



CITY OF ST. ALBERT
CITY COUNCIL POLICY

NUMBER	TITLE
C-CS-18	Recreation & Culture Subsidy Program
ORIGINAL APPROVAL DATE	DATE LAST REVISED
April 25, 2016	January 21, 2019

Purpose

To provide a framework for the provision of financial assistance to low income residents and AISH recipients for City of St. Albert programs and services.

Policy

The City of St. Albert will provide a program to enable low income residents to access City operated programs and facilities regardless of financial circumstances.

Definitions

“AISH” means the Assured Income for the Severely Handicapped program which provides financial and health-related assistance to eligible adults with a disability.

“AISH recipient” means an individual that receives AISH benefits through the Province of Alberta and who have an AISH identification card.

"Eligible Applicant" means an individual living in St. Albert for a minimum of six (6) continuous months immediately prior to applying for a subsidy under the Recreation and Culture Subsidy Program.

“Family” means the householder and all the people in the household related to him or her.

“Household” means one or more people who occupy the same private dwelling.

“LICO” means the low income cut-off and is the income threshold below which a family will likely devote a larger share of its income on the necessities of food, shelter and clothing than the average family. The amount is determined by Statistics Canada and varies by 7 family sizes.

“Low income resident” means residents whose home address falls within the boundaries of the City of St. Albert and whose annual income is at or below LICO.

"Recreation and Culture Subsidy Program" means a program established to administer subsidies in accordance with this Policy.

Responsibilities

1. City Council is responsible to ensure appropriate resources are available to allow for the ongoing administration of this policy and subsequent program.
2. Chief Administrative Officer or delegate(s) is responsible to:
 - a. Establish administrative directives, documented processes and protocols to administer and manage the Recreation & Culture Subsidy Program.
 - b. Review this Policy every five (5) years.

Standards

1. St. Albert eligible applicants whose yearly family income falls at or below LICO for their particular household are eligible to receive a recreation/culture subsidy as per Schedule 1 (attached).
2. St. Albert AISH recipients are eligible to purchase a commuter transit pass at a subsidized rate as established in Policy C-FS-16 Municipal Fees and Charges, Schedule 2 – Transit Fees.
3. As indicated in Schedule 1, the total recreation/culture subsidies for recipients within a single household shall not exceed the maximum yearly subsidy for that family/household.
4. In determining recreation/culture subsidy eligibility, every member of the household over the age of 18 must provide a copy of the previous year's Notice of Assessment from Revenue Canada.
5. The recreation/culture subsidy can be applied to City of St. Albert recreation facility memberships and programs, or to Cultural Services programs.
6. Application for subsidy must be submitted annually.
7. The dollar amount from a cancelled approved subsidy will be refunded directly back into the subsidy program budget.
8. St. Albert eligible applicants who are AISH recipients are eligible to receive a yearly Servus Credit Union Place membership at no charge.

9. Anyone who has entered Canada as a landed refugee and has taken up residence in St. Albert shall, upon application, be provided with a 1 time annual membership at Servus Place Recreation Centre and a 1 time annual transit pass.
10. Applicants for a subsidy administered in accordance with this Policy must provide proof of St. Albert residency (eg. Utility bill, tax notice, driver's license, or AISH card).

Cross Reference

Council Policy C-FS-16 Municipal Fees and Charges, Schedule 2 – Transit Fares

Attachment

Schedule 1 - Recreation and Culture Subsidy Amount

DATE REVIEWED	NEXT REVIEW DATE	REVISIONS
November 2016 – Recreation and Parks	2020 – Recreation and Parks	June 20, 2016 – C398-2016 November 7, 2016 – AR-16-009 January 21, 2019 – AR-19-003

Schedule 1 – Recreation and Culture Subsidy Amount

The City recognizes that community members may require financial assistance in the form of a subsidy in order to participate in City of St. Albert recreation or culture programs, or to utilize City recreation facilities.

The following financial support will be available each year to those residents who meet the eligibility requirements to receive funding through the Recreation and Culture Subsidy Program.

	Maximum Yearly Subsidy
Eligible Resident (includes each member of the household)	60% discount off the price of an annual membership at Servus Credit Union Place (includes drop-in membership at all City of St. Albert Recreation Facilities) OR a six-month free membership at Servus Place
Child/Youth (under 18 years)	Up to two registered programs with a maximum annual total credit of \$150. The client would pay balance over the maximum subsidy (if applicable).