

December 4th, 2014

Agenda

Special Monthly Meeting – Call to Order -

Adoption of Agenda –

Correspondence – Items Arising:

- | | |
|--|-----------|
| 1. RCMP – Disaster Services Response | A1 |
| 2. Town of Viking – Fire Dept. Recognition | A2 |

Delegation – Dave Montgomery, Teen Centre - 8:00 PM

Business:

- | | |
|--|------------|
| 1) Sedgewick Lake Park – 2015 Proposed Budget | B1 |
| 2) Sedgewick Golf Club – 2015 Proposed Budget | B2 |
| 3) Sedgewick Public Library – 2015 Proposed Budget | B3 |
| 4) Sedgewick Community Hall – 2015 Proposed Budget | B4 |
| 5) Sedgewick Community Hall – Standby Generator Proposal | B5 |
| 6) FIP – Regional Governance | B6 |
| 7) Residential Plan of Subdivision | B7 |
| 8) Strategic Plan LT Priority #1 – Res. Lot Scenarios | B8 |
| 9) In-Camera – Closed Session – Land | B9 |
| 10) Sedgewick Teen Centre Proposal | B10 |
| 11) Round Table | |
| 12) | |
| 13) | |
| 14) | |

Adjournment -

Royal Canadian Mounted Police

Commanding Officer
"K" Division



Gendarmerie royale du Canada

Commandant
de la division "K"

November 21, 2014

Mayor Perry D. Robinson
Town of Sedgewick
4818 – 47 Street, P.O. Box 129
Sedgewick AB T0B 4C0

Dear Mayor Robinson:

Thank you for copying me on your letter, dated October 27, 2014, sent to the Prime Minister regarding concerns about the RCMP's ability to inform and support you and Council in matters related to public policing, national security and infectious disease control. I would also like to thank you for taking the time to discuss these matters in detail over the phone with Assistant Commissioner Marlin Degrand. I am pleased that your conversation with him would seem to have resolved many of those concerns. Hearing from you directly has enabled he and myself to better understand the specific concerns you have on these very important matters.

Let me begin by recognizing that you as Mayor, and the elected Council of the Town of Sedgewick, have every right to inform yourselves on issues of public policing, national security and infectious disease control to the extent necessary to address and plan better for your constituency in Sedgewick. I also laud the fact that you and your Council are seeking out those who can assist you in this undertaking. The RCMP is, of course, your partner in addressing those aspects dealing with policing and national security. The other questions contained in your letter to the Prime Minister are best addressed by another competent agency, ministry, or level of government other than the RCMP. It is important to us that you have an authoritative source to rely upon in these matters.

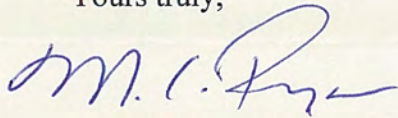
With that in mind, I will not comment upon matters such as declarations of a state of local emergency or the Federal War Measures acts, as the authority to enact such legislative action resides with orders of government, not the police. As was discussed with Assistant Commissioner Degrand, all citizens have the ability to take what action is reasonable and necessary to protect themselves when they are faced with an individual committing a criminal act. They are also subject to protections under the Criminal Code when acting in assistance to, and under the direction of, a police officer. As was spoken of in your phone call, the citizens of Sedgewick and area are well served by their local RCMP detachment. There is immediate support available to them from a large number of other police resources should circumstances require such a response. In addition, the

RCMP nationally, and of course within Alberta, are very alive to the security concerns of Canada and its citizens given recent events and today's threat environment. Significant steps have been taken by our National Security services units, as well as our general and specialized duty units, to address these risks. This response includes law enforcement and our community partners across Alberta, working in outreach and countering violent extremism efforts.

I truly appreciate the strong support for our officers expressed by yourself on behalf of your council during your discussions with Assistant Commissioner Degrand. It is that level of community engagement which we seek to maintain as your police service.

Once again, I thank you for your letter, and your leadership within the Community.

Yours truly,



M.C. (Marianne) Ryan
Deputy Commissioner, M.O.M.
Commanding Officer
"K" Division

11140 - 109 Street
Edmonton, AB T5G 2T4

telephone: 780-412-5444
fax: 780-412-5445

cc: Commissioner Bob Paulson
Assistant Commissioner Marlin Degrand, Officer in Charge Criminal Operations
Superintendent Wendell Reimer, Assistant District Commander – Eastern Alberta
District



TOWN OF VIKING

"Home of the Sutters"

www.viking.ca

24 November 2014

Mayor Perry Robinson & Council

Town of Sedgewick

Box 129

Sedgewick, Alberta

T0B 4C0

Re: Sedgewick Fire Department NFPA 1001 Training Accomplishment

Your Worship and Council,

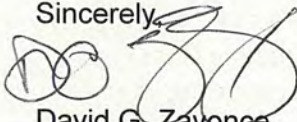
I am writing today to express my sincerest congratulations to the Sedgewick Volunteer Fire Department for their recent accomplishment of completing the NFPA 1001 level 1 training program.

In my professional capacity I have enjoyed the opportunity of being the proctor, evaluator for each course which comprises the level 1001 training program the Sedgewick Fire Department has completed. I have been thoroughly impressed by the on-going commitment of Chief Hebert and the entire department endeavouring to complete this program which is a truly admirable accomplishment and remarkable achievement.

In the capacity as Mayor for the Town of Viking I find it refreshing and reassuring to see such dedication as exhibited by the Sedgewick Fire Department. Our unilateral support as Mayor and Council towards these community minded individuals who dedicate countless hours towards protecting our communities, finds solace when such a profound training achievement is realized. Our pride instilled in our fire departments is celebrated wholeheartedly through their selfless acts attending emergencies to the complete commitment towards learning and honing their skills as firefighters and fire officers.

I join with you and the citizens of the Town of Sedgewick in celebrating this outstanding training success by the Sedgewick Volunteer Fire Department. Well done!!
Congratulations

Sincerely,


David G. Zayonce
Mayor

NOV 25 2014

POLICY SECTION C: Agenda - Delegation Request for Presentation to Council

Name of Delegation: Dave Montgomery, Teen Centre Advocate

Contact Name/Person(s) making presentation: Dave Montgomery

Issue to be discussed:

Sedgewick Teen Centre Proposal as attached to the agenda.

CAO Davis request that Mr. Montgomery attend the meeting to allow for an open Q&A period with Council.

Request of Council:

That Council approve the Sedgewick Teen Centre Proposal in principle.

Date of Council Meeting: December 4th, 2014

Delegation Time: 8:00 PM.

4-Dec-14
Mayor

4-Dec-14
CAO

Scheduled Time Frame –15 minutes

Request for Decision (RFD)

Topic: Sedgewick Lake Park – 2015 Proposed Budget
Initiated by: Council
Prepared by: Administration
Attachments: 1. 2015 Operating/Capital Budget
2. Multi-year Capital Plan
3. Financial Statement for the month ending October 31st, 2014.

Recommendations:

That the Town of Sedgewick approved the Sedgewick Lake Park Associations 2015 budget as presented.

Background:

On November 16th, 2014 the Sedgewick Lake Park Association completed their 2015 budget which is attached.

Budget highlights:

1. The board intends on running the summer kids program again this year “tee-pee time”.
2. Ongoing replacement of ten (10) picnic tables and fire pits;
3. Electrical upgrades (North Sites);
4. Pool repairs – recoating the bottom of the wading pool;
5. Ongoing tree replacement (annual);
6. Replacement of ride on mower

There is a \$44,920 transfer from 2014 operating surplus. This transfer is simply to cover the costs of “new capital projects”.

Multi Year Capital Plan – the board approved a 2015-2020 capital plan which is also attached. This plan sets our goals and objectives for the next six years. This is a working document and can be changed by the board from time to time.

*NOTE – the board is not requesting any municipal assistance for 2015.

2015 Proposed Lake Park Budget - Capital & Operating

Revenues:	2012 Actual	2013 Actual	2014 Budget	2014 YTD		2015 Proposed
MRTA Grant		8,000.00				
Trfr From Reserves						44,920.00
WCB- surplus return				146.22		
CSJ/STEP Grant	8,139.00					
Bank Interest	41.43	48.89	30.00	38.53		40.00
Campground Fees	101,447.25	94,155.00	80,000.00	153,351.00		84,950.00
Misc.Rev/Wood	5,517.25	3,751.05	4,000.00	5,246.00		5,500.00
Pasture Lease	3,000.00					
Town Operating Grant						
Laundry Mat Sales		320.00	150.00	348.00		225.00
Community Grants				1,000.00		1,000.00
Pool Memberships/Passes	548.80	812.00	500.00	479.50		500.00
Tee Pee Time		77.00	50.00	107.00		65.00
Special Revenue	130.29	2,068.00		2,683.33		1,000.00
Total:	118,824.02	109,231.94	84,730.00	163,399.58		138,200.00

Capital Revenues	2012 Actual	2013 Actual	2014 Budget	2014 YTD		2015 Proposed
Municipal Capital Grant		-	10,000.00	25,000.00		-
BRCU Capital Saving	8,900.60	8,922.85	4,970.00	12,866.14		-
Tree Watering						-
Spray Park Revenues						28,000.00
Total:	8,900.60	8,922.85	14,970.00	37,866.14		28,000.00

Expenditures	2012 Actual	2013 Actual	2014 Budget	2014 YTD		2015 Proposed
Wages-Manager	17,814.31	22,663.49	23,000.00	19,152.70		23,000.00
Employer Contrib.	8,493.87	9,883.41	10,000.00	7,660.56		10,000.00
Summer Students	13,939.00	13,467.15	14,000.00	12,652.70		14,000.00
Advertising	439.82	266.12	500.00	766.56		700.00
Insurance	210.12	78.02	300.00	210.12		750.00
W.C.B.	455.40	191.86	450.00	598.30		600.00
Office Supplies	1,519.07	816.39	1,000.00	372.99		1,000.00
Board Supplies	289.05	226.19	300.00	65.38		300.00
Vehicle Maintenance	1,506.69	194.21	1,000.00	1,268.65		1,000.00
Vehicle/Equip.Fuel	1,493.20	1,201.81	1,500.00	1,414.53		1,500.00
Equip. R&M	2,864.29	509.64	1,000.00	560.48		1,000.00
Tools and Shop Supplies	576.41	144.66	500.00	110.78		500.00
Electricity	14,263.77	10,787.08	9,500.00	9,879.98		11,500.00
Telecommunications	717.74	774.77	1,500.00	691.02		1,000.00
Janitorial Supplies	1,634.54	1,166.02	1,300.00	1,804.40		1,500.00
Landscape Maint.	893.40	932.42	1,000.00	1,552.57		1,000.00
Bldg. R&M	1,341.06	4,357.12	2,000.00	1,173.75		1,500.00
Petty Cash	99.30	0.00	0.00			0.00
Pool Supplies	1,229.24	1,579.95	2,000.00	334.09		2,000.00
BRCU - M.C. Fees	185.98	156.00	0.00	13.00		-
ATB - Visa & Debit Charges	1,791.53	1,109.53	1,500.00	1,309.02		1,200.00
FRSWMA Fees	582.82	811.40	800.00	759.95		800.00
Refund Reservation Fees			0.00			
Propane	648.42	958.11	1,200.00	1,700.02		1,500.00
Firewood Expenses	5,600.00	5,400.00	5,500.00	5,400.00		6,000.00
Transfer to Reserves			0.00			28,000.00
Internet		466.14	500.00	380.05		500.00
Kids Progam		681.60	1,000.00	639.83		1,000.00
Lot Maintenance	620.16	125.27	350.00	300.92		500.00
Total:	79,209.19	78,948.36	81,700.00	70,772.35		112,350.00

Capital Projects	2012 Actual	2013 Actual	2014 Budget	2014 YTD		2015 Proposed
Playground						
Pool Cover						
Picnic Tables/Fire Pits		7,399.69	7,000.00	7,350.00		7,350.00
Cabin Renos						
Bridge walking trail						
Dock	1,866.65					
Lot upgrades		831.73				20,000.00
Pool Repairs		414.91		963.11		15,000.00
Tree Program	4,200.00	3,331.12	5,000.00	1,252.44		1,500.00
Utility Vehicle	6,850.00	3,000.00				
Chemical Room Repairs		3,229.44				
Pool Shed)	1,164.31	5,431.14				
Electrical Upgrades						
Entrance sign		465.41				
Pool Bench/Sewer Cover		817.49	6,000.00			
Mower replacement		6,457.50		80.00		10,000.00
Pool House Repairs				4,465.62		
Total:	14,080.96	31,378.43	18,000.00	14,111.17		53,850.00

2015 Total Revenues:	166,200.00
2015 Total Expenditures:	166,200.00
	0.00

Sedgewick Lake Park Multi Year Capital Plan 2015-2020

Capital Revenues	2015	2016	2017	2018	2019	2020
Municipal Capital Grant						
BRCU Capital Saving						
Total:	0.00	0.00	0.00	0.00	0.00	0.00

Capital Projects	2015	2016	2017	2018	2019	2020
Picnic Tables/Fire Pits	7,350	7,350	7,350			
Pool Repairs	15,000					
Tree Program	1,500	1,500	1,500	1,500	1,500	1,500
Lot upgrades	20,000	8,075	8,075	8,075	8,075	8,075
Electrical Upgrades						
Mower Replacement	10,000					
Spray Park	100,000	100,000				
Upgrade/Replace Cookshack		8,075	8,075	15,425	15,425	15,425
Total:	153,850.00	125,000.00	25,000.00	25,000.00	25,000.00	25,000.00

Surplus/Deficit	153,850.00	125,000.00	25,000.00	25,000.00	25,000.00	25,000.00
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Sedgewick Lake Park Monthly Statement

Month Ending December 31, 2013

As Per Books			
	ATB	BRCU	BRCU
Previous Month Balance	59,229.94	3,962.00	8,922.85
Receipts for Month	334.00		
Outstanding Receipts			
Interest Received	2.09		1.89
Subtotal	59,566.03		
Less Disbursements	1,666.04		
Service Charges	15.00	13.00	
Month End Balance	\$57,884.99	\$3,949.00	\$8,924.74

As Per Bank			
Month End Balance	59,499.18	3,949.00	8,924.74
Cash on Hand			
Cash in Transit			
Subtotal	59,499.18		
Less Outstanding Cheques	1,614.19		
Month End Balance	\$57,884.99	\$3,949.00	\$8,924.74

Outstanding Cheques	
Number	Amount
1993	1,614.19
Outstanding Cheques	\$1,614.19

Completed this day of February 2014

BRCU Shares	\$97.90
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Total Cash & Investments **\$70,856.63**

President, Rob Djos

Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending January 31, 2014

As Per Books			
	ATB	BRCU	BRCU
Previous Month Balance	57,884.99	3,949.00	8,924.74
Receipts for Month	26,000.00		
Outstanding Receipts			
Interest Received	2.43		1.89
Subtotal	83,887.42		
Less Disbursements	1,380.35		
Service Charges	15.00	13.00	
Month End Balance	\$82,492.07	\$3,936.00	\$8,926.63

As Per Bank			
Month End Balance	82,492.07	3,936.00	8,926.63
Cash on Hand			
Cash in Transit			
Subtotal	82,492.07		
Less Outstanding Cheques	0.00		
Month End Balance	\$82,492.07	\$3,936.00	\$8,926.63

Outstanding Cheques	
Number	Amount
Outstanding Cheques	\$0.00

Completed this 24 day of March 2014.

BRCU Shares **\$97.90**

Total Cash & Investments **\$95,452.60**

 President, Rob Djos

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending February 28, 2014

As Per Books			
	ATB	BRCU	BRCU
Previous Month Balance	82,492.07	3,936.00	8,926.63
Receipts for Month			
Outstanding Receipts			
Interest Received	2.77		1.71
Subtotal	82,494.84		
Less Disbursements	930.58		
Service Charges	15.00	10.00	
Month End Balance	\$81,549.26	\$3,926.00	\$8,928.34

As Per Bank			
Month End Balance	82,154.89	3,926.00	8,928.34
Cash on Hand			
Cash in Transit			
Subtotal	82,154.89		
Less Outstanding Cheques	605.63		
Month End Balance	\$81,549.26	\$3,926.00	\$8,928.34

Outstanding Cheques	
<i>Number</i>	<i>Amount</i>
2001	605.63
Outstanding Cheques	\$605.63

Completed this 24 day of March 2014.

BRCU Shares **\$97.90**

Total Cash & Investments **\$94,501.50**

 President, Rob Djos

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending March 31, 2014

As Per Books			
	ATB	BRCU	BRCU
Previous Month Balance	81,549.26	3,926.00	8,928.34
Receipts for Month			
Outstanding Receipts			
Interest Received	3.03		1.90
Subtotal	81,552.29		
Less Disbursements	615.56		
Service Charges	15.00		
Month End Balance	\$80,921.73	\$3,926.00	\$8,930.24

As Per Bank			
Month End Balance	80,921.73	3,926.00	8,930.24
Cash on Hand			
Cash in Transit			
Subtotal	80,921.73		
Less Outstanding Cheques	0.00		
Month End Balance	\$80,921.73	\$3,926.00	\$8,930.24

Outstanding Cheques	
Number	Amount
Outstanding Cheques	\$0.00

Completed this 15 day of April 2014

BRCU Shares **\$97.90**

Total Cash & Investments **\$93,875.87**

 President, Shawn Higginson

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending April 30, 2014

As Per Books			
	ATB	BRCU	BRCU
Previous Month Balance	80,921.73	3,926.00	8,930.24
Receipts for Month	1,090.00		
Outstanding Receipts			
Interest Received	2.90		1.83
Subtotal	82,014.63		
Less Disbursements	3,015.06		
Service Charges	15.00		
Month End Balance	\$78,984.57	\$3,926.00	\$8,932.07

As Per Bank			
Month End Balance	80,953.83	3,926.00	8,932.07
Cash on Hand	150.00		
Cash in Transit			
Subtotal	81,103.83		
Less Outstanding Cheques	2,119.26		
Month End Balance	\$78,984.57	\$3,926.00	\$8,932.07

Outstanding Cheques	
Number	Amount
2012	1,059.63
2013	1,059.63
Outstanding Cheques	\$2,119.26

Completed this 26 day of May 2014

BRCU Shares **\$97.90**

Total Cash & Investments **\$91,940.54**

 President, Shawn Higginson

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending May 31, 2014

As Per Books			
	ATB	BRCU	BRCU
Previous Month Balance	78,984.57	3,926.00	8,932.07
Receipts for Month	21,120.47		
Outstanding Receipts			
Interest Received	3.26		2.70
Transfer to Savings Acct			3,926.00
Subtotal	100,108.30		
Less Disbursements	10,477.54		
Service Charges	15.46		
Closing acct		3,926.00	
Month End Balance	\$89,615.30	\$0.00	\$12,860.77

As Per Bank			
Month End Balance	91,732.41	0.00	12,860.77
Cash on Hand	150.00		
Cash in Transit	2,201.25		
Subtotal	94,083.66		
Less Outstanding Cheques	4,468.36		
Month End Balance	\$89,615.30	\$0.00	\$12,860.77

Outstanding Cheques	
Number	Amount
2025	2,129.18
2026	2,129.18
2031	210.00
Outstanding Cheques	\$4,468.36

Completed this 23 day of June 2014

BRCU Shares \$97.90

Total Cash & Investments **\$102,573.97**

 President, Shawn Higginson

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending June 30, 2014

As Per Books		
	ATB	BRCU
Previous Month Balance	89,615.30	12,860.77
Receipts for Month	35,043.00	
Outstanding Receipts		
Interest Received	3.76	2.64
Subtotal	124,662.06	
Less Disbursements	19,825.11	
Service Charges	250.13	
Month End Balance	\$104,586.82	\$12,863.41

As Per Bank		
Month End Balance	106,140.18	12,863.41
Cash on Hand	150.00	
Cash in Transit	2,555.00	
Subtotal	108,845.18	
Less Outstanding Cheques	4,258.36	
Month End Balance	\$104,586.82	\$12,863.41

Outstanding Cheques		
	<i>Number</i>	<i>Amount</i>
	2045	2,129.18
	2046	2,129.18
Outstanding Cheques		\$4,258.36

Completed this 21 day of July 2014

BRCU Shares **\$97.90**

Total Cash & Investments **\$117,548.13**

 President, Shawn Higginson

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending July 31, 2014

As Per Books		
	ATB	BRCU
Previous Month Balance	104,586.82	12,863.41
Receipts for Month	40,797.75	
Outstanding Receipts		
Interest Received	4.70	2.73
Subtotal	145,389.27	
Less Disbursements	19,134.70	
Service Charges	429.13	
Month End Balance	\$125,825.44	\$12,866.14

As Per Bank		
Month End Balance	133,241.27	12,866.14
Cash on Hand	150.00	
Cash in Transit	1,471.00	
Subtotal	134,862.27	
Less Outstanding Cheques	9,036.83	
Month End Balance	\$125,825.44	\$12,866.14

Outstanding Cheques	
Number	Amount
2068	537.60
2070	2,196.32
2071	2,129.18
2072	2,129.18
2073	2,044.55
Outstanding Cheques	\$9,036.83

Completed this 25 day of August, 2014

BRCU Shares \$97.90

Total Cash & Investments **\$138,789.48**

 President, Shawn Higginson

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending August 31, 2014

As Per Books		
	ATB	BRCU
Previous Month Balance	125,825.44	12,866.14
Receipts for Month	41,168.83	
Outstanding Receipts		
Interest Received	5.69	2.73
Subtotal	166,999.96	
Less Disbursements	17,096.17	
Camp Refund		
Service Charges	554.30	
Transfer from Reserves		
Month End Balance	\$149,349.49	\$12,868.87

As Per Bank		
Month End Balance	150,233.88	12,868.87
Cash on Hand	150.00	
Cash in Transit	5,487.50	
Subtotal	155,871.38	
Less Outstanding Cheques	6,521.89	
Month End Balance	\$149,349.49	\$12,868.87

Outstanding Cheques		
	<i>Number</i>	<i>Amount</i>
	2086	181.44
	2090	1424.26
	2091	657.83
	2092	2,129.18
	2093	2,129.18
Outstanding Cheques		\$6,521.89

Completed this 22 day of September 2014

BRCU Shares **\$97.90**

Total Cash & Investments **\$162,316.26**

 President, Shawn Higginson

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending September 30, 2014

As Per Books		
	ATB	BRCU
Previous Month Balance	149,349.49	12,868.87
Receipts for Month	26,048.50	
Interest Received	6.25	2.64
Subtotal	175,404.24	
Less Disbursements	17,178.69	
Service Charges	527.87	
Month End Balance	\$157,697.68	\$12,871.51

As Per Bank		
Month End Balance	163,639.94	12,871.51
Cash on Hand		
Cash in Transit	150.00	
Subtotal	163,789.94	
Less Outstanding Cheques	6,092.26	
Month End Balance	\$157,697.68	\$12,871.51

Outstanding Cheques	
<i>Number</i>	<i>Amount</i>
2110	2,384.28
2111	2,384.28
2112	1,323.70
Outstanding Cheques	6,092.26

 President, Shawn Higginson

 Amanda Davis, Treasurer

Completed this 16 day of November 2014

BRCU Shares **\$97.90**

Total Cash & Investments **\$170,667.09**

Sedgewick Lake Park Monthly Statement
Month Ending October 31, 2014

As Per Books		
	ATB	VGU-Spray-Park
Previous Month Balance	157,697.68	12,871.51
Receipts for Month		
Outstanding Receipts		
Interest Received	6.19	
Subtotal	157,703.87	
Less Disbursements	5,050.86	
Service Charges	352.46	
Month End Balance	\$152,300.55	\$12,871.51

As Per Bank		
Month End Balance	152,300.55	12,871.51
Cash on Hand		
Cash in Transit		
Subtotal	152,300.55	
Less Outstanding Cheques	0.00	
Month End Balance	\$152,300.55	\$12,871.51

Outstanding Cheques	
<i>Number</i>	<i>Amount</i>
Outstanding Cheques	\$0.00

Completed this 16 day of November 2014.

BCRU Shares **\$97.90**

Total Cash & Investments **\$165,269.96**

 President, Shawn Higginson

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending October 31, 2014

Revised

As Per Books		
	ATB	VGU-Spray-Park
Previous Month Balance	157,697.68	12,871.51
Receipts for Month		
Outstanding Receipts		
Interest Received	6.19	2.73
Subtotal	157,703.87	
Less Disbursements	5,050.86	
Service Charges	352.46	
Month End Balance	\$152,300.55	\$12,874.24

As Per Bank		
Month End Balance	152,300.55	12,874.24
Cash on Hand		
Cash in Transit		
Subtotal	152,300.55	
Less Outstanding Cheques	0.00	
Month End Balance	\$152,300.55	\$12,874.24

Outstanding Cheques	
<i>Number</i>	<i>Amount</i>
Outstanding Cheques	\$0.00

Completed this 16 day of November 2014.

BCRU Shares \$97.90

Total Cash & Investments **\$165,272.69**

 President, Shawn Higginson

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement
Month Ending November 30, 2014

As Per Books		
	ATB	VGU-Spray-Park
Previous Month Balance	152,300.55	12,874.24
Receipts for Month		
Outstanding Receipts		
Interest Received		
Subtotal	152,300.55	
Less Disbursements		
Service Charges		
Month End Balance	\$152,300.55	\$12,874.24

As Per Bank		
Month End Balance		12,874.24
Cash on Hand		
Cash in Transit		
Subtotal	0.00	
Less Outstanding Cheques	0.00	
Month End Balance	\$0.00	\$12,874.24

Outstanding Cheques	
Number	Amount
Outstanding Cheques	\$0.00

Completed this day of

2014

BRCU Shares

 President, Shawn Higginson

Total Cash & Investments \$165,174.79

 Amanda Davis, Treasurer

Sedgewick Lake Park Monthly Statement

Month Ending December 31, 2014

As Per Books		
	ATB	VGU-Spray-Park
Previous Month Balance	152,300.55	12,874.24
Receipts for Month		
Outstanding Receipts		
Interest Received		
Subtotal	152,300.55	
Less Disbursements		
Service Charges		
Month End Balance	\$152,300.55	\$12,874.24

As Per Bank		
Month End Balance		12,874.24
Cash on Hand		
Cash in Transit		
Subtotal	0.00	
Less Outstanding Cheques	0.00	
Month End Balance	\$0.00	\$12,874.24

152,300.55

Outstanding Cheques	
Number	Amount
Outstanding Cheques	\$0.00

Completed this day of 2014

BRCU Shares

Total Cash & Investments **\$165,174.79**

President, Shawn Higginson

Amanda Davis, Treasurer

Request for Decision (RFD)

Topic: Sedgewick Golf Club – 2015 Proposed Budget
Initiated by: Council
Prepared by: SGC Treasurer
Attachments: 1. 2015 Proposed Budget

Recommendations:

1. That the Town of Sedgewick approve the SGC's 2015 budget as presented.
-

Background:

Sedgewick Town Council must approve the annual Sedgewick Golf Club's budget which is attached.

The Golf Club is not requesting an operational and/or capital allocation from the Town in 2015.

SEDGEWICK GOLF CLUB

Proposed Budget 2015

	Actual <u>Nov-14</u>	Proposed Budget <u>2015</u>
REVENUE		
REVENUES		
Pro Shop	17,199.38	19,000.00
Cost of sales - Pro Shop	<u>-12,280.12</u>	<u>-13,000.00</u>
Net Pro Shop	4,919.26	6,000.00
Kitchen	66,321.37	70,000.00
Cost of sales - Kitchen	<u>-31,882.02</u>	<u>-33,000.00</u>
Net Kitchen	34,439.35	37,000.00
Breakfasts	6,663.45	7,000.00
Cost of sales - Breakfasts	<u>-1,815.37</u>	<u>-2,000.00</u>
Net Breakfasts	4,848.08	5,000.00
Bar	90,336.55	92,000.00
Cost of sales - Bar	<u>-32,996.51</u>	<u>-33,000.00</u>
Net Bar	57,340.04	59,000.00
Tournaments	7,367.00	10,000.00
Cost of sales - Tournaments	<u>-6,397.63</u>	<u>-7,000.00</u>
Net Tournaments	969.37	3,000.00
Driving Range	2511.95	3,000.00
Cost of sales - Driving Range		
Net Driving Range	<u>2,511.95</u>	<u>3,000.00</u>
GROSS PROFIT	<u>105,028.05</u>	<u>110,000.00</u>
OTHER REVENUES		
Memberships	65,770.10	70,000.00
Rental income (Sheds)	12,570.80	12,750.00
Green Fees	49,543.15	51,000.00
Trackage, Carts & Club Rentals	22,831.87	23,000.00
Grants	6,400.00	3,000.00
Advertising	4,285.80	4,200.00
Interest earned	116.84	100.00
Other Income	40.00	1,000.00
Other Fundraising (TV Raffle)	1,765.00	2,000.00
Donations	770.00	0.00
Discounts taken	183.04	0.00
Capital dispositions	0.00	0.00
Patronage Dividends	514.00	500.00
Draw from Reserves	0.00	0.00
TOTAL OTHER REVENUES	<u>164,790.60</u>	<u>167,550.00</u>
TOTAL REVENUE	<u>269,818.65</u>	<u>280,550.00</u>

EXPENSE

EXPENSES

Wages	166,315.54	170,000.00
C.P.P Expense	6,543.55	6,800.00
E.I Expense	4,377.40	4,300.00
WCB	<u>678.28</u>	<u>1,000.00</u>
Wages and benefits	177,914.77	182,100.00
Course Improvements	0.00	0.00
Grounds - General	41,034.23	30,000.00
Machinery R & M	17,686.03	7,000.00
Fuel & Oil	7,695.82	7,500.00
Clubhouse	10,322.75	7,700.00
Advertising and promotion	749.75	1,000.00
Utilities	11,821.27	14,500.00
Telephone	2,265.52	2,400.00
Internet	227.26	400.00
Office supplies	354.39	400.00
Freight	1,323.67	1,250.00
Fees, Dues, Conferences	465.00	500.00
Insurance, License & Memberships	916.50	2,000.00
Interest and bank charges	2,437.40	3,000.00
Fundraising	609.99	800.00
Casino Expenses	935.55	0.00
Capital Expenditures *	<u>51,470.00</u>	<u>20,000.00</u>
TOTAL EXPENSES	<u>328,229.90</u>	<u>280,550.00</u>
 TOTAL EXPENSE	 <u>328,229.90</u>	 <u>280,550.00</u>
 NET INCOME	 <u><u>-58,411.25</u></u>	 <u><u>0.00</u></u>

Request for Decision (RFD)

Topic: Sedgewick Public Library – 2015 Proposed Budget
Initiated by: Council
Prepared by: Administration
Attachments: 1. 2015 Proposed Budget

Recommendations:

That the Town of Sedgewick approved the Sedgewick Public Library's 2015 budget as presented.

Background:

The Town of Sedgewick provides an annual operating budget to the Sedgewick Public Library. The operating budget offsets with operations expenses such as wages, utilities etc.

Overview of municipal operating grants:

2002-2005:	\$5,145
2006-2008:	\$5,150
2009-2012:	\$6,350
2013-2014:	\$6,550

Current:

The board is requesting an ongoing allocation of \$6,550 for 2015. (\$7.65 per capita)

Budget highlights:

1. The board has started a genealogy club and they are looking at offering the ancestry.ca membership for users.
2. A knitting club has been formed;
3. Xbox One booked for teens during March Break
4. Applied for a grant to rejuvenate non-fiction books;
5. Summer reading programs;
6. July 1st entertainment;
7. Membership Usage (how to increase)
 - a. New brochure for marketing;
 - b. Offering new programs and services ie: genealogy, book readings etc.

Sedgewick Public Library

2015 Budget

Revenues

Memberships	1800
Book Sales/Overdue Jar	350
Printer/Fax Fees	50
Program Revenue	50
Fines Collected	200
Donations (Friends, BRCF)	6000
Fundraising	2200
Town Appropriation	6550
Provincial Operating Grant	8350
Parkland Transfer	2120
Total Revenue	27670

90 members @ \$20

Red Serge

Expenditures

Books	600
Magazines	175
Stationery/Printing	250
Other Library Supplies	50
Fines/Lost Books	120
Wages & Benefits	17875
Accounting & Legal	600
Advertising & Promotions	200
Courier/Postage	60
Office Supplies	200
Utilities	5040
Repair & Maintenance	200
Telephone	1050
Travel & Entertainment	250
Program Expenses	1000
Total Expenditures	27670

16 hours/week; \$19/hr; 825 hours 6% holiday pay; 7.5% benefits
--

Request for Decision (RFD)

Topic: Sedgewick Community Hall – 2015 Proposed Budget
Initiated by: Council
Prepared by: Administration
Attachments: 1. 2015 Proposed Budget
2. Hall Budget Letter
3. Hall Financial Statement, October 31st, 2014
4. Multi-Year Capital Plan - *Draft*

Recommendations:

1. That the Council approve the Sedgewick Community Hall Board's 2015 budget as presented with a \$6,000 operating grant.

OR

2. That Council reject the Sedgewick Community Hall Board's 2015 budget as presented and request further review of revenues and expenditures.

Background:

The Town of Sedgewick provides an annual operating grant to the Sedgewick Community Hall Board to support operational expenses.

The Hall Board is requesting an increase in their operating allocation from \$4,000 to \$6,000; 50% increase.

Operating grants have been consistent 2003:

2003-2008: \$3,000

2009-2014: \$4,000

Current:

The Hall board has decided to take a more active role in promoting and utilizing our facility. As displayed in their letter they intend on offering more community events perhaps dances, fundraisers etc. They have taken recent steps to update the facility:

1. New chairs,
2. Projector and screen;
3. Exterior facelift;
4. Exterior benches

The Hall Board operates under volunteer direction. Administration request that they prepare a multi-year capital plan to ensure they have a collective vision; a brief overview is attached.

Budget Highlights:

- A. Fundraising Ideas (Revenues \$12,200):
 - a. July 1st Pancake Breakfast

- b. Mother's Day Brunch
- c. Flagstaff Players Wine and Cheese Performance
- d. Old Time Dance

2015 Proposed Capital & Operating Hall Budget

Revenues:	2012 Actual	2013 Actual	2014 Budget	2014 YTD	2015 Proposed
Hall Rent	6,360.00	3,000.00	3,000.00	3,000.00	3,000
Deposits	4,500.00	2,500.00	3,000.00	1,300.00	3,000
Room Rental	2,457.14	857.14	2,000.00	1,657.14	1,658
GST Collected	627.86	247.86	300.00	282.86	300
Operating Grant	4,000.00	4,000.00	4,000.00	4,000.00	6,000
Capital Grant			21,000.00	10,110.00	
Miscellaneous		280.54		500.00	
Interest	3.99	2.33		3.07	
GST Return	99.24	136.40	150.00	200.23	250
Donations				438.25	
Fundraisers (July 1st, etc.)				1,851.00	12,200
Total:	18,048.23	11,024.27	33,450.00	23,342.55	26,408

Expenditures	2012 Actual	2013 Actual	2014 Proposed	2014 YTD	2,015 Proposed
GST Paid	764.26	448.09	500.00	683.92	600
Janitorial Wages	2,642.00	2,880.00	2,000.00	2,118.00	3,000
Janitorial Supplies	800.93	194.43	350.00	311.51	350
Office Supplies				18.00	50
Bank Charges		12.00		0.00	
Fundraisers (July 1st, etc)				670.42	6,500
Miscellaneous	1,737.47	630.56	500.00	174.92	200
Phone	635.39	668.77	600.00	618.20	708
Utilities	1,854.58	2,444.95	2,000.00	2,599.29	3,000
Electricity	2,186.21	2,113.82	2,000.00	2,303.16	2,800
Maintenance	2,013.22	1,184.59	1,500.00	838.24	1,200
Equipment	294.85	40.08			
DD-Return	3,943.22	2,752.00	3,000.00	1,300.00	3,000
Total:	16,872.13	13,369.29	12,450.00	11,635.66	21,408

Capital Projects	2012 Actual	2013 Actual	2014 Proposed	2014 YTD	2015 Proposed
Replacement Front siding			15,000.00		
Outside Benches	1,984.97				
Cooler	1,699.00				
Eavestroughing	1,200.00				
Table Dolly			400.00	351.00	
Shadow Display Box				392.20	
Video System			2,600.00	4,372.50	
Parging			3,000.00	210.00	
Electrical Defencies					3,000
West Door replacement					2,000
Total:	4,883.97	0.00	21,000.00	5,325.70	5,000

-3,707.87 -2,345.02

2014 Total YTD Revenues:	23,342.55	\$26,408
2014 Total YTD Expenditures:	16,961.36	\$26,408
	6,381.19	

2015 Proposed Hall Budget - Capital & Operating

Revenues:	2012 Actual	2013 Actual	2014 Budget	2014 YTD	2015 Proposed
Hall Rent	6,360.00	3,000.00	3,000.00	3,000.00	3,000.00
Deposits	4,500.00	2,500.00	3,000.00	1,300.00	3,000.00
Room Rental	2,457.14	857.14	2,000.00	1,657.14	1,657.14
GST Collected	627.86	247.86	300.00	282.86	300.00
Operating Grant	4,000.00	4,000.00	4,000.00	4,000.00	6,000.00
Capital Grant			21,000.00	10,110.00	
Miscellaneous		280.54		500.00	
Interest	3.99	2.33		3.07	
GST Return	99.24	136.40	150.00	200.23	250.00
Donations				438.25	
Fundraisers (July 1st, etc.)				1,851.00	12,200.00
Total:	18,048.23	11,024.27	33,450.00	23,342.55	26,407.14

Expenditures	2012 Actual	2013 Actual	2014 Proposed	2014 YTD	2015 Proposed
GST Paid	764.26	448.09	500.00	683.92	600.00
Janitorial Wages	2,642.00	2,880.00	2,000.00	2,118.00	3,000.00
Janitorial Supplies	800.93	194.43	350.00	311.51	350.00
Office Supplies				18.00	50.00
Bank Charges		12.00		0.00	
Fundraisers (July 1st, etc.)				670.42	6,500.00
Miscellaneous	1,737.47	630.56	500.00	174.92	200.00
Phone	635.39	668.77	600.00	618.20	708.00
Utilities	1,854.58	2,444.95	2,000.00	2,599.29	3,000.00
Electricity	2,186.21	2,113.82	2,000.00	2,303.16	2,800.00
Maintenance	2,013.22	1,184.59	1,500.00	838.24	1,200.00
Equipment	294.85	40.08			
DD-Return	3,943.22	2,752.00	3,000.00	1,300.00	3,000.00
Total:	16,872.13	13,369.29	12,450.00	11,635.66	21,408.00

Capital Projects	2012 Actual	2013 Actual	2014 Proposed	2014 YTD	2015 Proposed
Replacement Front siding			15,000.00		
Outside Benches	1,984.97				
Cooler	1,699.00				
Eavestroughing	1,200.00				
Table Dolly			400.00	351.00	
Shadow Display Box				392.20	
Video System			2,600.00	4,372.50	
Parging			3,000.00	210.00	
Electrical Defencies					3,000.00
West Door replacement					2,000.00
Total:	4,883.97	0.00	21,000.00	5,325.70	5,000.00

-3,707.87 -2,345.02

2014 Total YTD Revenues:	23,342.55	26,407.14
2014 Total YTD Expenditures:	16,961.36	26,408.00
	6,381.19	

Fundriasing Ideas

July 1st Pancake Breakfast	1800.00
Mother's Day Brunch	1500.00
Players/Wine & Cheese (\$30)	7600.00
Old Time Dance (\$10)	1300.00
	<u>12200.00</u>

Fundraising Expenses

July 1st Pancake Breakfast	800.00		
Mother's Day Brunch	800.00		
Players/Wine & Cheese	4000.00	food & wine	2000.00
		Player	2000.00
Old Time Dance-evening	900.00		
	<u>6500.00</u>	sandwiches & cake	300.00
		non alcoholic drink	200.00
		band	400.00
			900.00

Afternoon old time Potluck Dance

1:30- 5 pm	
band & drinks	600.00
no meal	

November 27, 2014

Town of Sedgewick Council
Box 129
Sedgewick, AB
T0B 4C0

Re: Operating Grant for 2015

As a hall board we thank Town Council for the continued support of the community hall. We realize though, as a whole that the hall is not sustaining itself. The four thousand dollar operating grant is not covering the utility expenses as we believe that this is where that money is intended to be spent.

We as a board are requesting an increase in our operating grant to **\$6,000.00** as each year we see the operational expenses increase. We understand that the hall is not the most used facility in the Town of Sedgewick but realize that we are the cultural base of the Town. We provide our citizens with a place to gather for celebrations (anniversaries, funerals) for the theatre, fundraising events, Town Hall Meetings, etc.

This year the Hall Board has received a grant from "Community Initiative Program" and we have installed a new large screen and projector, we are working on refacing the front of the hall and fixing the stucco on the north-east corner, to ensure the aesthetics and viability of the hall as well as purchasing a table dolly.

As a board we are looking into providing more activities in the hall for the community to engage in. We are starting with partnering with the Town for the "Carolling in the Park". The Hall board will be across the street on the old Co-op lot with a bonfire and bales setup serving hot chocolate and hot dogs to raise money for the hall, and ending the evening with a free movie at the hall for the kids.

The Hall board hosted the July 1st Pancake Breakfast this year and is also looking into hosting an "Old Time" dance, a Mother's Day Bunch and joining with the Flagstaff Players for a "Wine & Cheese" or "Dessert" evening with a one night play. We hope that with the capital upgrades that we are completing this year that it will generate more usage of the hall as a functional part of our community.

A handwritten signature in black ink, appearing to read "Lorna Polege". The signature is fluid and cursive, with a large initial 'L' and 'P'.

Lorna Polege
Treasurer
Sedgewick Community Hall Board.


Sedgewick Community Hall Monthly Statement
Month Ending October 31, 2014

As Per Books		
	General	Fundraiser
Previous Month Balance	20,381.14	1,095.03
Receipts for Month	1,470.00	
Outstanding Receipts		
Interest Received	0.41	
Subtotal	21,851.55	1,095.03
Less Disbursements	1,958.11	
Month End Balance	\$19,893.44	\$1,095.03

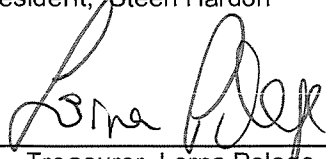
As Per Bank		
Month End Balance	19,893.44	1,095.03
Cash in Transit		
Subtotal	19,893.44	1,095.03
Less Outstanding Cheques	0.00	
Month End Balance	\$19,893.44	\$1,095.03

Outstanding Cheques	
Number	Amount
Outstanding Cheque Total	\$0.00

Submitted to the Board this ¹⁸~~17~~ day of November, 2014



 President, Steen Hardon



 Treasurer, Lorna Polege

SedgewickCommunity Hall Multi Year Capital Plan 2015-2017

Capital Revenues	2015	2016	2017
ATB General Account			
ATB Fundraiser Account			
Total:	0.00	0.00	0.00

Capital Projects	2015	2016	2017
Electrical Defencies	3,000.00		
West Door Replacement	2,000.00		
2 Cordless mike, 3 mike stands		3,000.00	
Upgrade soundroom entrance		10,000.00	
Replace entrance flooring			5,000.00
Replace carpeting in hall			
Facelift in hall			
Replacement of sound equipment			
Total:	5,000.00	13,000.00	5,000.00

Surplus/Deficit
5,000.00
13,000.00
5,000.00

Request for Decision (RFD)

Topic: Sedgewick Community Hall – Standby Generator Engineering Proposal
Initiated by: Council
Prepared by: Amanda Davis
Attachments: 1. Stantec Proposal
2. List of Deficiencies

Recommendations:

1. Council must determine whether to proceed with the installation of a backup generator at the Community Hall.
 2. Should Council be in favor of proceeding that Stantec's proposal be approved as presented and incorporated into the 2015 municipal operating budget.
-

Background:

In 2013 the Town of Sedgewick applied to Enbridge for a grant to assist with the costs of installing a standby generator at the Sedgewick Community Hall for disaster service measures.

The Town received \$10,000 from Enbridge for this project.

Council request that an electrical inspection be completed on the Hall to confirm any potential deficiencies. An electrical inspection was completed by Jami Hale of Hale Elected in the Spring of 2014.

Jami advised that prior to any further work, supplying or connecting a standby generator engineering is required.

Current:

Attached is an engineering proposal for the design of a standby generator and electrical upgrade.



November 17, 2014
File: 1139xxxxx

Attention: Amanda Davis, CAO
Town of Sedgewick
Box 129
Sedgewick, AB ToB 4Co

Dear Ms. Davis,

Reference: Town of Sedgewick Community Centre Standby Power Generator Upgrades

The Town of Sedgewick Community Centre does not have an alternative electrical power source during loss of Utility power. Since the Centre may be used as a 'muster point' during local emergencies, a standby generator should be considered. Also, since the Main Electrical Equipment is old and in poor condition, the Town should consider upgrading this Equipment as well.

As per the discussions during Stantec's site visit on October 4, 2014, the Town of Sedgewick has requested a proposal from Stantec to complete a design and provide technical services for the installation of a Standby Generator with an Automated Transfer Switch for the Community Centre and provide Engineering Services to facilitate the upgrading of the existing Main Electrical Service.

Stantec has prepared this scope of work to conduct the standby generator upgrade for the Town of Sedgewick Community Centre for review. Should you feel that the scope of work could be modified in any way, we would be pleased to discuss such modifications with you in detail.

Task 1 – Data Collection and Design Basis Generation

This task has been carried out. Stantec has reviewed the current electrical equipment and determined the electrical load required as well as the condition of the existing equipment.

Stantec will provide a design basis technical memorandum to summarize the findings and provide the recommended standby generator capacity to Town for review.

Task 2 – Generator Quotation and System Design

At this stage, Stantec will complete the following subtasks:

- Stantec will send out a quotation request to three generator suppliers and select the most suitable one for the Town of Sedgewick Community Centre.



Reference: Town of Sedgewick Community Centre Standby Power Generator Upgrade

- Complete the standby generator related design including civil, electrical and structural design;
- The design deliverable will include:
 - One structural layout and detail drawing;
 - Electrical Single Line Diagram with Automatic Transfer Switch (ATS) integration;
 - The generator electrical layout and details.

Task 3 – Main Electrical Distribution System Design

At this stage, Stantec will complete the following subtasks:

- Develop a Main Electrical Distribution System design;
- The design deliverable will include:
 - One Main Electrical System Demolition Drawing;
 - One combined Electrical Layout and Detail drawing.

Task 4 – Construction Services

Stantec will provide construction services until the system commissioning is complete. This task will include technical support during construction, review of shop drawings and the O & M manual, and to provide a post-construction assessment.

FEES

The proposed project fees, excluding GST, are summarized in the table below.



November 17, 2014
Amanda Davis., CAO
Page 3 of 4

Reference: Town of Sedgewick Community Centre Standby Power Generator Upgrade

Work Component	Fixed Fee
Task 1 – Data Collection and Design Basis Generation	\$800
Task 2 –Generator Quotation and System Design	\$3,500
Task 3 – Main Electrical Service Upgrade Design	\$2,000
Task 3 – Construction Services	\$1,500
Project Management and Expenses	\$1,200
Total	\$9,000

We propose to complete the work on a Fixed Fee Basis based on our current standardized rates including a fixed rate disbursement of 8% for all local mileage, printing, reproduction and other miscellaneous costs. We will not invoice beyond the total fixed fee value without the prior consent of the Town of Sedgewick for changes to the scope of work.


Should the Town wish to proceed with upgrading the existing Main Electrical Equipment, Stantec would be pleased to provide Engineering Services for this task.

Thank you for the opportunity to continue our working relationship with the Town of Sedgewick through this standby power generator upgrade project. We would be pleased to discuss this scope of work further with you, should you have any questions.

Regards,
Stantec Consulting Ltd.



WL (Bill) Holmes PL(Eng)
Sr Electrical Consultant
Phone: (403) 341-3320
Fax: (403) 342-0969
Bill.holmes@stantec.com



Tim Ainscough P.Eng., LGA
Principal, BCML
Phone: (403) 341-3320
Fax: (403) 342-0969
Tim.ainscough@stantec.com



November 17, 2014
Amanda Davis., CAO
Page 4 of 4

Reference: Town of Sedgewick Community Centre Standby Power Generator Upgrade

Attachment: Professional Services Terms and Conditions

- The Scope of Work, and cost estimate outlined in the proposal and the terms and conditions outlined in the attached Professional Terms and Conditions have been reviewed and are acceptable as duly signed herein.

Amanda Davis, CAO
Town of Sedgewick

Signature

Date

The following Terms and Conditions are attached to and form part of a proposal for services to be performed by Consultant and together, when the CLIENT authorizes Consultant to proceed with the services, constitute the AGREEMENT. Consultant means the Stantec entity issuing the Proposal.

DESCRIPTION OF WORK: Consultant shall render the services described in the Proposal (hereinafter called the "SERVICES") to the CLIENT.

TERMS AND CONDITIONS: No terms, conditions, understandings, or agreements purporting to modify or vary these Terms and Conditions shall be binding unless hereafter made in writing and signed by the CLIENT and Consultant. In the event of any conflict between the Proposal and these Terms and Conditions, these Terms and Conditions shall take precedence. This AGREEMENT supercedes all previous agreements, arrangements or understandings between the parties whether written or oral in connection with or incidental to the PROJECT

COMPENSATION: Payment is due to Consultant upon receipt of invoice. Failure to make any payment when due is a material breach of this AGREEMENT and will entitle Consultant, at its option, to suspend or terminate this AGREEMENT and the provision of the SERVICES. Interest will accrue on accounts overdue by 30 days at the lesser of 1.5 percent per month (18 percent per annum) or the maximum legal rate of interest. Unless otherwise noted, the fees in this agreement do not include any value added, sales, or other taxes that may be applied by Government on fees for services. Such taxes will be added to all invoices as required.

NOTICES: Each party shall designate a representative who is authorized to act on behalf of that party. All notices, consents, and approvals required to be given hereunder shall be in writing and shall be given to the representatives of each party.

TERMINATION: Either party may terminate the AGREEMENT without cause upon thirty (30) days notice in writing. If either party breaches the AGREEMENT and fails to remedy such breach within seven (7) days of notice to do so by the non-defaulting party, the non-defaulting party may immediately terminate the Agreement. Non-payment by the CLIENT of Consultant's invoices within 30 days of Consultant rendering same is agreed to constitute a material breach and, upon written notice as prescribed above, the duties, obligations and responsibilities of Consultant are terminated. On termination by either party, the CLIENT shall forthwith pay Consultant all fees and charges for the SERVICES provided to the effective date of termination.

ENVIRONMENTAL: Except as specifically described in this AGREEMENT, Consultant's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater.

PROFESSIONAL RESPONSIBILITY: In performing the SERVICES, Consultant will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices normally provided in the performance of the SERVICES at the time and the location in which the SERVICES were performed.

LIMITATION OF LIABILITY: The CLIENT releases Consultant from any liability and agrees to defend, indemnify and hold Consultant harmless from any and all claims, damages, losses, and/or expenses, direct and indirect, or consequential damages, including but not limited to attorney's fees and charges and court and arbitration costs, arising out of, or claimed to arise out of, the performance of the SERVICES, excepting liability arising from the sole negligence of Consultant. It is further agreed that the total amount of all claims the CLIENT may have against Consultant under this AGREEMENT, including but not limited to claims for negligence, negligent misrepresentation and/or breach of contract, shall be strictly limited to the lesser of professional fees paid to Consultant for the SERVICES or \$50,000.00. No claim may be brought against Consultant more than two (2) years after the cause of action arose. As the CLIENT's sole and exclusive remedy under this AGREEMENT any claim, demand or suit shall be directed and/or asserted only against Consultant and not against any of Consultant's employees, officers or directors.

Consultant's liability with respect to any claims arising out of this AGREEMENT shall be absolutely limited to direct damages arising out of the SERVICES and Consultant shall bear no liability whatsoever for any consequential loss, injury or damage incurred by the CLIENT, including but not limited to claims for loss of use, loss of profits and/or loss of markets.

INDEMNITY FOR MOLD CLAIMS: It is understood by the parties that existing or constructed buildings may contain mold substances that can present health hazards and result in bodily injury, property damage and/or necessary remedial measures. If, during performance of the SERVICES, Consultant knowingly encounters any such substances, Consultant shall notify the CLIENT and, without liability for consequential or any other damages, suspend performance of services until the CLIENT retains a qualified specialist to abate and/or remove the mold substances. The CLIENT agrees to release and waive all claims, including consequential damages, against Consultant, its subconsultants and their officers, directors and employees arising from or in any way connected with the existence of mold on or about the project site whether during or after completion of the SERVICES. The CLIENT further agrees to indemnify and hold Consultant harmless from and against all claims, costs, liabilities and damages, including reasonable attorneys' fees and costs, arising in any way from the existence of mold on the project site whether during or after completion of the SERVICES, except for those claims, liabilities, costs or damages caused by the sole gross negligence and/or knowing or willful misconduct of Consultant. Consultant and the CLIENT waive all rights against each other for mold damages to the extent that such damages sustained by either party are covered by insurance.

DOCUMENTS: All of the documents prepared by or on behalf of Consultant in connection with the PROJECT are instruments of service for the execution of the PROJECT. Consultant retains the property and copyright in these documents, whether the PROJECT is executed or not. These documents may not be used for any other purpose without the prior written consent of Consultant. In the event Consultant's documents are subsequently reused or modified in any material respect without the prior consent of Consultant, the CLIENT agrees to defend, hold harmless and indemnify Consultant from any claims advanced on account of said reuse or modification.

Any document produced by Consultant in relation to the Services is intended for the sole use of Client. The documents may not be relied upon by any other party without the express written consent of Consultant, which may be withheld at Consultant's discretion. Any such consent will provide no greater rights to the third party than those held by the Client under the contract, and will only be authorized pursuant to the conditions of Consultant's standard form reliance letter.

Consultant cannot guarantee the authenticity, integrity or completeness of data files supplied in electronic format ("Electronic Files"). CLIENT shall release, indemnify and hold Consultant, its officers, employees, Consultant's and agents harmless from any claims or damages arising from the use of Electronic Files. Electronic files will not contain stamps or seals, remain the property of Consultant, are not to be used for any purpose other than that for which they were transmitted, and are not to be retransmitted to a third party without Consultant's written consent.

FIELD SERVICES: Consultant shall not be responsible for construction means, methods, techniques, sequences or procedures, or for safety precautions and programs in connection with work on the PROJECT, and shall not be responsible for any contractor's failure to carry out the work in accordance with the contract documents. Consultant shall not be responsible for the acts or omissions of any contractor, subcontractor, any of their agents or employees, or any other persons performing any of the work in connection with the PROJECT. Consultant shall not be the prime contractor or similar under any occupational health and safety legislation.

GOVERNING LAW/COMPLIANCE WITH LAWS: The AGREEMENT shall be governed, construed and enforced in accordance with the laws of the jurisdiction in which the majority of the SERVICES are performed. Consultant shall observe and comply with all applicable laws, continue to provide equal employment opportunity to all qualified persons, and to recruit, hire, train, promote and compensate persons in all jobs without regard to race, color, religion, sex, age, disability or national origin or any other basis prohibited by applicable laws.

DISPUTE RESOLUTION: If requested in writing by either the CLIENT or Consultant, the CLIENT and Consultant shall attempt to resolve any dispute between them arising out of or in connection with this AGREEMENT by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of thirty (30) calendar days with the mediator, if mutually agreed, the dispute shall be referred to arbitration pursuant to laws of the jurisdiction in which the majority of the SERVICES are performed or elsewhere by mutual agreement.

ASSIGNMENT: The CLIENT and Consultant shall not, without the prior written consent of the other party, assign the benefit or in any way transfer the obligations under these Terms and Conditions or any part hereof.

SEVERABILITY: If any term, condition or covenant of the AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions of the AGREEMENT shall be binding on the CLIENT and Consultant.

HALE ELECTRIC LTD.

P.O Box 653
Killam, AB T0B 2L0

Town of Sedgewick Community Hall

List of electrical Deficiencies found by Hale Electric April 28, 2014

Rear Basement:

- Emergency light in basement not operating. Fixture is no longer available, replace required
- Main distribution 3ft splitter has had severe water damage and is rusting and corroding connections, requires replacement.
- Panel E main disconnect has also had water damage and requires replacement.
2P60Amp disconnect
- Missing numerous octagon and 1110 junction box covers

Main Hall

- Emergency exit lighting does not operate under power fail. Suggest replacing all four.

Sound booth area upstairs

- Exposed wiring by sub panel requires removal or junction boxes
- South room upstairs missing switch cover

Main entrance area

- Emergency lighting by kitchen requires replacement
- Emergency lighting at the bottom of the stairs to basement requires replacement

Front Basement

- First storage room in hallway has exposed wiring on the ceiling and requires removal or junction boxes.
- missing switch cover in same room

Note:

Even though some of the original distribution equipment is dated it still meets the CEC codes and appears to be in working order.

Majority of issues are with emergency lighting and water damage to the rear service area in the basement.

Any questions please feel free to contact Jami Hale

780-385-1842

jmhale@telus.net

Request for Decision (RFD)

Topic: FIP – Regional Governance
Initiated by: FIP Strategic Plan
Prepared by: Amanda Davis/Deb Moffat
Attachments: 1. Budget Proposal

Recommendations:

1. That Council approve FIP recommendation to fund the Regional Governance Study on a per capital basis should the FIP be unsuccessful with the ACP application.

OR

2. That the Town of Sedgewick withdraw support of a Regional Governance Study should FIP be unsuccessful with the ACP application.
-

Background:

In April a regional strategic planning session was held. The top priority addressed and approved by all member municipalities was to proceed with an application for and ACP grant to begin a Regional Governance Study.

Shelly Armstrong, CAO Flagstaff County submit the grant to ACP in the amount of \$50,000 for Phase 1 of ...? for Regional Governance.

Current:

At the December 1st, 2014 Flagstaff Intermunicipal Partnership (FIP) meeting the following MOTION was made:

MOVED by Bud James that should funding not materialize FIP recommend funding on a per capital basis for Regional Governance. CARRIED.

Deb Moffat, FIP Managing Partner prepared budget breakdown's for Regional Governance expenditures.

As per the MOTION approved by the FIP Committee, should we be unsuccessful with our application for Phase I of the Regional Governance Study the Town of Sedgewick is to commit \$5,129.89 to the project.

2014-11-25

FLAGSTAFF INTERMUNICIPAL PARTNERSHIP
PROPOSED 2015 PROJECT BUDGET

REGIONAL GOVERNANCE PROJECT				Project Cost	\$ 50,000.00	
	<u>Total Equalized Assessment</u>	<u>Population</u>	<u>ACP Grant</u>	<u>Equalized Assessment</u>	<u>Per Capita</u>	<u>Equal</u>
Daysland	\$ 63,420,450.00	807	\$ -	\$ 3,309.65	\$ 4,830.60	\$ 4,545.45
Forestburg	\$ 64,852,115.00	880	\$ -	\$ 3,384.36	\$ 5,267.57	\$ 4,545.45
Heisler	\$ 7,035,693.00	151	\$ -	\$ 367.16	\$ 903.87	\$ 4,545.45
Strome	\$ 13,125,753.00	228	\$ -	\$ 684.98	\$ 1,364.78	\$ 4,545.45
Alliance	\$ 7,819,999.00	174	\$ -	\$ 408.09	\$ 1,041.54	\$ 4,545.45
Galahad	\$ 4,921,031.00	119	\$ -	\$ 256.81	\$ 712.32	\$ 4,545.45
Killam	\$ 91,546,039.00	981	\$ -	\$ 4,777.40	\$ 5,872.14	\$ 4,545.45
Sedgewick	\$ 78,576,080.00	857	\$ -	\$ 4,100.56	\$ 5,129.89	\$ 4,545.45
Lougheed	\$ 15,921,084.00	273	\$ -	\$ 830.85	\$ 1,634.14	\$ 4,545.45
Hardisty	\$ 77,775,248.00	639	\$ -	\$ 4,058.76	\$ 3,824.97	\$ 4,545.45
Flagstaff	\$ 533,121,544.00	3,244	\$ -	\$ 27,821.37	\$ 19,418.17	\$ 4,545.45
ACP Grant	\$ -	-	\$ 50,000.00	\$ -	\$ -	
	\$ 958,115,036.00	8,353	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00
				0.0000522	\$ 5.99	
REGIONAL HEALTH & SAFETY PROJECT				Project Cost	\$ 130,000.00	
	<u>Total Equalized Assessment</u>	<u>Population</u>	<u>ACP Grant</u>	<u>Equalized Assessment</u>	<u>Per Capita</u>	<u>Equal</u>
Daysland	\$ 63,420,450.00	807	\$ 1,875.00	\$ 20,259.80	\$ 22,030.66	\$ 11,818.18
Forestburg	\$ 64,852,115.00	880	\$ 1,875.00	\$ 20,717.15	\$ 24,023.52	\$ 11,818.18
Heisler	\$ 7,035,693.00	151	\$ 1,875.00	\$ 2,247.57	\$ 4,122.22	\$ 11,818.18
Alliance	\$ 7,819,999.00	174	\$ 1,875.00	\$ 2,498.12	\$ 4,750.10	\$ 11,818.18
Killam	\$ 91,546,039.00	981	\$ 1,875.00	\$ 29,244.58	\$ 26,780.76	\$ 11,818.18
Sedgewick	\$ 78,576,080.00	857	\$ 1,875.00	\$ 25,101.30	\$ 23,395.63	\$ 11,818.18
Lougheed	\$ 15,921,084.00	273	\$ 1,875.00	\$ 5,086.02	\$ 7,452.75	\$ 11,818.18
Hardisty	\$ 77,775,248.00	639	\$ 1,875.00	\$ 24,845.47	\$ 17,444.35	\$ 11,818.18
ACP Grant	\$ -	-	\$ 115,000.00	\$ -	\$ -	
	\$ 406,946,708.00	4,762	\$ 130,000.00	\$ 130,000.00	\$ 130,000.00	\$ 94,545.45
				0.0003195	\$ 27.30	

Request for Decision (RFD)

Topic:	Residential Plan of Subdivision
Initiated by:	Council
Prepared by:	West Central Planning Agency (WCPA)
Attachments:	1. Residential Subdivision Application

Recommendations:

That the Town of Sedgewick approve the residential subdivision File # TS/14/03 as presented.

Background:

Pursuant to Council direction, Administration submit the Tentative Plan of Subdivision as prepared by Stantec to WCPA for approval and distribution.

WEST CENTRAL PLANNING AGENCY
-#101, 5111 – 50 AVENUE
WETASKIWIN, AB T9A 0S5
Phone: 780-352-2215 Fax: 780-352-2211
E:mail – admin@westcentralplanning.ca

November 24, 2014

Town of Sedgewick
Box 129
Sedgewick AB
T0B 4C0

Dear Applicant(s):

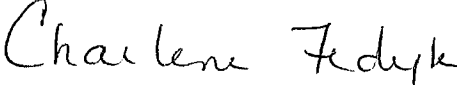
Municipality of Proposed Subdivision: Town of Sedgewick
Legal Description: Lot 2 Block 27 Plan 852.0469 / Lot 4 Block 26 Plan
852.0469 / Block 27 Plan 912.1568
Registered Owner(s): Town of Sedgewick
Your File Number: TS/14/03

We have received your application for **subdivision** for the above noted parcel of land, and it has been sent to the municipality, adjacent land owners, utility companies and various other agencies for their comments.

You will receive a decision on this application as soon as all replies have been received from these agencies and adjacent landowners. If you have any questions concerning your subdivision, please contact our office at (780) 352-2215.

No information can be given without your file number, so please have it available when you phone us. You must also quote your file number in all correspondence.

Yours truly,


Charlene Fedyk
Executive Administrator

Encl. – b & w drawing

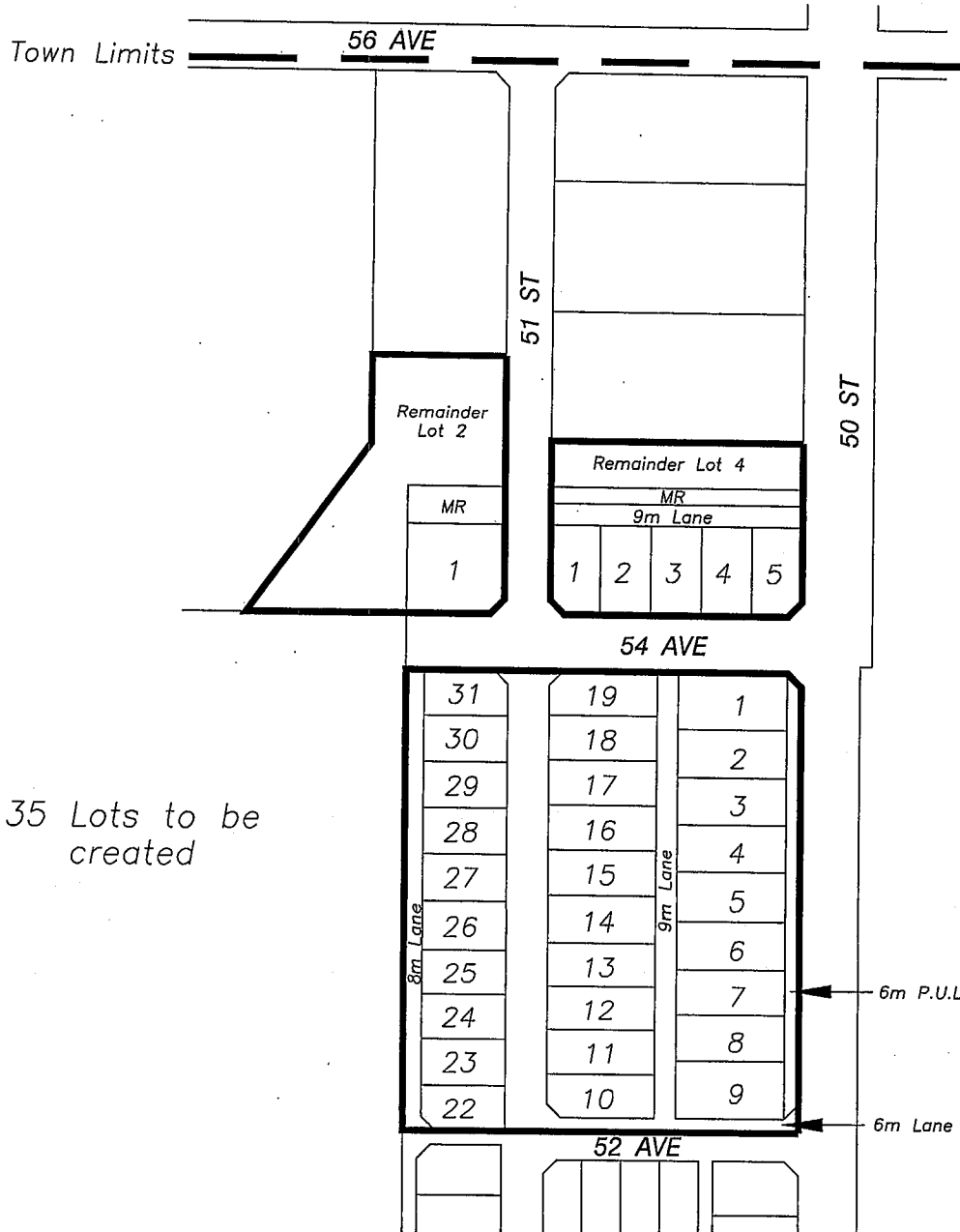
Proposed Subdivision in the
Town of Sedgewick

Lot 2 Block 27 Plan 852 0469

Lot 4 Block 26 Plan 852 0469

Block 27 Plan 912 1568

Nov 2 / 2014



Registered Owner(s): Town of Sedgewick

File: TS/14/03

Drawn: November 22, 2014

Revised:

— denotes titled area

WEST CENTRAL PLANNING AGENCY

Suite 101, 5111 - 50th Avenue Wetaskiwin, AB T9A 0S5
 Phone 780-352-2215 Fax 780-352-2211 Email admin@westcentralplanning.ca Web Site: www.WestCentralPlanning.ca

Request for Decision (RFD)

Topic: Strategic Plan LT Priority #1 – Residential Subdivision Lot Scenarios
Initiated by: Council
Prepared by: Amanda Davis
Attachments: 1. Purchase Agreement
2. TOS Residential Subdivision Lot Value Scenarios - Draft

Recommendations:

1. That Council approve the Purchase Agreement as presented.
 2. That Council choose one of the three lot value scenarios for residential lot sales.
-

Background:

As per Council direction following the November 20th, 2014 regular Council meetings Administration was to prepare a Purchase Agreement for deposits on lots within our new residential subdivision.

Two separate agreements have been prepared and reviewed/revised by the Towns lawyer, Bill Barclay with RMRF.

1. Purchase Agreement (PA) - \$5,000 non-refundable deposit
 - a. Matters that arose while preparing the PA – have lands been legally subdivided (NO) what happens if there are minor lot line adjustments?
 - b. The PA has been worded to account for such issues and adjustments. Administration will be responsible to make sure purchasers understand the legal wording.
2. Schedule “B” – Memorandum of Agreement (MOA)
 - a. Following the completion of the subdivision and use of a PA for those interested parties, and MOA must be signed as this lays out development requirements....(one year for development etc).

Current:

Prior to approval of the PA council needs to determine lot values. Three options are attached.

Lot values could change should components within the Town’s residential subdivision be eligible for grants through the Building Canada Fund. Applications are available in early 2015.

Town of Sedgewick - Residential Subdivision Lot Value Scenario - December 4, 2014 Special Council Meeting

		Full Cost Recovery (3% Int)	Cost Revocery Less (BMTG & MSI OP)	Cost Recovery LESS MSI OP (5%)
Block 30				
LOT 1	17,052	88,256.04	69,347.07	84,629.08

BLOCK 31				
LOT 1	8,669	44,868.14	35,255.09	43,024.25
LOT 2	8,863	45,871.14	36,043.20	43,986.03
LOT 3	8,863	45,871.14	36,043.20	43,986.03
LOT 4	8,863	45,871.14	36,043.20	43,986.03
LOT 5	8,670	44,873.32	35,259.16	43,029.21

BLOCK 23				
LOT 22	7,468	38,652.13	30,370.86	37,063.68
LOT 23	7,659	39,642.44	31,149.00	38,013.30
LOT 24	7,659	39,642.44	31,149.00	38,013.30
LOT 25	7,657	39,632.43	31,141.14	38,003.70
LOT 26	7,655	39,622.43	31,133.27	37,994.11
LOT 27	7,655	39,622.43	31,133.27	37,994.11
LOT 28	7,654	39,612.42	31,125.41	37,984.51
LOT 29	7,651	39,599.08	31,114.93	37,971.72
LOT 30	7,649	39,589.07	31,107.07	37,962.13
LOT 31	7,544	39,045.48	30,679.94	37,440.87

BLOCK 28				
LOT 1	12,444	64,406.73	50,607.51	61,759.88
LOT 2	10,132	52,439.94	41,204.62	50,284.87
LOT 3	10,132	52,439.94	41,204.62	50,284.87
LOT 4	10,132	52,439.94	41,204.62	50,284.87
LOT 5	10,132	52,439.94	41,204.62	50,284.87
LOT 6	10,132	52,439.94	41,204.62	50,284.87
LOT 7	10,132	52,439.94	41,204.62	50,284.87
LOT 8	10,132	52,439.94	41,204.62	50,284.87
LOT 9	12,398	64,168.98	50,420.70	61,531.90
LOT 10	9,381	48,553.24	38,150.65	46,557.90
LOT 11	9,575	49,555.22	38,937.96	47,518.71
LOT 12	9,575	49,555.22	38,937.96	47,518.71
LOT 13	9,575	49,555.22	38,937.96	47,518.71
LOT 14	9,575	49,555.22	38,937.96	47,518.71
LOT 15	9,575	49,555.22	38,937.96	47,518.71
LOT 16	9,575	49,555.22	38,937.96	47,518.71
LOT 17	9,575	49,555.22	38,937.96	47,518.71
LOT 18	9,575	49,555.22	38,937.96	47,518.71
LOT 19	9,382	48,558.42	38,154.72	46,562.87
328,358		1,699,479.99	1,335,364.34	1,629,638.35

OPTION 1	Res Subd.Estimated Costs	1,650,000
	Interest on funds 3.0 %	49,500
	Lots	35
	Subtotal	1,699,500

OPTION 2	Res Subd.Estimated Costs	1,650,000
	Less MSI OP & BMTG	364,129
	Interest on funds 3.0 %	49,500
	Lots	35
	Subtotal	1,335,371

OPTION 3	Res Subd.Estimated Costs	1,650,000
	Interest on funds 5.0 %	82,500
	LESS MSI OP	102,833
	Lots	35
	Subtotal	1,629,667

TOWN OF SEDGEWICK – OPTION – INITIAL DEPOSIT AGREEMENT MADE THIS
_____ DAY OF _____, 20_____ A.D.

BETWEEN:

The Town of Sedgewick, a Municipal Corporation of the Province of Alberta,

(hereinafter called the “Optionor”)

OF THE FIRST PART

AND

(hereinafter called the “Optionee”)

OF THE SECOND PART

WHEREAS the Optionor is the registered owner of those certain lands situation in the Town of Sedgewick which are legally described as:

PLAN 912 1568; BLOCK 27;

LOT 2, BLOCK 24, PLAN 852 0469; and

LOT 4, BLOCK 26, PLAN 852 0469

(COLLECTIVELY TALLING 4.16 HECTARES, MORE OR LESS)

(the “Subdivision Lands”);

AND WHEREAS the Optionor is in process of subdividing the Subdivision Lands in accordance with the Tentative Subdivision Plan attached hereto as Schedule “A” to this Agreement;

AND WHEREAS after the Registration of Subdivision, the Optionor intends to arrange the construction of roads and services (to parcel boundaries) in regard to the Subdivision Lands, and does not anticipate that such servicing work will be completed until at least the Fall of 2015;

AND WHERE the costs of subdividing and servicing the Subdivision Lands are not yet known;

AND WHEREAS the Optionee wishes to acquire an Option to Purchase those lands described in Schedule “A” as Lot ___, Block ___, Plan ___ (the “Optioned Lands”);

AND WHEREAS the Optionor wishes to grant the Optionee an Option to Purchase the Optioned Lands, subject to the terms and conditions contained herein;

AND WHEREAS the current estimated purchase price of the Optioned Lands are estimated to be in the approximate amount of _____ (\$_____) dollars, exclusive of GST (the “Estimated Purchase Price”), but the Parties to this Agreement both acknowledge and agree that the actual purchase price will depend on costs and expenses that are not yet know, including the costs associated with servicing the Subdivision Lands;

NOW THEREFORE this Agreement Witnesseth that for, and in consideration of the covenants and agreements herein contained, the parties hereto covenant and agree with each other as follows:

TOWN OF SEDGEWICK – OPTION – INITIAL DEPOSIT AGREEMENT MADE THIS
_____ DAY OF _____, 20_____ A.D.

1. In consideration of the payment of an initial deposit to the Optionor in the amount of FIVE THOUSAND (\$5,000.00) DOLLARS (the “Initial Deposit”), which does not include GST, and which will be paid upon signing this Agreement, the Optionor hereby grants to the Optionee an Option to Purchase the Optioned Lands subject to the following conditions:
 - a. It shall be a true conditioned precedent to this Agreement that the Optionor shall apply for and obtain subdivision of the Subdivision Lands, generally as provided for in Schedule “A” attached hereto;
 - b. Subsequent to the registration of the Subdivision, and within thirty (30) days of the Optionor declaring the subdivision complete and ready for development (not expected until at least the fall of 2015), the Optionee shall enter into a Memorandum of Agreement with the Optionor in the general nature of the Agreement attached hereto as Schedule “B”(the “Schedule “B” Agreement”) which, for greater certainty, will require the balance of the Deposit to be paid and will require development on the Optioned Lands as set out in the Schedule “B” Agreement;
 - c. In the event that the condition precedent referred to in subparagraph "a" above is not fulfilled on or before January 30, 2015, (the “Condition Precedent Date”) this Agreement shall automatically terminate and the Optionor shall refund the Initial Deposit referred to herein, to the Optionee, without interest. Notwithstanding this provision however, the Parties hereto may mutually agree to extend the Condition Precedent Date, in writing;
 - d. In the event that the condition precedent is fulfilled but the Optionee neglects, fails or refuses to enter into the Schedule “B” Agreement referred to herein, within the time period provided for herein, or otherwise fails to fully exercise the Option granted herein, the Initial Deposit shall be forfeited to the Optionor and the Option referenced herein shall automatically terminate, and be of no further force or effect;
 - e. Notwithstanding subparagraph “d” above, in the event that the Purchase Price (exclusive of G.S.T.) stipulated in the Schedule “B” Agreement is greater than the Estimated Purchase Price stated herein by a margin of greater than fifteen (15%) percent of the Estimated Purchase Price, the Optionee may refuse to enter into the Schedule “B” Agreement in which case the Option hereby granted is automatically terminated, and the Optionor will refund the initial deposit to the Optionee without interest; and
 - f. In the event that the Optionee purchases the Optioned Lands the Optionor shall apply the Initial Deposit to the purchase price to be paid by the Optionee.
2. The Optionor and the Optionee acknowledge and agree that upon entering into the Schedule “B” Agreement referred to herein, the Schedule B Agreement replaces this Agreement, the legal doctrine of merger shall apply, and this Agreement will have no further force or effect.
3. The Optionee acknowledges and agrees that neither the Optionor nor any of its Officers, Agents, Volunteers, Servants, Employees or Elected Officials has made any representations or promises with respect to the Optioned Lands, nor with respect to any zoning or building regulations, that the Optionee has inspected the Optioned Lands and has taken such advice as it deems appropriate in regard to the Optioned Lands and entering into this Agreement, and is aware of any physical or legal constraints pertained to the Optioned Lands, and that this Agreement contains the entire Agreement between the Parties hereto.
4. The preamble to this Agreement, and Schedule “A” and Schedule “B” attached hereto, form integral parts to this Agreement and are incorporated herein.
5. This Agreement shall enure to the benefit of and be binding upon the Parties, their heirs, executors and administrators. However, neither this Agreement nor any of the rights or

TOWN OF SEDGEWICK – OPTION – INITIAL DEPOSIT AGREEMENT MADE THIS
_____ DAY OF _____, 20____ A.D.

benefits referred to herein may be assigned or transferred in any way by the Optionee without the express written consent of the Optionor, which consent may be arbitrarily withheld.

6. This Agreement cannot be amended or modified in any way except by further written agreement signed by both of the Parties hereto.
7. The Optionee specifically acknowledges and agrees that it shall not have the right to, and shall not register any right or instrument against the Subdivision Lands until such time as subdivision of the Optioned Lands is registered at the Land Titles Office of the Province of Alberta and the Schedule “B” Agreement is signed and the remaining deposit paid, and thereafter shall only be entitled to register an interest pursuant to the Schedule “B” Agreement, and the Optionee further acknowledges and agrees that the Optionee shall not be entitled to transfer of the Optioned Lands or its title until such time as is provided for by the Schedule “B” Agreement.

IN WITNESS WHEREOF the Parties hereto have set their hands (through their duly authorized Officers, where applicable), effective the day and year first written above.

TOWN OF SEDGEWICK

Mayor/Designate

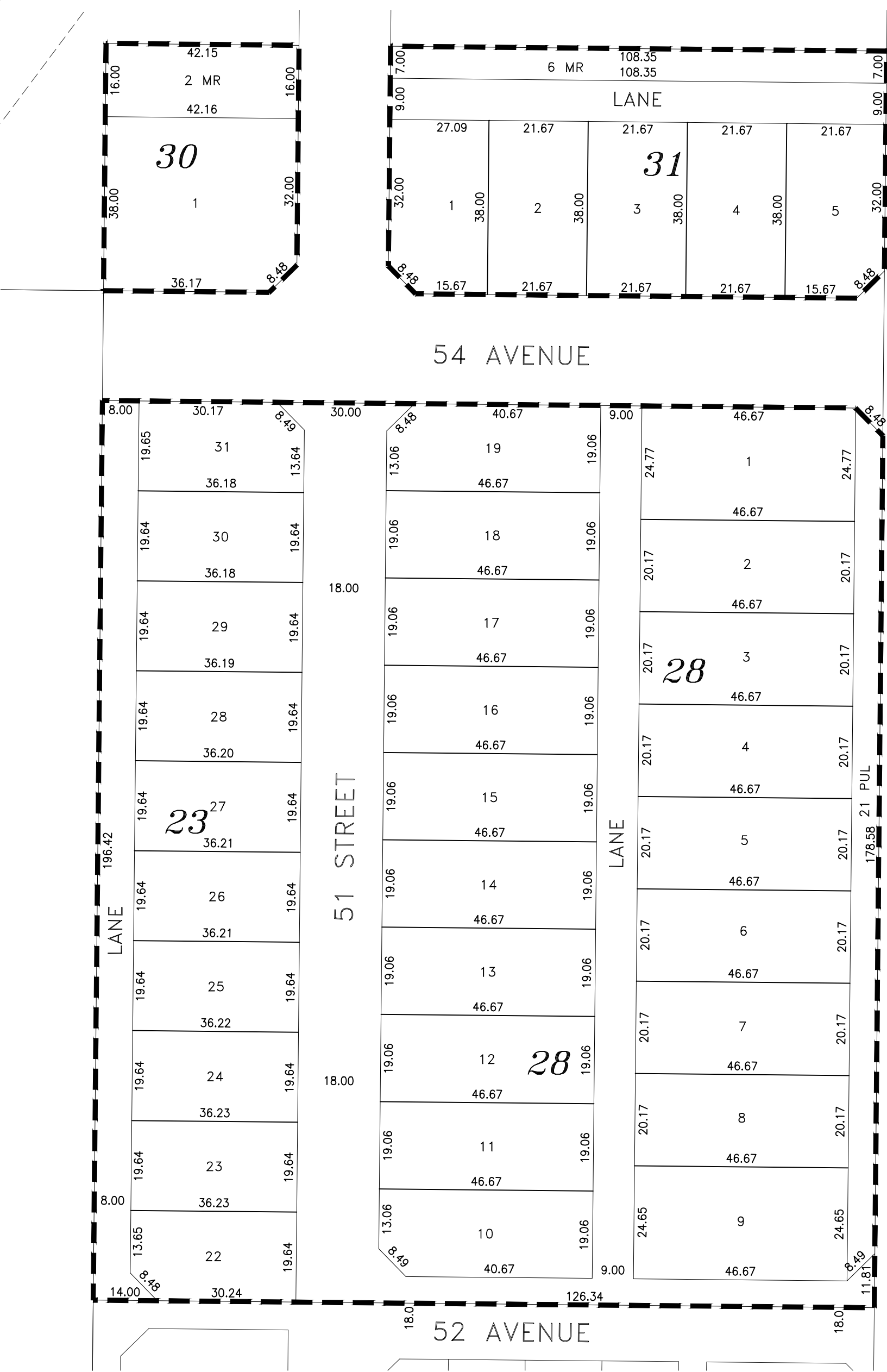
CAO/Designate

Witness to OPTIONEE

Witness to OPTIONEE

OPTIONEE

OPTIONEE



Note:
Area to be subdivided is outlined thus **---**
and contains within:
Block 27, Plan 912 1568 3.35 ha.
Lot 2, Block 24, Plan 852 0469 0.226 ha.
Lot 4, Block 26, Plan 852 0469 0.581 ha.
Total 4.16 ha.



Block 27 Development
Tentative Subdivision Plan
Town of Sedgewick

Prepared for:
Town of Sedgewick
Alberta



DRAWN BY: SAS
CHECKED BY: CG
SCALE: NTS
PROJECT #: 113929381

November, 2014

SCHEDULE “B”

MEMORANDUM OF AGREEMENT MADE THIS DAY OF , 2014A.D.

BETWEEN:

THE TOWN OF SEDGEWICK,
A MUNICIPAL CORPORATION OF THE PROVINCE OF ALBERTA
(HEREINAFTER CALLED THE “Optionor”)

OF THE FIRST PART

AND

(HEREINAFTER CALLED THE “Optionee”)

OF THE SECOND PART

WHEREAS the Optionor is the registered owner of those certain lands situated in the Town of Sedgewick which are legally described as follows:

PLAN_____; **BLOCK** _____; **LOT** _____

(HEREINAFTER REFERRED TO AS THE “SAID LANDS”);

AND WHEREAS the Optionor and the Optionee entered into a previous Agreement whereby the Optionee paid the Optionor an initial deposit in the amount of five thousand (\$5000.00) dollars in regard to the Optionee’s Option to Purchase the Said Lands (the ‘Initial Deposit’);

AND WHEREAS the Option granted to the Optionor was conditional upon the Optionee entering into this Agreement and making payment in accordance with this Agreement;

AND WHEREAS at the time of the previous Agreement, the total costs for the purchase of the Said Lands was not known, and it is now known that the Purchase Price shall be _____ (\$_____) Dollars plus GST;

NOW THEREFORE this Agreement witness that for and in consideration of the covenants, terms and conditions herein contained, the Parties hereto covenant and agree with each other as follows:

1. Upon signing this Agreement the Optionee shall and hereby does pay the Optionor a deposit in the amount of _____ (\$_____) Dollars, being the equivalent of ten (10%) percent of the Purchase Price for the Said Lands, plus GST, the receipt of which is hereby acknowledged by the Optionor. For greater certainty the said deposit includes the Initial Deposit previously paid by the Optionee;
2. In consideration of the above payment, the Optionor hereby grants the Optionee an Option to Purchase the Said Lands (the “Option”) at any time within one (1) year of the date of this Agreement by the Optionee performing the covenants and conditions contained in paragraph 3 hereof, plus delivering to the Optionor of:
 - a. a written notice that the Optionee is exercising its right to purchase the Said Lands; and,
 - b. a certified cheque in the amount of _____ (\$_____) dollars, being the balance of the Purchase Price remaining owing for the purchase of the Said Lands, plus all applicable GST.
3. In order to exercise the Option hereby granted, the Optionee must first construct on the Said Lands a completed and subfloored basement for a residential dwelling which

SCHEDULE “B”

MEMORANDUM OF AGREEMENT MADE THIS DAY OF , 2014A.D.

complies with the Town of Sedgewick Land Use Bylaw, and all applicable building and safety codes.

4. The Optionee hereby acknowledges and agrees that until such time as the requirement set out in paragraphs 2 and 3 of this Agreement have been fully complied with, the Optionee shall not have a right to acquire the title of the Said Lands, or to have title registered in the Optionee's name, and title shall remain registered in the name of the Optionor. However, the Optionor may agree to provide the Optionee with an extension of time to comply with the requirements of paragraphs 2 and/or 3 of this Agreement, subject to the following:
 - a. Any such extension of time shall be subject to a written agreement which may require that further or other conditions will be applicable;
 - b. Such agreements will generally not exceed one (1) year's duration; and
 - c. Such agreements are in the complete discretion of the Optionor. However, the Optionor may take into account the amount of construction completed on the Said Lands prior to any such extension agreement being entered into.
5. The Optionor further agrees that, in the event that financing is needed for the construction of the basement, upon being provided with reasonable assurances from a chartered bank, or other lending institution acceptable to the Optionor, that funds will be advanced to the Optionee for the construction of the said basement under conditions acceptable to the Optionor, that the Optionor will agree to forward a registerable transfer of the Said Lands to a Barrister or Solicitor registered to practice law in the Province of Alberta who is acting on behalf of the said lending institution, under appropriate trust conditions, for the purposes of permitting the Optionee to arrange financing on the Said Lands and the building to be constructed thereon, provided at all times that the conditions and the time limits stipulated by the Optionor are to be fulfilled and met by the Optionee.
6. In the event that the Option hereby granted is exercised, and the monies provided herein, inclusive of the Purchase Prices are unconditionally paid, the deposit (inclusive of the Initial Deposit) shall be applied in partial payment of the Purchase Price.
7. In the event that the Optionee, for any reason, fails to comply with the terms, conditions or provisions of this Agreement, or fails to exercise the Option, or fails to pay the Purchase Price, or fails to do any of the above within the time periods provided therefore, the deposit provided for herein (inclusive of the Initial Deposit) is irrevocably forfeited to the Optionor, and the Optionee shall immediately remove any registrations from title to the Said Lands.
8. In the event that the Option hereby granted is exercised the Optionee shall pay the Optionor the Purchase Price, plus all applicable GST thereon by certified cheque, and the Optionor shall, within a reasonable time thereafter, provide the Optionee with a registerable Transfer of Land in regard to the Said Lands. The Optionee shall be responsible for registering the Transfer, and all costs associated therewith.
9. Where the Parties utilize legal counsel for the purchase and conveyance of the Said Lands, such legal counsel may utilize reasonable trust conditions which are consistent with real estate practice in the Province of Alberta, and not inconsistent with this Agreement.
10. The Optionee may not assign this Agreement, or any of the rights, privileges or obligations contained herein without the written consent of the Optionor, which consent may be arbitrarily withheld.
11. This Agreement shall enure to the benefit of and be binding upon the Parties, their respective heirs, executors and administrators.

SCHEDULE “B”

MEMORANDUM OF AGREEMENT MADE THIS DAY OF , 2014A.D.

12. Time shall be of the essence in regard to this Agreement.
13. The Optionee acknowledges that neither the Optionor nor any of its Officers, Agents, Servants, Employees, Volunteers or Elected Officials have made any representations, warranties or promises with respect to the Said Lands nor with respect to zoning or building regulations, and the Optionee further acknowledges that the Optionee has inspected the Said Lands and taken any legal or other advice that the Optionee has deemed appropriate, and has made its own investigation and has exercised its own judgment in regard to both physical and legal issues regarding the Said Lands and that this Agreement contains the entire Agreement between the Parties hereto, and that it cannot be modified or amended in any way except by further written agreement signed by both of the Parties hereto. Without restricting the generality of the foregoing, the Optionee, upon exercise its Option to Purchase the Said Lands, accepts the Said Lands on an as is basis with no representations or warranties of any kind, express or implied. The Optionee also acknowledges and agrees that the Optionee shall be solely responsible for obtaining all necessary permits and approvals in regard to the said Lands, including development and building permits, and nothing contained herein shall be deemed to be representation or warranty that any such permits or approvals shall be issued, or that the said lands is fit for the Optionees purpose, or any other purpose.

IN WITNESS WHEREOF the Parties hereto have set their hands (through their duly authorized Officers, where applicable), effective the day and year first written above.

TOWN OF SEDGEWICK

Mayor

CAO/Municipal Secretary

Witness to Optionee

Optionee

Witness to Optionee

Optionee

Open Discussion

Topic:	Sedgewick Teen Centre Proposal
Initiated by:	Carol Williams/Dave Montgomery
Prepared by:	Dave Montgomery
Attachments:	1. Sedgewick Teen Centre Proposal

Background:

As per Flagstaff County's most recent decision to relocate Nights Alive to the basement of the FFCS building in Killam, Dave Montgomery has presented interest in opening a Teen Centre in Sedgewick as displayed in the attached proposal.

This is a first draft and a way to strike conversation with council. Administration has suggested that perhaps in place of "facility rent" there may be an option to provide a work trade within the community.

The proposal is based around this concept however there is "director" compensation being requested.

Administration invited Dave as a delegation to answer any questions Council may have regarding his proposal.

Attention:
Town of Sedgewick
Town Council and those concerned

A proposal for the:

"Sedgewick Teen Centre"

A Safe Place to Grow!

Presented by: David Montgomery

Objectives:

To outline and add for discussion the details concerning a youth drop in centre in Sedgewick to service the children in attendance at Sedgewick High and the surrounding communities.

To propose and agree upon usage, rules and responsibilities with the Town of Sedgewick and its council / governing bodies pertaining to the potential use of space available at the Rec. Centre.

To outline and propose a budgetary framework to facilitate management and supervision of a first year pilot project at a minimal capital cost through the use of donations, fundraising and potential grant solicitation.

Mission Statement:

To provide a safe environment for area teens (13 to 17) for after school and evening activities designed to enhance a positive sense of self, social engagement and community contribution.

Goals:

To offer a superior level of youth programming and community initiatives to area teens.

To provide an alternative local venue with greater potential for use, growth and expansion.

To ensure the greatest number of children can take part and benefit from our initiative.

To truly create a sense of community involvement and pride in our young people through actual work.

To reach out to families, individuals, businesses and industry in our area to aid and support our vision in any and all ways as they are able.

To elevate our community consciousness to the needs of our growing population of young adults.

Location:

Sedgewick Rec. Centre represents a convenient location for the youth of Sedgewick Central High to attend after school and for parents to arrange after work and evening / weekend transportation. Ease of access and proximity to the school has played a much larger roll in the success of the present youth program than has been taken into account.

During a recent visit to the facility it was proposed that the 2 rooms, either side of the play school would best accommodate the Teen Centre's space requirements. One as a multi media room for video games, musical equipment, computer stations etc. which would need to be locked securely while the club was not in operation. The other room could serve for board games, arts and crafts and homework area and be shared with the play school as schedules do not conflict. As the play school is already approved to occupy

the floor it is assumed that safety concerns have already been addressed and exits and washrooms appear to be conveniently located.

The Centre's kitchen and concession could provide for all food and snack service and the present hours of service seem ideal. It should be anticipated that there would be a substantial increase in usage due to the presence of the youth program. Bowling, curling, and skating are all activities which could be incorporated into the programming on an approved schedule with possible usage fees paid by participants. I would be hoped that the youth involvement would encourage parents and families to consider the centre for more of their leisure time activities.

In addition to the interior space, the building's surrounding black top can accommodate a basket ball court, skate board park and other outdoor programming in the summer.

Days & Hours of Operation:

Tuesday, Wednesday, Friday, Saturday should allow a great deal of access for most children without detracting from school and home life. Week day hours of 3:30 to 7:30 pm and weekend hours of 3:30 to 10:30 pm would be my suggestion based on reasonable leisure vs home, study and sleep requirements of children in this age group.

Required assets:

In order to create an inviting multi-usage environment and meet the wants and needs of participating youth, below is a general but not inclusive list of required items. I would consider it my first responsibility to begin to satisfy this list through direct donations from business and personal contributions.

Large TVs. (I have 2 we can use temporarily.)

Couch's, love seats and chairs.

Various tables, chairs, coffee tables, TV stands etc.

Area rugs, artwork, lamps etc.

Game consoles. (Xbox, Playstation, Wii and corresponding games, controllers and hardware.) Youth could be encouraged to bring games from home until enough were acquired through donation.

Board Games, toys, Lego, building sets etc. (I have some to contribute.)

Arts and crafts supplies.

Musical instruments. (I know someone!)

Outdoor items, basket balls, hoops, hockey nets, skate ramps etc.

Computers, laptops.

Service access:

A telephone line for club business and emergencies.

Wifi. (Would it be possible to piggyback on library service?)

Specified washroom facilities and access to cleaning and janitorial supplies.

Rules and Regulations:

It would be my intention to meet with the appropriate members of the Town Office, Town Council, and those affected directly and indirectly at the Recreation Centre to develop a clear list of expectations to post for youth and parents information. By including all concerned we should be able to address most potential for conflict in advance. I would consider the communication and enforcement of these parameters between all parties be the responsibility of the director in agreement with parents, council and the Rec. Board and staff. See addendum 3 for preliminary recommendations.

Compensatory duties:

As the Town of Sedgewick has been forthcoming with the offer of using the Rec.Centre for a teen club, it has been suggested that the youth provide public service hours as payment in kind. This meets well with the theme of youth community involvement as well as social contribution and individual development of self esteem and personal growth. My hope is to have the youth feel that this is "Their Club" with a sense of earned ownership and shared responsibility. Organizing and supervising these activities as well as tracking there hours of service and quality of workmanship would be another of many responsibilities of the Director. Tracked hours could be counted as work experience and volunteer hours on college applications.

Age of Participants:

The intended demographic for a teen club is young adolescents in transition to adulthood. This definition can be quite subjective in terms of age, or peer group readiness. It would be my recommendation that youth be allowed to join based on the maturity they display, and their ability to participate appropriately amidst the group. If a twelve year old has a peer group of 13 to 15 year olds and brings an enthusiasm and positive attitude, why would we want to exclude them? Inversely an eighteen year old still in high school should be allowed to continue his or her attendance with their school mates, hopefully setting an example, and helping to provide leadership. It will allow for much greater inclusion if we remain flexible on age requirements.

Proposed budget:

To properly coordinate youth work projects, club programming, community outreach for assets and funding as well as act as a liaison to the Town and Rec. Centre, I would require some compensation for my time. As this is a pilot project opportunity, that will hopefully grow in its scope and function, I wish to provide a fair amount of my time and expertise without the need for additional employment. It is also my hope to attract and train others to provide a true level of supervision and engaged interaction rather than a babysitting service for teens.

Coordinator monthly remuneration- \$1000.00

Supervision x 88 hrs x \$15.00 per hr- \$1320.00

Total monthly. \$2320.00

Provision for 12 month project. \$27840.00

This number will be substantially reduced over the course of the year if we take into account, holidays, snow days, early closures and days the kids may otherwise take advantage of trips and special events provided by Nights Alive through its funding. I think we could realistically anticipate \$20,000- to \$22,000 as an actual cost. Any and all grants and donations can also be paid towards this amount at the discretion of Town Council. I would hope that the work projects performed by the Youth would also be recognized as a cost added value against these costs. It is possible that work projects carried out by the club for the Agricultural Society, Sedgewick Lake Park, the Golf Course etc. could be negotiated as a paid projects to the township. Other fund raising initiatives could include:

Bottle drives

Scrap drives (which would garner items to be used as craft supplies)

Bake sales

Craft sales (items created by youth or donated by others)

Youth family events held at various venues of the Rec.Centre with appropriate user fees

Outdoor entertainment events in support of Sedgewick Teen Centre

Etc.

I would also propose recording our membership and attendance. If over the first 3 or 4 months our numbers are equal to or exceed those of the Killam program, it should be considered the town meet with county council to request a portion of the funding.

In summary:

I cannot think of a project more in keeping with the Town of Sedgewick's new credo "Grow with us!" as one focused on creating a positive environment, and experience for those passing through these most difficult and crucial years of development. Leaving childhood, taking on new levels of thought and responsibility, while at the same time lacking the experience and cognitive development to always know what to do or to make good choices. This is the time in life which will set the tone and direction for much of their future, mould opinions of what's possible and set standards of right and wrong.

I believe we have a real win/win opportunity for the Town, the Rec.Centre and the youth of Flagstaff county. I look forward to meeting with all concerned to discuss these matters further.

With best regards,

David Montgomery

780-781-7535

Director's responsibilities

Duties, reporting and proposed function.

- ~Preparing for Town Council a monthly report of activities, initiatives, events and progress.
- ~Communicating on a regular basis with a liaison officer of the councils choosing for permission and advice pertaining to club business.
- ~To drive on going initiatives for donation, contribution and volunteer support from all factions of our community.
- ~To organize and make necessary arrangements for club functions both recreational and compensatory.
- ~To be point of contact for all club business and liaison for integration with the Rec.Centre, members and staff.
- ~To ensure proper communication with parents as to club hrs, activities, events, rules, responsibilities and opportunities for participation.
- ~To properly vet and train supervisory staff in all aspects of their required duties and approved procedures. (see addendum 2, 3, 4)
- ~To work in concert with teens and parents to provide a calendar of planned events and activities that engage and include all members and their varied interests.
- ~To work from 1 to 3 of the available shifts each week to stay directly in touch with participating youth and ensure the success of special events.
- ~To ensure as a function of reporting, all employee time cards, events calendars, donations, grant proposals, and changes in capital assets are presented to Town Council in a timely and appropriate manner.
- ~To act in accordance with the responsibility and visibility of an ambassador of the Town of Sedgewick at all times.

Supervisory requirements

Supervision, oversight, and reporting.

- ~To provide supervision, guide activities, and ensure a safe environment for positive interaction between all club members and visitors.
- ~To enact and ensure adherence to the club rules and procedures by all participants.
- ~To follow programming instruction and involve as many participants as possible.
- ~To ensure the safety, and respectfully treatment of all participants.
- ~To track, direct and report hours of compensatory activities accomplished during shift.
- ~To follow all clean up, shut down, and lock up procedures required.
- ~To be fully aware of and able to enact all possible emergency procedures.
- ~To report any problems, shortfalls or incidents to the director immediately.
- ~To respond to inquiries by Rec.Centre Staff and visitors.
- ~To enjoy interacting with young men and women.
- ~To always act as an example and mentor as a friend.

Eligibility requirements for position:

- ~At least 21 years of age
- ~Class 5 drivers license
- ~CPR or equivalent certificate
- ~Must provide police/RCMP background check.
- ~Possess a positive frame of mind and love of life.

Sedgewick Teen Centre

Club Rules and Membership

- * Treat others as you wish to be treated.
- * Respect Supervisors and Staff as they are here for you.
- * Respect your Club Facilities and the Rec.Centre.
- * Respect your Club Property and the Property of others.
- * No Drugs
- * No Weapons
- * No Fighting
- * No Insults

Membership Requirements:

1-2 hrs of help full community service is required weekly from all members.

You must sign up with the supervisor or director for membership.

You must sign in and out of the club during participation.

Your first and last name, name of parents or guardians and their address and phone # will be required on file for membership.

We request your participation and welcome your input on all club business and activities.

Please preform at least one act of kindness during each club visit for no reason.

Town Council
Members and Citizens

Dear Sirs and Madams

Over the past year and a half it has been my privilege to work with the young people of our community through the Nights Alive youth program. I have found this opportunity to be one of the most satisfying undertakings of my adult life. I look forward everyday to the enthusiasm, wonderment, and innocence as well as the trials, struggles and concerns which are part of their adolescent lives. I receive an endless sense of fulfillment reward and purpose through my involvement.

When my son Dwayne heard the news that the present teen centre would be relocating to the basement of FFCS in Killam, I could see and feel his sense of disappointment. As the news has spread, many other children have shared their feelings and frustrations. Most of the core participants of the Nights Alive program will no longer be able to attend due to transportation and parental availability concerns. I have made a list of 13 children who will be immediately disenfranchised, not including those in outlying communities.

I would like to see a more responsive and needs driven initiative put into play. I believe we have the opportunity to take that initiative and be that program. Possibly creating a model for future programs in and around our county.

I am extremely grateful that council has championed the idea of the Rec.Centre for club use. I believe that our need for capital assets and equipment can be 100% satisfied through donations and charitable contributions. I believe that much of our funding considerations can be recouped through public works, donations, and grants. More funding does not guarantee better programming, more meaningful interaction, or greater youth benefit. Quite inversely, necessity, drive and a sense of purpose can change the world.

Very Sincerely,

David Montgomery