



AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING
 MONDAY DECEMBER 11, 2023 AT 7:00 PM

IN COUNCIL CHAMBERS #400-10 STREET BEAVERLODGE, AB

Microsoft Teams meeting Join on your computer, mobile app or room device

[Click here to join the meeting](#) Meeting ID: 261 625 529 007 Passcode: feEr4A

1.0	<u>CALL TO ORDER:</u> <i>Town of Beaverlodge's Legislative Meetings are being live streamed effective June 12, 2023 via Council resolution #145-2023-05-23</i>	
2.0	<u>LAND ACKNOWLEDGEMENT:</u>	PP 2
3.0	<u>ADOPTION OF AGENDA:</u>	
4.0	<u>ADOPTION OF MINUTES:</u> 4.1 November 27, 2023 - Regular Council Meeting Minutes	PP 3-5
5.0	<u>DELEGATIONS:</u> 5.1 South Peace Regional Archives – Ellyn Vandekerkhove	PP 6,7
6.0	<u>OLD BUSINESS:</u>	
7.0	<u>NEW BUSINESS:</u> 7.1 2024 Interim Budget 7.2 Facility and Fee Waiver – Beaverlodge Daycare 7.3 Facility and Fee Waiver – Beaverlodge & District Chamber of Commerce 7.4 Facility and Fee Waiver – Beaverlodge Barracudas – Annual Swim Meet 7.5 Facility and Fee waiver – Beaverlodge Barracudas – Regular Season	PP 8,9 PP 10--12 PP 13-16 PP 17-23 PP 24-28
8.0	<u>CORRESPONDENCE:</u> 8.1 Minutes from the November 27, 2023 Committee of the Whole Meeting 8.2 Peace Library System – Board Meeting Highlights – Nov 25, 2023	PP 29,30 PP 31
9.0	<u>COMMITTEE AND STAFF REPORTS:</u> 9.1 Action List 9.2 Staff & Council Reports	PP 32 PP 33-35
10.0	<u>CLOSED SESSION:</u>	
11.0	<u>ADJOURNMENT:</u>	



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

Fax: 780.354.2207

As long as the sun shines, grass grows and the rivers flow – we acknowledge the homeland of the many diverse First Nation & Métis people whose ancestors have walked this land.

We are grateful to live, learn and work on the traditional territory of Treaty 8 and we make this acknowledgement as an act of reconciliation and gratitude.



REGULAR COUNCIL MEETING MINUTES
MONDAY NOVEMBER 27, 2023 AT 7:00 PM

COUNCIL CHAMBERS 400-10 ST, BEAVERLODGE, ALBERTA

COUNCIL	Mayor Gary Rycroft Councillor Hugh Graw Councillor Cyndi Corbett Councillor Ryier Hommy	Deputy Mayor Judy Kokotilo-Bekkerus Councillor Cal Mosher Councillor Cody Moulds
STAFF	Jeff Johnston, CAO	Tina Letendre, Deputy CAO Nichole Young, Legislative Services

1.0 **CALL TO ORDER** Mayor Gary Rycroft called the meeting to order. **7: 00 PM**

2.0 **LAND ACKNOWLEDGEMENT**

As long as the sun shines, grass grows and the rivers flow – we acknowledge the homeland of the many diverse First Nation and Métis people whose ancestors have walked this land. We are grateful to live, learn and work on the traditional territory of Treaty 8 and we make this acknowledgement as an act of reconciliation and gratitude.

3.0 **ADOPTION OF AGENDA**

#276-2023-11-27 Councillor Cyndi Corbett

CARRIED: That Council adopts the agenda with the following changes:

- Add New Business Items 7.3 Municipal Affairs Land Assessment Audit Report, 7.4 Christmas Craze and Closed Session Item 10.1 Land – Evaluation – FOIP Section 27.

4.0 **ADOPTION OF MINUTES**

3.1 November 14, 2023 – Regular Council Meeting Minutes

#277-2023-11-27 Councillor Cyndi Corbett

CARRIED: That Council adopts the minutes of the November 14, 2023 Regular Council Meeting as presented.

5.0 **DELEGATIONS:**

6.0 **OLD BUSINESS:**

7.0 **NEW BUSINESS:**

7.1 Grande Prairie Regional Recreation Committee – 2024 Budget Request

#278-2023-11-27 Councillor Cody Moulds

CARRIED: That Council directs Administration to accommodate this request in our 2024 Budget.

7.2 Request to Discharge Caveat

#279-2023-11-27 Councillor Ryier Hommy

CARRIED: That Council directs Administration to discharge the caveat for the following properties: Praise & Worship Assembly - Plan 9920844 Lot 25A and Riley O’Connell - Plan 2322406 Block 3 Lot 1 and Plan 7521786 Lot A.

7.3 Municipal Affairs Land Assessment Audit Report

#280-2023-11-27 Councillor Ryier Hommy

CARRIED: That Council directs Administration to create a map showing the vacant land in the town of Beaverlodge.

7.4 Christmas Craze

#281-2023-11-27 Councillor Ryier Hommy

CARRIED: That Council directs Administration to create and distribute a schedule for this event.

8.0 **CORRESPONDENCE:**

8.1 Committee of the Whole Meeting Minutes – November 14, 2023

#282-2023-11-27 Councillor Cyndi Corbett

CARRIED: That Council adopts the minutes from the November 14, 2023 Committee of a Whole meeting as presented.

8.2 RCMP 3rd Quarter Community Policing Report

#283-2023-11-27 Councillor Ryier Hommy

CARRIED: That Council accepts this report for information.

9.0 **COMMITTEE AND STAFF REPORTS**

9.1 Action List

#284-2023-11-27 Councillor Cyndi Corbett

CARRIED: That Council accepts the Action Item List as presented.

9.2 Staff Reports

#285-2023-11-27 Councillor Cyndi Corbett

CARRIED: That Council accepts these Staff Activity Reports for information as presented.

10.0 **CLOSED SESSION**

#286-2023-11-27 Councillor Ryier Hommy **7:24 PM**
CARRIED: That Council moves into Closed Session for Item 10.1 Land – Evaluation – FOIP Section 27.

#287-2023-11-27 Councillor Cal Mosher **7:42 PM**
CARRIED: That Council moves out of Closed Session.

#288-2023-11-27 Councillor Ryier Hommy
CARRIED: That Council directs Administration to explore the feasibility of this deal.

11.0 **ADJOURNMENT** Mayor Gary Rycroft adjourned the meeting. **7:42 PM**

Mayor Gary Rycroft

CAO Jeff Johnston



Box 30, 400 - 10th Street
Beaverlodge, AB T0H 0C0

DELEGATIONS TO COUNCIL

Name of Delegates(s): Ellyn Vandekerhove

Representing: South Peace Regional Archives

Phone Number: 780-830-5105

Email: director@southpeacearchives.org

Topic: Inviting Beaverlodge to be a partner and use / access to the regional archives.

Staff Familiar with topic: _____

Attached Information: yes

Notes: Limit presentation to 15 minutes

Delegate Signature: _____

Date: _____

All notifications and documentations must be sent to nyoung@beaverlodge.ca
If you have materials/documentation to be included in the Agenda, they must be received by 1:00pm the Tuesday before the meeting you are scheduled to appear before Council.

Any documentation submitted (including this Delegate Application) is considered "Public Information" and will appear in a Council Agenda.

FOR OFFICE USE ONLY

Date and Time of Council Meeting to attend: Dec 11, 2023

Approved to Present by: Jeff Johnston Date: Nov 22/23

Town of Beaverlodge's Legislative Meetings are being live streamed effective June 12, 2023 via Council resolution #145-2023-05-23

 **Email**
town@beaverlodge.ca

 **Phone**
780-354-2201

 **Website**
beaverlodge.ca



October 18, 2023

Dear Jeff Johnston, R.E.T., ICD.D

I am reaching out on behalf of the South Peace Regional Archives ("the Archives"). Established in 2000 as the first regional archives in Alberta, our mandate is to gather, preserve, and share records of Alberta's South Peace River region. The Archives processes and preserves donated historical records to prolong their lifespan and provides reference services and access to the records through our public reading room and website.

The Archives is the only public access archives within the South Peace River Country in Alberta, which includes the County of Grande Prairie and the Town of Beaverlodge. The records of different towns and communities like yours provide a major building block for the history of our region and are of both regional and historic significance. However, we know preservation, let alone facilitating access to those records, is a daunting task for municipalities. To help facilitate the preservation and use of these vital records, we have partnered with different Municipal Governments, including the County of Grande Prairie.

In early 2024 the Archives will be moving from our current location in the Grande Prairie Museum to Centre 2000, greatly expanding our space and our capacity to store and preserve records. As our capacity expands, we would like to extend an offer of partnership to the Town of Beaverlodge.

We could provide a valuable service to the Town of Beaverlodge by assisting you in the preservation of your records by allowing the Archives to accept custody of your permanent records. This would not only decrease the amount of storage you need to maintain in your facility, but would also ensure the records are kept under professional preservation methods, environmental controls, and security. The Town of Beaverlodge would maintain full legal ownership of the records, and should your staff require any of the records in their work, we would provide access either in person or digitally, saving staff time in searching and retrieving documents. Within any restrictions you provide, we could also provide access to the public, allowing your records to be more broadly utilized in historical research.

To ensure that your records are cared for properly, we would ask for a small amount of annual operating funding. We propose a starting amount of \$1000.00 annually, which would ensure we continue to grow our capacity and service to you and the South Peace community.

On behalf of the South Peace Regional Archives Society Board, thank you very much for taking the time to read and consider this request. If you would like to discuss partnering, or any of the details outlined, please don't hesitate to contact me either via email at Director@SouthPeaceArchives.org or by phone at 780-830-5105.

A handwritten signature in blue ink that reads "Ellyn Vandekerkhove".

Ellyn Vandekerkhove
Executive Director

RECEIVED
OCT 26 2023

780-830-5105

SouthPeaceArchives.org

PO Box 687 STN MAIN
10329 101 Avenue
Grande Prairie, T8V 3A8

Date: December 11, 2023

From: Tina Letendre

Department: Administration

Reference: Interim Budget – 2024

The fiscal year of all municipalities in Alberta is the calendar year i.e. starts January 1st and ends December 31st. Generally, the Town's annual budget is not passed until spring, since important information such as assessment numbers are not received prior to January 1st.

Municipalities need to adopt an operating budget to continue day to day operations; therefore, under section 242 (2) "A council may adopt an interim operating budget for part of a calendar year".

Staff is recommending passing an Interim Operating Budget based on 50% of the 2023 Approved Operating Budget as detailed in Appendix I. The 2024 Operating Budget is expected to be approved by Council early in 2024.

Motion: That Council approve the 2024 Interim Operating budget based on 50% of the Approved 2023 Operating Budget as detailed in Appendix I.

Appendix I – 2024 Interim Operating Budget

EXPENSES	2023 Approved Operating Budget	2024 Interim Operating Budget
COUNCIL	\$ 199,525.00	\$ 99,762.50
ADMINISTRATION	\$ 1,232,278.33	\$ 616,139.17
SAFETY CODES	\$ 13,500.00	\$ 6,750.00
RCMP POLICING	\$ 146,717.00	\$ 73,358.50
FIRE SERVICE	\$ 252,008.30	\$ 126,004.15
EMERGENCY MANAGEMENT	\$ 17,092.74	\$ 8,546.37
ENFORCEMENT SERVICES	\$ 148,869.50	\$ 74,434.75
PUBLIC WORKS ADMINISTRATION	\$ 586,261.83	\$ 293,130.92
ROAD MAINTENANCE	\$ 545,671.07	\$ 272,835.54
GROUNDS & OPEN SPACES	\$ 189,035.67	\$ 94,517.84
WATER TREATMENT & DISTRIBUTION	\$ 869,406.26	\$ 434,703.13
SEWER COLLECTION & TREATMENT	\$ 267,923.84	\$ 133,961.92
GARBAGE & RECYCLING	\$ 239,805.70	\$ 119,902.85
FCSS	\$ 161,740.39	\$ 80,870.20
TAX REQUISITIONS	\$ 820,955.60	\$ 410,477.80
PLANNING & DEVELOPMENT	\$ 35,925.00	\$ 17,962.50
RECREATION FACILITIES DEBENTURE	\$ 248,416.38	\$ 124,208.19
LIBRARY	\$ 237,464.75	\$ 118,732.38
CAMPGROUND	\$ 36,690.46	\$ 18,345.23
ARENA	\$ 382,523.87	\$ 191,261.94
RECREATION CENTRE	\$ 1,212,110.91	\$ 606,055.46
TOTAL OPERATING EXPENSES	\$ 7,843,922.60	\$ 3,921,961.30



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201
Fax: 780.354.2207

Facility and Fee Waiver Application

venue
Nov 22-25

Organization: Beaverlodge Daycare Date(s) of event: Nov 24/23

Charity/Non Profit Registration Number: 88764 5158 RT0001

Type of business: Government Non-Profit For Profit Other: _____

You must attach a copy of the 501(c)3, if Non-profit

Address: 1220 5th Ave ^{Box 838} City: Beaverlodge Prov: AB Postal-Code: T0H0C0

Contact Name: Alysha Marlin Title: _____

Phone: 780 354 2855 Phone 2: _____ Fax: _____

Email: brigdc@telus.net Web: _____

Requested facility/location of event: St. Mary

Requested equipment: Pipe + Drape, Bar, Stage

Requested Percentage of Fees to be waived: 25% 50% 75% 100% ^{any amount is appreciated}

Brief Description of Event: Gala Dinner + Dance with Live and

Silent Auction to raise money for our food program

Type of event: Fundraiser Community Event Private Event

Please attach any specific details or comments that may assist Town Council in making this decision.

I acknowledge that this request and any subsequent approval or denial does not guarantee the availability of facilities and/or equipment. I further understand that I must have completed all applicable reservation procedures prior to submitting this application including but not limited to reserving the facility and/or equipment and paying a security deposit and booking fee. I further acknowledge that if the request is denied or a reduction of fees is granted the organization I represent must pay all remaining fees by the due date and that all established regulations and policies will be followed during and after the event.

Alysha Marlin
Signature

Nov. 29/23
Date

For Office Use Only:

Received By: Tanya Harvey

Date: November 29, 2023

Total Amount Requested for Waiver: _____

Permit #: 3947

Recommendation: 0% 25% 50% 75% 100%

Council Approval 0% 25% 50% 75% 100%

CAO: _____ Date: _____

Notified by: _____ Date: _____

Permit Contract

Town of Beaverlodge Recreation
 P.O. Box 30
 1016 - 4th Ave
 Beaverlodge, AB T0H 0C0
 Phone: (780) 354-2203
 FAX: (780) 354-2203
 Email: recreation@beaverlodge.ca

Permit #3947, Approved
 Nov 6, 2023 10:59 AM



Company: Beaverlodge Day Care
 Box 838
 Beaverlodge, AB T0H 0C0

Customer Type: Other Organizations
 Prepared By: Tanya Harvey

Agent: Alysha Martin

Home: (780) 228-3423

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$2,523.81	\$126.19	\$0	\$2,650.00	\$285.71	\$14.29	\$0	\$0	\$2,950.00

▼ RESERVATIONS

Event	Resource	Center	Notes
20th Beaverlodge Christmas Gala #3947 Type: Private Function Attend/Qty: 200	Community Kitchen & Gymnasium	Community Kitchen & Gymnasium 100-13th Street Beaverlodge, AB T0H 0C0 (780) 354-2203	--

Day	Days Requested	Date	Event Begins	Duration	Event Ends	Time
Wednesday		Nov 22, 2023	9:00 AM	24 hours	Nov 23, 2023	9:00 AM
Thursday		Nov 23, 2023	9:00 AM	24 hours	Nov 24, 2023	9:00 AM
Friday		Nov 24, 2023	9:00 AM	17½ hours	Nov 25, 2023	2:30 AM
Saturday		Nov 25, 2023	9:00 AM	12 hours	Nov 25, 2023	9:00 PM

Summary	Notes
Total Number of Dates: 4	--
Total Time: 77½ hours	

▼ CHARGES

Description	Event / Resource	Unit Fee	Units	Tax	Charge
CC Janitorial Fee	20th Beaverlodge Christmas Gala #3947 Community Kitchen & Gymnasium	\$50.00	4.00	GST (I): \$9.52	\$200.00
Event Day After	20th Beaverlodge Christmas Gala #3947 Community Kitchen & Gymnasium	\$300.00	1.00	GST (I): \$14.29	\$300.00
Event Day Prior	20th Beaverlodge Christmas Gala #3947 Community Kitchen & Gymnasium	\$300.00	2.00	GST (I): \$28.57	\$600.00
Event Package	20th Beaverlodge Christmas Gala #3947 Community Kitchen & Gymnasium	\$1,250.00	1.00	GST (I): \$59.52	\$1,250.00
Pipe & Drape Rental	20th Beaverlodge Christmas Gala #3947 Community Kitchen & Gymnasium	\$10.00	30.00	GST (I): \$14.29	\$300.00

▼ DEPOSITS

Deposit Charge	Event / Resource	Charge	Tax	Amount paid	Refunds	Balance
SMG Damage Deposit	20th Beaverlodge Christmas Gala #3947 Community Kitchen & Gymnasium	\$285.71	\$14.29	\$0	\$0	\$300.00

▼ **Payment Schedule for Original Balance of \$2,950.00**

Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
Nov 15, 2023	\$2,950.00	\$0	\$0	\$2,950.00
			Current Balance	\$2,950.00

▼ **CUSTOM QUESTIONS**

Question	Answer
Would you like to purchase the set-up?	No
Would you like to purchase the set-up?	No
How will you be providing Facility User Group Insurance.	Will provide own insurance
Do you wish to purchase janitorial services?	Yes (Charge janitorial fee)
Will your event be serving or selling alcohol?	Yes, I understand I must provide a Liquor Permit.
What is the purpose of your function?	Fundraising Event
Do you need tables or chairs?	Yes

Terms & Conditions: This agreement, when signed by the applicant and a representative of the Organization, constitutes a contractual agreement binding both parties to certain obligations. The applicant agrees to observe and obey all Organization rules and regulations. In addition, it shall be the responsibility of the applicant to pay the required fee at the time of reservation. Balance due must be paid before the scheduled event. Deposits will be returned only in the case of conditions which force the cancellation of the event. The Organization agrees to maintain the facility, to assure that the facility is prepared properly for the agreed-upon event, and to provide adequate sanitation facilities, subject to available equipment, resources, weather conditions and time of year.

Special Events: a. Special Events include, but are not limited to, private pool rentals, rentals of the multi-purpose rooms, community centre, arena, or sports fields. b. 50% of the total booking fee is payable at the time of booking, including the refundable damage. c. Cancellation notice for Special Events must be at least seven (7) days prior to the event. Some events may require notice of more than seven (7) days and that notice period will be indicated on contracts. d. In case of a no-show, the booking fee will not be refunded.



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

Fax: 780.354.2207

Facility and Fee Waiver Application

Organization: Beaverlodge & District Chamber of Commerce

Type of business: Government Non-Profit For-Profit Other

Charity / Non Profit Registration Number: N/A
You must attach a copy of the 501(c)3, if Non-Profit

Address: PO BOX 577

City: Beaverlodge Province: AB Postal-Code: T0H 0C0

Contact Name: Shone Snatic Title: Executive Director

Phone: 780-876-3744 Phone 2: _____ Fax: _____

Email: beavercc@telus.net

Type of Event: Fundraiser Community Event Private Event

Date(s) of event: Friday December 8, 2024

Requested Facility/Location of Event: Community Center Banquet Hall

Requested Equipment: Tables Chairs linens

Requested Percentage of Fees to be Waived: 25% 50%

NOTE: The maximum amount of any eligible application for waiver or fee reduction is 50%.

Requested Amount of Fees to be Waived: 50% of \$230⁰⁰

Brief Description and Purpose of Event (attach an additional page if needed):

Our Annual Christmas Luncheon for our community/business members

The primary purpose of the organization is: _____

Include the following information with your Application:

- Organization profile (documentation may be requested confirming non-profit status);
- Membership information including the number of members residing in and around the Town of Beaverlodge;
- Funding profile and non-profit status (submission of documentation confirming non-profit status);
- An explanation of the purpose or nature of the event or activity and the perceived benefit of the event or activity to the local community;
- A budget for the event including:
 - Funding sources available and accessed by the organization; and, proposed expenses.
 - Additional sources of revenue including grant sources.
- Previous year's financial statement:
 - An Audited Financial Statement, a Balance Sheet, or an Income and Expense report are all examples of acceptable financial information from applicants. Only one type of statement is required to be submitted with an application.
- Incomplete applications will not be accepted.
- Applications to waive or reduce fees and charges must be made at least four (4) weeks prior to the event

I acknowledge that this request and any subsequent approval or denial does not guarantee the availability of facilities and/or equipment. I further understand that I must have completed all applicable reservation procedures prior to submitting this application including but not limited to reserving the facility and/or equipment and paying a security deposit and booking fee. I further acknowledge that if the request is denied or a reduction of fees is granted the organization I represent must pay all remaining fees by the due date and that all established regulations and policies will be followed during and after the event.

Signature: _____ Date: _____

FOR OFFICE USE ONLY

Received By: Tanya Harvey Date: December 5, 2023

Permit #: 3990 Total Amount of Permit: \$230.00

Amount of Fees Waived: _____

Administration Approval: 0% 25%

Council Approval: 0% 25% 50%

Date: _____

Notified by: _____ Date: _____

Permit Contract

Town of Beaverlodge Recreation
 P.O. Box 30
 1016 - 4th Ave
 Beaverlodge, AB T0H 0C0
 Phone: (780) 354-2203
 FAX: (780) 354-2203
 Email: recreation@beaverlodge.ca

Permit #3990, Approved

Dec 5, 2023 12:27 PM



Customer Type: Other Organizations
 Prepared By: Olivia Horne

Company: Beaverlodge & District Chamber Of Commerce
 Box 577
 Beaverlodge, AB T0H 0C0

Agent: Shone Snatic
 Email: shone82@hotmail.com

Work: (780) 296-2531 Home: (780) 876-3744

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$219.05	\$10.95	\$0	\$230.00	\$250.00	\$0	\$0	\$0	\$480.00

▼ RESERVATIONS

Event	Resource	Center	Notes
chamber of commerce christmas luncheon #3990 Type: Community Centre Special Events Attend/Qty: 100	CC Banquet Room Only	Beaverlodge/West County Pool 1016 4th Ave Beaverlodge, AB T0H 0C0 (780) 354-2201	--

Day	Days Requested	Event Begins	Duration	Date	Event Ends
Friday	Dec 8, 2023	11:00 AM	3 hours	Dec 8, 2023	2:00 PM

Summary	Notes
Total Number of Dates: 1 Total Time: 3 hours	DAMAGE DEPOSIT WILL BE REFUNDED AFTER CLEANUP OF THE COMMUNITY CENTRE BY THE RENTER AS FOLLOWS: PUTTING ALL TABLES AND CHAIRS AWAY, SWEEPING AND SPOT MOPPING OF THE FLOOR, PROPER CLEANUP OF THE KITCHEN, BAR & WASHROOMS, ALL GARBAGE TAKEN OUTSIDE TO THE GARBAGE BIN, AND REMOVAL OF THE RECYCLE IF DESIRED. PLEASE CONFIRM HOW TO REFUND THE DAMAGE DEPOSIT (CHEQUE OR BY CREDIT TO ACCOUNT IN THE COMPUTER)

▼ CHARGES

Description	Event / Resource	Unit Fee	Units	Tax	Charge
CC Half Day	chamber of commerce christmas luncheon #3990 CC Banquet Room Only	\$200.00	1.00	GST (I): \$9.52	\$200.00
Kitchen Rental	chamber of commerce christmas luncheon #3990 CC Banquet Room Only	\$30.00	1.00	GST (I): \$1.43	\$30.00

▼ DEPOSITS

Deposit Charge	Event / Resource	Charge Tax	Amount paid	Refunds	Balance
CC Damage Deposit	chamber of commerce christmas luncheon #3990 CC Banquet Room Only	\$250.00	\$0	\$0	\$0 \$250.00

▼ **Payment Schedule for Original Balance of \$480.00**

Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
Dec 5, 2023	\$480.00	\$0	\$0	\$480.00
			Current Balance	\$480.00

▼ **CUSTOM QUESTIONS**

Question	Answer
What is the purpose of your function?	Lunch
Do you require use of the PA System?	No
Do you require the projector?	No
How will you be providing Facility User Group Insurance.	Will provide own insurance
Will your event be serving or selling alcohol?	No. I will not be serving or selling alcohol.
Do you require use of the stage?	No
Would you like to purchase the set-up?	No
Would you like to purchase the set-up?	No
Do you need tables or chairs?	Yes
Do you require wireless internet access?	No
Do you require a telephone for telephone conference?	No
Do you wish to purchases janitorial services?	No

Terms & Conditions: This agreement, when signed by the applicant and a representative of the Organization, constitutes a contractual agreement binding both parties to certain obligations. The applicant agrees to observe and obey all Organization rules and regulations. In addition, it shall be the responsibility of the applicant to pay the required fee at the time of reservation. Balance due must be paid before the scheduled event. Deposits will be returned only in the case of conditions which force the cancellation of the event. The Organization agrees to maintain the facility, to assure that the facility is prepared properly for the agreed-upon event, and to provide adequate sanitation facilities, subject to available equipment, resources, weather conditions and time of year.

Special Events: a. Special Events include, but are not limited to, private pool rentals, rentals of the multi-purpose rooms, community centre, arena, or sports fields. b. 50% of the total booking fee is payable at the time of booking, including the refundable damage. c. Cancellation notice for Special Events must be at least seven (7) days prior to the event. Some events may require notice of more than seven (7) days and that notice period will be indicated on contracts. d. In case of a no-show, the booking fee will not be refunded.

Beaverlodge Barracudas Facility and Fee Waiver Application

Organization Profile

The Beaverlodge Barracudas Swim Club is a registered non-profit society. We are a member of the Alberta Summer Swimming Association (ASSA) which comprises six swim regions from across the province. The Barracudas belong to Region A, which is comprised of many swim clubs from Slave Lake to Beaverlodge, Grande Prairie to High Level.

During the regular season our club hosts and attends swim meets with other Region A clubs. At the end of the season, all Barracudas swimmers are encouraged to compete at Regionals in Grande Prairie where they may earn the privilege of moving on to the ASSA Provincial Championships in Edmonton to represent the Beaverlodge Barracudas and compete against swimmers from across Alberta.

Membership Information

During our 2023 swim season we had 65 Barracudas, an increase from the year before, ranging from ages 4-46 who live throughout the county. Our organization is open to all individuals over the age of four, regardless of ability and we have a para swimming program.

Benefits to Our Community

The main goals of summer swimming are to encourage swimming and training for competition, self-development, leadership, and sportsmanship. We promote swimming as a means of healthy exercise to improve physical fitness and mental health. Swimming is also a potentially life saving skill.

Facing challenges in a competitive environment teaches resilience, sportsmanship, and the ability to cope with success and failure. These experiences contribute to the development of strong character traits. Swimmers set and work towards individual and team goals. This helps instill a sense of purpose, motivation, and achievement, both in the pool and in other aspects of life. Being part of a competitive swim team requires commitment, discipline, and time management skills. Athletes learn to balance training, school, and other responsibilities, which can be valuable life skills.

These valuable skills also make our swimmers employable by the Town of Beaverlodge when they are 16 and obtain lifeguard certification. Our junior coaches often seek employment in addition to coaching and could be hired by the pool to work when they are not coaching.

We also host a swim meet where over one hundred swimmers from across Region A come to Beaverlodge and spend money at hotels, stores and restaurants. Our town and the NuVista Energy Centre are showcased at this event.

We had another successful season in 2023. Twenty-two of our swimmers qualified to attend provincials in Edmonton, the most we have ever had. The Beaverlodge Barracudas returned home from Edmonton with five gold, four silver and two bronze medals for individual events. All of the swimmers who competed at the Regional and Provincial Championships demonstrated exceptional talent and an unyielding passion for the sport of competitive swimming. They showed great spirit and determination to achieve their best.

Budget and Funding Information

In 2023, we purchased a new timing system for our swim meet which cost over \$10,000. We also upgraded some of our training equipment and hired six coaches to increase the development of our swimmers and to try to build capacity within the club. It is difficult to attract good coaches to our community and we have been offering to pay for the extensive training our coaches require to be certified. We are also considering

implementing the Swim Alberta I Can Swim program, for pre-competitive swimmers, if we are able to hire coaches willing to be certified in this program.

In 2023, we had hoped to increase our pool time from two to three hours, but could not make that work with the number of swimmers registered in each of the levels. This is still something we would consider for the 2024 season since we are hoping to continue increasing the number of swimmers registered with the club.

We are asking the town to reduce our pool fees so that we may keep our member fees as low as possible. Ideally, we would not have to increase our rates in 2024. In 2023, the member rates ranged from \$250 to \$550, depending on the swimmers' level and length of practice attended. Most families have more than one swimmer in our club and there are many other expenses that our families incur due to travel and accommodation costs to attend swim meets across the region and to Edmonton for Provincials. If we increase our rates we believe that our enrollment will decrease.

Although we don't have a definite budget for the 2024 season since we are waiting to see what our pool fees will be before we can determine our swim fee structure and how many coaches we can hire. This is what we spent in 2023 and what our sources of income were.

1. **Funding Sources**

Fundraising - (Flowers, Meat & Raffle Box minus expenses) - \$27205.00 - \$21119.67 = \$6085.33

Sponsorships/Donations - \$8,000.00

County Grant - \$2,000.00

Devry Winner (Set a Goal and Share it Contest) - \$1,000.00

Casino (paid Feb 2021, we won't be eligible again until 2024) \$29201.10 = averages to \$9,733.70/year

Total - \$15,830.03 (if casino is calculated at an annual rate)

2. **Revenue & Expenses**

Registration income for 2023 season - \$28,150.00

Swim Meet Income (plus canteen) - \$1,965.00 + \$808.00 (canteen) = \$2,998.00

Misc. (Ernie's credit & Interest) - \$41.32

Wages (plus CRA expenses) - \$32561.36 + \$1605.56 (CRA) = **\$34,166.92**

Misc (Wind up Party, Gifts) & Office/Coaching Aids - **\$1,151.20**

ASSA Fees (coaches, swimmers, affiliation) - \$750.00 + \$3448.50 + \$76.00 = **\$4,274.50**

Pool Rental (practice, swim meet, meeting room) - \$13,200.00 + \$1,240.00 + \$225.00 = **\$14,665.00**

Medals/Awards & Other Swim Meet Expenses - **\$2,471.10**

Swim caps - **\$1,153.95**

Swim Meet Fees - **\$3,906.00**

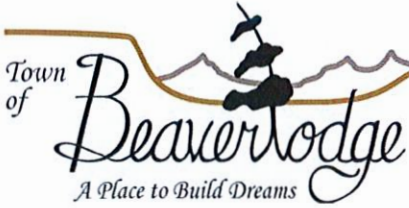
Hytek Processing Fees - **\$0.00**

Equipment Purchased - **\$10,644.90**

Total Income - \$47,019.35

Total Expense - \$72,433.57

Total Income minus Expense - \$(25,414.22)



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

Fax: 780.354.2207

Facility and Fee Waiver Application

Organization: Beaverlodge Barracudas Swim Club

Type of business: Government Non-Profit For-Profit Other Society

Charity / Non Profit Registration Number: _____
You must attach a copy of the 501(c)3, if Non-Profit

Address: Box 505

City: Beaverlodge Province: AB Postal-Code: T0H 0C0

Contact Name: Debbie Harris Title: President

Phone: 780-832-5995 Phone 2: _____ Fax: _____

Email: dme harris 0726@gmail.com

Type of Event: Fundraiser Community Event Private Event

Date(s) of event: 2024 Season - May 1 - Aug 15, Mon-Thur practice

Requested Facility/Location of Event: Pool

Requested Equipment: Lane ropes, flags

Requested Percentage of Fees to be Waived: 25% 50%

NOTE: The maximum amount of any eligible application for waiver or fee reduction is 50%.

Requested Amount of Fees to be Waived: \$17,700

Brief Description and Purpose of Event (attach an additional page if needed):

Barracudas practice 2-3 hours / day, 4 days per week from May 1 - Aug 15, 2024

The primary purpose of the organization is: competitive swim club

Include the following information with your Application:

- Organization profile (documentation may be requested confirming non-profit status);
- Membership information including the number of members residing in and around the Town of Beaverlodge;
- Funding profile and non-profit status (submission of documentation confirming non-profit status);
- An explanation of the purpose or nature of the event or activity and the perceived benefit of the event or activity to the local community;
- A budget for the event including:
 - Funding sources available and accessed by the organization; and, proposed expenses.
 - Additional sources of revenue including grant sources.
- Previous year's financial statement:
 - An Audited Financial Statement, a Balance Sheet, or an Income and Expense report are all examples of acceptable financial information from applicants. Only one type of statement is required to be submitted with an application.
- Incomplete applications will not be accepted.
- Applications to waive or reduce fees and charges must be made at least four (4) weeks prior to the event

I acknowledge that this request and any subsequent approval or denial does not guarantee the availability of facilities and/or equipment. I further understand that I must have completed all applicable reservation procedures prior to submitting this application including but not limited to reserving the facility and/or equipment and paying a security deposit and booking fee. I further acknowledge that if the request is denied or a reduction of fees is granted the organization I represent must pay all remaining fees by the due date and that all established regulations and policies will be followed during and after the event.

Signature: Debbie Harris Date: Nov. 19/23

FOR OFFICE USE ONLY

Received By: _____ Date: _____

Permit #: _____ Total Amount of Permit: _____

Amount of Fees Waived: _____

Administration Approval: 0% 25%

Council Approval: 0% 25% 50%

Date: _____

Notified by: _____ Date: _____

Permit Contract

Town of Beaverlodge Recreation
 P.O. Box 30
 1016 - 4th Ave
 Beaverlodge, AB T0H 0C0
 Phone: (780) 354-2203
 FAX: (780) 354-2203
 Email: recreation@beaverlodge.ca

Permit #3993, Approved
 Dec 5, 2023 3:22 PM



Company: Barracudas Swimming Club
 Box 505
 Beaverlodge, AB T0H 0C0

Customer Type: Other Organizations
 Prepared By: Tanya Harvey

Agent: Debbie Harris
 Email: dmeharris0726@gmail.com

Work: (780) 832-5995 Home: (780) 832-5995

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$16,857.14	\$842.86	\$0	\$17,700.00	\$0	\$0	\$0	\$0	\$17,700.00

RESERVATIONS

Event	Resource	Center	Notes
Barracudas Regular Season Practice #3993 Type: MPR/Private Function Attend/Qty: 20	Main Pool	Beaverlodge/West County Pool 1016 4th Ave Beaverlodge, AB T0H 0C0 (780) 354-2201	--

Day	Days Requested		Event Begins	Duration	Event Ends	
	Date	Date			Date	Time
Wednesday	May 1, 2024		4:00 PM	2 hours	May 1, 2024	6:00 PM
Thursday	May 2, 2024		4:00 PM	2 hours	May 2, 2024	6:00 PM
Monday	May 6, 2024		4:00 PM	2 hours	May 6, 2024	6:00 PM
Tuesday	May 7, 2024		4:00 PM	2 hours	May 7, 2024	6:00 PM
Wednesday	May 8, 2024		4:00 PM	2 hours	May 8, 2024	6:00 PM
Thursday	May 9, 2024		4:00 PM	2 hours	May 9, 2024	6:00 PM
Monday	May 13, 2024		4:00 PM	2 hours	May 13, 2024	6:00 PM
Tuesday	May 14, 2024		4:00 PM	2 hours	May 14, 2024	6:00 PM
Wednesday	May 15, 2024		4:00 PM	2 hours	May 15, 2024	6:00 PM
Thursday	May 16, 2024		4:00 PM	2 hours	May 16, 2024	6:00 PM
Tuesday	May 21, 2024		4:00 PM	2 hours	May 21, 2024	6:00 PM
Wednesday	May 22, 2024		4:00 PM	2 hours	May 22, 2024	6:00 PM
Thursday	May 23, 2024		4:00 PM	2 hours	May 23, 2024	6:00 PM
Monday	May 27, 2024		4:00 PM	2 hours	May 27, 2024	6:00 PM
Tuesday	May 28, 2024		4:00 PM	2 hours	May 28, 2024	6:00 PM
Wednesday	May 29, 2024		4:00 PM	2 hours	May 29, 2024	6:00 PM
Thursday	May 30, 2024		4:00 PM	2 hours	May 30, 2024	6:00 PM
Monday	Jun 3, 2024		4:00 PM	2 hours	Jun 3, 2024	6:00 PM
Tuesday	Jun 4, 2024		4:00 PM	2 hours	Jun 4, 2024	6:00 PM
Wednesday	Jun 5, 2024		4:00 PM	2 hours	Jun 5, 2024	6:00 PM
Thursday	Jun 6, 2024		4:00 PM	2 hours	Jun 6, 2024	6:00 PM
Monday	Jun 10, 2024		4:00 PM	2 hours	Jun 10, 2024	6:00 PM

Tuesday	Jun 11, 2024	4:00 PM	2 hours	Jun 11, 2024	6:00 PM
Wednesday	Jun 12, 2024	4:00 PM	2 hours	Jun 12, 2024	6:00 PM
Thursday	Jun 13, 2024	4:00 PM	2 hours	Jun 13, 2024	6:00 PM
Monday	Jun 17, 2024	4:00 PM	2 hours	Jun 17, 2024	6:00 PM
Tuesday	Jun 18, 2024	4:00 PM	2 hours	Jun 18, 2024	6:00 PM
Wednesday	Jun 19, 2024	4:00 PM	2 hours	Jun 19, 2024	6:00 PM
Thursday	Jun 20, 2024	4:00 PM	2 hours	Jun 20, 2024	6:00 PM
Monday	Jun 24, 2024	4:00 PM	2 hours	Jun 24, 2024	6:00 PM
Tuesday	Jun 25, 2024	4:00 PM	2 hours	Jun 25, 2024	6:00 PM
Wednesday	Jun 26, 2024	4:00 PM	2 hours	Jun 26, 2024	6:00 PM
Thursday	Jun 27, 2024	4:00 PM	2 hours	Jun 27, 2024	6:00 PM
Tuesday	Jul 2, 2024	4:00 PM	2 hours	Jul 2, 2024	6:00 PM
Wednesday	Jul 3, 2024	4:00 PM	2 hours	Jul 3, 2024	6:00 PM
Thursday	Jul 4, 2024	4:00 PM	2 hours	Jul 4, 2024	6:00 PM
Monday	Jul 8, 2024	4:00 PM	2 hours	Jul 8, 2024	6:00 PM
Tuesday	Jul 9, 2024	4:00 PM	2 hours	Jul 9, 2024	6:00 PM
Wednesday	Jul 10, 2024	4:00 PM	2 hours	Jul 10, 2024	6:00 PM
Thursday	Jul 11, 2024	4:00 PM	2 hours	Jul 11, 2024	6:00 PM
Monday	Jul 15, 2024	4:00 PM	2 hours	Jul 15, 2024	6:00 PM
Tuesday	Jul 16, 2024	4:00 PM	2 hours	Jul 16, 2024	6:00 PM
Wednesday	Jul 17, 2024	4:00 PM	2 hours	Jul 17, 2024	6:00 PM
Thursday	Jul 18, 2024	4:00 PM	2 hours	Jul 18, 2024	6:00 PM
Monday	Jul 22, 2024	4:00 PM	2 hours	Jul 22, 2024	6:00 PM
Tuesday	Jul 23, 2024	4:00 PM	2 hours	Jul 23, 2024	6:00 PM
Wednesday	Jul 24, 2024	4:00 PM	2 hours	Jul 24, 2024	6:00 PM
Thursday	Jul 25, 2024	4:00 PM	2 hours	Jul 25, 2024	6:00 PM
Monday	Jul 29, 2024	4:00 PM	2 hours	Jul 29, 2024	6:00 PM
Tuesday	Jul 30, 2024	4:00 PM	2 hours	Jul 30, 2024	6:00 PM
Wednesday	Jul 31, 2024	4:00 PM	2 hours	Jul 31, 2024	6:00 PM
Thursday	Aug 1, 2024	4:00 PM	2 hours	Aug 1, 2024	6:00 PM
Tuesday	Aug 6, 2024	4:00 PM	2 hours	Aug 6, 2024	6:00 PM
Wednesday	Aug 7, 2024	4:00 PM	2 hours	Aug 7, 2024	6:00 PM
Thursday	Aug 8, 2024	4:00 PM	2 hours	Aug 8, 2024	6:00 PM
Monday	Aug 12, 2024	4:00 PM	2 hours	Aug 12, 2024	6:00 PM
Tuesday	Aug 13, 2024	4:00 PM	2 hours	Aug 13, 2024	6:00 PM
Wednesday	Aug 14, 2024	4:00 PM	2 hours	Aug 14, 2024	6:00 PM
Thursday	Aug 15, 2024	4:00 PM	2 hours	Aug 15, 2024	6:00 PM

Summary	Notes
Total Number of Dates: 59 Total Time: 118 hours	Practice times to be confirmed at a later date. REFUND OF THE DAMAGE DEPOSIT INCLUDES CLEANUP BY THE RENTER AS FOLLOWS: PUTTING TABLES & CHAIRS AWAY, SWEEPING AND SPOT MOPPING OF THE FLOOR, TAKING ALL OF THE GARBAGE TO THE GARBAGE BIN OUTSIDE AS WELL AS REMOVAL OF RECYCLE IF DESIRED. PLEASE CONFIRM WITH THE CSR AT THE FRONT COUNTER HOW TO REFUND THE DAMAGE DEPOSIT (BY CHEQUE OR BY CREDIT TO ACCOUNT IN THE COMPUTER)

▼ CHARGES

Description	Event / Resource	Unit Fee	Units	Tax	Charge
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Main Pool (Hourly Rental)	Barracudas Regular Season Practice #3993 Main Pool	\$150.00 118.00	GST (I): \$17,700.00 \$842.86
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▼ **Payment Schedule for Original Balance of \$17,700.00**

Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
Apr 24, 2024	\$17,700.00	\$0	\$0	\$17,700.00
			Current Balance	\$17,700.00

▼ **DISCLAIMERS**

No outside footwear allowed on deck. No food or beverages in pool area. Children 6 years and under, must be within arms reach of an adult at all times. The ratio is 1 adult per 3 children.

▼ **CUSTOM QUESTIONS**

Question	Answer
What is the purpose of your function?	Swim Club information night
Do you need tables or chairs?	Yes
Would you like to purchase the set-up?	No

Terms & Conditions: This agreement, when signed by the applicant and a representative of the Organization, constitutes a contractual agreement binding both parties to certain obligations. The applicant agrees to observe and obey all Organization rules and regulations. In addition, it shall be the responsibility of the applicant to pay the required fee at the time of reservation. Balance due must be paid before the scheduled event. Deposits will be returned only in the case of conditions which force the cancellation of the event. The Organization agrees to maintain the facility, to assure that the facility is prepared properly for the agreed-upon event, and to provide adequate sanitation facilities, subject to available equipment, resources, weather conditions and time of year.

Special Events: a. Special Events include, but are not limited to, private pool rentals, rentals of the multi-purpose rooms, community centre, arena, or sports fields. b. 50% of the total booking fee is payable at the time of booking, including the refundable damage. c. Cancellation notice for Special Events must be at least seven (7) days prior to the event. Some events may require notice of more than seven (7) days and that notice period will be indicated on contracts. d. In case of a no-show, the booking fee will not be refunded.



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

Fax: 780.354.2207

Facility and Fee Waiver Application

Organization: Beaverlodge Barracudas Swim Club

Type of business: Government Non-Profit For-Profit Other Society

Charity / Non Profit Registration Number: _____
You must attach a copy of the 501(c)3, if Non-Profit

Address: Box 505

City: Beaverlodge Province: AB Postal-Code: T0H 0C0

Contact Name: Debbie Harris Title: President

Phone: 780-832-5995 Phone 2: _____ Fax: _____

Email: dme Harris 0726@gmail.com

Type of Event: Fundraiser Community Event Private Event

Date(s) of event: Saturday June 1, 2024 - Swim meet

Friday May 31 - Set-up.
Requested Facility/Location of Event: Pool, MPR + Comm. Center

Requested Equipment: lane ropes, flags

Requested Percentage of Fees to be Waived: 25% 50%

NOTE: The maximum amount of any eligible application for waiver or fee reduction is 50%.

Requested Amount of Fees to be Waived: 50% of \$2555.00

Brief Description and Purpose of Event (attach an additional page if needed):

We host a Region A swim meet for all
Region A clubs on June 1, 2024

The primary purpose of the organization is: Competitive swim club

Include the following information with your Application:

- Organization profile (documentation may be requested confirming non-profit status);
- Membership information including the number of members residing in and around the Town of Beaverlodge;
- Funding profile and non-profit status (submission of documentation confirming non-profit status);
- An explanation of the purpose or nature of the event or activity and the perceived benefit of the event or activity to the local community;
- A budget for the event including:
 - Funding sources available and accessed by the organization; and, proposed expenses.
 - Additional sources of revenue including grant sources.
- Previous year's financial statement:
 - An Audited Financial Statement, a Balance Sheet, or an Income and Expense report are all examples of acceptable financial information from applicants. Only one type of statement is required to be submitted with an application.
- Incomplete applications will not be accepted.
- Applications to waive or reduce fees and charges must be made at least four (4) weeks prior to the event

I acknowledge that this request and any subsequent approval or denial does not guarantee the availability of facilities and/or equipment. I further understand that I must have completed all applicable reservation procedures prior to submitting this application including but not limited to reserving the facility and/or equipment and paying a security deposit and booking fee. I further acknowledge that if the request is denied or a reduction of fees is granted the organization I represent must pay all remaining fees by the due date and that all established regulations and policies will be followed during and after the event.

Signature: Debbie Harris Date: Nov. 19/23

FOR OFFICE USE ONLY

Received By: _____ Date: _____

Permit #: _____ Total Amount of Permit: _____

Amount of Fees Waived: _____

Administration Approval: 0% 25%

Council Approval: 0% 25% 50%

Date: _____

Notified by: _____ Date: _____

Permit Contract

Town of Beaverlodge Recreation
 P.O. Box 30
 1016 - 4th Ave
 Beaverlodge, AB T0H 0C0
 Phone: (780) 354-2203
 FAX: (780) 354-2203
 Email: recreation@beaverlodge.ca

Permit #3806, Approved
 Aug 23, 2023 8:07 AM



Company: Barracudas Swimming Club
 Box 505
 Beaverlodge, AB T0H 0C0

Customer Type: Other Organizations
 Prepared By: Samantha Eberle

Agent: Debbie Harris
 Email: dmeharris0726@gmail.com

Work: (780) 832-5995 Home: (780) 832-5995

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$2,436.91	\$118.09	\$0	\$2,555.00	\$0	\$0	\$0	\$0	\$2,555.00

▼ **RESERVATIONS**

Event	Resource	Center	Notes
Barracuda's Swim Meet 2024 #3806 Type: Community Centre Special Events Attend/Qty: 150	CC Whole	Beaverlodge/West County Pool 1016 4th Ave Beaverlodge, AB T0H 0C0 (780) 354-2201	--

Day	Days Requested	Date	Event Begins	Duration	Date	Event Ends	Time
Friday		May 31, 2024	6:00 PM	3 hours	May 31, 2024	9:00 PM	
Saturday		Jun 1, 2024	6:00 AM	15 hours	Jun 1, 2024	9:00 PM	

Summary	Notes
Total Number of Dates: 2 Total Time: 18 hours	DAMAGE DEPOSIT WILL BE REFUNDED AFTER CLEANUP OF THE COMMUNITY CENTRE BY THE RENTER AS FOLLOWS: PUTTING ALL TABLES AND CHAIRS AWAY, SWEEPING AND SPOT MOPPING OF THE FLOOR, PROPER CLEANUP OF THE KITCHEN, BAR & WASHROOMS, ALL GARBAGE TAKEN OUTSIDE TO THE GARBAGE BIN, AND REMOVAL OF THE RECYCLE IF DESIRED. PLEASE CONFIRM HOW TO REFUND THE DAMAGE DEPOSIT (CHEQUE OR BY CREDIT TO ACCOUNT IN THE COMPUTER)

▼ **RESERVATIONS**

Event	Resource	Center	Notes
Barracuda's Swim Meet 2024 #3806 Type: Community Centre Special Events Attend/Qty: 150	Main Pool	Beaverlodge/West County Pool 1016 4th Ave Beaverlodge, AB T0H 0C0 (780) 354-2201	--

Day	Days Requested	Date	Event Begins	Duration	Date	Event Ends	Time
Saturday		Jun 1, 2024	6:30 AM	12 hours	Jun 1, 2024	6:30 PM	

Summary	Notes

Total Number of Dates: 1 Total Time: 12 hours	DAMAGE DEPOSIT WILL BE REFUNDED AFTER CLEANUP OF THE COMMUNITY CENTRE BY THE RENTER AS FOLLOWS: PUTTING ALL TABLES AND CHAIRS AWAY, SWEEPING AND SPOT MOPPING OF THE FLOOR, PROPER CLEANUP OF THE KITCHEN, BAR & WASHROOMS, ALL GARBAGE TAKEN OUTSIDE TO THE GARBAGE BIN, AND REMOVAL OF THE RECYCLE IF DESIRED. PLEASE CONFIRM HOW TO REFUND THE DAMAGE DEPOSIT (CHEQUE OR BY CREDIT TO ACCOUNT IN THE COMPUTER)
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▼ RESERVATIONS

Event	Resource	Center	Notes
Barracuda's Swim Meet 2024 #3806 Type: Community Centre Special Events Attend/Qty: 150	MPR Whole	Beaverlodge/West County Pool 1016 4th Ave Beaverlodge, AB T0H 0C0 (780) 354-2201	--

Day	Days Requested Date	Event Begins	Duration	Event Ends Date	Time
Friday	May 31, 2024	6:00 PM	3 hours	May 31, 2024	9:00 PM
Saturday	Jun 1, 2024	6:00 AM	15 hours	Jun 1, 2024	9:00 PM

Summary	Notes
Total Number of Dates: 2 Total Time: 18 hours	DAMAGE DEPOSIT WILL BE REFUNDED AFTER CLEANUP OF THE COMMUNITY CENTRE BY THE RENTER AS FOLLOWS: PUTTING ALL TABLES AND CHAIRS AWAY, SWEEPING AND SPOT MOPPING OF THE FLOOR, PROPER CLEANUP OF THE KITCHEN, BAR & WASHROOMS, ALL GARBAGE TAKEN OUTSIDE TO THE GARBAGE BIN, AND REMOVAL OF THE RECYCLE IF DESIRED. PLEASE CONFIRM HOW TO REFUND THE DAMAGE DEPOSIT (CHEQUE OR BY CREDIT TO ACCOUNT IN THE COMPUTER)

▼ CHARGES

Description	Event / Resource	Unit Fee	Units	Tax	Charge
Private Rental	Barracuda's Swim Meet 2024 #3806 MPR Whole	\$25.00	3.00	--	\$75.00
CC Full Day	Barracuda's Swim Meet 2024 #3806 CC Whole	\$500.00	1.00	GST (I): \$23.81	\$500.00
MPR Full Day	Barracuda's Swim Meet 2024 #3806 CC Whole	\$180.00	1.00	GST (I): \$8.57	\$180.00
Main Pool (Hourly Rental)	Barracuda's Swim Meet 2024 #3806 CC Whole	\$150.00	12.00	GST (I): \$85.71	\$1,800.00

▼ Payment Schedule for Original Balance of \$2,555.00

Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
May 24, 2024	\$2,555.00	\$0	\$0	\$2,555.00
			Current Balance	\$2,555.00

▼ DISCLAIMERS

No outside footwear allowed on deck. No food or beverages in pool area. Children 6 years and under, must be within arms reach of an adult at all times. The ratio is 1 adult per 3 children.

▼ CUSTOM QUESTIONS

Question	Answer
What is the purpose of your function?	Swim Club

Do you require use of the PA System?	No
Do you require the projector?	No
How will you be providing Facility User Group Insurance.	Will provide own insurance
Will your event be serving or selling alcohol?	No. I will not be serving or selling alcohol.
Do you require use of the stage?	No
Would you like to purchase the set-up?	No
Do you need tables or chairs?	No
Do you require wireless internet access?	No
Do you require a telephone for telephone conference?	No
Do you wish to purchases janitorial services?	No

▼ **WAIVERS**

Community Centre Waiver
 Due Date: May 31, 2024

CONDITIONS OF USE OF THE ORGANIZATION'S FACILITY:

- 1) You are responsible for your group and/or parties actions and conduct during your reservation. Your current and future reservation requests may be cancelled if the following should occur: a) Fighting; Unseemly conduct; Health Violations (spitting, smoking, etc.); Abuse of staff or property; Negligent or delinquent in remitting payment.
- 2) There is a 50% booking fee required at the time of booking.
- 3) A \$250 refundable damage deposit is required two weeks prior to the event. The deposit will be refunded by cheque or credited to your member account, upon authorization of supervisor.
- 4) Groups must provide at least 10 business days? notice of cancellation of their booking. We reserve the right to partially refund deposits when cancellation occurs less than 10 business days? of original reservation. No Shows will be charged 100% of the deposit.
- 5) Contract changes/cancellations will only be accepted from the individual originally booking the facility(s).
- 6) Your group must assume responsibility for providing adequate supervision, facility cleanliness and general order while using the facility.
- 7) When serving alcoholic beverages you are responsible for providing a valid liquor licence.
- 8) Damage and/or destruction of the above named property(s) will result in repair and/or replacement fees billed directly to you.
- 9) In all circumstances, the Organization retains full authority for final approval and denial of facility reservation requests.

Waiver Signed

Signature: _____

Terms & Conditions: This agreement, when signed by the applicant and a representative of the Organization, constitutes a contractual agreement binding both parties to certain obligations. The applicant agrees to observe and obey all Organization rules and regulations. In addition, it shall be the responsibility of the applicant to pay the required fee at the time of reservation. Balance due must be paid before the scheduled event. Deposits will be returned only in the case of conditions which force the cancellation of the event. The Organization agrees to maintain the facility, to assure that the facility is prepared properly for the agreed-upon event, and to provide adequate sanitation facilities, subject to available equipment, resources, weather conditions and time of year.

Special Events: a. Special Events include, but are not limited to, private pool rentals, rentals of the multi-purpose rooms, community centre, arena, or sports fields. b. 50% of the total booking fee is payable at the time of



COMMITTEE OF THE WHOLE MEETING MINUTES

COUNCIL CHAMBERS 400 10 St, BEAVERLODGE NOVEMBER 27, 2023 @ 6:00 PM

COUNCIL	Mayor Gary Rycroft	Deputy Mayor Judy Kokotilo-Bekkerus
	Councillor Cal Mosher	Councillor Hugh Graw
	Councillor Cody Moulds	Councillor Cyndi Corbett
	Councillor Ryier Hommy	
STAFF	Jeff Johnston, CAO	Tina Letendre, Deputy CAO
		Nichole Young, Legislative Services

1.0 **CALL TO ORDER:** Mayor Gary Rycroft called meeting to order. **6:00 PM**

2.0 **LAND ACKNOWLEDGMENT:**
As long as the sun shines, grass grows and the rivers flow – we acknowledge the homeland of the many diverse First Nation & Métis people whose ancestors have walked this land. We are grateful to live, learn and work on the traditional territory of Treaty 8 and we make this acknowledgement as an act of reconciliation and gratitude.

3.0 **ADOPTION OF AGENDA:**
#172-2023-11-27 Deputy Mayor Judy Kokotilo-Bekkerus
CARRIED: That the Committee of the Whole adopts the agenda with the addition of New Business Item 6.9 Land Sale.

4.0 **DELEGATION:**
4.1 Nick Kebalo – Public Works Presentation
#173-2023-11-27 Councillor Cal Mosher
CARRIED: That the Committee of the Whole accepts this presentation for information.

5.0 **OLD BUSINESS:**

6.0 **NEW BUSINESS:**

6.1 Regional Waterline - Grant
#174-2023-11-27 Councillor Ryier Hommy
CARRIED: That the Committee of the Whole accepts this for information.

6.2 Community Futures – Dreamers & Doers Luncheon Jan 30th
#175-2023-11-27 Councillor Cal Mosher
CARRIED: That the Committee of the Whole recommends that Deputy Mayor Judy Kokotilo-Bekkerus attend on behalf of Council.

6.3 Growing the North 2024

#176-2023-11-27 Councillor Ryier Hommy

CARRIED: That the Committee of the Whole accepts this for information.

6.4 Chamber of Commerce Christmas Lunch – Dec 8, 2023

#177-2023-11-27 Deputy Mayor Judy Kokotilo-Bekkerus

CARRIED: That the Committee of the Whole accepts this for information.

6.5 Coffee with Council – November 28, 2023

A reminder of this upcoming event.

6.6 Mountview Health Complex Committee Update

#178-2023-11-27 Councillor Ryier Hommy

CARRIED: That the Committee of the Whole accepts this for information.

6.7 Community Enhancement Committee Update

#179-2023-11-27 Councillor Cody Moulds

CARRIED: That the Committee of the Whole accepts this for information.

6.8 Economic Development Committee Update

#180-2023-11-27 Councillor Cyndi Corbett

CARRIED: That the Committee of the Whole accepts this for information.

6.9 Land Sale

#181-2023-11-27 Councillor Cyndi Corbett

CARRIED: That the Committee of the Whole accepts this for information.

7.0 **TOPICS FOR NEXT AGENDA:**

- Mountview Health Complex Committee Update
- Community Enhancement Committee Update
- Economic Development Committee Update

8.0 **ADJOURNMENT:** Mayor Gary Rycroft adjourned the meeting.

6:46 PM

Mayor Gary Rycroft

CAO Jeff Johnston



Board Meeting Highlights 25 November 2023

This summary is designed to keep you informed about Peace Library System (PLS) activities and Board decisions. It is distributed to member councils, library boards and the PLS Board of Directors after each Board meeting.

The Board held a full Board meeting on 25 November 2023.

An orientation to the Peace Library System was provided for the benefit of new board members, and the election of officers was held.

Revisions or reaffirmations were approved for the following policies: *Reserves Policy; Leave of Absence Policy; Conflict Resolution Policy; Provision of Municipal Library Services Policy.* In addition, Terms of Reference documents for both the Personnel Committee and the Plan of Service Committee were approved.

Other items for decision included the 2024 Operating Budget, the 2024 Capital Budget and the Projected Transfer for Reserves for 2023.

The CEO reported the new courier routes have been instituted and are underway, reducing the need for the external courier service. She reported that the Paddle Prairie Métis Settlement library is still waiting on furniture and shelving, but the books and IT equipment are ready for deployment. She reported that the fall Library Manager's Council meeting took place in November, and a meeting of the Alberta library system directors took place at Peace Library System in October.

Staff reported Polaris was upgraded to version 7.4 with no issues, next upgrade is scheduled for May 2024. The SuperNet installation at Brownvale is in its final stages and should be on the network by the end of 2023. PLS IT has been able to work with Peace River Municipal Library to set up a central Minecraft server, which will be offered to all libraries soon. The Stronger Together conference saw 89 registrants from the Peace region, and in-person registration was sold out. The Fall marketing campaign was a success with 225 Barbie themed library cards distributed and 582 prize entries. TD Summer Reading Club had 568 participants from 22 libraries, over half of which were first time participants. The online CCD ordering tool has been rolled out to all libraries and the old paper forms will be discontinued where possible.

Minutes from the various fall Advisory Council meetings for Service Point Libraries were presented and accepted, as well as minutes from the Executive, Personnel and Plan of Service committees.

A representative from ALTA – the Alberta Library Trustees Association – will be invited to present at the next Board meeting.

Quick Facts 2023

Population Served: 178,009
 Members: 37 municipalities & 1 Métis Settlement
 Member Public Libraries: 46
 Contracting Schools: 34
 Chair: Carolyn Kolebaba (Northern Sunrise County)
 CEO: Louisa Robison

Present:

Alain Blanchette (zoom)	MD of Smoky River
Amber Bean	Clear Hills County
Ann Stewart	Big Lakes County
Anna Underwood	Town of Wembley
Belinda Halabisky	County of Northern Lights
Brad Pearson	MD of Lesser Slave River
Cal Mosher	Town of Beaverlodge
Carmen Johnson	Town of Grimshaw
Carolyn Kolebaba, Chair	Northern Sunrise County
Dalen Richardson	MD of Fairview
Denise Joudrey	Birch Hills County
Elaine Manzer	Town of Peace River
Grant Berg (zoom)	City of Grande Prairie
Greg Pasichnuk (zoom)	Town of Manning
Harry Ezio (zoom)	Town of Spirit River
Jacqueline Maisonneuve (zoom)	Town of McLennan
James Waikle	Town of High Prairie
Jane Weber	Village of Berwyn
Leanne Beaupre (zoom)	County of Grande Prairie
Lindsay Brown	Town of Falher
Mark Liboiron (zoom)	Town of High Level
Michelle Farris (zoom)	Town of Rainbow Lake
Tahirih Wiebe	MD of Opportunity
Tanya Boman	Town of Valleyview
Theresa Johnson	MD of Peace
Tom Burton	MD of Greenview
Roxann Dreger	Village of Rycroft

Regrets:

Agnes Roshuk	Village of Nampa
Meesha Bainton	Town of Fox Creek
Nick Van Rootselaar	MD of Spirit River
Stan Golob	Town of Fairview
Vacant	Village of Donnelly
Vacant	Village of Girouxville

Absent:

Alison Bjornson	Village of Hines Creek
Dennis Stredulinsky	Town of Sexsmith
Kirsten Smith	Saddle Hills County
Reta Nooskey	Paddle Prairie Métis Settlement
Steve Adams	Town of Slave Lake

Connecting libraries, people and resources
through teamwork, technology and training

Peace Library System acknowledges Treaty 8 territory as well as the Métis Nation of Alberta. Peace Library System libraries are located on territory that provided a travelling route and home to many Indigenous peoples.

Item Number	Subject	Requested On	People Responsible	Item Notes	Status	Target Date of Completion
1	10A St & Highway 43 (Subway Intersection)	22-Jun-20	CAO/Admin	Intersection has been surveyed - 2023 capital plan. Only \$50K in current budget, rest will be deferred to 2023 due to higher than expected pricing.	ON HOLD	8/1/2023
2	Recreation Centre Rate Review	27-Sep-21	CAO/Admin	CAO has received the rates and will review and bring to next Council meeting.	In progress	9/30/2023
3	Grande Prairie & District Catholic School Board	26-Oct-20	CAO/Admin	Sent Draft Joint Use Partnership Agreement to GPCDSD	In progress	9/30/2023
4	Community Bus Policy	8-May-23	Admin	Review and update this policy and it's fees and charges.	ON HOLD	12/31/2023
5	Main Street Sign	23-Oct-23	Admin	Proceed with updating the Main Street Sign - adding reflective paint on letters and arrow	In progress	
6	Amend Bylaw #1003	14-Nov-23	Admin	Amend Bylaw #1003 - Fire Department Bylaw to reflect the signing of the Fire Services Agreement with the County of Grande Prairie	In progress	
7	Dog Waste Signs	14-Nov-23	Admin	Obtain and post signs	In progress	
8	Manhole Power	14-Nov-23	Admin	Investigate what running power to the manhole in the center of 10th St and 2nd Ave would look like	In progress	
9	South Peace Regional Archives	14-Nov-23	Admin	Invite a delegation to present to Council	Completed	

Current: Monday, December 11, 2023

Monthly Report to Council

Date: 11 December 2023

From: Tracy Deets

Department: Library

Project/Event	Highlights/Concerns
Programming / Events	<p>First concert of the season on Oct. 24. The two performers were from Montreal and played traditional Celtic music. Crowd was small but enjoyed it very much</p> <p>Fri Nov 3 was our first Pub Trivia Night. All tables were sold out, and we had 76 participants. Fun was had by all, the bar was a profitable fundraiser, and we've had excellent feedback</p> <p>Lego Club is continuing with a small but dedicated group</p> <p>Second concert of season was on Nov 22, and featured a singer/songwriter from Steinbach Manitoba, who actually has some family ties to Beaverlodge</p> <p>Because of the Trivia Night success, the teachers and staff at Beaverlodge Elementary asked if we would do a scaled-down version for them, and host their Christmas staff party. We agreed and it took place on Nov 30. They included us in their turkey dinner, and later gave a generous donation to the library for our effort</p> <p>Sat Dec 2 was our annual Artisan Fair. We lost a couple of vendors close to the date due to illness and family matters, but still had full tables with plenty of products on offer.</p> <p>Santa letters are once again being handwritten by staff this year. Our last children's craft before Christmas will be on Dec 11, and a movie day is planned for Dec 15</p>
Administrative	<p>Attended the Peace Library System's Library Managers Council meeting</p> <p>Attended Friends of the Library Meeting on Nov 15</p> <p>Prepared meeting package and attended Board meeting on Nov 16</p> <p>Put together the library's operating budget and presented to Board</p> <p>Attending County of Grande Prairie Library Board meeting on Dec 11</p>
Staffing	<p>We are back down to 3 staff members and will be advertising for the Clerk I position this week</p>

Monthly Report to Council

Date: December 7, 2023

From: Reanna Stockman

Department: FCSS

Project/Event	Highlights/Concerns
Administrative Tasks	<ul style="list-style-type: none"> ○ Newsletter and posters are ongoing. ○ Starting a monthly staff newsletter
Meetings	<ul style="list-style-type: none"> ○ November 27 – Passionate Hearts Planning mtg ○ November 29 – Regional Transportation Study Steering Committee mtg ○ November 30 – Center for Healthy Communities mtg ○ November 30 – U of C meeting – Social work & Nursing students ○ December 6 – Directors Network mtg ○ December 8 – Regional Transportation Interview
Programs	<ul style="list-style-type: none"> ○ Meals on Wheels going well. To date, 452 meals have been delivered. Have hired a staff member through the Food Bank to help co-ordinate. In talks with GP Meals on Wheels to find new food supplier. ○ Partnership with University of Calgary for Social Work and Nursing practicum students has started. A survey has been developed for youth and seniors to distribute. Meet every two weeks. ○ Child and Youth Mental Health Therapist coming to Beaverlodge every two weeks until January and then will reassess needs and if service was utilized. Open to Beaverlodge and West County residents. Located at the Beaverlodge Hospital. ○ Teen Skill happening December 7 & 8 9 with Xmas cards for seniors and gingerbread making. ○ Partnered with GP Family Education to bring Love & Logic parenting course to Beaverlodge starting November 8. Currently 11 families registered. ○ Working with Victim Services to have a community Naloxone Training for November 27 @ 7pm at the Alliance Church. Had 9 participants. ○ BRHS has booked the Bus to use Tues/Thurs for students doing work placements around Beaverlodge. ○ Pen-Pal Intergenerational program with seniors & Gr ¾ from Elmworth and Valhalla ○ Christmas Hamper planning and organization underway.
Staffing	<ul style="list-style-type: none"> ○ 3 casual Bus drivers ○ 2 part-time Home Support Workers

Training & Development	
Other	<ul style="list-style-type: none">○ Food Bank November 6- December 4 : \$1825 handed out in gift cards. 78 clients served.○ Probation has been using the office bi-monthly for meeting with clients.○ Odyssey House program is running in the basement of the pool with 4 clients.○ Currently 22 Home Support Clients○ Community bus continues to run Wednesdays with an average of 8 riders. We have added the option of two more pick-up/drop-off locations for riders. One at the entrance to Parkview Village and one at the Big Beaver. Riders MUST call to book as the bus will not stop there unless pre-booked.