



AGENDA FOR THE TOWN OF BEAVERLODGE COMMITTEE OF THE WHOLE MEETING
 TO BE HELD MONDAY NOVEMBER 25, 2024 @ 6:00 PM
 COUNCIL CHAMBERS, 400 10 ST BEAVERLODGE, AB
 Microsoft Teams Meeting ID: 273 423 616 62 Passcode: 6js3Et

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>DELEGATION</u>	
5.0	<u>OLD BUSINESS:</u>	
6.0	<u>NEW BUSINESS:</u> 6.1 Facility & Fee Waiver – Girls Hockey Association 6.2 Christmas Craze Campground Light-up Dec 6, 2024	PP 3-7
7.0	<u>TOPICS FOR NEXT AGENDA:</u>	
8.0	<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.



Box 30, Beaverlodge, AB T0H 0C0

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Facility and Fee Waiver Application

Organization: Beaverlodge Girls Hockey Association

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

Charity / Non Profit Registration Number: 741193544
You must attach a copy of the 501(c)3, if Non-Profit

Address: Po Box 1063

City: Beaverlodge Province: AB Postal-Code: T0H0C0

Contact Name: Christy Martin Title: President

Phone: 780-512-6540 Phone 2: _____ Fax: _____

Email: beaverlodgegirls hockey@gmail.com

Type of Event: Fundraiser Community Event Private Event

Date(s) of event: December 20, 2024

Requested Facility/Location of Event: Community Center Hall

Requested Equipment: Hall plus kitchen

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: \$250.00

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

BGHA Christmas Dinner for all of our female hockey players. We are building our female program. Gathering is granting them the confidence while providing a fun-structured environment beyond hockey.

The primary purpose of the organization is: Female Hockey Program providing on and off ice sessions in a fun, structured environment.

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: November 5/2024.

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: _____

Beaverlodge Girls Hockey Association- **Facility Fee and Waiver Application**

Date: December 20th, 2024- Community Center Hall Rental with Kitchen (\$500)

- Non-Profit Registration #741193544
- BGHA has 77 registered female hockey players, 20 coaching staff members, and 15 support staff members.
- Purpose of the event is building female hockey in our community
- Our budget is \$2000. Includes hall rental, food supply for supper, music, and decorations.
 - Funding sources will come from our Association
 - Funding may come from Hockey Alberta Grant
- Previous year's financial sheet will follow soon.

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 #4382, Approved

Nov 6, 2024 2:54 PM



Company: Town Of Beaverlodge
 Box 30
 Beaverlodge, AB T0H 0C0

Customer Type: Other Organizations
 Prepared By: Olivia Horne

Agent: Tanya Harvey
 Email: tharvey@beaverlodge.ca

Work: (780) 354-2203 Home: (780) 933-4364

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$476.19	\$23.81	\$0	\$500.00	\$250.00	\$0	\$0	\$0	\$750.00

▼ RESERVATIONS

Event	Resource	Center	Notes
Girls Hockey Christmas Dinner #4382 Type: Community Centre Special Events Attend/Qty: 100	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		Dec 20, 2024	9:00 AM	15 hours	Dec 21, 2024	12:00 AM	

Summary	Notes
Total Number of Dates: 1 Total Time: 15 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 Full Day	Girls Hockey Christmas Dinner #4382 CC Whole	\$500.00	1.00	GST (I): \$23.81	\$500.00

▼ DEPOSITS

Deposit Charge	Event / Resource	Charge	Tax	Amount paid	Refunds	Balance
CC Damage Deposit	Girls Hockey Christmas Dinner #4382 CC Whole	\$250.00	\$0	\$0	\$0	\$250.00

▼ Payment Schedule for Original Balance of \$750.00

Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
Dec 13, 2024	\$750.00	\$0	\$0	\$750.00
			Current Balance	\$750.00

▼ **CUSTOM QUESTIONS**

Question	Answer
What is the purpose of your function?	Girls Hockey Dinner
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.