



**Mackenzie County**

# **BUDGET COUNCIL MEETING AGENDA**

**NOVEMBER 27, 2018**

**10:00 A.M.**

**COUNCIL CHAMBERS  
FORT VERMILION, AB**



**MACKENZIE COUNTY  
BUDGET COUNCIL MEETING**

**Tuesday, November 27, 2018  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, Alberta**

**AGENDA**

				Page
<b>CALL TO ORDER:</b>	1.	a)	Call to Order	
<b>AGENDA:</b>	2.	a)	Adoption of Agenda	3
<b>ADOPTION OF PREVIOUS MINUTES:</b>	3.	a)	None	
<b>DELEGATIONS:</b>	4.	a)	None	
<b>TENDERS:</b>	5.	a)	None	
<b>PUBLIC HEARINGS:</b>	6.	a)	None	
<b>GENERAL REPORTS:</b>	7.	a)	None	
<b>AGRICULTURE SERVICES:</b>	8.	a)	None	
<b>COMMUNITY SERVICES:</b>	9.	a)	None	
<b>FINANCE:</b>	10.	a)	Proposed 2019 Operating Budget (PowerPoint Presentation)	5
		b)	Review 2018 Non TCA Projects – Carry Forwards	35
		c)	Review 2019 Non TCA Projects	41
		d)	Review 2019 Proposed New/Amended Service Initiatives	45
<b>OPERATIONS:</b>	11.	a)	None	
<b>UTILITIES:</b>	12.	a)	None	

- PLANNING & DEVELOPMENT:** 13. a) None
- ADMINISTRATION:** 14. a) None
- COUNCIL COMMITTEE REPORTS:** 15. a) None
- INFORMATION / CORRESPONDENCE:** 16. a) Information/Correspondence 49
- CLOSED MEETING:** *Freedom of Information and Protection of Privacy Act Division 2, Part 1 Exceptions to Disclosure*
17. a) None
- NOTICE OF MOTION:** 18. a)
- NEXT MEETING DATES:** 19. a) Budget Council Meeting  
November 29, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers
- b) Budget Council Meeting  
December 3, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers
- c) Regular Council Meeting  
December 11, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers
- ADJOURNMENT:** 20. a) Adjournment



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Budget Council Meeting</b>
<b>Meeting Date:</b>	<b>November 27, 2018</b>
<b>Presented By:</b>	<b>Bill McKennan, Director of Finance</b>
<b>Title:</b>	<b>Proposed 2019 Operating Budget</b>

**BACKGROUND / PROPOSAL:**

A copy of the PowerPoint presentation is attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority     
 Requires 2/3     
 Requires Unanimous

For review and discussion.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_





# Mackenzie County

## BUDGET 2019

Tuesday November 27, 2018

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### Presentation Items

1. Review of 2018 Operating Results
2. Fiscal Conditions & Municipal Comparators
3. 2019 Budget Guidelines & Overview
4. 2019 Budget Impacts & Details
5. Next Meeting – Thursday November 29, 2018
6. Questions

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## SECTION 1 REVIEW OF 2018 OPERATING RESULTS

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### 2018 Operating Results

- Preliminary forecast for year-end shows a surplus of a minimum of \$2,010,439
- Staff will be refining this year-end estimate
- Final Surplus will not be available until audit is completed.
- Examples of variances are as follows:
  - \$836,600 required to fund carry-forward Non-TCA projects
  - Approximately \$475,000 in savings due to position vacancies during the year.
  - Enhanced policing \$112,600

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## 2018 Operating Results

- Disposition of Surplus (Various policies)
  - General Operating Reserve 50% of operating surplus
  - General Capital Preliminary 50% of operating surplus
  - Water/Sewer Infrastructure Reserve (Net revenues-expenses of water/sewer activities) moved to reserve. Not consistently applied in prior years.

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## 2018 Operating Results

- Other factors
  - During 2018 Council motions have over-committed two reserves by \$300,513
    - Gravel Crushing \$156,045
    - Water/Sewer Infrastructure \$144,468
  - Needs to be corrected prior to annual audit
- Administration will be updating projected year-end and bring-back recommendations for surplus disposition and Non-TCA project carry-forwards.

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SECTION 2  
**FISCAL CONDITIONS AND  
COMPARATORS**

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**Environmental Scan (Economic)**

- Non controllable costs are pressures in the budget
- Construction prices are returning to normal levels
- Our tax rates are competitive
- Aging infrastructure – balancing act
- Environmental compliance and regulations are increasingly more complex and expensive
- Planning issues are increasingly more complex

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## What is Fiscal Sustainability?

- Predictable and stable taxation and fees in current and future years
- Future taxpayers will not face declines in services or unreasonable tax increases to deal with deferred needs
- Current taxpayers do not bear all the burden of funding items that will benefit future taxpayers
- Council's highest priority programs (both operating and capital) can be maintained

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## Measures of Financial Condition

- Competitive tax rates
  - *Just the beginning*
- Stable and adequate reserve balances
  - Stabilization reserves
  - Replacement reserves
  - Capital investment reserves
- Predictable and reasonable tax and user fee increases
- Reasonable debt levels
- Maintenance of service standards

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## Long Term Financial Forecast

- MGA has new requirements
- By end of 2019 Council must review
  - Three year operating outlook (2020, 2021, 2022)
  - Five year capital outlook
- Staff will be reporting back on operating and capital outlooks taking into consideration and incorporating:
  - Forecasted operating needs
  - Council's priorities
  - Master plans
  - Infrastructure renewal requirements
  - Growth requirements (capital driven operating costs)

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## FISCAL REPORT CARD

Indicator	Result
Municipal Levy Per Capita	Positive
Taxes Receivable as % of Taxes Levied	Positive
Financial Position	Positive
Debt Charges as a % of Expenditures	Positive
Debt to Reserve Ratio	Neutral
Capital/Working Reserves	Low-Medium
User Fee Recoveries	TBD

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## Trends in Municipal Transfers

- Intergovernmental transfer have fallen from 23% to 12% across Canada
- Currently County receives limited on-going Provincial and Federal support
- Grants are less than 3% of the operating budget
- Currently short term ad hoc programs, hard for municipalities to plan

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## Roots of the Municipal Infrastructure Deficit

- Structural imbalance of the sharing of revenues collected by the Federal (42%), Provincial (50%) and Municipal (8%) levels
- Municipal revenues limited to regressive and slow growing property tax:
  - Collecting only 8 cents of every tax dollar paid by average household
  - Building or maintaining over 60% of core infrastructure (roads, bridges, recreation & parks, water and wastewater systems) in addition to providing many other services
- Chronic municipal funding crunch. Results were generally: cutting service levels, deferring maintenance and rehabilitation, increasing taxes or drawing down reserves

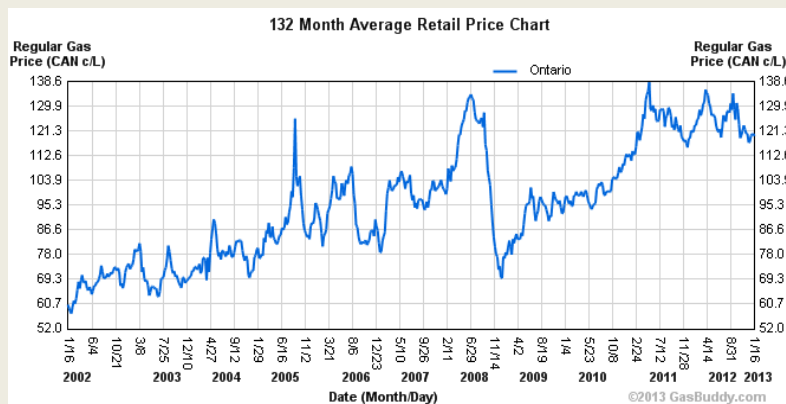
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## Challenges Facing Rural Municipalities

- Offloading of services
- Higher per capita expenditures due to economics of scale
- User fees cover a smaller percentage of program costs

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## Is Revenue Sharing Fair - Examples



Total tax per litre of gas is around \$0.45 cents, Province collects 16 cents and the Fed's collect 29 cents. County Gas Tax Grant has been flat for the last 8 years at \$608,000/yr. While Provincial/Federal collections have almost doubled.

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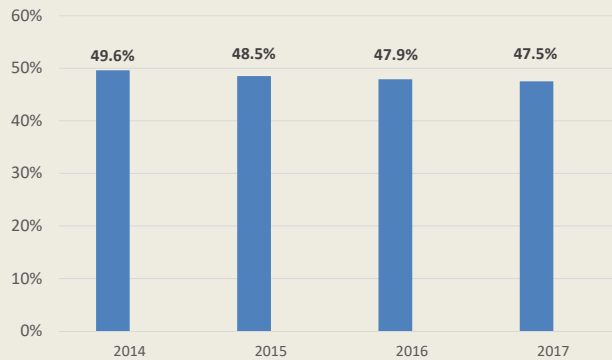
## What Infrastructure Do We have? (Land Costs are Excluded)

Asset Class	% of Assets	Historical Cost	2017 Depreciation
Engineered Structures	87%	\$354,950,488	\$6,792,381
Buildings	5%	\$20,321,130	\$507,392
Land Improvements	3%	\$10,722,473	\$299,552
Machinery & Equipment	4%	\$16,930,657	\$1,492,659
Vehicles	1%	\$5,281,322	\$293,231
Total	100%	\$408,206,070	\$9,385,215

Replacement Costs are Significantly Higher

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## Percentage of Assets Remaining Based on Original Costs



**The County's average annual amortization is approximately \$9.0 million**

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## Financial Health & Performance

Municipalities keep and manage community wealth, in the form of assets, for generations.

They plan for population growth, asset maintenance, demographic changes and a host of other issues that affect resident's quality of life.

As such, we need a long-term focus.

The benefits of the development of a long-term financial plan will assist Council and staff ensuring the quality of life for our residents is not diminished.

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## Unrestricted Surplus/Reserves

Reserves are a key tool in the development of any municipality's long-term financial plan. There are numerous purposes and objectives that reserves are intended to assist with such as:

- Provide funding for rehabilitation of assets that are currently being consumed and depreciated (Capital).
- Avoid spikes in the capital expenditure program and lessen the reliance on long-term borrowing.
- Provide financial flexibility and ensure adequate cash flows (Working Funds)
- Provide for future liabilities incurred but not funded (sick leave, environmental)
- Provide stability for tax rate changes (Contingency).

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## Unrestricted Surplus/Reserves

The level of reserves required will vary by municipality for a number of reasons:

- Services provided by the municipality.
- Age and condition of infrastructure (roads, facilities, fleet vehicles).
- Economic conditions.
- Reserve policies and targets.
- Tax levy contributions to the capital program.

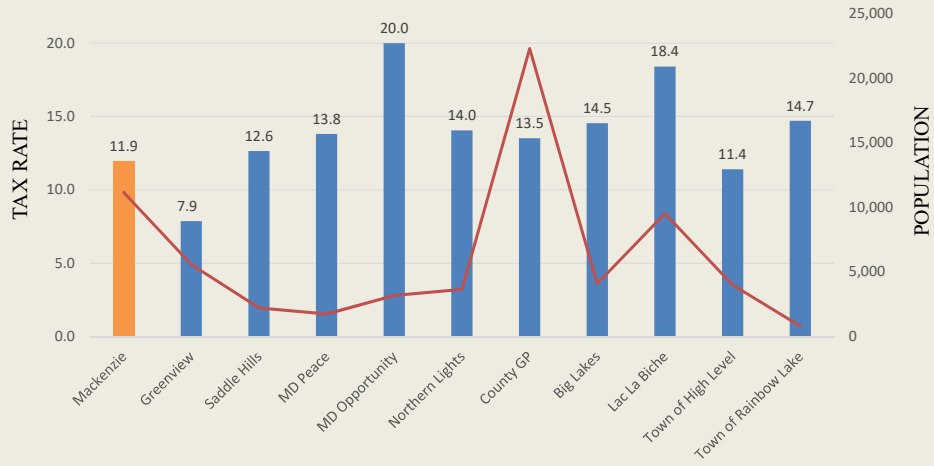
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## Other Municipal Units 2018 Tax Rates - Residential



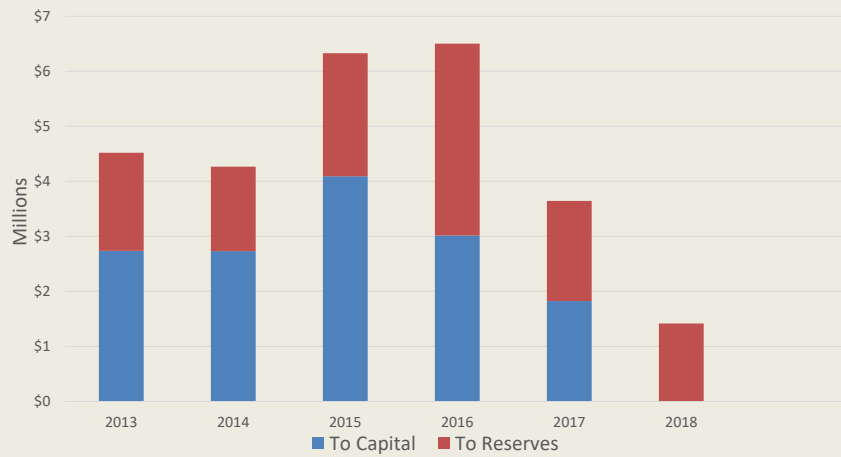
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## Other Municipal Units 2018 Tax Rates – Non Residential



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## Historical Contributions Capital Contribution/Reserve Contribution

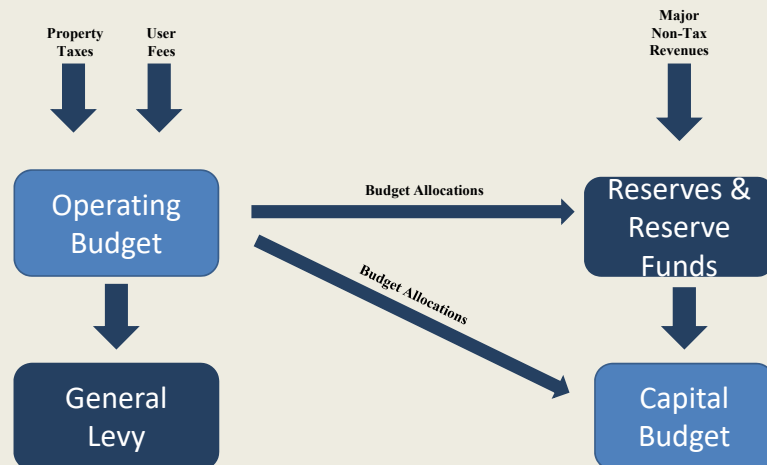


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## Municipal Comparators Reserves/TCA (2017)

Municipality	Surplus \$ Millions	Equity In TCA \$ Millions	% of TCA Equity Covered	% of Debt Limit Used
Mackenzie County	\$32.8	\$179.5	19%	30%
Big Lakes County	\$46.2	\$280.2	17%	10%
County of Grande Prairie	\$128.9	\$394.0	33%	27%
County of Northern Lights	\$41.4	\$56.6	73%	45%
Municipal District of Opportunity	\$46.8	\$300.0	16%	30%
Municipal District of Peace	\$8.5	\$11.6	73%	0%
Saddle Hills County	\$74.3	\$115.2	64%	0%
MD Greenview	\$184.0	\$274.8	67%	1%
Lac La Biche	\$77.1	\$354.3	22%	13%
Town of High Level	\$4.4	\$109.8	4%	26%
Town of Rainbow Lake	\$6.3	\$32.1	20%	25%

## Relationship Operating & Capital Budget



## We Have Done Well

- No operating deficits
- Low debt load and borrowing
  - Less than 6% of operating expenditures
  - Burden per resident \$1,120 Township
- Real tax increases (in constant dollars) not excessive
- Fiscal balance has been achieved without reducing service levels

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### SECTION 3 2019 BUDGET GUIDELINES & OVERVIEW

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## Guiding Principles

- Maintain existing service levels
- Minimize tax burden impact
- Incorporate a Proactive Asset Renewal Plan
- Identify and incorporate efficiencies
- Meet environmental & legal obligations
- Ensure rates/fees for services are appropriate
- Focus on value for the dollar

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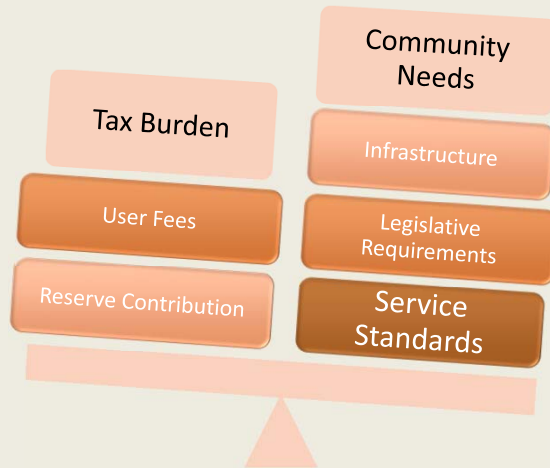
## Base Operating Budget Guidelines

### Target Lowest Possible Tax Rate Change

- Holding most accounts at 2018 level unless cost pressures were documented
- Thorough multi-layer review process
- Focus on financial constraint
- No general inflationary allowances
- Departments were asked to review fees

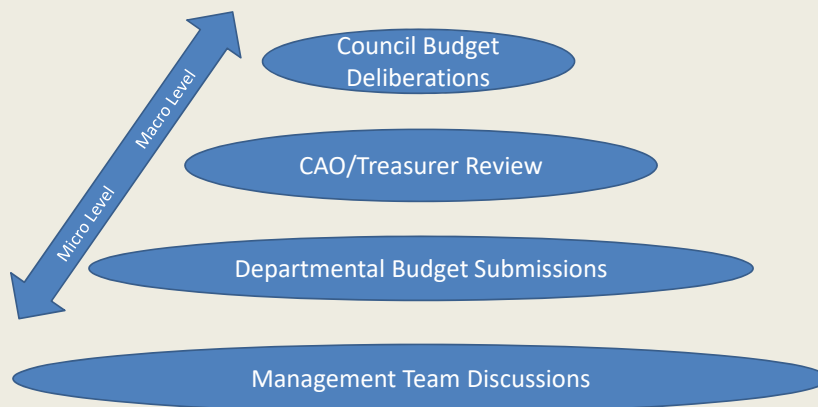
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## The Budget is A Balancing Act



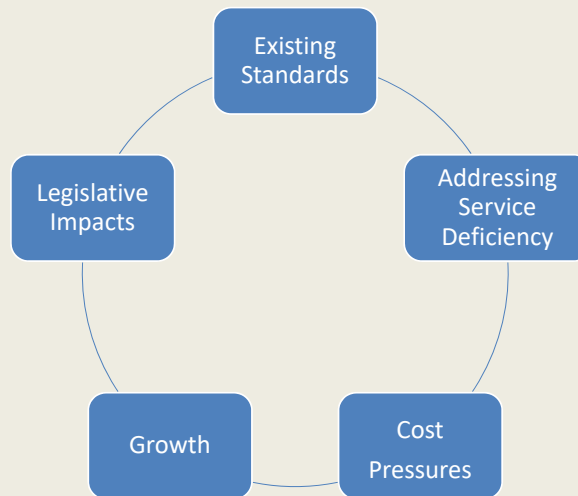
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## Budget Undergoes Multiple Layers of Review



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## Operating Budget Inputs



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## Budget Format

Each Departmental Section is organized as follows:

- Department Introduction or Description
- Departmental Mission Statement (where applicable);
- Departmental Summary Budget – provides budget details by expenditure type (salaries, materials, services, etc.) and by service area (e.g. Administration, Fire, Planning, Public Works, etc.)
- Other supplementary information (if applicable)

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SECTION 4  
**2019 BUDGET IMPACTS &  
 DETAILS**

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### 2019 Operating Budget

	2018 Est. Actual	2018 Budget	2019 Budget	\$ Change
Total Revenue	\$35,522,139	\$36,549,236	\$32,231,778	-\$4,317,458
Total Expenses	\$33,511,700	\$36,549,234	\$33,325,193	-\$3,226,766
2018 Surplus 2019 Shortfall	\$2,010,439	NIL	\$1,090,692	\$1,090,692
New Items			\$492,800	\$492,800
Total Additional 2019				\$1,583,492

Options for Council:

- Reduce Service Levels (Cut expenditures)
- Increase Fees
- Defer/Reject/Amend New Items
- Increase tax burden
- Combination of Above

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## Impacts of Specific Budget Classifications

- School Tax's
  - Do not have any impact on the County's tax rate. The total requisition (revenue) will be offset by the payment to the School Board (expenditure)
- Boreal Housing Foundation – no impact on County's tax rate (same as School Items)
- These items do appear and are collected via the Tax Bill however
- Roughly 21% of total Tax Bill

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## What Else is in the Base Impact of \$1,090,692

- Non TCA Projects totalling \$836,600 requiring County funding of \$495,080
- Last year (2018) the budget had Non TCA Projects of xxx requiring County funding of \$xxx
- Similar funding as 2018 for Library, FCSS, Not-for-Profits, Recreation Boards, Grants to Local Governments
- Same reserve contribution/debt level i.e. No Increased funding which will restrict capital expenditures

Each of these components will be presented for Council deliberations and amendments will be reflected.

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# 2019 Non TCA Requests

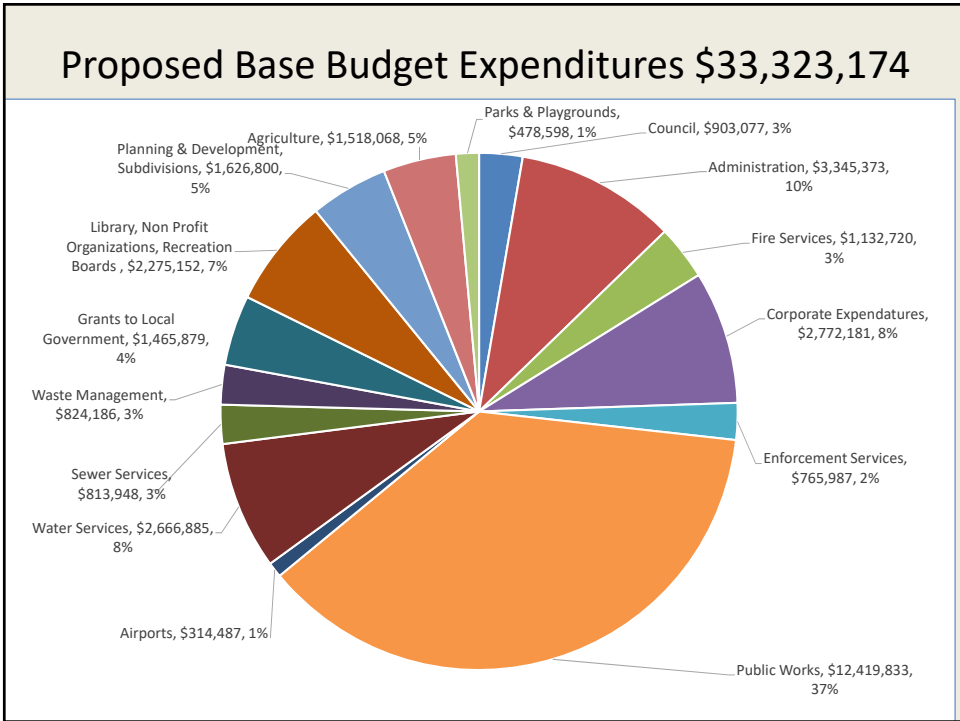
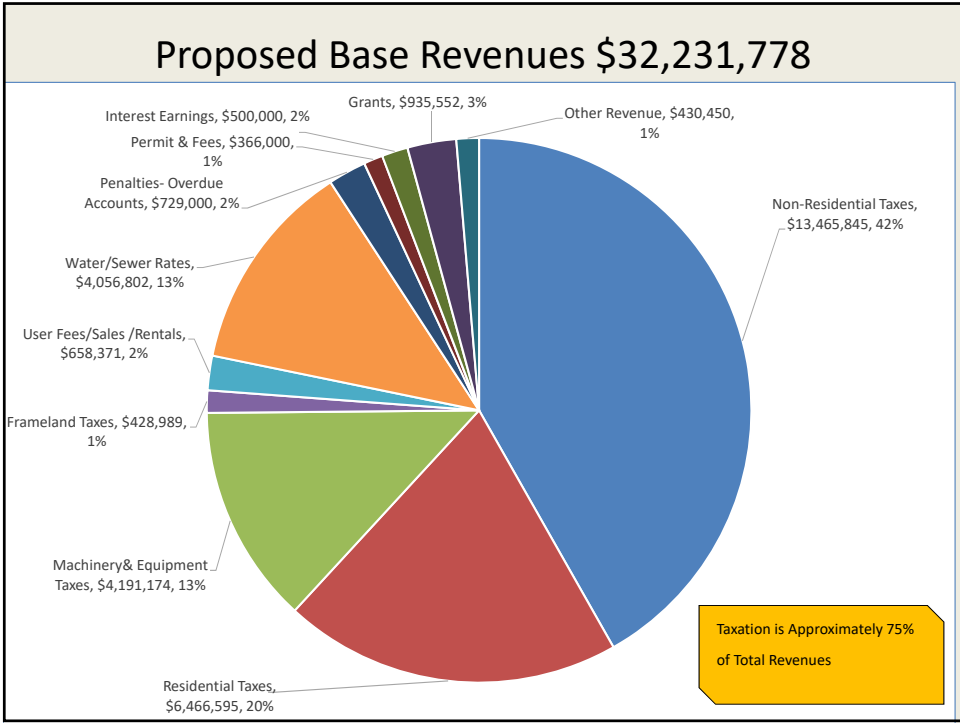
Project Description	2019 BUDGET REQUEST	External Funding				Internal Funding		Notes
		FCIF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal Levy	Restricted Surplus (previous years)	
<b>123 - Administration Department</b>								
Office Furniture Replacement	\$6,150					\$6,150		2019 budget would be for purchasing conference table and chairs for Council Room - also need adequate space to accommodate meetings, conference call, receive visiting.
<b>228 - Fire Department</b>								
Fire Dept Training Props	\$20,000		\$10,000			\$10,000		SPS 24 Code, Fire Department
<b>229 - Public Works</b>								
Linn's Board Front Heaves	\$300,000					\$300,000		Board front heaves to road
West Inventory Collection	\$85,000					\$85,000		Willing to collect inventory items for asset management
<b>Total department 32</b>	<b>\$385,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$385,000</b>	<b>\$0</b>	
<b>330 - Airport</b>								
Airport Operations/Safety Manuals	\$30,000					\$30,000		Required by New Canada and Transport Canada
<b>439 - Solid Waste Disposal</b>								
Storage Shed - Blue Hill & Burnhampton Waste Transfer Station	\$6,000					\$6,000		to storage of non-hazardous items
Standardize Signs at Waste Transfer Stations	\$6,000					\$6,000		Signs at all the parking at the waste transfer stations and would improve the safety pattern with their waste
<b>Total department 43</b>	<b>\$12,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,000</b>	<b>\$0</b>	
<b>729 - Parks</b>								
Brace Campground Development Plan	\$5,000					\$5,000		to study various potential developments in 2019.
Protein Park Fencing/Sign	\$2,000					\$2,000		Provide the same level of service as other parks
La Crete Walking Trail L/O/C	\$2,000					\$2,000		to study various potential developments in 2019.
Park/Lake Capital and Purchase Survey	\$2,000					\$2,000		to study various potential developments in 2019.
Trail & Stream Bridge	\$2,000					\$2,000		to determine the plan for the building of the lower bridge at La Crete.
Kaibito Lake Phase 2 Campground Expansion Development Plan	\$3,000					\$3,000		to study various potential developments in 2019.
Kaibito & Murchess Lake Storage Sheds	\$5,000					\$5,000		to build sheds with storage of trail equipment
<b>Total department 72</b>	<b>\$21,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$21,000</b>	<b>\$0</b>	
<b>TOTAL 2019 Non-Capital Projects</b>	<b>\$475,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$465,000</b>	<b>\$0</b>	
<b>Contingent on Grant Funding</b>								
SRSA (Resort Program) Little Lake & Jarnal	\$301,500		\$30,000					SRSA funding
Economic Development Investment Attraction Marketing Packages	\$60,000					\$30,000		CRMS Grant
	<b>\$361,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>	
<b>TOTAL 2019 Non-Capital Projects w/ Contingent on Grant Funding Projects</b>	<b>\$836,500</b>	<b>\$0</b>	<b>\$0</b>	<b>\$40,000</b>	<b>\$0</b>	<b>\$495,000</b>	<b>\$0</b>	TOTAL Non TCA + Contingent on Grant Funding Projects

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## What's Not in the Base? Proposed New/Amended Service Initiatives

Project Description	Budget Request
Fort Vermilion Fire Hall Reserve	
Grading Contract Little Red River Cree Nation	\$36,000
Road Salt - 4 additional loads Fort Vermilion & La Crete	\$40,000
Local Equipment Rental	\$25,000
88 Connector Repairs	\$40,000
Road Repairs (Rural)	\$80,000
Lagoon Pond - Odour Control	\$16,500
Additional Summer Weed Inspector	\$30,300
Erosion Repair Maintenance	\$40,000
Vet Clinic Reserve	\$150,000
Fee for Service adjustment - La Crete Ferry Campground	\$5,000
First Nations Consultation	\$20,000
Urban Canopy (Tree Planting) - Various Locations	\$10,000
<b>TOTAL REQUEST</b>	<b>\$492,800</b>

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## What are the Major Drivers of the Base Budget Change of \$1,090,692

- Net Change Penalties on Taxes/Bad Debts \$204,000
- Net Salary Changes (including benefits) \$372,000
  - a) 2018 Budget Understated - Two Finance Clerks and One Mechanic \$226,000
  - b) Annualizations – Two Seasonal Administrative and One General Maintenance Labourer Seasonal \$40,000
  - c) Position Conversions Planning - \$35,000
  - d) Balance mainly due to Step Increases
- Utilities –Fuel/Natural Gas/Electricity/Carbon Tax \$267,000
- Insurance \$75,000
- All Other \$172,692

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## Total Change in Revenue -\$4,317,458

### Major Areas of Change – Base Budget

- 420-Sale of Goods and Services has an overall reduction of \$7484. Various minor shifts, with Fire Recoveries increasing \$14,000 based on historical and Campground Revenue being reduced by \$14,300 based on utilization in campsites, etc.
- 421-Water Metered has been reduced to reflect three-year sales average. This results in an overall revenue reduction of \$46,630. A growth factor for new customers has been included in this calculation.
- 422-Bulk Water Sales has been increased by \$28,632 to reflect three-year average and growth forecast.
- 510-Penalties on Taxes revenue has been reduced by \$600,000 to reflect assessment changes and the write-off of legacy accounts. Expenditures for Bad Debts have also been reduced by \$400,000 and this is noted in the expenditure variances.

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## Total Change in Revenue **-\$4,317,458**

### Major Areas of Change – Base Budget

- 530-Fines Revenues have been reduced in the enforcement area (Peace Officer) to reflect program start-up.
- 592-Well Drilling Revenue has been provided in the 2019 estimates, historically this item has not been budgeted.
- 598-Community Aggregate Levy is reflecting \$30,000 less compared to the 2018 budget.
- 597-Other Revenue is reflecting a reduction of \$35,500. The 2018 budget was over stated by budgeting a donation which was received in 2017 for approximately \$40,000.

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## Total Change in Revenue **-\$4,317,458**

### Major Areas of Change – Base Budget

During 2018 numerous one-time projects were undertaken which were funded from reserve draws and or external grant funding. This has the impact of showing a large revenue reduction which will be total off-set by a similar expenditure reduction. These projects account for the majority of the overall revenue reduction.

- 840-Provincial Grants have decreased by \$539,898. These reductions are for specific projects that will be completed with funding allocated in 2018 or will not be incurring expenditures in 2019. Items included are: Partial funding for Census \$25,000; Natural Disaster Mitigation Plan \$90,000; Cumulative Effects Study \$200,000; IDP Project Funding \$200,00 and Net change in FRIAA Grants \$53,440.

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## Total Change in Revenue **-\$4,317,458**

### Major Areas of Change – Base Budget

One-time projects continued:

- 930-Contribution from Operating Reserves has decreased by \$2,827,963. Items included are: Gravel Crushing \$2,025,000; Various Non-TCA Projects \$662,796; Rural Addressing Project \$35,000; STARS Grant \$5,000; Town of Rainbow Lake Grant (Fines) \$5,000; Irrigation District Study \$30,000; Municipal Census \$22,500; Blue Hills Satellite Library \$4,200; Surveying La Crete Walking Trails \$6,000; Field of Dreams Stampede \$15,000.
- 940- Contributions from Capital Reserves has decreased by \$263,000. Major reductions included the funding draw for the Town of High Level Fire Truck \$245,000 and the Natural Disaster Mitigation Project \$15,000.

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## Total Change in Expenses **\$-3,226,766**

### Major Areas of Change - Base Budget

- 110/132/136 Wages and Benefits have increased by \$420,893. There has been no provision wage negotiated settlements in this increase. The changes from the 2018 approval reflect the following: Approved position changes \$90,000 (Planning Supervisor/Finance Clerk/Administrative Assistants); Position approved prior but not provided in 2018 budget \$198,000 (Mechanic/Intern/Seasonal Laborer/Payroll). Wage steps, other adjustments and benefit premiums account for the balance.
- 151-Honoraria's have increased by \$21,100 to reflect impact of rate changes.
- 211-Travel and Subsistence increase of \$67,686 reflects mileage payments related to reductions in the vehicle fleet and training locations.
- 216- Postage increase of \$9,500 reflects overall usage.

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## Total Change in Expenses \$-3,226,766

### Major Areas of Change - Base Budget

- 233-Engineering Consulting reflects reclassifications from Professional Fees. No net increase in expenditures in this area are being provided in 2019.
- 235-Professional Fees are reduced by \$1,138,660. New expenditures codes have been created in 2019 to better represent the nature of the expenditures. The new classifications and related expenditures are as follows: Waste Management \$589,200; Roadside Mowing & Spraying \$407,800; Lab Testing Water/Sewer \$45,250;
- 239-Training & Education has been reduced by \$31,946. This reflects more in house training being delivered within Fire and other minor changes in other departmental budgets.
- 242- Computer Programming increase of \$85,400 reflects the annualization of GIS licence fees of approximately \$48,000 and reflecting IT needs within the base budget, rather than as a Non TCA at an approximate cost of \$45,000.

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## Total Change in Expenses \$-3,226,766

### Major Areas of Change - Base Budget

- 252-Repairs and Maintenance Buildings reflects a reduction of \$66,935 based on anticipated needs.
- 258-Contract Services increase of \$505,886 reflects reclassifications to better describe expenditures. Other codes have decreased by the same amount as this increase.
- 259- Repair and Maintenance Structural reflects a shift only, not an expenditure reduction. Significant costs are now reflected in 260-Roadside Mowing and Spraying.
- 263-Vehicle and Equipment Rentals reflects water truck rentals for Fire department moving from Professional Services to this classification.

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## Total Change in Expenses \$-3,226,766

### Major Areas of Change - Base Budget

- 266-Communications reflects communications for Fire Department moving from Professional Services to this classification \$32,695.
- 274-Insurance shows an increase of \$75,000, as the 2018 budget was understated.
- 342-Assessor Fees reflects additional costs related to increased participation at public meetings.
- 521-Fuel and Oil reflects an increase of \$194,224 based on pricing compared to 2018.
- 532-Dust Control reduction of \$263,00 based on expected overall program requirements.

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## Total Change in Expenses \$-3,226,766

### Major Areas of Change - Base Budget

- 534-Gravel reduction of \$1,826,000 reflects significant 2018 expenditures (off-set by reserve draws) to undertake gravel crushing. Draws from inventory will occur in 2019.
- 543/544 Utilities (Natural Gas & Electricity) increase of approximately \$63,000 reflecting pricing for 2019.
- 710-Grants to Local Governments is reduced for non-recurring expenditure Fire Truck – Town of High Level \$245,000.
- 735- Grants to Organizations reflects the following increase Library Board (Blue Hills) \$15,000; Vet Services \$16,500; Recreation \$11,291
- 831/832 Interest & Principle on Debt is reduced by \$355,287 with a similar increase being reflected in 764-Contributions to Capital Reserves.

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## Total Change in Expenses \$-3,226,766

### Major Areas of Change - Base Budget

- 763/764 Contributions to reserves have been increased \$593,946 from the 2018 budgeted level to reflect the reduction in Debt Charges of \$355,287. In addition, specific revenues included in the 2019 should be contributed to the reserves namely: Municipal Reserve Revenue \$60,000; Gravel Reclamation Reserve \$50,000; and Off-Site Levies totalling \$81,100.
- 921-Bad Debt has been reduced by \$396,000 based on expected needs and analysis of aging schedules related to various account receivables.

53

## SECTION 5 NEXT MEETING THURSDAY NOVEMBER 29, 2018

### Draft Agenda:

1. Outstanding Issues & Questions
2. Unfinished Business
3. Grants to Other Organizations

54

# Questions ?



55



Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Budget Council Meeting</b>
<b>Meeting Date:</b>	<b>November 27, 2018</b>
<b>Presented By:</b>	<b>Bill McKennan, Director of Finance</b>
<b>Title:</b>	<b>Review 2018 Non TCA Projects – Carry Forwards</b>

**BACKGROUND / PROPOSAL:**

As per attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

For review and discussion.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



Non-TCA Projects 2018 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	TOTAL COSTS	2018 BUDGET	2018 Costs Processed as of November 13, 2018	2018 REMAINING BUDGET as of November 13, 2018	Outstanding Costs not included in 2018 Costs to date	% Project Completed	Directors Comments	COMPLETE	CARRY FORWARD
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(12) - Administration Department

Wolf bounty (CF 2016)	\$100,000	\$75,068	\$51,520	\$26,588	\$24,932	\$3,000		Ongoing		<b>X</b>
Caribou/industry Protection Strategy (CF 2016)	\$380,000	\$355,159	\$46,227	\$21,386	\$24,841			Ongoing		<b>X</b>
Cumulative Effects Assessment Study (CF 2017)	\$269,426	\$91,694	\$269,426	\$91,694	\$177,732			Ongoing		<b>X</b>
Information Technology Budget (2018)	\$48,000	\$17,322	\$48,000	\$17,322	\$30,678	\$1,500		To be completed by year end	<b>X</b>	
Building Maintenance Lifecycle Plan (2018)	\$28,000	\$0	\$28,000	\$0	\$28,000	\$13,514	100	Complete - underspent	<b>X</b>	
Building Appraisals (2018)	\$40,000	\$0	\$40,000	\$0	\$40,000	\$27,437	100	Complete - underspent	<b>X</b>	
FV - Asset Management (2018)	\$45,000	\$0	\$45,000	\$0	\$45,000			Ongoing		<b>X</b>
ZA - FRIAA Firesmart Program (2018)	\$354,960	\$295,470	\$354,960	\$295,470	\$59,490		100	Complete - underspent	<b>X</b>	

Total department 12

\$1,265,386	\$834,712	\$883,133	\$452,460	\$430,674
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(23) - Fire Department

FV - Fire Dept Training Props (2018)	\$30,000	\$0	\$30,000	\$0	\$30,000			Awaiting 50%. Funding from Fort Vermilion Fire Department		<b>X</b>
LC - Fire Dept Training Props (2018)	\$35,000	\$17,573	\$35,000	\$17,573	\$17,427			LCFD recently completed project for 2018 awaiting invoice	<b>X</b>	
Supplies for 2006 Ford Ambulance (2018)	\$3,000	\$411	\$3,000	\$411	\$2,589		100	Complete	<b>X</b>	

Total department 23

\$68,000	\$17,984	\$68,000	\$17,984	\$50,016
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(26) - Enforcement

Radar Lazer - Portable (2018)	\$4,200	\$0	\$4,200	\$0	\$4,200	\$4,199		Complete-equipment is on order	<b>X</b>	
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Total department 23

\$4,200	\$0	\$4,200	\$0	\$4,200
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(32) - Public Works

ZA - Aspen Drive Ditch Repair (CF 2016)	\$60,000	\$5,400	\$60,000	\$5,400	\$54,600			Ongoing		<b>X</b>
LC & FV - Road Disposition - Survey Work (CF 2014)	\$50,000	\$9,321	\$41,359	\$680	\$40,679		15	Ongoing		<b>X</b>
Assumption Hill Improvement (ditching) (CF 2014)	\$20,000	\$2,710	\$17,290	\$0	\$17,290		10	Planning Stages		<b>X</b>
Zama Road LOC (CF 2016)	\$100,000	\$0	\$100,000	\$0	\$100,000		100	Unable to obtain LOC	<b>X</b>	
Rocky Lane Oil Dust Control (CF 2017)	\$125,000	\$124,861	\$125,000	\$124,861	\$139		100	Complete	<b>X</b>	
Oil Dust Control Willson Prairie Road (2018)	\$84,375	\$83,355	\$84,375	\$83,355	\$1,020		100	Complete	<b>X</b>	
Oil Dust Control Isaac Dycks Subdivision (2018)	\$50,625	\$49,948	\$50,625	\$49,948	\$677		100	Complete	<b>X</b>	

Total department 32

\$490,000	\$275,595	\$478,649	\$264,244	\$214,405
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Non-TCA Projects 2018 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	TOTAL COSTS	2018 BUDGET	2018 Costs Processed as of November 13, 2018	2018 REMAINING BUDGET as of November 13, 2018	Outstanding Costs not included in 2018 Costs to date	% Project Completed	Directors Comments	COMPLETE	CARRY FORWARD
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(33) - Airport

Airport Master Plan (CF 2016)	\$75,000	\$8,504	\$66,496	\$0	\$66,496			Engaging Engineer to review		<b>X</b>
FV Airport Development (CF 2016)	\$16,382	\$7,213	\$9,169	\$0	\$9,169			Under Review		<b>X</b>

Total department 33

<b>\$91,382</b>	<b>\$15,716</b>	<b>\$75,666</b>	<b>\$0</b>	<b>\$75,666</b>
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(41) - Water

LC - La Crete Future Water Supply Concept (2018)	\$200,000	\$9,090	\$200,000	\$9,090	\$190,910		5	Project scope details need to be finished		<b>X</b>
Water Diversion License Review	\$35,000	\$13,693	\$35,000	\$13,693	\$21,307	\$833	50	Contact with Alberta Environment is ongoing		<b>X</b>

Total department 41

<b>\$235,000</b>	<b>\$22,782</b>	<b>\$235,000</b>	<b>\$22,782</b>	<b>\$212,218</b>
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(42) - Sewer

LC - Future Utility Servicing Plan (2018)	\$85,000	\$61,229	\$85,000	\$61,229	\$23,771	\$3,511	95	Two open houses held, working on finishing report		<b>X</b>
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Total department 42

<b>\$85,000</b>	<b>\$61,229</b>	<b>\$85,000</b>	<b>\$61,229</b>	<b>\$23,771</b>
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(43) - Solid Waste Disposal

FV - Transfer Station Composting Program (CF 2015)	\$5,000	\$0	\$5,000	\$0	\$5,000		0	No work completed in 2018. Plans to cancel project	<b>X</b>	
LC - Transfer Station Composting Program (CF 2015)	\$5,000	\$0	\$5,000	\$0	\$5,000		0	No work completed in 2018. Plans to cancel project	<b>X</b>	
LC - Waste Packer Plan (CF 2015)	\$5,000	\$0	\$5,000	\$0	\$5,000		0	No work completed in 2018. Plans to cancel project	<b>X</b>	
Waste Bins 40 & 6 yd (2018)	\$20,000	\$19,550	\$20,000	\$19,550	\$450		100	Completed	<b>X</b>	

Total department 43

<b>\$35,000</b>	<b>\$19,550</b>	<b>\$35,000</b>	<b>\$19,550</b>	<b>\$15,450</b>
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Non-TCA Projects 2018 INCLUDING CARRY FORWARDS

Project Description	TOTAL PROJECT BUDGET	TOTAL COSTS	2018 BUDGET	2018 Costs Processed as of November 13, 2018	2018 REMAINING BUDGET as of November 13, 2018	Outstanding Costs not included in 2018 Costs to date	% Project Completed	Directors Comments	COMPLETE	CARRY FORWARD
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(61) - Planning & Development Department

Infrastructure Master Plans (CF 2016)	\$240,800	\$228,241	\$12,559	\$0	\$12,559		90	Review Documents and take to Council for approval		<b>X</b>
Rural Addressing Signs (CF 2015)	\$341,400	\$337,884	\$35,000	\$31,484	\$3,516		100	Quality Assurance/Quality Control Check	<b>X</b>	
Natural Disaster Mitigation Program (CF 2017)	\$105,000	\$27,642	\$105,000	\$27,642	\$77,358	\$1,464	80	Site Assessment Complete/ Draft report due November for review		<b>X</b>
Municipal Census (2018)	\$142,500	\$136,789	\$142,500	\$136,789	\$5,711		100	Census Data completed/Variance sent to Minister for review and approval	<b>X</b>	
MuniSight Software - GIS (2018)	\$98,000	\$90,000	\$98,000	\$90,000	\$8,000		100	Interface user friendly/Users being added/Bugs being corrected	<b>X</b>	
Seven (7) Intermunicipal Development Plan and Intermunicipal Collaborative Framework (2018)	\$350,000	\$2,030	\$350,000	\$2,030	\$347,970		53	Began discussion with all adj. Municipalities, IDP exemption will be done for 3 Municipalities		<b>X</b>

Total department 61

<b>\$1,277,700</b>	<b>\$822,586</b>	<b>\$743,059</b>	<b>\$287,945</b>	<b>\$455,114</b>
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(63) - Agricultural Services Department

Dell Tough Book and software (2018)	\$20,500	\$659	\$20,500	\$659	\$19,841	\$4,500		Awaiting Software		<b>X</b>
Paint MARA Building (2018)	\$10,000	\$9,500	\$10,000	\$9,500	\$500		100	Completed	<b>X</b>	
Irrigation District Feasibility Study	\$30,000	\$0	\$30,000	\$0	\$30,000			Ongoing		<b>X</b>

Total department 63

<b>\$60,500</b>	<b>\$10,159</b>	<b>\$60,500</b>	<b>\$10,159</b>	<b>\$50,341</b>
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(71) - Recreation

ZA - Hall Electrical Upgrades (CF 2015/2016)	\$31,887	\$28,405	\$7,414	\$3,933	\$3,482			Ongoing		<b>X</b>
FV - Facility Security Camera System (2018)	\$3,000	\$1,360	\$3,000	\$1,360	\$1,640		100	Complete	<b>X</b>	
LC - 2 Sets of Mini Nets & Portable Boards (2018)	\$8,500	\$0	\$8,500	\$0	\$8,500			No progress to date	<b>X</b>	
LC - 2 Heaters for Bleachers (2018)	\$6,500	\$0	\$6,500	\$0	\$6,500			Complete	<b>X</b>	
LC - Ice Rink Foam Dividers (CF 2017)	\$4,987	\$4,871	\$116	\$0	\$116		100	Complete last year	<b>X</b>	
LC - Sidewalk to Tennis Courts (CF 2017)	\$1,913	\$1,825	\$88	\$0	\$88		100	Complete last year	<b>X</b>	

Total department 71

<b>\$56,787</b>	<b>\$36,461</b>	<b>\$25,619</b>	<b>\$5,292</b>	<b>\$20,326</b>
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(72) - Parks

FV - Bridge Campsite - Clear Trees (CF 2016)	\$5,000	\$0	\$5,000	\$0	\$5,000			Will budget new in 2019	<b>X</b>	
Fire Pits & Picnic Tables (CF 2017)	\$10,000	\$8,750	\$1,250	\$0	\$1,250			Complete	<b>X</b>	
LC Walking Trail	\$6,000	\$0	\$6,000	\$0	\$6,000			To be completed in 2019		<b>X</b>
Wadlin Lake - Blocking for Dock (CF 2014)	\$2,500	\$0	\$2,500	\$0	\$2,500			Will budget new in 2019	<b>X</b>	

Total department 72

<b>\$23,500</b>	<b>\$8,750</b>	<b>\$14,750</b>	<b>\$0</b>	<b>\$14,750</b>
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<b>TOTAL 2018 Non-Capital Projects</b>	<b>\$3,692,455</b>	<b>\$2,125,524</b>	<b>\$2,708,576</b>	<b>\$1,141,645</b>	<b>\$1,566,931</b>
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Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Budget Council Meeting</b>
<b>Meeting Date:</b>	<b>November 27, 2018</b>
<b>Presented By:</b>	<b>Bill McKennan, Director of Finance</b>
<b>Title:</b>	<b>Review 2019 Non TCA Projects</b>

**BACKGROUND / PROPOSAL:**

As per attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

For review and discussion.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



Exhibit 3: Non-TCA Projects 2019

Project Description	2019 BUDGET REQUEST	External Funding				Internal Funding			Notes
		FGTF Grant	MSI Grant	Other Grant	Other Sources (non-grant)	Municipal Levy	Restricted Surplus (previous years)	RS-type	
<b>(12) - Administration Department</b>									
Office Furniture Replacement	\$6,180					\$6,180			2019 budget would be for purchasing conference table and chairs for Council Kitchen - allow more adequate space to accommodate meetings, conference calls, increase seating...
<b>(23) - Fire Department</b>									
LC - Fire Dept Training Props	\$20,000			\$10,000		\$10,000			50/50 La Crete Fire Department
<b>(32) - Public Works</b>									
Zama Road Frost Heaves	\$300,000					\$300,000			Repair frost heaves in road
Asset Inventory Collection	\$85,000					\$85,000			Staffing to collect inventory data for asset management
<b>Total department 32</b>	<b>\$385,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$385,000</b>	<b>\$0</b>		
<b>(33) - Airport</b>									
Airport Operations/Safety Manuals	\$30,000					\$30,000			Required by Nav Canada and Transport Canada
<b>(43) - Solid Waste Disposal</b>									
Storage Shed - Blue Hills & Blumenort Waste Transfer Station	\$6,000					\$6,000			For storage of recyclable items
Standardize Signs at Waste Transfer Stations	\$6,000					\$6,000			Ease of use for patrons at the waste transfer stations and would improve the way patrons sort their waste
<b>Total department 43</b>	<b>\$12,000</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$12,000</b>	<b>\$0</b>		
<b>(72) - Parks</b>									
Bridge Campground Development Plan	\$5,000					\$5,000			This may require potential expenditures in 2020+
Knelsen Park Firewood Bin	\$2,500					\$2,500			Provide the same level of service as other parks
La Crete Walking Trail LOC	\$2,400					\$2,400			This may require potential expenditures in 2020
Hutch Lake Cabin Land Purchase Survey	\$2,000					\$2,000			This may require potential expenditures in 2020
Darryls Dream Plaque	\$2,000					\$2,000			A commemorative plaque for the building of the boat launch at DA Thomas
Wadlin Lake Phase 2 Campground Expansion Development Plan	\$3,000					\$3,000			This may require potential expenditures in 2020+
Hutch & Machesis Lake Storage Sheds	\$5,000					\$5,000			To assist caretakers with storage of small equipment
<b>Total department 72</b>	<b>\$21,900</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$21,900</b>	<b>\$0</b>		
<b>TOTAL 2019 Non-Capital Projects</b>	<b>\$475,080</b>	<b>\$0</b>	<b>\$0</b>	<b>\$10,000</b>	<b>\$0</b>	<b>\$465,080</b>	<b>\$0</b>		\$475,080
<b>Contingent on Grant Funding</b>									
FRIAA Firesmart Program (Hutch Lake & Zama)	\$301,520			\$301,520					FRIAA funding
Economic Development Investment Attraction Marketing Package	\$60,000			\$30,000		\$30,000			CARES Grant
	<b>\$361,520</b>	<b>\$0</b>	<b>\$0</b>	<b>\$331,520</b>	<b>\$0</b>	<b>\$30,000</b>	<b>\$0</b>		\$361,520
<b>TOTAL 2019 Non-Capital Projects w/ Contingent on Grant Funding Projects</b>	<b>\$836,600</b>	<b>\$0</b>	<b>\$0</b>	<b>\$341,520</b>	<b>\$0</b>	<b>\$495,080</b>	<b>\$0</b>		<b>\$836,600</b>





Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Budget Council Meeting</b>
<b>Meeting Date:</b>	<b>November 27, 2018</b>
<b>Presented By:</b>	<b>Bill McKennan, Director of Finance</b>
<b>Title:</b>	<b>Review 2019 Proposed New/Amended Service Initiatives</b>

**BACKGROUND / PROPOSAL:**

As per attached.

**OPTIONS & BENEFITS:**

**COSTS & SOURCE OF FUNDING:**

**SUSTAINABILITY PLAN:**

**COMMUNICATION:**

**RECOMMENDED ACTION:**

- Simple Majority       Requires 2/3       Requires Unanimous

For review and discussion.

Author: C. Gabriel      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_



Exhibit 4: 2019 Proposed New/Amended Service Initiatives (not included in budget)

Item #	Project Description (not by priority order)	Budget Request	Notes
1	Fort Vermilion Fire Hall Reserve		For future construction to replace the current fire hall in Fort Vermilion.
2	Grading Contract Little Red River Cree Nation	<b>\$36,000</b>	Little Red River Cree Nation is in agreement to maintain the road. Working together/building relationships
3	Road Salt - 4 additional loads Fort Vermilion & La Crete	<b>\$40,000</b>	Safer Roads - Increase salt supply as weather requires additional salt
4	Local Equipment Rental	<b>\$25,000</b>	Hiring more equipment to assist with one off projects
5	88 Connector Repairs	<b>\$40,000</b>	Fix issues before requiring major road rebuild. Requesting additional \$40,000 to \$80,000 already included in the base budget.
6	Road Repairs (Rural)	<b>\$80,000</b>	Fix issues before requiring major road rebuild. Requesting additional \$80,000 to \$120,000 already included in the base budget.
7	Lagoon Pond - Odour Control	<b>\$16,500</b>	Reduction in complaints regarding sewer smell, more continuous solid digestion
8	Additional Summer Weed Inspector	<b>\$30,300</b>	With an additional inspector, the compounding weed problem can be addressed in a more time efficient manner
9	Erosion Repair Maintenance	<b>\$40,000</b>	As some of the flood control channels have signs of erosion damage, the Agricultural Service Board feels it would be beneficial to the infrastructure to do the repairs before a larger erosion problems occur, causing the infrastructure to fail.
10	Vet Clinic Reserve	<b>\$150,000</b>	This will ensure that the livestock producers in Mackenzie County will have access to large animal veterinary services
11	Fee for Service adjustment - La Crete Ferry Campground	<b>\$5,000</b>	Increase day use area maintenance fee paid to La Crete Ferry Campground Society by \$5,000. Current fee paid \$5,000
12	First Nations Consultation	<b>\$20,000</b>	Projects/Agreements undertaken by the County require First Nation Consultation
13	Urban Canopy (Tree Planting) - Various Locations	<b>\$10,000</b>	Purchase and install trees as directed by Council
	<b>TOTAL REQUEST</b>	<b>\$492,800</b>	







Mackenzie County

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Budget Council Meeting</b>
<b>Meeting Date:</b>	<b>November 27, 2018</b>
<b>Presented By:</b>	<b>Bill McKennan, Director of Finance</b>
<b>Title:</b>	<b>Information/Correspondence</b>

## BACKGROUND / PROPOSAL:

The following items are attached for your information, review, and action if required.

- November 6, 2018 Budget Council Meeting Minutes
- 
- 
- 

## OPTIONS & BENEFITS:

## COSTS & SOURCE OF FUNDING:

## SUSTAINABILITY PLAN:

## COMMUNICATION:

## RECOMMENDED ACTION:

- Simple Majority
  Requires 2/3
  Requires Unanimous

That the information/correspondence items be accepted for information purposes.

Author: C. Gabriel Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_



**MACKENZIE COUNTY  
BUDGET COUNCIL MEETING**

**November 6, 2018  
10:00 a.m.**

**Fort Vermilion Council Chambers  
Fort Vermilion, AB**

**PRESENT:**

Josh Knelsen	Reeve
Walter Sarapuk	Deputy Reeve
Jacque Bateman	Councillor
Peter F. Braun	Councillor
Cameron Cardinal	Councillor
David Driedger	Councillor
Eric Jorgensen	Councillor (arrived at 2:38 p.m.)
Anthony Peters	Councillor
Ernest Peters	Councillor
Lisa Wardley	Councillor

**REGRETS:**

**ADMINISTRATION:**

Lenard Racher	Chief Administrative Officer
Byron Peters	Deputy CAO
David Fehr	Director of Operations
Doug Munn	Director of Community Services
Fred Wiebe	Director of Utilities
Carol Gabriel	Director of Legislative & Support Services/Recording Secretary
Don Roberts	Zama Site Manager
Jennifer Batt	Finance Controller
Grant Smith	Agricultural Fieldman

**ALSO PRESENT:** Members of the public.  
Representatives from Not for Profit Organizations

Minutes of the Budget Council meeting for Mackenzie County held on November 6, 2018 in the Council Chambers at the Fort Vermilion County Office.

**CALL TO ORDER: 1. a) Call to Order**

Reeve Knelsen called the meeting to order at 1:04 p.m.

**AGENDA: 2. a) Adoption of Agenda**

**MOTION 18-11-877 MOVED** by Councillor Braun

\_\_\_\_\_  
\_\_\_\_\_

That the agenda be approved with the following additions:

- 2. b) November 7, 2018 Budget Council Meeting
- 9. a) Letter for Remembrance Day
- 9. b) Meetings with Ministers

**CARRIED**

**2. b) November 7, 2018 Budget Council Meeting**

**MOTION 18-11-878**

**MOVED** by Councillor A. Peters

That the November 7, 2018 Budget Council meeting be rescheduled to November 27, 2018 and that the Committee of the Whole meeting be cancelled.

**CARRIED**

**FINANCE:**

**12. d) Budget Meeting Dates**

**MOTION 18-11-879**

**MOVED** by Councillor Bateman

That the December 19, 2018 Budget Council meeting be cancelled.

**CARRIED**

**MOTION 18-11-880**

**MOVED** by Councillor Braun

That a Budget Council meeting be scheduled for December 3, 2018 at 10:00 a.m.

**CARRIED**

**MINUTES FROM  
PREVIOUS MEETING:**

3. a) None

**COUNCIL COMMITTEE  
REPORTS:**

5. a) None

**GENERAL REPORTS:**

6. a) None

**TENDERS:**

7. a) None

**PUBLIC HEARINGS:**

8. a) None

\_\_\_\_\_  
\_\_\_\_\_

**ADMINISTRATION:**

**9. a) Letter for Remembrance Day (ADDITION)**

**MOTION 18-11-881**  
Requires Unanimous

**MOVED** by Councillor E. Peters

That a letter of appreciation be sent to the local members of the Canadian Forces.

**CARRIED UNANIMOUSLY**

**ADMINISTRATION:**

**9. b) Meetings with Ministers (ADDITION)**

**MOTION 18-11-882**  
Requires Unanimous

**MOVED** by Councillor Braun

That the meetings with Ministers be received for information.

**CARRIED**

**CLOSED MEETING:**

**17. a) Buffalo Head Prairie Flood Mitigation Project**

**MOTION 18-11-883**

**MOVED** by Councillor Cardinal

That Council move into a closed meeting at 1:48 p.m. to discuss the Buffalo Head Prairie Flood Mitigation Project. *(FOIP, Div. 2, Part 1, s. 16, 24, 25)*

**CARRIED**

The following individuals were present during the closed meeting discussion. *(MGA Section 602.08(1)(6))*

- All Councillors
- Len Racher, Chief Administrative Officer
- Jennifer Batt, Finance Controller

**MOTION 18-11-884**

**MOVED** by Councillor E. Peters

That Council move out of a closed meeting at 2:34 p.m.

**CARRIED**

Reeve Knelsen recessed the meeting at 2:35 p.m. and reconvened the meeting at 2:49 p.m.

Councillor Jorgensen arrived at 2:38 p.m.

**MOTION 18-11-885**  
Requires 2/3

**MOVED** by Deputy Reeve Sarapuk

\_\_\_\_\_  
\_\_\_\_\_

That the budget be amended to include an additional \$2,540,000 for the Buffalo Head Prairie Flood Mitigation Project with funding coming from the Drainage Reserve (\$1,000,000) and the General Capital Reserve (\$1,540,000).

**CARRIED**

**AGRICULTURE SERVICES:**

**10. a) None**

**COMMUNITY SERVICES:**

**11. a) None**

**FINANCE:**

**12. a) Draft 2019 Budget**

**MOTION 18-11-886**  
Requires 2/3

**MOVED** by Councillor E. Peters

That the Draft 2019 Budget be TABLED to the next Budget Council meeting.

**CARRIED**

**FINANCE:**

**12. b) Town of High Level 2019 Capital Funding Request**

**MOTION 18-11-887**  
Requires 2/3

**MOVED** by Councillor Bateman

That the 2019 capital projects requests from the Town of High Level be approved with the exception of the Airport – Parking Pay Station.

**CARRIED**

**FINANCE:**

**12. c) Review of Organizational Chart**

**MOTION 18-11-888**

**MOVED** by Councillor Wardley

That the organizational chart recommendations be TABLED to the budget deliberations.

**CARRIED**

Reeve Knelsen recessed the meeting at 3:29 p.m. and reconvened the meeting at 3:37 p.m.

**DELEGATIONS:**

**4. a) Presentations by Not for Profit Organizations**

\_\_\_\_\_  
\_\_\_\_\_

The following Not for Profit Organizations made presentations to Council regarding their 2019 Grant Applications:

La Crete Agricultural Society  
La Crete Ferry Campground  
High Level Agricultural Society  
High Level Rural Hall  
Fort Vermilion Area Seniors and Elders Lodge Board 1788  
Rocky Lane Agricultural Society

Reeve Knelsen recessed the meeting at 4:55 p.m. and reconvened the meeting at 5:37 p.m.

The following Not for Profit Organizations made presentations to Council regarding their 2019 Grant Applications:

Fort Vermilion and Area Board of Trade  
Peace River Rotary House Society  
Zama Recreation Society  
La Crete Recreation Board

Reeve Knelsen recessed the meeting at 6:31 p.m. and reconvened the meeting at 6:44 p.m.

The following Not for Profit Organizations made presentations to Council regarding their 2019 Grant Applications:

Fort Vermilion Recreation Society  
L.A. on Wheels Society  
Mackenzie Regional Community Services/Victim Services Unit  
Rainbow Lake Youth Centre  
Fort Vermilion Agricultural Society/Heritage Centre  
Tompkins Improvement Board

Reeve Knelsen recessed the meeting at 8:27 p.m. and reconvened the meeting at 8:34 p.m.

The following Not for Profit Organizations made presentations to Council regarding their 2019 Grant Applications:

La Crete Community Equine Centre

**OPERATIONS:**

**13. a) None**

**PLANNING &  
DEVELOPMENT:**

**14. a) None**

\_\_\_\_\_  
\_\_\_\_\_

**UTILITIES:** 15. a) None

**INFORMATION/  
CORRESPONDENCE:** 16. a) None

**NOTICE OF MOTION:** 18. a) None

**NEXT MEETING DATE:** 19. a) Next Meeting Date

Regular Council Meeting  
November 13, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

Budget Council Meeting  
November 27, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

Regular Council Meeting  
November 28, 2018  
10:00 a.m.  
Fort Vermilion Council Chambers

**ADJOURNMENT:** 20. a) Adjournment

**MOTION 18-11-889** **MOVED** by Councillor Jorgensen

That the Budget Council meeting be adjourned at 8:46 p.m.

**CARRIED**

These minutes were approved by Council on November 13, 2018.

(original signed)

\_\_\_\_\_  
Joshua Knelsen  
Reeve

(original signed)

\_\_\_\_\_  
Lenard Racher  
Chief Administrative Officer