

MACKENZIE COUNTY

BUDGET COUNCIL MEETING

**NOVEMBER 5, 2019
5:00 PM**

FORT VERMILION COUNCIL
CHAMBERS

 780.927.3718

 www.mackenziecounty.com

 4511-46 Avenue, Fort Vermilion

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Mackenzie County

**MACKENZIE COUNTY
BUDGET COUNCIL MEETING**

**Tuesday, November 5, 2019
5:00 p.m.**

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

AGENDA

CALL TO ORDER:	1.	a)	Call to Order	Page 3
AGENDA:	2.	a)	Adoption of Agenda	3
ADOPTION OF PREVIOUS MINUTES:	3.	a)	None	
DELEGATIONS:	4.	a)	None	
TENDERS:	5.	a)	None	
PUBLIC HEARINGS:	6.	a)	None	
GENERAL REPORTS:	7.	a)	None	
AGRICULTURE SERVICES:	8.	a)	None	
COMMUNITY SERVICES:	9.	a)	None	
FINANCE:	10.	a)	2020 Grants to Non Profit Organizations	5
		b)		
		c)		
OPERATIONS:	11.	a)	None	
UTILITIES:	12.	a)	None	
PLANNING & DEVELOPMENT:	13.	a)	None	
ADMINISTRATION:	14.	a)	None	

**COUNCIL
COMMITTEE
REPORTS:** 15. a) None

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

CLOSED MEETING: *Freedom of Information and Protection of Privacy Act Division
2, Part 1 Exceptions to Disclosure*

17. a)
b)

NOTICE OF MOTION: 18. a)

**NEXT MEETING
DATES:** a) Budget Council Meeting
November 26, 2019
10:00 a.m.
Fort Vermilion Council Chambers

b) Regular Council Meeting
November 27, 2019
10:00 a.m.
Fort Vermilion Council Chambers

ADJOURNMENT: 20. a) Adjournment



Mackenzie County

REQUEST FOR DECISION

Meeting:	Budget Council Meeting
Meeting Date:	November 5, 2019
Presented By:	Jennifer Batt, Interim Director of Finance
Title:	2020 Grants to Non Profit Organizations

BACKGROUND / PROPOSAL:

Every year administration advertises Mackenzie County Grant Application funding for non-profit organizations with a deadline for application of October 15th. The application was available at County offices, or online as a fillable document.

As part of the budget discussions, Council has requested that non-profit organizations requesting grant funding, be invited to discuss their organizations events, and projects, and discuss their funding requests.

Attached please find:

- Draft list of organizations that will be present,
- List of funding requests for consideration by the various organizations,
- Policy FIN013 Community Organization Funding.

OPTIONS & BENEFITS:

COSTS & SOURCE OF FUNDING:

Currently within the 2020 Operating budget is the \$553,208

Author: J Batt Reviewed by: _____ CAO: _____

SUSTAINABILITY PLAN:

COMMUNICATION:

RECOMMENDED ACTION:

- Simple Majority Requires 2/3 Requires Unanimous

For review and discussion.

Author: J. Batt Reviewed by: _____ CAO: _____

DRAFT

NPO's Presentation

November 5, 2019

5pm-9pm

5:00-5:15	La Crete Recreation Society
5:15-5:30	Fort Vermilion Recreation Society
5:30-5:45	La Crete Agricultural Society
5:45-6:00	Fort Vermilion Agricultural Society
6:00-6:15	Fort Vermilion Seniors' Club
6:15-6:30	Rocky Lane Agricultural Society
6:30-6:45	High Level Ag. Exhibition Association
6:45-7:00	FV & Area Board of Trade
7:00-7:15	Break
7:15-7:30	River of Death and Discovery Dinosaur Museum Society
7:30-7:45	Rainbow Lake Youth Centre
7:45-8:00	
8:00-8:15	
8:15-8:30	
8:30-8:45	
8:45-9:00	

MACKENZIE COUNTY

Summary of 2020 Grants to Other Organizations (NPOs)

Orginazation	2020 Request	2019 Budget	2018 Budget	2017 Budget	2016 Actual
Mackenzie County Library Board	\$ 257,939.40	\$ 257,228.00	\$ 245,750.00	\$ 239,080.00	\$ 237,910.00
Recreation Boards	\$ 1,935,824.28	\$ 1,043,310.00	\$ 1,023,419.38	\$ 920,039.09	\$ 811,607.25
NPO Grants	\$ 754,000.00	\$ 553,208.00	\$ 442,400.00	\$ 394,341.00	\$ 371,707.76
FCSS	\$ 464,471.00	\$ 373,353.00	\$ 373,353.00	\$ 373,353.00	\$ 373,353.00
Agriculture	\$ 152,500.00	\$ 147,500.00	\$ 131,000.00	\$ 127,000.00	\$ 110,000.00
Cemeteries	\$ 5,400.00	\$ 4,800.00	\$ 4,200.00	\$ 4,200.00	\$ 4,200.00
Tourism	\$ -	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00	\$ 1,000.00
	3,570,135	\$2,379,399	2,220,122	2,058,013	1,908,778

Mackenzie County
 Grants to Other Non-Profit Organizations

Library Boards

	2020 Request		2019 Budget		2018 Budget		2017 Budget		2016 Budget	
		change		change		change		change		change
Mackenzie Library Board	212,500	0%	212500	0%	212,500	0%	212,500	0.00%	212,500	0.0%
Town of High Level Cost Sharing*	15,500	0%	15500	0%	15,500	0%	15,500	0.00%	15,500	0.0%
BlueHills Library	15,000	0%	15000	257%	4,200	0%	-	0.00%	-	0.0%
Utilities	14,939	5%	14228	5%	13,550	22%	11,080	11.81%	9,910	10.79%
Total	257,939	0%	257,228	5%	245,750	2.79%	239,080	0.49%	237,910	0.41%
Population (based on 2017)	12512		10927		10927		10927		10925	
\$ per capita	\$20.62		\$23.54		\$22.49		\$21.88		\$21.78	

		2020 Requests	2019 Budget	2018 Budget	2017 Budget	2016 Budget
Fort Vermilion Recreation Society:	Operating - Board & Facilities	\$244,600	\$214,178	\$213,728	\$185,850	\$185,850
	Total requested		\$214,178	\$213,728	\$185,850	\$185,850
	Paid by County:					
	Operating - utilities	\$131,040	\$128,471	\$122,353	\$116,527	\$69,807
	Operating - insurance	\$17,958	\$17,958	\$16,912	\$16,912	\$16,912
	TOTAL	\$393,598	\$360,607	\$352,993	\$319,289	\$272,569

		2020 Requests	2019 Budget	2018 Budget	2017 Budget	2016 Budget
La Crete Recreation Society:	Operating - Board & Facilities	\$360,405	\$345,190	\$343,390	\$298,600	\$298,600
	Total requested		\$345,190	\$343,390	\$298,600	\$298,600
	Paid by County:					
	Operating - utilities	\$147,597	\$144,703	\$137,813	\$131,250	\$71,439
	Operating - insurance	\$39,131	\$39,131	\$36,828	\$36,828	\$36,828
	TOTAL	\$547,133	\$529,024	\$518,031	\$466,678	\$406,867

		2020 Requests	2019 Budget	2018 Budget	2017 Budget	2016 Budget
Zama Recreation Society (excl. FCSS & excl. Chamber of Commerce)	Operating - Board & Facilities	\$137,182	\$137,182	\$136,732	\$118,880	\$118,880
	Total requested		\$137,182	\$136,732	\$118,880	\$118,880
	Paid by County:					
	Operating - Utilities	\$10,598	\$10,390	\$9,895	\$9,424	\$7,523
	Operating - Insurance	\$6,107	\$6,107	\$5,769	\$5,769	\$5,769
	TOTAL	\$153,887	\$153,679	\$152,396	\$134,073	\$132,172

Summary of Recreation Boards Budget History

Summary	2020 Requests	2019 Budget	2018 Budget	2017 Budget	2016 Budget
Total operating	\$742,187	\$696,550	\$693,850	\$603,330	\$603,330
County-paid utilities & insurance	\$352,431	\$346,760	\$329,570	\$316,709	\$208,277
Grand total	\$1,094,618	\$1,043,310	\$1,023,419	\$920,039	\$811,607

Fort Vermilion Recreation Society:		2020 Request	2019 Budget	2018 Budget	2017 Budget	2016 Budget
	Capital - see specification	\$429,500	\$97,000	\$98,000	\$555,000	\$113,870

2020 Capital Grant Requests	2020 Requests			Cost Allocation - Approved		
				Rec. Board cost share	County cost share	Total
New Hockey Boards and Glass with Protective Netting	\$199,500				\$199,500	\$199,500
Fitness Centre Expansion	\$99,000				\$99,000	\$99,000
Overhead Door Replacement/Completion of Hockey Netting	\$16,000				\$16,000	\$16,000
Paint Exterior of Fort Vermilion Community and Cultural Complex	\$16,000				\$16,000	\$16,000
Baseball Netting	\$75,000				\$75,000	\$75,000
Outdoor Rink Repairs	\$14,000				\$14,000	\$14,000
Purchase Outhouses for Rodeo Grounds	\$10,000				\$10,000	\$10,000
TOTAL CAPITAL REQUESTS	\$429,500		\$0	\$0	\$429,500	\$429,500

La Crete Recreation Society:		2020 Request	2019 Budget	2018 Budget	2017 Budget	2016 Budget
	Capital - see specification	\$411,706	\$142,000	\$107,500	\$177,700	\$414,149

2020 Capital Grant Requests	2020 Requests			Cost Allocation - Approved		
				Rec. Board cost share	County cost share	Total
VRA Gas Filler	\$8,000				\$8,000	\$8,000
Synthetic Bowling Lanes	\$40,000				\$40,000	\$40,000
Urinal and Utility Sink in Youth Centre	\$1,200				\$1,200	\$1,200
Wheel Chair Lift	\$50,000				\$50,000	\$50,000
Tennis Court, Basketball, Pickle Ball Court	\$299,106				\$299,106	\$299,106
3 Hash Mark Logo's	\$1,500				\$1,500	\$1,500
Tennis Court Practice Wall	\$1,500				\$1,500	\$1,500
Shelving for Trophies	\$1,500				\$1,500	\$1,500
Court line Taper	\$1,000				\$1,000	\$1,000
Office Desk	\$1,300				\$1,300	\$1,300
Replace 10 Old Exit Lights	\$1,600				\$1,600	\$1,600
Air Conditioner for Hall	\$800				\$800	\$800
Portable Sound System	\$2,700				\$2,700	\$2,700
Carpet Runner	\$1,500				\$1,500	\$1,500
TOTAL CAPITAL REQUESTS	\$411,706		\$0	\$0	\$411,706	\$411,706

Zama Recreation Society (excl. FCSS & excl. Chamber of Commerce)		2020 Request	2019 Budget	2018 Budget	2017 Budget	2016 Budget
	Capital - see specification	\$0	\$30,000	\$0	\$75,000	\$30,920

2020 Capital Grant Requests	2020 Requests			Cost Allocation - Approved		
				Rec. Board cost share	County cost share	Total
Carry Forward from Previous Years	\$0				\$0	\$0
TOTAL CAPITAL REQUESTS	-		\$0	-	-	-

Summary of Recreation Boards Budget History

Summary	2020 Request	2019 Budget	2018 Budget	2017 Budget	2016 Budget
Total capital (County's portion)	841,206	\$269,000	\$205,500	\$807,700	\$558,939
Grand total	841,206	\$269,000	\$205,500	\$807,700	\$558,939

Mackenzie County
Grants to Other Non-Profit Organizations

Organization	Operating or Capital	2020 REQUEST	2019 Budget	2018 Budget	2017 Budget	2016 Budget	2020 Notes
Assumption Region Community Policing Society	Capital	\$25,000					
FV Agricultural Society - Heritage Centre	Operating	\$30,000	\$27,750	\$25,000	\$25,000	\$25,000	
FV Area Board of Trade	Operating	\$10,000	\$17,000	\$17,000	\$12,000	\$12,000	Application unclear
	Capital	\$205,000					
FV & Area Seniors' and Elders' Lodge Board 1788	Operating		\$8,000				Not requesting funding for 2020 budget year. Submitted a progress report
FV Friends of the Old Bay House Society	Utilities only	\$2,500	\$2,500	\$2,500	\$11,500	\$0	
FV Royal Canadian Legion, Branch 243	Operating	\$10,000	\$8,000	\$6,000	\$6,000	\$6,000	
FV Seniors' Club	Operating	\$6,000	\$6,000	\$4,000	\$4,000	\$4,000	
HL Agricultural Exhibition Association	Capital	\$10,000	\$20,000	\$15,000			
	Capital	\$40,000	\$40,000		\$15,000	\$10,000	
	Sponsorship	\$0	\$8,000				
HL Rural Community Hall	Operating	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	
	Capital	\$10,000	\$15,000	\$15,000	\$10,000	\$10,000	
HL Trappers Association	Capital		\$0		\$6,000		
L.A. on Wheels Society	Operating	\$35,000	\$45,000				As per Agreement
LC Area Chamber of Commerce	Operating	\$28,000	\$25,000	\$25,000	\$23,000	\$23,000	
	Capital	\$11,000	\$13,000	\$13,000	\$10,000	\$10,000	
LC Agricultural Society - Mennonite Heritage Village	Supplementary	\$75,000	\$45,000	\$35,000	\$35,000	\$35,000	
	Operating-Utilities & Insurance	\$45,000	\$43,000	\$41,000	\$41,000	\$22,489	
	Capital						
LC Community Equine Centre	Operating - Heat and Power		\$10,000	\$10,000	\$10,000	\$100,000	Did not receive a Grant Application
	Operating		\$7,000				
La Crete Ferry Campground Society	Insurance		\$1,615				Did not receive a Grant Application
LC Field of Dreams Stampede Committee (Rodeo)	Capital		\$7,500	\$25,000	\$35,000	\$0	Did not receive a Grant Application
LC Meals for Seniors	Operating	\$6,000	\$6,000	\$6,000	\$4,000	\$4,000	
LC Polar Cats	Operating	\$10,000	\$5,000	\$5,000	\$5,000	\$5,000	
LC Seniors Inn (drop-in centre)	Operating	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	
	Operating - Utilities	\$4,000	\$4,000	\$4,000	\$1,341	\$1,219	
Rainbow Lake Family Centre	Capital		\$1,420	\$0	\$5,000	\$0	No longer in operation.
Rainbow Lake Youth Center	Capital	\$5,000		\$0			
	Operating	\$37,000	\$25,000	\$25,000	\$7,500		
River of Death and Discovery Dinosaur Museum Society	Capital	\$12,500					
Rocky Lane Agricultural Society	Capital	\$3,000	\$15,000	\$15,000	\$12,000	\$12,000	
	Supplementary	\$15,000	\$14,450	\$14,000	\$12,000	\$14,000	
	Operating - Arena Heat and Power	\$10,000	\$10,000	\$10,000	\$10,000	\$0	
Tompkins Improvement Board	Operating			\$7,700			
	Capital						Did not receive a Grant Application
Watt Mountain Wanderers	Operating			\$0	\$5,000	\$5,000	
ZA Chamber of Commerce	Operating	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	
STARS Air Ambulance	Operating			\$5,000			
Festival of Trees	Operating		\$2,000				
REDI	Operating	\$28,000	\$28,000	\$28,000	\$28,000	\$28,000	
High School Bursaries	Operating	\$25,000	\$25,000	\$29,000	\$25,000	\$24,000	
Grants to Other Organizations - Misc	Operating	\$15,000	\$15,000	\$15,000	\$15,000		
Cemetaries	Operating	\$5,400	\$4,800	\$4,200	\$4,200	\$4,200	
Emergent/ Emergency Funding	Operating	\$20,000	\$20,000	\$20,000			Grants to Other Organization Budget - Under Administration
Total		\$759,400	\$546,035	\$442,400	\$394,341	\$371,708	

Mackenzie County
Grants to Other Non-Profit Organizations - ONE TIME

Organization	Operating or Capital	2019 Budget	2018 Budget	2017 Budget	2016 Budget	2019 Notes
Mackenzie Regional Community Society	Operating	\$2,173				
Peace Countries Gleaner	capital	\$5,000				
		\$0	\$7,173			

		\$759,400	\$553,208			
Fort Vermilion		\$263,500	\$69,250			
La Crete		\$217,000	\$220,115			
Zama		\$8,000	\$8,000			
High Level		\$70,000	\$93,000			
Rocky Lane		\$28,000	\$39,450			
Rainbow Lake		\$42,000	\$26,420			
Other (Regional)		\$125,500	\$92,173			
Cemetaries		\$5,400	\$4,800			
		\$759,400	\$553,208			

Mackenzie County
Grants to Other Non-Profit Organizations

FCSS

	2020 Request		2019 Budget		2018 Budget		2017 Budget		2016 Budget	
		change		change		change		change		change
Fort Vermilion FCSS	233,200	56%	149,202	0%	149,202	0%	149,202	0%	149,202	18%
La Crete FCSS	222,330	3%	215,210	0%	215,210	0%	215,210	0%	215,210	18%
Zama FCSS	8,941	0%	8,941	0%	8,941	0%	8,941	0%	8,941	18%
Total FCSS Funding Requested:	464,471	24%	373,353	0%	373,353	0%	373,353	0%	373,353	18%
Provincial FCSS Funding (80%)	298,682	0%	298,682	0%	298,682	0%	298,682	0%	298,682	18%
Municipal Share (20%)+	74,671	0%	74,671	0%	74,671	0%	74,671	0%	74,671	18%
Provincial + Municipal funding available:	373,353	0%	373,353	0%	373,353	0%	373,353	0%	373,353	18%
Requested over the funding available:	91,118		0		0		0		0	

The 20% municipal share is funded by the County's municipal taxes.

Mackenzie County
 Grants to Other Non-Profit Organizations

Agriculture

Organization	Operating or Capital	2020 Request	2019 Budget	2018 Budget	2017 Budget	2016 Budget
Frontier Veterinary Services	Operating - Large Animal	\$40,000	\$40,000	\$26,000	\$20,000	\$0
	Operating	\$45,000	\$40,000	\$40,000	\$40,000	\$60,000
FV Mackenzie Applied Research Association	Operating	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000
	Operating	\$15,000	\$15,000	\$15,000	\$15,000	\$0
Farm Safety	Operating	\$2,500	\$2,500	\$0	\$2,000	
Total		\$152,500	\$147,500	\$131,000	\$127,000	\$110,000

Tourism

Mackenzie Golf	Operating		\$1,000	\$1,000	\$1,000	\$1,000
Total		\$0	\$1,000	\$1,000	\$1,000	\$1,000

Mackenzie County
 Grants to Other Non-Profit Organizations
 Cemeteries

	Location	2020 Budget	2019 Budget	2018 Budget	2017 Budget	2016 Budget
St. Henry's RC Cemetary	Fort Vermilion	\$600	\$600	\$600	\$600	\$600
St. Luke's Anglican Cemetary	Fort Vermilion	\$600	\$600	\$600	\$600	\$600
La Crete Bergthaler	La Crete	\$600	\$600	\$600	\$600	\$600
La Crete Christian Fellowship	La Crete	\$600	\$600	\$600	\$600	\$600
North Paddle River Cemetary	Rocky Lane	\$600	\$600	\$600	\$600	\$600
Cornerstone Evangelical Church	La Crete	\$600	\$600	\$600	\$600	\$600
Ruthenian Greek Cemetary	Rocky Lane	\$600	\$600	\$600	\$600	\$600
High Level Cemetary	High Level	\$600	\$600			
Living Hope Evangelical Church	La Crete	\$600				
Total:		\$5,400	\$4,800	\$4,200	\$4,200	\$4,200

Specification of requests by location:

Location	FCSS	NPO Grants	Recreation Boards	Agriculture	Mackenzie County Library Board	Tourism	Cemeteries	Total
3 Recreation Boards - Capital			841,206					841,206
Fort Vermilion	233,200	263,500	393,598				1,200	891,498
La Crete	222,330	217,000	547,133				2,400	988,863
Zama	8,941	8,000	153,887					170,828
High Level		70,000					600	70,600
Rocky Lane		28,000					1,200	29,200
Rainbow Lake		42,000						42,000
Other (Regional)		125,500		152,500	257,939	0		535,939
Total 2020 Budget	464,471	754,000	1,935,824	152,500	257,939	0	5,400	3,570,135

MACKENZIE COUNTY

Title	COMMUNITY ORGANIZATION FUNDING	Policy No:	FIN013
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Legislation Reference	Municipal Government Act, Section 248
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Purpose

To provide guidelines for interim and/or seek funding of community services.

Policy Statement and Guidelines

Mackenzie County Council recognize that certain services should be supported by the community both in principal and also financially (cash or in-kind services) or the services may cease to exist.

Guidelines

The following common guidelines will apply:

1. Deadline for applications and/or the following years' budget projection is October 15th annually. Late applications will not be accepted.
2. Groups must be non profit societies officially incorporated for a minimum of one year under provincial or federal statute. In special circumstances, Mackenzie County may sponsor an unincorporated group as determined by Council.

Groups must be able to demonstrate the following: membership commitment; management capacity; planning capabilities; self-generated matching resources; good level of financial stability; commitment to the groups' self-reliance.

3. Information to be submitted with the completed application:
 - 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, any provincial/federal grants, and fundraising information;
 - g) Purchasing policy/procedure;
 - h) Honorariums and expenses paid to Executive or Board members.

4. Funds issued on a grant basis will be accounted for through the budget process.
5. Whereas an organization receives grant funding from Mackenzie County, the organization will submit to Council a written report outlining a scope of work completed or in progress, the overall success of the project or program, and an accounting report, upon completion of the project or program, or upon completion of the following years' financial statements, whichever comes first.
6. Mackenzie County retains the right to deny funds.

	Date	Resolution Number
Approved	Nov 10/98	98-341
Amended	June 14/05	05-331
Amended	Sept 12/06	06-629

(signature on file)
Chief Administrative Officer

(signature on file)
Chief Elected Official