

**CLEARWATER COUNTY
COUNCIL AGENDA
January 22, 2013**

DELEGATIONS:

9:05 Rocky Curling Club

10:00 Parkland Regional Library

A. CALL TO ORDER

B. AGENDA ADOPTION

C. CONFIRMATION OF MINUTES

1. January 08, 2013 Regular Meeting Minutes

D. COMMUNITY AND PROTECTIVE SERVICES

1. 9:05 Rocky Curling Club
2. 10:00 Parkland Regional Library Delegation
3. Rocky Mountain House Museum Agreement
4. Aurora Community Centre Grant Request
5. Frisco Hall Grant Request
6. CPO Service Level Review Terms of Reference *(To be added at meeting)*

E. CORPORATE SERVICES

1. Borrowing Bylaw 970/13

F. MUNICIPAL

1. K Division Meeting at AAMDC Convention
2. Chamber of Commerce Meeting Request

G. INFORMATION

1. CAO's Report
2. Public Works Director's Report
3. Accounts Payable Listing

H. COMMITTEE REPORTS

I. ADJOURNMENT

TABLED ITEMS

<u>Date</u>	<u>Item, Reason and Status</u>
04/10/12	Arbutus Hall Funding Request <ul style="list-style-type: none">• To allow applicant to provide a complete capital projects plan. STATUS: Pending Information, Community and Protective Services



Agenda Item

Project: Rocky Curling Club Delegation (9:05 am)	
Presentation Date: January 22, 2013	
Department: Community and Protective Services	Author: Tyler McKinnon
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: n/a	Goal: n/a
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accept the information as presented	
Background: The Rocky Curling Club has requested an opportunity to meet with Council to discuss the upcoming planned renovations to the Rocky Mountain House arena facility, which is adjacent to the Club's facility. Club representatives note that the upgrades will require them to do work on their own facility and are requesting that Council consider providing funding towards upgrading the Curling facility. A copy of the Club's request letter has been attached for your information. Club representatives are in attendance to discuss this with Council. Time has been allocated for questions following the presentation.	

For many years the Rocky Curling Club has planned to do renovations to our facility and we let the town council know, in writing, that we would like to be notified as to any plans they had to renovate the arenas. We have been approached by them and have looked at their concept drawings. They have expressed a desire for us to be a part of the project to make one multipurpose facility that would benefit both them and us. With the fact that our facilities are attached the work done to the arenas will require us to do upgrades to bring our building up to code and these would be costly and not achieve any of the improvements we would like to see happen. We have spent, to date, \$20,000 to have an assessment done on the building and also have concept drawings done to coincide with the towns project. We have estimated the cost to our club to be approximately \$2,000,000.00, based on a value of \$400.00 per square/foot given by the architect. We have \$350,000.00 at present to put towards the project and our plans for funding include applying for grants, approaching oil companies in our area and a bank loan. To aid us in our decision to go ahead with this project we are asking the Council of Clearwater County if they could allocate funds toward it. We feel there would be significant savings in working together with the town and if we don't do it now it would be cost prohibitive in the future.

Thank-you in advance for your consideration of this matter and we would be happy to answer any questions you may have.



Agenda Item

Project: Parkland Regional Library Delegation (10:00 am)	
Presentation Date: January 22, 2013	
Department: Community and Protective Services	Author: Tyler McKinnon
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: n/a	Goal: n/a
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accept the information as presented	
Background: At the December 11, 2012 meeting, Council reviewed and completed Parkland Regional Library's annual satisfaction survey. Included in the survey was the option for Council to request a meeting with Parkland Regional Library's Director, Ron Sheppard, which Council opted to do. Specifically, Council noted a desire for more information around PRLs school library contract process. Mr. Sheppard is in attendance to provide some information on this to Council. Time has been allocated for questions following the presentation.	



Agenda Item

Project: Rocky Mountain House Museum Agreement	
Presentation Date: January 22, 2013	
Department: Community and Protective Services	Author: Tyler McKinnon
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: n/a	Goal: n/a
Legislative Direction: <input checked="" type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council accept the information as presented	
Background: The Rocky Mountain House Reunion Historical Society owns and operates the Rocky Mountain House Museum. Clearwater County and the Town of Rocky Mountain House provide the Museum with funding through a joint agreement. The joint agreement is currently up for renewal. A copy of the agreement has been attached for Council's review. No changes have been proposed from the previous agreement, and the terms and funding amount remain the same. Staff recommend that Council authorize the Reeve and CAO to sign the agreement as presented. Should Council wish to do so, the agreement will be valid until December 31, 2014.	

ROCKY MOUNTAIN HOUSE MUSEUM OPERATIONS BOARD

This agreement made in triplicate this ____ day of ____ A.D. 20__.

Between

The Rocky Mountain House Reunion Historical Society

In the Province of Alberta

(Hereinafter referred to as “the Museum”)

-and-

The Clearwater County

In the Province of Alberta

(Hereinafter referred to as “the County”)

-and-

The Town of Rocky Mountain House

In the Province of Alberta

(Hereinafter referred to as “the Town”)

WHEREAS the Town is the owner of the property described as follows:

Part of the SW1/4 27 – 39 – 7 W5TH

All that Portion of the South East Quarter of Section Twenty-seven (27)

Township Thirty-nine (39)

Range Seven (7)

West of the Fifth Meridian

Which lies East of a Line Described as Follows:

Commencing at a Point on the South Boundary of the said Quarter Section Three Hundred and Forty (340) Feet.

Easterly from the South East Corner of Block F as Show on Subdivision Plan 5273 C.L.;

Thence Northerly and Parallel to the East Boundary of the said Quarter Section Five Hundred and Sixty-two (562) Feet Thence Northerly and Parallel to the West Boundary of the Said Quarter Section to Intersection with North Boundary of the said Quarter Section, containing 44.1 Hectares (109.09) Acres, More or Less.

(which land is hereinafter called “the Property”)

AND WHEREAS the Museum has constructed upon the said lands certain improvements, including a Museum Building (hereinafter called the “Museum Building”);

AND WHEREAS the parties wish to enter into an agreement for the operation of the Museum Building and Pioneer Park;

NOW THEREFORE, in consideration of the foregoing, it is understood and agreed between the parties as follows.

1. Museum Operations Board

a) The Operations Board will be advisory to the Rocky Mountain House Reunion Historical Society regarding the overall operation of the Museum building.

The present Operations Board will not be involved in programming or displays for the Museum.

2. Board Membership

- a) The Board shall be comprised of seven (7) voting members appointed as follows:
 - (i) 2 Board members will be appointed by the Museum
 - (ii) 2 Board members will be appointed by the County
 - (iii) 2 Board members will be appointed by the Town
 - (iv) 1 Board member-at-large will be appointed by the Operations Board yearly, this member may not be affiliated with the Museum, County or Town.
- b) Councilor appointments will be for a term of one (1) year to expire at the organizational meetings of the Town and the County. The County and the Town will be allowed to appoint alternate Members who will have voting privileges in the absence of their respective Board Members.
- c) The Museum shall appoint members annually at their Executive Organizational meeting held each year. The Museum will be allowed to appoint alternate members who will have voting privileges in the absence of their respective Board Members.
- d) The Museum, Town and County shall each appoint one non-voting staff member to the Museum Operations Board. This member may be the municipal manager, executive director or designate.
- e) The County and Town appointments will be made at their annual organizational meetings held in October of each year.
- f) All vacancies on the Operations Board shall be filled as soon as reasonably possible by any of the respective participating parties as the case may be, and each person appointed to fill a vacancy shall hold office for the remainder of the term of the vacated Board Member.
- g) Staff members of the above parties shall not hold office or vote on any issues relating to this Board.

3. Administrative Support

- a) Administrative Support & Orientation for this Board is to be provided by the Town, or County or Museum. Resource staff may be provided as needed by any of the parties to this agreement as required by the Board.

4. Conduct of Meetings

The Board and each member shall be governed and subject to the following:

- (a) Any member of the Operations Board who is absent from three (3) consecutive meetings (unless such absence is through illness or is authorized by resolution of the Board, entered upon its Minutes) shall forfeit their office, and the vacancy shall be filled by the respective party.
- (b) A Chairperson and a Vice-Chairperson shall be chosen by the membership attending the first meetings of the Board following the organizational meeting of the County and the Town. The Chairperson shall preside over all meetings of the Board and the Vice-Chairperson shall act as Chairperson only in the absence of the Chairperson.
- (c) The Recording Secretary shall be resource staff from the Town or County and shall be responsible for attending all regular and special meetings of the Board. Further the Recording Secretary's duties shall include the distribution of all proceedings as directed by the Board.
- (d) Regular meetings of the Operations Board shall be held at least quarterly. Meetings shall not be scheduled during the months of July and August. The time and the place of such meetings are to be determined by the Board at its first meeting each year following the organizational meeting. This meeting may be changed by the Board from time to time, as the Board deems necessary.
- (e) Special meetings may be called on twenty-four (24) hours notice by the Chairperson or at the request of any three (3) Members of the Board.

- (f) A Minute Book shall be kept and minutes of all regular and special meetings shall be recorded therein by the Recording Secretary. Copies of all minutes shall be filed with the Museum, County and the Town.
- (g) A majority of the Operations Board is necessary to form a quorum. This majority must include, minimally, one representative each from the Museum, Town and County.
- (h) The Chairperson must vote on any questions. In the event of a tie, a motion shall be declared defeated.

5. Power and Duties

- (a) The Operations Board will be advisory to the Museum regarding the overall operations and maintenance of the Museum building.
- (b) The Operations Board is not to be involved in the programs or displays of the Museum.
- (c) Neither the Operations Board nor any member shall have the power to pledge credit of the Museum, County or the Town in connection with any matter whatsoever; nor shall the Operations Board nor any member have any authority to act for or to incur any obligation on behalf of the Museum, County or the Town; nor shall the Board or any member have the power to authorize any expenditure to be charged against the Museum, County or the Town.
- (d) Supply the Town and County a financial statement in a manner and form as agreed to by the County and Town.

6. Budget and Finances – Museum

- (a) This agreement will direct the County and the Town to contribute funding to the Museum as outlined in Schedule A as reviewed annually to the Museum for the operating and maintenance costs. The Museum agrees to conduct all necessary repairs of the four side-walls, roof, foundation, floors and bearing structures of the premises with the funds received.

- (b) The amount depicted in Schedule A is to be paid in the amount of 40% on or before February 1st and the remaining 60% will be paid after the Museum's financial statements are provided to the Town and County.
- (c) In the event of a surplus the Museum will be allowed to put this into a reserve account. This account must be shown on the financial statement with a definition.
- (d) It is understood that the Museum will continue to develop the facility and rent space and undertake other activities for the purpose of reducing the annual operating funds necessary from the County and the Town.
- (e) The Museum shall supply in March of each year to the County and Town a financial statement as provided by the accountants to the museum.

7. **Insurance**

- a) The Museum will obtain and maintain for the benefit of the Museum, Town and County, at the Museum's expense, commercial general liability insurance in an amount of not less than \$5,000,000 in respect of claims arising out of the death of or injury to any person, and in an amount of not less than \$5,000,000 in respect of property damage, in relation to any one occurrence. All insurance shall be effected upon terms and conditions satisfactory to the Town and County. The Museum shall produce evidence of the existence of such insurance from time to time as requested by the Town or County.

8. **Dissolution of the Rocky Mountain Historical Society**

- a) If the term of the Land and Building Agreement between the Town of Rocky Mountain House and the Rocky Mountain House Historical Reunion Society is at any time seized or taken in execution or in attachment by any failure of the Museum, or if the Museum makes any assignment for the benefit of creditors, or, becomes bankrupt or insolvent and takes the benefit of any such act that may be enforced against bankrupt or insolvent to the solvent debtors, or, should the Museum cease to carry on the normal conduct of the Museum, or should the

society dissolve or become defunct or should the lease between the Town and the Rocky Mountain House Historical Society otherwise be terminated by the Town, the Town, shall, pursuant to the lease, have full possession of and title to the improvements placed upon the property. In the event that the Town takes possession of the property, the Town will endeavor to operate the Museum.

- b) In the event the Town takes possession of and title to the lands and Museum building, the Town agrees to consult with the County concerning the use to which the facility will be put. If the Town decides, in its sole discretion, to sell the leasehold premises, the County shall be entitled to receive 1/5 of the proceeds of the sale of the building. Said share of the County of the proceeds of sale shall be compensation in full to the County for its contribution to the initial capital budget of the Museum.

9. Janitorial

- a) The Museum will provide cleaning services for the Visitor's Information Centre. Through their agreement with the Chamber of Commerce, the Town and County requires the Chamber will be responsible to maintain the Visitor's Information Centre area of the building in a neat and clean condition daily over and above the janitorial service provided by the Museum. The Chamber will be responsible to check washrooms when visitor load is heavy.

10. Visitors Information Centre Area

- a) Insofar as the Museum has received significant capital contribution from the County and the Town, the Museum shall contribute at no cost 923 square feet of space annually (Schedule "A") to the County and the Town for use as Visitor Information Centre. In the event that and for so long as the Town and the County continue their contribution to the Museum annually in accordance with Clause 6 (a) & (d), the Museum shall continue to contribute the 923 square feet of space

referred to in Clause 10 at no cost. If the Town and the County do not, in a given year, continue their contribution in accordance with Clauses 6 (a) & (d) the Museum shall have the discretion to charge a yearly rental for the 923 feet of space, provided that the Town and County continue to occupy the space, for a sum equivalent to the Museum's cost of operations per square foot multiplied by 923 square feet.

- b)** The Museum's cost of operations per square foot shall be determined yearly by the Museum's accountants. In the event that the Town and the County do not agree with the Museum's accountants with respect to the Museum's cost of operations per square foot, the rental shall be determined by arbitration to be conducted in the following manner:
- c)** The Museum may appoint one arbitrator and shall thereupon serve written notice upon the Town & County advising of the fact that it has appointed an arbitrator and giving the name and address of such arbitrator and the Town & County, upon receiving such notice shall within 15 days of the date of service of such notice, appoint the same arbitrator, or, if they so desire, one further arbitrator and serve notice upon the Museum setting forth the name and address of such arbitrator. In the event that the Town & County selects a different arbitrator than that chosen by the Museum, the two arbitrators so appointed shall select a third arbitrator. The third arbitrator so appointed and selected (or in the event of the failure on the part of the Town & County to appoint an Arbitrator, then the first appointed arbitrator alone) shall obtain such information, make such investigations and hear such representations as he may deem necessary and shall thereupon determine and fix a rental payable by the Town & County for the duration of the lease and the said rental so fixed shall be binding upon the Town & County and upon the Museum. The costs incurred in this arbitration proceeding shall be borne equally by the (Town & County) and the Museum.

11. Utilities

- a) The Museum is responsible to pay all charges for utilities and maintenance including but not limited to heat, water, electrical, air conditioning, garbage collection and entrance snow removal as well as any property taxes on the building.
- b) The Museum further agrees to ensure that the plumbing, sewage and electrical systems are maintained, in good repair and operating condition, including those within the 923 square feet provided to the Visitor Information Centre.

12. Regulations

- a) Through their agreement with the Chamber of Commerce, the Town and County requires that the Chamber will strictly comply with all municipal, provincial and federal laws, by-laws and regulations as well as any directives from its insurers for the operation of the Visitors Information Centre.

13. Improvements

- a) Through their agreement with the Chamber of Commerce, the Town and County requires that the Chamber is responsible to maintain at its own expense, the interior of the Visiting Centre area and every part thereof in good order and condition and to make promptly all needed repairs and replacements except repairs and replacements of the four side-walls, roof, foundation, floors and bearing structure of the premises.
- b) Through their agreement with the Chamber of Commerce, the Town and County requires that the Chamber may make any changes, alterations and improvements to the premises that it may deem necessary, without being obliged to restore the premises to their original condition at the expiration or termination of the term, provided that no structural changes, alterations or improvements shall be made without the consent in writing of the Museum, and provided that no changes,

alterations or improvements of any kind shall be made which will diminish the value of the premises.

14. Indemnity

- a) That without limiting the Museum's liability the Museum shall at all times indemnify the Town and the County against any and all manner of claims, demands, losses, costs, charges, actions and other proceedings, including claims, actions and awards for compensation under the Workers' Compensation Act or any similar act (whatsoever) made or brought against, suffered by, or imposed upon the Town and County or their property in respect of any loss, damage or injury (including injury resulting in death) to any person or property (including, without limiting the generality of the foregoing, servants, agents and property of the Town, County and the Museum) directly or indirectly arising out of, resulting from or sustained by reason of the Museum's occupancy or use of or any operation connected with the land and building or any buildings, fixtures or chattels thereon and in respect of any loss, damage or injury (including injury resulting in death) sustained by any person while on other lands or buildings of the Town in the course of ingress to or egress from the land and building for the purpose of doing business with the Museum.

15. Term of Agreement

- a) This agreement shall be in effect from January 1st, 2013 and shall expire December 31st, 2014.

16. Termination of Agreement

- b) Notice of Termination may be given in writing by either party to the other party not later than January 30th in any year. Termination will be effective on December 31st of that year.

b) This agreement may be amended upon the joint written agreement of the Museum, the County and the Town.

IN WITNESS WHEREOF, the authorized officers of the County and the Town and of the other parties hereto have hereunto affixed their signatures and corporate seals on the day and the year first above written.

Rocky Mountain House Historical Reunion Society

_____ **Dated this ____ day of _____, 2013**
Rocky Mountain House Historical Reunion Society

The County of Clearwater

_____ **Dated this ____ day of _____, 2013**
The County of Clearwater

The Town of Rocky Mountain House

_____ **Dated this ____ day of _____, 2013**
The Town of Rocky Mountain House

Museum Operations Board
Schedule A
2013

The Town of Rocky Mountain House and Clearwater County will contribute \$25,000.00 each to the Museum for 2013 and 2014 as per the attached budget provided by the Museum. Schedule A will be reviewed annually.



Agenda Item

Project: Aurora Community Center Grant Request	
Presentation Date: January 22, 2013	
Department: Community and Protective Services	Author: Tyler McKinnon
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>“Capital Grant funding for Community Halls/Associations” policy</u>	
Recommendation: That Council approve \$15,000.00 funding for the Aurora Community Center, from the Community Hall / Association Capital Grant, to be used towards the discussed projects.	
Background: <p>Aurora Community Center has submitted a request for funding through Council’s 2013 Community Halls/Associations Capital Grant. A copy of the request has been attached for your information, as has a copy of the pertinent policy.</p> <p>Hall representatives note that they are planning an expansion and upgrade to the hall which will include additional space, as well as an indoor washroom and a kitchen (which the hall currently does not have). Hall representatives anticipate that the addition of these amenities will make the hall itself more attractive for event rentals and will aid in the hall’s long term sustainability.</p> <p>The estimated cost for these projects is \$35,510.00. The hall is anticipating that they will be able to fund \$20,510.00 of the project costs and is requesting \$15,000.00 to cover the remainder.</p> <p>Council’s “Capital Grant funding for Community Halls / Associations” policy states:</p> <p style="text-align: center;"><i>“On approved projects the County will generally provide funding on a 50/50 cost share basis. Community Halls are expected to match County funds with cash, materials, labour, donated equipment, or other “gifts-in-kind”. County funding will generally not exceed \$15,000.00 per project.”</i></p> <p>Council allocated \$35,000.00 towards the 2013 capital grant fund. It has not yet been</p>	



accessed. Given that records indicate that Aurora Hall has not previously accessed funding through this grant, and the request falls within the guidelines laid out in policy, staff recommend that Council approve the requested funding. Should Council wish to do so, \$20,000.00 will remain in the 2013 grant budget.



APPENDIX "A"

CLEARWATER COUNTY CAPITAL GRANT FOR COMMUNITY HALLS / ASSOCIATIONS

SECTION 1 - APPLICANT INFORMATION:

Group name: Aurora Community Centre

Contact name: Tracey Gardner

Mailing address: RR4
Rimbey Ab. T0C 2J0

Contact number: (403) 729-2638 Contact e-mail: tgardner2009@hotmail.com

SECTION 2 - PROJECT DESCRIPTION:

Proposed project:

(Please describe the planned capital project in detail, including the work that will be completed and how it will be of benefit to your group/the community. Refer to section 4 of the capital grant policy for information on what is considered an eligible capital project.)

We would like to build an addition for extra space as the interest in our community functions is increasing, with new people moving into the neighborhood. Our addition would include indoor plumbing for inside bathrooms as well as a proper working kitchen. We will need to put in a septic + pressure system to meet these needs. This would be a benefit to our young mothers + seniors as there is no running water in the hall right now. They have to go to the outhouse or take their children to their cars to change them when we have community events.

Project Timeline:

(Please include the estimated start and finish dates for the proposed project)

Estimated start date: Spring of 2013

Estimated date of completion: as soon as possible (as funding permits.)

SECTION 3 – FINANCIAL INFORMATION

Project Expenses:

(Please include an itemized accounting of all estimated project costs, including materials and labour. Attach quotes wherever possible.)

ITEM	COST
2 quotes attached	
TOTAL ESTIMATED PROJECT COST:	\$

Available Funding:

(Please include an itemized accounting of all estimated sources of funding for the project, and how much funding each source is providing. This includes items such as monetary donations, donated labour/materials. **Do not** include the funding that you are requesting through this grant.)

ITEM	COST
Community Spirit Acct. (\$)	12,503.72
Casino Acct	4,647.97
(estimated casino fundings coming)	20,000.00
donated labor by community	1,164.69
TOTAL AVAILABLE FUNDING:	\$

these figures will charge a bit with some bills coming out of accounts.

not totally accurate, but close to what is available.

(please use the following valuations for volunteers and donations: unskilled labour – up to \$15/hour, skilled labour – up to \$30/hour, donated materials – fair market value, donated heavy equipment (including operator costs) – up to \$60/hour)

Grant Funding Requested:

(The amount you are requesting through this grant should equal the difference between the estimated project expenses and the funding that you currently have available, which is noted above. As noted in Clearwater County's capital grant policy, this grant does not generally fund more than 50% of the total project expenses, nor does grant funding typically exceed more than \$15,000.00 per project)

$$\begin{array}{rclcl}
 35,510.00 & - & 20,510.00 & = & 15,000.00 \\
 \text{Total estimated project cost} & \text{(minus)} & \text{Total available funding} & \text{(equals)} & \text{GRANT FUNDING REQUESTED}
 \end{array}$$

(approx)

SECTION 4 – BACKGROUND INFORMATION

Previous Grant Funding:

Have you previously received capital grant funding from Clearwater County?

Yes No

(if you answered "yes", please provide the details below)

PROJECT	FUNDING RECEIVED	DATE

Other Funders Approached:

(Clearwater County is to be considered a "funder of last resort". Please provide information around other potential sources of funding approached prior to this application being submitted.)

FUNDER APPROACHED	OUTCOME
in the process of asking oil companies for added donations	

Other Information:

(Please be sure to also include the information on the following checklist. Please note that your funding application may not be reviewed until you have submitted all of the requested information)

- Financial statements, including annual operating costs and annual revenues, for the past three years
- Record of hall/group activity (such as booking information) for the past three years
- A five year plan outlining the group's plan to ensure ongoing sustainability in the coming years
- Quotes for any project expenses

SECTION 5 - SIGNATURE

(Please ensure that this section is signed by an authorized representative for your organization)

On behalf of Aurora Community Centre I agree that, should Clearwater County provide capital grant funding:

- 1) The funds will only be used for the project outlined in this application
- 2) An accounting of the funding will be provided to Clearwater County within 60 days of project completion.

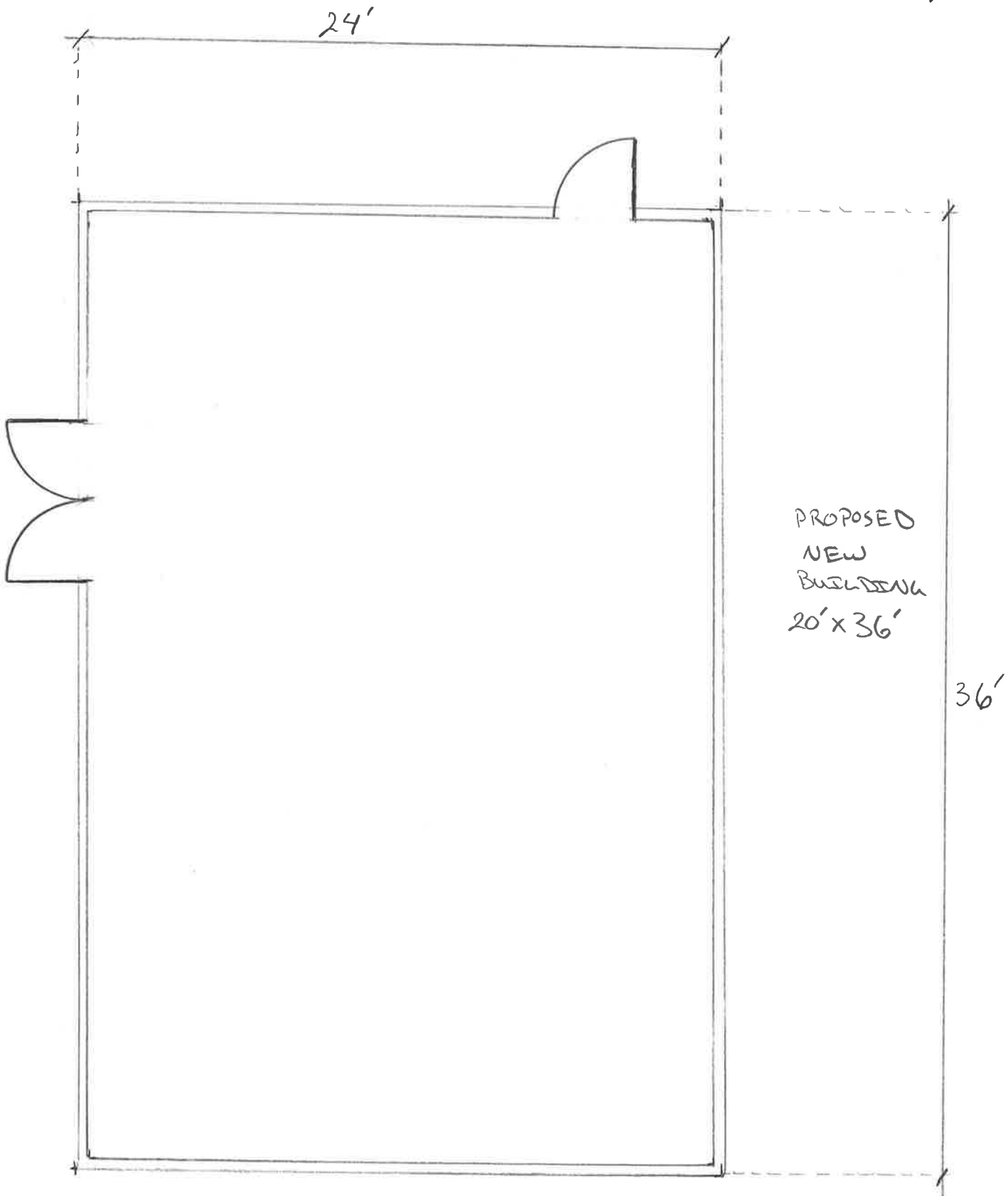
Tracey Gardner
Name secretary/treasurer

Signature Tracey Gardner

Date Dec 4, 2012

EXISTING FLOOR PLAN

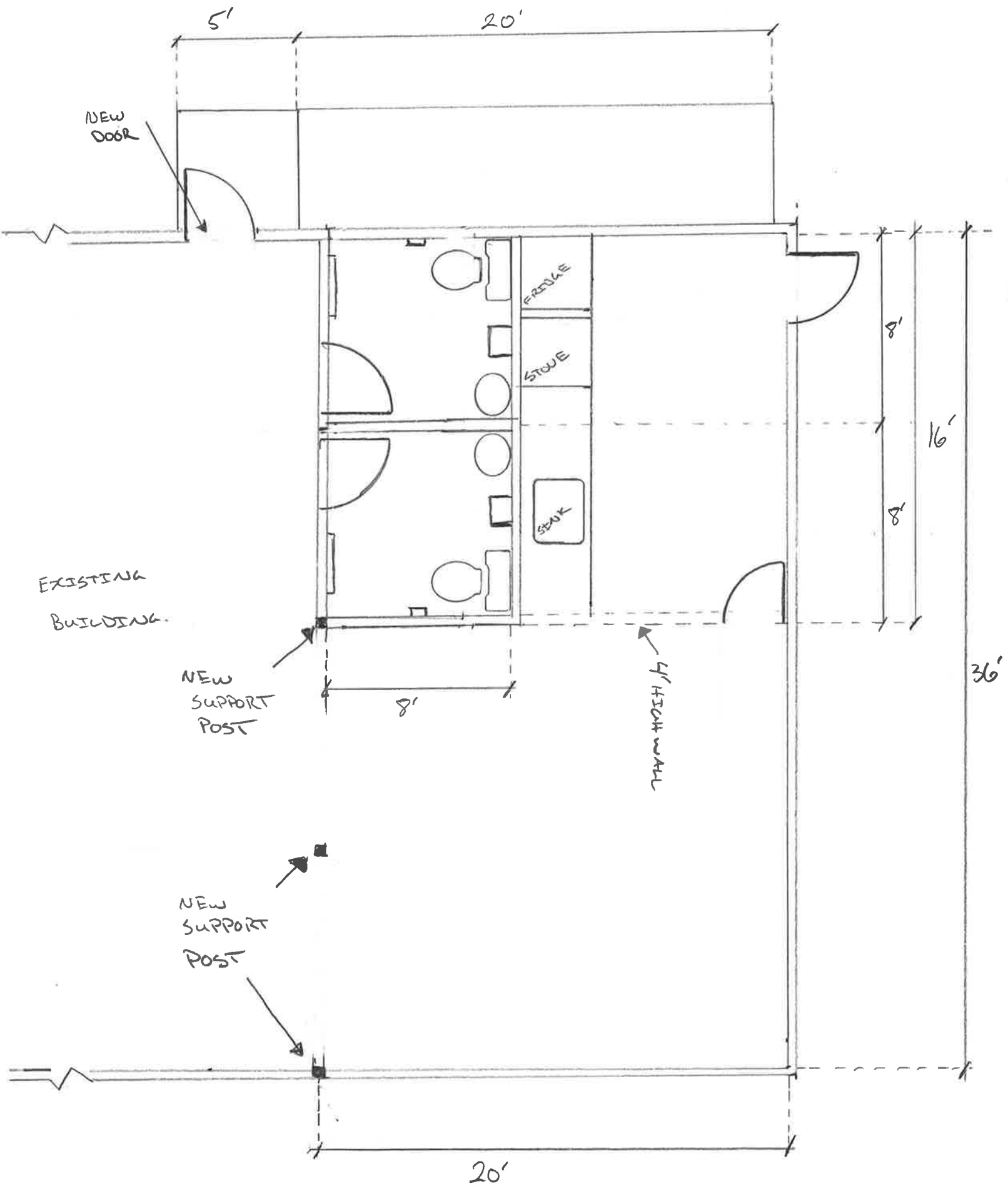
D4



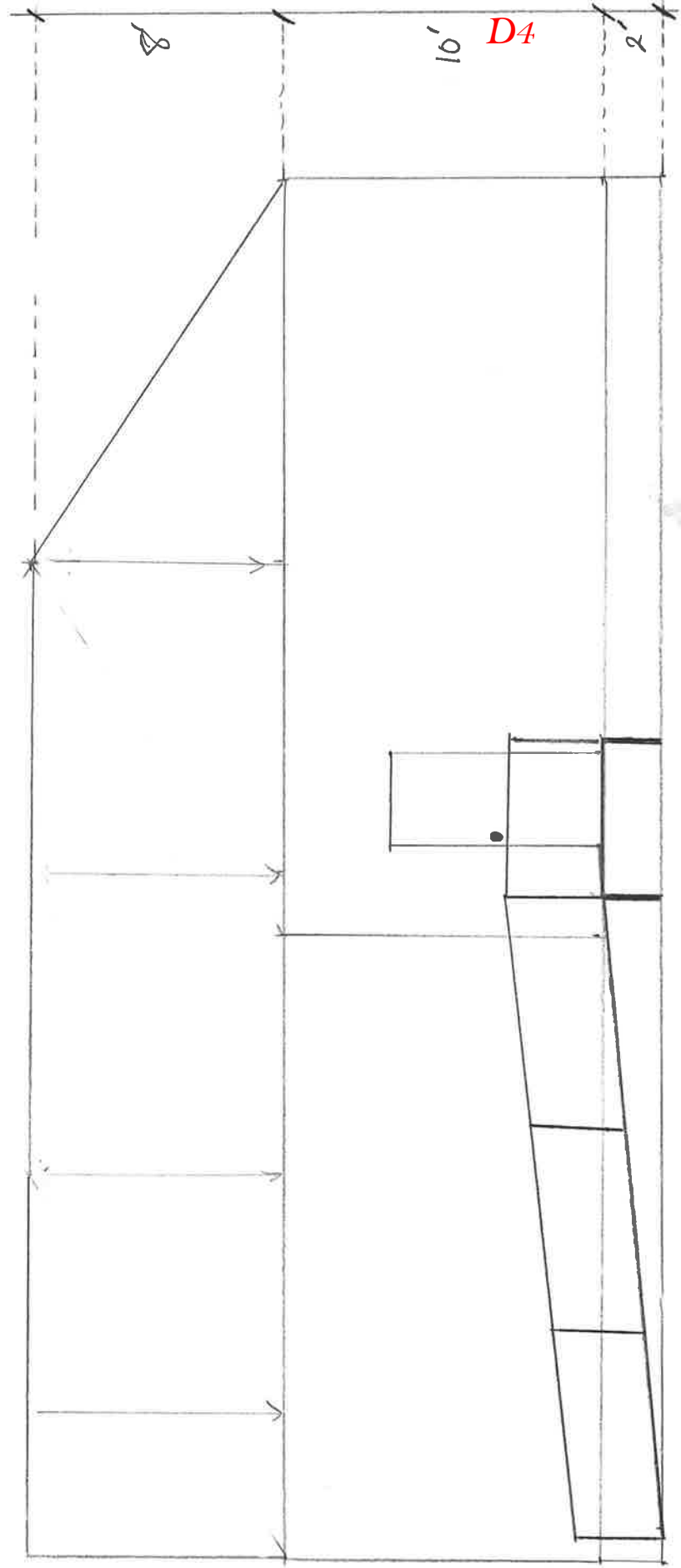
Aurora Community Centre.

PROPOSED NEW FLOOR PLAN

D4

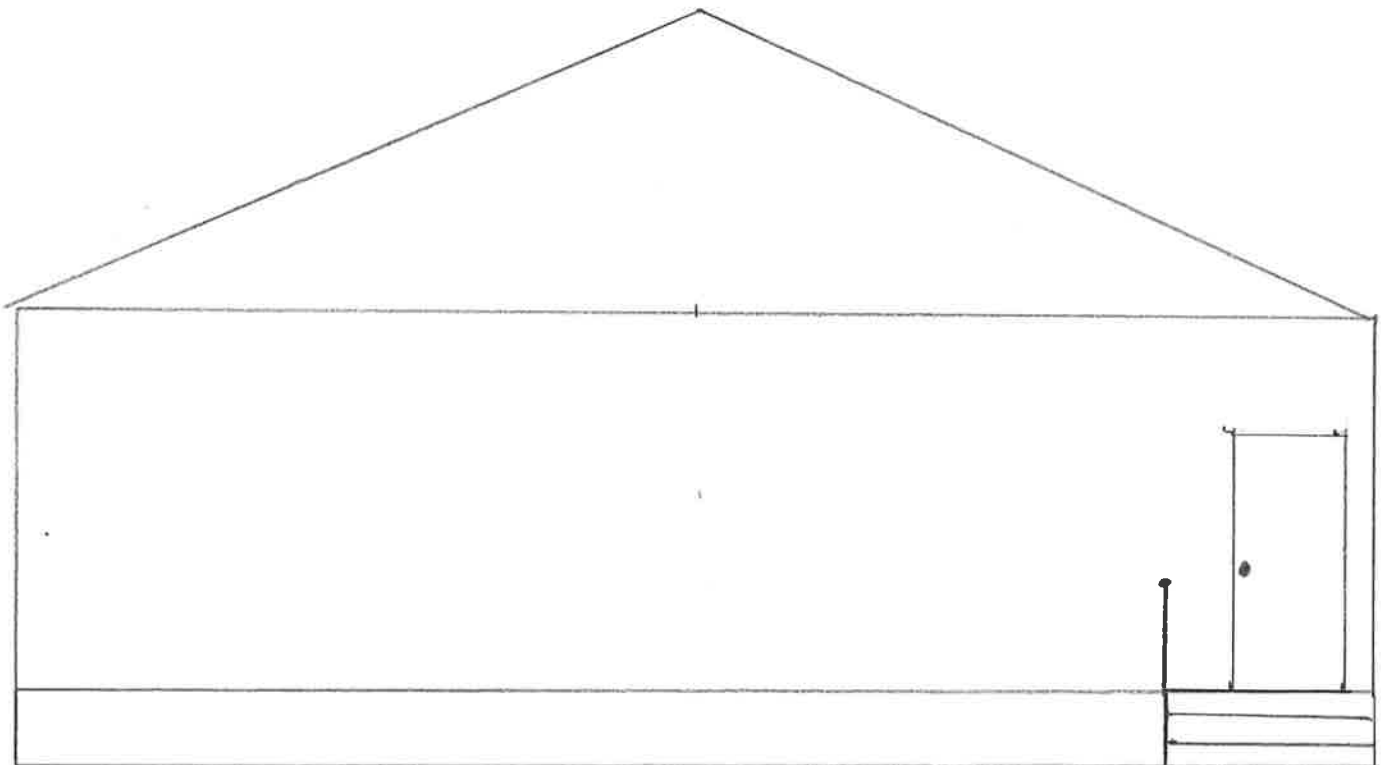


WEST ELEVATION



NORTH ELEVATION

D4



Record of Group Activity

In the past 3 years, we have had the following things happen at the hall

- baby showers
- wedding showers
- Christmas Supper
- birthday party
- pot luck suppers
- work bees
- weiner roasts + skating
- Halloween Supper
- cake walks
- funeral luncheons
- community camp out
- family reunions

Most of these things have been community events. There is a lot of interest in renting the hall, but as soon as people realize there is no running water (bathrooms, kitchen) in hall, they decide to go elsewhere.

Five Year Plan

As we look ahead to the future of our community, we realize to keep "Home" alive, we must do many things to encourage that mentality.

- Young Adults - we now have 2 on our hall board who are under the age of 30. This keeps the interest going in our young people
- Group activities - such as Cake walks, Potlucks, picnics, skating, (Young + Old can enjoy these).
- Community Camp Out. (yearly). Nice to see your neighbors + friends for more than an hour, and you get to know the new ones in the community
- Fund raising, is very important as well so, Casinos, cake walks, local things to try and raise some money for hall.
- Promoting the hall as a fun place for Family Reunions, so through more rentals.

The only thing else would be labour & extra fittings where needed, estimated approx.. \$ 1000.00 Also if you need a pump: ¾ hp 10 gpm Grundfos : \$990.00 Total with pump: \$4210.00 plus GST without: \$3220.00 If you have any questions just give Allan a call.

Debbie Anderson

ALKEN BASIN DRILLING LTD

Office:

Fax: (403) 748-2880

Email: d.anderson@alkenbasindrilling.com

From: Deanna Turnbull [mailto:manitouspirit@live.com]

Sent: November-28-12 12:09 PM

To: alkendrilling@telusplanet.net

Subject: Estimate for Aurora Hall

Materials needed Basically everything to install pressure system.

1. Pitless adapter : \$250.00
2. 300 feet Corlon : \$1.40 A FT - \$420.00
3. Pressure tank : FL 17 C/W TANK TEE: \$950.00
4. 3 Hydrants: C/W ELS & Big): \$200.00 each- \$600.00

New | Reply Reply all Forward | Delete Junk Sweep ▾ Mark as ▾

Move to ▾

20 x 36 Addition to Aurora Hall Estimate

Item	Materials	Labour	Total
Excavate Foundation		750	750
Footings	800	400	1200
Foundation Wall	3900	750	4650
Backfill		1500	1500
Floor Framing	2200	750	2950
Wall Framing	1000	750	1750
Roof Framing	5000	1500	6500
Roofing Metal	1200	750	1950
Wall Metal	800	750	1550
Install Doors and Windows	1500	750	2250
Interior Framing	500	750	1250
Total to Lockup	16900	9400	26300

Darren Dolman Construction

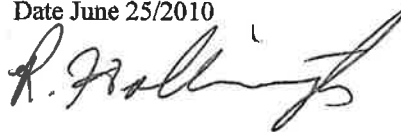
Aurora Community Centre
Financial Report
Casino Account
For the year March 1 2009- February 28 2010

Assets	
Cash Bank account	\$24,367.72
Total assets	\$24,367.72
Liabilities	
Total liabilities	\$0.00
Income	
Casino	\$24,974.27
Donations	\$249.05
Total income	\$25,223.32
Disbursements	
Power	\$657.06
Bank fees	\$79.80
Cleaning supplies	\$164.60
Rink materials	\$851.99
Hall maintenance	\$1,770.26
Casino fees	\$2,055.15
Insurance	\$414.06
Propane	\$227.64
Total disbursements	\$6,220.56

This financial statement has been reviewed and approved by:

Name ; Lenard Jeffcott
Position: president
Date June 25 2010

Name: Rodney Hollingsworth
Position: Secretary-Treasurer
Date June 25/2010

Aurora Community Centre
Financial Report
Community Account
For the year March 1 2009- February 28 2010

Assets	
Cash Bank account	\$10,711.09
Henry Herbert Piano	\$1,400.00
9 Folding tables	\$450.00
8 benches	\$400.00
50 chairs	\$500.00
3 fire extinguishers	\$150.00
2 brooms and dust pans	\$30.00
Fridge	\$600.00
Propane furnace	\$6,000.00
Skating rink	\$4,500.00
Snowblower	\$2,000.00
2 Hockey nets	\$225.00
Sports equipment	\$250.00
BBQ	\$1,500.00
Water well	\$1,500.00
Outdoor bathroom	\$2,000.00
Community hall	\$60,000.00
4.87 acres	\$90,000.00
Swing set	\$600.00
Skating rink lights	\$2,000.00
Skating shack	\$4,375.00
Total assets	\$189,191.09
Liabilities	
Total liabilities	\$0.00
Income	
Interest	\$2.63
Donations	\$500.00
Deposit into the wrong account	\$2,055.15
Total income	\$2,557.78
Disbursements	
Transfer to casino account	\$2,055.15
Advertisements	\$98.23
Memorials	\$52.50
Raffle prize	\$450.00
Donation	\$250.00
Skating shack	\$4,375.00
Delivery of skating shack	\$525.00
Power	\$49.04
Total disbursements	\$7,854.92

This financial statement has been reviewed and approved by:

Name ; Lenard Jeffcott

Position: president

Date June 25 2010

Name: Rodney Hollingsworth

Position: Secretary-Treasurer

Date June 25/2010



Aurora Community Centre

Jeffcott, Leonard	RR#4 Rimbey Alberta T0C-2J0	President
Carrol, James	RR#4 Rimbey Alberta T0C-2J0	Vice President
Hollingsworth, Rodney	RR#4 Site 8 Box 4 Rimbey Alberta T0C-J0	Secretary-treasurer
Gardner, Tracey	RR#4 Rimbey Alberta T0C-2J0	Director
Gardner, Tom	RR#4 Rimbey Alberta T0C-2J0	Director
Pike, Daryl	RR#4 Rimbey Alberta, T0C-2J0	Director
Jeffcott, Jody	RR#4 Rimbey Alberta T0C-2J0	Director

Community Account

Aurora Community Centre March 1, 2010 - February 28, 2011

Date	Particulars	Chq#	Debt	Credit	Balance
March 1	Opening Balance				\$10,711.09
March 31	Interest			\$0.03	\$10,711.12 ✓
April 12	The Western Star (congratulations Melissa)	296	\$36.75		\$10,674.37 ✓
April 12	The Western Star (annual meeting)	297	\$16.80		\$10,657.57 ✓
April 30	Interest			\$0.03	\$10,657.60 ✓
May 20	Ronald McDonald House (Baby Isah May)		\$100.00		\$10,557.60 ✓
May 26	D.T. Rec board(rink) Wagers donation(hall rent)			\$530.00	\$11,087.60 ✓
May 31	Interest			\$0.03	\$11,087.63 ✓
June 30	Interest			\$0.04	\$11,087.67 ✓
July 8	The Western Star (Byzitter Pike Shower)	299	\$25.20		\$11,062.47 ✓
July 31	Interest			\$0.05	\$11,062.52 ✓
August 31	Interest			\$0.05	\$11,062.57 ✓
September 30	Interest			\$0.04	\$11,062.61 ✓
October 31	Interest			\$0.05	\$11,062.66 ✓
November 30	Interest			\$0.04	\$11,062.70 ✓
December 24	The Western Star (christmas potluck)	301	\$16.80		\$11,045.90 ✓
December 29	Tracey Gardner (christmas supplies)	300	\$173.38		\$10,872.52 ✓
December 31	Interest			\$0.04	\$10,872.56 ✓
January 31	Interest			\$0.04	\$10,872.60 ✓
February 4	Donation (Garnicks Chairs)			\$200.00	\$11,072.60 ✓
February 28	Interest			\$0.04	\$11,072.64 ✓
Sum Total			\$368.93	\$730.48	
Closing Balance					\$11,072.64 ✓

Audited
March 18, 2011

Jamie Jackson

Casino Account

Aurora Community Centre March 1,2010 - February 28,2011

Date	Particulars	Chq#	Debt	Credit	Balance
March 1	Opening Balance				\$24,367.72
March 24	Epcor (ATBOL)		\$65.08		\$24,302.64
March 31	Flat Fee		\$6.00		\$24,296.64
April 30	Flat Fee		\$6.00		\$24,290.64
May 25	Epcor (ATBOL)		\$45.93		\$24,244.71
May 31	Flat Fee		\$6.00		\$24,238.71
June 23	Epcor (ATBOL)		\$88.25		\$24,150.46
June 30	Flat Fee		\$6.00		\$24,144.46
July 31	Flat Fee		\$6.00		\$24,138.46
August 25	Epcor (ATBOL)		\$98.00		\$24,040.46
August 31	Flat Fee		\$6.00		\$24,034.46
September 30	Flat Fee		\$6.00		\$24,028.46 ✓
October 12	Epcor (ATBOL)		\$42.32		\$23,986.14 ✓
October 22	Clearwater County (insurance)	33	\$361.53		\$23,624.61 ✓
October 31	Transaction fee		\$0.80		\$23,623.81 ✓
October 31	Flat Fee		\$6.00		\$23,617.81 ✓
November 25	Epcor (ATBOL)		\$86.35		\$23,531.46 ✓
November 25	Blindman Valley Propane (ATBOL)		\$388.29		\$23,143.17 ✓
November 30	Flat Fee		\$8.00		\$23,135.17 ✓
December 22	Epcor (ATBOL)		\$52.45		\$23,082.72 ✓
December 31	Flat Fee		\$8.00		\$23,074.72 ✓
January 31	Flat Fee		\$8.00		\$23,066.72 ✓
February 15	Blindman Valley Propane (ATBOL)		\$230.62		\$22,836.10 ✓
February 28	Flat Fee		\$8.00		\$22,828.10 ✓
Sum Total			\$1,497.30	\$0.00	
Closing Balance					\$22,828.10 ✓

Audited
 March 18, 2011
 Jami Jackson

Aurora Community Centre Casino Account

Pg 1042

March 1, 2011 - February 29, 2012

Date	Particulars	Chq #	Debit	Credit	Balance
Mar. 1	Opening Balance				22,688.13
Mar. 20	Epcor		46.16		22,641.97
Mar. 30	flat fee (ATB)		8.00		22,633.97
Apr. 20	Epcor	# 36	50.92		22,583.05
Apr. 30	transaction fee (ATB)		.80		22,582.25
Apr. 30	flat fee (ATB)		8.00		22,574.25
May 31	flat fee (ATB)		8.00		22,566.25
June 3	Home Building Ctr.	# 39	2120.64		20,445.61
June 3	Kimberly Co op	# 38	325.42		20,120.19
June 7	Rocky Co op	# 40	112.45		20,007.74
June 10	Ken Roc Building Materials	# 41	603.75		19,403.99
June 15	(Gena) Kimberly Co op (paint supplies)	# 37	249.90		19,154.09
June 20	Kimberly Builders	# 42	886.42		18,267.67
June 21	Harriman Lumber	# 43	1110.90		17,156.77
June 22	Epcor	# 45	63.49		17,093.28
June 24	Travis Pike ^{camp kitchen} ramp + step	# 46	6112.48		10,980.80
June 27	James Smith ^{drywall}	# 47	1575.00		9,405.80
June 30	transaction fee (ATB)		8.00		9,397.80
June 30	flat fee (ATB)		8.00		9,389.80
July 12	Wild West Farms (lumber)	# 44	368.71		9,021.09
July 31	transaction fee (ATB)		.80		9,020.29
July 31	flat fee (ATB)		8.00		9,012.29
Aug 25	Epcor	# 48	167.58		8,844.71
Aug 31	transaction fee (ATB)		.80		8,843.91
Aug 31	flat fee (ATB)		8.00		8,835.91
Sept. 30	flat fee (ATB)		8.00		8,827.91
Oct. 31	flat fee ATB		8.00		8,819.91
Nov. 14	Epcor	# 50	96.97		8,722.94
Nov 16	Clearwater County Insurance	# 51	336.81		8,386.13

Aurora Community Centre Casino Account

Page 2

Date	Particulars	Cheque #	Debit	Credit	Balance
Nov. 17	Phil Smith Electrical	* 49	119.70		8,266.43
Nov. 30	transaction fee (ATB)		2.40		8,264.03
Nov. 30	flat fee (ATB)		8.00		8,256.03
Dec 31	flat fee (ATB)		8.00		8,248.03
Jan. 23	Blindman Valley Propane	Σ #53	592.46		7,655.57
Jan. 23	Epcor	Σ #53	124.74		7,530.83
Jan. 31	transaction fee (ATB)		5.70		7,525.13
Jan. 31	flat fee (ATB)		8.00		7,517.13
Feb. 28	Epcor	* 54	224.12		7,293.01
Feb. 29	transaction fee (ATB)		.80		7,292.21
Feb 29	flat fee (ATB)		8.00		7,284.21
	<u>outstanding</u>				
	Phil Smith Electrical	* 55	152.55		

Clearwater County

CAPITAL GRANT FUNDING FOR COMMUNITY HALLS/ASSOCIATIONS

EFFECTIVE DATE: August 14, 2012

SECTION: Administration

POLICY STATEMENT:

To outline the requirements of and manner by which Clearwater County will provide capital funding to Community Halls/Associations.

PROCEDURE:

1. County staff are hereby directed to include an annual budget of thirty-five thousand dollars (\$35,000), which may be made available to community groups for capital projects, subject to Council's approval.
2. To the greatest extent possible, community groups should be proactive in their funding requests and submit their requests for consideration prior to October 15 for inclusion in the County's budget process.
3. Funding under this policy will be used for capital projects as defined within this Policy. Requests for program funding should be made to the respective recreation board.
4. For the purposes of this Policy, a project shall be deemed to be a capital project if it is a:
 - a. structural upgrade or expansion of the hall building;
 - b. major equipment essential to the operation of the hall (e.g. stoves, coolers, furnace) where the cost of the equipment exceeds \$2000 and has a life expectancy of more than 5 years; or,
 - c. major equipment or improvements that enhance the level of service available through the hall (e.g. playground equipment, sidewalks, parking lot paving, etc.) where the cost of the project exceeds \$2,000.00.
5. Applications for funding must be in writing, and should be on the application attached hereto as "Appendix A". Application forms must be fully completed and must include:
 - a. a description of the project;
 - b. the purpose of the project and the benefit the project will have to the Hall;
 - c. a project budget outlining revenues, expenses and the sources thereof;
 - d. the amount of funding being requested from the County;

- e. a schedule of when the work will be completed;
 - f. hall/group financial statements;
 - g. a demonstration of hall activity (i.e. – bookings list, etc);
 - h. a five year sustainability plan; and,
 - i. multiple quotations regarding the project.
6. Other than the cost of insurance (as described in the County's Community Hall and Community Groups Insurance policy) the County will not provide funding for operating costs including regular maintenance (painting, janitorial, etc).
 7. The County should be viewed as a "funder of last resort". When applying for grant funding from Clearwater County, Community Hall Associations shall demonstrate that they have raised, or attempted to raise funds from other sources. Examples of funding sources that groups should consider using or applying for are, but not limited to:
 - a. funds from Hall revenues;
 - b. funds from provincial grants (e.g. Community Lottery Boards, Wildrose Foundation, Community Facility Enhancement Program (CFEP), etc.);
 - c. corporate donations, and;
 - d. donations from the community at large (donations may be either cash or gifts in kind, such as donated equipment, donated labour or services such as plumbers, carpenters, architects, etc.).
 8. On approved projects the County will generally provide funding on a 50/50 cost share basis. Community Halls are expected to match County funds with cash, materials, labour, donated equipment, or other "gifts-in-kind". County funding will generally not exceed \$15,000.00 per project.
 9. Donations in kind of labour and equipment will be ascribed a value based on current Provincial standards used for the Community Facility Enhancement Program.
 10. Funding preference will be given to applicants that have not recently been granted funding under this policy.
 11. Grant funds provided by Council should be accounted for within 60 days of the completion of the project. Failure by a community hall/association to account for the funds may result in the group being ineligible for future grants, until such time as the accounting is complete.



APPENDIX "A"
CLEARWATER COUNTY CAPITAL GRANT FOR COMMUNITY HALLS / ASSOCIATIONS

SECTION 1 - APPLICANT INFORMATION:

Group name: _____

Contact name: _____

Mailing address: _____

Contact number: _____ **Contact e-mail:** _____

SECTION 2 - PROJECT DESCRIPTION:

Proposed project:

(Please describe the planned capital project in detail, including the work that will be completed and how it will be of benefit to your group/the community. Refer to section 4 of the capital grant policy for information on what is considered an eligible capital project.)

Project Timeline:

(Please include the estimated start and finish dates for the proposed project)

Estimated start date: _____

Estimated date of completion: _____

SECTION 3 – FINANCIAL INFORMATION

Project Expenses:

(Please include an itemized accounting of all estimated project costs, including materials and labour. Attach quotes wherever possible.)

ITEM	COST
TOTAL ESTIMATED PROJECT COST:	\$

Available Funding:

(Please include an itemized accounting of all estimated sources of funding for the project, and how much funding each source is providing. This includes items such as monetary donations, donated labour/materials. **Do not** include the funding that you are requesting through this grant.)

ITEM	COST
TOTAL AVAILABLE FUNDING:	\$

(please use the following valuations for volunteers and donations: unskilled labour – up to \$15/hour, skilled labour – up to \$30/hour, donated materials – fair market value, donated heavy equipment (including operator costs) – up to \$60/hour)

Grant Funding Requested:
 (The amount you are requesting through this grant should equal the difference between the estimated project expenses and the funding that you currently have available, which is noted above. As noted in Clearwater County’s capital grant policy, this grant does not generally fund more than 50% of the total project expenses, nor does grant funding typically exceed more than \$15,000.00 per project)

_____ - _____ = _____
 Total estimated project cost (minus) Total available funding (equals) **GRANT FUNDING REQUESTED**

SECTION 4 – BACKGROUND INFORMATION

Previous Grant Funding:

Have you previously received capital grant funding from Clearwater County?
 Yes No
 (if you answered “yes”, please provide the details below)

PROJECT	FUNDING RECEIVED	DATE

Other Funders Approached:
 (Clearwater County is to be considered a “funder of last resort”. Please provide information around other potential sources of funding approached prior to this application being submitted.)

FUNDER APPROACHED	OUTCOME

Other Information:
 (Please be sure to also include the information on the following checklist. Please note that your funding application may not be reviewed until you have submitted **all** of the requested information)

- Financial statements, including annual operating costs and annual revenues, for the past three years
- Record of hall/group activity (such as booking information) for the past three years
- A five year plan outlining the group’s plan to ensure ongoing sustainability in the coming years
- Quotes for any project expenses

SECTION 5 - SIGNATURE

(Please ensure that this section is signed by an authorized representative for your organization)

On behalf of _____ I agree that, should Clearwater County provide capital grant funding:

- 1) The funds will only be used for the project outlined in this application
- 2) An accounting of the funding will be provided to Clearwater County within 60 days of project completion.

Name Signature Date



Agenda Item

Project: Frisco Community Club Grant Request	
Presentation Date: January 22, 2013	
Department: Community and Protective Services	Author: Tyler McKinnon
Budget Implication: <input type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area:	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input checked="" type="checkbox"/> County Bylaw or Policy (cite) <u>“Capital Grant funding for Community Halls/Associations” policy</u>	
Recommendation: That Council approve \$5,000.00 funding for the Frisco Community Club, from the Community Hall / Association Capital Grant, to be used towards the discussed projects.	
Background: Frisco Community Club has submitted a request for funding through Council’s 2013 Community Halls/Associations Capital Grant. A copy of the request has been attached for your information, as has a copy of the pertinent policy. Club representatives are planning the following capital upgrades to the hall: 1) Water System Upgrade (cost \$9,074.76) 2) Structural Support on Hall Addition (cost \$1,280.00) Club representatives note that the hall’s current water system is an outdated well that no longer conforms with requirements, and that the storage room addition at the rear of the building is beginning to lean away from the hall and needs to be supported to prevent it from collapsing. The total estimated cost for these projects is \$10,354.76 and the hall is requesting that Council provide \$5,000.00 capital grant funding towards the work. The requested amount falls within the 50/50 cost share outlined in Council’s policy. Frisco Hall previously accessed this grant in 2009, when they received \$5,000.00 funding to upgrade their sewer system. Staff recommend that Council approve the requested funding for Frisco Hall.	



APPENDIX "A"

CLEARWATER COUNTY CAPITAL GRANT FOR COMMUNITY HALLS / ASSOCIATIONS

SECTION 1 - APPLICANT INFORMATION:

Group name: FAISO COMMUNITY CLUB

Contact name: GEORGE GREEN - CHAIRMAN

Mailing address: _____

Contact number: 845-6428 Contact e-mail: game10@clearwatercc.org

SECTION 2 - PROJECT DESCRIPTION:

Proposed project:
 (Please describe the planned capital project in detail, including the work that will be completed and how it will be of benefit to your group/the community. Refer to section 4 of the capital grant policy for information on what is considered an eligible capital project.)

UPGRADE WATER SYSTEM

REPLACE SUPPORTS UNDER BEAR STORAGE BUILDING
(SEE ATTACHED BUDGET)

Project Timeline:
 (Please include the estimated start and finish dates for the proposed project)

Estimated start date: APRIL 1, 2013

Estimated date of completion: MAY 31, 2013

SECTION 3 – FINANCIAL INFORMATION																									
Project Expenses:																									
(Please include an itemized accounting of all estimated project costs, including materials and labour. Attach quotes wherever possible.)																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%; padding: 2px;">ITEM</th> <th style="width: 20%; padding: 2px;">COST</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;"><i>See Attached</i></td> <td></td> </tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr> <td style="padding: 2px;">TOTAL ESTIMATED PROJECT COST:</td> <td style="padding: 2px;">\$</td> </tr> </tbody> </table>	ITEM	COST	<i>See Attached</i>																				TOTAL ESTIMATED PROJECT COST:	\$	
ITEM	COST																								
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TOTAL ESTIMATED PROJECT COST:	\$																								
Available Funding:																									
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<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 80%; padding: 2px;">ITEM</th> <th style="width: 20%; padding: 2px;">COST</th> </tr> </thead> <tbody> <tr> <td style="padding: 2px;"><i>See Attached</i></td> <td></td> </tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr><td style="padding: 2px;"> </td><td></td></tr> <tr> <td style="padding: 2px;">TOTAL AVAILABLE FUNDING:</td> <td style="padding: 2px;">\$</td> </tr> </tbody> </table>	ITEM	COST	<i>See Attached</i>																				TOTAL AVAILABLE FUNDING:	\$	
ITEM	COST																								
<i>See Attached</i>																									
TOTAL AVAILABLE FUNDING:	\$																								
(please use the following valuations for volunteers and donations: unskilled labour – up to \$15/hour, skilled labour – up to \$30/hour, donated materials – fair market value, donated heavy equipment (including operator costs) – up to \$60/hour)																									

**Clearwater County Council
Frisco Community Club Capital Grant Application
Attachment to Section 2 – Project Descriptions**

Water System Upgrade:

The present water pressure system is located in a well pit adjacent to the parking lot. This system is outdated and is no longer legal. It also presents a danger of contamination if the pit should flood and the flood water enter the well.

We are proposing to raise the well casing, pressure tank and related plumbing to a level above ground and fill the pit with gravel. We would construct a building over the old pit to house the pressure tank and a filter system to try and remove the high iron content and improve the odour of the water. This filter system has a flush on it that requires a drain. That is the reason for the drain rock in the pit. This would more than adequately disperse the flush water from the filter.

Budget:

Building Material	\$700.00
Plumber (quote attached)	\$5974.76
Electrical Material (estimate)	\$500.00
Misc Material (estimate)	\$200.00

Labour to construct building: 48 man hr X \$25.00/hr \$1200.00 Member supplied

Labour to install electrical (member is qualified)

10 hours X \$50.00/hr \$500.00 Member supplied

Total \$9074.76

Support of Storage Room on Rear of the Main Hall

The room that was added to the rear of the hall is starting to lean away from the main building. It requires beams to be added and proper supports to under the beams in order to keep it from collapsing.

Budget:

Beams (supplied by Club, estimate)	\$200.00
Contractor (phone estimate)	\$1080.00

Total \$1280.00

The total budget for these two projects is \$10,354.76. The Frisco Community Club is requesting a grant of \$5000.00 to go toward these costs. The rest of the money will be covered by the club in the form of labour as outlined above and cash from the clubs reserves.

Alberta Backhoe Services

RR 1, Site 20, Box 9
 Rocky Mountain House, AB T4T 2A1
 Phone: 403.846.5656



Estimate

Date	Estimate #
19/11/2012	390

Name / Address
Frisco Hall Rocky Mtn House, AB

Description	Qty	Rate	Total
Supply manpower and equipment to extend well casing, move pressure system in shed above well, install water conditioning equipment to remove hardness, iron and manganese in water, which includes: 10FT - 5" WELL CASING WELDER PLUMBER LABOUR PIPE & FITTINGS TO MOVE PRESSURE SYSTEM 10 YARDS - DRAIN ROCK SKID STEER MISC BRASS FITTINGS NOVO 564 SIM 30 - WATER CONDITIONER RES-UP LIQUID WATER SOFTENER SALT	1	5,690.25	5,690.25
GST On Sales		5.00%	284.51

Pricing is valid for 30 days from issue. Thank you.	Subtotal	\$5,690.25
------------------------------------------------------------	-----------------	-------------------

GST/HST No. 844268797	Sales Tax Total	\$284.51
-----------------------	------------------------	----------

Quoted by:	DC
------------	----

Total	\$5,974.76
--------------	-------------------

Grant Funding Requested:
 (The amount you are requesting through this grant should equal the difference between the estimated project expenses and the funding that you currently have available, which is noted above. As noted in Clearwater County's capital grant policy, this grant does not generally fund more than 50% of the total project expenses, nor does grant funding typically exceed more than \$15,000.00 per project)

10,354.76 - 5,354.76 = \$5,000
 Total estimated project cost (minus) Total available funding (equals) GRANT FUNDING REQUESTED

SECTION 4 – BACKGROUND INFORMATION

Previous Grant Funding:

Have you previously received capital grant funding from Clearwater County?
 Yes No
 (if you answered "yes", please provide the details below)

PROJECT	FUNDING RECEIVED	DATE
SEWER SYSTEM	5,000.00	JULY 2009.

Other Funders Approached:
 (Clearwater County is to be considered a "funder of last resort". Please provide information around other potential sources of funding approached prior to this application being submitted.)

FUNDER APPROACHED	OUTCOME
ALBERTA LOTTERIES	PENDING

Other Information:
 (Please be sure to also include the information on the following checklist. Please note that your funding application may not be reviewed until you have submitted all of the requested information)

- Financial statements, including annual operating costs and annual revenues, for the past three years
- Record of hall/group activity (such as booking information) for the past three years
- A five year plan outlining the group's plan to ensure ongoing sustainability in the coming years
- Quotes for any project expenses

Frisco Community Club Other Information: As per Page 5 of Grant Application

Financial Statements – attached

See attached Paid Expenditures for Frisco Hall as Jan 10,2012.

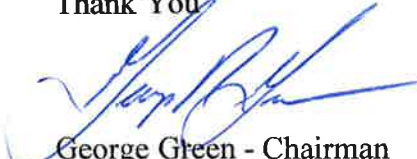
Hall Use: As per the attached financial reports Hall rent remains fairly consistent over the years. From the 2009 amount of \$1915.00 to an estimated amount of \$2040.00 in 2012 the hall sees a steady use.

As well the Bits and Spurs 4H club uses the hall each month free of charge and in return the club has a work bee day each spring. Through this the board hopes to instill a sense of ownership in the 4H club members that will carry over to their adult years.

The 5 year plan for the hall is to keep building on the community spirit foundation that was laid down by previous generations. This is no small task. As we see other halls in the area close we must strive to keep the hall in a condition that will make it appealing to rent as well as maintain a base of local people who will be board members and give their time and energy to keeping the hall going.

We trust the Clearwater County Council finds this request in order and grants our application. If there are any questions please contact myself, George Green at 403-845-6428 (home) or 403-845-1137 (work).

Thank You



George Green - Chairman

SECTION 5 - SIGNATURE

(Please ensure that this section is signed by an authorized representative for your organization)

On behalf of Frise Community Club I agree that, should Clearwater County provide capital grant funding:

- 1) The funds will only be used for the project outlined in this application
- 2) An accounting of the funding will be provided to Clearwater County within 60 days of project completion.

Georgia R. Garcia [Signature] Dec 3, 2012
Name Signature Date

PAID EXPENDITURES FOR FRISCO HALL AS JANUARY 10TH 2012

EQUIPMENT PURCHASES:

DATE	PLACE	DISCRIPTION	CHEQUE#	AMOUNT
Sept. 18 th /09	Sears	Gas Cooking Stove	#450	\$ 944.99
Jan 28 th /10	Sears	Kenmore Vacuum	#473	\$ 328.61
March 15 th /10	Staples	10 Banquet tables/Dolly	#486	\$2,182.76
April 22 nd /10	Staples	90 Folding Chairs	#493	\$2,685.71
April 22 nd /10	Staples	16 - 2x4 Folding Tables	#494	\$ 317.51
May 12 th /10	Rocky Co-Op	15.5hp Poulan Mower	#588	\$1,259.55

TOTAL EQUIPMENT PURCHASES TO DATE **\$7,719.13**

MATERIAL PURCHASES

July 27 th /10	Rocky Co-Op	Building Material	#593	\$ 720.23
December 7 th /11	Home Hardware	Deposit on Steel Door	#571	\$ 800.00
January 7 th /12	Jordie Green/Home Hardware	Balance due on Steel Door	#577	\$ 596.16

TOTAL MATERIAL PURCHASES TO DATE **\$2,116.39**

CONTRACT WORK & INSTALLATION

August 26 th /09	Darcy Dirsten	Sewer upgrade/replacements	#444	\$ 5,880.00
October 30 th /09	Big Mountain Sheet Metal	Furnace upgrade/replacement	#454	\$3,227.96
March 30 th /10	Bauer Flooring	Lino Installation in Dining area and bathrooms	#490	\$7,143.15
January 4 th /11	Modern Electric	Electrical upgrades in Dining Area and Bathrooms	#522	\$1,321.82
May 23 rd /11	NuRock Construction	Supply & install Chain Link Fencing for yard.	#548	\$5,544.00

TOTAL CONTRACT WORK & INSTALLATION COST TO DATE **\$23,116.93**

TOTAL COST OF RENOVATIONS AND PURCHASES **\$32,952.45**

FRISCO COMMUNITY CLUB FINANCIAL FOR 2011

INCOME	1 st . Quarter	2 nd . Quarter	3 rd . Quarter	4 th Quarter	TOTAL
Dinner Theatre	\$ 1,186.65	(\$32.60)	\$ 00.00	\$ 00.00	\$ 1,154.05
Hall Rent	\$ 300.00	\$ 350.00	\$ 400.00	\$ 300.00	\$ 1,350.00
Trailer Rent	\$ 900.00	\$ 900.00	\$ 900.00	\$ 1,050.00	\$ 3,750.00
Taxes	\$ 150.00	\$ 150.00	\$ 150.00	\$ 150.00	\$ 600.00
Memberships	\$ 100.00	\$ 40.00	\$ 40.00	\$ 00.00	\$ 180.00
Other	\$ 00.00	\$ 234.45	\$ 00.00	\$ 622.24	\$ 856.69
Damage Dep.	\$ 200.00	\$	\$	\$	\$ 200.00
TOTAL INCOME	\$ 2,836.65	\$ 1,641.85	\$ 1,490.00	\$ 2,122.24	\$ 8,090.74
EXPENSES	1 st Quarter	2 nd . Quarter	3 rd . Quarter	4 th Quarter	TOTAL
Improvement	\$ 1,321.82	\$ 5,946.30	\$ 00.00	\$ 951.16	\$ 8,219.28
Repairs	\$	\$ 313.50	\$ 48.56	\$ 00.00	\$ 362.06
Heat	\$ 366.42	\$ 512.57	\$ 93.63	\$ 240.04	\$ 1,212.66
Power	\$ 441.34	\$ 499.57	\$ 450.66	\$ 371.71	\$ 1,763.28
Janitorial	\$ 226.68	\$ 68.47	\$ 60.94	\$ 142.72	\$ 498.81
Hall Misc.	\$ 32.19	\$ 29.92	\$ 14.68	\$ 28.32	\$ 105.11
Ins. & Taxes	\$ 00.00	\$ 00.00	\$ 566.59	\$ 759.11	\$ 1,325.70
Advertizing	\$ 126.00	\$ 00.00	\$ 00.00	\$ 00.00	\$ 126.00
Honorariums	\$ 1,215.00	\$ 00.00	\$ 00.00	\$ 00.00	\$ 1,215.00
Other	\$ 179.70	\$ 00.00	\$ 23.72	\$ 00.00	\$ 203.42
Damage Dep	\$	\$ 200.00	\$ 200.00	\$ 00.00	\$ 400.00
Service Chg.			\$ 5.00	\$ 6.00	\$ 11.00
TOTAL EXPENSES	\$ 3,909.15	\$ 7,570.33	\$ 1,463.78	\$ 2,499.06	\$15,442.32

SUMMARY	BALANCE FORWARD DECEMBER 31 ST 2010	\$12,230.92
	INCOME TO DECEMBER 31 ST 2011	\$ 8,090.74
	EXPENSE TO DECEMBER 31 ST 2011	\$15,442.32
	NET INCOME /LOSS	(7,351.58)
	BALANCE AS December 31 st . 2011	\$ 4,879.34

**FRISCO COMMUNITY CLUB
2011 FINANCIAL REPORT**

BALANCE FORWARD FROM 2010		\$12,230.92
INCOME 2011:		
Trailer Stall Rent	\$3,750.00	
Taxes Collected	\$ 600.00	
Hall Rent	\$1,350.00	
Memberships	\$ 180.00	
Dinner Theatre	\$ 1,154.05	
Misc. Closing out of Power savings	\$ 579.01	
Sale of Lawn Mower	\$ 200.00	
Co-Op Dividends	\$ 77.68	
Damage Deposit	\$ 200.00	
TOTAL INCOME		\$ 8,090.74
EXPENSES 2011:		
Heat	\$1,212.66	
Power	\$1,763.28	
Hall: Repair & Maintenance	\$ 362.06	
Improvements	\$ 8,219.28	
Misc.	\$ 105.11	
Janitorial	\$ 498.81	
Insurance	\$ 759.11	
Taxes	\$ 566.59	
Advertizing	\$ 126.00	
Other	\$ 203.42	
Damage Deposit Return	\$ 400.00	
Honorariums	\$ 1,215.00	
Bank Charges	\$ 11.00	
TOTAL EXPENSES		\$15,442.32
PROFIT/LOSS	(\$7,351.58)	
BALANCE PER LEDGER		\$4,879.34
BALANCE PER BANK STATEMENT		\$4,879.34

The Records and Financial Statements of the FRISCO COMMUNITY CLUB have been reviewed and found to be correct.


 Margaret Green
 February 10th 2012


 George Green
 February 10^h 2012

FRISCO COMMUNITY CLUB FINANCIAL FOR 2010

INCOME	1 st . Quarter	2 nd . Quarter	3 rd . Quarter	4 th Quarter	TOTAL
Dinner Theatre	\$ 930.57				\$ 930.57
Hall Rent	\$ 150.00	\$ 495.00	\$ 300.00	\$ 970.00	\$ 1,915.00
Trailer Rent	\$ 900.00	\$ 900.00	\$ 1,050.00	\$ 750.00	\$ 3600.00
Taxes	\$ 150.00	\$ 150.00	\$ 175.00	\$ 125.00	\$ 600.00
Memberships	\$ 00.00		\$ 40.00	\$ 20.00	\$ 60.00
Other (grant)	\$16,412.00	\$ 20.00	\$ 400.00	\$ 267.00	\$ 17,099.00
TOTAL INCOME	\$18,542.57	\$ 1,565.00	\$ 1,965.00	\$ 2,132.00	\$24,204.57
EXPENSES	1 st Quarter	2 nd . Quarter	3 rd . Quarter	4 th Quarter	TOTAL
Improvement	\$ 2,661.37	\$11,498.65	\$ 725.07	\$ 69.45	\$14,954.54
Repairs		\$ 235.61		\$ 540.48	\$ 776.09
Heat	\$ 595.69	\$ 197.87	\$ 115.32	\$ 217.10	\$ 1,125.98
Power	\$ 427.43	\$ 363.81	\$ 359.40	\$ 368.03	\$ 1,518.67
Janitorial	\$ 71.87	\$ 87.69	\$ 65.76	\$ 81.85	\$ 307.17
Hall Misc.		\$ 20.94	\$ 57.48	\$ 86.92	\$ 165.34
Ins. & Taxes			\$ 620.38	\$ 815.76	\$ 1,436.14
Advertizing	\$ 133.56				\$ 133.56
Honorariums	\$ 1,015.00				\$ 1,015.00
Other	\$ 360.27	\$ 330.99	\$ 130.57	\$ 400.00	\$ 1,221.83
TOTAL EXPENSES	\$ 5,265.19	\$12,735.56	\$ 2,073.98	\$ 2,579.59	\$ 22,654.32

SUMMARY	BALANCE FORWARD DECEMBER 31 ST 2009	\$10,680.67
	INCOME TO DATE	\$24,204.57
	EXPENSE TO DATE	(22,654.32)
	NET INCOME /LOSS	\$1,550.25
	BALANCE AS DECEMBER 31 ST . 2010	\$12,230.92

**FRISCO COMMUNITY CLUB
2010 FINANCIAL REPORT**

BALANCE FORWARD FROM 2009		\$10,680.67
INCOME 2010:		
Trailer Stall Rent	\$3,600.00	
Taxes Collected	\$ 600.00	
Hall Rent	\$1,915.00	
Memberships	\$ 60.00	
Dinner Theatre	\$ 930.57	
Misc. Sale of Tables & chairs	\$ 87.00	
 Con Grant	\$16,412.00	
Damage Deposit	\$ 200.00	
 TOTAL INCOME		 \$23,804.57
EXPENSES 2009:		
Heat	\$1,125.98	
Power	\$1,518.67	
Hall: Repair & Maintenance	\$ 776.09	
Improvements	\$14,954.54	
Lawn Mower gas	\$ 49.06	
Supplies	\$ 116.28	
Janitorial	\$ 307.17	
Insurance	\$ 815.76	
Taxes	\$ 620.38	
Advertizing	\$ 133.56	
Misc.	\$ 821.83	
Honorariums	\$ 1,015.00	
 TOTAL EXPENSES		 \$22,254.32
NET PROFIT /LOSS	\$1,550.25	
BALANCE PER LEDGER		\$12,230.92
BALANCE PER BANK STATEMENT		\$12,230.92

The Records and Financial Statements of the FRISCO COMMUNITY CLUB have been reviewed and found to be correct.



Margaret Green
 February 14th 2011

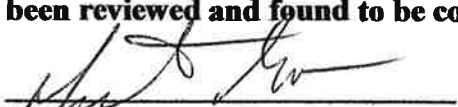


George Green
 February 14th 2011


**FRISCO COMMUNITY CLUB
2009 FINANCIAL REPORT**

BALANCE FORWARD FROM 2008		\$4,505.32
INCOME 2009:		
Trailer Stall Rent	\$3,600.00	
Taxes Collected	\$ 600.00	
Hall Rent	\$1,515.00	
Memberships	\$ 20.00	
Dinner Theatre	\$1,033.39	
Misc. Co-Op Dividend	\$ 58.43	
Clearwater County	\$5,000.00	
Frisco Ladies Club	\$ 100.00	
Hall Donations	\$12,498.00	
 TOTAL INCOME		 \$24,424.82
EXPENSES 2009:		
Heat	\$1,101.39	
Power	\$1,369.65	
Hall: Repair & Maintenance	\$7,943.65	
Improvements	\$4,534.50	
Lawn Mower gas	\$ 37.50	
Supplies	\$ 198.44	
Janitorial	\$ 474.62	
Insurance	\$ 934.21	
Taxes	\$ 521.42	
Advertizing	\$ 165.56	
Misc.	\$ 353.53	
Honorariums	\$ 615.00	
 TOTAL EXPENSES		 \$18,249.47
NET PROFIT /LOSS	\$6,175.35	
BALANCE PER LEDGER		\$10,680.67
BALANCE PER BANK STATEMENT		\$10,555.67
Deposit December 22 2009 not shown on statement		\$ 125.00
		\$ 10,680.67

The Records and Financial Statements of the FRISCO COMMUNITY CLUB have been reviewed and found to be correct.



Margaret Green
February 9th 2010



George Green
February 9th 2010

HALL RENOVATIONS 2003-04

REVENUE;

Lottery Grant	\$10,000.00
Ag Society Donation	\$ 5,000.00
Ladies Club Donation	\$ 3,000.00
Spongberg Donation	\$ 1,258.76
Frisco Community Club	\$ 2,514.00
TOTAL CASH REVENUE	\$21,772.76
DONATIONS IN KIND LABOR & MATERIAL	
Solar Dri Timber (bar paneling)	\$ 100.00
Labor for Bar (Brian Anger)	\$ 500.00
Labor for Renovations of Dining & Kitchen Area	
Elsie Overgaard 50 hours @ 10.00 per hr.	\$ 500.00
Wes Yarbrough 50 hours @ 10.00 per hr.	\$ 500.00
TOTAL REVENUE FOR RENOVATIONS	\$23,372.76

EXPENSES;

Bar Fridge	\$ 2,343.30
Dishes & Cutlery	\$ 526.97
Table Cloths	\$ 230.00
Exit Stairs (Don Eftodie)	\$ 513.60
Bar	\$ 1,858.76
Water Softener & Installation	\$ 1,924.93
Dish Washer & Installation	\$ 6,016.49
75 Stacking Chairs	\$ 2,214.60
Material & Installation of Kitchen Lino.	\$ 705.22
Purchase 4 - 6 ft. folding tables	\$ 399.33
Material for Dining & Kitchen area (Paneling etc)	\$ 639.56
TOTAL EXPENSES INCURRED	\$ 17,372.76
LABOR FOR DINING & KITCHEN AREA	\$ 1,000.00
TOTAL EXPENSES TO DATE.	\$ 18,372.76
O/S RENOVATIONS TO BE COMPLETED	
HANDICAP RAMP ESTIMATED COST	\$ 5,000.00
TOTAL EXPENSES FOR RENOVATIONS FOR 2003-04	\$ 23,372.76

Clearwater County

CAPITAL GRANT FUNDING FOR COMMUNITY HALLS/ASSOCIATIONS

EFFECTIVE DATE: August 14, 2012

SECTION: Administration

POLICY STATEMENT:

To outline the requirements of and manner by which Clearwater County will provide capital funding to Community Halls/Associations.

PROCEDURE:

1. County staff are hereby directed to include an annual budget of thirty-five thousand dollars (\$35,000), which may be made available to community groups for capital projects, subject to Council's approval.
2. To the greatest extent possible, community groups should be proactive in their funding requests and submit their requests for consideration prior to October 15 for inclusion in the County's budget process.
3. Funding under this policy will be used for capital projects as defined within this Policy. Requests for program funding should be made to the respective recreation board.
4. For the purposes of this Policy, a project shall be deemed to be a capital project if it is a:
 - a. structural upgrade or expansion of the hall building;
 - b. major equipment essential to the operation of the hall (e.g. stoves, coolers, furnace) where the cost of the equipment exceeds \$2000 and has a life expectancy of more than 5 years; or,
 - c. major equipment or improvements that enhance the level of service available through the hall (e.g. playground equipment, sidewalks, parking lot paving, etc.) where the cost of the project exceeds \$2,000.00.
5. Applications for funding must be in writing, and should be on the application attached hereto as "Appendix A". Application forms must be fully completed and must include:
 - a. a description of the project;
 - b. the purpose of the project and the benefit the project will have to the Hall;
 - c. a project budget outlining revenues, expenses and the sources thereof;
 - d. the amount of funding being requested from the County;

- e. a schedule of when the work will be completed;
 - f. hall/group financial statements;
 - g. a demonstration of hall activity (i.e. – bookings list, etc);
 - h. a five year sustainability plan; and,
 - i. multiple quotations regarding the project.
6. Other than the cost of insurance (as described in the County's Community Hall and Community Groups Insurance policy) the County will not provide funding for operating costs including regular maintenance (painting, janitorial, etc).
 7. The County should be viewed as a "funder of last resort". When applying for grant funding from Clearwater County, Community Hall Associations shall demonstrate that they have raised, or attempted to raise funds from other sources. Examples of funding sources that groups should consider using or applying for are, but not limited to:
 - a. funds from Hall revenues;
 - b. funds from provincial grants (e.g. Community Lottery Boards, Wildrose Foundation, Community Facility Enhancement Program (CFEP), etc.);
 - c. corporate donations, and;
 - d. donations from the community at large (donations may be either cash or gifts in kind, such as donated equipment, donated labour or services such as plumbers, carpenters, architects, etc.).
 8. On approved projects the County will generally provide funding on a 50/50 cost share basis. Community Halls are expected to match County funds with cash, materials, labour, donated equipment, or other "gifts-in-kind". County funding will generally not exceed \$15,000.00 per project.
 9. Donations in kind of labour and equipment will be ascribed a value based on current Provincial standards used for the Community Facility Enhancement Program.
 10. Funding preference will be given to applicants that have not recently been granted funding under this policy.
 11. Grant funds provided by Council should be accounted for within 60 days of the completion of the project. Failure by a community hall/association to account for the funds may result in the group being ineligible for future grants, until such time as the accounting is complete.



APPENDIX "A"
CLEARWATER COUNTY CAPITAL GRANT FOR COMMUNITY HALLS / ASSOCIATIONS

SECTION 1 - APPLICANT INFORMATION:
<p>Group name: _____</p> <p>Contact name: _____</p> <p>Mailing address: _____ _____</p> <p>Contact number: _____ Contact e-mail: _____</p>

SECTION 2 - PROJECT DESCRIPTION:
<p>Proposed project: (Please describe the planned capital project in detail, including the work that will be completed and how it will be of benefit to your group/the community. Refer to section 4 of the capital grant policy for information on what is considered an eligible capital project.)</p>
<p>Project Timeline: (Please include the estimated start and finish dates for the proposed project)</p> <p>Estimated start date: _____</p> <p>Estimated date of completion: _____</p>

SECTION 3 – FINANCIAL INFORMATION

Project Expenses:

(Please include an itemized accounting of all estimated project costs, including materials and labour. Attach quotes wherever possible.)

ITEM	COST
TOTAL ESTIMATED PROJECT COST:	\$

Available Funding:

(Please include an itemized accounting of all estimated sources of funding for the project, and how much funding each source is providing. This includes items such as monetary donations, donated labour/materials. **Do not** include the funding that you are requesting through this grant.)

ITEM	COST
TOTAL AVAILABLE FUNDING:	\$

(please use the following valuations for volunteers and donations: unskilled labour – up to \$15/hour, skilled labour – up to \$30/hour, donated materials – fair market value, donated heavy equipment (including operator costs) – up to \$60/hour)

Grant Funding Requested:

(The amount you are requesting through this grant should equal the difference between the estimated project expenses and the funding that you currently have available, which is noted above. As noted in Clearwater County’s capital grant policy, this grant does not generally fund more than 50% of the total project expenses, nor does grant funding typically exceed more than \$15,000.00 per project)

$$\underline{\hspace{2cm}} \quad - \quad \underline{\hspace{2cm}} \quad = \quad \underline{\hspace{2cm}}$$

Total estimated project cost (minus) Total available funding (equals) **GRANT FUNDING REQUESTED**

SECTION 4 – BACKGROUND INFORMATION

Previous Grant Funding:

Have you previously received capital grant funding from Clearwater County?

↑Yes ↑No

(if you answered “yes”, please provide the details below)

PROJECT	FUNDING RECEIVED	DATE

Other Funders Approached:

(Clearwater County is to be considered a “funder of last resort”. Please provide information around other potential sources of funding approached prior to this application being submitted.)

FUNDER APPROACHED	OUTCOME

Other Information:

(Please be sure to also include the information on the following checklist. Please note that your funding application may not be reviewed until you have submitted **all** of the requested information)

- Financial statements, including annual operating costs and annual revenues, for the past three years
- Record of hall/group activity (such as booking information) for the past three years
- A five year plan outlining the group’s plan to ensure ongoing sustainability in the coming years
- Quotes for any project expenses

SECTION 5 - SIGNATURE

(Please ensure that this section is signed by an authorized representative for your organization)

On behalf of _____ I agree that, should Clearwater County provide capital grant funding:

- 1) The funds will only be used for the project outlined in this application
- 2) An accounting of the funding will be provided to Clearwater County within 60 days of project completion.

Name Signature Date



Agenda Item

Project: 2013 Borrowing Bylaw					
Presentation Date: January 22, 2013					
Department: Corporate Services	Author: Murray Hagan				
Budget Implication: <input checked="" type="checkbox"/> N/A <input checked="" type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation					
Strategic Area:	Goal:				
Legislative Direction: <input type="checkbox"/> None <input checked="" type="checkbox"/> Provincial Legislation (cite) <u>MGA 251(1)</u> <input type="checkbox"/> County Bylaw or Policy (cite) _____					
Recommendation: That Council review and pass the attached borrowing bylaw.					
Background: In order to enable effective cash management and prudent investment practices, the County has passed a borrowing bylaw annually. This allows County administration to establish an operating line of credit that can be accessed during the year to accommodate any temporary cash deficiencies. Such deficiencies can occur as a result of the timing of significant expenditures preceding the collection of annual taxes. For example, if conditions permit, considerable construction activity could commence in April or May while the collection of the majority of tax revenue does not occur until mid-September. The resulting outflow of cash may exceed what is currently available through bank accounts and investments or, depending on relevant interest rates, it may be advantageous to the County to borrow on a short-term basis rather than redeem investments. Administration suggests the maximum amount available for borrowing be \$5,000,000 which is consistent with prior years. This amount will be allocated as follows: <table><tr><td>County credit cards held through the bank</td><td>\$80,000</td></tr><tr><td>Line of credit</td><td>\$4,920,000.</td></tr></table> Based on the 2013 operating budget, the County's borrowing limit is approximately \$60,885,000. The outstanding balance of the Westview Lodge loan at December 31, 2012 was \$4,446,044. This is the only debt currently carried by the County.		County credit cards held through the bank	\$80,000	Line of credit	\$4,920,000.
County credit cards held through the bank	\$80,000				
Line of credit	\$4,920,000.				

**BY-LAW NO. 970/13
CLEARWATER COUNTY**

A By-Law of the Clearwater County in the Province of Alberta, for the purpose of allowing the borrowing of sums the Council considers necessary to meet the current operating expenditures and obligations of the Corporation in a fiscally prudent manner.

PURSUANT to the authority conferred upon it by the Municipal Government Act, Chapter M-26.1, R.S.A., 2000 and amendments thereto;

AND WHEREAS the Council of Clearwater County (hereinafter called the "Corporation") in the Province of Alberta, deems it necessary to borrow for a term less than one year, an amount not greater than \$5,000,000.00 to meet the current operating expenditures and obligations of the Corporation and to provide for prudent fiscal management of its investments;

NOW THEREFORE THE COUNCIL HEREBY ENACTS AS FOLLOWS;

1. The Corporation may borrow from Alberta Treasury Branches ("ATB") up to the principal sum of \$5,000,000.00 repayable upon demand at a rate of interest per annum not to exceed the Prime Lending Rate from time to time established by ATB, and such interest will be calculated daily and due and payable monthly on the last day of each and every month.
2. Any two of the following: the Reeve; Deputy Reeve; Chief Administrative Officer; Director, Planning and West Country; or the Director, Corporate Services, are authorized for and on behalf of the Corporation:
 - a) to apply to ATB Financial for the aforesaid loan to the Corporation and to arrange with ATB Financial the amount, terms and conditions of the loan and security or securities to be given to ATB Financial;
 - b) as security for any money borrowed from ATB Financial
 - (i) to execute promissory notes and other negotiable instruments or evidences of debt for such loans and renewals of all such promissory notes and other negotiable instruments or evidences of debts;
 - (ii) to give or furnish to ATB Financial all such securities and promises as ATB Financial may require to secure repayment of such loans and interest therein; and
 - (iii) to execute all security agreements, debentures, charges, pledges, conveyances, assignments and transfers to and in favor of ATB Financial of all or any property, real or personal, moveable or immovable, now or hereafter owned by the Corporation or in which the Corporation may have any interest, and any other documents or contracts necessary to give or furnish to ATB Financial the security or securities required by it.
3. The source or sources of money to be used to repay the principal and interest owing under the borrowing from ATB Financial are a portion

By-law No. 970/13 – Page Two

5. In the event that the Municipal Government Act permits extension of the term of the loan and in the event the Council of the Corporation decides to extend the loan and ATB Financial is prepared to extend the loan, any renewal or extension, bill, debenture, promissory note, or other obligation executed by the renewal or officers designated in paragraph 2 hereof and delivered to ATB Financial will be valid and conclusive proof as against the Corporation of the decision of Council to extend the loan in accordance with the terms of such renewal or extension, to enquire into the authority of such officers to execute and deliver any such renewal, extension document or security.
6. This Bylaw comes into effect on the date of its passage and By-Law No. 957/12 is hereby rescinded.

READ A FIRST TIME this 22 day of January, 2013.

READ A SECOND TIME this 22 day of January, 2013

READ A THIRD AND FINAL TIME this 22 day of January, 2013.

REEVE

MANAGER



Agenda Item

Project: Meeting K Division & Sol Gen staff – AAMDC convention	
Presentation Date: January 22, 2013	
Department: CAO	Author: Ron Leaf
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Governance	Goal: Influence Provincial or Federal elected officials, departments and agencies
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council reviews the proposed discussion topics, amends or adds to if appropriate, and directs staff to book a meeting with the RCMP/Sol. Gen. during the AAMDC convention.	

Background: The RCMP has contacted me inquiring if Council wishes to meet during the AAMDC convention with Deputy Commissioner McGowan and senior K Division staff as well as with a Deputy Minister within the Justice & Sol. Gen's department. Recognizing the 20 minute time limit for the meeting I recommend Council select 3-4 of the following items for the meeting, should Council choose to attend:

- 1) **Highway Patrol** – What is the status of the backfill of the vacant Highway Patrol position?
- 2) **Rural Enforcement presence** –In 2012 the Province announced the addition of another 90 RCMP officers and 55 Sheriffs by 2014. What is the status of the addition of these officers?
- 3) **Rural Municipal Funding** – A couple years ago the Province indicated its intention to move toward all municipalities contributing to provincial policing costs, including rural municipalities but was reviewing funding models or options. What is the status of this review?
- 4) **West Country policing** – Again stress the need for continued RCMP involvement on May long weekend and need to extend enforcement beyond May long weekend. SRD previously played a key role in organization of West Country enforcement efforts. Our hope and expectation is that Solicitor General will continue to provide



leadership and direction in this regard. Will this leadership role be continued? Enforcement presences is required to respond to the significant influx of recreationalists (50,000+) that utilize crown lands in western area of our County.

- 5) **Policing – Clearwater County** - I suggest that Council highlights the increase in industrial activity in the past year and the concerns being expressed by industry and residents regarding the increase in theft (e.g. copper, tools, diesel, etc.) and vandalism as well as the increase in “driving under the influence”. RCMP stats continue to show the Rocky Detachment as one of the busiest of 115 detachments in the Province and Council understands that the RMH detachment has been one of the 15th busiest for more than a decade. Recommend Council again request an increase in complement within detachment, or establishment of a sub-office.



Royal
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Police

Gendarmerie
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MEMORANDUM NOTE DE SERVICE

To
A

District Officers
"K" Division

From
De

Supt. Ken Turner
OIC Operations Strategy Branch
"K" Division

Security Classification - Classification de sécurité	
Unclassified	
Our File - Notre référence	
K195-265	
Your File - Votre référence	
Date	Diary Date - Date d'agenda
2013-01-14	

Subject
Objet

**Alberta Association of Municipal Districts and Counties (AAMDC) Spring Convention
Shaw Conference Centre (Edmonton) March 19 & 20, 2013**

RCMP Senior Management will once again be attending the AAMDC Spring Convention. In order to prepare for this year's convention, we require you to contact your Reeves or CAOs to see if they would like to schedule a meeting with the Commanding Officer and representatives of JSG during the convention. *A listing of AAMDC Member Councils can be found at www.aamdc.com/members.*


Councils who have no specific concerns will only be accommodated if time permits. Also, any concerns or requests that can be dealt with at a local or district level, should not be elevated to the CO's level, unless the matter cannot be resolved.

For only those communities wishing to meet, forward the community name and the issues or concerns they have via email to Heather Wilson, no later than Friday February 22, 2013.

Once all information has been received and the schedule finalized, OSB will advise you and each community of their appointment time.

If you have any questions, please contact me directly.

Yours truly,


Supt. Ken Turner
OIC Operations Strategy Branch
"K" Division

cc: D/Commr. Dale McGowan
A/Commr. Marianne Ryan
Ms Gloria Ohrt - JSG



Agenda Item

Project: March 12 Breakfast meeting with RMH Chamber of Commerce	
Presentation Date: January 22, 2013	
Department: CAO	Author: Ron Leaf
Budget Implication: <input checked="" type="checkbox"/> N/A <input type="checkbox"/> Funded by Dept. <input type="checkbox"/> Reallocation	
Strategic Area: Governance	Goal:
Legislative Direction: <input type="checkbox"/> None <input type="checkbox"/> Provincial Legislation (cite) _____ <input type="checkbox"/> County Bylaw or Policy (cite) _____	
Recommendation: That Council meets with the Rocky Chamber of Commerce on March 12, 2013.	
Background: The Chamber of Commerce has requested a meeting with County Council. I am recommending that Council meet with the Chamber begin at 7:30 a.m. at the Tamarak Inn. Should Council confirm this meeting, I will work with Cindy Taschuck on defining agenda items.	