



**Mackenzie County**

# REQUEST FOR DECISION

<b>Meeting:</b>	<b>Regular Council Meeting</b>
<b>Meeting Date:</b>	<b>February 28, 2024</b>
<b>Presented By:</b>	<b>Jennifer Batt, Director of Finance</b>
<b>Title:</b>	<b>2023 Budget Allocations &amp; Amendments - UPDATED</b>

## **BACKGROUND / PROPOSAL:**

The annual audit for 2023 is scheduled as an in person audit for the week of March 6<sup>th</sup>, 2024.

Administration has completed numerous reconciliations and analysis of the financial transactions, liabilities and commitments of Council to ensure that Generally Accepted Accounting Principles and Practices have been utilized. Based on the work completed to date, we are recommending that Council approve the recommendations and actions as detailed in this report in preparation for the scheduled Audit.

### **1. Bursary Reserve**

In the 2023 Operating budget, Council approved \$50,000 in funding towards awarding Bursaries to applicants as per Policy, anticipating a larger volume of applicants.

\$37,500 was awarded to 19 bursary recipients in 2023, however 1 returned the bursary in the amount of \$500, and 1 applicant awarded \$3,000 has not completed the required documents. Administration has released funding to 17 applicants for a total of \$34,000.

Administration invoiced 3 recipients that did not fulfill their commitment from previous years awarding for the amount of \$5,500. Once payment is received, administration will bring forward to Council for allocation.

Policy ADM049-Bursaries;

6.4 *Any unused funds in any given year shall be allocated to the Bursary Reserve established by Council.*

Author: J. Batt Reviewed by: \_\_\_\_\_ CAO: \_\_\_\_\_





**COMMUNICATION / PUBLIC PARTICIPATION:**

N/A

**POLICY REFERENCES:**

- RESV002 – General Capital Reserve
- RESV003 – Off-Site Levy Reserve
- RESV004 – Road Reserve
- RESV005 – Gravel Reclamation Reserve
- RESV010 – Municipal Reserve
- RESV017 – Bursaries Reserve
- RESV020 – Grants to Other Organizations Reserve

**RECOMMENDED ACTION:**

**Motion 1**

- Simple Majority       Requires 2/3       Requires Unanimous

That \$16,000 from 2023 Operating Budget, be contributed to the Bursaries Reserve, as per Policy ADM049-Bursaries, and RESV017 – Bursaries Reserve.

**Motion 2**

- Simple Majority       Requires 2/3       Requires Unanimous

That Offsite Levies/Frontage revenues in 2023 of \$165,194 be contributed to the Off-Site Levy Reserve.

**Motion 3**

- Simple Majority       Requires 2/3       Requires Unanimous

That Gravel Aggregate revenue in 2023 of \$173,403 be contributed to the Gravel Reclamation Reserve.

**Motion 4**

- Simple Majority       Requires 2/3       Requires Unanimous

That Municipal Reserve revenue in 2023 of \$47,913 be contributed to the Municipal Reserve.

**Motion 5**

Author: J. Batt      Reviewed by: \_\_\_\_\_      CAO: \_\_\_\_\_

Simple Majority       Requires 2/3       Requires Unanimous

That funds in the amount of \$22,245 be allocated to the General Capital Reserve from the Incomplete Capital – Administration Reserve in 2023.

**Motion 6**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 Capital Budget for the Vacant Lot Purchase 10105-100 Ave (2023) project be amended by \$1,709 with funding coming from the General Capital Reserve.

**Motion 7**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 Capital Budget be amended with funding coming from the Road Reserve for the following projects:

- TWP RD 1050 (27 baseline) 2 - \$891
- Machesis Lake - Road Rebuild and section Repairs (2022) - \$3,998
- Angle Road HL South - Rebuild (2023) - \$3,477

**Motion 8**

Simple Majority       Requires 2/3       Requires Unanimous

That \$40,000 from 2023 Operating Budget be contributed to the Grants to Other Organization Reserve, for future Fort Vermilion Grazing Reserve road construction expenses.

**Motion 9**

Simple Majority       Requires 2/3       Requires Unanimous

That the 2023 One Time Budget be amended by \$60 for the FV Fishing Opportunities project, with funding coming from the Municipal Reserve.