



**AGENDA
REGULAR MEETING OF THE BARRHEAD TOWN COUNCIL
TUESDAY, JUNE 27, 2023 AT 5:30 P.M.
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS**

Barrhead....a quality community....giving a quality lifestyle

Present

Others Present

Regret

1. Call to Order
2. Consideration of Agenda (Additions - Deletions)
3. Confirmation of Minutes
 - (a) Regular Meeting Minutes – June 13, 2023
4. Public Hearings
 - (a) There are no Public Hearings
5. Delegations
 - (a) Delegation at 5:30 p.m. – Ms. Robin Berard, regarding the June 21st Walk of Reconciliation in honour of National Indigenous Peoples Day
 - (b) Delegation at 5:35 p.m. – Ms. Karen Gariepy, Executive Director, representing the Barrhead & District Family and Community Support Services Society
6. Old Business
 - (a) There is no Old Business
7. New Business
 - (a) Bank Statement for Month Ending May 31, 2023
 - (b) Award Tender – Feasibility Study for the Repurposing of the Alberta Distance Learning Centre
 - (c) Proposed Amendment to Policy 72-002, Recreation Facility Rental Policy

8. Reports

- (a) Council Reports
- (b) CAO Report

9. Minutes

- (a) Barrhead & District Family and Community Support Services – April 20, 2023
- (b) Barrhead & District Social Housing Association – April 25, 2023

10. Bylaw

- (a) Bylaw 06-2023, Fees and Rates Bylaw

11. Correspondence Items

- (a) Letter dated June 12, 2023 from Barrhead and District Historical Society
- (b) Letter dated June 15, 2023 from Barrhead & Community Indigenous Event Committee
- (c) Letter dated June 20, 2023 from Minister of Municipal Affairs

12. For the Good of Council

13. Tabled Items

14. Closed Session

- (a) Pursuant to Section 16 – Land of the FOIP Act
- (b) Pursuant to Section 21 – Personnel of the FOIP Act
- (c) Pursuant to Section 24 – Legal of the FOIP Act

15. Adjourn

MINUTES OF THE REGULAR MEETING OF THE BARRHEAD
TOWN COUNCIL HELD TUESDAY, JUNE 13, 2023,
IN THE TOWN OF BARRHEAD COUNCIL CHAMBERS

PRESENT Mayor McKenzie, Crs: D. Kluin, R. Klumph, A. Oswald, D. Smith and D. Sawatzky
Officials: Ed LeBlanc, CAO

OTHERS: Barry Kerton, Barrhead Leader

ABSENT Cr. T. Assaf

CALL TO ORDER Mayor McKenzie called the meeting to order at 5:30 p.m.

AGENDA The agenda was reviewed.

166-23 Moved by Cr. Smith that the agenda be accepted with the following amendments:

- Amend 5(a) Delegation from 6:00 p.m. to 5:30 p.m.
- Delete 7(c) Special Events Application and Temporary Road Closure Request – Barrhead Area Red Knights

CARRIED UNANIMOUSLY

CONFIRMATION OF MINUTES

The Minutes of the Town Council Regular Meeting of May 23, 2023, were reviewed.

167-23 Moved by Cr. Klumph that the Minutes of the Town Council Regular Meeting of May 23, 2023 be approved as presented.

CARRIED UNANIMOUSLY

DELEGATION

Mayor McKenzie and Council welcomed Ms. Glenda Farnden, Senior Municipal Relations Liaison, representing STARS at 5:31 p.m.

Ms. Glenda Farnden, Senior Municipal Relations Liaison, representing STARS presented to Council an outline on STARS’ operations and how they serve our area.

EXITED Mayor McKenzie and Council thanked Ms. Glenda Farnden, Senior Municipal Relations Liaison, representing STARS, for her presentation and she exited the Chambers at 6:04 p.m.

168-23 Moved by Cr. Klumph that Council accepts the presentation from Ms. Glenda Farnden, Senior Municipal Relations Liaison, representing STARS, as information.

CARRIED UNANIMOUSLY

SPECIAL EVENT APPLICATION – BARRHEAD AND COMMUNITY INDIGENOUS EVENT COMMITTEE

For Council to review and consider an application for a special event to be hosted by the Barrhead and Community Indigenous Event Committee C/O of Barrhead & District FCSS Society, was received.

169-23 Moved by Cr. Kluin that Council approves the Special Event Application from the Barrhead and Community Indigenous Event Committee C/O of Barrhead & District FCSS Society for their June 21, 2023 event to be held at Cecil Martin Park, as presented.

CARRIED UNANIMOUSLY

**SPECIAL EVENT APPLICATION –
BARRHEAD’S TRUCK SHOW OFF EVENT**

For Council to review and consider an application for a special event to be hosted by Amanda Lambert, was received.

170-23 Moved by Cr. Oswald that Council approves the Special Event Application from Amanda Lambert for the *Barrhead’s Truck Show Off* event on July 22, 2023 to be held at the Agrena Parking Lot, as presented.

CARRIED UNANIMOUSLY

**REQUEST FROM THE 2023
FORT ASSINIBOINE BI-CENTENNIAL
COMMITTEE**

For Council to consider a donation request from the Fort Assiniboine Bi-centennial Committee, was received.

171-23 Moved by Cr. Klumph that Council approves the request from the Fort Assiniboine Bi Centennial Committee for the use of the Town’s tables and chairs in accordance with the rental rates as outlining in the current Recreation Policy but waives the required delivery and pick-up fees. In addition, Council approves a grant of \$2,000.00 to the Fort Assiniboine Bi Centennial Committee.

CARRIED UNANIMOUSLY

**COUNCIL
REPORTS**

The following Reports to Council as of June 13, 2023, were reviewed:

- Agricultural Society
- Barrhead Regional Water Commission
- Barrhead & District Social Housing Association
- Council Action List to May 23, 2023

172-23 Moved by Cr. Sawatzky that the following Reports to Council as of June 13, 2023, be accepted as information and as presented:

- Agricultural Society
- Barrhead Regional Water Commission
- Barrhead & District Social Housing Association

CARRIED UNANIMOUSLY

173-23 Moved by Cr. Klumph that the Council Action List to May 23, 2023 be accepted as information.

CARRIED UNANIMOUSLY

**BYLAW 03-2023, AMENDING
COMMUNITY STANDARDS BYLAW**

Proposed amendment to Bylaw 03-2023, the Community Standards Bylaw, was presented.

174-23 Moved by Cr. Klumph that Council give Bylaw 03-2023, the Community Standards Bylaw, first reading.

CARRIED UNANIMOUSLY

175-23 Moved by Cr. Smith that Council give Bylaw 03-2023, the Community Standards Bylaw, second reading.

CARRIED UNANIMOUSLY

176-23 Moved by Cr. Oswald that Council give Bylaw 03-2023, the Community Standards Bylaw, be presented for third reading.

CARRIED UNANIMOUSLY

177-23 Moved by Cr. Kluin that Council give Bylaw 03-2023, the Community Standards Bylaw, third reading.

CARRIED UNANIMOUSLY

**CORRESPONDENCE
ITEMS**

The following correspondence items were reviewed:

A letter dated May 15, 2023, from the Barrhead Street Festival Committee requesting financial as well as an in-kind contribution for the upcoming June 17, 2023 Street Festival.

The approved 2023 approved Operating Budget includes a provision to donate \$1,500.00 to the anticipated Street Festival. Administration has already issued a cheque for that amount in mid-May.

The requested donations in-kind have already been assigned to the applicable municipal departments.

A letter dated June 1, 2023, from the Barrhead & Community Indigenous Committee inviting Mayor McKenzie and Town Council to be a part of the Indigenous Day Celebrations on June 21st, 2023.

An email dated June 6, 2023, from Ms. Donna Moore, Executive Director of the Alberta Trappers’ Association informing the Town of Barrhead that they were successful in their bid to host the Alberta Trappers Association’s 49th Annual Rendezvous.

178-23 Moved by Cr. Klumph that Council accepts the following correspondence, as information:

- letter dated May 15, 2023, from the Barrhead Street Festival Committee requesting financial as well as an in-kind contribution for the upcoming June 17, 2023 Street Festival,
- letter dated June 1, 2023, from the Barrhead & Community Indigenous Committee inviting Mayor McKenzie and Town Council to be a part of the Indigenous Day Celebrations on June 21st, 2023,
- email dated June 6, 2023, from Ms. Donna Moore, Executive Director of the Alberta Trappers’ Association informing the Town of Barrhead that they were successful in their bid to host the Alberta Trappers Association’s 49th Annual Rendezvous, as information.

CARRIED UNANIMOUSLY

**FOR THE GOOD
OF COUNCIL**

Mayor McKenzie commented on the great job the Town’s Recreation Department has done on the development of the All Wheel Park.

Cr. Klumph congratulated the Barrhead Community Gardens in receiving a grant of \$88,000.00 from the Federated Co-operative’s Ltd.’s Community Grant Program.

Cr. Kluin congratulated all the participates in the Barrhead & District 4-H Beef & Sheep Achievement Day held on May 29, 2023.

**CLOSED SESSION –
FOIP ACT SECTION 16 - LAND**

179-23 Moved by Cr. Smith that Council go in closed session at 6:29 p.m.

CARRIED UNANIMOUSLY

OUT OF CLOSED SESSION

180-23 Moved by Cr. Klumph that the Council come out of closed session at 6:48 p.m.

CARRIED UNANIMOUSLY

ADJOURN

181-23 Moved by Cr. Smith that the Council Meeting be adjourned at 6:48 p.m.

CARRIED UNANIMOUSLY

TOWN OF BARRHEAD

Mayor, David McKenzie

CAO, Edward LeBlanc

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 27 2023

Re: 5:30 p.m. Delegation - Ms. Robin Berard

1.0 PURPOSE:

Ms. Robin Berard, an indigenous community member requested an opportunity to thank Town Council for their involvement in respect to the June 21st Walk of Reconciliation.

2.0 BACKGROUND AND DISCUSSION:

The June 21st Walk of Reconciliation was held in conjunction with the National Indigenous Peoples Day.

3.0 ALTERNATIVES:

3.1 That Council accepts the presentation from Ms. Robin Berard, relating to the June 21st Walk of Reconciliation, as information.

4.0 FINANCIAL IMPLICATIONS:

Not applicable.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

The Town's involvement with the Walk of Reconciliation supported the National Indigenous People Day.

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATION:

Council accepts the presentation from Ms. Robin Berard, relating to the June 21st Walk of Reconciliation, as information.

(original signed by the CAO)

Edward LeBlanc
CAO

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 27 2023

Re: 5:35 p.m. Delegation - Ms. Karen Gariepy, Executive Director, representing the Barrhead & District Family and Community Support Services Society.

1.0 PURPOSE:

Ms. Karen Gariepy, Executive Director, representing the Barrhead & District Family and Community Support Services Society will present an update on their 2023 Operating Programs.

2.0 BACKGROUND AND DISCUSSION:

It was thought that it would be beneficial for F.C.S.S. to provide Council with an update on their programs being mindful that the budget deliberation for the 2024 fiscal year will occur in a few months.

3.0 ALTERNATIVES:

3.1 That Council accepts the program update from Ms. Karen Gariepy, Executive Director of the Barrhead & District Family and Community Support Services Society, as information.

3.2 That Council tables the program update from the Barrhead & District Family and Community Support Services Society's and request their Administration to provide further information for the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

Not applicable.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

Not Applicable

6.0 SENIOR GOVERNMENT IMPLICATIONS:

Not Applicable

7.0 POLITICAL/PUBLIC IMPLICATIONS:

It is well documented that Barrhead FCSS plays a vital role to our community.

8.0 ATTACHMENTS:

None

9.0 RECOMMENDATION:

That Council accepts the program update from Ms. Karen Gariepy, Executive Director of the Barrhead & District Family and Community Support Services Society, as information.

(original signed by the CAO)
Edward LeBlanc
CAO

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 27, 2023

Re: Bank Statement – for month ending May 31, 2023

1.0 PURPOSE:

To approve the Monthly Bank Statement for the month ending May 31, 2023.

2.0 BACKGROUND AND DISCUSSION:

None

3.0 ALTERNATIVES:

3.1 That Council approves the Monthly Bank Statement for the month ending May 31, 2023, as presented.

3.2 That Council tables the Monthly Bank Statement for the month ending May 31, 2023 and to instruct Administration to provide further information for the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Monthly Bank Statement for month ending May 31, 2023.

9.0 RECOMMENDATION:

That Council approves the Monthly Bank Statement for the month ending May 31, 2023, as presented.

(original signed by the CAO)
Edward LeBlanc
CAO

**TOWN OF BARRHEAD
MONTHLY BANK STATEMENT
FOR MONTH ENDED MAY 31, 2023**

PER TOWN OF BARRHEAD:	SERVUS GENERAL ACCT	TERM DEPOSITS
Net Balance - Previous Month	4,101,804.36	0.00
Receipts	2,464,347.71	
Interest	19,549.96	
Transfers from/to Term Deposits	0.00	2,500,000.00
Cancelled Cheques	0.00	
SUBTOTAL	6,585,702.03	2,500,000.00
Disbursements	1,622,128.84	
Debentures/Interest	0.00	
School Requisition	0.00	
Transfers from/to General	0.00	0.00
NSF/Returned Cheques or Transfers	0.00	
Postdated Cheques	0.00	
NET BALANCE AT END OF MONTH	4,963,573.19	2,500,000.00

PER BANK:		
Balance at end of month	5,204,731.14	2,500,000.00
Outstanding Deposits	48,470.47	
SUBTOTAL	5,253,201.61	2,500,000.00
Outstanding Cheques	289,628.42	
NET BALANCE AT END OF MONTH	4,963,573.19	2,500,000.00

TERM DEPOSIT SUMMARY
FOR MONTH ENDED MAY 31, 2023

<u>Financial Institution</u>	<u>Term Amount</u>	<u>Interest Rate</u>	<u>Term Started</u>	<u>Investment Details</u>
Total	\$ <u>2,500,000.00</u>	5.13	10-Mar-23	Maturity Date June 8, 2023

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 27, 2023

Re: Award tender – Feasibility Study for the repurposing of the Alberta Distance Learning Centre

1.0 PURPOSE:

For Council to review and consider awarding the tender to undertake a feasibility study for the repurposing of the Alberta Distance Learning Centre (ADLC) Building.

2.0 BACKGROUND AND DISCUSSION:

During the November 22, 2022 Council Meeting, Council passed the following resolution:

Moved by Cr. Klumph that Council direct Administration to submit an application under the Alberta Community Partnership Program for the maximum allocation to engage a consultant to assess the feasibility of the Alberta Distance Learning Center as a municipal facility.

(Resolution No. 414-22)

In March of this year, both Administrations received confirmation from Municipal Affairs on the approval of the joint application, in the amount of \$146,570.00.

Based on the approved application, the County, acting as the Administrative lead prepared the tender document to conduct the feasibility study.

The following is the ranking summary of the tenders received.

Ranking	Consultant Firm	Tender Price
1	Next Architecture Inc.	106,960.00
2	Dialog Alberta Architecture	107,625.00
3	Reimage Architects Ltd.	98,000.00
4	Berry Architecture	97,608.00
5	Giamo + Assoc. Architects	100,000.00
6	L7 Architecture Inc.	128,860.00

The following were the criteria used to evaluate the individual tenders:

- Corporate Profile, demonstrated experience and references (10%)
- Project Team qualifications and experience (25%)
- Project Understanding and proposed methodology (30%)
- Project schedule (10%)
- Pricing (25%)

Last week, both Administrations reviewed the submitted tenders in detailed and concluded that Next Architecture Inc. had the strongest proposal as they identified an experienced and diverse team that would be in a position to make informal decision on the effectiveness and efficient utilization of office space. This would also include the future operating and capital cost to repurpose the building.

The noted grant funding would allow the flexibility to increase the scope of the project, if required, to engage with Council and other stakeholders for identifying other opportunities for the full utilization of the building.

On June 20th, County Council passed a resolution awarding the tender to Next Architecture Inc. and another resolution authorizing both Administration's to negotiate and refine the scope of the work to a maximum of \$146,570.00 + GST.

3.0 ALTERNATIVES:

- 3.1 (a) That Council award the tender from Next Architecture Inc. in the amount of \$106,960.00 (GST excluded) to undertake a joint Feasibility Study for the repurposing of the Alberta Distance Learning Centre as a joint project between the County of Barrhead and the Town of Barrhead under the Alberta Community Partnership Program, as presented.
- 3.1 (b) That Council authorizes the County of Barrhead and the Town of Barrhead's Administrations to negotiate and refine the scope of the project with Next Architecture Inc. to a maximum of \$146,570.00 (GST excluded).

- 3.2 That Council tables the tenders received for the repurposing of the Alberta Distance Learning Centre as a joint project between the County of Barrhead and the Town of Barrhead under the Alberta Community Partnership Program and instructs Administration to provide further information to be presented at the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The provincial grant will address the total cost of the proposed feasibility study.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

The reconciliation of the Provincial grant under the Alberta Community Partnership Program will be required to be completed by the Administrative lead.

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Limited

8.0 ATTACHMENTS:

8.1 – Letter dated March 21, 2023 from Minister of Municipal Affairs

9.0 RECOMMENDATION:

That Council award the tender from Next Architecture Inc. in the amount of \$106,960.00(GST excluded) to undertake a joint Feasibility Study for the repurposing of the Alberta Distance Learning Centre as a joint project between the County of Barrhead and the Town of Barrhead under the Alberta Community Partnership Program, as presented and further:

That Council authorizes the County of Barrhead and the Town of Barrhead's Administrations to negotiate and refine the scope of the project with Next Architecture Inc. to a maximum of \$146,570.00 (GST excluded).

(original signed by the CAO)
Edward LeBlanc
CAO



ALBERTA
MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Shaw*

AR110742

March 21, 2023

Reeve Douglas Drozd
County of Barrhead No. 11
5306 - 49 Street
Barrhead AB T7N 1N5

Dear Reeve Drozd:

Through the Alberta Community Partnership (ACP) program, the Government of Alberta encourages strengthened relationships between municipalities and cooperative approaches to service delivery. By working in partnership with our neighbours, we create opportunities that support economic development and job creation. Together, we help build vibrant, resilient communities for the benefit of all Albertans.

I am pleased to inform you that the County of Barrhead No. 11 has been approved for a grant of \$146,570 under the Intermunicipal Collaboration component of the 2022/23 ACP in support of your Feasibility study to repurpose Alberta Distance Learning Center in Barrhead as a joint civic center project. This approval does not signify broader provincial support for any recommendation or outcome that might result from your project.

The conditional grant agreement will be sent shortly to your Chief Administrative Officer to obtain the appropriate signatures.

The Government of Alberta looks forward to celebrating your ACP-funded project with you and your municipal partnership. I encourage you to send invitations for these milestone events to my office. We ask that you advise Municipal Affairs a minimum of 15 working days prior to the proposed event. If you would like to discuss possible activities or events to recognize your ACP achievements, please contact a grant advisor, toll-free by first dialing 310-0000, then 780-422-7125, or at acp.grants@gov.ab.ca.

.../2

I congratulate the partnership on initiating this project, and I wish you every success in your efforts.

Sincerely,

A handwritten signature in black ink, appearing to read "Rebecca Schulz". The signature is fluid and cursive, with the first name "Rebecca" being more prominent than the last name "Schulz".

Rebecca Schulz
Minister

cc: Shane Getson, MLA, Lac Ste. Anne-Parkland
Glenn van Dijken, MLA, Athabasca-Barrhead-Westlock
Mayor David McKenzie, Town of Barrhead
Debbie Oyarzun, County Manager, County of Barrhead
Edward LeBlanc, Chief Administrative Officer, Town of Barrhead

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 27, 2023

Re: Proposed amendment to Policy 72-002 Recreation Facility Rental Policy

1.0 PURPOSE:

For Council to review and consider the amendment to Policy 72-002 Recreation Facility Rentals and Rates Policy.

2.0 BACKGROUND AND DISCUSSION:

This agenda item is very much a housekeeping item.

During the December 13, 2022 Council Meeting, Council passed Bylaw 11-20222 outlining the various recreational rental fees – originally outlined in Policy 72-002.

The existing Policy no longer requires an Appendix “A”.

For reference and convenience, the proposed new policy shows the suggested deletions as a strikethrough and any suggested new wording is highlighted in yellow.

3.0 ALTERNATIVES:

3.1 That Council approves the revised Policy 72-002 Recreation Facility Rental Policy, as presented.

3.2 That Council tables the proposed revision to Policy 72-002 Recreation Facility Rental Policy and to instruct Administration to provide further information for the next regular Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

None

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Not Applicable

8.0 ATTACHMENTS:

8.1 Proposed amendment to Policy 72-002 Recreation Facility Rental Policy

9.0 RECOMMENDATION:

That Council approves the revised Policy 72-002 Recreation Facility Rental Policy, as presented.

(original signed by the CAO)
Edward LeBlanc
CAO

TOWN OF BARRHEAD

PROCEDURE STATEMENT

(Policy 72-002)
Recreation Facility Rentals & Rates Policy

Effective Date: 98/10/13
Revised Date: 20/02/25
21/03/09
21/11/09

PROCEDURES:

The Town of Barrhead Director of Parks & Recreation will ensure that all facility and program rental rates and policy be implemented as approved by Town Council. All rates are attached to this policy as "Appendix A."

A. ARENA RENTAL DEFINITIONS AND PROCEDURES

1. Arena Ice User Definitions

- I. Adult Recreation Ice- will apply for adult recreation leagues, separate rates for inside or outside of Town or County apply as per "Appendix A." **Bylaw 06-2023**
- II. Block Ice Time – will mean ice time booked at the beginning of the season by any user group, and will be a total of 25 hours or more during that season.
- III. Competitive Hockey- will mean leagues which charge admission.
- IV. Ice Unit – will mean a period of 45 minutes for ice use, and 15 minutes to clean the ice.
- V. Minor Ice- will mean youth activities including but not limited to Minor Hockey, Figure Skating, or Ringette.
- VI. Private Youth Ice – will apply where the majority of users are youth (0-17 years of age) otherwise adult recreation ice rates will apply.
- VII. School Ice Rental- will mean school group, such as a Physical Education class, use between Monday to Friday.
- VIII. Summer Ice- will mean indoor ice scheduled between July 15th and September 30th.

2. Arena Ice User Procedures

I. General Requirements

- a. User groups requesting ice for the current season will do so stating dates, times, and other particulars at the annual ice user groups meeting of the current year.
- b. All user groups who are requesting ice for the upcoming ice season must submit a signed user agreement, acknowledging procedures and rules of the facility.
- c. Upon receipt of all potential ice user requests for the current season, the Director of Parks & Recreation or their delegate will schedule a meeting of all ice users in April, and again in August to finalize requests for ice. A final schedule for the season will be determined at this joint meeting and copies of the schedule will be forwarded to all ice users. The Parks & Recreation Department reserves the right to adjust ice schedules on daily/weekly/monthly basis to best utilize the ice and accommodate ice users.
- d. Upon completion of the yearly ice allocations, user groups will be required to be responsible for the scheduling of their Block Ice Time including tournaments (with the exception of Christmas holidays and New Years Day – December 24 – January 1 inclusive). This includes a Cancellation Policy for ice allocations and user groups will be responsible for payment as outlined in the Policy.
- e. Upon completion of the yearly ice allocations, user groups will be required to coordinate all times with the Director of Parks & Recreation or their delegate so that there is appropriate staff, and weekly schedules are kept up to date ensuring maximum use of the facility.
- f. Any damages incurred to the facility before, during, and after the game by players or teams will be the responsibility of the team.
- g. Public Skating will be free of charge. A donation of \$107.10 per month will be found from businesses and/or service clubs to fund public skating. Donor recognition will be placed on the Arena digital sign for the month.

II. Competitive/Adult Teams

- a. Competitive and Adult Teams will be responsible for the scheduling of their Block Ice Time, excluding tournaments (with the exception of Christmas holidays and New Years Day – December 24 – January 1 inclusive). This includes a Cancellation Policy for ice allocations and user groups will be responsible for payment as outlined in the Policy.

- b. Competitive and Adult Teams will be allotted a minimum of an hour and a half per booking which will include warm up and the flooding of ice.
- c. Any damages incurred to the facility before, during, and after the game by players or teams will be the responsibility of the team.

III. Minor Hockey/Figure Skating/Fun Hockey/Ringette Clubs

- a. Scheduling of Block Ice Time will be the responsibility of the Barrhead Minor Hockey Association, Barrhead Figure Skating Club, Ringette Club, and Fun Hockey.
- b. Each practice booking is based on a 45 minute time slot (applicable to Minor Hockey, Ringette, Figure Skating and Fun Hockey).
- c. All bookings must be coordinated through the appropriate club to the Director of Parks & Recreation or their delegate.
- d. Any damages incurred to the facility before, during, and after the game by players or teams will be the responsibility of the team.

IV. Ice Use Prior to 9:00 A.M.

- a. Requests for ice use prior to 9:00 a.m. from all Ice Users must be submitted at the beginning of the season and will be scheduled in conjunction with other schedules set.
- b. Ice Users will be responsible for ensuring that all users wear protective gear required for the sport during usage, to the satisfaction of the Town.
- c. Ice Users will be responsible for ensuring that all activities undertaken in the facility will be done so safely, to the satisfaction of the Town.

V. Tournaments

- a. Requests for Tournaments from all Adult Recreation Ice Users must be at the beginning of the season and will be scheduled in conjunction with the Tournament requests from Barrhead Minor Hockey Association, Ringette, Barrhead Figure Skate Club, and Fun Hockey.

VI. Figure Skating Carnival & Spring Skating Schools

- a. Requests for the above noted events will be forwarded by the club to the Director of Parks & Recreation or their delegate at the beginning of the current season.

VII. Special Events

- a. The Town of Barrhead Parks and Recreation Department reserves the right to book Special Events during regular season as deemed necessary by the Director of Parks & Recreation. The Director will do so by consulting all affected user groups, and schedule these events, ensuring maximum use of the facility.

VIII. Payment

- a. Ice time will be billed monthly or groups may choose to pre-pay for the entire season.
- b. User groups who are in good standing will be allowed to make payment within 30 days of invoice date.
- c. At the discretion of the Director of Parks & Recreation and/or the Director of Corporate Services, new and/or existing user groups may be required to make payment within 15 days of invoice date dependent on payment history, or if payment delinquency is evident.
- d. Ice rentals will be available to all groups who are in good financial standing with the Town.

IX. Public Use

- a. The Director of Parks & Recreation or their delegate will schedule bookings for private and/or public events in conjunction with all block booking ice users which will accommodate the best use of the ice.

X. Mechanical & Facility Considerations

- a. The Director Parks & Recreation and Recreation/Parks Foreman reserve the right to cancel any bookings due to mechanical or facility inadequacies (i.e. Ice Plant operations and facility deficiencies).

3. Charles Godberson Rotary Room Definitions

- I. Full Day - will mean any period in excess of 4 hours, to a maximum of 8 hours (any additional time will be charged the hourly rate).
- II. Half Day - will mean any period up to a maximum of 4 hours.
- III. Hourly - will mean any period one hour or less.
- IV. Block Booking - will mean the user group has pre-booked the facility at the beginning of the season for specific dates and times for the remainder of the season, as identified in the rental agreement.
- V. Nonprofit Groups - groups/associations currently registered under the Societies Act of Alberta.

VI. Season - normal season of minor sport being organized.

4. Charles Godberson Rotary Room Procedures

I. Renter's Responsibility

- a. It will be the Renter's responsibility to block book the facilities if required, with the inclusion of a Cancellation Policy.
- b. The Renter must fill out a Rental Agreement Form.
- c. Renters must remove all supplies brought in for the function.
- d. Renters will obtain any and all licenses required by any other government agency in order to hold the event (i.e. liquor licenses).
- e. The Renter must ensure that the hall is left in a clean and tidy manner.
- f. Renters are responsible for all damages to the facility that occurs while they rent the facility.
- g. The rental fee must be paid before the event.

II. Town's Responsibility

- a. It will be the Town's responsibility to maintain access to clean and fully equipped washrooms.
- b. The Town staff will assist with the setup and take down of tables and chairs if required.

5. Walking/Running Track Definitions and Procedures

I. Walking/ Running Track Definitions

- a. Summer hours- will be in effect from April 1st to September 30th, Monday to Friday from 8:00 a.m. to 5:00 p.m.
- b. Winter hours- will be in effect from October 1st to March 30th, Monday to Sunday as per arena schedule.

II. Walking/Running Track Rules of Use and Procedures

- a. The Walking/Running Track is free admission.
- b. Arena staff will monitor users periodically.
- c. No roller blades, skate boards or scooters used on track.

- d. No metal cleats on track.
- e. No pets allowed.
- f. Strollers will be permitted on the track with clean wheels.
- g. All groups and/or individuals must ensure appropriate supervision for participants.
- h. Arena staff reserve the right to refuse use of the track if consumption of drugs or alcohol is evident.

6. Arena Ice Surface (Off Season) User Definitions

- I. Full Day - will mean any period in excess of 4 hours, to a maximum of 8 hours.
- II. Half Day - will mean any period of 4 hours or less.
- III. Renter's & Town's Responsibilities - refers to Group Use, and not Program Use.

7. Arena Ice Surface (Off Season) User Procedures

I.Renter's Responsibility

- a. The Renter must obtain permission, in writing, from the Parks & Recreation Foreman, prior to moving any vehicle over 1,500 kilograms onto the floor surface.
- b. The Renter is responsible for set up all additional equipment required for their event and remove immediately following the event.
- c. The Renter must obtain any additional electrical hook-ups or lighting.
- d. The Renter is responsible for the supply and install of any floor coverings required, and remove the same immediately following the event.

II.Town's Responsibility

- a. It will be the Town's responsibility to provide access to clean and fully equipped bathrooms.
- b. The Town will supply and access to the public announcement system.
- c. The Town will supply chairs and tables as are required, including pick up after the event. Please note this refers to events held at the Agrena only; refer to section C2 for off-site table and chair rentals.

8. Arena Advertising Procedures

- I. Arena advertising is available on (but not limited to): Ice Scooters, Bleacher Risers, Ice Logos, Dash Boards, Zamboni, Dressing Rooms, Arena Glass, and Centre Ice Logo.
- II. The Director of Parks & Recreation may negotiate advertising in other locations within the arena, at his or her discretion.

B. BALL DIAMONDS DEFINITIONS AND PROCEDURES

1. Ball Diamond User Definitions

- I. Rental Fees for Ball Leagues - refers to rates Per Team Per Season.

2. Ball Diamond User Procedures

NOTE Minor Ball gets first preference at scheduling. Ball Users meeting to be held in April.**

I. Renter's Responsibility

- a. It will be the Renter's responsibility to book ball diamonds by contacting the Parks & Recreation Department. Bookings will be taken on a first come first serve basis. In the event of adverse weather conditions, no guarantee will be given to the groups regarding usability of the Ball Diamonds.
- b. Renters must provide their own supervision during their booking.
- c. The Renter will pay for all damages incurred to the facilities under their control.
- d. For tournaments, it will be the Renter's responsibility to mark out the diamonds throughout their use, arrange for appropriate fencing, for such events and acquire appropriate liquor permits, and clean up the area during and immediately after the event by removing all garbage from surrounding area and placing it in appropriate cans and/or dumpsters.
- e. The Renter must pay for all fees in advance at the Barrhead Regional Aquatics Centre front desk.

II. Parks & Recreation Department Responsibility

- a. It will be the Parks & Recreation Department's responsibility to float the diamonds through the season, 1 to 2 times per week, or as deemed necessary by staff. For tournaments, the Town will float diamonds once only prior to the first game beginning.
- b. The Parks & Recreation Department will provide garbage cans, toilet paper, hand towels and garbage bags.

c. The Parks & Recreation Department will provide ball diamonds in a usable state, mowed and leveled.

d. The Parks & Recreation Department or their delegate is responsible for providing access to maintained and fully equipped washrooms.

C. MISCELLANEOUS EQUIPMENT RENTAL DEFINITIONS AND PROCEDURES

1. Miscellaneous Equipment User Definitions

- I. Community Groups- will mean a group that operates for a specific purpose or service in a community for the public benefit of the members of the community.
- II. Non- Profit Organizations- will mean an organization under the Agricultural Societies Act, Companies Act, Religious Societies Land Act, and Societies Act.
- III. Private Rental- will mean a rental made by any person or organization that is not a community group or non-profit organization.

2. Table & Chairs Rental Procedures

- I. Table and Chairs will be provided to Community Groups and Non-Profit Organizations with no rental charge.
- II. Where applicable rental charges, delivery & pick up charges and deposit must be paid in full prior to pickup or delivery.
- III. Pick up/return will take place at the Arena at the prearranged times scheduled with the Parks & Recreation Department. All tables and chairs must be returned to where they were picked up.
- IV. All tables and chairs to be returned in clean condition, wiped down if necessary, and user must report any damages.
- V. Users will be responsible for any additional charges for repairs or replacements over and above deposit if costs are not covered by the amount of deposit.
- VI. Requests for delivery/pick up of tables and chairs, to be provided by Town staff, must be provided 14 days in advance in order to schedule staff.
- VII. If Town is picking up equipment, all tables and chairs must be folded and chairs stacked on site prior to scheduled pick up time.
- VIII. Tables and chairs rentals or usage is to be conducted within the Town limits or Town facilities.
- IX. Deposit of \$ 100.00 will be paid on all rentals whether private, community group or non-profit organization. Deposit to be returned upon receipt of clean, non-damaged tables & chairs.
- X. Town will determine the number of staff required for any delivery and/or pick up requests.

3. Bounce House Rentals Procedures

- I. Any person in charge of a private rental event of Town-owned bounce houses is required to sign a Bounce House Usage Agreement and adhere to the rules set forth in the Agreement.
- II. Any child under the age of 18 that participates in a private rental event must have written consent from their parent or guardian on the Bounce House Participant Waiver.
- III. The Town-owned bounce houses must remain in the Agrena for private rental events.

4. Recreation User Group Storage Procedures

- I. Any and all users of Town recreation facilities who store items in Town recreation buildings or on Town lands, must provide their own replacement insurance for all items on site.
- II. If the such groups do not wish to purchase insurance they then must sign a waiver to release and save harmless the Town, its elected officials, officers, employees and agents from all claims, liabilities and demands which may be brought or made against the Town and shall indemnify the Town, its elected officials, officers, employees or agents from all liabilities, judgments, cost, damages or expenses in any way arising out of the occupation or rental of such Town facility or any act or deed or any omission to act of the organization while occupying any sites.

5. Stage Rental Procedures

- I. The Town-owned stage must remain in the Agrena when used by pre-approved organizations.

D. BARRHEAD REGIONAL AQUATICS CENTRE DEFINITIONS AND PROCEDURES

1. Barrhead Regional Aquatics Centre Definitions

- I. Tot - persons between 0 and 2 years of age.
- II. Child – persons between 3 and 12 years of age.
- III. Youth – persons between 13 and 17 years of age.
- IV. Adult – persons between 18 and 64 years of age.
- V. Senior – persons who are 65 years of age and older.

- VI. Family – all members of the same household related by birth, legal status or marriage, up to a maximum of two adults and an unlimited number of children aged 17 years or under, and/or including full time students up to 25 years of age.
- VII. Corporate- 5 or more employees of the same corporation, community groups and non-profit organizations.

2. Barrhead Regional Aquatics Centre User Procedures

I. General Facility Use

- a. Pool must be booked for a minimum of one hour.
- b. Bookings must be made at least 5 days before the planned use, unless other arrangements have been made.

II.Cancellation

- a. All cancellations must be communicated to the Parks & Recreation Department at least 7 days before the rental or all fees will be in effect.

III.Waivers

- a. School must supply, before utilizing the facilities, a copy of a signed, properly executed, waiver form from all participants under the age of 18. Any participant lacking this form will be denied use of the facility.

IV.Additional Lifeguards/Instructors

- a. The Aquatic Supervisor or Head Lifeguard will have the sole discretion to require any additional Lifeguards or instructors if, in their opinion, they are required.
- b. The ratios presented in this procedure are minimums.
- c. The Aquatic Supervisor or Head Lifeguard will examine the participants, the needs of the participants, and the goals of the School when determining the number of Lifeguards or Instructors required.

V.Recreation Swim Rentals

- a. All recreation swim rentals include one lifeguard minimum, use of lifejackets, teaching equipment and accessories.
- b. In all recreation swim rentals, the Lifeguard to participants ratio will be as follows: 1 for 40 participants, 2 for 75 participants, 3 for 100 participants, and 4 for 100+ participants.
- c. Recreation swim rentals must occur before or after regular hours.

VI. Water Fitness Classes

- a. The instructor/Participant ratio is subject to pool capacity and equipment availability.

3. Swimming Lesson Procedure

- I. Parent & Tot- 1 instructor/ 10 Students, all students must be accompanied by an adult in the water.
- II. Preschool 1-5- 1 instructor/5 students, minimum age 3, maximum age 5.
- III. Level 1- 6 - 1 instructor/10 Students – minimum age 6, must have completed prior level and present report card or complete a swim evaluation.
- IV. Rookie/Ranger/Star - 1 instructor/ 10 Students, must complete a swim evaluation.
- V. Semi-Private Lesson (1/2 hr)- 1 instructor/up to 5 students maximum age 6, or 1 instructor/ up to 10 students minimum age 6.
- VI. Private Lesson (1/2 hr)- 1 instructor/1 student of any age.
- VII. All lessons must be prepaid. No registration will be accepted without payment.

VIII. Swim Lessons for Schools

- a. The rental rate includes one Lifeguard/Instructor.
- b. Instructors are available for lessons and/or Stroke Improvements programs.
- c. The instructor to student ratios are as follows: 1 instructor per 10 participants (age 6+ yrs) within each level.
- d. Instructors will have the option to teach from the deck or the water at their sole discretion.
- e. Ribbons will be supplied to successful participants.

IX. Additional Course Instruction

- a. Subject to availability, qualified instructors are available to teach First Aid, National Lifeguard (NL), or other courses when advertised.

4. Lock Replacement Procedure

- I. The Barrhead Regional Aquatics Centre provides locks for use free of charge while patrons are using the facility as a courtesy. In the event that a lock is lost or damaged, the individual who borrowed the lock will be charged a \$20.00 lock replacement fee.

5. Special Events Procedure

- I. The Town of Barrhead Parks and Recreation Department reserves the right to book Special Events as deemed necessary by the Director of Parks & Recreation.

6. Corporate Discount Procedure

- I. A corporate discount of 15% will be applied to annual youth, adult, or senior memberships for corporations, community groups and non-profit organizations signing up with 5 or more employees.

E. ROTARY PARK CAMPGROUND DEFINITIONS AND PROCEDURES

1. Rotary Park Campground Definitions

- I. Self-register- will mean each camper must register themselves upon arrival at the Rotary Park Campground by following the registration procedures below. The Town of Barrhead does not take campground reservations in advance.

2. Registration Procedures

- I. Everyone must self-register to camp overnight.
- II. Campers must occupy a vacant campsite and note the campsite number and your vehicle license plate number on the self-registration envelope and remove receipt stub. Place appropriate fee (cash or cheque) in the envelope and seal, then deposit in the registration lock box. Fill in the receipt stub and place on your dash.
- III. Alternatively, payments via debit or credit card may be made at the Barrhead Regional Aquatics Centre during business hours.

3. Campground Rules

- I. All campers must register.
- II. Campers must camp, park and drive in designated areas only.
- III. Quiet hours are from 11:00 p.m. – 7:00 a.m.
- IV. All pets must be kept on a leash.
- V. Fires must be built in fire rings, stoves and grills only.
- VI. Fires must not be left unattended.
- VII. Fires must be completely extinguished before leaving.

F. CURLING RINK DEFINITIONS AND PROCEDURES

1. Curling Rink Facility User Definitions

- I. Facility Dimensions – the dimensions of the facility are 150 feet X 65 feet.
- II. Full Day – will mean any period in excess of 4 hours, to a maximum of 8 hours.
- III. Half Day – will mean any period of 4 hours or less.

2. Curling Rink Facility Procedures

- I. Facility may be rented out May 1st – September 30th.
- II. The upstairs lounge cannot be rented out.

G. SOCCER FIELD DEFINITIONS AND PROCEDURES

1. Soccer Field User Definitions

- I. Mini Kickers, First Kicks and Mini Soccer- will mean children age 5 and under.
- II. Minor Soccer- will mean any division within the Barrhead Minor Soccer Association.
- III. Town-contracted organizations- will mean organizations which provide soccer camps or training on behalf of the Town, such as Challenger Sports.

2. Soccer Field Procedures

- I. There will be no charge for soccer field use for: Mini Kickers, First Kicks, Mini Soccer, or Town-contracted organizations.
- II. There will be a charge per field used for Minor Soccer, as per “Appendix A” fees.

H. REFUND POLICY

1. Facility Rental Refund Policy

I. Ice Rink Rentals

- a. Requires 14 days or more notice of cancellation to receive a full refund.
- b. After 14 days or less, a 50% refund will be issued if a replacement for the ice time cannot be found. If a replacement can be found, a full refund will be issued.
- c. After 7 days or less, no refund will be issued if a replacement for the ice time cannot be found. If a replacement can be found, a full refund will be issued.

II. Charles Godberson Multipurpose Room Rentals

- a. Requires 7 days notice to cancel or no refund will be provided.

III. Swimming Pool Rentals

- a. Require 7 days notice to cancel or no refund will be provided.

2. Course Registration Refund Policy

I. Non-Medical Withdrawals

- a. A full refund or credit will be issued up to three working days prior to the start date of a program.
- b. A partial refund or credit will be issued two working days prior to the start date of a program, or within the first two classes. This refund is subject to a 15% administrative fee.
- c. There will be no refunds after the second class has completed.
- d. Unusual circumstances will be considered and will be subject to approval by the Director of Parks and Recreation or his delegate.

II. Medical Withdrawals

- a. A full refund will be issued with medical documentation, if withdrawal is prior to class commencement.
- b. If a class has already commenced, a pro-rated refund will be issued with medical documentation.
- c. Refunds or credit are not issued for classes missed during a session; non-attendance in a class does not constitute withdrawal.

3. Cancellation of Programs, Events, and Activities Refund Policy

- I. Programs, events, and activities may be cancelled by the Town of Barrhead based on the following circumstances:
 - a. Insufficient registration.
 - b. Unforeseen safety consideration.
 - c. Instructor or facilitator illness and/or unavailability.

- d. Program or service materials not available.
- e. Inclement weather conditions.
- II. The following options will be offered at the discretion of the Town of Barrhead in the event of program, event, or activity cancellation:
 - a. A full refund to the participant for fees paid.
 - b. The option to attend a re-scheduled class at a later date.

4. Pass Refund Policy

I. Medical Hold

- a. Passes can be put on hold for medical reasons for a maximum of one month.
- b. A written statement or form from your physician is required.

II. Medical Withdrawals

- a. A full refund will be issued with medical documentation, if withdrawal is prior to the pass commencement date.
- b. If a pass is already in use, a pro-rated refund will be issued with medical documentation.

III. Non-Medical Withdrawals

- a. A full refund or credit will be issued up to three working days prior to the start date of pass.
- b. There will be no refunds for non-medical withdrawals after the first day the pass is valid.
- c. Unusual circumstances will be considered and will be subject to approval by the Director of Parks and Recreation or his delegate.

5. Merchandise Refund Policy

- I. Swim goggles- A full refund will be issued if the product has a manufacturing defect, or a refund or exchange will be issued if the product has not been already worn in water.
- II. Swim diapers- No refunds will be issued for this product.

III. Swim caps- A full refund will be issued if the product has a manufacturing defect, or a refund or exchange will be issued if the product has not been already worn in water.

IV. Shampoo and conditioner- No refunds will be issued for this product.

6. Payment Method Policy

I. Payments made by debit card will only be refunded back to the original debit card.

II. Payments made by credit card will only be refunded back to the original credit card.

III. Payments made by cash will only be refunded by cheque.

IV. If a refund is requested by someone on behalf of the original customer, a letter authorizing the refund from the original customer must accompany the request.

Town of Barrhead Agrena Centre
User Agreement

THIS AGREEMENT made the _____ day of _____, 20_____.

BETWEEN:

AND:

Town of Barrhead
5607-47 Street
PO Box 4112
Barrhead AB
T7N-1A1

CLUB OR GROUP NAME _____
CONTACT NAME _____
PHONE NUMBER _____
EMAIL _____

Facility Rental

___ Ice
___ Dr. Godberson Rotary Room
___ Dry Floor
___ Concession

For Non-Seasonal Users

Rental Date ____/____/20____
Type of Event _____
Start Time _____
End Time _____
Anticipated Attendance _____
Alcohol Served Y N

I, the undersigned User Group Representative, have read the General Information, Terms and Regulations, the Waiver and Indemnity Clause and Arena Procedures and will comply with said document. I hereby certify that I have the authority to represent the above noted organization/group, have read, understand and agree to abide by the above terms, sign this voluntarily and with full knowledge of its significance, and will be responsible for all debts incurred under this application.

Print Name and Title of User Group Rep.

_____/_____/20____
Signature of User Group Rep Day Month Year

OFFICE USE ONLY

NOTES

___ Fees paid
___ Damage deposit
___ Proof of Insurance
___ Storage Locker

Town of Barrhead Agrena Centre

User Agreement

Only the User Contact as named in the Agreement, shall have the authority to book or cancel ice time. Any requested changes in ice time must be in writing (email or other).

The Applicant agrees that before commencing use of the premises, the Applicant shall inspect the premises and equipment and shall immediately notify the Recreation Administration and/or on duty Arena Staff of any condition that may render the premises or equipment unsafe for use.

Prior to approval of this application, the Applicant shall obtain and maintain comprehensive general liability insurance including, without limitation, coverage for the indemnity provided herein, on terms satisfactory to the Town of Barrhead. The Town of Barrhead shall be included as additional named insured. Such policy shall be written on a comprehensive basis with inclusive limits of not less than \$2,000,000.00 per occurrence, including \$2,000,000.00 for bodily injury and/or death to any one or more persons including voluntary medical payments and property damage, or such higher limits as the Town of Barrhead may require from time to time. The policy shall contain a clause providing that the insurer will give the Town of Barrhead thirty (30) days prior written notice in the event of cancellation or material change. The Applicant shall provide the Town of Barrhead with evidence of such insurance coverage in the form of an executed copy of a Certificate of Insurance in a form satisfactory to the Town of Barrhead ten (10) days prior to the granting of this License.

It shall be the sole responsibility of the Applicant to determine what additional insurance coverage, if any, including but not limited to Worker's Compensation and Participants Insurance, are necessary and advisable for its own protection and /or fulfill to its obligations under this License. Any such additional insurance shall be maintained and provided at the sole expense of the applicant.

The Town of Barrhead shall not be liable for any damage or injuries incurred while the Applicant is occupying or using the Town of Barrhead Agrena Centre and the Applicant shall release and save harmless the Town of Barrhead and its elected officials, officers, employees and agents from all claims, liabilities and demands which may be brought or made against the Town of Barrhead and shall indemnify the Town of Barrhead, its elected officials, officers, employees or agents from all liabilities, judgments, costs, damages or expenses in any way arising out of the Applicant's use or occupation of the Town of Barrhead Agrena Centre or any act or deed or any omission to act of the Applicant or it's servants or agents or any of them during the use or occupation of the Town of Barrhead Agrena Centre as set out above.

The signatory of this application warrants and represents that if he/she executes this application on behalf of a group or organization that the signatory has sufficient power, authority and capacity to bind the Applicant with his/her signature.

I have read the above and fully understand the foregoing terms and conditions, including the waiver and indemnity clauses, and agree to comply with said document.

Applicant

Printed Name of Authorized Signatory _____

Signature of Authorized Signatory _____

Date _____

Town of Barrhead Agrena Centre
User Agreement

Any Applicant with a balance owing 30 days after the end of the current ice season will be required to present proof that the balance has been paid to the Recreation Administration prior to being allowed on the ice, for the next ice season. The responsibility for making arrangements for payment with the Town of Barrhead rests with the Applicant. This will be strictly enforced.

The Applicant will be invoiced at the beginning of each month for the total ice time used during the previous month, or may choose to pre-pay for the entire season. Questions or disputes regarding invoices for ice rental should be made directly with the Recreation Administration, in a timely manner.

Every Applicant shall comply with the following Rules and Procedures applicable to the Town of Barrhead Agrena Centre. The purpose of these Rules and Procedures is to outline and clarify the rules, regulations and procedures that apply to the use of the Town of Barrhead Agrena Centre by both staff and patrons.

It is the intent of these Rules and Procedures to set forth guidelines to ensure maximum safety for patrons and increase the operating efficiency of the Town of Barrhead Agrena Centre. Revisions to these Rules and Procedures shall be made by Council. Both staff and volunteers of the Town of Barrhead Agrena Centre are authorized to enforce these Rules and Procedures.

RULES AND PROCEDURES

BOOKING AND PRIORITIES OF USE

1. All parties interested in booking regular weekly ice time for the upcoming ice season are encouraged to attend the Ice User's Meeting (IUM) held in the April to tentatively schedule events and in August to confirm events. Users will be notified of this meeting via email. The schedule determined at the August meeting is final. No users are guaranteed the ice time they held in the previous season. If a schedule cannot be agreed upon at the IUM, the Allocation Procedure will take effect.
2. The weekend tournament schedule will be determined by written request at the August IUM prior to the upcoming season. Conflicts will be subject to the priority list in (5); the Booking Agent will decide by lottery if conflicts cannot be resolved.
3. Minor leagues are defined as being Barrhead-based and having all registrants under the age of 18. Adult leagues are defined as being Barrhead-based and having all registrants 18 years of age or above.
4. Users must secure a \$2,000,000 liability insurance policy naming the Town of Barrhead as a third party insured on the policy; a copy of the policy must be presented to the Town before a rental is authorized.
5. The Town of Barrhead has determined that certain user groups should have priority with regards to selecting ice time.

Leagues/groups booking ice time are subject to the following priority list:

- a) Public skating - Monday to Thursday 12:00pm to 1:00pm
Tuesday Adult 18+ 10:30am to 11:45am
Wednesday Tots 1:15pm to 2:00pm
Sunday 6:30pm to 7:30pm
- b) Minor leagues
- c) Adult recreational/Commercial leagues
- d) Pembina Hills Regional Division No. 7
- e) All other rentals

Ice time will be allocated to nonprofit and minor sports for both skill development and competition and adult recreational groups for competition only. Competitive adults may be permitted to practice time during the week day.

Efforts will be made to keep historical bookings consistent but cannot be guaranteed from year to-year. Any conflicts will be subject to the above priority list. Existing user groups with a regular timeslot in the previous season will get priority over new user groups, regardless of the age of the registrants.

- 6. Booking requests made after the IUM will be taken on a first-come first-served basis. If a booking request made after the IUM conflicts with an existing booking, it is the user's responsibility to obtain the approval of all affected leagues and forward this change to the Booking Representative at least seven days before the event.
- 7. The arena is closed all statutory holidays, unless by special request approved by Council.

SCHEDULE OF FEES

- 1. The ice user rates approved by Council may be adjusted annually to maintain an overall subsidy of 40% of arena costs each season for minor sports organizations only.
- 2. Free use will only be granted through the annual grant-in-aid process. Applications must be submitted according to the grant-in-aid policy. Free use will be at the discretion of Council on the recommendations of the Recreation Administration upon written request from a public service organization as per Policy and Guidelines established.
- 3. Outside leagues and private rentals are subject to the adult rental rate unless otherwise approved by Council.
- 4. Limited storage at the Agrena is available for regular ice users with an approved License agreement. Change rooms, under bleacher lockers, and other storage spaces are leased. These rates will increase each year according to CPI and include GST.
- 5. Fees left unpaid for more than 30 days will result in immediate cancellation of all upcoming ice time and until paid in full, all future bookings must be paid in advance.

6. Non-prime rates apply to ice bookings prior to 9:00 am and after midnight, Monday to Friday, as well as when school is in session, excluding holidays and non instructional days.
7. The Agrena will provide one attendant for all functions. If the group organizing a high attendance event, special event or league game requests, or the Recreation Administration deems it necessary, additional staffing will be brought in and the group invoiced for the hourly rate. Adequate security will be the responsibility of the group organizing the event, as approved by the Recreation Administration.
8. Confirmation of ice requirements must be confirmed with Recreation Administration at least fourteen (14) days prior to the tournament (special event). The hours of ice booked on a day booking will be charged at the set rate regardless of usage unless the ice can be filled with another group.

CANCELLATION OF ICE TIME

1. Any user shall notify the Booking Agent 14 days in advance if they wish to cancel any ice rental. The user will be charged if they do not provide proper notice:
 - 0% if the user group finds another user to fill their time
 - 50% if within 14 days of the rental
 - 100% if within 7 days of the rental
2. The Recreation Administration reserves the right, due to genuine emergencies, to postpone or reschedule any activity, with notice being given to the user groups by email as soon as possible.
3. Organizations using the facility during the off-season must notify the Recreation Administration one week in advance of any cancellation.
4. Ice rentals are for the sole use of the user and are not to be sub-let to another user.

DISCIPLINE

1. Management/staff reserves the right to evict, cause to be removed or refuse further bookings or admissions to person(s) or group(s) causing willful damage or abusing privileges in the facility. Further bookings will be denied to delinquent accounts and their sponsors.
2. Anyone found on the premises with liquor in his/her possession, without proper authorization, will be removed from the premises. Anyone found on the premises with illegal drugs in his/her possession will be removed from the premises and will be reported to the proper authorities.
3. The use of tobacco, vapor or marijuana products is not permitted in the Agrena. This includes dressing rooms, hallways and walkways as well as any staff or common areas. Anyone found using tobacco products in these areas will be asked to extinguish his/her cigarette, cigar or

pipe vaporizer or E-cigarettes and in the event of refusal to do so, will be asked to leave the arena.

4. Organizations including minor sports will be invoiced \$100.00 per offence, if found to be using tobacco, vapor or marijuana products of any kind. Organizations including minor sports will be invoiced the total costs of repairs for any willful damage.

OPERATING PROCEDURES

1. Dressing rooms shall be vacated within forty-five (45) minutes of completion of a game or any other activity. Any group causing Arena Staff overtime for failure to vacate on time will be invoiced for the overtime in one half hour increments.
2. Any building alterations must, have the approval of the Director of Parks and Recreation.
3. The Town of Barrhead and Arena staff members will not be responsible for any loss, damage or theft of personal property.
4. The Director of Parks and Recreation is to have in his/her possession, keys to all doors and locks in the facility.
5. Skaters must leave the ice surface immediately once the time allotment has expired. In situations where extra maintenance work to the ice surface is required as a result of the activities of a ice user, skaters may be asked to leave the ice up to 10 minutes before the allotment has expired in order to effect the said work.
6. No person is allowed on the ice without skates during public sessions unless special permission is obtained from the Recreation Administration or a staff member. Wheel chairs and strollers are permitted for all school and public skating sessions.
7. Teams will supply their own locks for dressing rooms. The Arena reserves the right to remove locks at their discretion.
8. No tobacco, vapor or marijuana products, food, or drinks will be permitted on the ice surface at any time.
9. The compressor room, boiler room and ice machine storage room are strictly out of bounds to all persons except facility personnel and authorized maintenance persons.
10. All users are to utilize dressing rooms for skate and equipment changing with the exception of Public Skating.
11. No person is permitted on the ice surface while the ice machine is operating, except to move nets, and then must immediately leave the ice surface. The ice machine must leave the ice and the gates closed prior to anyone taking to the ice surface.

12. No glass will be removed around the ice surface without authorization from the Director of Parks and Recreation. Requests must be made one (1) month prior to the event and may incur a fee.

The Arena will supply one attendant for all functions. If the group organizing a high attendance event, special event or league game requests or the Recreation Administration deems it necessary, additional staffing will be brought in and the group invoiced for the hourly rate. Adequate security will be the responsibility of the group organizing the event, as approved by the Recreation Administration.

DR. CHARLES GODBERSON ROTARY ROOM

1. The Dr. Charles Godberson Rotary Room will be opened and available for special needs such as meetings and group rentals.
2. When a group rents the ice for 10 hours or more, the Dr. Charles Godberson Rotary Room will be available at no charge to host a banquet, beer garden, etc, providing that:
 - a. it is available
 - b. all permits and regulations are met
 - c. the cleanup is done to the same standard as it was prior to the event
 - d. a damage/cleanup deposit is given (see rates and fees) to the Recreation Administration prior to the event and if not required, all or a portion will be returned depending on the level of cleaning needed or damage done.
3. The Dr. Charles Godberson Rotary Room is a non-smoking area. If groups using the Dr. Charles Godberson Rotary Room do not respect this rule they will be charged \$100.00 per offence.
4. The Recreation Administration and health inspector, if required, must approve any sale of food and beverage.
5. Unsupervised children will not be allowed in the Dr. Charles Godberson Rotary Room.
6. The Dr. Charles Godberson Rotary Room will be available for rent when not utilized by ice users or for Town programs. Dry floor rental does not include the Dr. Charles Godberson Rotary Room. A damage/cleanup deposit (see rates and fees) will be required in advance and if not required, all or a portion will be refunded depending on the level of cleaning needed or damage done.
7. Tables and chairs will not be available outside of the area and are not to be removed from the Dr. Charles Godberson Rotary Room unless permission has been obtained from Recreation Administration or on duty Arena staff.
8. The emergency exit is not be utilized at any time except in an emergency.

In addition the User will:

1. Be responsible for advising all attendees and will ensure that all attendees adhere strictly to all regulations posted and /or attached hereto. Failure to adhere to said regulations can result in the revoking of a User's right to use the Arena facility and/or Dr. Charles Godberson Rotary Room.
2. Provide a competent and trustworthy adult who will personally undertake to be responsible for the due observance of regulations governing the Premises with respect to participants and spectators to the event.
3. Report all damages immediately to the Recreation Administration or his/her designate.
4. Be responsible for any damages incurred or caused by the User group. Said damages to be paid firstly by the User and/or their insurer.
5. Be responsible for leaving the premises clean. Failure to do so may result in additional fee levied for maintenance.
6. Be given access to the arena ½ hour prior to the first scheduled event of the day. Users who require the use of the dressing rooms or ice for more than that period to the commencement of an activity will be expected to rent additional ice to cover their requirements. Regular user groups will be given access to the arena at any reasonable time, provided the Arena Staff is given reasonable prior notice.
7. Be responsible for their equipment or materials stored or placed in the Barrhead Agrena as the building's insurance does not cover any equipment or materials not owned by the Town of Barrhead.
8. Provide their own locks for dressing rooms and inform visiting teams to do the same.

The Town of Barrhead, in cooperation with the Parks and Recreation, Administration and staff are charged with enforcing the above rules and regulations, and with insuring the safe and efficient operation of the Barrhead Agrena. They are empowered to have individuals or groups breaking the rules removed from the building.

ICE ALLOCATION PROCEDURE

The intent of the Town of Barrhead Ice Allocation policy is to ensure fair and equitable allocation and distribution of ice time. This procedure will deal with the minor sport users only and will only take effect if an ice schedule cannot be agreed upon at the annual IUM. If the Allocation Procedure comes into effect, users must send registration numbers to the Towns Booking Representative, and a second IUM will be held to complete the lottery procedure.

ALLOCATION PROCEDURE

The following procedure will outline the methodology that the Town of Barrhead will use in the allocation of ice time at the Barrhead Agrena. Ice time is allocated by using a formula based on a group's previous year's registration numbers. New groups must prove that they

have sufficient registered participants to warrant requested ice time at the time of the scheduled IUM. The following steps will be taken.

1. Each organization is comprised of groups of individual ice users. The number of participants per group has been set at 12, determined by the need to be fair, safe, and reasonable for skill development purposes.
2. Using each organization's previous year's registration numbers, the Town's Booking Representative can determine how many groups are within each organization by dividing the total number of registered participants by 12 (i.e. organization has 240 members divided by 12 equals 20 groups).
3. Minor sports groups receive a minimum base of seventy five minutes per week for each group of 12.

For example:

$120 \text{ registrants} / 12 = 10 \text{ groups}$

$10 \text{ groups} \times 75 \text{ mins/week} = 12.5 \text{ hours}$

This formula determines the minimum that a group will be allotted. If there is more time available those who wish to book more time may do so.

4. For annual or special events (Figure Skating Carnival, Minor Hockey Tournaments) minor sports groups may book up to twenty-two (22) hours of 'Special Event' weekend time outside of their regularly scheduled ice time.
5. Any other time required for special events that affects other users must be negotiated with the users affected and the Town of Barrhead. No Groups are permitted to trade ice times without the consent of the Town of Barrhead.

LOTTERY PROCEDURE

1. Registration numbers will be sent to the Town's Booking Representative to determine the minimum number of hours for each group.
2. For every 2 groups (24 members) each organization receives one ticket to be placed in a draw box. A random draw determines who picks the next available ice time.
3. No group may be drawn more than twice in a row.

ICE ALLOCATION DISPUTES

In the event that an Ice User Group is dissatisfied with the Ice Allocation Process, and wishes to dispute the issue, the group should seek resolution by consulting, in order;

1. Director of Parks and Recreation
2. Chief Administration Officer

COVID19 PROTOCOLS

The Town of Barrhead Agrena Centre has elected to implement the Restriction Exemption Program which permits in-scope businesses, entities and events to operate without most public health restrictions as outlined in Order 45-2021. Masks are still mandatory indoors, subject to applicable provincial exceptions.

Users are responsible for following or exceeding the Restriction Exemption Program requirements at all times, including requiring all patrons aged 12 and over to provide valid:

- proof of vaccination, or
- proof of a privately-paid negative rapid test result taken within 72 hours of service, or
- documentation of a medical exemption

In addition, users are responsible for ensuring compliance with any applicable municipal, provincial or federal regulations, including but not limited to any Chief Medical Officer Health Orders in force.

[illegible]

Appendix A

Facility/Description	Item	Rate Type	Rate with GST
Arena Ice	Minor Ice Before 9:00am (Mon-Fri)	Hourly	\$94.30
	Minor Ice 9:00am-4:00pm (Mon-Fri)	Hourly	\$84.00
	Minor Ice After 4:00pm (Mon-Fri)	Hourly	\$107.10
	School Ice Rental	Hourly	\$43.90
	Adult Recreation Ice - Town or County	Hourly	\$179.90
	Adult Recreation Ice - Outside of Town or County	Hourly	\$189.60
	Private Youth Ice	Hourly	\$107.10
	Competitive Hockey - Practice (9-4, Mon-Fri.)	Hourly	\$84.00
	Competitive Hockey - Games	Hourly	\$179.90
	Summer Ice - Town or County	Hourly	\$179.90
	Summer Ice - Outside of Town or County	Hourly	\$189.60
Arena Ice (Off Season)	Socials, Graduations, Weddings	Hourly	\$428.40
	Socials, Graduations, Weddings	Half Day	\$696.20
	Socials, Graduations, Weddings	Full Day	\$1,071.00
	Agricultural Shows, Rodeos	Hourly	\$535.50
	Agricultural Shows, Rodeos	Half Day	\$803.30
	Agricultural Shows, Rodeos	Full Day	\$1,285.20
	Commercial Rentals, Trade shows	Hourly	\$642.60
	Commercial Rentals, Trade shows	Half Day	\$1,071.00
	Commercial Rentals, Trade shows	Full Day	\$1,606.50
	Nonprofit Group	Hourly	\$374.90
	Nonprofit Group	Half Day	\$589.10
	Nonprofit Group	Full Day	\$856.80
	Rental - Outside of Town or County	Hourly	\$535.50
	Rental - Outside of Town or County	Half Day	\$803.30
	Rental - Outside of Town or County	Full Day	\$1,285.20
	In-Line Hockey, Ball Hockey	Hourly/From 8am-5pm	\$69.60
	In-Line Hockey, Ball Hockey	Hourly/From 5pm-10pm	\$85.70
	Off Season BMBA	Hourly	\$26.80
Arena Kitchen/Concession	Rental	Half Day	\$128.50
	Rental	Full Day	\$250.00
	Concession Lease	Lease	\$633.40
Arena Lobby	Lobby	Full Day	\$160.70
	Lobby	Half Day	\$85.70

Charles Godberson Rotary Room and Second Floor Meeting Room	Meetings, socials, etc.	Hourly	\$53.60
	Meetings, socials, etc.	Half Day	\$107.10
	Meetings, socials, etc.	Full Day	\$160.70
	Birthday Parties	First hour with Private Pool Rental	\$32.10
Minor Ball	1-Diamond	Full Day	\$37.00
Ball Diamonds- Other Tournaments	1-Diamond	Full Day	\$73.90
Non-League Teams	Games	Full Day	\$33.50
	Practices	Full Day	\$16.10
Ball Leagues	Senior Men's or Ladies	Team Per Season	\$154.20
	Fast Ball	Team Per Season	\$154.20
	Slo Pitch	Team Per Season	\$154.20
	Minor Ball or T-Ball	Team Per Season	\$24.60
	Mite to Bantam	Team Per Season	\$37.00
	Midget	Team Per Season	\$49.30
Rotary Park Camping	Non-Electric Sites	Per Night	\$25.00
	Non-Electric Sites	Per Week	\$175.00
	Electrical Sites	Per Night	\$30.00
	Electrical Sites	Per Week	\$210.00
Cecile Martin/Beaver Brook Soccer Fields	Youth Rate	Field Per 2 Hour Booking	\$16.10
	Adult Rate	Field Per 2 Hour Booking	\$32.10
Misc Items	Tables	Each Per Weekend	\$10.50
	Chairs	Each Per Weekend	\$3.15
	Delivery Fee Outside of Town Working Hours or Statutory Holidays	Hour Per Person	\$78.75
	Delivery Fee Within Town Working Hours	Hour Per Person	\$52.50
	Pick Up Fee Outside of Town Working Hours or Statutory Holidays	Hour Per Person	\$78.75
	Pick Up Fee Within Town Working Hours	Hour Per Person	\$52.50
	Damage Deposit	Flat Rate	\$105.00
Bounce House	Child Drop-in	Per Person	\$4.00
	Castle Bounce House	Hourly	\$148.50
	Jungle Combo Bounce House	Hourly	\$148.50
	Obstacle Course Bouncer	Hourly	\$168.50
	Castle Bounce House & Jungle Combo	Hourly	\$208.50
	Obstacle Course & Jungle or Castle Combo	Hourly	\$228.50

	Obstacle Course & Jungle & Castle Combo	Hourly	\$288.50
Bounce House with Pool Rental	Castle Bounce House	Hourly	\$111.40
	Jungle Combo Bounce House	Hourly	\$111.40
	Obstacle Course Bouncer	Hourly	\$126.40
	Castle Bounce & Jungle Combo	Hourly	\$156.40
	Obstacle Course & Jungle or Castle Combo	Hourly	\$171.40
	Obstacle Course & Jungle & Castle Combo	Hourly	\$216.40
Advertising	Zamboni	Per Unit Price Dependent on Location	\$367.50 \$525.00
	Arena Glass	Per Year	\$315.00
	Dash Boards	Per Year	\$840.00
	Dash Boards	Per multi-year Agreement	\$735.00
	Dressing Room	Per Year	\$1,575.00
	Ice Scooter Advertising	Per Year	\$78.75
	Ice Scooter Advertising	Lifetime	\$267.80
	Centre Ice Logo	Per Year	\$1,575.00
	Ice Logo	Per Season	\$525.00
	Bleacher Risers	Per Year	\$262.50
Clean-up Charge	Event Clean Up	Flat Rate	\$321.30
	Concession Clean Up	Per Hour	\$100.00
Curling Rink	Main Floor	Half Day	\$126.00
	Main Floor	Full Day	\$252.00
	Main Floor	Weekend	\$525.00
Misc	Flowers Beds & Ground Maintenance	Flat Rate	\$1,071.00
	Grass Cutting	Flat Rate	\$535.50
Misc	Public Skate Sponsorship	Flat Rate	\$107.10
	Re-Key Storage Room	Flat Rate	\$100.00
	Smoking By Law	Flat Rate	\$107.10
	Dressing Room	Flat Rate/Per Ice Season	\$630.00
	Under Bleacher Storage Unit Rental	Per Unit/Per Season	\$214.20
Pool Pass	Adult (18-64)	Drop in Rate	\$8.75
		10 Passes	\$74.50
		Monthly Membership	\$56.10
		3 Month Membership	\$163.20
		6 Month Membership	\$316.20
		12 Month Membership	\$479.40

		12 Month Corporate Membership	\$407.50
Pool Pass	Youth(13-17)	Drop in Rate	\$5.50
		10 Passes	\$51.00
		Monthly Membership	\$45.90
		3 Month Membership	\$129.50
		6 Month Membership	\$250.90
		12 Month Membership	\$357.00
		12 Month Corporate Membership	\$303.45
Pool Pass	Child (3-12)	Drop in Rate	\$4.00
		10 Passes	\$35.70
		Monthly Membership	\$28.60
		3 Month Membership	\$79.60
		6 Month Membership	\$158.10
		12 Month Membership	\$244.80
Pool Pass	Tot (0-2)	Drop in Rate	\$0.00
		10 Passes	\$0.00
		Monthly Membership	\$0.00
		3 Month Membership	\$0.00
		6 Month Membership	\$0.00
		12 Month Membership	\$0.00
Pool Pass	Senior(65+)	Drop in Rate	\$6.40
		10 Passes	\$56.10
		Monthly Membership	\$40.80
		3 Month Membership	\$122.40
		6 Month Membership	\$244.80
		12 Month Membership	\$367.20
		12 Month Corporate Membership	\$312.10

Pool Pass	Family	Drop-in Rate	\$17.90
		10 Passes	\$163.20
		Monthly Membership	\$147.90
		3 Month Membership	\$428.40
		6 Month Membership	\$637.50
		12 Month Membership	\$1,020.00
	Aqua Spin	Daily Drop in	\$12.90
		Discount on Daily Drop In	\$6.40
		9 Pass Membership	\$96.40
		Discount on 9 Pass	\$48.20
Pool Rentals	Private Pool Rental 1-40 People	In town/county	\$128.50
		Out of town/county	\$257.00
	Private Pool Rental 41-60 People	In town/county	\$176.70
		Out of town/county	\$267.80
	Private Pool Rental 61-80 People	In town/county	\$219.60
		Out of town/county	\$299.90
	Private Pool Rental 81-100 People	In town/county	\$267.80
		Out of town/county	\$362.00
School Pool Rentals	School Rental 1-40 People	In town/county	\$75.00
		Out of town/county	\$128.50
	School Rental 41-60 People	In town/county	\$107.10
		Out of town/county	\$149.90
	School Rental 61-80 People	In town/county	\$139.20
		Out of town/county	\$208.90
	School Rental 81-100 People	In town/county	\$176.70
		Out of town/county	\$251.70
	School Rental 101-120	In town/county	\$214.20
		Out of town/county	\$294.50
School Lessons	One Instructor (No GST)	Per Student	\$33.00
	Additional Instructor (No GST)	Per Student	\$20.00
Lessons	Preschool	Per Set	\$49.00
(No GST for 14 Years and Under)	Swimmer 1-2	Per Set	\$54.10
	Swimmer 3-6	Per Set	\$55.00
(GST for 15 Years and Older)	Rookie/Ranger/Star	Per Set	\$59.20
	Private Lessons	Per Lesson	\$33.70
	Semi-Private Lessons	Lesson Per Person	\$22.40
Swim Club	Lane	Lane Per Hour	\$21.40
	Day	Per 8 Hour Day	\$1,038.90
Pro Shop	Goggles-Adult	Per item	\$20.00
	Goggles-Youth	Per item	\$17.10

	Swim Caps	Per item	\$10.70
	Nose Clips	Per item	\$6.40
	Pool Pants	Per item	\$10.70
	Swim Diapers	Per item	\$2.10
	Shampoo	Per item	\$7.00
	Conditioner	Per item	\$7.00
	Ear Plugs	Per Item	\$6.40
	Disc Rental	Per Item	\$10.00
	TOB Disc	Per Item	\$2.00
Misc:	Lock Replacement Fee	Per item	\$20.00

**COUNCIL REPORTS
AS OF JUNE 27, 2023**

		Meeting (since last council)
Agricultural Society	Cr. Oswald (Alt. Cr. Kluin)	_____
Barrhead Accessibility Coalition	Cr. Kluin	_____
Barrhead Cares Coalition	Cr. Assaf	_____
Barrhead & Area Regional Crime Coalition (BARCC)	Mayor McKenzie	_____
Barrhead Attraction & Retention Committee	Mayor McKenzie	_____
Barrhead & District Social Housing Association	Cr. Smith	_____
Barrhead Fire Services Committee	Cr. Assaf and Cr. Smith	_____
Barrhead Regional Airport Committee	Mayor McKenzie and Cr. Assaf	_____
Barrhead Regional Water Commission	Mayor McKenzie and Cr. Smith (Alt. Cr. Oswald)	_____
Capital Region Assessment Services Commission	Cr. Klumph	_____
Chamber of Commerce	Cr. Oswald	<u> X </u>
Community Futures Yellowhead East	Cr. Assaf (Alt. Cr. Kluin)	_____
Economic Development Committee	Committee of the Whole	_____
Enhanced Policing School Resource Officer Committee	Cr. Sawatzky (Alt. Mayor McKenzie)	_____
Family & Community Support Services Society	Cr. Kluin and Cr. Oswald	<u> X </u>
Intermunicipal Collaboration Framework Committee	Cr. Assaf, Cr. Smith and Mayor McKenzie	_____
Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	_____
Municipal Emergency Advisory Commission	Cr. Assaf, Cr. Kluin and Cr. Smith	_____
Municipal Planning Commission	Cr. Assaf, Cr. Oswald and Cr. Sawatzky (Alt. Cr. Smith)	_____
Subdivision & Development Appeal Board	Cr. Klumph	_____
Twinning Committee	Cr. Klumph	_____
Yellowhead Regional Library Board	Cr. Klumph (Alt. Cr. Sawatzky)	_____

C.A.O Report

To: Town Council

Date: June 27, 2023

Re: May, 2023 C.A.O. Report

General Administration Services:

- With assistance from our Communication Co-Ordinator, the Department was able to add a payment method on the website for individuals to pay for enforcement tickets by credit card.
- The Department is currently exploring options to display a QR code at Rotary Park to accept online payments.
- Implemented Accounts Payable electronic payments for vendors wishing to do this option instead of receive cheques.
- Our Director of Corporate Services is continuing working on long-term asset management

Enforcement Services:

- New files generated from May 1st, 2023 – May 31st, 2023
 - Total: 19 files
 - Animal Control matters/Miscellaneous: 5 files
 - Traffic Enforcement: 5 files (speeding, distracted driving, etc)
- Unresolved files carried over from previous reporting period:
 - Total: 4 files
 - Traffic Enforcement: 4 files

On January 11, 2023 the Department issued a Remedy Contraventions Order for a residential property on 45 street. As the property owner did not comply with the Order, it was presented to the Court of King's Bench for enforcement purposes. The property owner has until June 12, 2023 to comply with the Order. Failing compliance, the Town will undertake all necessary actions. All associated expenses will be applied to the applicable property tax account.

Economic Development Services:

In respect to the Community's Alberta Advantage Immigration Program, the following is the statistics for the period ending May 31, 2023:

<u>Employers:</u>	May, 2023	Program To date (November 7, 2022 – May 31, 2023)
Employers that have expressed interest	2	20
Employers enrolled	2	15 (9 active employers with open vacancies)
<u>Candidates:</u>		
Candidates that have expressed interest	6	47
Candidates endorsed:	10	31
Current foreign workers	2	10
International applicants	8	21
<u>Positions:</u>		
Positions supported by AAIP	6	51
Positions filled through AAIP	10	31
Started working & living in the community	2	9
Pending arrival to Canada	8	22

Fire Protection Services:

➤ Incidents from May 1, 2023 – May 31, 2023

- Fire: 3 (25.15 hours or 3.9% of the total man hours for the month of May)
- Rubbish or grass fires: 20 (463.20 hours or 72.0% of the total man hours for the month of May)
- Vehicle accidents: 4 (40.75 hours or 6.3% of the total man hours for the month of May)
- Carbone monoxide Detector: 1 (2.90 hours or .46% of the total man hours for the month of May)
- RCMP assist: 1 (.30 hour or .04% of the total man hours for the month of May)
- Ambulance assists: 18 (62.25 hours or 9.7% of the total hours for the month of May)

- False Alarms: 15 (48.70 hours or 7.6% of the total man hours for the month of May)

For the month of May there were a total of 62 calls which represented a total of 643.25 firefighter hours.

➤ Membership: 44 with 39 responding members and 5 new recruits

The following chart outlines the total ambulance assist calls responded by the Regional Fire Department, for the month of May, 2023:

Response Levels	May	Town or County		Year To Date	Town or County
Level A – Not serious (ie: lift assist)	1	1 – Town 0 - County		6	6 - Town 0 - County
Level B – More serious (ie: medical alert alarm)	0	0 - Town 0 - County		2	2 – Town 0 - County
Level C – Serious (ie: stroke or abnormal breathing)	2	1 - Town 1 - County		7	6 – Town 1 – County
Level D – Possible life threatening (ie: chest pains, unconscious, overdose)	15	14 - Town 1 - County		67	54 – Town 13 – County
Level E – Life Threatening (ie: cardiac arrest, ineffective breathing)	0	0 – Town 0 - County		8	8 – Town 0 – County
Total calls	18	16 – Town 2 - County		90	76 – Town 14– County
Total hours spent on calls	62.25 hours or 9.7% of total hours			323.5 hours or 13.8% of total hours	
Fire Dept. arriving before EMS	9			44	
Fire Dept. arriving before EMS (%)	50.0%			48.8%	

Note 1: All ambulance assist calls are initiated by the Ambulance's Dispatch Centre.

Note 2: The President of *Alberta Municipalities* is prepared to meet with Town Council virtually to discuss the on-going challenge of ambulance service for rural Alberta. Administration is awaiting on potential meeting dates but in the interim Administration is

suggesting that members of Council should prepare a few questions. These questions would be forward to the President beforehand in order to have as much of a productive meeting as possible.

➤ Training:

- NFPA 1001 Level 1 Firefighter continues
- Pump training, hydrant and monitors

➤ Other:

- Regional Fire Chief and the Deputy Fire Chief recently attended the Alberta Fire Chief Conference
- Members assisted the Province with wildfire efforts (Rainbow Lake, Peavine, Peace River and Garden River)

Recreation Services:

➤ Operational:

- Father's Day BBQ is scheduled for June 16th with free hotdogs, treats, games, and crafts
- Host Summer Programs registration opened on June 19th and programs will begin on July 3rd,
- Commencing Sunday July 2nd, the Aquatic Centre will be fully staff with lifeguards.
- Staff continues to work and organize for the All Wheel Park Grand Opening scheduled for June 23rd 3:30-7:00pm
- Beak Breaks continue to be held every Thursday with free treats and games,
- Flagpole installed for Treaty 6 flag,
- Install musical playground has been completed
- Continue with parks and greenspace maintenance
- Clean-up of Labyrinth area of weeds and adding topsoil
- Preparing for public and private swim lessons.

➤ Upcoming Special Events:

- Graduation celebrations in arena will be held on June 28th
- Truck Show and Shine in Arena parking lot scheduled for July 22nd
- Demolition Derby for July 22nd
- Canada Day event on July 1st will include food, inflatables, a summer programs fundraising BBQ sponsored by Freson Bros, games and crafts at the Splash Park, a family dance party hosted by Wiesinger, and fireworks.
- The Arts & Culture Committee is planning their next event; "Throwback to the Future", a vintage, oddities, and collectables show and sale on September 22 & 23 at the Curling Rink.

Transportation Services:

➤ Operational:

- Hazardous waste roundup completed. It was noted that a lot of products were handed over this year
- Grass cutting berms and ditches on-going
- Crack sealing streets on-going, weather permitting
- Signs and barricades were placed for three different events
- New sidewalk completed in Beaverbrook
- Due to heavy rains graveling and blading roads in the industrial area
- Playground signs installed around the All -Wheel Park
- Staff continues to work on the Department's safety program
- Department undertaking water main flushing, pressure testing and repairs

Edward LeBlanc - CAO

(original report signed by the C.A.O.)



Regular Board Meeting Minutes

Thursday, April 20th, 2023

<u>Present</u>	Judy Bradley – Chair Dan Garvey – Vice Chair Leslie Penny – Secretary/Treasurer Karen Gariepy – Executive Director Kay Roberts – Finance Terese Koch – Recording Secretary Anthony Oswald, Sally Littke, Dausen Kluin, Bill Lane, Paul Properzi	
<u>Absent/</u> <u>Regrets</u>	Mark Oberg	
	1) <u>Call to Order:</u> The regular meeting of the Barrhead & District Family and Community Support Services Society was called to order by Judy Bradley at 9:34 am.	
23/04-01	2) <u>Acceptance of Agenda – Additions/Deletions</u> <ul style="list-style-type: none"> • Add under New Business: <ul style="list-style-type: none"> ○ b) RRS Rural Renewal Stream ○ c) Northeast Zone Regional Meeting Moved by Bill Lane to accept the agenda. Seconded by Dausen Kluin.	Carried
	3) <u>Board Delegation/Presentation</u> <ul style="list-style-type: none"> • None at this meeting. 	
23/04-02	4) <u>Items for Approval</u> <ul style="list-style-type: none"> a) Moved by Paul Properzi to accept the minutes of the regular Board meeting for Barrhead and District FCSS Society from March 16th, 2022. Seconded by Leslie Penny. 	Carried

23/04-03	<p>b) Financial Statements. Moved by Leslie Penny to accept the financial statements for the 80/20 General Account, Community Account and Casino Account for the period ending, March 31st, 2023, as presented. Seconded by Sally Littke</p>	Carried
	<p>5) <u>New Business:</u></p> <ul style="list-style-type: none"> • AGLC re: Request for Minor Casino-16 Games of less Licence 638452. • Rural Renewal Stream – Accepted as information. • Northeast Zone Regional Meeting – May 11th and 12th in St. Paul. If you would like to attend let Karen know. 	
	<p>6) <u>Old business</u></p> <ul style="list-style-type: none"> • None at this meeting. 	
23/04-04	<p>7) <u>Items for Information</u> a) Director's Report – Accepted as information.</p> <p>Moved by Bill Lane to accept the above items as information. Seconded by Paul Properzi.</p>	Carried
	<p>8) <u>Board Development</u> 1) Effective Organizations Call for Effective Chairs</p>	
23/04-05	<p>9) <u>In Camera</u></p> <ul style="list-style-type: none"> • Motion to go into "In Camera" by Paul Properzi. Seconded by Dausen Kluin. 	Carried
23/04-06	<ul style="list-style-type: none"> • Motion to go out of "In Camera," by Bill Lane. Seconded by Anthony Oswald. 	Carried
23/04-07	<ul style="list-style-type: none"> • Motion by Leslie Penny to move \$2500 from the Community account to the General account to cover salaries. Seconded by Sally Littke. 	Carried
23/04-08	<ul style="list-style-type: none"> • Motion by Leslie Penny to increase the Executive Director's salary by \$9/hour. Effective April 1st, 2023. Seconded by Dan Garvey. 	Carried
	<p>10) <u>Next Meeting</u> Thursday, May 18th, 2023 – Finance committee at 9 am, regular Board meeting at 9:30.</p>	
23/04-09	<p>11) <u>Adjournment</u> Moved by Dausen Kluin to adjourn the meeting at 10:41 am. Seconded by Leslie Penny.</p>	Carried

Barrhead & District Family and Community Support Services Society
Regular Board Meeting of April 20th, 2023

Zolie Penny

Chairperson

Terese Koch

Recording Secretary



**Barrhead & District Social Housing Association
Minutes
Regular Board Meeting – April 25, 2023**

Members Present: Craig Wilson, Don Smith, Roberta Hunt (via teleconference), Bill Lane,
Peter Kuelken
Absent: Su Macdonald
Staff Present: Tyler Batdorf

1.0 The meeting was called to order at 10:01 a.m.

2.0 Approval of Agenda

Peter Kuelken moved to approve the April 25, 2023, Regular Board Meeting Agenda.

Carried Unanimously

3.0 Adoption of the Minutes

Roberta Hunt moved to adopt the Minutes of the Regular Board Meeting of March 27, 2023.

Carried Unanimously

4.0 Reports

4.1 Financial Report – March 2023

Income Statements for Lodges and Seniors & Community Housing were presented.

Don Smith moved to accept the Financial Report as presented.

Chair: CW CAO: DS

Minutes: April 25th, 2023

Carried Unanimously

4.2 Cheque Log – March 2023

Bill Lane moved to accept the Cheque Log as presented.

Carried Unanimously

4.3 CAO Report

Updates were presented on the following topics:

- Operations (Dietary, Admin, Activities, Housekeeping)
- GI Outbreak
- Dress Code Policy
- Shower Conversion
- Website
- ASHC Funded Projects
- BDSHA Projects
- Upcoming Projects
- Facilities Manager's Report
 - Hillcrest & Klondike Place
 - Jubilee, Golden Crest and Pembina Court
 - Barrhead and Swan Hills Community Housing
 - Grounds

Peter Kuelken moved to accept the CAO's Report as presented.

Carried Unanimously

4.4 Resident Services Manager's Report

Vacancy Report:

-Hillcrest Lodge	34 vacancies (30%)
-Klondike Place	1 vacancies (3%)
-Golden Crest Manor	1 vacancies (3%)
-Jubilee Manor	0 vacancies (0%)
-Pembina Court Manor	0 vacancies (0%)
-JDR Manor	0 vacancies (0%)
-Barrhead CH	0 vacancies (0%)
-Swan Hills CH	2 vacancies (25%)

Don Smith moved to accept the Resident Services Manager's Report as presented.

Carried Unanimously

5.0 Old Business

None

Chair: CW CAO: js

Minutes: April 25th, 2023

6.0 New Business

6.1 RFD-Housing Needs Assessment

Two proposals were received. Based on an assessment of the proposals, the CAO recommended that the Board award the contract to Gordon and Associates.

Peter Kuelken moved to accept the CAO's recommendation and award the contract to Gordon and Associates.

Carried Unanimously

6.2 RFD – Building Condition Assessment.

The CAO brought the Board's attention to the need for building condition assessments to help determine the timeline of future requests for capital maintenance and renewal funding. Five proposals were presented ranging from assessing one building per year to not undertaking the assessments at all.

Roberta Hunt moved to accept Option #2 "...two assessments per year for four years, estimated cost \$10,000 per year."

Carried Unanimously

6.3 RFD – 2023 ASHC Budget

A Budget was presented for seniors self-contained and community housing based on the required surplus of \$71,939.

Bill Lane moved that the budget be approved.

Carried Unanimously

6.4 RFD – Meal Allowance

The CAO requested a review of the meal allowance (reimbursement) and recommended changes as follows:

Per Diem: \$100

Per Meal:

Breakfast \$25.00

Lunch \$30.00

Dinner \$45.00

Don Smith moved that the recommended changes to the meal allowance be approved.

Carried Unanimously

Chair: C.W. CAO: [Signature]

Minutes: April 25th, 2023

6.4 RFD – 2023 Lodge Rent Review

The Board reviewed the current rental rates for all buildings.

Don Smith moved that the current rental rates be maintained for the 2023 financial year.

Carried Unanimously

7.0 Correspondence

ASCHA – Board Competency virtual discussion.

8.0 In Camera – Board and CAO

Not Required

9.0 In Camera – Board Only

Not Required

10.0 Time and Date of Next Meeting

Wednesday, May 31, 2023, at 10:00 a.m.

11.0 Adjournment

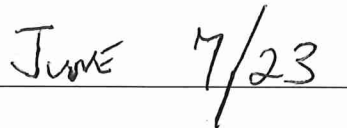
Roberta moved to adjourn the meeting at 11:00 a.m.

Carried Unanimously



Signature: Craig Wilson, Chairperson

Date





Signature: Tyler Batdorf, CAO

Date



REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 13, 2023

Re: Proposed Bylaw 06-2023 – Fees and Rates Bylaw

1.0 PURPOSE:

For Council to review and consider the approval of a revised bylaw outlining the various rates and fees imposed by the Town.

2.0 BACKGROUND AND DISCUSSION:

The current fees and rates imposed by the Town are found in Bylaw 08-2022 and 11-2022.

The proposed Bylaw 06-2023 has been updated to include, but not limited to:

- Transportation Services – prior years the charge-out rates were based on the Alberta Roadbuilders & Heavy Construction Association rates. The new proposed Town rates have been updated to be more in-line with the 2023 Association rates.
- Utility Services – the proposed new rates are aligned with the rates imposed by Council in Bylaw 10-2022, passed on December 13, 2022.

The main purpose of having a rates and fees bylaw is to have only one source document to refer to.

For reference and convenience, the proposed Bylaw shows the suggested deletions as a strikethrough and any suggested new wording or information are shown in red.

3.0 ALTERNATIVES:

- 3.1 That Council pass all three readings to the proposed Bylaw 06-2023 – Fees and Rates Bylaw, as presented.
- 3.2 That Council instructs Administration to revise the proposed Bylaw 06-2023 – Fees and Rates Bylaw, as directed and pass all three readings.
- 3.3 That Council tables proposed Bylaw 06-2023 – Fees and Rates Bylaw and instructs Administration to provide further information to be presented at the next Council Meeting.

4.0 FINANCIAL IMPLICATIONS:

The passage of the proposed bylaw will not change any net financial obligations to the Town.

5.0 INTERDEPARTMENTAL IMPLICATIONS:

None

6.0 SENIOR GOVERNMENT IMPLICATIONS:

None

7.0 POLITICAL/PUBLIC IMPLICATIONS:

Limited.

8.0 ATTACHMENTS:

- 8.1 Proposed Bylaw 06-2023 – Rates and Fees Bylaw

9.0 RECOMMENDATION:

That Council pass all three readings to the proposed Bylaw 06-2023 – Fees and Rates Bylaw, as presented.

(original signed by the CAO)
Edward LeBlanc
CAO

BYLAW 06-2023

**A BYLAW OF THE TOWN OF BARRHEAD IN THE PROVINCE OF ALBERTA TO
ESTABLISH FEES AND RATES FOR SERVICES PROVIDED BY THE MUNICIPALITY**

WHEREAS, pursuant to the provisions of the Municipal Government Act, being Chapter M-26, of the Revised Statutes of Alberta, 2000, and amendments thereto, the Council may pass Bylaws for the purpose of establishing fees and rate charges for services provided by the municipality; and,

NOW THEREFORE, duly assembled in a Regular Meeting, the Council of the Town of Barrhead, in the Province of Alberta hereby enacts as follows:

1. This bylaw shall be known as the “Fees and Rates bylaw”
2. The fees and rates contained and attached as Schedule A shall form part of this bylaw and may be amended from time to time and any such amendment shall form part of this bylaw.
3. This Bylaw shall come into force and have effect from and after the date of third reading thereof.
4. Bylaw No. 08-2022 and Bylaw No. 11-2022 are hereby rescinded.

Read a first time this ____ day of _____, A.D., 2023.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Edward LeBlanc

Read a second time this ____ day of _____, A.D., 2023

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Edward LeBlanc

Read a third time this ____ day of _____, A.D., 2023 and passed.

TOWN OF BARRHEAD

Mayor, Dave McKenzie

CAO, Edward LeBlanc

SCHEDULE “A”

ADMINISTRATION SERVICES

Tax Certificate	Description	Fee-Rates
Regular	Within one working day	\$25.00
Priority	Within 2 hours of request	\$50.00
Verbal Property Information request		\$10.00

Assessment Complaints	Description	Rate-Fee
Residential 3 or fewer and farmland		\$50.00
Residential 4 or more dwellings	Variable (as noted below)	
	Assessed Value of up to \$249,999	\$200.00
	Assessed Value of between \$250,000 to \$499,999	\$400.00
	Assessed Value that exceeds \$500,000	\$650.00
Non-Residential	Variable (as noted below)	
	Assessed Value of up to \$249,999	\$200.00
	Assessed Value of between \$250,000 to \$499,999	\$400.00
	Assessed Value that exceeds \$500,000	\$650.00

Miscellaneous	Description	Rates/Fees
Historical record search	Lawyer, Engineer or Environmental request to undertake a historical record search	\$100.00
Photo Copies		\$0.25/copy
Sale of Pins		\$2.50 + tax
Fax Service		\$3.00 + \$1.00/page
Finance Charge	Any Accounts Receivable Invoices outstanding for more than 30 days	1.5% on principal amount
Sale of Maps		
Small maps	11x17	\$2.50
Large maps	2’x3’	\$5.00
Large maps	Larger than 2’x3’	\$5.00 plus \$1.00/per sq ft over
Promotional Items		Rate/fee + tax
Town Flags		\$100.00

ANIMAL CONTROL SERVICES

Description	Rates/Fees
Dog/Cat License -spayed/ neutered (documentation required)	\$8.00
Dog/Cat License- unspayed/unneutered	\$20.00
Service Dog	Nil
Lost/damaged license tag replacement	\$8.00
Animal shelter/impound fee	\$20.00/daily

BUSINESS LICENSE

Description	Rates-Fees
Annual (resident/non-resident)	\$125.00
Home Based Business	\$175.00
Between July 31-October 31 - 50% reduction (after November 1 annual fee to Dec 31 of following year)	
Description - Other	
Hawkers-Peddlers-door to door	\$75.00/weekly
Temporary	\$50.00/weekly
Food Vender	\$125.00/yearly
General Contractor	\$500.00

CEMETERY SERVICES

Main Section	Plot Fee	Perpetual Care Fee	Total Fee + Tax
Single Plot	\$450.00	\$100.00	\$550.00
Double Depth	\$450.00	\$100.00	\$550.00
Single Plot Child under 18	waived	\$100.00	\$100.00
Infant/Child (Eastlawn)			
¼ Plot	waived	\$25.00	\$25.00
½ Plot	waived	\$50.00	\$50.00

COLUMBARIUM NICHE (maximum of two urns per niche)

Niche Location	Cost per Niche Plus GST	Perpetual Care Plus GST	Cover Plate and engraving	Open and Close Fees
Level #1	\$1,000.00	\$100.00	Full Responsibility of purchaser. Must be purchased from and paid in full to Rose City Memorials Town of Barrhead . Must follow outline in “Inscription Details” which forms part of the Columbarium Niche Sales Contract An Administration Fee of \$100 will be added to cover plate/engraving costs.	Includes opening and closing for first internment
Level #2	\$900.00	\$100.00		Includes opening and closing for first internment
Level #3	\$800.00	\$100.00		Includes opening and closing for first internment
Level #4	\$700.00	\$100.00		Includes opening and closing for first internment
				\$150.00 for each weekday occurrence. + tax
Additional Opening and Closing				\$200.00 for weekend and statutory holidays. + tax

DEVELOPMENT (PLANNING) SERVICES

Development	Description	Rates-Fees
Permit	Residential	\$100.00
Permit	Non-residential (Commercial/Industrial/institutional)	\$150.00
Permit	Shed-fence-garage-deck	\$50.00
Permit	Discretionary-Variance- Residential	\$150.00
Permit	Discretionary-Variance-Non-residential	\$200.00
Permit	Demolition	\$50.00
Sign Permit		\$50.00
Development	Description	Rates-Fees
Appeals	Development Appeals	\$200.00
Rezoning Requests	Land Use Bylaw Amendment	\$800.00

Encroachment Agreements	Description	Assessed age	Up to 152.4m Rate/Fee	Over 152.4m Rate/Fee
Assessed age of building based on a 50-year life span All fees are applied to tax roll	Residential	Under 25%	\$100.00/year	\$150.00
		Between 25% & 50%	\$75.00/year	\$100.00
		Between 50% & 75%	\$50.00/year	\$75.00
		Over 75%	\$25.00/year	\$50.00
	Description	Assessed age	Up to 152.4m	Over 152.4m
	Commercial/Industrial	Under 25%	\$200.00	\$350.00
		Between 25% & 50%	\$150.00	\$300.00
		Between 50% & 75%	\$100.00	\$200.00
		Over 75%	\$50.00	\$100.00
	Description	Rate/Fee		
	Fence	\$25.00/year		
	Garage/Shed	\$25.00/year		

Compliance Certificate (Real Property Report)	Description	Rate/Fee
Regular Service	Within 1 week of request	\$60.00
Priority Service	Within 2 days of request	\$100.00

FIRE PROTECTION SERVICES

Unit	Description	No. Fire Fighters	Hourly Rate	Comments
Command 1	2014-Dodge Power 3/4 Ton	1	\$150.00 \$185.00 for Prov. Highway Right-of-way	Has an enclosed topper and the ability to block, with misc. hand tools and pylons
Command 2	2010 GMC 3/4 Ton	1	\$150.00 \$185.00 for Prov. Highway Right-of-way	Has an enclosed topper and the ability to block, with hand tools and pylons
Tower 6	2009-Pierce 104 Foot Ladder/Platform	4	\$600.00 \$630.00 for Prov. Highway Right-of-way	T-6 is a 2000 GPM Pump with multiple attack lines master streams, Connection Air system and Misc Tools and Fans
Engine-33	2006-Freightliner Rosenbauer 1000 GPM pump	5	\$500.00 \$630.00 Prov. Highway Right-of-way	E-33 is a 1000 GPM pump with pre-connected attack lines and two fixed master streams with misc tools for suppression
Engine-3	1999 Freightliner Fort Gary 1000 GPM pump	5	\$500.00 \$630.00 for Prov. Highway Right-of-way	E-3 is a 1000 GPM pump with pre-connected attack lines and misc tools for suppression
Rescue-8	2011-Freightliner Rosenbauer Heavy rescue	6	\$400.00 \$630.00 for Prov. Highway Right-of-way	R-8 is a Command/Rescue unit with awning light tower Re-hab equipped with Heavy hydraulics and misc Rescue tools
Tender-34	2008-Freightliner Rosenbauer Water Tender 500 GPM pump and 1754 Gal water	2	\$400.00 \$630.00 for Prov. Highway Right-of-way	Tender-34 is a tactical tender that has a bumper mounted monitor. It can be used for Firefighting @ \$400.00 per/hr or transporting water @ \$250.00 per/hr. and one 1800Gal port-o-tank
Tender-5	2013-Kenworth Water Tender 500GPM pump and 3000 Gal Water	2	\$300.00 \$630.00 for Prov. Highway Right-of-way	Tender-5 is a Super Tender with a bumper mounted monitor
Rapid Attack Truck-1	1999 - 1 Ton Bush Truck	4	\$250.00 \$630.00 for Prov. Highway Right-of-way	RAT-1 is equipped with a 300 gal CET bush pack with class A foam and misc wild land tools, including wajax pump and chainsaw
Wildland 1	2012 Polaris Ranger 6x6 off road side by side	2	\$150.00	Wild-1 has a CET skid unit with 65 Gal of water and a 5Hp pump with the ability to secure a patient for remote access. Stored in a 30 foot Aluminum Trailer.
Fire Fighter				
Administrative time	Per/Hrs	N/A	\$75.00	Time use to enter data or perform tasks outside normal duties.
Investigative time	Per/Hrs	N/A	\$100.00	Time use by trained members to search for cause and determination of an incident
Unit	Description	Rate	Comment	

Historical Search		\$50.00	Time used to look into property outstanding, orders calls to or changes recommended to the property
Bullex Prop.	Extinguisher Prop.	\$100.00 per day Max. \$500 for 14 days	Proper training and Credit card pre. Authorization for \$2,000.00
K-Size Air bottle fill		\$50.00	All bottles must be within the certified time frame.
E/D-Size Air bottle fill		\$20.00	All bottles must be within the certified time frame.
Floor Dry	Standard Floor Dry	Cost at purchase price plus 10%	Cost Per. Bag
Floor Dry	Special Bio. or Chem. Dry	Cost at purchase price plus 10%	Cost Per Bag, Pail
Foam	Class "A"	Cost at purchase price plus 10%	Cost Per Pail
Foam	Class "B"	Cost at purchase price plus 10%	Cost Per Pail
Foam	Class Fire Aid	Cost at purchase price plus 10%	Cost Per Pail

Equipment	Description	Hourly Rate- Fee	
Grader	670 GP	\$150.00	\$200.00
Sweeper	Global M4 HSF	\$180.00	\$220.00
Loader	544H Deere	\$110.00	\$125.00
Loader	544K Deere	\$120.00	\$140.00
Snow Blower		\$225.00	\$250.00
Loader Backhoe	310 SE Deere	\$90.00	
Skid Steer	318D	\$100.00	\$105.00
Gravel Truck	Tandem	\$120.00	\$150.00
Garbage Truck		\$185.00	\$200.00
Recycle Truck		\$90.00	\$90.00
Sand Truck		\$150.00	\$200.00 + Sand \$50/tonne
Karcher Steamer		\$125.00	\$150.00
Sewer Flush Truck		\$175.00	\$200.00
John Deere Tractor		\$120.00	\$130.00
Schulte Mower		\$30.00	\$35.00
Sewer Camera		\$175.00	\$250.00
Power Auger		\$150.00	\$180.00
Air Compressor		\$35.00	\$45.00 \$310/day
Wobble Wheel		\$15.00	
Pick up		\$25.00	\$35.00
Landfill Cat		\$150.00	\$175.00
Landfill Compactor		\$200.00	\$250.00
Asphalt Compactor		\$75.00	\$90.00
Line Painter		\$150.00	\$170.00
Chipper	7" to 10"	\$180.00	\$180.00
Supervisory Rate		\$90.00	\$120.00
Mechanic Rate		\$70.00	\$100.00
Labour Rate		\$60.00	\$70.00
**Troy Nimrichter Contract Services		\$95.00 Materials -\$35.00/Tonne	
Landfill Tipping Fees	Description	Rate/Fee	
	Pickup Truck	\$30.00	
	Truck/Trailer	\$50.00	
	Large Truck 1 ton & over	\$60.00	
	Tandem Truck	\$90.00	
	End Dump	\$150.00	

RECREATION SERVICES

Facility/ Description	Item	Rate Type	Rate with GST
Arena- Ice	Minor Ice Before 9:00am (Mon-Fri)	Hourly	\$94.30
	Minor Ice 9:00am-4:00pm (Mon-Fri)	Hourly	\$84.00
	Minor Ice After 4:00pm (Mon-Fri)	Hourly	\$107.10
	School Ice Rental	Hourly	\$43.90
	Adult Recreation Ice- Town or County	Hourly	\$179.90
	Adult Recreation Ice- Outside of Town or County	Hourly	\$189.60
	Private Youth Ice	Hourly	\$107.10
	Competitive Hockey- Practice (9-4, Mon.-Fri.)	Hourly	\$84.00
	Competitive Hockey- Games	Hourly	\$179.90
	Summer Ice-Town or County	Hourly	\$160.20
	Summer Ice - Outside of Town or County	Hourly	\$170.90
Arena-Ice (Off Season)	Socials,Graduations,Weddings	Hourly	\$428.40
	Socials,Graduations,Weddings	Half Day	\$696.20
	Socials,Graduations,Weddings	Full Day	\$1,071.00
	Agricultural Shows, Rodeos	Hourly	\$535.50
	Agricultural Shows, Rodeos	Half Day	\$803.30
	Agricultural Shows, Rodeos	Full Day	\$1,285.20
	Commercial Rentals, Trade shows	Hourly	\$642.60
	Commercial Rentals, Trade shows	Half Day	\$1,071.00
	Commercial Rentals, Trade shows	Full Day	\$1,606.50
	Nonprofit Group	Hourly	\$374.90
	Nonprofit Group	Half Day	\$589.10
	Nonprofit Group	Full Day	\$856.80
	Rental - Outside of Town or County	Hourly	\$535.50
	Rental - Outside of Town or County	Half Day	\$803.30
	Rental - Outside of Town or County	Full Day	\$1,285.20
	In-Line Hockey, Ball Hockey	Hourly/From 8am-5pm	\$69.60
	In-Line Hockey, Ball Hockey	Hourly/From 5pm-10pm	\$85.70
	Off Season BMBA	Hourly	\$26.80
Arena Kitchen/Concession	Rental	Half Day	\$128.50
	Rental	Full Day	\$250.00
	Concession Lease	Lease	\$633.40
Arena Lobby	Lobby	Full Day	\$160.70
	Lobby	Half Day	\$85.70
Charles Godberson Rotary Room	Meetings, socials, etc.	Hourly	\$53.60
	Meetings, socials, etc.	Half Day	\$107.10
	Meetings, socials, etc.	Full Day	\$160.70
	Birthday Parties	First hour with Private Pool Rental	\$32.10
Agrena Second Floor Meeting Room	Meetings, socials, etc.	Hourly	\$53.60
	Meetings, socials, etc.	Half Day	\$107.10
	Meetings, socials, etc.	Full Day	\$160.70

Facility/ Description	Item	Rate Type	Rate with GST
	Birthday Parties	First hour with Private Pool Rental	\$32.10
Minor Ball	1 Diamond	Full Day	\$37.00
Ball Diamonds- Other Tournaments	1 Diamond	Full Day	\$73.90
Non League Teams	Games	Full Day	\$33.50
	Practices	Full Day	\$16.10
Ball Leagues	Senior Men's or Ladies	Team Per Season	\$154.20
	Fast Ball	Team Per Season	\$154.20
	Slo-Pitch	Team Per Season	\$154.20
	Minor Ball or T-Ball	Team Per Season	\$24.60
	Mite to Bantam	Team Per Season	\$37.00
	Midget	Team Per Season	\$49.30
Rotary Park Camping	Non- Electric Sites	Per Night	\$25.00
	Non- Electric Sites	Per Week	\$175.00
	Electrical Sites	Per Night	\$30.00
	Electrical Sites	Per Week	\$210.00
Cecile Martin/Beaver Brook Soccer Fields	Youth Rate	Field Per 2 Hour Booking	\$16.10
	Adult Rate	Field Per 2 Hour Booking	\$32.10
Misc Items	Tables	Each Per Weekend	\$10.50
	Chairs	Each Per Weekend	\$3.15
	Delivery Fee Outside of Town Working Hours or Statutory Holidays	Hour Per Person	\$78.75
	Delivery Fee Within Town Working Hours	Hour Per Person	\$52.50
	Pick Up Fee Outside of Town Working Hours or Statutory Holidays	Hour Per Person	\$78.75
	Pick Up Fee Within Town Working Hours	Hour Per Person	\$52.50
	Damage Deposit	Flat Rate	\$105.00
Bounce House	Child Drop in	Per Person	\$4.00
	Castle Bounce House	Hourly	\$148.50
	Jungle Combo Bounce House	Hourly	\$148.50
	Obstacle Course Bouncer	Hourly	\$168.50
	Castle Bounce House & Jungle Combo	Hourly	\$208.50
	Obstacle Course & Jungle or Castle Combo	Hourly	\$228.50
	Obstacle Course & Jungle & Castle Combo	Hourly	\$288.50
Bounce House with Pool Rental	Castle Bounce House	Hourly	\$111.40
	Jungle Combo Bounce House	Hourly	\$111.40
	Obstacle Course Bouncer	Hourly	\$126.40
	Castle Bounce & Jungle Combo	Hourly	\$156.40
	Obstacle Course & Jungle or Castle Combo	Hourly	\$171.40

Facility/ Description	Item	Rate Type	Rate with GST
	Obstacle Course & Jungle & Castle Combo	Hourly	\$216.40
Advertising	Zamboni	Per Unit- Price Dependent on Location	\$367.50- \$525.00
	Arena Glass	Per Year	\$315.00
	Dash Boards	Per Year	\$840.00
	Dash Boards	Per multi-year Agreement	\$735.00
	Dressing Room	Per Year	\$1,575.00
	Ice Scooter Advertising	Per Year	\$78.75
	Ice Scooter Advertising	Lifetime	\$267.80
	Centre Ice Logo	Per Year	\$1,575.00
	Ice Logo	Per Season	\$525.00
	Bleacher Risers	Per Year	\$262.50
Clean up Charge	Event Clean Up	Flat Rate	\$321.30
	Concession Clean Up	Per Hour	\$100.00
Curling Rink	Main Floor	Half Day	\$126.00
	Main Floor	Full Day	\$252.00
	Main Floor	Weekend	\$525.00
Misc	Public Skate Sponsorship	Flat Rate	\$107.10
	Re-Key Storage Room	Flat Rate	\$100.00
	Dressing Room	Flat Rate/Per Ice Season	\$630.00
	Under Bleacher Storage Unit Rental	Per Unit/Per Season	\$214.20
Pool Pass	Adult(18-64)	Drop in Rate	\$8.75
		10 Passes	\$74.50
		Monthly Membership	\$56.10
		3 Month Membership	\$163.20
		6 Month Membership	\$316.20
		12 Month Membership	\$479.40
		12 Month Corporate Membership	\$407.50
Pool Pass	Youth(13-17)	Drop in Rate	\$5.50
		10 Passes	\$51.00
		Monthly Membership	\$45.90
		3 Month Membership	\$129.50
		6 Month Membership	\$250.90
		12 Month Membership	\$357.00

Facility/ Description	Item	Rate Type	Rate with GST
		12 Month Corporate Membership	\$303.45
Pool Pass	Child (3-12)	Drop in Rate	\$4.00
		10 Passes	\$35.70
		Monthly Membership	\$28.60
		3 Month Membership	\$79.60
		6 Month Membership	\$158.10
		12 Month Membership	\$244.80
Pool Pass	Tot (0-2)	Drop in Rate	\$0.00
		10 Passes	\$0.00
		Monthly Membership	\$0.00
		3 Month Membership	\$0.00
		6 Month Membership	\$0.00
		12 Month Membership	\$0.00
Pool Pass	Senior(65+)	Drop in Rate	\$6.40
		10 Passes	\$56.10
		Monthly Membership	\$40.80
		3 Month Membership	\$122.40
		6 Month Membership	\$244.80
		12 Month Membership	\$367.20
		12 Month Corporate Membership	\$312.10
Pool Pass	Family	Drop in Rate	\$17.90
		10 Passes	\$163.20
		Monthly Membership	\$147.90
		3 Month Membership	\$428.40
		6 Month Membership	\$637.50
		12 Month Membership	\$1,020.00
	Aqua Spin	Daily Drop in	\$12.90
		Discount on Daily Drop In	\$6.40
		9 Pass Membership	\$96.40
		Discount on 9 Pass	\$48.20
Pool Rentals	Private Pool Rental 1-40 People	In town/county	\$128.50

Facility/ Description	Item	Rate Type	Rate with GST
		Out of town/county	\$257.00
	Private Pool Rental 41-60 People	In town/county	\$176.70
		Out of town/county	\$267.80
	Private Pool Rental 61-80 People	In town/county	\$219.60
		Out of town/county	\$299.90
	Private Pool Rental 81-100 People	In town/county	\$267.80
		Out of town/county	\$362.00
School Pool Rentals	School Rental 1-40 People	In town/county	\$75.00
		Out of town/county	\$128.50
	School Rental 41-60 People	In town/county	\$107.10
		Out of town/county	\$149.90
	School Rental 61-80 People	In town/county	\$139.20
		Out of town/county	\$208.90
	School Rental 81-100 People	In town/county	\$176.70
		Out of town/county	\$251.70
	School Rental 101-120	In town/county	\$214.20
		Out of town/county	\$294.50
School Lessons	One Instructor(No GST)	Per Student	\$33.00
	Additional Instructor (No GST)	Per Student	\$20.00
Lessons	Preschool	Per Set	\$49.00
(No GST for 14 Years and Under)	Swimmer 1-2	Per Set	\$54.10
	Swimmer 3-6	Per Set	\$55.00
(GST for 15 Years and Older)	Rookie/Ranger/Star	Per Set	\$59.20
	Private Lessons	Per Lesson	\$33.70
	Semi- Private Lessons	Lesson Per Person	\$22.40
Swim Club	Lane	Lane Per Hour	\$21.40
	Day	Per 8 Hour Day	\$1,038.90
Pro Shop	Goggles - Adult	Per item	Maximum of 50% mark-up from purchase price
	Goggles- Youth	Per item	Maximum of 50% mark-up from purchase price
	Swim Caps	Per item	Maximum of 50% mark-up from purchase price
	Nose Clips	Per item	Maximum of 50% mark-up from purchase price
	Pool Pants	Per item	Maximum of 50% mark-up from purchase price
	Swim Diapers	Per item	Maximum of 50% mark-up from purchase price
	Shampoo	Per item	Maximum of 50% mark-up from purchase price
	Conditioner	Per item	Maximum of 50% mark-up from purchase price
	Ear Plugs	Per Item	Maximum of 50% mark-up from purchase price
Misc.	Lock Replacement Fee	Per item	Maximum of 50% mark-up from purchase price

UTILTIY RATES

Water	Description	Rate/Fees
	Flat Fee	\$30.00/Month
	Consumption Rate	\$2.37 \$2.44 per cubic meter
Sanitary Sewage Service		
		35% of water rate usage including flat monthly fee
Bulk Water Sales		
	Account Deposit	\$200.00 (refundable)
	Setup Fee	\$50.00 (Non-refundable)
	Contractors	\$9.50/m3
	Coin Fill	\$1.00/litre
Labor charge – normal working hours	Meter installation	\$35.00
Labor Charge – outside normal hours	Meter installation	\$100.00
	Water Leak Report/Data Log	\$50.00
	5/8” Meter testing	\$300.00 deposit (refundable)
	Larger than 5/8 meter testing	Quote required
Solid Waste Collection	Description	Rate/Fees
Single Family Residential	65 Gallon Cart	\$14.75/month \$15.10/month
Single Family Residential	95 Gallon Cart	\$23.70/month \$24.20/month
Duplex	Cart provided	\$14.75/month/unit \$15.10/month/unit
Multi-Residential	3 or more units - Bin provided	\$10.40/month/unit
Mobile home subdivision	Cart provided	\$14.75/month/unit \$15.10/month/unit
Mobile home park	Bin provided	\$10.40/month/unit
Commercial Light (once a week pickup)	95 Gallon Cart	\$23.70/month
Commercial Other		\$16.65/month
Commercial/Industrial/Institutional		\$68.00/month
Bin/Cart Replacement due to loss or damage		
	65 Gallon Cart	\$100.00
	95 Gallon Cart	\$125.00
	2 yard bin	\$950.00
	4 yard bin	\$1,250.00
	6 yard bin	\$1,500.00
	8 yard bin	\$1,850.00
Utility Account Deposit	Description	Rates/Fees
Single Family Residential		\$200.00
Duplex-Tri-plex		\$300.00
Commercial		\$250.00
Commercial	High Volume -1” or more meter size	\$600.00
Restaurant		\$350.00
Apartment	4-11 suites	\$400.00
Apartment	12 or more suites	\$800.00
Car Wash		\$800.00
Hotel/Motel		\$1,000.00

REQUEST FOR DECISION

To: Town Council

From: Edward LeBlanc, CAO

cc: File

Date: June 27, 2023

Re: Correspondence Item

Item (a) A letter dated June 12, 2023, from Ms. Sharon Stoik, Barrhead & District Historical Society requesting a financial funding contribution along with the Society's 2022-2023 Annual Report.

Administration's comments:

The approved 2023 approved Operating Budget includes a provision to donate \$10,000.00 to the Barrhead & District Historical Society. Administration has already issued a cheque for that amount in June.

Recommendation:

Council accepts the letter dated June 12, 2023, from the Barrhead & District Historical Society along with the 2022-2023 Annual Report, as information.

Item (b) A letter dated June 15, 2023, from the Barrhead & Community Indigenous Committee requesting the approval to utilize the Agrena as a secondary location should the weather turn inclement for the Indigenous Day Celebrations on June 21st, 2023 along with the request to waive the required rent fee.

Recommendation:

Council accepts the letter dated June 15, 2023, from the Barrhead & Community Indigenous Committee requesting the approval to utilize the Agrena as a secondary location should the weather turn inclement for the Indigenous Day Celebrations on June 21st, 2023, as information.

Given the financial request involves an existing policy, Administration awaits further direction from Council.

Item (c) A letter dated June 20, 2023, from Mr. Ric McIver, Minister of Municipal Affairs, advising that he is excited to return as the Minister of Municipal Affairs.

Recommendation:

Council accepts the letter dated June 20, 2023, from Mr. Ric McIver, Minister of Municipal Affairs, advising that he is excited to return as the Minister of Municipal Affairs, as information.

(Original signed by the CAO)

Edward LeBlanc
CAO

BARRHEAD AND DISTRICT HISTORICAL SOCIETY

P.O. BOX 4122
BARRHEAD AB T7N 1A1
780-674-5203

June 12, 2023

Mr. Edward LeBlanc
Chief Administrative Officer
Town of Barrhead
Box 4189
5014 50 Avenue
BARRHEAD AB T7N 1A2

Dear Mr. LeBlanc,

RE: Barrhead Centennial Museum Funds

The Barrhead & District Historical Society is requesting the Town's annual funding of the Barrhead Centennial Museum. The allotted \$10,000 from the Town will be used to make necessary changes to achieve museum recognition through the Alberta Museums Association. Artifacts are being inventoried and accessed; displays are receiving a facelift. Funds are also used to properly document, scan and store archive materials, repair and research some of the more interesting artifacts in the museum's collection, for on-going operating expenses, and for building maintenance. As well, the bylaws and policy manual are being updated to reflect current needs and will be ready for approval at the next AGM.

In 2022, the museum was open from May 1st through to the September long weekend. During the winter, the interior of the museum was thoroughly cleaned, the interior was painted, and new lighting brightened the interior.

We will be open again to the public from 10 am – 5 pm, Tuesdays – Saturdays from May 16 until September 2, 2023. School tours will be hosted in June, and we are consciously developing ways to raise the profile of the museum. We are looking forward to welcoming many visitors with our fresh, inviting look throughout the summer.

We thank you for your continued support of the Barrhead Centennial Museum.

Kind regards,

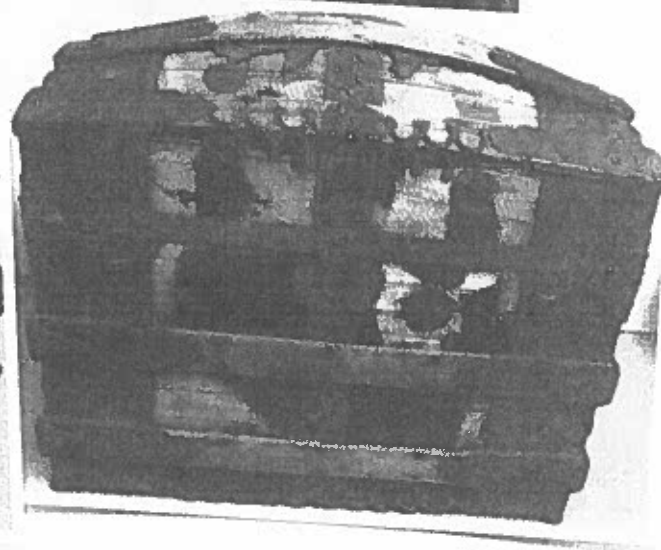
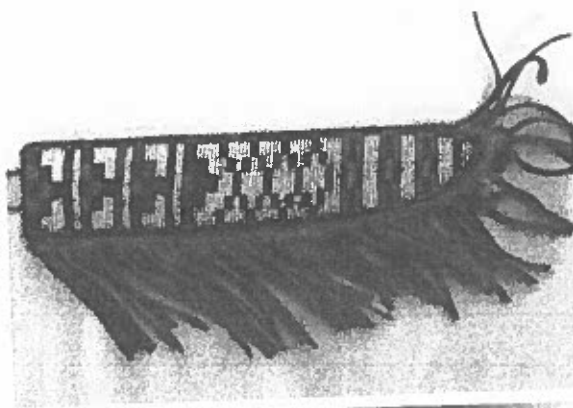
Sharon Stoik, Secretary
Barrhead & District Historical Society

780-674-0182



Barrhead & District Historical Society

Annual Report 2022-2023





Display idea for upcoming season: A selection of military caps and berets

President's Message

Last year we began a comprehensive renewal of the Historical Society and of the Barrhead Centennial Museum, and we're happy to report much has been accomplished to date: the museum interior has new paint and lighting; artifacts are being inventoried and assessed; and displays are getting a facelift. The less-interesting bylaws, policy manual and the museum's collections-related paperwork will also be getting a makeover—all part of working toward meeting Alberta Museums Association standards, and striving for Museum Recognition.

This January we worked at a casino to raise much-needed funds; our thanks to the volunteers who made it happen. These additional funds help us stay afloat, but there is little financial room for necessary structural repairs to the museum or to the Pioneer Church. As such, the Society recognizes the need for new fundraising strategies in future.

The Curator received some inspiration from a 2021 book titled Voluntary Detours: Small-Town & Rural Museums in Alberta by Lianne McTavish, a professor of Visual Culture at the University of Alberta. Dr. McTavish praised the Barrhead Centennial Museum, and pointed out the museum's unique strengths which, the Curator believes, we can build on. Dr. McTavish calls the museum "impressive" with its "wide range of objects carefully arranged in glass cases." She notes, "Much of the material relates to the pioneering lifestyle of early settlers," but "rather surprisingly" contains "a striking display of stuffed animal heads donated by local hunting enthusiasts Albert and Eileen Werner. Visitors can look into the glassy eyes of mounted exotic creatures—impala, warthog, zebra, wildebeest—immediately after examining a scratched antique school desk or gazing at a case filled with religious vestments, juxtapositions not usually found in larger, more specialized museums." She concludes by saying, "This image of the town and its residents is nevertheless unforgettable [...]" (20-21).

The museum can develop what McTavish calls our "thrilling combination of objects"(21) when imagining new displays. Settler history will remain the cornerstone of the museum's collections; the trick, however, is to display these objects in much more innovative and inventive ways. By doing so, we can distinguish ourselves from the typical community "pioneer museum" and generate more interest among local residents, and perhaps attract new audiences as well.

We look forward to continuing the renewal process despite the shrinking resources. There is much work that needs to be done, but once it is accomplished, the Barrhead & District Historical Society will be able to develop programs and events that will create enjoyment for Town and County residents, as well as for the many tourists who pass through our area.

BARRHEAD & DISTRICT HISTORICAL SOCIETY
STATEMENT OF INCOME & EXPENSES

March 31, 2023

	2022-2023		2021-2022
	Operating	Restricted	Totals
INCOME <i>note 2(e)</i>			
Town of Barrhead	\$10,000.00		\$10,000.00
County of Barrhead	4,950.00		4,950.00
CDN Heritage Recovery Grant	4,000.00		5,000.00
AB Community Enhancement Grant		0.00	6,834.00
Eileen Werner Fund	981.00		889.00
Bhd. Country Quilters	0.00		244.00
Public Sale & Auction		0.00	2,542.00
Donations	2,248		1,050.00
Door (Admission)	726.35		563.65
Membership Fees	500.00		90.00
Gift Shop & Archives Fees	435.00		429.00
Misc.	360.00		58.30
INCOME TOTAL	\$24,200.35		\$32,649.95
EXPENSES <i>note 2(e)</i>			
Maintenance (Buildings & Fixtures)	\$ 5,711.58	16,004.01	800.96
Utilities:			
Telephone & Internet	1,859.68		1,979.13
Electricity & Gas	5,968.82		5,670.54
Alarm System	282.11		315.00
Salaries	13,528.00		9,370.00
Collections Maintenance:			
Objects	\$ 94.70	227.18	\$ 642.93
Textiles	76.86	242.10	65.66
Archives	580.57		358.60
Displays	142.44		83.49
Insurance	3,691.00		3,674.41
Office Equipment & Supplies	3,429.81 ¹		889.75
Fees & Memberships	410.25		270.25
Misc. Expenses	181.73		0.00
EXPENSES TOTAL	\$35,957.55	16,473.29	\$24,120.72
Excess of Revenue over Expenses (Expenses over Revenue) for the Year	(\$11,757.20)	(16,473.29)	\$ 8,529.23

¹ Office Equipment & Supplies was unusually high this year due to costs associated with reprinting and properly maintaining records associated with Museum's Collections Management (Registration Ledger, Accession Ledger, & Source Files). Cost to date: \$1,679.82

BARRHEAD & DISTRICT HISTORICAL SOCIETY
STATEMENT OF FINANCIAL POSITION

March 31, 2023

	2022-2023 Operating	Restricted	2021-2022 Totals
ASSETS			
Current Assets			
Cash & Equivalents <i>note 3(a)</i>	\$ 22,150.90	7,247.25	\$56,792.31
Collections <i>note 3(b)</i>		1.00	1.00
Inventory <i>note 2(c)</i>	2,298.48		2,411.52
Capital Assets			
Building <i>note 2(d)</i>	\$700,000.00		\$700,000.00
Computer Equipment <i>note 2(d)</i>	610.25		914.73
Total Assets	\$725,059.63	7,248.25	\$760,119.56
LIABILITIES			
Current Liabilities	\$ 0.00	0.00	\$ 0.00
FUND BALANCES			
Unrestricted <i>note 4(a)</i>	\$ 24,449.38		\$ 37,820.30
Internally Restricted <i>note 4(b)</i>		7,248.25	21,384.53
Invested in Capital Assets	700,610.25		700,914.73
Total Liabilities & Fund Balances	\$725,059.63	7,248.25	\$760,119.56

BARRHEAD & DISTRICT HISTORICAL SOCIETY

Notes to the Financial Statements

March 31, 2023

1. Nature of the Entity

The Barrhead & District Historical Society was incorporated March 22, 1962, and is a registered charity under the Federal Income Tax Act (Canada) and, as such, is exempt from income taxes and is able to issue donation receipts for income tax purposes.

2. Accounting Policies

(a) Basis of accounting

The financial statements have been prepared in accordance with Canadian accounting standards for not-for-profit organizations.

(b) Fund Accounting

The operating fund accounts for the Society's on-going operating and administrative activities. This fund reports unrestricted resources and restricted operating grants.

The internally restricted fund reports funds which have been restricted for certain uses as approved by the Board of Directors.

(c) Inventory

Inventory of books, Trails North West, is valued at cost.

(d) Capital Assets

Buildings

Value based on insurance valuation.

Equipment

Value based on current depreciated value: \$1,524.55 (cost) less \$914.73 (3 yrs. accumulated depreciation).

(e) Revenue and expense recognition

Revenue and expenses are recorded using the cash basis of accounting. The Society follows the restricted fund method. Restricted contributions are recognized as revenue when received regardless of when the related expenditures are incurred.

(f) Volunteer services

Some members of the Society have donated significant amounts of time to furthering the objectives of the Society. Because of the difficulty of determining their fair value, contributed services are not recognized in the financial statements.

3. Current Assets

(a) Cash

Bank account balances, Petty Cash, Cashbox Float, and Credit on Account

(b) Collections

The collections at the Barrhead Centennial Museum are comprised of artifacts, archival and research materials that have been acquired through gifts and donations. The Barrhead & District Historical Society's accounting policy is to present the collections' value at a nominal value in the financial statements. The collections are not regarded as assets available to meet financial obligations. Proceeds from any sale of deaccessioned objects can only be used for the care and development of collections.

4. Fund Balances

(a) Unrestricted Funds

Resources used primarily for the operation of Barrhead Centennial Museum.

(b) Internally Restricted Funds

The Board of Directors of the society has restricted the use of certain funds for specific projects and items as approved from time to time. The restricted funds include: remainder of Board-approved amount for museum displays; proceeds from the sale of deaccessioned artifacts, to be used for collections care only; Board-approved amounts for purchase of fixtures, and de-acidifying treatment for archival material.

Barrhead and Community Indigenous Event Committee

c/o Barrhead & District FCSS Society



June 15, 2023

To: Mayor McKenzie and Town Council

From: Barrhead and Community Indigenous Committee

RE: Approval for Use of Agrena

Given the unpredictable nature of the weather we are currently experiencing, we have identified the need for a backup venue to ensure the smooth execution of our event, regardless of climatic circumstances. We are therefore seeking your approval to utilize the Agrena as our secondary location should the weather turn inclement.

Understanding the intricacies involved in the allocation of municipal facilities, we recognize that this request should have been factored into our initial planning efforts. However, with the increasing unpredictability of weather conditions and our community's overwhelming interest and response, we felt the need to secure an alternate venue to ensure the event proceeds without interruption.

We are aware that the use of the Agrena comes with its own set of costs. However, given the cultural importance of the event and its potential to bolster Barrhead's reputation as a community that values and celebrates Indigenous culture, we kindly request your consideration to waive the user fees for the day of the event.

Our event, planned from 1:00 pm to 6:30 pm, will have performances requiring cultural regalia, sensitive sound equipment and other event structures, which would be at risk in the event of substantial rain. The Agrena, in such a case, would provide a safe and secure environment for our performers and attendees alike.

We deeply appreciate the Town of Barrhead's ongoing support of our committee's efforts to honor and celebrate Indigenous culture. We are confident that your partnership in this endeavor will only further solidify Barrhead's status as a leader in recognizing and celebrating Indigenous culture.

Yours truly,

Members of the Barrhead and Community Indigenous Committee

Box 4616 Barrhead, AB T7N 1A5
780-674-3341



ALBERTA

MUNICIPAL AFFAIRS

*Office of the Minister
MLA, Calgary-Hays*

AR111695

June 20, 2023

Dear Chief Elected Officials:

I am pleased and excited to return as the Minister of Municipal Affairs. It is an honour and a privilege to serve in this role, and I am eager to work together to build stronger, safer local communities that contribute to greater economic prosperity for all Albertans.

As Minister of Municipal Affairs, I continue to believe in the importance of supporting our local communities, as they play a significant role in creating the economic and social conditions that contribute to Alberta's vibrancy and prosperity. My ministry will continue to develop the tools, training, and programs to support fiscally responsible, accountable, and sustainable local government, and improve the long-term viability of municipalities. I am also committed to my ministry's role in providing Albertans with safe buildings, homes, and communities through the province's safety codes system.

Together, we can continue to reduce unnecessary government oversight with regulatory approaches and program delivery that emphasize outcomes, in order to attract investment, support innovation, and grow Alberta's businesses.

I look forward to once again working together to strengthen Alberta's municipalities and collaborating on areas of mutual interest.

Sincerely,

Ric McIver
Minister

cc: Chief Administrative Officers