\$493	\$3,000	\$10,000	\$7,000	233%

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05	2005	2006	Increase/Decrease from 2005 budget	
	YTD	Budget	Budget	\$	%
26-Enforcement Services - 211-TRAVEL & SUBSISTENCE	\$3,628	\$8,000	\$9,000	\$1,000	13%
32-Transportation - 211-TRAVEL & SUBSISTENCE	\$12,681	\$16,500	\$19,000	\$2,500	15%
33-Airport - 211-TRAVEL & SUBSISTENCE		\$500	\$1,500	\$1,000	200%
41-Water Services - 211-TRAVEL & SUBSISTENCE	\$12,200	\$18,600	\$22,000	\$3,400	18%
43-Solid Waste Disposal - 211-TRAVEL & SUBSISTENCE		\$1,000	\$1,000		
61-Planning & Development - 211-TRAVEL & SUBSISTENCE	\$5,600	\$12,000	\$12,000		
63-Agriculture - 211-TRAVEL & SUBSISTENCE	\$3,880	\$9,300	\$9,300		
64-Veterinary Service - 211-TRAVEL & SUBSISTENCE	\$75	\$300	\$300		
<b>Total 211-TRAVEL &amp; SUBSISTENCE</b>	<b>\$134,492</b>	<b>\$215,800</b>	<b>\$240,700</b>	<b>\$24,900</b>	<b>12%</b>

Travel and subsistence cost in administration department is increased as per Municipal Internship Program; if we don't get an approval, the budget will be amended. Increases in all other departments are due to mandatory requirements for employees to attend various types of training (EMT's, water plant operators licenses, etc.)

**212-PROMOTIONAL EXPENDITURE:**

12-Administration - 212-PROMOTIONAL EXPENDITURE	\$10,235	\$18,800	\$20,500	\$1,700	9%
<b>Total 212-PROMOTIONAL EXPENDITURE</b>	<b>\$10,235</b>	<b>\$18,800</b>	<b>\$20,500</b>	<b>\$1,700</b>	<b>9%</b>

Increase is due to increase in staff - MD's apparel \$100 allowance.

**214-MEMBERSHIP/CONFERENCE FEES:**

11-Council - 214-MEMBERSHIP/CONFERENCE FEES	\$1,495	\$10,000	\$10,000		
12-Administration - 214-MEMBERSHIP/CONFERENCE FEES	\$14,502	\$22,000	\$24,000	\$2,000	9%
23-Fire Department - 214-MEMBERSHIP/CONFERENCE FEES	\$992	\$2,500	\$4,500	\$2,000	80%
25-Ambulance / Municipal Emergency - 214-MEMBERSHIP/CONFERENCE FEES	\$679	\$1,500	\$4,000	\$2,500	167%
26-Enforcement Services - 214-MEMBERSHIP/CONFERENCE FEES	\$350	\$1,000	\$2,000	\$1,000	100%
32-Transportation - 214-MEMBERSHIP/CONFERENCE FEES	\$837	\$2,000	\$2,075	\$75	4%
33-Airport - 214-MEMBERSHIP/CONFERENCE FEES	\$1,000	\$900	\$2,400	\$1,500	167%
41-Water Services - 214-MEMBERSHIP/CONFERENCE FEES	\$185	\$1,650	\$2,150	\$500	30%
61-Planning & Development - 214-MEMBERSHIP/CONFERENCE FEES	\$1,239	\$3,000	\$4,000	\$1,000	33%
63-Agriculture - 214-MEMBERSHIP/CONFERENCE FEES	\$3,635	\$1,500	\$3,170	\$1,670	111%
72-Parks & Playgrounds - 214-MEMBERSHIP/CONFERENCE FEES			\$500	\$500	
73-Tourism - 214-MEMBERSHIP/CONFERENCE FEES	\$12,859	\$11,974	\$13,250	\$1,276	11%
<b>Total 214-MEMBERSHIP/CONFERENCE FEES</b>	<b>\$37,773</b>	<b>\$58,024</b>	<b>\$72,045</b>	<b>\$14,021</b>	<b>24%</b>

Increases are based on actuals.

**215-FREIGHT:**

12-Administration - 215-FREIGHT	\$2,810	\$4,900	\$4,900		
23-Fire Department - 215-FREIGHT	\$714	\$700	\$1,500	\$800	114%
25-Ambulance / Municipal Emergency - 215-FREIGHT			\$1,250	\$1,250	
32-Transportation - 215-FREIGHT	\$11,369	\$8,000	\$17,500	\$9,500	119%
41-Water Services - 215-FREIGHT	\$30,255	\$34,500	\$48,500	\$14,000	41%
<b>Total 215-FREIGHT</b>	<b>\$45,147</b>	<b>\$48,100</b>	<b>\$73,650</b>	<b>\$25,550</b>	<b>53%</b>

Inreases are based on actuals.

**216-POSTAGE:**

12-Administration - 216-POSTAGE	\$16,600	\$23,000	\$24,000	\$1,000	4%
<b>Total 216-POSTAGE</b>	<b>\$16,600</b>	<b>\$23,000</b>	<b>\$24,000</b>	<b>\$1,000</b>	<b>4%</b>

We are bugeteeing for \$.01/stamp increase.

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05	2005	2006	Increase/Decrease from 2005 budget	
	YTD	Budget	Budget	\$	%
<b>217-TELEPHONE:</b>					
11-Council - 217-TELEPHONE	\$4,815	\$8,000	\$9,120	\$1,120	14%
12-Administration - 217-TELEPHONE	\$42,164	\$61,200	\$60,200	(\$1,000)	-2%
23-Fire Department - 217-TELEPHONE	\$16,694	\$18,500	\$22,000	\$3,500	19%
25-Ambulance / Municipal Emergency - 217-TELEPHONE			\$8,000	\$8,000	
26-Enforcement Services - 217-TELEPHONE	\$5,750	\$7,500	\$18,500	\$11,000	147%
32-Transportation - 217-TELEPHONE	\$17,299	\$23,500	\$32,660	\$9,160	39%
41-Water Services - 217-TELEPHONE	\$12,845	\$15,000	\$18,480	\$3,480	23%
42-Sewer Services - 217-TELEPHONE	\$1,075	\$1,370	\$1,470	\$100	7%
61-Planning & Development - 217-TELEPHONE	\$1,961	\$2,500	\$3,900	\$1,400	56%
63-Agriculture - 217-TELEPHONE	\$545	\$800	\$1,080	\$280	35%
<b>Total 217-TELEPHONE</b>	<b>\$103,148</b>	<b>\$138,370</b>	<b>\$175,410</b>	<b>\$37,040</b>	<b>27%</b>

We are budgeting \$11,250 for three enforcement vehicles communications plus \$7,000 for a new phone/fax contract with Telus at the Mackenzie Regional Emergency services office.  
We are budgeting \$2,000/per station for 4 ambulance stations within the MD.

**221-ADVERTISING:**

12-Administration - 221-ADVERTISING	\$8,712	\$10,000	\$10,000		
23-Fire Department - 221-ADVERTISING	\$175	\$500	\$1,000	\$500	100%
25-Ambulance / Municipal Emergency - 221-ADVERTISING			\$2,000	\$2,000	
26-Enforcement Services - 221-ADVERTISING	\$162	\$500	\$2,000	\$1,500	300%
32-Transportation - 221-ADVERTISING	\$7,647	\$5,500	\$6,900	\$1,400	25%
41-Water Services - 221-ADVERTISING	\$7,363	\$1,500	\$1,800	\$300	20%
43-Solid Waste Disposal - 221-ADVERTISING	\$375	\$500	\$600	\$100	20%
61-Planning & Development - 221-ADVERTISING	\$11,966	\$25,000	\$20,000	(\$5,000)	-20%
63-Agriculture - 221-ADVERTISING	\$975	\$1,500	\$1,500		
66-Subdivision - 221-ADVERTISING		\$1,000	\$1,000		
72-Parks & Playgrounds - 221-ADVERTISING			\$1,300	\$1,300	
73-Tourism - 221-ADVERTISING		\$500	\$1,800	\$1,300	260%
<b>Total 221-ADVERTISING</b>	<b>\$37,376</b>	<b>\$46,500</b>	<b>\$49,900</b>	<b>\$3,400</b>	<b>7%</b>

We are budgeting extra \$1,500 in enforcement services department for special events advertising and regular bulletins.

**223-SUBSCRIPTIONS & PUBLICATIONS:**

12-Administration - 223-SUBSCRIPTIONS & PUBLICATIONS	\$2,290	\$3,200	\$3,200		
23-Fire Department - 223-SUBSCRIPTIONS & PUBLICATIONS	\$195	\$500	\$1,000	\$500	100%
25-Ambulance / Municipal Emergency - 223-SUBSCRIPTIONS & PUBLICATIONS			\$1,000	\$1,000	
26-Enforcement Services - 223-SUBSCRIPTIONS & PUBLICATIONS		\$500	\$500		
41-Water Services - 223-SUBSCRIPTIONS & PUBLICATIONS		\$200		(\$200)	-100%
<b>Total 223-SUBSCRIPTIONS &amp; PUBLICATIONS</b>	<b>\$2,485</b>	<b>\$4,400</b>	<b>\$5,700</b>	<b>\$1,300</b>	<b>30%</b>

**231-AUDIT/ACCOUNTING:**

12-Administration - 231-AUDIT/ACCOUNTING	\$2,640	\$44,000	\$44,000		
<b>Total 231-AUDIT/ACCOUNTING</b>	<b>\$2,640</b>	<b>\$44,000</b>	<b>\$44,000</b>		

Contract with Ernst & Young auditing firm.

**232-LEGAL:**

12-Administration - 232-LEGAL	\$11,484	\$14,600	\$17,000	\$2,400	16%
23-Fire Department - 232-LEGAL		\$2,000	\$2,000		

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05	2005	2006	Increase/Decrease from 2005 budget	
	YTD	Budget	Budget	\$	%
25-Ambulance / Municipal Emergency - 232-LEGAL			\$2,000	\$2,000	
26-Enforcement Services - 232-LEGAL	\$1,732	\$2,000	\$2,000		
32-Transportation - 232-LEGAL	\$346	\$5,000	\$5,000		
41-Water Services - 232-LEGAL		\$1,000	\$1,000		
42-Sewer Services - 232-LEGAL	\$50	\$1,500	\$1,500		
43-Solid Waste Disposal - 232-LEGAL	\$364	\$500	\$500		
61-Planning & Development - 232-LEGAL	\$2,431	\$10,000	\$10,000		
<b>Total 232-LEGAL</b>	<b>\$16,407</b>	<b>\$36,600</b>	<b>\$41,000</b>	<b>\$4,400</b>	<b>12%</b>

Increase in administration department is based on year-to-date actual.

**233-ENGINEERING CONSULTING:**

32-Transportation - 233-ENGINEERING CONSULTING	\$32,537	\$50,000	\$50,000		
41-Water Services - 233-ENGINEERING CONSULTING		\$11,000	\$11,000		
42-Sewer Services - 233-ENGINEERING CONSULTING	\$1,740	\$6,800	\$5,000	(\$1,800)	-26%
63-Agriculture - 233-ENGINEERING CONSULTING	\$47,384	\$45,000	\$55,000		
<b>Total 233-ENGINEERING CONSULTING</b>	<b>\$81,661</b>	<b>\$112,800</b>	<b>\$121,000</b>	<b>\$8,200</b>	<b>7%</b>

**235-PROFESSIONAL FEES:**

11-Council - 235-PROFESSIONAL FEES					
12-Administration - 235-PROFESSIONAL FEES	\$17,201	\$34,000	\$48,000	\$14,000	41%
23-Fire Department - 235-PROFESSIONAL FEES	\$10,157	\$22,500	\$46,500	\$24,000	107%
25-Ambulance / Municipal Emergency - 235-PROFESSIONAL FEES	\$518,159	\$715,250	\$45,000	(\$670,250)	-94%
26-Enforcement Services - 235-PROFESSIONAL FEES	\$3,832	\$4,000	\$19,000	\$15,000	375%
32-Transportation - 235-PROFESSIONAL FEES	\$319,065	\$462,000	\$515,000	\$53,000	11%
41-Water Services - 235-PROFESSIONAL FEES	\$5,914	\$19,600	\$21,450	\$1,850	9%
42-Sewer Services - 235-PROFESSIONAL FEES	\$231	\$600	\$230	(\$370)	-62%
43-Solid Waste Disposal - 235-PROFESSIONAL FEES	\$167,346	\$276,500	\$230,800	(\$45,700)	-17%
61-Planning & Development - 235-PROFESSIONAL FEES	\$50,530	\$45,000	\$100,000	\$55,000	122%
64-Veterinary Service - 235-PROFESSIONAL FEES	\$28,500	\$94,500	\$85,500	(\$9,000)	-10%
66-Subdivision - 235-PROFESSIONAL FEES		\$2,500	\$2,500		
72-Parks & Playgrounds - 235-PROFESSIONAL FEES	\$38,000	\$34,000	\$38,000	\$4,000	12%
<b>Total 235-PROFESSIONAL FEES</b>	<b>\$1,158,936</b>	<b>\$1,710,450</b>	<b>\$1,151,980</b>	<b>(\$558,470)</b>	<b>-33%</b>

We are budgeting \$24,000 for a dispatcher, \$5,000 for recruitment, \$6,000 for medical director, \$5,000 for municipal emergencies/disasters consulting in ambulance department. Increase in professional fees in Transportation department is due to grader contract costs and is based on estimated hours. \$5,000 is included in the ambulance department for 25th anniversary of La Crete Ambulance Society.

**236-ENHANCED POLICING:**

26-Enforcement Services - 236-ENHANCED POLICING	\$13,380	\$119,000	\$134,000	\$15,000	13%
<b>Total 236-ENHANCED POLICING</b>	<b>\$13,380</b>	<b>\$119,000</b>	<b>\$134,000</b>	<b>\$15,000</b>	<b>13%</b>

Increase is due to rent increase from \$500/month to \$1,000/month for two units.

**239-TRAINING & EDUCATION:**

12-Administration - 239-TRAINING & EDUCATION	\$2,578	\$23,855	\$34,000	\$10,145	43%
23-Fire Department - 239-TRAINING & EDUCATION	\$13,892	\$26,000	\$34,000	\$8,000	31%
25-Ambulance / Municipal Emergency - 239-TRAINING & EDUCATION	\$361	\$5,000	\$25,000	\$20,000	400%
26-Enforcement Services - 239-TRAINING & EDUCATION	\$2,473	\$8,000	\$8,000	\$0	0%
32-Transportation - 239-TRAINING & EDUCATION	\$3,331	\$10,500	\$5,200	(\$5,300)	-50%
33-Airport - 239-TRAINING & EDUCATION		\$500	\$500		

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05	2005	2006	Increase/Decrease from 2005 budget	
	YTD	Budget	Budget	\$	%
41-Water Services - 239-TRAINING & EDUCATION	\$9,769	\$9,500	\$9,190	(\$310)	-3%
43-Solid Waste Disposal - 239-TRAINING & EDUCATION	\$500	\$500	\$500		
61-Planning & Development - 239-TRAINING & EDUCATION	\$3,333	\$12,000	\$10,000	(\$2,000)	-17%
63-Agriculture - 239-TRAINING & EDUCATION	\$192	\$2,000	\$1,000	(\$1,000)	-50%
<b>Total 239-TRAINING &amp; EDUCATION</b>	<b>\$36,429</b>	<b>\$97,855</b>	<b>\$127,390</b>	<b>\$29,535</b>	<b>30%</b>

Increase in administration department is due to Municipal Internship program; if we don't get an approval this budget will be reduced to \$25,000 (\$9,000 is budgeted for an intern position)  
 Increase in ambulance department is due to EMT's training cost. Reductions in training in transportation department is based on actual.

**242-COMPUTER PROG/DATA PROCESSING:**

12-Administration - 242-COMPUTER PROG/DATA PROCESSING	\$19,598	\$43,000	\$43,000		
<b>Total 242-COMPUTER PROG/DATA PROCESSING</b>	<b>\$19,598</b>	<b>\$43,000</b>	<b>\$43,000</b>		

Diamond Municipal Solution enhancement and maintenance contract.

**251-BRIDGE REPAIR & MAINTENANCE:**

32-Transportation - 251-BRIDGE REPAIR & MAINTENANCE	\$1,210	\$12,000	\$9,000	(\$3,000)	-25%
<b>Total 251-BRIDGE REPAIR &amp; MAINTENANCE</b>	<b>\$1,210</b>	<b>\$12,000</b>	<b>\$9,000</b>	<b>(\$3,000)</b>	<b>-25%</b>

**252-BUILDING REPAIRS & MAINTENANCE:**

12-Administration - 252-BUILDING REPAIRS & MAINTENANCE	\$36,780	\$46,480	\$51,100	\$4,620	10%
23-Fire Department - 252-BUILDING REPAIRS & MAINTENANCE	\$4,431	\$11,000	\$44,000	\$33,000	300%
25-Ambulance / Municipal Emergency - 252-BUILDING REPAIRS & MAINTENANCE	\$2,963	\$1,000	\$24,000	\$23,000	2300%
26-Enforcement Services - 252-BUILDING REPAIRS & MAINTENANCE			\$1,000	\$1,000	
32-Transportation - 252-BUILDING REPAIRS & MAINTENANCE	\$12,953	\$13,200	\$11,450	(\$1,750)	-13%
33-Airport - 252-BUILDING REPAIRS & MAINTENANCE		\$1,000	\$1,000		
41-Water Services - 252-BUILDING REPAIRS & MAINTENANCE	\$7,343	\$10,000	\$12,250	\$2,250	23%
42-Sewer Services - 252-BUILDING REPAIRS & MAINTENANCE		\$2,800	\$3,000	\$200	7%
43-Solid Waste Disposal - 252-BUILDING REPAIRS & MAINTENANCE	\$496	\$2,300	\$1,900	(\$400)	-17%
72-Parks & Playgrounds - 252-BUILDING REPAIRS & MAINTENANCE	\$2,383	\$2,500	\$5,750	\$3,250	130%
<b>Total 252-BUILDING REPAIRS &amp; MAINTENANCE</b>	<b>\$67,350</b>	<b>\$90,280</b>	<b>\$155,450</b>	<b>\$65,170</b>	<b>72%</b>

We are budgeting \$10,000 for FVFD building - exterior upgrade and maintenance; \$6,000 for LCFD building - repainting of four overhead doors; \$21,000 for Zama FD - for three bay doors and closers @ \$1,000/each. FV ambulance building - budgeted \$14,000 for replacement of bay doors and openers.

**253-EQUIPMENT REPAIR:**

12-Administration - 253-EQUIPMENT REPAIR	\$731	\$3,000	\$3,000		
23-Fire Department - 253-EQUIPMENT REPAIR	\$16,980	\$30,750	\$33,000	\$2,250	7%
25-Ambulance / Municipal Emergency - 253-EQUIPMENT REPAIR			\$4,000	\$4,000	
26-Enforcement Services - 253-EQUIPMENT REPAIR	\$1,532	\$1,500	\$3,000	\$1,500	100%
32-Transportation - 253-EQUIPMENT REPAIR	\$54,302	\$84,000	\$92,500	\$8,500	10%
33-Airport - 253-EQUIPMENT REPAIR	\$1,805	\$1,500	\$1,500		
41-Water Services - 253-EQUIPMENT REPAIR	\$21,615	\$18,700	\$13,400	(\$5,300)	-28%
42-Sewer Services - 253-EQUIPMENT REPAIR	\$11,012	\$7,000	\$6,500	(\$500)	-7%
43-Solid Waste Disposal - 253-EQUIPMENT REPAIR	\$1,054	\$4,800	\$3,700	(\$1,100)	-23%
63-Agriculture - 253-EQUIPMENT REPAIR	\$2,256	\$2,000	\$2,500	\$500	25%
<b>Total 253-EQUIPMENT REPAIR</b>	<b>\$111,287</b>	<b>\$153,250</b>	<b>\$163,100</b>	<b>\$9,850</b>	<b>6%</b>

We reduced Zama WTP equipment repairs budget for water and sewer departments, previous years' high costs are due to large breaks.

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05	2005	2006	Increase/Decrease from 2005 budget	
	YTD	Budget	Budget	\$	%
<b>255-VEHICLE REPAIR:</b>					
12-Administration - 255-VEHICLE REPAIR	\$1,388	\$900	\$900		
23-Fire Department - 255-VEHICLE REPAIR	\$3,919	\$12,000	\$16,000	\$4,000	33%
25-Ambulance / Municipal Emergency - 255-VEHICLE REPAIR			\$14,000	\$14,000	
26-Enforcement Services - 255-VEHICLE REPAIR	\$5,093	\$2,000	\$8,000	\$6,000	300%
32-Transportation - 255-VEHICLE REPAIR	\$20,292	\$31,000	\$28,000	(\$3,000)	-10%
41-Water Services - 255-VEHICLE REPAIR	\$10,250	\$10,000	\$11,500	\$1,500	15%
51-Family & Community Services - 255-VEHICLE REPAIR	\$470	\$750	\$750		
61-Planning & Development - 255-VEHICLE REPAIR	\$2,308	\$3,000	\$5,000	\$2,000	67%
63-Agriculture - 255-VEHICLE REPAIR	\$3,763	\$3,000	\$3,000		
<b>Total 255-VEHICLE REPAIR</b>	<b>\$47,483</b>	<b>\$62,650</b>	<b>\$87,150</b>	<b>\$24,500</b>	<b>39%</b>

We are budgeting for 5 ambulances, 2 shift exchange vehicles maintenance at \$2,000/unit.

**259-STRUCTURAL R&M (ROADS, SEWERS, WATE:**

32-Transportation - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	\$196,122	\$199,600	\$313,000	\$113,400	57%
33-Airport - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	\$4,392	\$5,000	\$5,500	\$500	10%
41-Water Services - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	\$56,869	\$114,000	\$68,400	(\$45,600)	-40%
42-Sewer Services - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	\$20,127	\$19,000	\$21,000	\$2,000	11%
43-Solid Waste Disposal - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	\$3,073	\$22,150	\$17,800	(\$4,350)	-20%
63-Agriculture - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE	\$307,945	\$315,000	\$369,500	\$54,500	17%
72-Parks & Playgrounds - 259-STRUCTURAL R&M (ROADS, SEWERS, WATE			\$9,150	\$9,150	
<b>Total 259-STRUCTURAL R&amp;M (ROADS, SEWERS, WATE</b>	<b>\$588,528</b>	<b>\$674,750</b>	<b>\$804,350</b>	<b>\$129,600</b>	<b>19%</b>

Due to increased demand for routine repairs and maintenance of municipal infrastructure we are increasing structure r&m budgets for roads and agriculture departments. Repairs and maintenance include such activities as hot mix patching, line painting, repair of soft spots, drainage repairs (culverts, washouts), pothole patching, crack sealing, etc.

**262-BUILDING & LAND RENTAL:**

23-Fire Department - 262-BUILDING & LAND RENTAL			\$17,800	\$17,800	
25-Ambulance / Municipal Emergency - 262-BUILDING & LAND RENTAL			\$20,800	\$20,800	
26-Enforcement Services - 262-BUILDING & LAND RENTAL			\$17,800	\$17,800	
32-Transportation - 262-BUILDING & LAND RENTAL	\$10,837	\$18,000		(\$18,000)	-100%
63-Agriculture - 262-BUILDING & LAND RENTAL	\$200	\$500	\$500		
<b>Total 262-BUILDING &amp; LAND RENTAL</b>	<b>\$11,037</b>	<b>\$18,500</b>	<b>\$56,900</b>	<b>\$38,400</b>	<b>208%</b>

Rental and janitorial costs of Mackenzie Regional Emergency Services office are allocated to all emergency departments equally and \$3,000 for HL ambulance shop rental.

**263-VEHICLE & EQUIPMENT LEASE OR RENTAL:**

12-Administration - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	\$43,573	\$67,600	\$68,000	\$400	1%
23-Fire Department - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	\$7,462	\$9,370	\$12,480	\$3,110	33%
32-Transportation - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	\$1,438	\$12,500	\$15,500	\$3,000	24%
33-Airport - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	\$2,174	\$2,500	\$3,000	\$500	20%
63-Agriculture - 263-VEHICLE & EQUIPMENT LEASE OR RENTAL	\$371	\$2,700	\$2,700		
<b>Total 263-VEHICLE &amp; EQUIPMENT LEASE OR RENTAL</b>	<b>\$55,017</b>	<b>\$94,670</b>	<b>\$101,680</b>	<b>\$7,010</b>	<b>7%</b>

We are budgeting \$3,000 for skid steer lease program for Transportation department and for an increase in Director's vehicle allowance for Emergency Services.

**266-COMMUNICATIONS:**

23-Fire Department - 266-COMMUNICATIONS	\$29,129	\$20,800	\$29,745	\$8,945	43%
25-Ambulance / Municipal Emergency - 266-COMMUNICATIONS	\$3,947	\$1,600	\$34,000	\$32,400	2025%
26-Enforcement Services - 266-COMMUNICATIONS	\$6,339	\$2,000	\$3,500	\$1,500	75%

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05	2005	2006	Increase/Decrease from 2005 budget	
	YTD	Budget	Budget	\$	%
32-Transportation - 266-COMMUNICATIONS	\$8,441	\$8,330	\$13,600	\$5,270	63%
41-Water Services - 266-COMMUNICATIONS	\$2,641	\$3,100	\$3,180	\$80	3%
63-Agriculture - 266-COMMUNICATIONS	\$683	\$1,000	\$900	(\$100)	-10%
<b>Total 266-COMMUNICATIONS</b>	<b>\$51,180</b>	<b>\$36,830</b>	<b>\$84,925</b>	<b>\$48,095</b>	<b>131%</b>

We are budgeting for 18 radios, 30 pagers, REACH system, 6 portables, 5 stations, and 7 vehicles for ambulance department. Additional purchases of communication equipment for enforcement services and transportation services have been budgeted.

**267-AVL MAINTENANCE:**

23-Fire Department - 267-AVL MAINTENANCE	\$19,072	\$19,900	\$32,850	\$12,950	65%
25-Ambulance / Municipal Emergency - 267-AVL MAINTENANCE	\$3,011	\$4,900	\$12,775	\$7,875	161%
26-Enforcement Services - 267-AVL MAINTENANCE	\$2,006	\$3,075	\$3,650	\$575	19%
32-Transportation - 267-AVL MAINTENANCE	\$35,131	\$38,500	\$38,325	(\$175)	
61-Planning & Development - 267-AVL MAINTENANCE	\$3,014	\$4,400	\$7,300	\$2,900	66%
<b>Total 267-AVL MAINTENANCE</b>	<b>\$62,233</b>	<b>\$70,775</b>	<b>\$94,900</b>	<b>\$24,125</b>	<b>34%</b>

Planning department - we are budgeting for two additional AVL units.

**271-LICENSES & PERMITS:**

32-Transportation - 271-LICENSES & PERMITS	\$4,121	\$3,000	\$4,180	\$1,180	39%
41-Water Services - 271-LICENSES & PERMITS		\$200	\$200		
42-Sewer Services - 271-LICENSES & PERMITS					
43-Solid Waste Disposal - 271-LICENSES & PERMITS					
<b>Total 271-LICENSES &amp; PERMITS</b>	<b>\$4,121</b>	<b>\$3,200</b>	<b>\$4,380</b>	<b>\$1,180</b>	<b>37%</b>

**272-DAMAGE CLAIMS:**

12-Administration - 272-DAMAGE CLAIMS		\$5,000	\$5,000		
32-Transportation - 272-DAMAGE CLAIMS	\$635	\$5,000	\$5,000		
41-Water Services - 272-DAMAGE CLAIMS		\$5,000	\$5,000		
<b>Total 272-DAMAGE CLAIMS</b>	<b>\$635</b>	<b>\$15,000</b>	<b>\$15,000</b>		

**273-TAXES:**

12-Administration - 273-TAXES	\$5,485	\$7,500	\$6,500	(\$1,000)	-13%
<b>Total 273-TAXES</b>	<b>\$5,485</b>	<b>\$7,500</b>	<b>\$6,500</b>	<b>(\$1,000)</b>	<b>-13%</b>

Local improvement charges on MD owned properties.

**274-INSURANCE:**

12-Administration - 274-INSURANCE	\$19,540	\$37,500	\$43,125	\$5,625	15%
23-Fire Department - 274-INSURANCE	\$14,990	\$23,500	\$27,025	\$3,525	15%
25-Ambulance / Municipal Emergency - 274-INSURANCE	\$5,338	\$8,400	\$16,000	\$7,600	90%
26-Enforcement Services - 274-INSURANCE	\$2,081	\$4,500	\$5,175	\$675	15%
32-Transportation - 274-INSURANCE	\$43,513	\$67,000	\$77,050	\$10,050	15%
33-Airport - 274-INSURANCE	\$988	\$11,200	\$12,880	\$1,680	15%
41-Water Services - 274-INSURANCE	\$14,719	\$24,500	\$28,175	\$3,675	15%
42-Sewer Services - 274-INSURANCE	\$3,268	\$5,000	\$5,750	\$750	15%
51-Family & Community Services - 274-INSURANCE	\$1,042	\$1,000	\$1,150	\$150	15%
61-Planning & Development - 274-INSURANCE	\$1,678	\$3,200	\$5,040	\$1,840	58%
63-Agriculture - 274-INSURANCE	\$4,963	\$9,000	\$10,350	\$1,350	15%
<b>Total 274-INSURANCE</b>	<b>\$112,121</b>	<b>\$194,800</b>	<b>\$231,720</b>	<b>\$36,920</b>	<b>19%</b>

We were advised to expect approximately 15% increase in our insurance, plus additional coverage for ambulance services and rented office building (contents) are included.

MD of Mackenzie - 2006 Operating Budget Draft

	Sept 30/05 YTD	2005 Budget	2006 Budget	Increase/Decrease from 2005 budget	
				\$	%
<b>342-ASSESSOR FEES:</b>					
12-Administration - 342-ASSESSOR FEES	\$143,194	\$216,300	\$216,500	\$200	0%
<b>Total 342-ASSESSOR FEES</b>	<b>\$143,194</b>	<b>\$216,300</b>	<b>\$216,500</b>	<b>\$200</b>	<b>0%</b>

Assesment services contract with Alliance Assessment and linier assesemnt services from Municipal Affairs - no change in contracts.

**290-ELECTION COSTS:**

11-Council - 290-ELECTION COSTS		\$1,800	\$1,800		
<b>Total 290-ELECTION COSTS</b>		<b>\$1,800</b>	<b>\$1,800</b>		

**511-GOODS AND SUPPLIES:**

11-Council - 511-GOODS AND SUPPLIES	\$9,795	\$9,400	\$15,450	\$6,050	64%
12-Administration - 511-GOODS AND SUPPLIES	\$36,484	\$64,000	\$64,000		
23-Fire Department - 511-GOODS AND SUPPLIES	\$35,631	\$46,000	\$46,000		
25-Ambulance / Municipal Emergency - 511-GOODS AND SUPPLIES	\$4,036	\$5,000	\$42,000	\$37,000	740%
26-Enforcement Services - 511-GOODS AND SUPPLIES	\$9,023	\$10,000	\$12,000	\$2,000	20%
32-Transportation - 511-GOODS AND SUPPLIES	\$150,611	\$131,500	\$178,900	\$47,400	36%
33-Airport - 511-GOODS AND SUPPLIES	\$308	\$2,000	\$2,000		
41-Water Services - 511-GOODS AND SUPPLIES	\$47,446	\$67,300	\$70,200	\$2,900	4%
42-Sewer Services - 511-GOODS AND SUPPLIES	\$1,292	\$8,500	\$9,000	\$500	6%
43-Solid Waste Disposal - 511-GOODS AND SUPPLIES	\$1,209	\$3,400	\$2,000	(\$1,400)	-41%
61-Planning & Development - 511-GOODS AND SUPPLIES	\$4,688	\$10,000	\$10,000		
63-Agriculture - 511-GOODS AND SUPPLIES	\$3,430	\$8,750	\$9,000	\$250	3%
66-Subdivision - 511-GOODS AND SUPPLIES					
72-Parks & Playgrounds - 511-GOODS AND SUPPLIES	\$15,089	\$6,500	\$13,650	\$7,150	110%
73-Tourism - 511-GOODS AND SUPPLIES	\$2,140	\$10,000	\$7,100	(\$2,900)	-29%
<b>Total 511-GOODS AND SUPPLIES</b>	<b>\$321,180</b>	<b>\$382,350</b>	<b>\$481,300</b>	<b>\$98,950</b>	<b>26%</b>

Council departement - budgeted for some promotional items, council and committee meeting supplies, building rental for meetings.

Ambulances department - bugeted for supplies for 4 bases @ \$7,500/each and for additional medical and disaster services supplies.

Transportation department - buget is based on year-to-date actual (includes sand, culverts, signs, safety equipment, shop supplies, etc.), additional amount is budgeted for Hwy 697 signage and culverts.

**521-FUEL & OIL:**

12-Administration - 521-FUEL & OIL	\$6,188	\$9,300	\$9,300		
23-Fire Department - 521-FUEL & OIL	\$1,761	\$4,750	\$7,250	\$2,500	53%
25-Ambulance / Municipal Emergency - 521-FUEL & OIL			\$21,000	\$21,000	
26-Enforcement Services - 521-FUEL & OIL	\$7,067	\$5,000	\$11,250	\$6,250	125%
32-Transportation - 521-FUEL & OIL	\$215,856	\$216,000	\$410,500	\$194,500	90%
41-Water Services - 521-FUEL & OIL	\$14,711	\$26,048	\$32,700	\$6,652	26%
61-Planning & Development - 521-FUEL & OIL	\$8,269	\$9,000	\$11,500	\$2,500	28%
63-Agriculture - 521-FUEL & OIL	\$11,242	\$14,375	\$15,000	\$625	4%
72-Parks & Playgrounds - 521-FUEL & OIL	\$2,500	\$3,450	\$4,500	\$1,050	30%
<b>Total 521-FUEL &amp; OIL</b>	<b>\$267,593</b>	<b>\$287,923</b>	<b>\$523,000</b>	<b>\$235,077</b>	<b>82%</b>

Significant increase in fuel cost is due to constant increases in fuel prices,

**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05	2005	2006	Increase/Decrease from 2005 budget	
	YTD	Budget	Budget	\$	%
<b>531-CHEMICALS/SALT:</b>					
23-Fire Department - 531-CHEMICALS/SALT	\$170	\$3,500	\$6,500	\$3,000	86%
32-Transportation - 531-CHEMICALS/SALT	\$14,739	\$40,000	\$80,000	\$40,000	100%
33-Airport - 531-CHEMICALS/SALT	\$1,475	\$4,000	\$3,000	(\$1,000)	-25%
41-Water Services - 531-CHEMICALS/SALT	\$47,080	\$81,000	\$89,500	\$8,500	10%
42-Sewer Services - 531-CHEMICALS/SALT	\$2,110	\$5,000	\$5,000		
63-Agriculture - 531-CHEMICALS/SALT	\$32,061	\$35,000	\$35,000		
<b>Total 531-CHEMICALS/SALT</b>	<b>\$97,636</b>	<b>\$168,500</b>	<b>\$219,000</b>	<b>\$50,500</b>	<b>30%</b>

Increase in chemicals/salt budget is due to salt and freight costs increases.

**532-DUST CONTROL:**

32-Transportation - 532-DUST CONTROL	\$194,933	\$256,900	\$172,250	(\$84,650)	-33%
<b>Total 532-DUST CONTROL</b>	<b>\$194,933</b>	<b>\$256,900</b>	<b>\$172,250</b>	<b>(\$84,650)</b>	<b>-33%</b>

Reduction is due to dust control program changes.

**533-GRADER BLADES:**

32-Transportation - 533-GRADER BLADES	\$59,810	\$37,000	\$100,000	\$63,000	170%
<b>Total 533-GRADER BLADES</b>	<b>\$59,810</b>	<b>\$37,000</b>	<b>\$100,000</b>	<b>\$63,000</b>	<b>170%</b>

This is an estimated cost based on current rates. Requests for proposals had been prepared and mailed to various suppliers. This budget will be reviewed once we get some responses.

**534-GRAVEL:**

32-Transportation - 534-GRAVEL	\$1,191,034	\$1,300,000	\$1,311,000	\$11,000	1%
<b>Total 534-GRAVEL</b>	<b>\$1,191,034</b>	<b>\$1,300,000</b>	<b>\$1,311,000</b>	<b>\$11,000</b>	<b>1%</b>

**535-GRAVEL RECLAMATION COST:**

32-Transportation - 535-GRAVEL RECLAMATION COST		\$75,000	\$75,000		
<b>Total 535-GRAVEL RECLAMATION COST</b>		<b>\$75,000</b>	<b>\$75,000</b>		

**543-NATURAL GAS:**

12-Administration - 543-NATURAL GAS	\$3,181	\$10,090	\$10,620	\$530	5%
23-Fire Department - 543-NATURAL GAS	\$5,130	\$12,570	\$14,448	\$1,878	15%
25-Ambulance / Municipal Emergency - 543-NATURAL GAS			\$18,000	\$18,000	
26-Enforcement Services - 543-NATURAL GAS			\$7,440	\$7,440	
32-Transportation - 543-NATURAL GAS	\$7,656	\$9,250	\$12,456	\$3,206	35%
33-Airport - 543-NATURAL GAS	\$2,119	\$3,300	\$4,008	\$708	21%
41-Water Services - 543-NATURAL GAS	\$21,565	\$37,950	\$44,400	\$6,450	17%
42-Sewer Services - 543-NATURAL GAS	\$2,350	\$4,400	\$4,920	\$520	12%
<b>Total 543-NATURAL GAS</b>	<b>\$42,002</b>	<b>\$77,560</b>	<b>\$116,292</b>	<b>\$38,732</b>	<b>50%</b>

**544-ELECTRICAL POWER:**

12-Administration - 544-ELECTRICAL POWER	\$10,496	\$16,068	\$18,050	\$1,982	12%
23-Fire Department - 544-ELECTRICAL POWER	\$9,769	\$14,500	\$14,880	\$380	3%
25-Ambulance / Municipal Emergency - 544-ELECTRICAL POWER			\$13,500	\$13,500	
26-Enforcement Services - 544-ELECTRICAL POWER			\$7,800	\$7,800	
32-Transportation - 544-ELECTRICAL POWER	\$54,123	\$69,500	\$85,200	\$15,700	23%
33-Airport - 544-ELECTRICAL POWER	\$3,288	\$4,800	\$5,160	\$360	8%
41-Water Services - 544-ELECTRICAL POWER	\$78,197	\$143,500	\$137,580	(\$5,920)	-4%



**MD of Mackenzie - 2006 Operating Budget Draft**

	Sept 30/05 YTD	2005 Budget	2006 Budget	Increase/Decrease from 2005 budget	
				\$	%
<b>832-PRINCIPAL - LONG TERM DEBT:</b>					
32-Transportation - 832-PRINCIPAL - LONG TERM DEBT		\$340,550	\$317,716	(\$22,834)	-7%
41-Water Services - 832-PRINCIPAL - LONG TERM DEBT	\$298,654	\$417,371	\$482,749	\$65,378	16%
42-Sewer Services - 832-PRINCIPAL - LONG TERM DEBT	\$32,582	\$77,319	\$84,163	\$6,844	9%
<b>Total 832-PRINCIPAL - LONG TERM DEBT</b>	<b>\$331,236</b>	<b>\$835,240</b>	<b>\$884,628</b>	<b>\$49,388</b>	<b>6%</b>

Water services department - additional debenture for La Crete 94th Ave water services - borrowed in 2005, first payment is in 2006. 2005 budget included an estimated payment amount. Debenture was misclassified into transportation department. No payment for 2005 will be made since we didn't borrow until 2005.

Water services department includes debentures for La Crete and Fort Vermilion plants upgrades, La Crete new water treatment plant, and water service to 94th Ave in La Crete.

Transportation department includes one debenture for La Crete 100th street lowering and widening project.

Sewer services department includes La Crete sewage upgrade and La Crete main line extension debentures.

**921-BAD DEBT EXPENSE:**

12-Administration - 921-BAD DEBT EXPENSE		\$5,000	\$5,000		
23-Fire Department - 921-BAD DEBT EXPENSE		\$30,000	\$35,000	\$5,000	17%
25-Ambulance / Municipal Emergency - 921-BAD DEBT EXPENSE			\$14,316	\$14,316	
41-Water Services - 921-BAD DEBT EXPENSE	\$1,256	\$2,500	\$2,500		
<b>Total 921-BAD DEBT EXPENSE</b>	<b>\$1,256</b>	<b>\$37,500</b>	<b>\$56,816</b>	<b>\$19,316</b>	<b>52%</b>

Due to a significant amount of fire invoices are waived we have large amount of bad debt expenses for fire department; it is also expected for ambulance department once the MD starts charging residents for ambulance calls.

**922-TAX CANCELLATION/WRITE OFFS:**

12-Administration - 922-TAX CANCELLATION/WRITE OFFS	\$21,081	\$60,000	\$60,000		
<b>Total 922-TAX CANCELLATION/WRITE OFFS</b>	<b>\$21,081</b>	<b>\$60,000</b>	<b>\$60,000</b>		

**992-COST OF LAND SOLD:**

66-Subdivision - 992-COST OF LAND SOLD		\$12,000	\$12,000		
<b>Total 992-COST OF LAND SOLD</b>		<b>\$12,000</b>	<b>\$12,000</b>		

Cost of land is cost for two Hutch lakes expected to sell in 2006.

<b>Total TOTAL EXPENDITURES</b>	<b>\$11,163,579</b>	<b>\$15,505,560</b>	<b>\$17,502,319</b>	<b>\$1,996,759</b>	<b>13%</b>
<b>Total SURPLUS</b>	<b>\$8,261,288</b>	<b>\$4,257,659</b>	<b>\$3,675,032</b>	<b>(\$582,627)</b>	<b>-14%</b>

Minimal contributions to reserve:

Emergency	\$225,000
Roads	\$500,000

\* - Vehicle and Equipment policy states \$250,000 as the minimal contribution. We have increased this contribution to \$485,000 in 2004 and 2005 and we need to increase it for 2006 in order to be able to finance our capital projects.

Vehicle & Equipment	\$485,000
Drainage	\$250,000
Parks & Playgrounds	\$25,000
Other community grants	\$20,000
	<u>\$1,505,000</u>

Available for capital projects: \$2,170,032

MD of Mackenzie  
11-Council  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
EXPENDITURE					
132-BENEFITS	1,745	4,000	6,550	2,550	64%
151-HONORARIA	99,250	204,850	201,850	(3,000)	-1%
211-TRAVEL & SUBSISTENCE	64,570	95,600	96,500	900	1%
214-MEMBERSHIP/CONFERENCE FEES	1,495	10,000	10,000		
217-TELEPHONE	4,815	8,000	9,120	1,120	14%
290-ELECTION COSTS		1,800	1,800		
511-GOODS AND SUPPLIES	9,795	9,400	15,450	6,050	64%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
TOTAL EXPENDITURES	181,670	333,650	341,270	7,620	2%
SURPLUS	(181,670)	(333,650)	(341,270)	(7,620)	2%

MD of Mackenzie  
12-Administration  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
<b>REVENUE</b>					
420-SALES OF GOODS & SERVICES	21,768	20,000	20,000		
510-PENALTIES & COSTS ON TAXES	64,214	86,000	99,000	13,000	15%
550-INTEREST REVENUE	129,666	110,000	163,800	53,800	49%
592-OIL WELL DRILLING	72,844	75,000	75,000		
597-OTHER REVENUE	14,824	11,000	15,000	4,000	36%
840-PROVINCIAL GRANTS	23,178	52,200	66,378	14,178	27%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>326,495</b>	<b>354,200</b>	<b>439,178</b>	<b>84,978</b>	<b>24%</b>
<b>EXPENDITURE</b>					
110-WAGES & SALARIES	527,517	760,780	854,386	93,606	12%
132-BENEFITS	101,567	133,110	146,331	13,221	10%
136-WCB CONTRIBUTIONS	14,820	18,880	15,172	(3,708)	-20%
142-RECRUITING	56,201	40,000	20,000	(20,000)	-50%
151-HONORARIA	375	13,500	13,500		
152-BUSINESS EXP - COMMITTEE MEMBERS		2,000	2,000		
211-TRAVEL & SUBSISTENCE	28,009	44,000	50,600	6,600	15%
212-PROMOTIONAL EXPENDITURE	10,235	18,800	20,500	1,700	9%
214-MEMBERSHIP/CONFERENCE FEES	14,502	22,000	24,000	2,000	9%
215-FREIGHT	2,810	4,900	4,900		
216-POSTAGE	16,600	23,000	24,000	1,000	4%
217-TELEPHONE	42,164	61,200	60,200	(1,000)	-2%
221-ADVERTISING	8,712	10,000	10,000		
223-SUBSCRIPTIONS & PUBLICATIONS	2,290	3,200	3,200		
231-AUDIT/ACCOUNTING	2,640	44,000	44,000		
232-LEGAL	11,484	14,600	17,000	2,400	16%
235-PROFESSIONAL FEES	17,201	34,000	48,000	14,000	41%
239-TRAINING & EDUCATION	2,578	23,855	34,000	10,145	43%
242-COMPUTER PROG/DATA PROCESSING	19,598	43,000	43,000		
252-BUILDING REPAIRS & MAINTENANCE	36,780	46,480	51,100	4,620	10%
253-EQUIPMENT REPAIR	731	3,000	3,000		
255-VEHICLE REPAIR	1,388	900	900		
263-VEHICLE & EQUIPMENT LEASE OR RENTAL	43,573	67,600	68,000	400	1%
272-DAMAGE CLAIMS		5,000	5,000		
273-TAXES	5,485	7,500	6,500	(1,000)	-13%
274-INSURANCE	19,540	37,500	43,125	5,625	15%
342-ASSESSOR FEES	143,194	216,300	216,500	200	0%
511-GOODS AND SUPPLIES	36,484	64,000	64,000		
521-FUEL & OIL	6,188	9,300	9,300		
543-NATURAL GAS	3,181	10,090	10,620	530	5%
544-ELECTRICAL POWER	10,496	16,068	18,050	1,982	12%
710-GRANTS TO LOCAL GOVERNMENTS	915,406	873,000	940,000	67,000	8%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
810-INTEREST & SERVICE CHARGES	2,864	3,500	3,500		
921-BAD DEBT EXPENSE		5,000	5,000		
922-TAX CANCELLATION/WRITE OFFS	21,081	60,000	60,000		
<b>TOTAL EXPENDITURES</b>	<b>2,125,692</b>	<b>2,740,063</b>	<b>2,939,384</b>	<b>199,321</b>	<b>7%</b>
<b>SURPLUS</b>	<b>(1,799,198)</b>	<b>(2,385,863)</b>	<b>(2,500,206)</b>	<b>(114,343)</b>	<b>5%</b>

MD of Mackenzie  
23-Fire Department  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
420-SALES OF GOODS & SERVICES	29,819	73,000	85,000	12,000	16%
840-PROVINCIAL GRANTS		10,000		(10,000)	-100%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>29,819</b>	<b>83,000</b>	<b>85,000</b>	<b>2,000</b>	<b>2%</b>
EXPENDITURE					
110-WAGES & SALARIES	32,699	43,542	131,501	87,959	202%
132-BENEFITS	6,010	7,800	19,117	11,317	145%
136-WCB CONTRIBUTIONS	572	716	2,341	1,625	227%
151-HONORARIA	11,036	65,000	76,000	11,000	17%
211-TRAVEL & SUBSISTENCE	3,357	7,000	9,500	2,500	36%
214-MEMBERSHIP/CONFERENCE FEES	992	2,500	4,500	2,000	80%
215-FREIGHT	714	700	1,500	800	114%
217-TELEPHONE	16,694	18,500	22,000	3,500	19%
221-ADVERTISING	175	500	1,000	500	100%
223-SUBSCRIPTIONS & PUBLICATIONS	195	500	1,000	500	100%
232-LEGAL		2,000	2,000		
235-PROFESSIONAL FEES	10,157	22,500	46,500	24,000	107%
239-TRAINING & EDUCATION	13,892	26,000	34,000	8,000	31%
252-BUILDING REPAIRS & MAINTENANCE	4,431	11,000	44,000	33,000	300%
253-EQUIPMENT REPAIR	16,980	30,750	33,000	2,250	7%
255-VEHICLE REPAIR	3,919	12,000	16,000	4,000	33%
262-BUILDING & LAND RENTAL			17,800	17,800	
263-VEHICLE & EQUIPMENT LEASE OR RENTAL	7,462	9,370	12,480	3,110	33%
266-COMMUNICATIONS	29,129	20,800	29,745	8,945	43%
267-AVL MAINTENANCE	19,072	19,900	32,850	12,950	65%
274-INSURANCE	14,990	23,500	27,025	3,525	15%
511-GOODS AND SUPPLIES	35,631	46,000	46,000		
521-FUEL & OIL	1,761	4,750	7,250	2,500	53%
531-CHEMICALS/SALT	170	3,500	6,500	3,000	86%
543-NATURAL GAS	5,130	12,570	14,448	1,878	15%
544-ELECTRICAL POWER	9,769	14,500	14,880	380	3%
710-GRANTS TO LOCAL GOVERNMENTS	80,647	80,647	80,647		
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
921-BAD DEBT EXPENSE		30,000	35,000	5,000	17%
<b>TOTAL EXPENDITURES</b>	<b>325,584</b>	<b>516,545</b>	<b>768,584</b>	<b>252,039</b>	<b>49%</b>
<b>SURPLUS</b>	<b>(295,766)</b>	<b>(433,545)</b>	<b>(683,584)</b>	<b>(250,039)</b>	<b>-58%</b>

**MD of Mackenzie  
25-Ambulance / Municipal Emergency  
Budget - Object**

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
<b>REVENUE</b>					
420-SALES OF GOODS & SERVICES			477,184	477,184	
560-RENTAL & LEASE REVENUE	4,200	12,000		(12,000)	-100%
840-PROVINCIAL GRANTS	235,672	265,000		(265,000)	-100%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>239,872</b>	<b>277,000</b>	<b>477,184</b>	<b>200,184</b>	<b>72%</b>
<b>EXPENDITURE</b>					
110-WAGES & SALARIES	10,161	13,338	1,079,000	1,065,662	7990%
132-BENEFITS	1,741	2,400	159,409	157,009	6542%
136-WCB CONTRIBUTIONS	156	210	19,206	18,996	9046%
211-TRAVEL & SUBSISTENCE	493	3,000	10,000	7,000	233%
214-MEMBERSHIP/CONFERENCE FEES	679	1,500	4,000	2,500	167%
215-FREIGHT			1,250	1,250	
217-TELEPHONE			8,000	8,000	
221-ADVERTISING			2,000	2,000	
223-SUBSCRIPTIONS & PUBLICATIONS			1,000	1,000	
232-LEGAL			2,000	2,000	
235-PROFESSIONAL FEES	518,159	715,250	45,000	(670,250)	-94%
239-TRAINING & EDUCATION	361	5,000	25,000	20,000	400%
252-BUILDING REPAIRS & MAINTENANCE	2,963	1,000	24,000	23,000	2300%
253-EQUIPMENT REPAIR			4,000	4,000	
255-VEHICLE REPAIR			14,000	14,000	
262-BUILDING & LAND RENTAL			20,800	20,800	
266-COMMUNICATIONS	3,947	1,600	34,000	32,400	2025%
267-AVL MAINTENANCE	3,011	4,900	12,775	7,875	161%
274-INSURANCE	5,338	8,400	16,000	7,600	90%
511-GOODS AND SUPPLIES	4,036	5,000	42,000	37,000	740%
521-FUEL & OIL			21,000	21,000	
543-NATURAL GAS			18,000	18,000	
544-ELECTRICAL POWER			13,500	13,500	
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
921-BAD DEBT EXPENSE			14,316	14,316	
<b>TOTAL EXPENDITURES</b>	<b>551,046</b>	<b>761,598</b>	<b>1,590,256</b>	<b>828,658</b>	<b>109%</b>
<b>SURPLUS</b>	<b>(311,174)</b>	<b>(484,598)</b>	<b>(1,113,072)</b>	<b>(628,474)</b>	<b>130%</b>

MD of Mackenzie  
26-Enforcement Services  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
520-LICENSES & PERMITS	415	500	600	100	20%
530-FINES	35,239	50,000	50,000		
560-RENTAL & LEASE REVENUE	7,300		12,000	12,000	
597-OTHER REVENUE	63,074	70,000	99,900	29,900	43%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>106,028</b>	<b>120,500</b>	<b>162,500</b>	<b>42,000</b>	<b>35%</b>
EXPENDITURE					
110-WAGES & SALARIES	119,820	179,087	237,467	58,380	33%
132-BENEFITS	19,619	26,600	40,252	13,652	51%
136-WCB CONTRIBUTIONS	1,352	1,698	4,227	2,529	149%
151-HONORARIA	3,150	9,000	5,000	(4,000)	-44%
211-TRAVEL & SUBSISTENCE	3,628	8,000	9,000	1,000	13%
214-MEMBERSHIP/CONFERENCE FEES	350	1,000	2,000	1,000	100%
217-TELEPHONE	5,750	7,500	18,500	11,000	147%
221-ADVERTISING	162	500	2,000	1,500	300%
223-SUBSCRIPTIONS & PUBLICATIONS		500	500		
232-LEGAL	1,732	2,000	2,000		
235-PROFESSIONAL FEES	3,832	4,000	19,000	15,000	375%
236-ENHANCED POLICING	13,380	119,000	134,000	15,000	13%
239-TRAINING & EDUCATION	2,473	8,000	8,000		
252-BUILDING REPAIRS & MAINTENANCE			1,000	1,000	
253-EQUIPMENT REPAIR	1,532	1,500	3,000	1,500	100%
255-VEHICLE REPAIR	5,093	2,000	8,000	6,000	300%
262-BUILDING & LAND RENTAL			17,800	17,800	
266-COMMUNICATIONS	6,339	2,000	3,500	1,500	75%
267-AVL MAINTENANCE	2,006	3,075	3,650	575	19%
274-INSURANCE	2,081	4,500	5,175	675	15%
511-GOODS AND SUPPLIES	9,023	10,000	12,000	2,000	20%
521-FUEL & OIL	7,067	5,000	11,250	6,250	125%
543-NATURAL GAS			7,440	7,440	
544-ELECTRICAL POWER			7,800	7,800	
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
<b>TOTAL EXPENDITURES</b>	<b>208,387</b>	<b>394,960</b>	<b>562,561</b>	<b>167,601</b>	<b>42%</b>
<b>SURPLUS</b>	<b>(102,358)</b>	<b>(274,460)</b>	<b>(400,061)</b>	<b>(125,601)</b>	<b>46%</b>

MD of Mackenzie  
32-Transportation  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
<b>REVENUE</b>					
100-TAXATION					
124-FRONTAGE	49,245	99,500	58,702	(40,798)	-41%
420-SALES OF GOODS & SERVICES	52,346	100,000	55,500	(44,500)	-45%
570-INSURANCE PROCEEDS	960				
840-PROVINCIAL GRANTS	423,714	423,714	423,714		
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>526,265</b>	<b>623,214</b>	<b>537,916</b>	<b>(85,298)</b>	<b>-14%</b>
<b>EXPENDITURE</b>					
110-WAGES & SALARIES	907,638	1,347,200	1,354,800	7,600	1%
132-BENEFITS	148,185	237,600	270,500	32,900	14%
136-WCB CONTRIBUTIONS	21,580	27,425	24,155	(3,270)	-12%
150-ISOLATION COSTS		7,200	12,000	4,800	67%
211-TRAVEL & SUBSISTENCE	12,681	16,500	19,000	2,500	15%
214-MEMBERSHIP/CONFERENCE FEES	837	2,000	2,075	75	4%
215-FREIGHT	11,369	8,000	17,500	9,500	119%
217-TELEPHONE	17,299	23,500	32,660	9,160	39%
221-ADVERTISING	7,647	5,500	6,900	1,400	25%
232-LEGAL	346	5,000	5,000		
233-ENGINEERING CONSULTING	32,537	50,000	50,000		
235-PROFESSIONAL FEES	319,065	462,000	515,000	53,000	11%
239-TRAINING & EDUCATION	3,331	10,500	5,200	(5,300)	-50%
251-BRIDGE REPAIR & MAINTENANCE	1,210	12,000	9,000	(3,000)	-25%
252-BUILDING REPAIRS & MAINTENANCE	12,953	13,200	11,450	(1,750)	-13%
253-EQUIPMENT REPAIR	54,302	84,000	92,500	8,500	10%
255-VEHICLE REPAIR	20,292	31,000	28,000	(3,000)	-10%
259-STRUCTURAL R&M (ROADS, SEWERS, WATE	196,122	199,600	313,000	113,400	57%
262-BUILDING & LAND RENTAL	10,837	18,000		(18,000)	-100%
263-VEHICLE & EQUIPMENT LEASE OR RENTAL	1,438	12,500	15,500	3,000	24%
266-COMMUNICATIONS	8,441	8,330	13,600	5,270	63%
267-AVL MAINTENANCE	35,131	38,500	38,325	(175)	0%
271-LICENSES & PERMITS	4,121	3,000	4,180	1,180	39%
272-DAMAGE CLAIMS	635	5,000	5,000		
274-INSURANCE	43,513	67,000	77,050	10,050	15%
511-GOODS AND SUPPLIES	150,611	131,500	178,900	47,400	36%
521-FUEL & OIL	215,856	216,000	410,500	194,500	90%
531-CHEMICALS/SALT	14,739	40,000	80,000	40,000	100%
532-DUST CONTROL	194,933	256,900	172,250	(84,650)	-33%
533-GRADER BLADES	59,810	37,000	100,000	63,000	170%
534-GRAVEL	1,191,034	1,300,000	1,311,000	11,000	1%
535-GRAVEL RECLAMATION COST		75,000	75,000		
543-NATURAL GAS	7,656	9,250	12,456	3,206	35%
544-ELECTRICAL POWER	54,123	69,500	85,200	15,700	23%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
831-INTEREST-LONG TERM DEBT	(665)	178,299	139,700	(38,599)	-22%
832-PRINCIPAL - LONG TERM DEBT		340,550	317,716	(22,834)	-7%
<b>TOTAL EXPENDITURES</b>	<b>3,759,607</b>	<b>5,348,554</b>	<b>5,805,117</b>	<b>456,563</b>	<b>9%</b>
<b>SURPLUS</b>	<b>(3,233,342)</b>	<b>(4,725,340)</b>	<b>(5,267,201)</b>	<b>(541,861)</b>	<b>11%</b>

MD of Mackenzie  
33-Airport  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
420-SALES OF GOODS & SERVICES					
560-RENTAL & LEASE REVENUE	16,630	25,000	25,000	(8,500)	-100%
920-CONTRIBUTED FROM CAPITAL RESERVE		8,500			
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>16,630</b>	<b>33,500</b>	<b>25,000</b>	<b>(8,500)</b>	<b>-25%</b>
EXPENDITURE					
211-TRAVEL & SUBSISTENCE		500	1,500	1,000	200%
214-MEMBERSHIP/CONFERENCE FEES		900	2,400	1,500	167%
239-TRAINING & EDUCATION	1,000	500	500		
252-BUILDING REPAIRS & MAINTENANCE		1,000	1,000		
253-EQUIPMENT REPAIR	1,805	1,500	1,500		
259-STRUCTURAL R&M (ROADS, SEWERS, WATE	4,392	5,000	5,500	500	10%
263-VEHICLE & EQUIPMENT LEASE OR RENTAL	2,174	2,500	3,000	500	20%
274-INSURANCE	988	11,200	12,880	1,680	15%
511-GOODS AND SUPPLIES	308	2,000	2,000		
531-CHEMICALS/SALT	1,475	4,000	3,000	(1,000)	-25%
543-NATURAL GAS	2,119	3,300	4,008	708	21%
544-ELECTRICAL POWER	3,288	4,800	5,160	360	8%
710-GRANTS TO LOCAL GOVERNMENTS	41,627	42,000	42,000		
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
<b>TOTAL EXPENDITURES</b>	<b>59,177</b>	<b>79,200</b>	<b>84,448</b>	<b>5,248</b>	<b>7%</b>
<b>SURPLUS</b>	<b>(42,547)</b>	<b>(45,700)</b>	<b>(59,448)</b>	<b>(13,748)</b>	<b>30%</b>

MD of Mackenzie  
41-Water Services  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
<b>REVENUE</b>					
100-TAXATION					
124-FRONTAGE					
420-SALES OF GOODS & SERVICES	75,909	84,550	152,215	67,665	80%
421-SALE OF WATER -METERED	8,952	11,465	11,358	(107)	-1%
422-SALE OF WATER-BULK	606,854	722,177	783,970	61,793	9%
511-PENALTIES ON AR & UTILITIES	247,422	341,173	359,151	17,978	5%
920-CONTRIBUTED FROM CAPITAL RESERVE	19,923	16,000	20,000	4,000	25%
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>959,060</b>	<b>1,175,365</b>	<b>1,326,694</b>	<b>151,329</b>	<b>13%</b>
<b>EXPENDITURE</b>					
110-WAGES & SALARIES	195,485	240,160	263,552	23,392	10%
132-BENEFITS	30,475	43,600	54,266	10,666	24%
136-WCB CONTRIBUTIONS	6,500	8,296	4,010	(4,286)	-52%
150-ISOLATION COSTS	10,731	16,000		(16,000)	-100%
211-TRAVEL & SUBSISTENCE	12,200	18,600	22,000	3,400	18%
214-MEMBERSHIP/CONFERENCE FEES	185	1,650	2,150	500	30%
215-FREIGHT	30,255	34,500	48,500	14,000	41%
217-TELEPHONE	12,845	15,000	18,480	3,480	23%
221-ADVERTISING	7,363	1,500	1,800	300	20%
223-SUBSCRIPTIONS & PUBLICATIONS		200		(200)	-100%
232-LEGAL		1,000	1,000		
233-ENGINEERING CONSULTING		11,000	11,000		
235-PROFESSIONAL FEES	5,914	19,600	21,450	1,850	9%
239-TRAINING & EDUCATION	9,769	9,500	9,190	(310)	-3%
252-BUILDING REPAIRS & MAINTENANCE	7,343	10,000	12,250	2,250	23%
253-EQUIPMENT REPAIR	21,615	18,700	13,400	(5,300)	-28%
255-VEHICLE REPAIR	10,250	10,000	11,500	1,500	15%
259-STRUCTURAL R&M (ROADS, SEWERS, WATE	56,869	114,000	68,400	(45,600)	-40%
266-COMMUNICATIONS	2,641	3,100	3,180	80	3%
271-LICENSES & PERMITS		200	200		
272-DAMAGE CLAIMS		5,000	5,000		
274-INSURANCE	14,719	24,500	28,175	3,675	15%
511-GOODS AND SUPPLIES	47,446	67,300	70,200	2,900	4%
521-FUEL & OIL	14,711	26,048	32,700	6,652	26%
531-CHEMICALS/SALT	47,080	81,000	89,500	8,500	10%
543-NATURAL GAS	21,565	37,950	44,400	6,450	17%
544-ELECTRICAL POWER	78,197	143,500	137,580	(5,920)	-4%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
831-INTEREST-LONG TERM DEBT	158,043	220,164	197,489	(22,675)	-10%
832-PRINCIPAL - LONG TERM DEBT	298,654	417,371	482,749	65,378	16%
921-BAD DEBT EXPENSE	1,256	2,500	2,500		
<b>TOTAL EXPENDITURES</b>	<b>1,102,112</b>	<b>1,601,939</b>	<b>1,656,621</b>	<b>54,682</b>	<b>3%</b>
<b>SURPLUS</b>	<b>(143,052)</b>	<b>(426,574)</b>	<b>(329,927)</b>	<b>96,647</b>	<b>-23%</b>

MD of Mackenzie  
42-Sewer Services  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
124-FRONTAGE	41,889	50,915	50,915		
421-SALE OF WATER -METERED	207,913	262,300	273,800	11,500	4%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>249,802</b>	<b>313,215</b>	<b>324,715</b>	<b>11,500</b>	<b>4%</b>
EXPENDITURE					
110-WAGES & SALARIES	55,945	145,885	179,831	33,946	23%
132-BENEFITS	9,088	26,125	37,341	11,216	43%
136-WCB CONTRIBUTIONS			2,763	2,763	
217-TELEPHONE	1,075	1,370	1,470	100	7%
232-LEGAL	50	1,500	1,500		
233-ENGINEERING CONSULTING	1,740	6,800	5,000	(1,800)	-26%
235-PROFESSIONAL FEES	231	600	230	(370)	-62%
252-BUILDING REPAIRS & MAINTENANCE		2,800	3,000	200	7%
253-EQUIPMENT REPAIR	11,012	7,000	6,500	(500)	-7%
259-STRUCTURAL R&M (ROADS, SEWERS, WATE	20,127	19,000	21,000	2,000	11%
274-INSURANCE	3,268	5,000	5,750	750	15%
511-GOODS AND SUPPLIES	1,292	8,500	9,000	500	6%
531-CHEMICALS/SALT	2,110	5,000	5,000		
543-NATURAL GAS	2,350	4,400	4,920	520	12%
544-ELECTRICAL POWER	11,240	14,820	17,220	2,400	16%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
831-INTEREST-LONG TERM DEBT	17,142	33,026	25,910	(7,116)	-22%
832-PRINCIPAL - LONG TERM DEBT	32,582	77,319	84,163	6,844	9%
<b>TOTAL EXPENDITURES</b>	<b>169,255</b>	<b>359,145</b>	<b>410,598</b>	<b>51,453</b>	<b>14%</b>
<b>SURPLUS</b>	<b>80,547</b>	<b>(45,930)</b>	<b>(85,883)</b>	<b>(39,953)</b>	<b>87%</b>

MD of Mackenzie  
43-Solid Waste Disposal  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
420-SALES OF GOODS & SERVICES	7,221	8,500	9,600	1,100	13%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>7,221</b>	<b>8,500</b>	<b>9,600</b>	<b>1,100</b>	<b>13%</b>
EXPENDITURE					
110-WAGES & SALARIES		14,981	7,795	(7,186)	-48%
132-BENEFITS		2,685	1,845	(840)	-31%
136-WCB CONTRIBUTIONS	260	332	608	276	83%
211-TRAVEL & SUBSISTENCE		1,000	1,000		
221-ADVERTISING	375	500	600	100	20%
232-LEGAL	364	500	500		
235-PROFESSIONAL FEES	167,346	276,500	230,800	(45,700)	-17%
239-TRAINING & EDUCATION	500	500	500		
252-BUILDING REPAIRS & MAINTENANCE	496	2,300	1,900	(400)	-17%
253-EQUIPMENT REPAIR	1,054	4,800	3,700	(1,100)	-23%
259-STRUCTURAL R&M (ROADS, SEWERS, WATE	3,073	22,150	17,800	(4,350)	-20%
511-GOODS AND SUPPLIES	1,209	3,400	2,000	(1,400)	-41%
544-ELECTRICAL POWER	3,536	5,700	5,980	280	5%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
<b>TOTAL EXPENDITURES</b>	<b>178,213</b>	<b>335,348</b>	<b>275,028</b>	<b>(60,320)</b>	<b>-18%</b>
<b>SURPLUS</b>	<b>(170,992)</b>	<b>(326,848)</b>	<b>(265,428)</b>	<b>61,420</b>	<b>-19%</b>

**MD of Mackenzie**  
**51-Family & Community Services**  
**Budget - Object**

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
840-PROVINCIAL GRANTS	162,785	213,462	218,240	4,778	2%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<hr/>					
TOTAL REVENUE	162,785	213,462	218,240	4,778	2%
<hr/>					
EXPENDITURE					
255-VEHICLE REPAIR	470	750	750	0	0%
274-INSURANCE	1,042	1,000	1,150	150	15%
710-GRANTS TO LOCAL GOVERNMENTS	22,906	22,906	22,906	0	0%
735-GRANTS TO OTHER ORGANIZATIONS	749,829	761,478	538,800	(222,678)	-29%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
<hr/>					
TOTAL EXPENDITURES	774,247	786,134	563,606	(222,528)	-14%
<hr/>					
SURPLUS	(611,462)	(572,672)	(345,366)	227,306	16%

**MD of Mackenzie  
61-Planning & Development  
Budget - Object**

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
<b>REVENUE</b>					
420-SALES OF GOODS & SERVICES	1,270	1,000	1,000		
520-LICENSES & PERMITS	10,940	17,000	15,000	(2,000)	-12%
526-SAFETY CODE PERMITS	231,026	200,000	250,000	50,000	25%
525-SUBDIVISION FEES	67,340	100,000	90,000	(10,000)	-10%
531-SAFETY CODE COUNCIL	3,234	2,500	4,000	1,500	60%
560-RENTAL & LEASE REVENUE	15,840	16,000	14,000	(2,000)	-13%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>329,650</b>	<b>336,500</b>	<b>374,000</b>	<b>37,500</b>	<b>11%</b>
<b>EXPENDITURE</b>					
110-WAGES & SALARIES	237,380	345,685	459,110	113,425	33%
132-BENEFITS	38,197	60,050	90,020	29,970	50%
136-WCB CONTRIBUTIONS	5,096	6,452	8,200	1,748	27%
151-HONORARIA	2,075	1,500	1,500		
211-TRAVEL & SUBSISTENCE	5,600	12,000	12,000		
214-MEMBERSHIP/CONFERENCE FEES	1,239	3,000	4,000	1,000	33%
217-TELEPHONE	1,961	2,500	3,900	1,400	56%
221-ADVERTISING	11,966	25,000	20,000	(5,000)	-20%
232-LEGAL	2,431	10,000	10,000		
235-PROFESSIONAL FEES	50,530	45,000	100,000	55,000	122%
239-TRAINING & EDUCATION	3,333	12,000	10,000	(2,000)	-17%
255-VEHICLE REPAIR	2,308	3,000	5,000	2,000	67%
267-AVL MAINTENANCE	3,014	4,400	7,300	2,900	66%
274-INSURANCE	1,678	3,200	5,040	1,840	58%
511-GOODS AND SUPPLIES	4,688	10,000	10,000		
521-FUEL & OIL	8,269	9,000	11,500	2,500	28%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
<b>TOTAL EXPENDITURES</b>	<b>379,764</b>	<b>552,787</b>	<b>757,570</b>	<b>204,783</b>	<b>37%</b>
<b>SURPLUS</b>	<b>(50,114)</b>	<b>(216,287)</b>	<b>(383,570)</b>	<b>(167,283)</b>	<b>77%</b>

MD of Mackenzie  
63-Agriculture  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
420-SALES OF GOODS & SERVICES		2,250	2,600	350	16%
560-RENTAL & LEASE REVENUE	2,140	7,500	8,400	900	12%
840-PROVINCIAL GRANTS	116,900	49,000	60,000	11,000	22%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>TOTAL REVENUE</b>	<b>119,040</b>	<b>58,750</b>	<b>71,000</b>	<b>12,250</b>	<b>21%</b>
EXPENDITURE					
110-WAGES & SALARIES	62,044	101,804	96,440	(5,364)	-5%
132-BENEFITS	9,570	11,655	18,675	7,020	60%
136-WCB CONTRIBUTIONS	1,664	2,133	1,750	(383)	-18%
151-HONORARIA	3,750	7,000	7,125	125	2%
211-TRAVEL & SUBSISTENCE	3,880	9,300	9,300		
214-MEMBERSHIP/CONFERENCE FEES	3,635	1,500	3,170	1,670	111%
217-TELEPHONE	545	800	1,080	280	35%
221-ADVERTISING	975	1,500	1,500		
233-ENGINEERING CONSULTING	47,384	45,000	55,000	10,000	22%
239-TRAINING & EDUCATION	192	2,000	1,000	(1,000)	-50%
253-EQUIPMENT REPAIR	2,256	2,000	2,500	500	25%
255-VEHICLE REPAIR	3,763	3,000	3,000		
259-STRUCTURAL R&M (ROADS, SEWERS, WATE	307,945	315,000	369,500	54,500	17%
262-BUILDING & LAND RENTAL	200	500	500		
263-VEHICLE & EQUIPMENT LEASE OR RENTAL	371	2,700	2,700		
266-COMMUNICATIONS	683	1,000	900	(100)	-10%
274-INSURANCE	4,963	9,000	10,350	1,350	15%
511-GOODS AND SUPPLIES	3,430	8,750	9,000	250	3%
521-FUEL & OIL	11,242	14,375	15,000	625	4%
531-CHEMICALS/SALT	32,061	35,000	35,000		
735-GRANTS TO OTHER ORGANIZATIONS	30,200	30,500	30,500		
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
<b>TOTAL EXPENDITURES</b>	<b>530,750</b>	<b>604,517</b>	<b>673,990</b>	<b>69,473</b>	<b>11%</b>
<b>SURPLUS</b>	<b>(411,711)</b>	<b>(545,767)</b>	<b>(602,990)</b>	<b>(57,223)</b>	<b>10%</b>

MD of Mackenzie  
64-Veterinary Service  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
<b>REVENUE</b>					
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<b>EXPENDITURE</b>					
151-HONORARIA		750	750		
211-TRAVEL & SUBSISTENCE	75	300	300		
235-PROFESSIONAL FEES	28,500	94,500	85,500	(9,000)	-10%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
<b>TOTAL EXPENDITURES</b>	<b>28,575</b>	<b>95,550</b>	<b>86,550</b>	<b>(9,000)</b>	<b>-9%</b>
<b>SURPLUS</b>	<b>(28,575)</b>	<b>(95,550)</b>	<b>(86,550)</b>	<b>9,000</b>	<b>-9%</b>

**MD of Mackenzie  
66-Subdivision  
Budget - Object**

	<b>Sept 30/05</b>	<b>2005</b>	<b>2006</b>	<b>Variance</b>	
	<b>YTD</b>	<b>Budget</b>	<b>Budget</b>	<b>\$</b>	<b>%</b>
REVENUE					
424-SALE OF LAND	93,518	19,100	19,100	0	0%
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
<hr/>					
TOTAL REVENUE	93,518	19,100	19,100	0	0%
<hr/>					
EXPENDITURE					
221-ADVERTISING		1,000	1,000	0	0%
235-PROFESSIONAL FEES		2,500	2,500	0	0%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE			3,600		
765-CONTRIBUTED TO GRAVEL RESERVE					
992-COST OF LAND SOLD		12,000	12,000	0	0%
<hr/>					
TOTAL EXPENDITURES	0	15,500	19,100	0	0%
<hr/>					
SURPLUS	93,518	3,600	0	0	0%

MD of Mackenzie  
71-Recreation Boards  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
EXPENDITURE					
710-GRANTS TO LOCAL GOVERNMENTS	99,904	99,904	99,904		
735-GRANTS TO OTHER ORGANIZATIONS	456,877	608,257	566,073	(42,184)	-7%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
TOTAL EXPENDITURES	556,781	708,161	665,977	(42,184)	-6%
SURPLUS	(556,781)	(708,161)	(665,977)	42,184	-6%

MD of Mackenzie  
72-Parks & Playgrounds  
Budget - Object

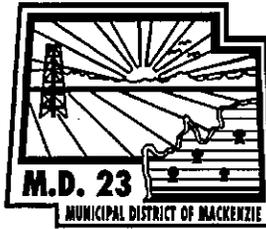
	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
420-SALES OF GOODS & SERVICES			8,000	8,000	
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
TOTAL REVENUE			8,000	8,000	
EXPENDITURE					
110-WAGES & SALARIES	25,699	57,530	59,682	2,152	4%
132-BENEFITS	384	8,190	4,827	(3,363)	-41%
136-WCB CONTRIBUTIONS			650	650	
214-MEMBERSHIP/CONFERENCE FEES			500	500	
221-ADVERTISING			1,300	1,300	
235-PROFESSIONAL FEES	38,000	34,000	38,000	4,000	12%
252-BUILDING REPAIRS & MAINTENANCE	2,383	2,500	5,750	3,250	130%
259-STRUCTURAL R&M (ROADS, SEWERS, WATE			9,150	9,150	
511-GOODS AND SUPPLIES	15,089	6,500	13,650	7,150	110%
521-FUEL & OIL	2,500	3,450	4,500	1,050	30%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
TOTAL EXPENDITURES	84,055	112,170	138,009	25,839	23%
SURPLUS	(84,055)	(112,170)	(130,009)	(17,839)	16%

MD of Mackenzie  
73-Tourism  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
EXPENDITURE					
214-MEMBERSHIP/CONFERENCE FEES	12,859	11,974	13,250	1,276	11%
221-ADVERTISING		500	1,800	1,300	260%
511-GOODS AND SUPPLIES	2,140	10,000	7,100	(2,900)	-29%
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
TOTAL EXPENDITURES	14,999	22,474	22,150	(324)	-1%
SURPLUS	(14,999)	(22,474)	(22,150)	324	-1%

MD of Mackenzie  
74-Library Service  
Budget - Object

	Sept 30/05	2005	2006	Variance	
	YTD	Budget	Budget	\$	%
REVENUE					
920-CONTRIBUTED FROM CAPITAL RESERVE					
930-CONTRIBUTION FROM OPERATING RESERVE					
EXPENDITURE					
710-GRANTS TO LOCAL GOVERNMENTS	7,165	7,165	15,000	7,835	109%
735-GRANTS TO OTHER ORGANIZATIONS	126,500	126,500	126,500		
747-SCHOOL FOUNDATION PROGRAMS					
750-SENIORS FOUNDATION					
762-CONTRIBUTED TO CAPITAL					
763-CONTRIBUTED TO CAPITAL RESERVE					
764-CONTRIBUTED TO OPERATING RESERVE					
765-CONTRIBUTED TO GRAVEL RESERVE					
TOTAL EXPENDITURES	133,665	133,665	141,500	7,835	6%
SURPLUS	(133,665)	(133,665)	(141,500)	(7,835)	6%



## M.D. of Mackenzie No. 23

### Request For Decision

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	November 9, 2005
<b>Presented By:</b>	Joulia Whittleton, Director of Corporate Services
<b>Title:</b>	<b>Guarantee Bylaw - Repayment of a loan between La Crete Agricultural Society and ATB Financial, Bylaw 531/05</b>
<b>Agenda Item No:</b>	2 k)

#### **BACKGROUND / PROPOSAL:**

On October 26<sup>th</sup> La Crete Agricultural Society approached Council with a request to guarantee \$1,000,000 loan for the period of 25 years required for the completion of La Crete Heritage Community Centre.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

According to MGA Sections 264 and 266, municipalities may only guarantee the repayment of a loan between a lender and a non-profit group if the guarantee is authorized by a bylaw. The bylaw must be advertised for two weeks after the first reading. There is a 15-day petition period after the second week of advertising and before second and third reading of a bylaw.

A loan amount that is guaranteed will have to be worked into the MD's debt limit calculation and will limit the MD's borrowing abilities. Current debt position of the Municipality worksheet is attached (see PG. \_\_\_\_\_)

#### **COSTS / SOURCE OF FUNDING:**

The Municipality will have to budget approximately \$66,000/year for the term of the guarantee regardless of the Society's loan-paying abilities. Funds to cover this expenditure will have to be raised through the general municipal tax base.

#### **RECOMMENDED ACTION:**

That first reading be given to Bylaw 531/05, being a bylaw authorizing a guarantee of repayment of \$1,000,000 loan between La Crete Agricultural Society and an authorized financial institution for the period of 25 years.

Author:	Reviewed: 	C.A.O.: 
---------	-----------------------------------------------------------------------------------------------	-----------------------------------------------------------------------------------------------

**BYLAW NO. 531/05**  
**BEING A BYLAW OF THE**  
**MUNICIPAL DISTRICT OF MACKENZIE NO. 23**  
  
(hereinafter referred to as "the Municipality")  
**IN THE PROVINCE OF ALBERTA**

**A bylaw to authorize the Municipal District of Mackenzie No. 23 in the Province of Alberta, to guarantee a loan between the La Crete Agricultural Society and ATB Financial for the construction of La Crete Heritage Community Centre.**

**WHEREAS**, the Council of the Municipality has been asked, pursuant to Sections 264 and 266 of the *Municipal Government Act*, to guarantee the repayment of a loan for a period of TWENTY FIVE (25) years between the La Crete Agricultural Society and an authorized financial institution, for the completion of the La Crete Heritage Community Centre construction project, and

**WHEREAS**, the La Crete Agricultural Society, a non-profit organization registered in the Province of Alberta, is currently undertaking the construction of the La Crete Heritage Community Centre, namely for use by residents of the MD of Mackenzie No.23, and

**WHEREAS**, the total cost of the project is estimated to be \$2,400,000. The total amount required to complete the construction estimated at \$1,000,000, and

**WHEREAS**, in order to complete the project it will be necessary for the La Crete Agricultural Society to borrow the sum of \$1,000,000 for a period of 25 years, from an authorized financial institution. The La Crete Agricultural Society shall repay the indebtedness according to the repayment structure in effect, namely monthly payments of combined principle and interest instalments not to exceed TWENTY FIVE (25) years calculated at a fixed rate not to exceed a prime rate and adjusted annually on the anniversary date, and

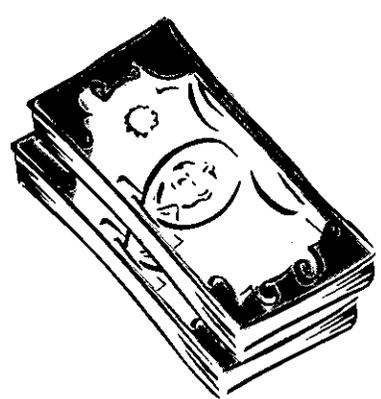
**WHEREAS**, the principal amount of the outstanding debt of the Municipality at December 31, 2004 is \$8,024,843.59 and no part of the principal or interest is in arrears.



# **MD of Mackenzie**

## **2006 Budget**

### **GRANTS REPORT**



**Municipal District of Mackenzie  
Grants and agreements summary - Budget 2006**

<b>Summary of grants:</b>	<b>2006</b>	<b>2006 Requested</b>	<b>% change from 2002 to 2005</b>	<b>2005 Actual</b>	<b>2004 Actual</b>	<b>2003 Actual</b>	<b>2002 Actual</b>
<b>Agreements with local governemts (Town of HL and Town of RL)</b>	1,186,457	1,186,457	20%	1,161,863	992,597	1,021,725	966,408
<b>Grants to other organizations</b>	200,000	245,405	268%	485,000	199,500	114,900	131,892
<b>FCSS</b>	272,800	337,475	30%	266,828	259,908	234,078	205,420
<b>Recreation Boards *</b>	566,073	628,393	6%	440,284	611,737	500,350	413,500
<b>MD of Mackenzie Library Board</b>	137,675	168,257	126%	133,665	122,165	82,165	59,165
<b>TOTAL</b>	<b>2,363,004</b>	<b>2,565,987</b>	<b>40%</b>	<b>2,487,640</b>	<b>2,185,907</b>	<b>1,953,218</b>	<b>1,776,385</b>

\* - 2005 actual not finalized yet, to be finalized in January/2006 when utility bills are received.

**MD of Mackenzie**

**2006 Budget - FCSS program**

		2006 Budget - proposed		2006		2005		2004		2003		2002	code	Page Number - see Nov.8/05 package					
	% increase from 2002	allocated by % as in previous years		Request		Actual		Actual		Actual		Actual							
<i>Schedule of recurring grants :</i>																			
Fort Vermilion FCSS	Operating	14%	\$	109,812	2%	\$	132,150	23%	107,408	3%	104,622	9%	95,840	-1%	96,547	02-51-735	p. 7		
La Crete FCSS	Operating	51%	\$	158,392	2%	200,605	29%	154,925	3%	150,908	13%	133,860	28%	104,764	02-51-735	p. 27			
Zama FCSS	Operating	5%	\$	4,595	2%	4,720	5%	4,495	3%	4,378	0%	4,378		4,109	02-51-735	p. 53			
<b>Total FCSS Funding Requested:</b>			<b>\$</b>	<b>272,800</b>	<b>2%</b>	<b>\$</b>	<b>337,475</b>	<b>26%</b>	<b>266,828</b>	<b>3%</b>	<b>259,908</b>	<b>11%</b>	<b>234,078</b>	<b>14%</b>	<b>205,420</b>				
Provincial FCSS Funding (80%)			\$	218,240	2%	\$	213,462	0%	213,462	3%	207,926	11%	187,262	14%	164,336				
Municipal Share (20%)				54,560	2%	53,366	0%	53,366	3%	51,982	11%	46,816	42%	32,867					
Provincial + Municipal funding available:			<b>\$</b>	<b>272,800</b>	<b>2%</b>	<b>\$</b>	<b>266,828</b>	<b>0%</b>	<b>\$</b>	<b>266,828</b>	<b>3%</b>	<b>\$</b>	<b>259,908</b>	<b>11%</b>	<b>\$</b>	<b>234,078</b>	<b>19%</b>	<b>\$</b>	<b>197,203</b>
Requested over funding available:			-\$	0		\$	70,647		\$	-		\$	-		\$	-		\$	8,217

Council allocated 1/3 of grant increase to FV FCSS and 2/3 of grant increase to LC FCSS in 2004.

Zama received no increase in FCSS funding from 2003.

MD of Mackenzie  
 2006 Budget  
 Mackenzie Library Board - Summary of funding

	2006 requested		2005		2004		2003		2002		2001	% increase from 2001 to 2005	Page Number - see Nov 8/05 package
Town of High Level Cost Sharing *		0%	7,165	0%	7,165	0%	7,165	0%	7,165	0%	7,165	0%	
Mackenzie Library Board	168,257	33%	126,500	10%	115,000	53%	75,000	44%	52,000	0%	52,000	143%	p. 61
<b>TOTAL</b>	<b>\$ 168,257</b>		<b>\$ 133,665</b>		<b>\$ 122,165</b>		<b>\$ 82,165</b>		<b>\$ 59,165</b>		<b>\$ 59,165</b>		

\* - prior to 2002, \$7,165 was paid directly to Town of High Level. Starting 2002, Cost sharing agreement was amended - the decision was made to forward \$7,165 to MD Library Board. MD Library Board will in turn advance this funding to Town of High Level library. 2006 cost sharing amount will depend on the negotiations between the MD and the HL library boards.

## 2006 Budget - Recreational boards program

		2006 budget								
		@ 3 % increase for basic operating and apital grants	2006 request	2005 - paid to date	2005 Budget	2004	2003	2002	Code	Page Number
<i>Recreational:</i>										
FV Recreation Society	Capital *	27,810	30,000		27,000	27,000	30,000	30,000	02-71-735	
FV Recreation Society	Operating - basic	123,761	141,350	120,156	120,156	\$ 116,656	\$ 132,000	\$ 120,000		
	Operating - utilities	68,864	98,600	33,429	75,000	\$ 79,600				
	Operating - insurance	6,325	6,000	1,296	5,500	4,400				
	<b>Total</b>	<b>198,950</b>	<b>245,950</b>	<b>154,881</b>	<b>200,656</b>	<b>\$ 200,656</b>	<b>\$ 132,000</b>	<b>\$ 120,000</b>	02-71-735	p. 89
LC Recreation Society	Capital - approved at March 9/04 council meeting	35,020	35,020	34,000	34,000	34,000	30,000	30,000	02-71-735	
LC Recreation Society	Operating - basic	131,552	132,000	127,720	127,720	124,000	163,350	148,500		
	Unbudgeted - Additional operating grant						60,000			
	Operating - utilities	92,044	89,364	67,023	125,000	126,120				
	Operating - insurance	13,225	11,500	1,555	11,500	9,880				
	<b>Total</b>	<b>236,821</b>	<b>232,864</b>	<b>196,298</b>	<b>264,220</b>	<b>260,000</b>	<b>223,350</b>	<b>148,500</b>	02-71-735	p. 111
Zama Recreation Society	Capital - Community Hall expansion					30,000	30,000	30,000	02-71-735	
	Capital - annual grant	5,234	5,234		5,081	5,081				
	Capital - 2005 request - CF funds to be used				17,800					
Zama Recreation Society	Operating - basic	46,350	53,825	45,000	45,000	44,000	55,000	55,000		
	Additional community grant	2,060	12,000	2,000	2,000					
	Operating - utilities	10,953	11,500	6,203	10,000	9,140				
	Operating - insurance	2,875	2,000	1,902	2,500	1,860				
	<b>Total</b>	<b>62,238</b>	<b>79,325</b>	<b>55,105</b>	<b>59,500</b>	<b>55,000</b>	<b>55,000</b>	<b>55,000</b>	02-71-735	p. 155
	Recreation - Total in capital funding	68,064	70,254	34,000	83,881	96,081	90,000	90,000		
	Rerecreation - Total in operating funing	498,009	558,139	406,284	524,376	515,656	410,350	323,500		
	<b>Recreational Subtotal:</b>	<b>\$ 566,073</b>	<b>\$ 628,393</b>	<b>\$ 440,284</b>	<b>\$ 608,257</b>	<b>\$ 611,737</b>	<b>\$ 500,350</b>	<b>\$ 413,500</b>		

\* - if not paid prior to December 31, we will transfer this amount to the recreation reserve.

Note: 2005 actual amounts for utilities have not been finalized yet, to be finalized January 2005 when utility bills are received.

**MD of Mackenzie  
Budget 2006**

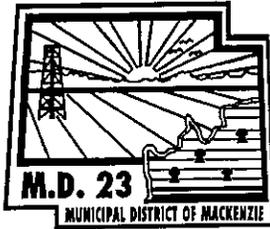
		2006	2005	2004	2003	2002	Code	Page Number - see Nov.8/05 package
		requested	paid to date					
<i>Grants - to be approved by council:</i>								
FV Board of Trade	Operating	29,800	12,000	12,000	12,000	15,000	02-51-735	p. 177
FV Agricultural Society -Heritage Centre	Operating	10,000	7,500	7,500	7,500	5,000	02-51-735	p. 219
FV RCMP detachment	Operating		18,000	18,000	8,000	17,000	02-51-735	
FV Senior Club	Operating	4,000	3,000	3,000	3,000		02-51-735	p. 251
FV Senior Club	Capital					20,000		
Friends of the Old Bay House Society	Capital		150,000					
HL & District Chamber of Commerce	Capital	7,889						p. 263
HL & District Chamber of Commerce	Operating	3,000	3,000	3,000	3,000	4,000	02-51-735	p. 265
HL Rural Community Hall	Operating	8,000	10,900	10,900	12,000	-	02-51-735	p. 287
LC & Area Chamber of Commerce	Operating/Tourism	25,000	12,000	12,000	12,000	15,000	02-51-735	p. 299
LC Agricultural Society-Mennonite Heritage Village	Operating	20,000	7,500	7,500	7,500	5,000	02-51-735	p. 313
LC Agricultural Society	Capital	99,400	200,000				02-51-735	p. 341
LC Learning Society - Women's Wellness Conference	Operating	4,316				1,000		p. 377
LC Meals for Seniors	Operating	4,000	3,000	3,000	3,000		02-51-735	p. 391
LC Seniors Inn	Operating	3,000	3,000	3,000	3,000	2,800	02-51-735	p. 403
LC Seniors Inn	Capital					7,200		
LC Rodeo Club	Capital - \$15,000 approved in 2005, no invoices have been submitted yet.							
LC Skate Park	Capital		-	21,200			project	
LC Youth Activity Centre	Capital	10,000						p. 407
Mackenzie Regional Community Policing Society	Operating	14,000	-					p. 425
REDI	Operating		21,750	21,750	21,750	21,750	02-51-735	
Mighty Peace Fish & Game	Capital			4,000		1,000	02-51-735	
Northwest Alberta Resource	Operating		7,000	7,000	7,000	7,000	02-51-735	
Shantyman Int'l	Eagle's Nest Bible Camp Capital		10,000	5,000	5,000	5,000	02-51-735	
Zama Children's Playground	Capital			54,000			capital	
High School Bursaries	Operating		5,000	3,000	6,000	2,000	02-51-735	
AB Centennial Grants paid to community groups			8,000					
Miscellaneous	Operating		350	650	1,650	642	02-51-735	
<b>Total grants to other organizations</b>		<b>242,405</b>	<b>482,000</b>	<b>196,500</b>	<b>112,400</b>	<b>129,392</b>		
 Cemetaries (Policy No. ADM005):								
St. Henry's RC Cemetary	Maintenance Grant	500	500	500	500	500	02-51-735	
St. Luke's Anglican Cemetary	Maintenance Grant	500	500	500	500	500	02-51-735	
La Crete Bergthaler	Maintenance Grant	500	500	500	500	500	02-51-735	
La Crete Christian Fellowship	Maintenance Grant	500	500	500	500	500	02-51-735	
North Paddle River Cemetary	Maintenance Grant	500	500	500	500	500	02-51-735	
Cornerstone Evangelical Church	Maintenance Grant	500	500	500			02-51-735	
<b>Total grants for cemetaries</b>		<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 3,000</b>	<b>\$ 2,500</b>	<b>\$ 2,500</b>		

MD of Mackenzie

2006 Budget

Grants to Other Governements

		2006	2005	code
		Budget	Actual	
<i>Schedule of payments to other local governments as per MD agreements:</i>				
<i>Town of Rainbow Lake</i>	Cost Sharing	\$ 550,000	532,386	02-12-710
<i>Town of High Level</i>	Econom. Development	\$ 390,000	\$ 383,020	02-12-710
<b>Cost Sharing:</b>				
	Recreation	82,342	82,342	02-71-710
	Recreation - Pool	17,562	17,562	02-71-710
	Tourism, Museum	754	754	02-51-710
	FCSS	21,652	21,652	02-51-710
	RCMP	-	-	02-26-710
	Cemetery	500	500	02-51-710
	Fire	80,647	80,647	02-23-710
	Airport	43,000	43,000	02-33-710
		<b>\$ 1,186,457</b>	<b>\$ 1,161,863</b>	



## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	Regular Council
Meeting Date:	November 8, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	<b>PUBLIC HEARING</b> Bylaw 525/05 Land Use Bylaw Amendment Rezone Part of NW 31-109-18-W5 From Rural Country Residential District 2 "RC2" to Rural Country Residential District 3 "RC3"
Agenda Item No:	

#### BACKGROUND / PROPOSAL:

Bylaw 525/05 was given first reading at the October 11, 2005 Council meeting. If passed, this bylaw will rezone part of NW 31-109-18-W5M from Rural Country Residential District 2 "RC2" to Rural Country Residential District 3 (RC) to allow for Home owner/operator businesses within a country residential subdivision.

#### DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:

On September 25, 2001 the applicant rezoned part of NW 31-109-18-W5 from Agricultural District 1 "A1" to Rural Country Residential District 2 "RC2" to accommodate for a multi lot subdivision. The applicant is now requesting that the most southerly portion of the proposed lots be rezoned to Rural Country Residential 3 "RC3" He has received multiple requests for rural acreages that can accommodate small businesses close to the Town of High Level. Currently the proposed plan shows that the "RC3" lots would be separated by a band of existing trees providing shelter, protection and creating a natural buffer between those lots allowing small businesses and those that are only residential.

#### **7.32 RURAL COUNTRY RESIDENTIAL DISTRICT 3 "RC3".**

The general purpose of this district is to provide for the development of multi-lot country residences.

Author:	Reviewed:	C.A.O.:
---------	-----------	---------

**A. PERMITTED USES**

- (1) Single detached dwelling.

**B. DISCRETIONARY USES**

- (1) Modular home
- (2) Mobile home.
- (3) Ancillary building or use.
- (4) Bed and breakfast.
- (5) Home based business.
- (6) Public use.
- (7) Garden suite.
- (8) Owner/Operator business.
- (9) Shop.
- (10) Intensive recreation use.

**C. LOT AREA**

- (1) Country Residential Uses:
  - a) Minimum Lot Area: 1.2 hectares (3.0 acres).
  - b) Maximum Lot Area: up to 2.02 hectares (5 acres) unless otherwise approved by the Subdivision Authority.

**D. MINIMUM FRONT YARD SETBACK**

Lot fronting onto a provincial highway or local road:

41.1 metres (135 feet) from right of way.

Lot fronting onto an internal subdivision road:

15.24 metres (50 feet) from right of way.

**E. MINIMUM SIDE YARD SETBACK**

7.6 metres (25 feet) from property line, or

in the case of a corner site the width of the side yard adjoining the side street shall not be less than 15.24 metres (50 feet), or

Author:	Reviewed:	C.A.O.:
---------	-----------	---------

15.2 metres (50 feet) from property line adjacent to "Agricultural" or "Forestry" districts.

**F. MINIMUM REAR YARD SETBACK**

7.6 metres (25 feet), or

15.2 metres (50 feet) from property line adjacent to "Agricultural" or "Forestry" districts.

**G. MAXIMUM SHOP SIZE**

Maximum floor area is 12.19 meters by 18.28 meters (40 feet by 60 feet) or 222.83 square meters (2,400 square feet).

Maximum height is 6.09 meters (20 feet).

**H. ADDITIONAL REQUIREMENTS**

- (1) Buildings shall be either of new construction or moved in unless otherwise require by the Development Officer. Exterior finish to be wood, metal, or similar siding, brick or stucco to the satisfaction of the Development Officer. The finish and appearance of buildings should complement other structures and natural site features.
- (2) All mobile homes to be factory built with walls of pre-finished baked enamel aluminum siding, vinyl siding or the equivalent and peaked shingled roof, to the satisfaction of the Development Officer.
- (3) If mobile homes are placed upon a basement, solid footings and concrete or wood block foundation wall or skirting should be required so that the appearance, design and construction will compliment the mobile home. The undercarriage of the mobile home shall be screened from view.
- (4) All ancillary structures to mobile homes, such as patios, porches, additions, etc., shall be factory prefabricated units, or of a quality equivalent thereto, so that the appearance, design and construction will compliment the mobile home.
- (6) The side and rear yards of the lots must be screened through the use of trees or have some other suitable screening as approved by the Development Officer.

Author:

Reviewed:

C.A.O.:

**I. THE KEEPING OF ANIMALS**

A maximum of one non-domestic animal per 3-acres or 2 non-domestic animals per 5 acres.

**J. REZONING REQUIREMENTS**

1. In order to ensure a firm commitment for development has been received the following are requirements for the rezoning application:
  - (a) An Area Structure Plan for the parcel.
  - (b) A minimum of 10 parcels per rezoning application, or where the total area to be rezoned is less than 20.2 hectares (50 acres), the total developable area must be subdivided.
  - (c) The subdivision must have legal access that meets Municipal District of Mackenzie standards.
  - (d) Where the existing municipal road is not up to the standard required for the parcel, a road request or upgrade must be part of the subdivision application.
2. Once approval has been granted, the developer shall have a period of one (1) year, or as required by the Development Authority, to develop the subdivision including, but not limited to, the installation of utilities, roads and plan registration.

**K. SUBDIVISION REQUIREMENTS**

1. The Developer shall enter into a Developer's Agreement with the Municipality for payment of off-site levies, if required, for rural multi-lot subdivisions.
2. No subdivision shall be approved unless utility services, including water supply and sewage disposal, can be provided with sufficient capacity to accommodate development of the proposed parcel(s).

Author:

Reviewed:

C.A.O.:

3. The Developer shall submit, along with his subdivision application, a Water Management Plan as required by the Water Act RSA 2000 Chapter W-3.
4. The Subdivision Authority may require a sewage collection report from a qualified plumbing inspector to ensure sewage disposal will not have a negative impact on the parcel and/or adjacent land or water resources.
5. Municipal Reserve money in the amount of 10% of market value of the proposed subdivision land or 10% land if required for parks or schools.
6. A Traffic Impact Assessment may be required to identify the traffic impact onto the existing infrastructure.

**L. ON-SITE PARKING**

In accordance to Section 4.28 of this Bylaw.

**M. LANDSCAPING**

In accordance to Section 4.23 of this Bylaw.

**COSTS / SOURCE OF FUNDING:**

All costs will be borne by the developer.

**RECOMMENDED ACTION:**

**MOTION 1**

That second reading be given to Bylaw 525/05 to rezone part of NW 31-109-18-W5 from Rural Country Residential 2 "RC2" to Rural Country Residential 3 "RC3".

**MOTION 2**

That third reading be given to Bylaw 525/05 to rezone part of NW 31-109-18-W5 from Rural Country Residential 2 "RC2" to Rural Country Residential 3 "RC3".

**MOTION 3**

That Schedule "A" to Bylaw 525/05 be adopted as the Area Structure Plan for NW 31-109-18-W5M.

Author:	Reviewed:	C.A.O.:
---------	-----------	---------

**BYLAW NO. 525/05**

**BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA**

**TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW**

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie Land Use Bylaw, and

**WHEREAS**, the Municipal District of Mackenzie No. 23 has a General Municipal Plan adopted in 1995, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate multi lot subdivision.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That a portion of the land use designation of the subject parcel known as Part of NW 31-109-18-W5M in the Municipal District of Mackenzie No. 23 be amended from Rural Country Residential District 2 (RC2) to Rural Country Residential District 3 (RC3) as outlined in Schedule "A".

First Reading given on the 11<sup>th</sup> day of October 2005.

"B. Neufeld" (signature on file)  
Bill Neufeld, Reeve

"C. Woodward" (signature on file)  
Christine Woodward, Executive Assistant

Second Reading given on the \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Executive Assistant

Third Reading and Assent given on the \_\_\_\_\_ day of \_\_\_\_\_, 2005.

\_\_\_\_\_  
Bill Neufeld, Reeve

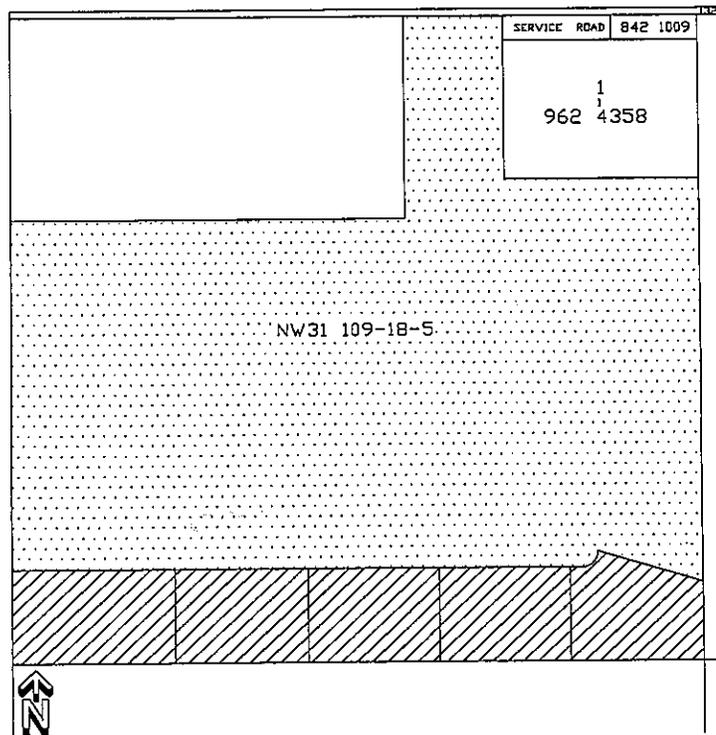
\_\_\_\_\_  
Executive Assistant

**BYLAW No. 525/05**

**SCHEDULE "A"**

1. That the land use designation of the following property known as:

Pt. NW 31-109-18-W5M be rezoned from Rural Country Residential District 2 "RC2"  
to Rural Country Residential District 3 "RC3"



From: Rural Country Residential District 2 "RC2"

To: Rural Country Residential District 3 "RC3"



\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Executive Assistant

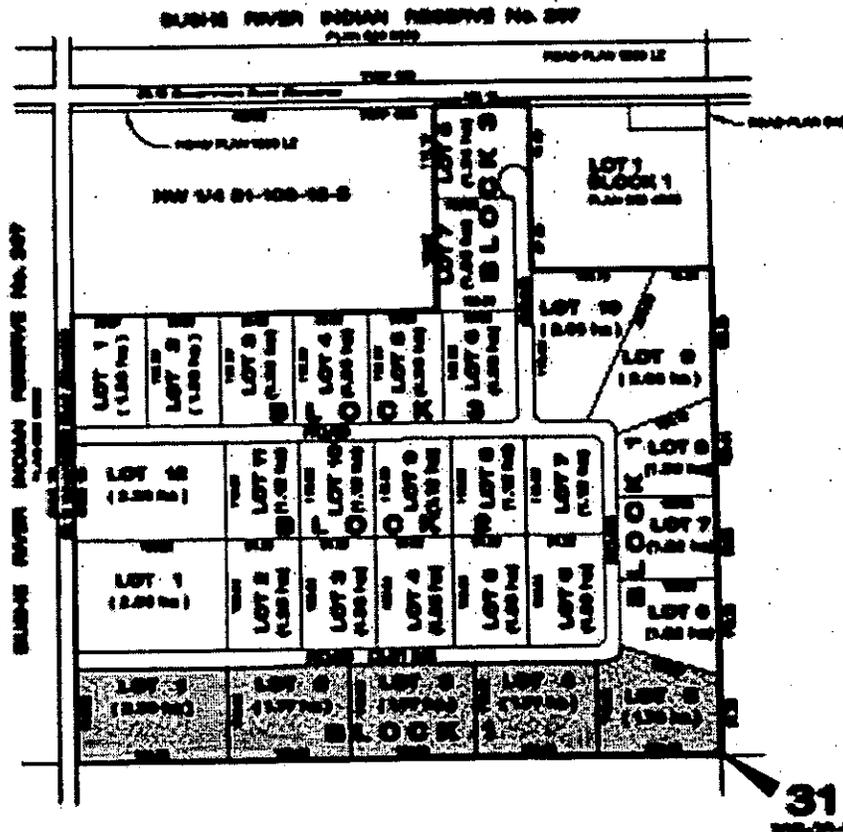
EFFECTIVE THIS DAY \_\_\_\_\_ OF \_\_\_\_\_, 2005.

BYLAW No. 525/05

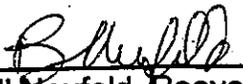
SCHEDULE "A"

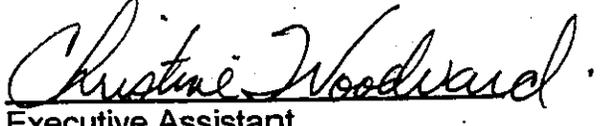
1. That the land use designation of the following property known as:

Pt. NW 31-109-18-W5M be rezoned from Rural Country Residential District 2 "RC2" to Rural Country Residential District 3 "RC3"



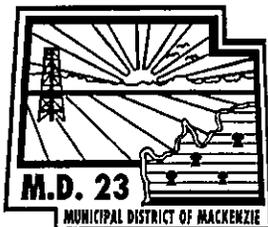
From: Rural Country Residential District 2 "RC2"   
To: Rural Country Residential District 3 "RC3" 

  
Bill Neufeld, Reeve

  
Christine Woodward  
Executive Assistant

EFFECTIVE THIS DAY 8 OF November, 2005.





## M.D. of Mackenzie No. 23

### Request For Decision

Meeting:	Regular Council
Meeting Date:	November 8, 2005
Presented By:	Eva Schmidt, Planning Supervisor
Title:	<b>PUBLIC HEARING</b> Bylaw 526/05 Land Use Bylaw Amendment Rezone Plan 822 3269, Block 3, Lot A From Public/Institutional District "HP" to Hamlet Residential District 2 "HR2"
Agenda Item No:	

#### **BACKGROUND / PROPOSAL:**

Bylaw 526/05 was given first reading at the October 11, 2005 Council meeting. If passed, this bylaw will rezone Plan 822 3269, Block 3, Lot A from Public/Institutional District "HP" to Hamlet Residential District 2 "HR2" which will allow for multiple residential uses.

The MD of Mackenzie received a request to purchase Plan 822 3269, Block 3, Lot A in the Hamlet of Fort Vermilion. This developer would like to turn the land into multiple residential uses.

#### **DISCUSSION / OPTIONS / BENEFITS / DISADVANTAGES:**

Currently the above said land is zoned as Public/Institutional District and was formally the old ID water reservoir site. From approximately 1996 when the reservoir was decommissioned until now, the land has remained vacant. A few offers were made with the intent to develop only one residential site.

The property immediately west of the subject property is zoned Hamlet Residential 1 (HR1), which allows houses as a permitted use and mobile homes, duplexes and modular homes as discretionary uses. HR1 is currently the only residential zoning in Fort Vermilion. The fourplexes that were built about 3 - 4 years ago were also built in HR1 zone. The proposal is to rezone this property to Hamlet Residential 2 (HR2) from its current Hamlet Public status. HR2 zoning allows for houses as a permitted

Author:

Reviewed:

C.A.O.:

use and duplexes, row housing, and modular homes as discretionary uses. HR2 zoning does not allow for apartments or Mobile Home Parks.

The subject property is adjacent to both the hospital and nurses residence to the east and Fort Vermilion Public School to the southwest and is in easy walking distance of the downtown core. The property also has a treed buffer to the west. It seems like a good place for multiple family residences but the zoning also allows for single family residences if the developer decides that there isn't a sale for multiple family residences.

#### **7.19 HAMLET RESIDENTIAL DISTRICT 2 "HR2"**

The general purpose of this district is to restrict development to large lot residential and other compatible uses in urban areas.

##### **A. PERMITTED USES**

- (1) Dwelling - Single detached.

##### **B. DISCRETIONARY USES**

- (1) Ancillary building and use.
- (2) Dwelling - Duplex.
- (3) Dwelling - Row.
- (4) Home based business
- (5) Modular home.
- (6) Park.
- (7) Playground.
- (8) Public use.

##### **C. MINIMUM LOT WIDTH**

22 metres (72 feet).

##### **D. MINIMUM LOT DEPTH**

33.5 metres (110 feet).

##### **E. FRONT YARD SETBACK**

Author:

Reviewed:

C.A.O.:

7.6 metres (25 feet) or as required by the Development Officer.

**F. MINIMUM SIDE YARD SETBACK**

Side yards shall not be less than 1.2 metres (4 feet). In case of a corner site the exterior side yard shall not be less than 3.0 metres (10 feet).

**G. MINIMUM REAR YARD SETBACK**

2.4 metres (8 feet).

**H. THE DESIGN, CHARACTER AND APPEARANCE OF BUILDINGS**

Buildings may be either of new construction only. The architecture, construction materials and appearance of buildings and other structures shall be to accepted standards and shall compliment the natural features and character of the site to the satisfaction of the Development Officer.

**I. ON-SITE PARKING**

In accordance to Section 4.28 of this Bylaw.

**J. LANDSCAPING**

In accordance to Section 4.23 of this Bylaw.

**COSTS / SOURCE OF FUNDING:**

N/A.

**RECOMMENDED ACTION:**

**Motion 1**

That second reading be given to Bylaw 526/05 to rezone Plan 822 3269, Block 3, Lot A from Public/Institutional District "HP" to Hamlet Residential District 2 "HR2".

Author:

Reviewed:

C.A.O.:

**Motion 2**

That third reading be given to Bylaw 526/05 to rezone Plan 822 3269, Block 3, Lot A from Public/Institutional District "HP" to Hamlet Residential District 2 "HR2".

Author:	Reviewed:	C.A.O.:
---------	-----------	---------

BYLAW NO. 526/05

BEING A BYLAW OF THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23  
IN THE PROVINCE OF ALBERTA

TO AMEND THE  
MUNICIPAL DISTRICT OF MACKENZIE NO. 23 LAND USE BYLAW

**WHEREAS**, the Municipal District of Mackenzie No. 23 has adopted the Municipal District of Mackenzie Land Use Bylaw, and

**WHEREAS**, the Municipal District of Mackenzie No. 23 has a General Municipal Plan adopted in 1995, and

**WHEREAS**, the Council of the Municipal District of Mackenzie No. 23, in the Province of Alberta, has deemed it desirable to amend the Municipal District of Mackenzie No. 23 Land Use Bylaw to accommodate multi lot subdivision.

**NOW THEREFORE**, THE COUNCIL OF THE MUNICIPAL DISTRICT OF MACKENZIE NO. 23, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, HEREBY ENACTS AS FOLLOWS:

1. That the land use designation of the subject parcel known as Plan 822-3269, Block 3, Lot A in the Hamlet of Fort Vermilion be amended from Hamlet Public Institutional District (HP) to Hamlet Residential District 2 (HR2) as outlined in Schedule "A".

First Reading given on the 11<sup>th</sup> day of October 2005.

"B. Neufeld" (signature on file)  
Bill Neufeld, Reeve

"C. Woodward" (signature on file)  
Christine Woodward, Executive Assistant

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

\_\_\_\_\_  
Bill Neufeld, Reeve

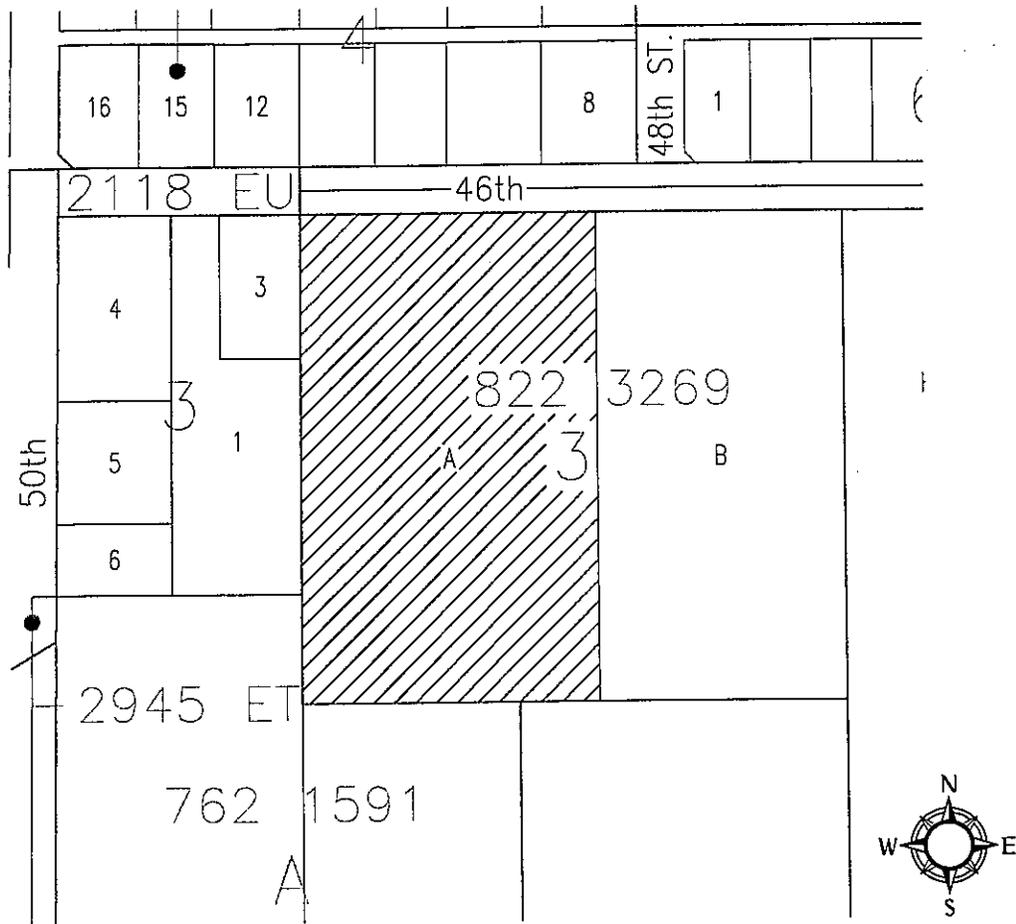
\_\_\_\_\_  
Christine Woodward, Executive Assistant

BYLAW No. 526/05

SCHEDULE "A"

1. That the land use designation of the following property known as:

That the land use designation of the subject parcel known as Plan 822-3269, Block 3, Lot A in the Hamlet of Fort Vermilion be amended from Hamlet Public Institutional District (HP) to Hamlet Residential District 2 (HR2).



From: Hamlet Public Institutional District (HP)

To: Hamlet Residential District 2 (HR2)

\_\_\_\_\_  
Bill Neufeld, Reeve

\_\_\_\_\_  
Christine Woodward, Executive Assistant

EFFECTIVE THIS DAY OF \_\_\_\_\_, 2005.