

May 21<sup>st</sup>, 2015

## Agenda

**Regular Monthly Meeting** – Call to Order – 4:00 PM

**Adoption of Agenda** –

**Correspondence – Items Arising:**

- |   |    |
|---|----|
| 1. After-Hours Partner Stakeholder Letter           | A1 |
| 2. Seniors Week – Proclamation                      | A2 |
| 3. Historical Society – Donation Request            | A3 |
| 4. SPL – Heating Concerns                           | A4 |
| 5. FCMRRC – April 21 <sup>st</sup> , 2015 – Minutes | A5 |
| 6. Mayors Caucus – June 17-19 <sup>th</sup> , 2015  | A6 |

**Circulation File of Correspondence** – List Attached

**Delegation** – n/a

**Financial Statement** – For the Month Ending March 31<sup>st</sup>, 2015 – Attached

**Financial Statement** – For the Month Ending April 30<sup>th</sup>, 2015 – Attached

**Accounts** – For Month Ending April 30<sup>th</sup>, 2015 – List Attached

**Committee Reports** – For the Period Ending May 21<sup>st</sup>, 2015 – Attached

**Public Works Report** – For the Period Ending May 21<sup>st</sup>, 2015 – Attached

**Director of Parks & Rec Report** – For the Period Ending May 21<sup>st</sup>, 2015 – Attached

**CAO Report** – For the Period Ending May 21<sup>st</sup>, 2015 – Attached

**Matters Arising:**

**Minutes** – Regular Meeting of Council – April 16<sup>th</sup>, 2015 - Attached

**Matters Arising:**

**Business:**

- |   |     |
|---|-----|
| 1) Tax Rate Bylaw #517 - Proposed                       | B1  |
| 2) GIC Investments                                      | B2  |
| 3) Unbudgeted Expenditures – WTP/Fire Hall              | B3  |
| 4) Tax Recovery – Plan 1251KS; Block 10; 2A             | B4  |
| 5) Municipal Lot Values                                 | B5  |
| 6) Subdivision Access – TS/14/01                        | B6  |
| 7) LUB #461 – Zoning Amendment Bylaw #519 Proposed      | B7  |
| 8) Development Improvement – Plan 3825P; Block 8; Lot 1 | B8  |
| 9) In-Camera – Closed Session – Legal                   | B9  |
| 10) Land Development – Offer to Purchase                | B10 |

- |  |     |
|--|-----|
| 11) Cemetery Bylaw #513                                | B11 |
| 12) Fees & Charges Bylaw #518 – Proposed               | B12 |
| 13) Recreation Funding Committee – Grant Disbursements | B13 |
| 14) Round Table  |     |
| 15)  |     |

Adjournment -

May 6, 2015

**Re: Northern and Southern Alberta After-hours Child Intervention Services**

Dear Community Partners & Stakeholders,

Starting April 1, 2015, the Southern and Northern After-Hours Teams are providing province-wide support for Albertans who need child intervention and family support services.

From anywhere in Alberta, you can call **1-800-638-0715** for after-hours response. You will be prompted to **press 1** if you are calling from Red Deer or South of Red Deer and to **press 2** if you are calling from North of Red Deer. Regardless of which After-Hours Team you connect with, you can expect that they will assist you with your matter. Northern and Southern After-Hours Teams will work with the appropriate Child and Family Services (CFS) after-hours staff to respond to emergent cases or to ensure that your information is forwarded to the local office for follow-up during the next business day (for non-emergent cases).

The After-Hours sites are now able to provide the following services directly:

- Caregiver crisis support
- The Kinship Inquiry Number
- Language translation services

If you have concerns or questions, please feel free to contact Associate Director of Child Intervention, Toni Kazmir at 403-755-1463 or by email at [toni.kazmir@gov.ab.ca](mailto:toni.kazmir@gov.ab.ca). Central Region CFS will work with our North and South After-Hours Team colleagues to address these matters.

***As always, please remember: child abuse is any act of maltreatment of a child by a parent or guardian that results in injury or harm. If you have reason to believe a child is being abused or neglected by their parent or guardian, please contact us to discuss your concerns.***

Sincerely,



David Tunney, Regional Director  
Central Region Child and Family Services

JUNE 1-7



Since 1986, Alberta has encouraged communities and organizations to come together and honour seniors for their many contributions to our province. This year, Seniors' Week is June 1-7, 2015.

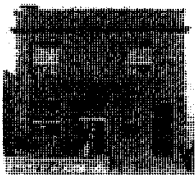
Across Alberta, organizations and municipalities will host various events throughout Seniors' Week. Enclosed you will find a poster to help promote the events happening in your community. You may request additional copies of the poster by returning the enclosed fax request form.

To register your event using the Alberta Culture Calendar, visit [www.culture.alberta.ca/events](http://www.culture.alberta.ca/events), click on Submit Event, and enter your event under the Seniors' Week category in the drop down menu.

I hope that you will join in celebrating Seniors' Week 2015!

RECEIVED  
APR 20 2015

Alberta



**Sedgewick Historical Society**

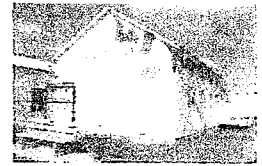
**Box 538**

**Sedgewick, Alberta T0B 4C0**

RECEIVED  
APR 1 5 2015

**Phone: 780-384-3741**

**C.R.E.A.M Member**



The Sedgewick Historical Society, established in 1961 is located in the former Merchants Bank of Canada (Bank of Montreal) in Sedgewick, Alberta, along with the Goose Creek School museum. The Museum is a member of: The Alberta Museum Association and Central Rural East Alberta Museum Association. We belong to "Alberta Gen Web and volunteer genealogical research for the Sedgewick area.

Many people travel from far and wide to take in all that the Museum has to offer. Besides the homestead items we also have native Artifacts, we have a handicap accessible living quarters above the Museum for display. We host monthly teas, pie sales twice a year, Lakeside Market every Saturday during July and August and a Christmas Craft Sale.

Our hours of operation for 2015 are every Tuesday and Thursday from 1:30 pm to 4:30 pm or phone (780) 384-3645 or (780) 384-3571 to make an appointment to view the museums.

A donation of \$50.00 from each business will generate enough money to continue operating. Along with receiving a charitable tax receipt, your name will be displayed on a list of donors near the main entrance of the Museum and the Goose Creek School Museum.

Please visit the Sedgewick Museum to see and enjoy new additions and changes.

Sincerely,

President

Sedgewick Historical Society

**RECEIVED**  
APR 15 2015

Sedgewick Library Board  
Box 569  
Sedgewick, Alberta  
T0B 4C0

April 15, 2015

To the Sedgewick Town Council

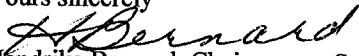
Re: Heating system in the library

We have noticed a deterioration in the heating quality for the library this winter. On many cold days, we have needed to use portable electric heaters for the comfort of the library staff and patrons at the computers and/or patrons reading in our library.

We believe that the current system is insufficient and needs upgrading. Thank you for your attention to this matter.

You may contact me (Hendrika Bernard, Chairperson) at 780-384-2480, Box 390, Sedgewick, Alberta, T0B 4C0, or by e-mail at . Or at the above library address.

Yours sincerely

  
Hendrika Bernard, Chairperson, Sedgewick Library Board

Cc; Sedgewick Rec. Board

# Flagstaff Community Medical Recruitment and Retention Committee

Date : Tuesday, April 21, 2015

Location : County Office, Sedgewick, AB

## Minutes

### Attendance

Shawn Gaetzman	Town of Hardisty
Junetta Jamerson	Rural Physician Action Plan
Rosemary Burness(via teleconference)	Rural Physician Action Plan
Geri Clark	Site Administrator, Killam Health Care Centre
Gail Watt	Town of Daysland
Diane Gordon	Town of Killam
Leslie Heck	Administrative Coordinator, Flagstaff County

### Call to order

D. Gordon called the meeting to order at 1:40 p.m.

### RPAP Skills Weekend

The Alberta Rural Physician Action Plan support Alberta's rural physicians, their families and communities in improving the quality of rural health care by offering comprehensive, integrated initiatives to enhance rural medical services, education, recruitment and retention. RPAP Rural Community Skills Weekend are one such initiative.

Rural Community Skills Weekends are scheduled throughout the year in communities for exposure to rural community living and practice and to learn new skills taught by local health care practitioners. Communities use this opportunity to showcase their assets to medical and health science students who typically stay for the weekend. Local healthcare professionals teach students skills such as starting IV's, casting and suturing. These rural community skills weekends help medical and health science students to find out what it is like to practice in a rural community, to discover some practice sites they might consider in the future, and to learn basic skills taught by local physicians and other health care professionals.

The committee discussed the possibility of hosting a rural community skills weekend in the Flagstaff region, showcasing the three health care centres. Typically, RPAP provides all funding for the weekend with the exception of the community dinner, which would be the committee's responsibility.

### Resolution

MOVED by G. Clark to host a Rural Community Skills Weekend between October 15 and November 15, 2015, with the intention that costs are covered by the Rural Physician Action Plan.

**Carried**

**Recruitment of  
local students to  
medical  
profession**

A discussion ensued regarding what is being done at the local level in schools to promote education and careers in the health care field.

**Resolution**

MOVED by G. Watt to invite Rita Marler, BRSD Superintendent, to an upcoming meeting to discuss the need for health care professionals in the Flagstaff region and how to collaborate to address this issue.

**Carried**

**Facility Updates**

Daysland - G. Watt advised that Daysland is currently recruiting for one physician. The Daysland Hospital Foundation owes only \$113,000 on the medical centre debt.

Killam - G. Clark advised that Killam is not recruiting for any physicians at this time. Monthly meetings are held regarding the two primary care networks. It is a possibility that the Killam Health Care Centre will be able to provide meals on wheels to the new self contained units at the Flagstaff Lodge, when it is built.

**Next Meeting**

The next meeting will be held on May 11, 2015 at 1:30 p.m. at the Flagstaff County office.



## CAO Town of Sedgewick

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**From:** John McGowan <jmcgowan@auma.ca>  
**Sent:** May-13-15 3:28 PM  
**To:** Undisclosed recipients:  
**Subject:** Mayors' Caucuses June 17-19

Dear Mayors and CAOs:

Registration is open for the June Mayors' Caucus in Strathmore which returns to the traditional format where members attend one day according to their size:

- June 17—municipalities under 2,500 population
- June 18—municipalities between 2,500 and 10,000 population
- June 19—municipalities with populations greater than 10,000

Caucuses are open to Mayors, Council members, and CAOs and are a tremendous opportunity to network and build consensus on key issues that affect Alberta's communities.

Caucuses will be held at the [Strathmore Travelodge](#) and members can look forward to sessions on topics such as MGA review, land use planning, RCMP services, actions to mitigate risks with medical marijuana facilities and grow ops, and provincial action on rural health care improvements. A preliminary agenda for the Mayors Caucus can be found [here](#).

The Caucus also includes an opportunity for members to bring forward Requests for Decision (RFDs) on issues that are of concern to their community and where they are requesting action by AUMA. These RFDs are discussed and voted by attendees at the Caucuses so that recommended issues can be recommended to the AUMA Board. RFDs must be submitted by June 1, 2015 to [mford@auma.ca](mailto:mford@auma.ca). More information on RFDs is available [here](#).

If you require hotel accommodation, you can consider the Strathmore Travelodge as well as the following nearby hotels:

- Best Western Strathmore Inn  
403-934-5777
- Days Inn & Suites Strathmore  
403-934-1134
- Super 8 Strathmore  
403-934-1808
- Howard Johnson Strathmore  
403-934-4000
- Leroy's Motor Inn  
403-934-3545

The cost for attending the one-day Caucus is \$75 plus GST. Keep an eye on the AUMA Digest as well as our Mayors' Caucus [site](#) in the coming weeks for updates to the agenda and other information about Mayors' Caucus.

John McGowan

AUMA CEO

**John McGowan**  
**Chief Executive Officer**

D: 780.433.4431

C: 780.499.0675

E: [jmcgowan@auma.ca](mailto:jmcgowan@auma.ca)

Alberta Municipal Place

300-8616 51 Ave Edmonton, AB T6E 6E6

Toll-free: 310-AUMA Fax: 1.780-433-4454

[www.auma.ca](http://www.auma.ca)

[www.amsc.ca](http://www.amsc.ca)



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No virus found in this message.

Checked by AVG - [www.avg.com](http://www.avg.com)

Version: 2014.0.4800 / Virus Database: 4311/9802 - Release Date: 05/17/15

LETTERS:

- 1. **Alberta Recycling Management Authority:** Letter advising of approval for \$27,571.64 in grant funding from the 2015 Municipal Demonstration Grant program for the Sedgewick Spray Park project.
- 2. **Lac Ste. Anne County:** Letter challenging all municipalities across Alberta to donate \$100.00 to the Federation of Canadian Municipalities (FMC) towards Women in Municipal Government Scholarship and Awards Program.
- 3. **Carillion:** Letter from Carillion advising of demographics and services provided by their company.
- 4. **Ripple Rock Elementary:** Letter from Principal Philip Cizmic informing of a class project with Sedgewick being a community chosen by their class to study. A request for lapel pins for the class was included.

NOTICES and INVITATIONS:

- 1. **Government of Alberta:** Alberta Transportation provided notice of Maximum Speed Limit amendment for Hwy 13; 400 metres east and west of the intersection with Highway 13 and Highway 869.
- 2. **Flagstaff Victim Services Unit:** Notification of Nations Victims of Crime Awareness Week.
- 3. **Legacy Partners:** Notification of services provided for municipalities recruiting senior managers.
- 4. **Wildrose Party:** Election brochure for candidate Wes Taylor, Wildrose Party.
- 5. **Western Manufacturing Technology Show:** Trade show June 15<sup>th</sup>, 16<sup>th</sup> and 17<sup>th</sup> Edmonton Expo Centre.

WORKSHOPS and SEMINARS:

MINUTES and FINANCIAL STATEMENTS:

- 1. **Flagstaff Family and Community Services:** Board meeting package for April 8<sup>th</sup>, 2015.
- 2. **Sedgewick Memorial Cemetery Monthly Statement:** Monthly financial statement ending March 31<sup>st</sup>, 2015.
- 3. **Sedgewick Community Hall:** Monthly financial statement ending March 31<sup>st</sup>, 2015.
- 4. **Sedgewick Lake Park Association:** Regular meeting minutes from March 16<sup>th</sup>, 2015.
- 5. **Flagstaff Family and Community Services:** Board meeting package for February 11<sup>th</sup>, 2015.
- 6. **Flagstaff Community Foundation:** Financial statement for the year ending December 31<sup>st</sup>, 2014.

NEWSLETTERS AND PUBLICATIONS:

- |   |                    |
|---|--------------------|
| 1. Oilsands Review:                             | May 2015           |
| 2. Award:                                       | April 2015         |
| 3. Energy East Pipeline:                        | April 2015         |
| 4. Environmental Science & Engineering:         | March/April 2015   |
| 5. Battle River REA:                            | March 2015         |
| 6. Enbridge Newsletter Package:                 | Spring 2015        |
| 7. Parkland Regional Library:                   | Annual Report 2014 |
| 8. DGE Civil Engineering Consultants:           | Company Portfolio  |
| 9. Alberta Home Visitation Network Association: | Newsletter         |

**Town of Sedgewick Monthly Statement**  
**Month Ending March 31, 2015**

As Per Books						
	General	Subd. Rec.	Muni Fire	MSI-Op	MSI-Cap	BMTG
Previous Month Balance	2,253,678.88	3,533.82	118,168.70	65,176.93	930,455.86	161,912.31
Receipts for Month	150,762.46					
Outstanding Receipts	164.00					
Interest Received	1,659.86	2.55	85.31	47.05	671.71	116.89
<b>Subtotal</b>	<b>2,406,265.20</b>	<b>3,536.37</b>	<b>118,254.01</b>	<b>65,223.98</b>	<b>931,127.57</b>	<b>162,029.20</b>
Less Disbursements	127,232.24					
First Data Charges	42.15					
AB Education	53,934.11					
Debenture Bylaw #471 (9/10)	43,239.72					
<b>Month End Balance</b>	<b>\$2,181,816.98</b>	<b>\$3,536.37</b>	<b>\$118,254.01</b>	<b>\$65,223.98</b>	<b>\$931,127.57</b>	<b>\$162,029.20</b>

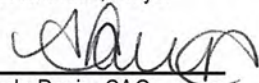
As Per Bank						
Month End Balance	2,214,907.12	3,536.37	118,254.01	65,223.98	931,127.57	162,029.20
Cash on Hand	300.00					
Cash in Transit	762.07					
<b>Subtotal</b>	<b>2,215,969.19</b>	<b>3,536.37</b>	<b>118,254.01</b>	<b>65,223.98</b>	<b>931,127.57</b>	<b>162,029.20</b>
Less Outstanding Cheques	34,152.21					
<b>Month End Balance</b>	<b>\$2,181,816.98</b>	<b>\$3,536.37</b>	<b>\$118,254.01</b>	<b>\$65,223.98</b>	<b>\$931,127.57</b>	<b>\$162,029.20</b>

Outstanding Cheques			
	Number	Amount	
Payroll Cheques			
			417 1,917.78
	404	93.75	418 281.25
	411	2,799.86	
	412	1,766.13	
	413	2,723.94	
	414	1,221.08	
	415	288.04	
	416	2,437.29	
General Cheques			
	3725	3,969.00	3907 652.50
	3764	20.00	3908 800.00
	3853	642.75	3909 5,877.93
	3889	4,133.91	3911 52.45
	3903	58.86	3913 34.00
	3904	1,077.00	3914 2,087.63
	3905	715.53	
	3906	501.53	
<b>Outstanding Cheque Total</b>		<b>\$34,152.21</b>	

Submitted to Council this 21 day of May 2015.

Interested Earned/March \$2,466.48  
GIC - 5-yr @ BRCU \$11,487.59  
GIC - 5-yr @ ATB \$19,083.04  
Total Cash and Investments \$3,330,529.54

Perry Robinson, Mayor

  
Amanda Davis, CAO

21-May-15

Mayor

21-May-15

CAO



**Town of Sedgewick Monthly Statement**  
**Month Ending April 30, 2015**

As Per Books						
	General	Subd. Rec.	Muni Fire	MSI-Op	MSI-Cap	BMTG
Previous Month Balance	2,181,816.98	3,536.37	118,254.01	65,223.98	931,127.57	162,029.20
Receipts for Month	133,386.83					
Outstanding Receipts						
Interest Received	1,530.83	2.47	82.62	45.57	650.51	113.20
<b>Subtotal</b>	2,316,734.64	3,538.84	118,336.63	65,269.55	931,778.08	162,142.40
Less Disbursements	207,870.04					
Bank Charge Back	7.00					
First Data Charges	42.35					
<b>Month End Balance</b>	<b>\$2,108,815.25</b>	<b>\$3,538.84</b>	<b>\$118,336.63</b>	<b>\$65,269.55</b>	<b>\$931,778.08</b>	<b>\$162,142.40</b>

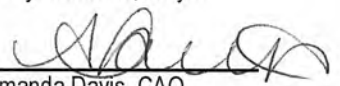
As Per Bank						
Month End Balance	2,147,087.02	3,538.84	118,336.63	65,269.55	931,778.08	162,142.40
Cash on Hand	300.00					
Cash in Transit	1,714.76					
<b>Subtotal</b>	2,149,101.78	3,538.84	118,336.63	65,269.55	931,778.08	162,142.40
Less Outstanding Cheques	40,286.53					
<b>Month End Balance</b>	<b>\$2,108,815.25</b>	<b>\$3,538.84</b>	<b>\$118,336.63</b>	<b>\$65,269.55</b>	<b>\$931,778.08</b>	<b>\$162,142.40</b>

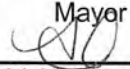
Outstanding Cheques						
	Number	Amount	Number	Amount	Number	Amount
Payroll Cheques						
	418	281.25	434	2,723.94	3973	71.87
	424	1,000.00	435	1,377.75	3974	60.61
	425	594.64	436	288.04	3976	399.00
	427	1,029.79	437	2,723.50	3977	210.00
	429	848.47	438	1,672.59	3979	52.45
	432	3,028.23	3961	216.20	3981	296.10
	433	1,766.13	3963	581.18		
General Cheques			3964	558.00		
	3725	3,969.00	3965	1,764.00		
	3764	20.00	3966	100.00		
	3926	1,160.25	3967	700.00		
	3956	17.25	3968	1,408.54		
	3957	50.00	3969	6,703.75		
	3958	2,196.83	3970	365.05		
	3959	169.94	3971	150.00		
	3960	1,532.18	3972	200.00		
<b>Outstanding Cheque Total</b>		<b>\$40,286.53</b>				

Submitted to Council this 21 day of May 2015.

Interested Earned/April	\$2,312.00
GIC - 5-yr @ BRCU	\$11,487.59
GIC - 5-yr @ ATB	\$20,266.19
<b>Total Cash and Investments</b>	<b>\$3,259,492.13</b>

Perry Robinson, Mayor

  
Amanda Davis, CAO

21-May-15  
Mayer  
  
21-May-15  
CAO

Payment #	Date	Vendor Name	Reference	Payment Amount
<b>Bank Code: AP - BRCU</b>				
Computer Cheques:				
3915	4/09/15	AAMD&C	March Stmt	3,521.97
3916	4/09/15	Government of Alberta	March 2015 Stmt	30.00
3917	4/09/15	Tyson Armitage	FD- Training -S601	1,200.00
3918	4/09/15	Canada Post Corporation	2015 Postage	1,785.00
3919	4/09/15	CCI Wireless	April Stmt- Office	58.73
3920	4/09/15	Cleartech Industries Inc	WTP Chemicals	96.33
3921	4/09/15	Corner Gas	March Stmt	681.08
3922	4/09/15	Eastlink	FD-April Stmt	38.75
3923	4/09/15	Falcon Vac Services Ltd.	Thraw Storm Drains	787.50
3924	4/09/15	Flagstaff Waste Management	FRSWMA- 2nd Qtr Requisition	32,846.76
3925	4/09/15	GE Water & Process Technology	WTP Valves x3	3,183.03
3926	4/09/15	Impact Oilfield Services Ltd.	Thraw Culvert/Spruce Dr.	1,160.25
3927	4/09/15	KaizenLAB Inc.	Water Testing-Trihalomethanes	112.35
3928	4/09/15	Kelly's Computer Services	Office/PW Computer repair	516.58
3929	4/09/15	Killam Transit Mix (1977) Ltd.	3/4" Road Gravel	472.50
3930	4/09/15	Lougheed Homestyle Bakery	FD- Gala Food	79.50
3931	4/09/15	Manitoulin Transport	March Stmt	527.97
3932	4/09/15	Parkland Regional Library	P.R.L . 2nd Qtr. Requisition	1,738.96
3933	4/09/15	Brent Polege	Weekend Burial - N/SK16	50.00
3934	4/09/15	Provost Packers Ltd.	FD Banquet- Meat	804.50
3935	4/09/15	Purolator Courier Ltd.	Cleartech Freight	30.84
3936	4/09/15	Reynolds Mirth Richards & Farm	AWD- Legal next steps	623.14
3937	4/09/15	RTS Diesel Repair & Parts Ltd.	FD-Freightliner Inspection	479.06
3938	4/09/15	Watkins Holdings Ltd.	FD-March Stmt	128.08
3939	4/09/15	SKNGS - Sedgewick Killam	March Billing	37,392.60
3940	4/09/15	Sedgewick Volunteer Fire Dept	FD-Conoco Philips 2014 Donatio	2,000.00
3941	4/09/15	Telus	March 2015 Statement	873.47
3942	4/09/15	The Bethany Group	2015 FRHG Requisition	19,255.00
3943	4/09/15	TNT Instrumentation Inc.	WTP-Mov Drain	296.10
3944	4/09/15	Town Of Sedgewick	March 2015 Utility Billing	1,193.84
3945	4/09/15	Wainwright Assessment	April Stmt	1,036.35
3946	4/09/15	Xerox Canada Ltd	photocopier maintenance	238.11
3947	4/09/15	David Zayonce	FD-Proctor Test S601	350.00
3948	4/17/15	AMSC	March 2015 Charges	7,835.25
3949	4/17/15	Battle River R.E.A. Ltd	March 2015 Charges	50.28
3950	4/17/15	CUETS Financial Mastercard	March 2015 Stmt	423.15
3951	4/17/15	Flagstaff Community Adult Lear	LP- Women's Conference	55.00
3952	4/17/15	Petty Cash Fund	Jan-March 2015	162.95
3953	4/17/15	Connie Polege	Food for Fireman's Gala	705.78
3954	4/17/15	Sedgewick Community Hall Assoc	Hall rental from County	630.00
3955	4/17/15	Wild Rose Co-operative Ltd.	March 2015 Stmt	440.09
3956	4/28/15	Air Liquide Canada Inc.	Shop-Cylinder refill March	17.25
3957	4/28/15	Amanda Davis	2015- 5 Years Service	50.00
3958	4/28/15	AMSC Insurance Services Ltd.	May 2015 Remittance	2,196.83
3959	4/28/15	Brazilian Canadian Coffee Inc.	Office- coffee	169.94
3960	4/28/15	Cleartech Industries Inc	April Stmt	1,532.18
3961	4/28/15	The Community Press	March Stmt	216.20
3962	4/28/15	Eastlink	FD-May Stmt	38.75
3963	4/28/15	Elegant Event Rentals	Fireman Gala - decor rentals	581.18
3964	4/28/15	Flagstaff County	Peace Officer/March	558.00
3965	4/28/15	Forster Feeder Manufacturing	50 St. Waterline Repair	1,764.00
3966	4/28/15	Joey Hebert	2015- 10 FD Service	100.00
3967	4/28/15	Killam Recreation Board	Enbridge Donation Killam/Sedge	700.00
3968	4/28/15	Lamb Ford Sales Ltd.	2010 F150- throttle replacemen	1,408.54
3969	4/28/15	Local Authorities Pension Plan	April 2015 Remittance	6,703.75
3970	4/28/15	Manitoulin Transport	March Stmt	365.05
3971	4/28/15	McArthur, Rob	2015-15 years FD Service	150.00
3972	4/28/15	Connie McArthur	FD-2014 Society Retrun	200.00
3973	4/28/15	Government Of Alberta	2012 Linear Equalized Assess	71.87
3974	4/28/15	Purolator Courier Ltd.	Freight-RMRF/Summit	60.61
3975	4/28/15	Canada Revenue Agency	April 2015 Remittance	10,261.23
3976	4/28/15	Rees N.D.T. Inspection Service	CVIP Insp. Bucket Truck	399.00

Payment #	Date	Vendor Name	Reference	Payment Amount
3977	4/28/15	Sedgewick Community Hall Assoc	A/R - Hall rental/Rec	210.00
3978	4/28/15	Sedgewick Lake Park Assoc.	MSI Op Alloc-Spray Park	28,819.00
3979	4/28/15	Syban Systems Ltd.	WTP-Internet	52.45
3980	4/28/15	Telus (Mike)	FD - Feb 2015 Charges	61.19
3981	4/28/15	TNT Instrumentation Inc.	WTP-Flow Meter Repair	296.10
Total for AP:				180,873.97

Accounts payable cheques for the month ending April 30, 2015.

April 30<sup>th</sup>, 2015 Payroll

0419-0431	04/15/2015	Mid Month Payroll	13,415.89
0432-0438	04/30/2015	Month End Payroll	<u>13,580.18</u>
Total for Payroll:			\$26,996.07

\_\_\_\_\_  
21-May-15  
Mayor

\_\_\_\_\_  
21-May-15  
CAO

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## **Town of Sedgewick - Council Committee Reports to May 21<sup>st</sup>, 2015**

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### **Mayor P. Robinson reported attendance to:**

#### **Flagstaff Initiative to Relationship and Spousal Trauma (FIRST) Planning Session, May 4<sup>th</sup>, 2015, Killam**

- Having been founded in 1990, FIRST was a leading edge organization which gained worldwide acclaim through the United Nation as a unique organization providing resources to mitigate citizen needs in instances of domestic abuse. In fact FIRST has won awards for its outstanding work in securing cooperative partnerships from dozens of other organizations toward its goal of actually doing something about the disease of family and spousal abuse, which is NOT gender specific, incidentally. Its success was so profound that it actually led to the establishment of a Victim's Services Unit (VSU) working in conjunction with the RCMP, which now deals with all cases of domestic violence.

Having established that, FIRST now finds itself in a somewhat re-designated role; that of providing vital education through the schools in the anti-bullying program and discussion among young people about the implications of bullying, abuse and family violence. As these problems are typically learned in the home, they tend to become a way of life for the offender and it is thought that intervention at a young age is vital to breaking that chain.

As a result, FIRST wishes to re-brand itself to more accurately represent its role as it has evolved through its resounding success. There was some discussion as to it leaving the scene as its original role seems to have been accomplished with VSU, however; it was strongly felt in consensus that it should continue in its new role.

Having established that, FIRST wishes to engage municipalities to offer an educational process to elected officials and the citizenry as a whole, with a view to seeking input on potential types of services and resource partnerships to combat evolving domestic abuse problems in our ever changing world. This I, as Mayor, strongly advocate and would earnestly encourage Council to attend such a seminar when it becomes available.

#### **Cemetery Committee Meeting – Public Engagement Session, May 6<sup>th</sup>, 2015**

- In attendance with Clr.'s Imlah, Rose, CAO Davis and Administrative Assistant Steil.
- A public engagement session was held at the Community Hall in reference to proposed Cemetery Bylaw #513. The input from the citizenry was constructive and favourable, with us being able to gain consensus and approval for the new bylaw, as well as modifying the size and department of the conduit pipe receptacles. The meeting ended in peace and harmony and was a resounding success in my view.

### **Clr. C. Rose reported attendance to:**

#### **Sedgewick Lake Park Board Meeting – April 13<sup>th</sup>, 2015**

- Brent Polege, Public Works has been sent to take the pool operators course in an effort to provide the lake with back-up support. The operators course is good for five years.



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## **Town of Sedgewick - Council Committee Reports to May 21<sup>st</sup>, 2015**

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- Various applications have been submit for the spray park; UFA and Pioneer Richardson to name a few.
- Weather permitting the annual lake clean-up has been scheduled for May 2<sup>nd</sup> and 3<sup>rd</sup>.
- Further discussions regarding capital projects were deferred until Manager's Nordstrom return.
- Public Works is not planning on replacing the tractor at this time so the Lake is going to seek alternate options for equipment.

### **Clr. G. Sparrow reported attendance to:**

#### **Sedgewick Rec Board Meeting – April 21<sup>st</sup>, 2015**

- The board received a letter from the library board expressing concerns with the heating system. The heating issue will be addressed at the next meeting as the heating issues are part of the Multi Year Capital Plan for 2015 (encompassing the curling lounge, bowling and library systems).
- There are various areas that require painting around the ball diamonds, bleachers and around the rec center. The town students will be helping complete these projects.
- Facility Manager Polege is checking into costs to repair bathrooms in the upstairs of the facility as they are in disrepair.
- A pool table has been donated from Nights Alive and has been put in a spare room.
- We are obtaining prices on VRA for the Zamboni which is the refueling system (natural gas).
- Floor surface in the arena was scratched when the ice was removed. A policy will be developed to ensure such damage does not occur again in the future.
- The board has implementing a sign in/out sheet for facility keys that will be kept in the rec center office. Facility Manager Polege is responsible to for managing the keys.
- There will be a slo pitch tournament on the July 9<sup>th</sup> weekend.
- The Town of Killam has removed their bowling alley, as a result a bid has been sent to purchase all the old bowling shoes and balls for \$100.
- A \$1,500 budget has been set to replace and update exit signs and lighting.
- A lacrosse tournament is scheduled for the weekend of June 12; we are expecting approximately 300 visitors.

### **Clr. W. Dame reported attendance to:**

#### **Sedgewick Community Hall Board – no regular board meeting was held in April.**

- Another Old Time Dance was held on April 12<sup>th</sup> which was well attended generating approximately \$400 in revenue for the Hall board.
- The next dance is scheduled for May 24<sup>th</sup> – dances will begin again in September.

#### **Flagstaff Regional Solid Waste Management (FRSWMA) Board Meeting – April 27<sup>th</sup>, 2015**

- The operations and financial updates were presented by Manager M. Hampshire (financial report attached).
- Personnel Update:

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**Town of Sedgewick - Council Committee Reports to May 21<sup>st</sup>, 2015**

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- There have been no personnel changes;
  - Performance reviews and salary adjustments will be available next month;
- Landfill Update:
  - The landfill has dried up and roads have been graded;
  - There is planning for a new chemical container compound within the county.
- Transfer Site Updates:
  - Activity has increased at all transfer sites.
  - All burning will be completed;
- Transportation Services Update:
  - A new front end truck has been ordered; \$280,581.80
- Bin Service Update:
  - Bin rentals are slower than last year at this time however some new jobs and contracts are beginning.
  - The bin repainting program is near 70% complete;
  - New bins were delivered.
- Recycle Program Update:
  - The cardboard and commingling programs are growing very quickly and compost is currently being picked up twice a week which never occurred in 2014.

**Clr. F. Watkins reports attendance to:****Sedgewick Volunteer Fire Department Meeting – May 7<sup>th</sup>, 2015:**

- Seven volunteers in attendance;
- The departments was very pleased to raise the \$4,300 at the Fireman's Ball;
- One call out – low battery in a smoke detector;
- The department did a training practice in Loughheed to ensure their equipment could hook up to the hydrants – our 4" hoses do not fit the hydrants, Chief Hebert is working on a solution to ensure Sedgewick is prepared if mutual aid is required.
- The department would like to get new overhead doors installed to allow for the new truck; they are awaiting quotes for labor;
- T&T have installed a disconnect in the rear of the building to accommodate a backup generator. The department is planning on purchasing a backup generator with their casino funding (\$10-12,000);
- On behalf of the Town of Sedgewick, I presented Chief Hebert with his ten year service award and bonus – he was very happy to be recognized.
  - Unable to present to Deputy Chief McArthur as he was not at the meeting.

**Flagstaff Regional Housing Group (FRHG) Board Meeting UPDATES:**

- There are plans in place for the ten unit independent housing facility that will be put for tender shortly (see attached);

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**Town of Sedgewick - Council Committee Reports to May 21<sup>st</sup>, 2015**

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- The various concerns raised by lodge resident and family members were addressed on May 5<sup>th</sup> pursuant to an email sent from Town Administration. J. Davis of the Bethany Group provided residents with a brief update on the project and held a Q&A Session.

**Clr. E. Skoberg** - nothing to report;

**Clr. G. Imlah** – no report submit.

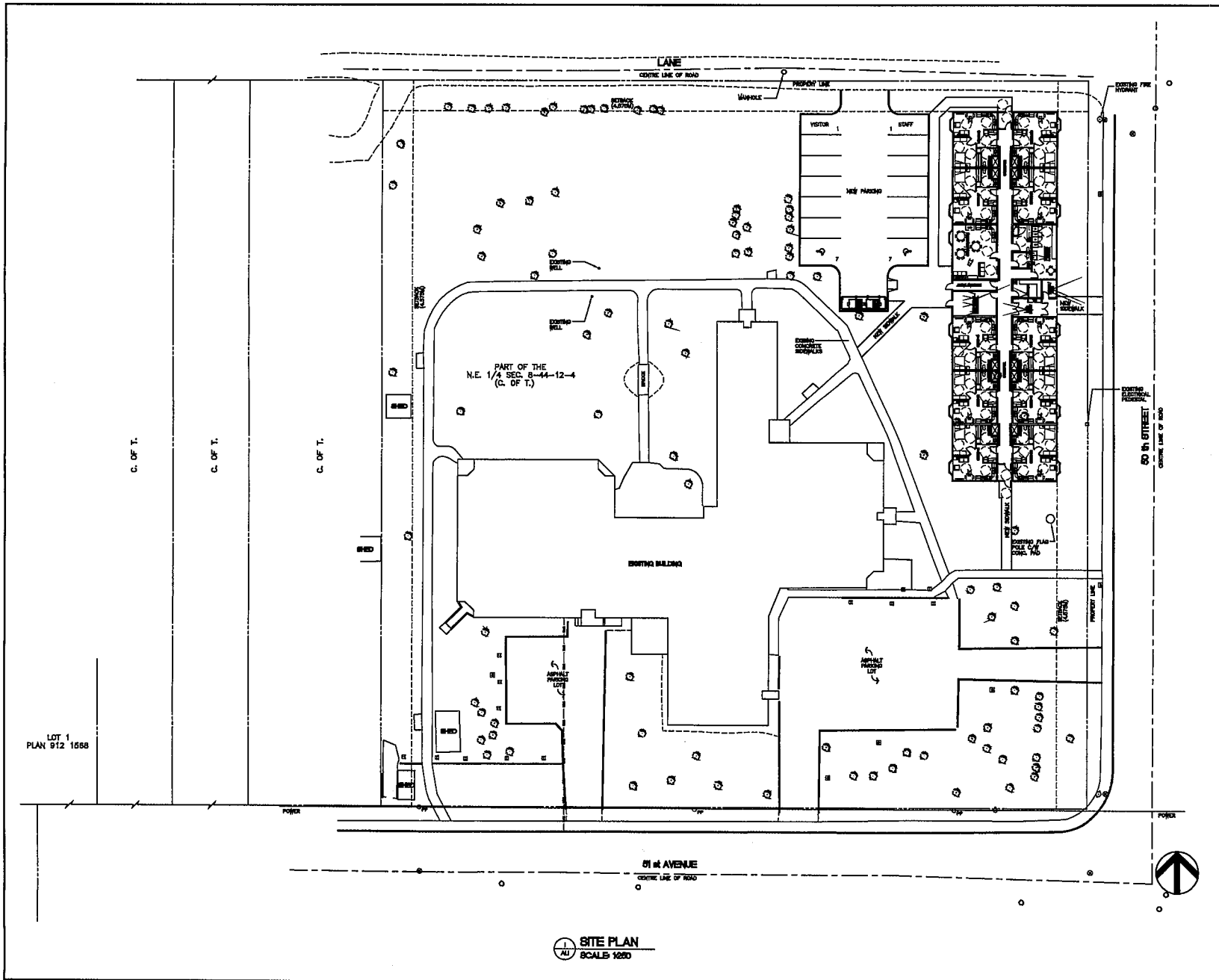
**Attachments:**

1. FRSWMA Financial Report
2. FRHG – 10 Unit Placement Design

## Flagstaff Regional Solid Waste Management

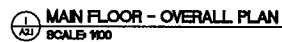
	Budget 2015	Actual 2015 (to March 31)	% of 2015 Budget	Actual 2014 (to March 31)	Change over 2014
<b>Operations Revenue</b>					
Landfill - Scales & Property	\$ 99,450.00	\$ 18,265.30	18%	\$ 7,817.89	134%
Asbestos Contracts	\$ 130,000.00	\$ 22,123.45	17%	\$ 19,594.40	13%
Bin Rentals & Service	\$ 1,031,800.00	\$ 332,469.91	32%	\$ 334,861.89	-1%
Municipal	\$ 1,195,000.00	\$ 298,750.01	25%	\$ 268,360.90	11%
Recycle	\$ 62,600.00	\$ 3,723.15	6%	\$ 3,698.40	1%
Administration	\$ 15,200.00	\$ 2,297.73	15%	\$ 1,485.24	55%
Transfer Sites	\$ 60,000.00	\$ 7,589.56	13%	\$ 6,720.10	13%
Revenue Total	\$ 2,594,050.00	\$ 685,219.11	26%	\$ 642,538.82	7%
<b>Operations Expense</b>					
Staff Salaries & Benefits	\$ 1,392,308.22	\$ 287,057.80	20.6%	\$ 255,786.73	12%
Transportation Services	\$ 395,500.00	\$ 94,274.77	23.8%	\$ 62,768.29	50%
Landfill Expenses	\$ 166,300.00	\$ 19,857.54	11.9%	\$ 12,324.18	61%
Recycling Expenses	\$ 30,000.00	\$ 3,013.30	10.0%	\$ 3,005.30	0%
Bin Services	\$ 14,500.00	\$ 264.12	1.8%	\$ 1,052.74	-75%
Transfer Site Expenses	\$ 40,600.00	\$ 1,626.83	4.0%	\$ 1,874.34	-13%
Administration	\$ 185,665.00	\$ 45,855.15	24.7%	\$ 47,805.22	-4%
Marketing & Communication	\$ 3,700.00	\$ -	0.0%	\$ 623.50	-100%
Safety	\$ 7,200.00	\$ 945.67	13.1%	\$ 891.29	6%
Expense Total	\$ 2,235,773.22	\$ 452,895.18	20.3%	\$ 386,131.59	17%
Net Operations Income	\$ 358,276.78	\$ 232,323.93		\$ 256,407.23	
Closure/Post Closure	\$ (108,000.00)				
Capital Reserve/Depreciation	\$ (250,000.00)				
Net	\$ 276.78				

NB March 31 is 25% of Year.



REMARKS																									
LEGAL DESCRIPTION N.E. 1/2 SEC 8, TWP 44 RGE. 12, W.4 M.																									
MUNICIPAL ADDRESS 5001 - 51st AVENUE, SEDGEWICK, ALBERTA																									
EXISTING SITE COVERAGE																									
PROPOSED NEW SITE COVERAGE																									
PROPOSED NEW BUILDING HEIGHT 4575 MM (15'-0")																									
PROPOSED SETBACKS EQUAL TO OR GREATER THAN BUILDING HEIGHT 4575 MM (15'-0")																									
PARKING REQUIREMENTS NEW BUILDING ONLY 1 STALL / DWELLING UNIT PROVIDED, 2 BARRIER FREE STALLS, 1 STAFF STALL, AND 1 VISITOR STALL PROVIDED = 14 STALLS TOTAL (20 STALLS REQUIRED)																									
SYMBOL LEGEND		ROOM/FINISH SCHEDULE																							
[RT] - ROOM WALLS	[RT] - ROOM WALLS	[CE] - CEILING FINISH	[CE] - CEILING FINISH																						
[DO] - DOOR WALLS	[DO] - DOOR WALLS	[FL] - FLOOR FINISH	[FL] - FLOOR FINISH																						
[PO] - POOL WALLS	[PO] - POOL WALLS	[SI] - SINK	[SI] - SINK																						
[ST] - STALL TYPES	[ST] - STALL TYPES	[WC] - W.C.	[WC] - W.C.																						
[N] - GENERAL NOTES	[N] - GENERAL NOTES	[F] - FLOOR FINISH	[F] - FLOOR FINISH																						
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DATE	REVISIONS																								
CONSULTANT																									
<small>#2 5000 - 51, avenue, red deer, alberta, canada, t4n 1b5 t. 403.345.4542 f. 403.347.2015 www.jmaa.ca o. jmaa@jmaa.ca</small>																									
SAL		POINT TO PRACTICE																							
PROJECT		SEDGEWICK SENIORS SELF CONTAINED UNITS																							
DRAWING																									
SITE PLAN OPTION 2																									
DATE 04/16/16	DRAWN BY BT	CHECKED BY COL	SCALE 1:500																						
PROJECT NO. 1092-15	CUSTOMER -	DRAWING NO. A1.1																							

1 SITE PLAN  
SCALE 1:500



## REMARKS

**BUILDING FOOTPRINT:**  
865.7' M2 / 9,318.3' FT2

**BATH AREA:**  
53.2' M2 / 584.2' FT2

**COMMON ROOM AREA:**  
67.9' M2 / 623.2' FT2

**RESIDENT LAUNDRY AREA:**  
30.8' M2 / 328.4' FT2

**JANTOR / HOUSEKEEPER:**  
12.3' M2 / 132.4' FT2

**W/O'S:**  
6.8' M2 / 73.2' FT2

**W/O'S OPS ROOM:**  
11.9' M2 / 128.1' FT2

**UTILITY ROOM:**  
32.1' M2 / 346.5' FT2

**COMMON MOUNT:**  
1.5' M / 6'-0" TO 2.1' M / 6'-10"

**SYMBOL LEGEND**

- ROOM NUMBER
- DOOR NUMBER
- FLOORPLAN NUMBER
- WALL TYPE
- GENERAL NOTE

**ROOM FINISH SCHEDULE**

- CEILING HEIGHT
- CEILING FINISH
- ROOM NUMBER
- BASE
- CHANGE IN FLOOR MATERIAL
- FINISH TYPE

[illegible][illegible]JMAA  
architecture

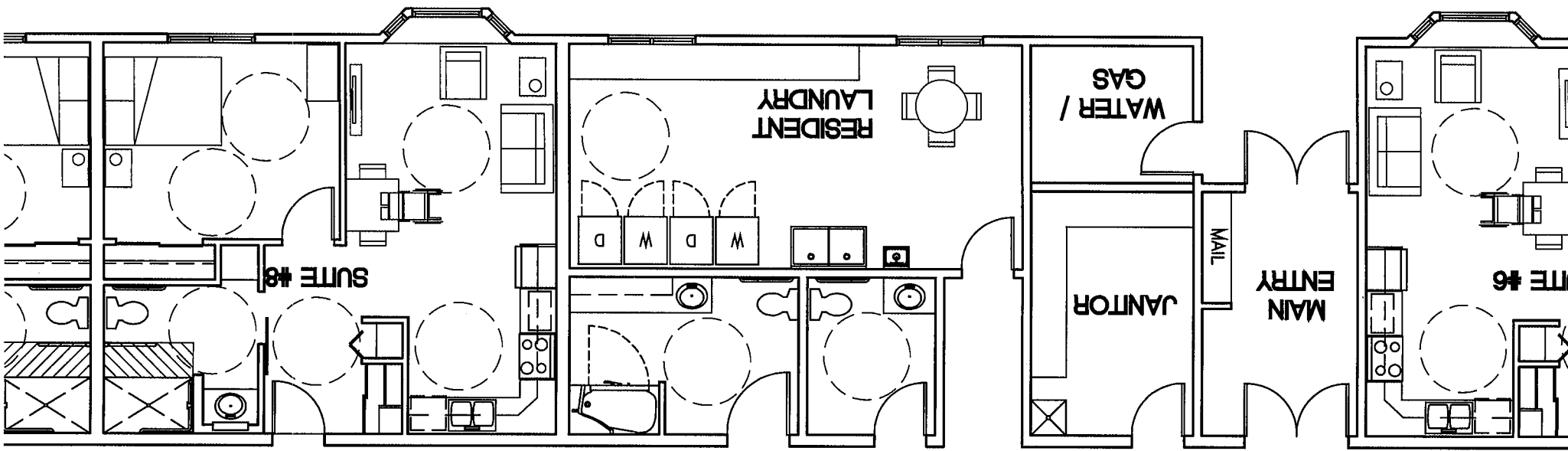
#2 5000 - 51 avenue, red deer, alberta, canada, t4n 4n5  
t. 403.348.4542 f. 403.347.2015 www.jmng.ca o. jmae27@jmng.ca

SEN.	PERMIT TO PROCEED

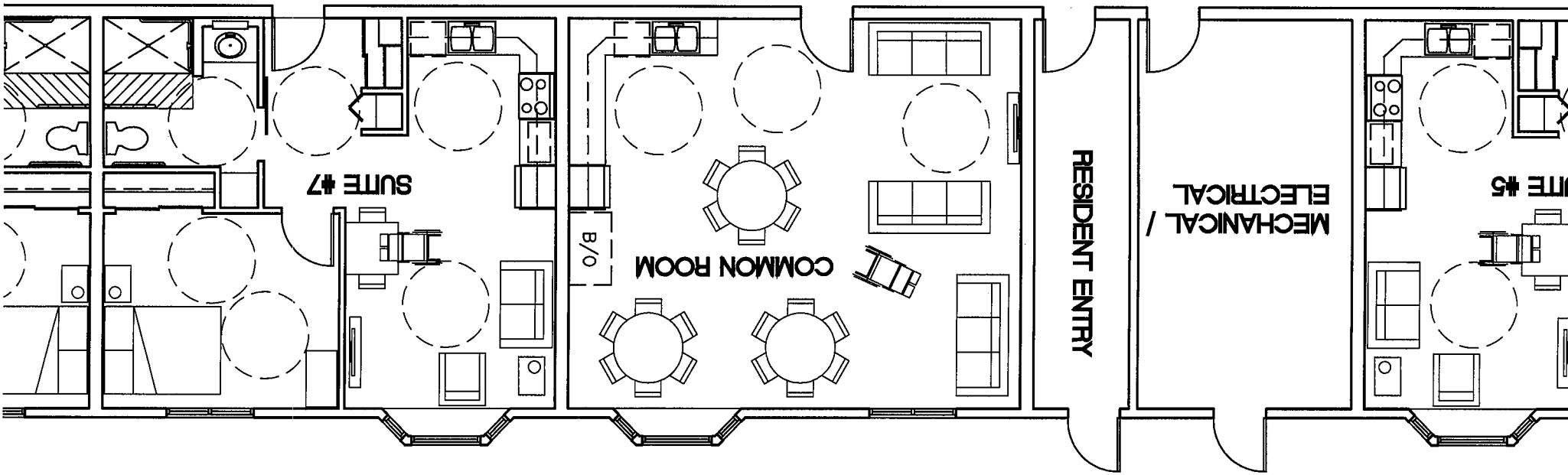
PROJECT	SEDGEWICK SENIORS SELF CONTAINED NEW CONSTRUCTION
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**MAIN FLOOR PLAN  
OPTION 2**

DATE: 2018.04.25	DRAWN BY: CZL	CHECKED BY: CZL	SCALE: 1:100
PROJECT NO: 1092-15		CLIENT NO:	DRAWING NO: A1



CORRIDOR



**Clr. F. Watkins reports attendance to:**

**Flagstaff Regional Housing Group (FRHG) Board Meeting, May 19<sup>th</sup>, 2015**

- Financial report was approved as presented;
- J. Davis provided an operations report – no major concerns
  - Five (5) furnaces were changed out at Big Knife Villa;
  - Discussed the meeting at the Flagstaff Lodge and thought it went okay as far as the residents were concerned.
- Concerns raised with regards to complaints being send to municipal CAO's rather than the management body. The board has elected a plan to have an order in which complaints should be handled. A policy is to be drafted so that any concerns are directed to board members and further addressed at board meetings. The policy is to be sent to municipal offices to clear up any uncertainties.
- Discussion held pertaining to the viability of the Flagstaff Lodge should numbers drop (8-10 residents) as the requisition cost to municipalities would be substantial. The board was not in favor of addressing the potential issue at this time and will cross that bridge it and when it arises.
- Discussion held regarding the FRHG covering moving expenses for the Flagstaff Lodge residents. Nothing has been finalized at this time.
- A field trip is being planned for residents from the Flagstaff Lodge so they can see what Forestburg and Galahad facilities have to offer – date and time is TBD.
- Big Knife Villa project is on time and is expected to go to tender June 15 with a start date of early July.
  - Sprinklers in the old building are expected to cost \$500,000
- The Sedgewick project has been sent back to the Architect for small changes and then should be sent to tender.



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## **Town of Sedgewick Public Works Report – Period Ending May 21<sup>st</sup>, 2015**

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### **An update on public works activities up to May 21<sup>st</sup>, 2015:**

- Water has been turned on to Sedgewick Lake, the trailer dump and main Street Park.
- The problems with the UV dosage at the Water Treatment Plant (WTP) have been resolved. There is an issue however with filter #2. The filter is not taking out enough iron and manganese so slightly colored water is going through the UV system throwing out the numbers.
  - At this time we've shut down filter #2 and we are only running on filters 1 and 3. The filters have not been "cleaned" in over thirty years – we are obtaining quotes from Armstrong Waterwell to replace the green sand and gravel. We are estimating repairs at \$20,000 for filter #2 however until we get in to investigate the status of the gravel full repairs are unknown.
- Armstrong Waterwell cleaned wells 5 and 6. We decided to replace the pump and meter on well 6 as it was in poor condition (16 years old). The pump was also replaced on well 5 however left the motor as it was quite a bit newer.
  - After cleaning and replacing motors and meters wells 5 and 6 put out 7.2 liters per second compared to 5.3 liters per second.
- Summer student update:
  - One full time student started May 4<sup>th</sup>;
  - We have one part-time student working Tuesday's and Thursday's until July when she will be on full-time.
  - We've been unsuccessful in our endeavor to hire a third public works employee so we've hired a third student who will begin employment at the end of June.
- The Ford ½ ton panel is getting replaced on June 8<sup>th</sup> at O'Brian's Auto Body.

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21-May-15  
Mayor

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21-May-15  
CAO

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## **Town of Sedgewick – Director of Parks and Recreation Report – Period Ending May 21<sup>st</sup>, 2015**

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**Marta Hampshire, Director of Parks and Recreation reported attendance to the following meetings since the April 21<sup>st</sup>, 2015 Council meeting.**

- May 4<sup>th</sup> – regular Recreation board meeting

### **Grant Applications:**

Applications have been submit for the following:

- Enabling Accessibility Fund, Spray Park Project
- Fortis Alberta Community Naturalization Grant, trees for the Golf Course (notification was received on May 8<sup>th</sup> that this application was successful and the Town will be receiving \$3,000)
- Coop Grant, Spray Park Project
- Farm Credit Canada, bunker gear for the fire department.

\*The Town received notification that our application to UFA Get and Give for the Spray Park was unsuccessful.

### **Killam Sedgwick Sprint Triathlon:**

- We have the majority of our expenses underwritten by businesses in Killam and Sedgewick.
- Alberta Triathlon Association will be present to aid in and monitor our Triathlon.
- Registration deadline was scheduled for May 9<sup>th</sup> our numbers were significantly lower than expected. As a result we've extended registration for an additional week and have decided to add a second Try-it component consisting of a 300 meter swim, 14 km bike and 2 km walk run.

### **Recreation Funding Grant:**

- Reviewed all applications that were received for Phase I of the Recreation grant program.
  - Under the direction of CAO Davis, I have been investigating outside grant opportunities in support of the proposed applications. We've found a handful of grants that our user groups are eligible to apply for that will continue to offset the cost of their programs. Groups have been notified of such opportunities and we've offered to provide assistance with the applications.

### **Fundraising Initiatives:**

- I notified all recreation user groups of a fundraising opportunity through the Alberta Highway Clean-up program. Alberta Transportation paid double this year at \$100/km. Unfortunately, this initiative was poorly supported.
  - The following groups participated:
    - Sedgewick Snipers, Ladies Fastball Team;
    - Killam Sedgewick Triathlon, group of volunteers;
    - Alpine Ski Club

After speaking with other community user groups an initiative has been brought to my attention that may be great for the Town of Sedgewick to initiate. The Village of Rosalind has a location within their community that residents may drop off their bottles and all funds raised get put towards the purchase of fireworks for July 1<sup>st</sup>. Would council support an initiative of such?

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21-May-15  
Mayor

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21-May-15  
CAO

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**Town of Sedgewick – Director of Parks and Recreation Report – Period Ending May 21<sup>st</sup>, 2015**

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- Local organizations do bottle drives to help offset their expenses, this initiative would not eliminate the bottle drives but it would be an opportunity for anyone who wants to support the purchase of more fireworks for July 1<sup>st</sup>.
- The Hardisty Bottle Depot has offered to pick up the bottles from the designated site pending support from council.
- Is this something the community would be interested in?

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21-May-15  
Mayor

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21-May-15  
CAO

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## Town of Sedgewick - CAO Report – Period Ending May 21<sup>st</sup>, 2015

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### (12) Administration

- Tax arrears processing has been completed. All properties that were put on the arrears list have paid their outstanding charges in full less Plan 1251KS; Block 10; Lot 2A.
- Administrative personnel were sent to the Women's Conference hosted by Flagstaff Community Adult Learning on April 23<sup>rd</sup> for personal development and appreciation.
- Preparing and balancing the 2015 mill rates.

Pursuant to the Town of Sedgewick's Long Standing Service Award Policy the following awards have been given for 2015:

1. Rob McArthur, Deputy Fire Chief – 15 years
2. Joe Hebert, Fire Chief – 10 years
3. Amanda Davis, CAO – 5 years

### (24) Disaster Services

Municipal Emergency Management (MEP) Review – members in attendance, John Lamb, Alberta Emergency Management Agency, Field Officer; Richard Debock, Deputy Director of Emergency Management and M. Steil, Administrative Assistant.

J. Lamb completed the Town of Sedgewick MEP review. The last review was conducted in September 2013. MEP review is required every second year.

- J. Lamb will provide a written review report for distribution and for our records;
- J. Lamb will provide recommendations to improve the Town of Sedgewick MEP based on his review;
- Registration for access to the Comprehensive Emergency Management Plan (CEMP) for I. Malcolm, DEM, R. Debock, DDEM and M. Steil, Administrative Assistant which will allow access to tools available to aid in the continued development of our MEP, J. Lamb will set up registration;
- Recommendation for I. Malcolm, R. Debock and M. Steil to complete Basic Emergency Management (BEM) course;
- Recommendation for I. Malcolm, R. Debock and M. Steil to complete the Risk Assessment Evaluation on CEMP. J. Lamb will provide links to course information;
- M. Steil will make any amendments to the MEP and provide updated information to all parties requiring the document;
- I. Malcolm and R. Debock will attend a disaster exercise in Provost on May 26<sup>th</sup>, 2015 as a part of their ongoing training;
- M. Steil is in the process of completing ICS100.

### (26) Bylaw

Various Unsightly Premises orders have been sent. There are two more that are to be sent however require more attention.

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21-May-15  
Mayor

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21-May-15  
CAO

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## **Town of Sedgewick - CAO Report – Period Ending May 21<sup>st</sup>, 2015**

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### **(32) Public Works**

Public Works Assistant, B. Polege was send to take a Pool Operators Certification course which he successfully passed receiving 100% on the final exam.

### **(56) Cemetery**

Prepared and facilitated a public engagement session in reference to Cemetery Bylaw #513 which is included on this agenda for approval.

### **(66) Development**

- Ongoing consultation with both with subdivision applicants TS/14/01 and TS/14/02 as approval of the agreements are contingent upon the preparation and approval of Development Agreements (DA). The DA for file TS/14/02 is being prepared by RMRF and will be registered on title in accordance with the residential lot line adjustment.
- A proposal has been delivered for the construction of a new shop within Plan 992 5256, Block 3; Lots 9-11. At this time I am working with the developer, surveyor and West Central Planning Agency to address lot consolidations, servicing and drainage. There are former Development Agreements that come into play which must be adhered to for this development to proceed therefore we are looking at the most cost effective approach.
- We are working with the consultants in reference to the Flagstaff Lodge project aligning servicing, access etc.
- Ongoing consultation with RMRF in reference to the Town's residential subdivision and addressing contractual obligations.

### **(72) Recreation**

- Complete the review and assessment of fourteen (14) recreation grant applications. Committee packages were prepared and distributed to the Recreation Funding Committee (RFC). Recommendations will be addressed on this agenda following the May 11<sup>th</sup> RFC meeting.
- Sedgewick Teen Centre Update:
  - There has been absolutely no progress made on developing and/or reviewing any policies for the Sedgewick Teen Centre. The other initiatives that we are working on have taken up a considerable amount of time. I do not have a definitive answer when I will able to develop and review policies and would like to request a discussion of council so that a formal update can be sent to the public. It may be more realistic to get the center up and going for January 1<sup>st</sup>, 2016.
- Administration has facilitated the annual Town Wide Garage Sale. 2015 has the highest number of registrants (15).

#### **Attachments:**

1. Action Items – No action required.

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21-May-15  
Mayor

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21-May-15  
CAO

## Council Action Items

04-Dec-14

19	Amanda/Marta	Review/prepare <i>draft</i> operational policies for Teen Centre.	In progress	
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## Council Action Items

15-Dec-14

	For	Item	Action Taken	Date Completed
18	Admin	Seek grants for the installation of a sound system on main street.		

## Council Action Items

17-Apr-15

	For	Item	Action Taken	Date Completed
1	Marta	Apply for AEF for spray park - handicapped accesibiltiy.	Complete	1-May-15
2	Maxine	Register PR for FIRST Planning day - May 4. cc. Mayor Robinson on email to Chantelle ffcs@telus.net.	emailed, PR & AD cc'd	17-Apr-15
3	Maxine	Work with Shay at BRAED re: Investment Portfolio.	Ongoing	
4	Admin	To be working on upcoming initiatives offered through BRAED to promote Sedgewick.	Ongoing	
5	Lorna/Maxine	Website redevelopment - get quotes updated for the May council meeting.	Quotes obtained to be presented to Council in June.	11-May-15
6	Maxine	Letter to Sedgewick Library Board re: appointment of three new members to the board.	Reviewed, approved and send.	23-Apr-15
7	Amanda	Notify lake board that GI has much experience with pools /valving and can provide assistance as necessary.	Included in Treasures report for upcoming meeting.	21-Apr-15

8	Amanda	Move forward with a clean up order on Plan 3825P; Block 8; Lot 6.	In progress	11-May-15
9	Amanda	Proceed with fill on #2 Canary Cres.	No action taken to date.	
10	Amanda	Contact WAG re: update on land values.	Emailed to GB.	21-Apr-15
11	Amanda	Prepare draft letter to the RESC committee re: Fire Agreement/Regional Fire Chief Agmt.	Email sent to supporting towns re collective letter.	23-Apr-15
12	Maxine	Prepare draft letter to FC re: Rescue Services Agreement.	Reviewed, approved and send.	23-Apr-15
13	Amanda	Proceed with tax rate - holding minimum tax.	Complete	11-May-15
14	Amanda	Issue clean-up order on trailer park.	Complete and hand delivered.	21-Apr-15
15	Grant	Advise whose line is hanging near Watkins property.	Lines are Telus MS to contact.	21-Apr-15

The Regular Meeting of Sedgewick Town Council was held in the Council Chambers of the Sedgewick Town Office, Sedgewick, Alberta on Thursday, April 16<sup>th</sup>, 2015 at 6:00 pm.

<b>Present</b>	Perry Robinson Fred Watkins Wayne Dame Greg Sparrow Grant Imlah	Mayor Councillor Councillor Councillor Councillor
<b>Absent</b>	Cindy Rose Erik Skoberg	Councillor Councillor
<b>Present</b>	Amanda Davis Maxine Steil	Chief Administrative Officer Recording Secretary

**Call to Order** Mayor P. Robinson called the meeting to order at 6:00 PM.

#### **Agenda**

**2015.04.90** MOTION by Clr. W. Dame that the agenda be approved as presented. CARRIED.

#### **Correspondence:**

**EAF Invitation** Letter received from Leon Benoit, M.P informing of the opening call for proposals for the Enabling Accessibility Fund (EAF); deadline for submissions is April 27<sup>th</sup>, 2015

**2015.04.91** MOTION by Clr. G. Imlah that the Town of Sedgewick support the Sedgewick Lake Park Association's application to the Enabling Accessibility Fund for the community Spray Park Project. CARRIED.

**FIRST** An invitation was received from Flagstaff's Initiative to Relationship and Spousal Trauma (FIRST) board advising of a planning session on May 4<sup>th</sup>, 2015 at 6:00 PM; Mayor P. Robinson to attend.

**Flagstaff County** An opportunity was presented by Flagstaff County for local businesses to invest in the Flagstaff Region Community Guide.

**LOC** A list of correspondence items was reviewed by Council, as per the list attached and forming part of these minutes.

**2015.04.92** MOTION by Clr. F. Watkins to accept correspondence items and file as information. CARRIED.

#### **Delegation:**

**Entrance** Shay Barker, Executive Director of Battle River Alliance for Economic Development (BRAED) entered the meeting at 6:10 PM.

Barker made a presentation on the East Central Alberta Investment Attraction Project and the benefits and tools available to municipalities within the BREAD region.

**Departure** Barker departed at 7:00 PM.

**Financial Statements** Council reviewed the Financial Statement for the month ending February 28<sup>th</sup>, 2015 as attached and forming part of these minutes.

**2015.04.93** MOTION by Clr. G. Sparrow that the Financial Statement for the month ending February 28<sup>th</sup>, 2015 be approved as presented. CARRIED.

**Accounts** Council reviewed the issuance of General Cheques and Payroll Cheques for the month ending March 31<sup>st</sup>, 2015 as attached to and forming part of these minutes.

**2015.04.94** MOTION by Mayor P. Robinson to approve issuance of General Cheques #3869-3914, totaling \$107,603.76 and Payroll Cheques #0405-0418, totaling \$19,628.48 for the month ending March 31<sup>st</sup>, 2015. CARRIED.



- Committee Reports:** Council provided written reports to April 16<sup>th</sup>, 2015 as attached to and forming parts of these minutes.
- FFCS** Mayor P. Robinson reported attendance to the April 8<sup>th</sup>, 2015 Flagstaff Family and Community Services (FFCS) meeting.
- CHSPS** Mayor P. Robinson reported attendance to a grade six public questioning session on April 16<sup>th</sup>, 2015 as the Central High Sedgewick Public School (CHSPS); students are studying local government and sought information first hand from the Mayor.
- Community Hall** G. Imlah reported attendance to the March 23<sup>rd</sup>, 2015 Sedgewick Community Hall board meeting.
- Library Board** Pursuant to Clr. C. Rose's Sedgewick Public Library report, the board sought support for the appointment of the three new board members; Carol Williams, Shelly Wakefield and Miceala McConnell.
- 2015.04.95** MOTION by Clr. W. Dame that the following members be appointed to the Sedgewick Public Library Board:  
1. Miceala McConnell;  
2. Carol Williams  
3. Shelley Wakefield **CARRIED.**
- 2015.04.96** MOTION by Clr. G. Imlah that the Committee Reports be approved as presented. **CARRIED.**
- Public Works Report:** A written Public Works report was provided to April 16<sup>th</sup>, 2015 as attached to and forming part of these minutes.
- 2015.04.97** MOTION by Clr. F. Watkins that the Public Works report be approved as presented. **CARRIED.**
- Parks and Recreation Report:** A written Director of Parks and Recreation report was provided to April 16<sup>th</sup>, 2015 as attached to and forming part of these minutes.
- 2015.04.98** MOTION by Clr. G. Sparrow that the Director of Parks and Recreation report be approved as presented. **CARRIED.**
- CAO Report:** CAO Davis provided a written Administration report to April 16<sup>th</sup>, 2015 as attached to and forming part of these minutes.
- Option Agreement** Administration advised that the Option Agreement for the development of Plan 802 1829; Block 3; Lot 17 expired; notification was sent to the applicant.
- 2015.04.99** MOTION by Mayor P. Robinson that pursuant to the expiration of the Option Agreement on Plan 802 1829; Block 3; Lot 17 that administration proceed with remediation of the site and remarket the property for sale. **CARRIED.**
- Lot Values** Discussion held regarding the dated saleable market value on all municipally owned vacant land.
- 2015.04.100** MOTION by Clr. G. Sparrow directing administration to obtain current market values on all municipally owned vacant land for further review of council. **CARRIED.**
- Unightly Premises** Discussion held regarding unsightly premises within the Town of Sedgewick pursuant to Bylaw #465.
- 2015.04.101** MOTION by Clr. G. Imlah directing administration to proceed with a clean-up order on Plan 3825P; Block 8; Lot 6 immediately in accordance with Section 545 of the Municipal Government Act R.S.A. 2000. **CARRIED.**
- 2015.04.102** MOTION by Clr. G. Imlah that the CAO report be approved with the following amendment:  
1. Page 3, under recreation should read; "...reined back" not "...rained back". **CARRIED.**
- Minutes:** Council reviewed the minutes of the March 12<sup>th</sup>, 2015 regular council meeting.
- 2015.04.103** MOTION by Clr. F. Watkins that the minutes of the March 12<sup>th</sup>, 2015 regular council meeting be approved as presented. **CARRIED.**

Council reviewed the minutes of the April 9<sup>th</sup>, 2015 special council meeting.

**2015.04.104** MOTION by Clr. G. Sparrow that the minutes of the April 9<sup>th</sup>, 2015 special council meeting be approved as presented. CARRIED.

**Business:**

**Agreements**

Pursuant to Council direction the Fire Services Agreement and Regional Fire Chief Agreement was sent to legal for review; recommendations were presented.

**2015.04.105** MOTION by Clr. W. Dame that the Town of Sedgewick forward comments prepared by Sharek Logan and van Leenen LLP pertaining to the Fire Services Agreement and the Regional Fire Chief Agreement to the Regional Emergency Services Committee prior to any further negotiations on the two agreements and further recommend the development of an all-encompassing agreement for emergency services. CARRIED.

**Rescue Services**

The Tripartite Rescue Services Agreement was presented by Flagstaff County in accordance with the expiry of the former agreement.

**2015.04.106** MOTION by Clr. G. Imlah that the Town of Sedgewick approve the Tripartite Rescue Services Agreement pending the addition of clauses defining:  
1. Annual requisition process;  
2. Rate schedule and/or process for payment/donation of services. CARRIED.

**Tax Rate Bylaw**

Administration sought direction from council in reference to the preparation of mill rates for 2015 and their desire to increase/hold minimum tax rates.

Council directed administration to proceed with the preparation of mill rates with minimum tax being held at \$1,000/occupied and \$700/unoccupied land.

**Round Table**

A round table session was held; discussion ensued.

**2015.04.107** MOTION by Clr. W. Dame that a clean-up order be issued on Plan 3825P; Block 7; Lots 5P-9 pursuant to Development Permit #2014-08 as Council is of the opinion that the property is unsightly due to deteriorating snow fence, hay bales and construction materials dispersed throughout the property. CARRIED.

Council sought an update regarding road maintenance in reference to pot hole maintenance and line break areas. Administration advised that the pot holes would be maintained and the line break areas would be filled with cold mix as the weather warms.

**Adjournment**

**2015.04.108** MOTION by Mayor P. Robinson for adjournment at 9:05 PM. CARRIED.

\_\_\_\_\_  
Perry Robinson, Mayor

\_\_\_\_\_  
Amanda Davis, CAO

**Request for Decision (RFD)**

**Topic:** Tax Rate Bylaw #517  
**Initiated by:** MGA/Council  
**Prepared by:** Amanda Davis  
**Attachments:** 1. Tax Rate bylaw #517  
 2. 2015 Municipal Budget  
 3. Taxation Assessment

**Recommendations:**

1. That Council give first reading to Bylaw #517.
2. That Council give second reading to Bylaw #517.
3. That Council have third reading of Bylaw #517.
4. That Council give third and final reading to Bylaw #517.

**Background:**

As per council direction, a mill rate was to be developed that represented an even split between residential and commercial properties (no increase to minimum taxation). Attached is Tax Rate Bylaw #517.

**Residential Mill Rate (municipal):**

2015	2014	Difference:
7.7700	7.5500	0.2200

**Commercial Mill Rate (municipal):**

2015	2014	Difference:
9.8600	9.5900	0.2700

**Minimum Taxation Rates:**

Residential/Commercial (occupied) = \$1,000

Residential/Commercial (vacant) = \$700

**Properties subject to minimum taxation:**

- Residential (occupied) = 137 properties
- Residential (vacant) = 22 properties
- Commercial (occupied) = 27 properties
- Commercial (vacant) = 20 properties

**Assessment Comparison:**

Assessments	2015	2014	Difference:
Residential	69,691,310	65,630,980	6.18
Linear/Non Res.	14,910,460	14,396,900	3.56
	84,601,770	80,027,880	9.74%

Town of Sedgewick – 2015 Tax Rate Bylaw#517

Tax Bylaw No. 517

Being a Bylaw of the Town of Sedgewick to authorize the several rates of taxation to be imposed against assessable property within the Town of Sedgewick for the 2015 Taxation Year.

Whereas the Town of Sedgewick has prepared and adopted detailed estimates of the municipal revenues and expenditures as required at the Council meeting held on December 15<sup>th</sup>, 2014 and;

Whereas the estimated municipal expenditures and transfers set out in the budget for the Town of Sedgewick for 2015 total \$4,286,919; and

Whereas the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$3,514,825 and the balance of \$772,094 is to be raised by general municipal taxation; and

Whereas the 2015 requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	\$163,937
Non-Residential	<u>\$ 52,850</u>
Sub-Total	\$216,787
Seniors Foundation	\$ 19,255

Whereas the Council of the Town of Sedgewick is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions, and;

Whereas, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M26, Revised Statutes of Alberta, 2000; and

Whereas Section 351 (1) of the Municipal Government Act provides that the Minimum Tax Bylaw: “may specify a minimum amount payable as property tax...” and the Town of Sedgewick has resolved to establish a minimum tax;

Whereas the assessed value of all property in the Town of Sedgewick as shown on the assessment roll is:

Residential/Farmland	\$69,691,310
Non-Residential	\$13,441,840
Linear	<u>\$ 1,468,620</u>
Total	\$84,601,770

Now therefore under the authority of the Municipal Government Act, the Council of the Town of Sedgewick, in the Province of Alberta enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property shown on the assessment roll of the Town of Sedgewick:

	Tax Levy	Assessment	Tax Rate
ASFF			
Residential/Farmland	\$163,937	\$69,691,310	2.352332
Non-Residential/Linear	<u>\$ 52,850</u>	<u>\$19,910,460</u>	3.544550
Total	\$216,787	\$84,601,770	
Senior Foundation			
Residential/Farmland	\$15,861	\$69,691,310	0.227596
Non-Residential/Linear	<u>\$ 3,394</u>	<u>\$14,910,460</u>	0.227596
Total	\$19,255	\$84,601,770	

Town of Sedgewick – 2015 Tax Rate Bylaw#517

General Municipal

Residential/Farmland	\$540,804	\$69,961,310	7.7700
Non-Residential/Linear	<u>\$147,714</u>	<u>\$14,910,460</u>	9.8600
Total	\$688,518	\$84,601,770	

2. The minimum amount payable as property tax for general municipal purposes shall be:

	Tax Rate	Tax Levy
Vacant Residential	\$700	\$13,192
Vacant Non-Residential	\$700	\$9,820
Occupied Residential	\$1,000	\$48,363
Occupied Non-Residential/Linear	<u>\$1,000</u>	<u>\$12,201</u>
Total		\$83,576

3. If any term of this Bylaw is found to be invalid, illegal, or unenforceable by a court or tribunal having the jurisdiction to do so, that term is to be considered to have been severed from the rest of this bylaw, and the rest of the bylaw remains in force unaffected by that finding or by the severance of that term.
4. That this Bylaw shall take effect on the date of the third and final reading.

READ a first time this 21 day of May A.D. 2015.

READ a second time this 21 day of May, A.D. 2015.

READ a third time this 21 day of May, A.D. 2015.

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PERRY ROBINSON, MAYOR

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AMANDA DAVIS, CAO

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 1

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
<b>General Municipal Revenues</b>					
100110 - Tax Levy - Minimum Municipal Tax		178	83,576	83,576	100.00-
100111 - Tax Levy - ASFF - Residential	165,767	165,559	163,937	(1,830)	1.10-
100112 - Tax Levy - ASFF - Non-Residential	49,970	49,602	52,850	2,880	5.76
100113 - Tax Levy - Seniors' Housing	19,602	19,561	19,255	(347)	1.77-
100114 - Tax Levy - Linear Assessment		16,311	14,481	14,481	100.00-
100115 - Tax Levy - Residential Assessment		574,364	540,804	540,804	100.00-
100116 - Tax Levy - Commercial Assessment		144,596	132,273	132,273	100.00-
100201 - Federal G.I.L.		1,000	960	960	100.00-
100510 - Penalties And Costs	16,000	18,512	18,000	2,000	12.50
100520 - Legal Cost - Taxes	100			(100)	
100530 - Fortis AB Franchise Fee	27,000	29,772	34,173	7,173	26.57
100551 - Dividend Income	5,500	5,055	5,000	(500)	9.09-
100552 - Royalties Income	30	2,931	2,500	2,470	###.##
100920 - HTA Fines	2,000	915	2,000		
Total General Municipal Revenues:	285,969	1,028,356	1,069,809	783,840	
<b>General Administration</b>					
112210 - BRCU Interest	15,000	19,798	19,000	4,000	26.67
112410 - Misc. Admin. Rev.	2,000	11,150	2,000		
112560 - Bdlg/Land Rental	5,000	12,523	6,600	1,600	32.00
112561 - Machine Rentals (Copies/Fax)	100	123	125	25	25.00
112920 - Drawn From Operating Reserves	6,000			(6,000)	
Total General Administration:	28,100	43,594	27,725	(375)	
<b>Fire And Prevention Services</b>					
123410 - Fire Fees Charged	8,000	5,865	7,680	(320)	4.00-
123412 - Misc. Fire Revenues	1,000	5,372	6,000	5,000	500.00
123590 - County Agreement	10,000	10,000	10,000		
123592 - County Operating Grant	26,735	20,408	23,779	(2,956)	11.06-
123920 - Tfr. From Reserves	15,000			(15,000)	
Total Fire And Prevention Services:	60,735	41,645	47,459	(13,276)	
<b>Disaster &amp; Emergency Services</b>					
124840 - Prov. Disaster Services Grant	10,000	10,000		(10,000)	
124920 - Transfer from Reserves			10,000	10,000	100.00-
Total Disaster & Emergency Services:	10,000	10,000	10,000		

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 2

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
<b>Ambulance Services</b>					
<b>By-Laws Enforcement And Other</b>					
126510 - Municipal BEO Fines	500	150	225	(275)	55.00-
126521 - Permits - Bldg.,Gas,Electric,Plumbing	3,000	3,031	3,000		
126522 - Hawkers/Pedlar License	150	350	350	200	133.33
126525 - Animal Licenses	1,600	1,521	1,500	(100)	6.25-
Total By-Laws Enforcement And Other:	5,250	5,052	5,075	(175)	
<b>Roads, Streets, Walks, Lights</b>					
132232 - Misc. PW Revs	500	294	500		
132561 - Machine Rentals	3,500	5,440	4,000	500	14.29
132590 - Other Revenues		15,491			
132840 - Prov.Cond.Grants BMTG	51,420	51,420		(51,420)	
132890 - FGTF/NDCC Grant	50,000			(50,000)	
132920 - Tfr. From Reserves			22,000	22,000	100.00-
132921 - Transfer from Capital Reserves	20,000			(20,000)	
Total Roads, Streets, Walks, Lights:	125,420	72,645	26,500	(98,920)	
<b>Storm Sewers And Drainage</b>					
<b>Water Supply And Distribution</b>					
141410 - Sale Of Water	110,000	104,623	110,000		
141510 - Water Penalties	500	590	500		
141590 - Bulk Water Revs	5,000	31,659	6,000	1,000	20.00
141820 - Water Infrastructure Renewal	60,960	56,547	62,208	1,248	2.05
141825 - Water Meter Replacement Reserve	22,680	21,127	23,220	540	2.38
141920 - Tfr From Reserves			150,000	150,000	100.00-
Total Water Supply And Distribution:	199,140	214,546	351,928	152,788	
<b>Sewage Service And Treatment</b>					
142410 - Sewer Service Fees	120,000	110,585	120,000		
142510 - Sewer Penalties	400	411	400		
142820 - Sewer Infrastructure Renewal	51,000	47,539	52,650	1,650	3.24
142920 - Transfer from Reserves	7,700			(7,700)	
Total Sewage Service And Treatment:	179,100	158,535	173,050	(6,050)	
<b>Garbage Collection &amp; Disposal</b>					
143410 - Collection And Disposal Fees	129,600	119,122	137,826	8,226	6.35

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 3

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
143510 - Garbage Penalties	300	443	400	100	33.33
143590 - Other Revenue		10			
Total Garbage Collection & Disposal:	129,900	119,575	138,226	8,326	
<b>Family &amp; Community Support</b>					
<b>Cemetary</b>					
156410 - Plot Sales	1,500		600	(900)	60.00-
156415 - Memorial Book Sales	150		100	(50)	33.33-
156510 - Goods & Services	3,350	3,600	550	(2,800)	83.58-
Total Cemetary:	5,000	3,600	1,250	(3,750)	
<b>Municipal Planning &amp; Zoning</b>					
163840 - Conditional Grant - Provincial	2,000	2,000	2,000		
Total Municipal Planning & Zoning:	2,000	2,000	2,000		
<b>Subdiv. Land And Developments</b>					
166410 - Sales Of Land		25,874			
166845 - Provincial Grant - Capital		64,191			
166920 - Land - Misc. Revenue	102,885			(102,885)	
166940 - Contrib. from Capital	59,600		1,609,430	1,549,830	###.##
Total Subdiv. Land And Developments:	162,485	90,065	1,609,430	1,446,945	
<b>Recreation/Parks Facilities</b>					
172410 - Recreation Land Rental	500	500	500		
172540 - Rec.Subdivision Reserve Int.		32			
172590 - Other Revenues	46,000	46,000		(46,000)	
172842 - S.T.E.P. Grant	5,400	4,709		(5,400)	
172846 - Provincial - MSI Operating			25,000	25,000	100.00-
172920 - Tfr. From Reserves	19,400		200,000	180,600	930.93
Total Recreation/Parks Facilities:	71,300	51,241	225,500	154,200	
<b>Culture: Hall, Library, Etc.</b>					
<b>Gas Production &amp; Distribution</b>					
191410 - Sale Of Gas	450,450	444,915	473,000	22,550	5.01
191411 - Gas S/C	89,280	83,388	114,960	25,680	28.76
191413 - Nat.Gas - Town Facilities	6,000	6,282	6,000		
191510 - Gas Penalties	1,500	2,124	2,000	500	33.33



Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 4

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
191590 - Gas Install.& Misc. Revs	3,000	4,344	3,000		
Total Gas Production & Distribution:	550,230	541,053	598,960	48,730	
<b>Revenue Totals:</b>	1,814,629	2,381,907	4,286,912	2,472,283	
<b>Requisitions</b>					
202740 - WCPA Requisition	1,570	1,571	1,570		
202741 - ASFF Non Res	49,970	37,215	52,850	2,880	5.76
202750 - ASFF Res/Farm	165,767	124,588	163,937	(1,830)	1.10-
202751 - Seniors' Housing (FRHG)	19,602	19,602	19,255	(347)	1.77-
Total Requisitions:	236,909	182,976	237,612	703	
<b>Council And Other Legislative</b>					
211130 - Clr. - Employer Contrib.	500	669	600	100	20.00
211151 - Clr Fees - Taxable	37,305	23,805	24,800	(12,505)	33.52-
211152 - Clr Fees - Non-Taxable	16,305	11,336	12,400	(3,905)	23.95-
211211 - Travel/Subs.	7,000	4,090	7,400	400	5.71
211212 - Education	2,500	380	1,500	(1,000)	40.00-
211274 - Insurance	490	412	491	1	0.20
211510 - Council Supplies	1,000	2,223	500	(500)	50.00-
Total Council And Other Legislative:	65,100	42,915	47,691	(17,409)	
<b>General Administration</b>					
212110 - Salaries	159,913	142,356	163,522	3,609	2.26
212120 - Salaries - Prt.Time	3,710	3,600	3,750	40	1.08
212130 - Employer Contrib.	36,321	29,155	34,021	(2,300)	6.33-
212131 - WCB	4,500	2,466	4,500		
212211 - Travel/Subs.	3,500	3,775	3,900	400	11.43
212212 - Education/Training	5,900	2,283	5,500	(400)	6.78-
212215 - Freight	200	82	150	(50)	25.00-
212216 - Postage	1,400	235	1,400		
212217 - Telephone	4,900	4,686	4,900		
212218 - Internet/Website Costs	800	769	800		
212220 - Advertising, Printing, Etc.	6,000	6,836	6,000		
212221 - Municipal Memberships	2,800	2,313	2,800		
212230 - Audit Fees	11,000		9,100	(1,900)	17.27-
212231 - Assessor	12,000	11,794	12,360	360	3.00
212232 - Legal & LTO	1,000	4,234	3,500	2,500	250.00

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 5

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
212250 - Buildings R&M	1,000	1,364	1,000		
212251 - Equipment R&M Contracted	13,500	10,244	7,500	(6,000)	44.44-
212274 - Insurance	12,000	8,970	10,700	(1,300)	10.83-
212290 - Other Spec./Prof. Services	500		500		
212400 - Bad Debts		1			
212510 - Office Supplies	5,000	31,671	5,000		
212511 - Janitorial Supplies	750	179	750		
212540 - Electricity	1,600	1,767	2,000	400	25.00
212541 - Natural Gas	900	631	900		
212810 - Short-Term Borrowing Costs	150	41		(150)	
212910 - Tax Rebates & Discounts (ARB/MGB)	500			(500)	
212915 - Other Expenses			490	490	100.00-
212961 - Contrib.Office Equip.Reserves	1,000		1,000		
Total General Administration:	290,844	269,452	286,043	(4,801)	
<b>Admin. Other - Election</b>					
219150 - Election Officer Fees	400	1,074	400		
219290 - Election Costs	150	7	150		
Total Admin. Other - Election:	550	1,081	550		
<b>Police Services</b>					
221350 - Flagstaff Constable Contract	6,700	6,138	6,700		
Total Police Services:	6,700	6,138	6,700		
<b>Fire And Prevention Services</b>					
223120 - Fire Fighter Fees	25,000	29,981	34,210	9,210	36.84
223130 - Employer Contributions	500		500		
223211 - Subs/Km/Misc.	1,000	713	1,250	250	25.00
223212 - Education/Training	8,000	7,975	3,050	(4,950)	61.88-
223213 - Occupational Health & Safety	2,500	1,700	2,750	250	10.00
223215 - Freight	200	99	200		
223217 - Phones/Alarm	5,900	3,264	5,700	(200)	3.39-
223218 - Internet Costs	470	371	470		
223230 - EMS Regional Dispatch Costs	2,650	2,657	2,650		
223250 - Building R&M (Contractor)	15,250	10,275	250	(15,000)	98.36-
223251 - Machine R&M	1,500	537	1,750	250	16.67
223252 - Machine R&M (County)	2,500	1,208	2,750	250	10.00
223274 - Insurance	3,700	2,728	3,450	(250)	6.76-
223350 - Rescue Unit Req.	2,400	2,013	2,400		

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 6

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
223510 - Gen. Goods & Services	5,000	3,187	2,950	(2,050)	41.00-
223511 - Vehicle Fuel	600	518	600		
223512 - Vehicle Fuel (County)	600	681	600		
223540 - Electricity	2,150	2,662	3,145	995	46.28
223541 - Natural Gas	1,500	1,241	1,340	(160)	10.67-
223762 - Contrib. To Capital	4,000	2,876	4,000		
223764 - Cont.To Cap. Reserves-Town/County	10,000	10,000	10,000		
223766 - Transfer to Capital Reserve	5,000	5,000	5,000		
Total Fire And Prevention Services:	100,420	89,686	89,015	(11,405)	
<b>Disaster &amp; Emergency Services</b>					
224130 - Employer Contributions		22	100	100	100.00-
224510 - Gen. Goods & Services	500			(500)	
224512 - Training/Education	1,500	825	1,400	(100)	6.67-
224762 - Contrib. To Cap.	10,000		10,000		
Total Disaster & Emergency Services:	12,000	847	11,500	(500)	
<b>By-Laws Enforcement And Other</b>					
226234 - Animal Control	350	102	200	(150)	42.86-
226355 - BEO Contract	500			(500)	
Total By-Laws Enforcement And Other:	850	102	200	(650)	
<b>Roads, Streets, Walks, Lights</b>					
232110 - Salaries	69,170	67,176	99,875	30,705	44.39
232120 - Salaries Prt-Time	2,000	571		(2,000)	
232130 - Employer Contributions	18,702	16,803	23,676	4,974	26.60
232211 - Travel/Subs.	3,500	2,942	3,500		
232212 - Education/Training	3,200	815	3,800	600	18.75
232215 - Freight	800	958	800		
232217 - Telephone	3,700	3,685	4,800	1,100	29.73
232250 - Buildings R&M	1,000	9,633	23,000	22,000	###.##
232251 - Machine R&M Contracted	15,000	8,328	15,000		
232252 - Streets/Sidewalks/Curbs R&M	30,000	29,281	30,000		
232274 - Insurance	7,100	6,269	8,570	1,470	20.70
232510 - Sm.Equip/Misc.Supplies	8,500	7,234	8,500		
232511 - Vehicle Fuel	15,000	10,892	13,500	(1,500)	10.00-
232512 - Shop Tools	1,500	1,605	1,500		
232540 - Electricity	2,050	2,495	2,800	750	36.59
232541 - Natural Gas	2,500	2,707	2,500		

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 7

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
232542 - Street Lites	44,800	49,068	55,000	10,200	22.77
232630 - Equipment Purchases	20,000	20,390		(20,000)	
232760 - Contrib. - Truck Reserve	7,500	7,500	7,500		
232762 - Contr. To Infrastructure Cap. Res.	10,000	10,000	10,000		
232769 - Contrib. to PW Building Res.	5,000	5,000	5,000		
232770 - BMTG + Int Tfr to Reserves	51,420			(51,420)	
232780 - NDCC Grant + Int	50,000			(50,000)	
232831 - Debenture - Interest	3,000	3,221	1,500	(1,500)	50.00-
232832 - Debenture - Principle	83,700	83,259	85,300	1,600	1.91
232920 - Cont To PW Equip.Res	10,000	10,000	10,000		
Total Roads, Streets, Walks, Lights:	469,142	359,832	416,121	(53,021)	
<b>Airport Services</b>					
<b>Storm Sewers And Drainage</b>					
237251 - Rpr. & Maint.	500	82	250	(250)	50.00-
Total Storm Sewers And Drainage:	500	82	250	(250)	
<b>Water Supply And Distribution</b>					
241110 - Salaries And Wages	19,008	21,774	31,848	12,840	67.55
241130 - Employer Contributions	5,312	5,569	7,892	2,580	48.57
241215 - Freight	2,500	3,766	2,500		
241217 - Telephone	1,000	729	800	(200)	20.00-
241218 - WTP Internet	700	599	600	(100)	14.29-
241235 - Water Meter Reading Fees	1,800	3,000	3,360	1,560	86.67
241250 - Building R&M	1,000	717	151,000	150,000	###.##
241251 - Equipment R&M Contracted	25,000	14,527	20,000	(5,000)	20.00-
241274 - Insurance	850	679	4,735	3,885	457.06
241510 - Gen. Goods & Services	5,000	6,872	7,430	2,430	48.60
241530 - Chemicals	8,000	8,422	8,000		
241540 - Electricity	11,600	10,700	13,000	1,400	12.07
241541 - Natural Gas	1,500	1,293	1,500		
241762 - Contrib. To Capital	10,000	2,220		(10,000)	
241765 - Transfer to Capital Reserves	60,960		62,205	1,245	2.04
241766 - Transfer to Res. - WMF	22,680		23,220	540	2.38
Total Water Supply And Distribution:	176,910	80,867	338,090	161,180	
<b>Sewage Service &amp; Treatment</b>					
242110 - Salaries	21,723	21,673	31,798	10,075	46.38

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 8

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
242130 - Employer Contributions	5,312	4,718	7,892	2,580	48.57
242215 - Freight		219			
242217 - Telephone/Alarm	1,800	1,501	1,800		
242250 - Building R&M	500		500		
242251 - Equipment R&M Contracted	19,500	17,295	8,400	(11,100)	56.92-
242274 - Insurance	500	374	1,075	575	115.00
242510 - Supplies	150	4,748	500	350	233.33
242540 - Electricity	2,500	3,425	4,000	1,500	60.00
242541 - Natural Gas	750	700	750		
242930 - Tfr. To Infra.Reserve	51,000		52,650	1,650	3.24
Total Sewage Service & Treatment:	103,735	54,653	109,365	5,630	
<b>Garbage Collection &amp; Disposal</b>					
243350 - FRSWMA Requisition	124,835	124,831	131,387	6,552	5.25
243510 - General Goods & Services	2,325	2,719	2,000	(325)	13.98-
243762 - Contrib. to Capital - Landfill Expansion			4,836	4,836	100.00-
Total Garbage Collection & Disposal:	127,160	127,550	138,223	11,063	
<b>Family And Community Support</b>					
251350 - FFCS Req.	6,450	6,428	6,450		
251356 - Community Resource Officer	5,350	5,142	5,145	(205)	3.83-
Total Family And Community Support:	11,800	11,570	11,595	(205)	
<b>Cemetery</b>					
256250 - Rpr.& Maint.	2,500	4		(2,500)	
256510 - Gen. Goods & Services	500	335	500		
256762 - Contrib. to Capital	1,000	1,000	1,000		
Total Cemetery:	4,000	1,339	1,500	(2,500)	
<b>Mun. Planning &amp; Zoning, Etc.</b>					
261510 - ARB Costs - LARB, CARB	2,200		1,500	(700)	31.82-
Total Mun. Planning & Zoning, Etc.:	2,200		1,500	(700)	
<b>Economic Development</b>					
263350 - BRAED Membership	560	355	645	85	15.18
263360 - FIP Membership	5,130	5,078	5,130		
263510 - Goods & Supplies	4,000	4,078	4,000		
Total Economic Development:	9,690	9,511	9,775	85	

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 9

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
<b>Subdiv. Land And Developments</b>					
266200 - Gen. Service Contr.	59,600	49,594	1,609,430	1,549,830	###.##
266211 - D.A.B. & S.A.B Fees	500			(500)	
266640 - Land for Own Use	118,928			(118,928)	
Total Subdiv. Land And Developments:	179,028	49,594	1,609,430	1,430,402	
<b>Recreation &amp; Parks Facilities</b>					
272110 - Salaries - Fulltime	57,743	27,184	86,459	28,716	49.73
272120 - Salaries - Prt-Time	15,539	19,477	16,339	800	5.15
272130 - Employer Contrib.	9,178	6,457	23,406	14,228	155.02
272211 - Travel/Subs.			1,000	1,000	100.00-
272212 - Education			1,500	1,500	100.00-
272215 - Freight		46			
272217 - Phone/TIFB			900	900	100.00-
272220 - Advert/Promo/Rec	4,000	368	27,000	23,000	575.00
272251 - Equipment R&M	1,000		500	(500)	50.00-
272252 - Building R&M		770	500	500	100.00-
272260 - Parks Improvements	61,400	18,758	201,500	140,100	228.18
272274 - Insurance	19,500	15,574	21,100	1,600	8.21
272510 - Gen. Goods & Services	500		500		
272540 - Electricity	1,700	2,471	3,000	1,300	76.47
272541 - Rec Centre - Water	3,750	2,333	3,000	(750)	20.00-
272761 - Lake Capital Grant	10,000	10,000		(10,000)	
272765 - Tfr To Subdivision Rec Reserve		32			
272769 - Contrib. to Rec Reserves	10,000	10,000	10,000		
272770 - Grant - Lake Park Operating	750		750		
272779 - Rec Centre Grant - Ag Society Rent	500		500		
272790 - Grant -Recreation Centre Operating	61,375		27,017	(34,358)	55.98-
Total Recreation & Parks Facilities:	256,935	113,470	424,971	168,036	
<b>Culture: Hall, Library, Etc.</b>					
274220 - Membership/Advert/Promo	30			(30)	
274251 - Hall R&M		375			
274274 - Insurance	2,050	1,635	4,000	1,950	95.12
274770 - Grant - Library	6,550	6,550	6,550		
274771 - Grant - Hall Operating	4,000	4,000	6,000	2,000	50.00
274774 - P.R.L. Req.	6,450	6,427	6,640	190	2.95
274920 - Contribution to Capital - Hall			5,000	5,000	100.00-

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 10

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
Total Culture: Hall, Library, Etc.:	19,080	18,987	28,190	9,110	
<b>Gas Production &amp; Distribution</b>					
291110 - Salaries	15,167	15,167	15,571	404	2.66
291130 - Employers Contrib.	3,369	3,367	3,455	86	2.55
291215 - Freight	300	512	300		
291216 - Postage	5,000	4,169	5,000		
291220 - Advert/Printing	400	355	400		
291230 - Audit	2,200			(2,200)	
291250 - Gas System R&M	14,500	14,969	16,330	1,830	12.62
291251 - Mach. R&M	8,370	1,809		(8,370)	
291260 - New Install. Costs	2,700	2,128	2,700		
291290 - Taxes/Misc.	8,700	8,629	8,700		
291350 - Admin. Costs	72,930	61,512	73,100	170	0.23
291510 - Gen. Goods & Services	1,000	298	4,000	3,000	300.00
291532 - Gas Purch For Resale	343,200	361,598	365,500	22,300	6.50
291541 - Natural Gas	500	591	550	50	10.00
291760 - SKNGS Reserve Fund			11,496	11,496	100.00-
291762 - Contrib. To Capital			11,496	11,496	100.00-
Total Gas Production & Distribution:	478,336	475,104	518,598	40,262	
<b>Oper. Contingencies Reserves</b>					
<b>Expense Totals:</b>	2,551,889	1,895,756	4,286,919	1,735,030	
<b>Net Surplus (Deficit):</b>	(737,260)	486,151	(7)	737,253	

Accounts Printed: 252

Report Date  
5/20/15 9:27 AM

Town of Sedgewick  
**Final Budget**  
Scenario 1 - Created with blank amounts

Page 11

Account # / Description	Last Year Budget	Last Year Actual	Approved Budget	Change Over Last Year	% Change
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The 2015 Budget was approved at the May 21, 2015 Town Council Meeting.

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer



## 2015 Mill Rate Scenarios - Taxation Asses

Residential	Assessed Value	Municipal Mill Rate	Subtotal
20008078 600	52,030	7.77	404.27
20013146 800	135,170	7.77	1,050.02
54004577 000	231,910	7.77	1,801.94
54003561 000	368,010	7.77	2,859.44
13010366 700	616,850	7.77	4,792.92

Commercial	Assessed Value	Municipal Mill Rate	Subtotal
20001005 900	95,580	9.86	942.41
13010360 800	155,790	9.86	1,536.08
10001596 600	234,890	9.86	2,316.01
13010357 200	343,960	9.86	3,391.44
13010354 500	661,700	9.86	6,524.36

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Minimum Tax	Total
595.73	1,000.00
	1,050.02
	1,801.94
	2,859.44
	4,792.92

Minimum Tax	Total
57.59	1,000.00
	1,536.08
	2,316.01
	3,391.44
	6,524.36

## Request for Decision (RFD)

**Topic:** GIC Investment  
**Initiated by:** GIC Maturity  
**Prepared by:** Amanda Davis  
**Attachments:** n/a

### Recommendations:

**That the Town of Sedgewick reinvest the SKNGS operations fund into a one-year non-redeemable GIC with the Alberta Treasury Branch with an interest rate of 1.90%.**

### Background:

The Town of Sedgewick received \$17,857.66 from SKNGS operations in December 2009. These funds were then invested into a non-redeemable GIC. The funds are intended to be used for future gas line repair/replacement within our corporate limits.

### Current:

The Town's GIC matured with ATB on April 21<sup>st</sup>, 2015.

Matured GIC Current Value:	<b>19,083.04</b>
ATB 1 year non-redeemable GIC	
	1.90% 19,445.62
ATB 18 Months non-redeemable GIC	
	2.00% 19,464.70
Vision Credit Union - 1 year non-redeemable GIC	
	1.00% 19,273.87

After reviewing the Town's options with regards to a long term non-redeemable investment it would not be in our best interest as per the local economy and low interest rates. The 5 year non-redeemable rate is 2.10% therefore short-term investment is recommended.

## Request for Decision (RFD)

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<b>Topic:</b>	<b>Unbudgeted Expenditure – Capital Upgrades</b>
<b>Initiated by:</b>	C.2.f Unbudgeted Expenditure
<b>Prepared by:</b>	Amanda Davis
<b>Attachments:</b>	1. Quote – Armstrong Waterwell Drilling 2. Quote - Sedgewick Building Supplies (2 options)

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### Recommendations:

1. That Council authorize an unbudgeted expense pursuant to Policy C.2.f for repairs to filter #2 in the water treatment plant with a maximum expenditure of \$24,600 with the use of funds from the Water Contribution to Capital Reserve account.
  2. That Council authorize an unbudgeted expense pursuant to Policy C.2.f for the replacement of the overhead doors and the installation of a manual transfer switch in the Sedgewick Fire Hall with a maximum expenditure of \$22,580 with the use of funds from the Fire Building Reserve account.
- 

### Background:

Pursuant to Policy C.2.f any unbudgeted expenditure must be approved by Council unless it is emergent and must occur prior to a meeting.

### Current:

#### Priority 1:

There are three (3) greensand filters in the Water Treatment Plant. They were installed in the 1980's. Filter #2 is causing issues within the plant and public works has since shut it down therefore we are only working off filters one (1) and three(3). The greensand filtration has never been changed.

- a. A quote has been received from Armstrong Waterwell Drilling for the removal and replacement of greensand filtration. At this time, we are unable to estimate if all the gravel will be required however the budget accounts for full replacement.
- b. The water treatment plant (WTP) contribution to capital reserve account has a balance of \$159,563 these funds are intended for future capital replacements at the WTP.
- c. With the inclusion of a 20% contingency the project is estimated at \$24,600 (this includes the cost of a hydrovac unit).

#### Priority 2:

The Sedgewick Fire Department is in the process of rigging up a Quick Medical Response truck. This new truck will fit in the shop with the current overhead doors however a single door would be better suited. Fire Chief Hebert and the department are seeking permission of council to have the door replaced.

- a. To date, one quote has been received from Sedgewick Building Supplies for the overhead door; by the Council meeting we should have a quote on labour. The total project is estimated between \$15-20,000.
- b. The Fire Building reserve account has a balance of \$35,085.

Additionally, the fire department is planning to purchase a portable generator with the intent of having the unit to provide back-up power to the fire hall. The generator will be purchased from the departments casino funds.

- a. A quote has been received from TNT Instrumentation for the installation of a 100 amp manual transfer switch at the fire hall in the amount of \$2,150. The quote does not include the cost of any wiring connection for the generation as the secondary power supply connection is unknown at this time.
  - i. With a 20% contingency (allowing for the additional wiring) the estimated budget is \$2,580.

Armstrong Waterwell Drilling  
Box 465  
Sedgewick, Alberta  
TOB 4C0  
780 384 2387  
Fax 780 384 2355

May 8, 2015

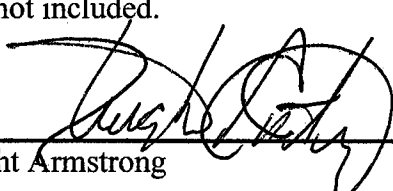
Town of Sedgewick

**Replacement of Filter Media**

Manganese Green Sand	
140 bags	\$13,510.00
Gravel:	
76 bags - 1" x 3/4"	2,307.60
30 bags 1/2" x 1/4"	842.40
30 bags - 1/4" x 1/8"	849.00
10 bags - 10/20	480.00
Freight - Greensand	4 95.00
Freight - Gravel	495.00
Labor to install material into filter	1,500.00
TOTAL:	\$20,479.00

Green Sand will be removed and gravel will be analyzed to determine if replacement is required.

\*Gst not included.

  
\_\_\_\_\_  
Dwight Armstrong

Sedgewick Building Supplies Inc  
5102A-47 Ave East  
PO Box 246, Sedgewick, AB T0B 4C0  
Phone: 780-384-3023 : Fax: 780-384-2737  
Toll Free: 1-888-384-3023

<b>Customer:</b> JOE KNIEVEL				<b>MAY 05/15</b>
<b>Project:</b> SEDGEWICK FIRE HALL				
<b>Particulars:</b>				
<b>Emails</b>				
OH DOOR	28'6" X 10'-3" TD134 ROLL UP DOOR			\$ -
	C/W TROLLEY OPERATOR LOW PROFILE			\$ -
	C/W BRAKE 3/4 HP 115/230V 1P L5			\$ -
	12' RAIL M17 DUAL TROLLEY DRIVE			\$ -
	MODIFICATION #41 CHAIN C/W RAILS			\$ -
	FOR ABOVE OPERATOR	1		\$ 7,063.34
	PUNCHED ANGLE	2	\$ 14.95	\$ 29.90
DIAMOND DOOR	28'-6" X 10'-6" CLEAR OPENING			\$ -
	ACTUAL DOOR SIZE 28'-11" X 12'-10"			\$ -
	2" INSULATED PKG 4 -36" X 24" GLASS			\$ -
	COMMERCIAL PHOTOELECTRIC SENSOR			\$ -
	STEEL HEADER AND SUPPORTING			\$ -
	COLUMNS AND OPENER	1	\$ 9,811.76	\$ 9,811.76
BEAM OPTIONS	2 PLY 1-3/4" X 16" X 30' MICROLAM LVL			\$ -
	0.47" DEFLECTION	1	\$ 549.93	\$ 549.93
	2 PLY 1-3/4" X 14" X 30' MICROLAM LVL			\$ -
	0.67" DEFLECTION	1	\$ 455.45	\$ 455.45
HEADER MATERIAL	2 X 6-16 SPRUCE	12	\$ 9.20	\$ 110.40
WALL STUDS	2 X 6-10 SPRUCE	12	\$ 7.20	\$ 86.40
OH DOOR MOULD	2 X 4-16 SPRUCE	2	\$ 6.20	\$ 12.40
	2 X 4-12 SPRUCE	2	\$ 4.65	\$ 9.30
OH DOOR CAPPING	OH DOOR CAPPING 18"	5	\$ 28.12	\$ 140.60
STARTER STRIP	VINYL STARTER STRIP	2	\$ 4.98	\$ 9.96
	VINYL J TRIM	7	\$ 4.98	\$ 34.86
	VINYL SIDING D4.5	58	\$ 7.85	\$ 455.30
	ALUMINUM DRIP CAP	3	\$ 7.49	\$ 22.47
ARCH TRIM	4" X 4" -10' COLORED FLASHING	8	\$ 16.45	\$ 131.60
	#14 X 1-1/4" COLORED SCREWS	60	\$ 0.10	\$ 6.00
NAILS	3-1/2" CTD NAILS	10	\$ 1.95	\$ 19.50
	1-1/2" SIDING NAILS	10	\$ 1.95	\$ 19.50
INTERIOR CAPPING	COLORED C CAPPING 9"	6	\$ 16.45	\$ 98.70
				\$ 19,067.37
	PLEASE NOTE PRICES ARE GOOD			\$ 953.37
	FOR 15 DAYS			\$ 20,020.74

## Request for Decision (RFD)

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**Topic:** Tax Recovery – Plan 1251KS; Block 10; Lot 2A  
**Initiated by:** Section 412 of the Alberta Municipal Government Act (MGA) RSA 2000  
**Prepared by:** Amanda Davis/Lorna Polege  
**Attachments:** WAG Comparative – Plan 1251KS, Block 10; Lot 2A

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### Recommendations:

1. That council set a reserve bid of \$129,246 on the property legally described as Plan 1251KS; Block 10; Lot 2A in accordance with Section 419 of the Alberta Municipal Government Act (MGA) and that the property be advertised for tax sale; and further that:
  - a. August 6<sup>th</sup>, 2015 be set as the date for the public auction;
  - b. The public auction shall be held in the Sedgewick Town Office located at 4818-47<sup>th</sup> Street;
  - c. That CAO Davis and/or Municipal Secretary L. Polege be appointed the Designated Officer;
  - d. Conditions of the sale – payment for the property must be made in full on the day of the public auction by means of certified cheque, bank draft or money order.

### Background:

Municipalities rely on the collection of property taxes to provide services, to make improvements to their infrastructure and to meet their financial obligations. The Provincial Government recognizes municipalities' reliance on property tax revenue, so to ensure that everyone who is required to pay municipal taxes does so, legislation has been passed that ensures the municipality can collect taxes that are due.

It also recognizes that land or property represents a significant, if not the largest investment for most Albertans. The MGA is drafted on the principle of protecting people's interest in their property; however legislation gives the municipality the authority to enforce payment of legally levied taxes.

If taxes are not paid, tax recovery processes must take place.

### Current:

Plan 1251KS; Block 10; Lot 2A is subject to tax sale pursuant to the MGA.

A municipality must receive an appraisal of any property that is to be registered for tax sale; WAG conducted an appraisal and provides the following recommendation:

*"the property legally described as Plan 1251KS; Block10; Lot 2A is estimated to have a market value of \$129,246 as of April 13<sup>th</sup>, 2015."*

Section 419 of the MGA states that:

The Council must set,



- (a) For each parcel of land to be offered for sale at a public auction, a reserve bid that is as close as reasonably possible to the market value of the parcel, and
- (b) any conditions that apply to the sale

Upon Council setting a reserve bid, the property must be advertised in one issue in the Alberta Gazette.

The auction date must be listed in the Gazette not less than 40 days and not more than 90 days before the auction.

If the property is sold at public auction, the municipality will recover all outstanding charges that are on title; if the property does not sell at public auction, the Town must take title of the property. The municipality may then sell of the land, remove the building etc. or whatever may be deemed necessary.

An agreement can be made between the municipality and the tenant to pay rent on the land until outstanding charges are cleared (S. 481 (4) Tax Payment Agreement cannot exceed 3 years and must include payment of that 3<sup>rd</sup> year current taxes). Or, the Town takes title and tenants must vacate the premises,  
if tenants refuse, a court order must be issued by the municipality vacating the tenants.

**STEPS:**

1. Council must set a reserve bid on the property in question;
2. Council must set the terms of the reserve bid and any conditions that may apply to the sale (ie. Payment shall only be accepted in the form of certified cheque or bank draft, or partial payment may be accepted on the day of the auction however, full payment within 30 days following the auction etc).
3. Council must set the date for the public auction.
4. That council define where the public auction is to take place.
5. That council appoint a designated officer(s).

**\*Note**

- All charges related to the tax recovery process are deemed payable to the Town of Sedgewick and are charged against the individual title;
- The occupant has the ability to pay the arrears in full up to the date of the public auction.

**Roll: 210101094 Alt. Key: 500**  
**Legal: 1251KS 10 02A**

**Description:**

**Address:** 4902 50 Avenue  
**Zoning:** Medium Density Residential  
**Actual Use:** Primary: R10100  
**Market Loc:** 1 GENERAL RESIDENTIAL  
**Econ.Zone:** Econ Zone 1  
**Assbl.Party:** I Individual  
**Owner:**

**Subdivision:** RES/NONRES

**Assbl. Land Area:** 6,800 Sq. Feet



**Market Value Land**

LandID	Base Code	Site Area	Services	Location Adj.	Asmt Code	Reg	Assessment
333004579	0 NO LAND USE	6,800 Sq. Feet	100%	100%	2002 100%	100.0	14,090

**Improvements**

ImprID	MT- Qu- St	Description	Area (Ft2)	Eff. Year	Asmt Code	Reg	Assessment
333049405	003-03-00	SFD - After 1940	817	1966	2002 100%	100.0	109,830
333049647	030-02-27	Garage	310	1974	2002 100%	100.0	3,960

**Assessment Totals**

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T	2002 Residential -T2		14,090	113,790	0	127,880
<b>Grand Totals:</b>			<b>14,090</b>	<b>113,790</b>	<b>0</b>	<b>127,880</b>

**Inspections**

Info From Owner 06/12/2013 CHILIBECK, Ashley 2013 20% Inspection Cycle. - no change  
 Visual Exterior 10/19/2010 FORTIN, Joanne 2010 Annual  
 Outside Complete 07/24/2008 BEISEL, Diane

**Revisions**

PR 03/20/2009 YEAR END PROCESS, Requisition Body Changed

**Sales**

Date	Price	Adj. Price	Sale Code	Type	Ratio	CoFT
03/02/2007	\$50,000	\$51,500	8000 Not Verified	Improved	0%	072120981
05/13/2005	\$47,000	\$48,300	8000 Not Verified	Improved	0%	052185220
09/25/1996	\$42,500	\$42,500	8001 Good Sale	Improved	0%	962261779

$\$173.07/SF$   
 $\$124.23/SF$   
 $\$127.67/SF$   
 $\$144.55/SF$   
 $\$135.21/SF$

$\$140.95/SF \times 817 SF = \$115,156.15$   
 $+ 14,090$   
 $= \$129,246$

- with a garage

\* Indicated Market Value.

**Roll: 210101076**      **Alt. Key: 300**  
**Legal: 1251KS 10 01**

**Description:**

Address: 4906 50 Avenue  
 Zoning: Medium Density Residential  
 Actual Use: Primary: R10100  
 Market Loc: 1 GENERAL RESIDENTIAL  
 Econ.Zone: Econ Zone 1  
 Assbl.Party: I Individual  
 Owner: RONALD JOSEPH;WEEKS

Subdivision: RES/NONRES

Assbl. Land Area: 6,490 Sq. Feet

**Market Value Land**

LandID	Base Code	Site Area	Services	Location Adj.	Asmt	Code	Reg	Assessment
333004365	0 NO LAND USE	6,490 Sq. Feet	100%	100%	2002	100%	100.0	13,850

**Improvements**

ImprID	MT- Qu- St	Description	Area (Ft2)	Eff. Year	Asmt	Code	Reg	Assessment
333049394	003-03-00	SFD - After 1940	912	1958	2002	100%	100.0	128,120
333049678	030-03-27	Garage	338	1958	2002	100%	100.0	3,750

**Assessment Totals**

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T	2002 Residential -T2		13,850	131,870	0	145,720
<b>Grand Totals:</b>			<b>13,850</b>	<b>131,870</b>	<b>0</b>	<b>145,720</b>

**Inspections**

Outside Assessment Callback Left 06/12/2013 CHILIBECK, Ashley 2013 20% Inspection Cycle. - no changes  
 -left CBC  
 Outside Complete 07/24/2008 BEISEL, Diane

**Revisions**

PR 03/20/2009 YEAR END PROCESS, Requisition Body Changed

**Sales**

Date	Price	Adj. Price	Sale Code	Type	Ratio	CoFT
05/26/2014	\$160,000	\$160,300	8001 Good Sale	Improved	91%	142156429
02/03/2010	\$150,000	\$153,600	8001 Good Sale	Improved	95%	102039679
08/29/2006	\$95,000	\$105,200	8000 Not Verified	Improved	0%	062384559

$$\$160,000 - 13,850 = \$146,150 \times 1.08 = 157,842 / 912$$

$$= \$173.07 / \text{SF.}$$

- with a garage

**Roll: 200121340      Alt. Key: 23500**  
**Legal: 3825P 12 10**

**Description:**

Address: 4901 50 Avenue  
Zoning: Single Family Residential  
Actual Use: Primary: R10100  
Market Loc: 1 GENERAL RESIDENTIAL  
Econ.Zone: Econ Zone 1  
Assbl.Party: I Individual  
Owner: MARITES IDONG;MERCADO

Subdivision: RES/NONRES  
Assbl. Land Area: 6,000 Sq. Feet



### **Market Value Land**

LandID	Base Code	Site Area	Services	Location Adj.	Asmt	Code	Reg	Assessment
333004303	0 NO LAND USE	6,000 Sq. Feet	100%	100%	2002	100%	100.0	13,020

### Improvements

<b><u>Improvements</u></b>				<b>Area</b>	<b>Eff.</b>				
<b>ImprID</b>	<b>MT- Qu- St</b>	<b>Description</b>	<b>(Ft2)</b>	<b>Year</b>	<b>Asmt</b>	<b>Code</b>	<b>Reg</b>	<b>Assessment</b>	
333049388	003-03-00	SFD - After 1940	1,073	1965	2002	100%	100.0	126,300	
333049613	030-02-27	Garage	480	1983	2002	100%	100.0	8,040	
333049817	035-00-27	Carport	366	1953	2002	100%	100.0	1,000	

### **Assessment Totals**

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T		2002 Residential -T2	13,020	135,340	0	148,360
Grand Totals:			<b>13,020</b>	<b>135,340</b>	<b>0</b>	<b>148,360</b>

## Inspections

Info From Owner	06/12/2013	CHILIBECK, Ashley	2013 20% Inspection Cycle. - no changes -talked with renter and left CBC for the owner
Outside Complete	07/24/2008	BEISEL, Diane	

## Revisions


PR 03/20/2009 YEAR END PROCESS, Requisition Body Changed

## Sales

Date	Price	Adj. Price	Sale Code	Type	Ratio	CofT
12/16/2014	\$145,000	\$145,000	8001 Good Sale	Improved	102%	142427058
09/26/2013			8002 Non Arms Length	Improved	0%	132305377002
09/08/2011	\$149,000	\$153,200	8011 Opinion of Value from Transfer Document	Improved	97%	112282470

$$\$145,000 - 13,020 = 131,980 \times 1.01 = 133,299.8 / 1.073 = \$124.23/SF$$

- with a garage

<p><b>Roll: 500182116     Alt. Key: 1900</b>  <b>Legal: 2282NY 18 14</b></p> <p><b>Description:</b>  <b>Address:</b> 15 McLean Crescent West  <b>Zoning:</b> Single Family Residential  <b>Actual Use:</b> Primary: R10100  <b>Market Loc:</b> 1 GENERAL RESIDENTIAL  <b>Econ. Zone:</b> Econ Zone 1  <b>Assbl. Party:</b> I Individual  <b>Owner:</b> RICHARD; SHEPPARD</p>	<p><b>Subdivision:</b> RES/NONRES</p> <p><b>Assbl. Land Area:</b> 7,700 Sq. Feet</p>	
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<u>Market Value Land</u>									
LandID	Base Code	Site Area	Services	Location Adj.	Asmt	Code	Reg	Assessment	
333004256	0 NO LAND USE	7,700 Sq. Feet	100%	100%	2002	100%	100.0	14,780	

<u>Improvements</u>									
ImprID	MT- Qu- St Description	Area (Ft2)	Eff. Year	Asmt	Code	Reg	Assessment		
333049385	003-03-00 SFD - After 1940	864	1975	2002	100%	100.0	128,950		
333049599	030-02-27 Garage	364	1973	2002	100%	100.0	4,660		
333049819	035-00-28 Carport	208	1973	2002	100%	100.0	810		

<u>Assessment Totals</u>									
Tax Status	Code Description	Land	Improvement	Other	Assessment				
T	2002 Residential -T2	14,780	134,420	0	149,200				
<b>Grand Totals:</b>		<b>14,780</b>	<b>134,420</b>	<b>0</b>	<b>149,200</b>				

Inspections

Outside Assessment Callback Left 07/06/2012 KENT, Jessie     2012 20% Inspection Cycle.  
 Effage house to 1975 for new exterior finish.

Revisions

PR     03/20/2009     YEAR END PROCESS,     Requisition Body Changed

Sales

Date	Price	Adj. Price	Sale Code	Type	Ratio	CoFT
06/26/2013	\$136,000	\$137,500	8001 Good Sale	Improved	109%	132189913
08/06/2009	\$150,000	\$154,400	8001 Good Sale	Improved	0%	092270396
08/25/2007	\$135,000	\$134,800	8001 Good Sale	Improved	0%	072514330

$$\$136,000 - 14,780 = 121,220 \times 0.91 = 110,310.2 / 864 = \$127.67/SF$$

- with a garage



**Roll: 200080875**      **Alt. Key: 18800**  
**Legal: 3825P 08 15 and 16**

**Description:**

**Address:** 4921 48 Street      **Subdivision:** RES/NONRES  
**Zoning:** Single Family Residential  
**Actual Use:** Primary: R10100  
**Market Loc:** 1 GENERAL RESIDENTIAL      **Assbl. Land Area:** 12,000 Sq. Feet  
**Econ.Zone:** Econ Zone 1  
**Assbl.Party:** I Individual  
**Owner:** NEVAN;BARNES



**Market Value Land**

LandID	Base Code	Site Area	Services	Location Adj.	Asmt	Code	Reg	Assessment
333004254	0 NO LAND USE	12,000 Sq. Feet	100%	100%	2002	100%	100.0	18,090

**Improvements**

ImprID	MT- Qu- St	Description	Area (Ft2)	Eff. Year	Asmt	Code	Reg	Assessment
333049384	003-03-00	SFD - After 1940	935	1968	2002	100%	100.0	129,510
333055210	030-03-27	Garage	396	2002	2002	100%	100.0	10,610

**Assessment Totals**

Tax Status	Code	Description	Land	Improvement	Other	Assessment
T	2002 Residential -T2		18,090	140,120	0	158,210
<b>Grand Totals:</b>			<b>18,090</b>	<b>140,120</b>	<b>0</b>	<b>158,210</b>

**Inspections**

Outside Assessment Callback Left 09/06/2011      BEISEL, Diane      2011 Inspection Cycle

**Revisions**


PR      03/20/2009      YEAR END PROCESS,      Requisition Body Changed

**Sales**

Date	Price	Adj. Price	Sale Code	Type	Ratio	CofT
10/02/2013	\$156,000	\$157,200	8001 Good Sale	Improved	101%	132313707001
02/19/2010			8001 Good Sale	Improved	0%	102057645
02/19/2010			8001 Good Sale	Improved	0%	102057645001

$$\$156,000 - 18,090 = 137,910 \times 0.98 = 135,151.8 / 935 = \$144.55/\text{SF}$$

- with a garage

<b>Roll: 200121420</b> <b>Legal: 3825P 12 pt29,30</b> 3825P;12;PT 29, 30 Description: Address: 5073 49 Street Zoning: Single Family Residential Actual Use: Primary: R10100 Market Loc: 1 GENERAL RESIDENTIAL Econ.Zone: Econ Zone 1 Assbl.Party: I Individual Owner: MELANIE LYNN;BRENNAN	<b>Alt. Key: 24300</b>  Subdivision: RES/NONRES  Assbl. Land Area: 4,200 Sq. Feet	
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**Market Value Land**

LandID	Base Code	Site Area	Services	Location Adj.	Asmt Code	Reg	Assessment
333004312	0 NO LAND USE	4,200 Sq. Feet	100%	100%	2002 100%	100.0	9,110

**Improvements**

ImprID	MT- Qu- St Description	Area (Ft2)	Eff. Year	Asmt Code	Reg	Assessment
333049390	003-03-00 SFD - After 1940	1,006	1962	2002 100%	100.0	119,850
333049656	030-02-28 Garage	264	1953	2002 100%	100.0	2,850

**Assessment Totals**

Tax Status	Code Description	Land	Improvement	Other	Assessment
T	2002 Residential -T2	9,110	122,700	0	131,810
<b>Grand Totals:</b>		<b>9,110</b>	<b>122,700</b>	<b>0</b>	<b>131,810</b>

**Inspections**

Outside Assessment Callback Left 06/12/2013	CHILIBECK, Ashley	2013 20% Inspection Cycle. - no changes -left card
Inside 12/01/2011	BARBER, Gary	Inspected for renovations
Outside Assessment Callback Left 07/24/2008	BEISEL, Diane	

**Revisions**

PR	03/20/2009	YEAR END PROCESS,	Requisition Body Changed
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**Sales**

Date	Price	Adj. Price	Sale Code	Type	Ratio	CofT
05/17/2013	\$139,900	\$141,500	8001 Good Sale	Improved	93%	132142109
05/12/1998	\$54,000	\$54,000	8011 Opinion of Value from Transfer Document	Improved	0%	982129666
07/22/1996	\$20,000	\$20,000	8011 Opinion of Value from Transfer Document	Improved	0%	962190330

$$139,900 - 9,110 = 130,790 \times 1.04 = 136,021.6 / 1006 = \$135.21 / SF$$
  
 - with a garage

## Request for Decision (RFD)

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**Topic:** Municipal Lot Values  
**Initiated by:** Town Council  
**Prepared by:** Amanda Davis and Wainwright Assessment Group (WAG)  
**Attachments:** 1. Comparative Lot Values – Impacts  
2. Residential/Commercial Comparatives

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### Recommendations:

That the Town of Sedgewick's residential lots be revalued as follows (prices excluding GST):

- a. Plan 2500AE; Block L; Lot 18-20 = \$23,545
- b. Plan 802 1829I Block 3; Lot 17 = \$24,202
- c. Plan 802-1829; Block 4; Lot 3 = \$20,925

And further;

That the Town of Sedgewick's commercial lots be revalued as follows (prices excluding GST):

- d. Plan 3825P; Block 2; Lots 28P-31 = \$18,180

Any lots that have not been defined shall remain unchanged.

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### Background:

At the April 16<sup>th</sup>, 2015 regular Council meeting Administration was directed to obtain updated lot values on all vacant municipal properties.

### Current:

WAG recommends that the following rate per square footage be set following average comparatives in residential lot sales between Killam, Hardisty and Sedgewick.

Residential:

1. Residential lots in Plan 802 1829 be marked at \$2.56 sq. ft;
2. Residential lots in Plan 2500AE be marked at \$2.30 sq. ft (10% decrease as a result of the train tracks)

Commercial:

1. Commercial lots within Plan 822 1051 remain unchanged;
2. Commercial lot Plan 3825P; Block 3, Lot 30 remain unchanged;
3. Commercial lot Plan 3825P; Block 2; Lots 28P-31 be reduced to \$2.00 sq. ft.

Attached are the comparatives and lot impacts.



TOWN OF SEDGEWICK - RESIDENTIAL LOT VALUES							
Plan	Block	Lot	Civic	Lot Size(Sq. Ft)	(NEW) Lot Price - exc. GST	(FORMER) Lot Price - exc. GST	Difference
5755S	B	25	4954 - 51 St.	3,000	OFFERS accepted		
2500AE	L	18-20	5213 - 48 Ave.	10,237	23,545	12,592	10,953
802-1829	3	17	2 Canary Crescent	9,454	24,202	10,377	13,825
802-1829	4	3	18 Mackenzie Drive	8,174	20,925	10,089	10,836
					<b>\$68,672</b>	<b>\$33,058</b>	<b>\$35,614</b>

TOWN OF SEDGEWICK - COMMERCIAL LOT VALUES							
Plan	Block	Lot	Civic	Lot Size(Sq. Ft)	(NEW) Lot Price - exc. GST	(FORMER) Lot Price - exc. GST	Difference
822 1051	31	2	4802 - 48 Avenue	10,000	<b><i>Remains Unchanged</i></b>	20,000	-
822 1051	31	3	4806 - 48 Avenue	10,000		20,000	-
822 1051	31	4	4810 - 48 Avenue	10,000		20,000	-
3825P	3	30	4821 - 46 Street	6,000		12,000	-
3825P	2	28P-31	4851 - 47 Street	9,090	18,180	35,408	-17,228
					<b>\$18,180</b>	<b>\$107,408</b>	<b>-\$17,228</b>

Prepared for Council on May 7, 2015



# Vacant Sales List Report

## REPORT CRITERIA:

Sale Date

Start: 01/01/2013

End: 04/27/2015

Only Used Sales: Yes

Property Selection by: ALL

	<p><b>Roll: 1200018080</b> <b>Alt.Key: 120001808</b> 605AJ 10 A</p> <p>Address: 5029 47TH STREET</p> <p>Area: 16,900 Sq. Feet</p> <p>Location: 3 HIGHWAY COMMERCIAL</p> <p>Subdivision: 1 RES/NONRES</p> <p>Sale Type: 8001 Good Sale</p> <p>Vendor:</p> <p>Purchaser: META;LINDSETH</p> <p>Use Sale: Y C of T: 132375244 Sale Date: <b>11/20/2013</b> Sale Price: <b>\$47,490</b></p>
	<p><b>Roll: 3600053430</b> <b>Alt.Key: 360005343</b> 8122832 26 15</p> <p>Address: 5411 49TH AVENUE</p> <p>Area: 31,363 Sq. Feet</p> <p>Location: 1 RESIDENTIAL PROPERTY</p> <p>Subdivision: 1 RES/NONRES</p> <p>Sale Type: 8001 Good Sale</p> <p>Vendor: JAMES;CLARK</p> <p>Purchaser: JOHN;BIBLE</p> <p><i>\$2.07 / SF</i></p> <p>Use Sale: Y C of T: 142243799 Sale Date: <b>07/30/2014</b> Sale Price: <b>\$65,000</b></p>
<p>(No Image)</p>	<p><b>Roll: 5200069860</b> 1422626 1 2</p> <p>Address: 4911 - 46 Street</p> <p>Area: 4.60 Acres</p> <p>Location: 1 RESIDENTIAL PROPERTY</p> <p>Subdivision:</p> <p>Sale Type: 8001 Good Sale</p> <p>Vendor: LESLIE JAMES;FEE</p> <p>Purchaser: MICHAEL R;LEWIS</p> <p>Use Sale: Y C of T: 142204745 Sale Date: <b>07/03/2014</b> Sale Price: <b>\$70,000</b></p>
	<p><b>Roll: 5400000680</b> <b>Alt.Key: 540000068</b> 9722277 C 4</p> <p>Address: 4201 51A AVENUE</p> <p>Area: 0.44 Acres</p> <p>Location: 3 HIGHWAY COMMERCIAL</p> <p>Subdivision: 1 RES/NONRES</p> <p>Sale Type: 8001 Good Sale</p> <p>Vendor:</p> <p>Purchaser: 510515 ALBERTA LTD.</p> <p>Use Sale: Y C of T: 142249791 Sale Date: <b>08/05/2014</b> Sale Price: <b>\$80,000</b></p>
<p>(No Image)</p>	<p><b>Roll: 5600075680</b> <b>Alt.Key: 560007568</b> 9924222 1 3</p> <p>Address: 5607 45TH AVENUE</p> <p>Area: 7,800 Sq. Feet</p> <p>Location: 1 RESIDENTIAL PROPERTY</p> <p>Subdivision: 1 RES/NONRES</p> <p>Sale Type: 8001 Good Sale</p> <p>Vendor:</p> <p>Purchaser: S. JAMES AGENCIES (KILLAM) LTD.</p> <p>Use Sale: Y C of T: 142318419 Sale Date: <b>09/24/2014</b> Sale Price: <b>\$24,000</b></p>

**REPORT CRITERIA:**

Sale Date

Start: 01/01/2013

End: 04/27/2015

Only Used Sales: Yes

Property Selection by: ALL

	<b>Roll: 467000</b> Address: 4916 46 STREET Area: 5,217 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: RICHARD;DUNNING	7822749 24 22  \$ 3.26 / SF	Use Sale: Y C of T: 142307739 Sale Date: <b>09/17/2014</b> Sale Price: <b>\$17,000</b>
	<b>Roll: 505000</b> Address: 5020 46 STREET Area: 7,200 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: REMPEL ASSET COMPANY LTD.. Purchaser: ELWIN;LAMB	7720729 25 13  \$ 2.50 / SF	Use Sale: Y C of T: 132191137 Sale Date: <b>06/26/2013</b> Sale Price: <b>\$18,000</b>
	<b>Roll: 505000</b> Address: 5020 46 STREET Area: 7,200 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: ELWIN;LAMB Purchaser: HARVEY HARRY;MISHIO	7720729 25 13  \$ 2.78 / SF	Use Sale: Y C of T: 132340678 Sale Date: <b>10/22/2013</b> Sale Price: <b>\$20,000</b>
	<b>Roll: 520000</b> Address: 5015 46 STREET Area: 4,360 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: NASIRDIN;JETHA Purchaser: CHENGAN;NING	7822749 26 12  \$ 2.06 / SF	Use Sale: Y C of T: 142248948 Sale Date: <b>08/05/2014</b> Sale Price: <b>\$9,000</b>
	<b>Roll: 522000</b> Address: 5007 46 STREET Area: 4,905 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: LORI;BLACK Purchaser: ALL STAR VENTURES LTD.	7822749 26 14  \$ 3.06 / SF	Use Sale: Y C of T: 142037826 Sale Date: <b>02/04/2014</b> Sale Price: <b>\$15,000</b>
(No Image)	<b>Roll: 601000</b> Address: 4606 49 STREET Area: 2.99 Acres Location: 9 HWY 881, HWY 13 & RWY STN GROUNDS Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: BLAIR;VELICHKO	0524101 27 2	Use Sale: Y C of T: 142261923 Sale Date: <b>08/14/2014</b> Sale Price: <b>\$100,000</b>
	<b>Roll: 675000</b> Address: 4715 46 AVEUE Area: 4.00 Acres Location: 9 HWY 881, HWY 13 & RWY STN GROUNDS Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: 695099 ALBERTA LTD..	8121018 1 2	Use Sale: Y C of T: 132029604 Sale Date: <b>01/30/2013</b> Sale Price: <b>\$175,000</b>

	<b>Roll: 677000</b> Address: 4516 47 STREET Area: 4.80 Acres Location: 9 HWY 881, HWY 13 & RWY STN GROUNDS Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: K.C. BOLZ TRUCKING LTD.. Purchaser: 695099 ALBERTA LTD..	8121018 1 3 NW-36-42-10-4  Use Sale: Y C of T: 132032978 Sale Date: <b>02/01/2013</b> Sale Price: <b>\$202,500</b>
	<b>Roll: 679000</b> Address: 4715 45 AVENUE Area: 12.64 Acres Location: 9 HWY 881, HWY 13 & RWY STN GROUNDS Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: GCS ENERGY SERVICES LTD.	8121018 2 2  Use Sale: Y C of T: 132123787 Sale Date: <b>05/01/2013</b> Sale Price: <b>\$312,000</b>
	<b>Roll: 683000</b> Address: Area: 9.16 Acres Location: 9 HWY 881, HWY 13 & RWY STN GROUNDS Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: DALE;DREVER Purchaser: BATTLEVIEW DEVELOPMENTS LTD.	8021941 1  Use Sale: Y C of T: 132249787 Sale Date: <b>08/13/2013</b> Sale Price: <b>\$200,000</b>
	<b>Roll: 683000</b> Address: Area: 9.16 Acres Location: 9 HWY 881, HWY 13 & RWY STN GROUNDS Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: SHAUNA DEVELOPMENTS & INSPECTION LTD.. Purchaser: DALE;DREVER	8021941 1  Use Sale: Y C of T: 132043547 Sale Date: <b>02/12/2013</b> Sale Price: <b>\$200,000</b>
	<b>Roll: 683003</b> Address: 4226 47 STREET Area: 3.00 Acres Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: DAVID;FOSTER	9623246 1 3 NW-36-42-10-4  Use Sale: Y C of T: 132129763 Sale Date: <b>05/07/2013</b> Sale Price: <b>\$25,000</b>
	<b>Roll: 858000</b> Address: 4428 51 AVENUE Area: 10,431 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: KIMBERLY LAUREL JOY;MCMAHON Purchaser: JUSTIN CHRISTOPHER;DEVEY	9723680 32 1  <div style="text-align: right;"> <i>\$ 2.59 / SF</i>  Use Sale: Y  C of T: 142116040  Sale Date: <b>04/23/2014</b>  Sale Price: <b>\$27,000</b> </div>



Page 1

## Request for Decision (RFD)

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**Topic:** Subdivision Access TS/14/01  
**Initiated by:** 2014.10.198 – Conditional Approval  
**Prepared by:** Amanda Davis  
**Attachments:** Subdivision Maps

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**Recommendations:**

**That Sedgewick Town Council require the applicant to develop the portion of 46<sup>th</sup> Avenue (Poplar Avenue) in accordance with Subdivision TS/14/01 whereby providing legal access to the proposed lot.**

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**Background:**

At the October 2014 council meeting a subdivision application was received from 1410521 Alberta Ltd. The applicant applied to subdivide one 6.8 acre residential lot out of the 26.56 acre parcel of land known as PRT NW4-44-12 W4M (#1 Birch Street) zoned Urban Reserve (UR).

In accordance with the Town of Sedgewick's Land Use Bylaw and Municipal Development Plan, West Central Planning recommended approval of the application pursuant to seven (7) conditions being met which are detailed below:

1. Engage an Alberta Land Surveyor to prepare a plan of subdivision for registration at Land Titles Office as shown on WCPA drawing dated September 2<sup>nd</sup>, 2014 and submit it to this office for final approval.
2. If required the applicant is to enter into a development agreement with the municipality, pursuant to Section 655 of the Alberta Municipal Government Act to ensure the lot is hooked up to municipal water and sewer.
3. **That all access, approaches and culverts to be the responsibility of the developer and built to the satisfaction of the Town.**
4. The applicant is to make arrangements with the local utility companies to determine if any easements are required.
5. Pay any outstanding taxes on the property to the Town of Sedgewick.
6. Pay an endorsement fee of \$200 to WCPA when the plan is submitted for final approval.
7. Municipal reserves are not owing as it was fully paid out under plan #992 2523 (TS/98/02).

As discussed with Council following the conditional approval it was noted that the proposed property is land locked meaning there is not physical access to the "new lot". The private road provides access to the entire parcel of land however as per condition 3 it is the responsibility of the developer to develop an access point to the Town's satisfaction.

The applicant had approached council suggesting that the town buy a portion of the private road which Council was advised not to do.

**Current:**

The applicant is further requesting that council reconsider access to the proposed parcel of land.

There are three option to ensure access to this parcel of land – Council much determine which option to pursue:

**OPTION I:**

Uphold condition 3 that the applicant must build a portion of 46<sup>th</sup> Avenue (Poplar Ave.) as per the Town's specifications whereby having access to the "proposed lot".

**PROS:**

- Proper way to access the property and there will never be an issue with access agreements or easements in the future.
- Short distance to be developed
- Exists as a legal road

**CONS:**

- Potential cost to the developer.

**OPTION II:**

Road Dedication – the applicant could dedicate a portion of the road to the municipality free of charge – pending the road is constructed to our standards.

**PROS:**

- Simplifies access for the applicant.

**CONS:**

- Limits future development within the parcel of land as the road is not constructed in a manner that is conducive to future land use.
- The road then becomes the responsibility of the municipality to maintain (liability/asset).

**OPTION III:**

Development of a three way easement agreement between the Town, the applicant and the owner that would be registered against all titles making the applicant responsible to provide access to the "new property" via the private road.

**PROS:**

- Short-term would be manageable as there is only single ownership on the properties in question.

**CONS:**

- Could become an issue once land transfers hands as the land owners could dispute over who is responsible for the road. Therefore a very detailed easement would be required between all parties.
- Could limit development in the future should the remainder of the land be subdivided.
- There is still no physical/legal access.

I've consulted with the Town's legal team, our planners (West Central Planning Agency) and Municipal Affairs, Planning and Development team. The same response was received and supported by each party

that the town should require the applicant to proceed with OPTION I whereby ensuring there is physical legal access to the proposed new lot.

From a business stand point the town would be restricting future development on the said lands as the proposed design layout was for the construction of four (4) large lot residential properties. This land is adjacent to the Town's Light Industrial Business (LIB) district and is the last remaining land within our corporate limits that would be best suited for commercial development.

Considering the Town's goal is to promote growth and vitality council needs to seriously look and the implication of such development. What is the Town going to look like in 50 – 150 years?

The applicant is requesting OPTION II.



Proposed Subdivision in the  
**Town of Sedgewick**  
Portion of NW4-44-12 W4

Public road ends.  
No physical access  
to proposed lot.



Proposed lot contains existing house and yard site

Registered Owner(s): 1410521 Alberta Ltd.

File: TS/14/01

Drawn: September 2, 2014

Revised:

## 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

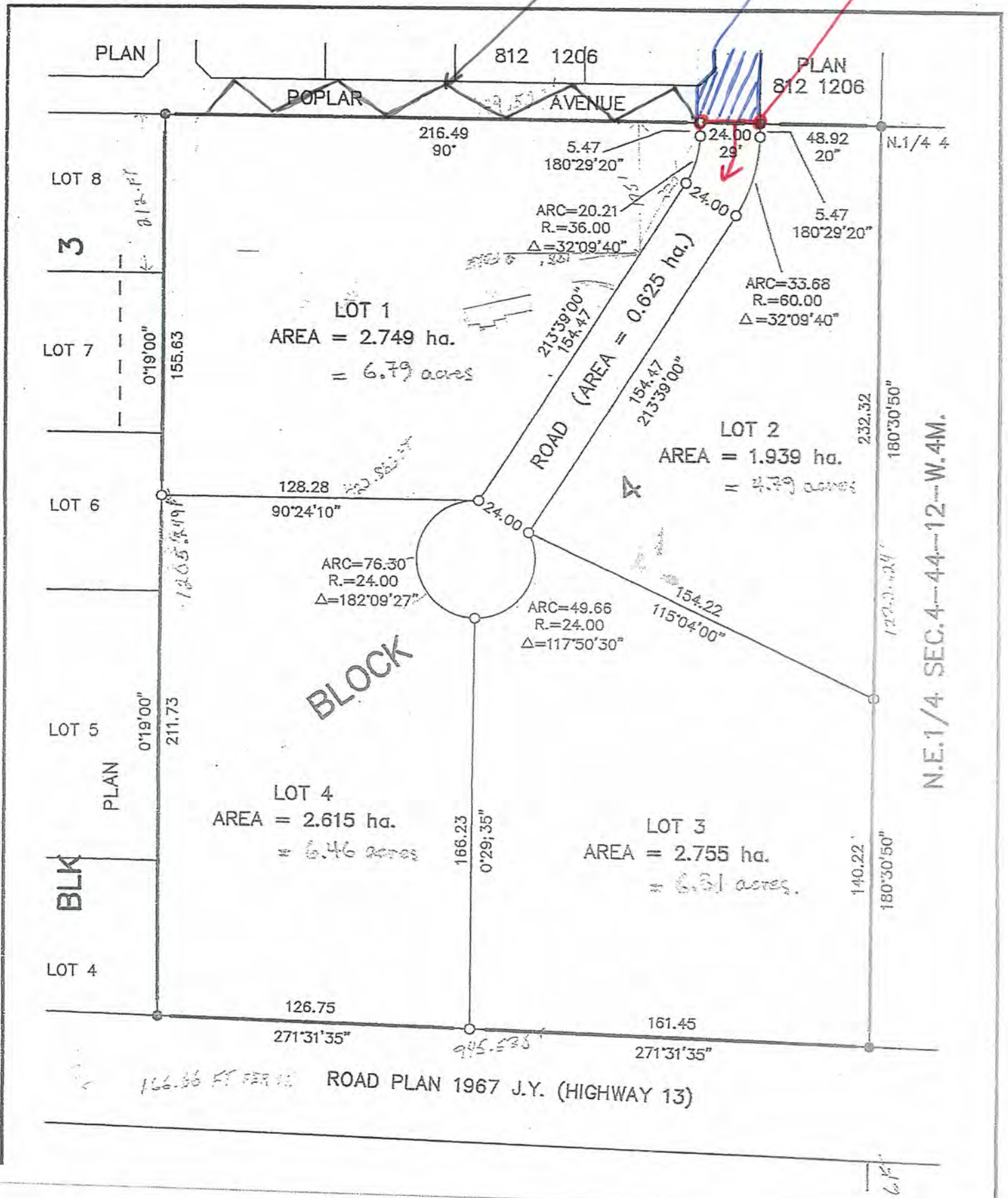


\* Initial site plan the applicant has build off of.

undeveloped road

Public road (existing)

Private road



## Request for Decision (RFD)

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**Topic:** LUB# 461 – Urban Reserve Zoning Amendment Proposal  
**Initiated by:** Administration, Municipal Affairs, Planning and Development  
**Prepared by:** Amanda Davis  
**Attachments:** 1. TOS LUB Zoning Map  
2. Bylaw #519 – Proposed Amendment  
3. City of Grande Prairie- UR District  
4. Town of Redwater - UR District  
5. City of Spruce Grove - UR District

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**Recommendations:**

1. That Council give first reading to Bylaw #519.

OR

2. That Council defer discussions regarding LUB#461 – Urban Reserve Zoning Amendment Proposal to the June Council meeting.

OR

3. That Council reject the proposal to amend the Urban Reserve Zoning district.

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**Background:**

Pursuant to the Town of Sedgewick's Land Use Bylaw #461, Section 73 Urban Reserve (UR) District is intended to:

"Reserve those areas of the municipality which are rural in character or land use for urban development until such time as a subdivision plan has been accepted in principle or approved for other specific uses not permitted in this district. The reclassification of land to other land use districts will normally occur subsequent to the acceptance on an Area Structure Plan where one is required by Council, and subsequent to the approval of subdivisions proposed."

There are three areas around the perimeter of Town that are currently zoned UR as per the attached map.

**Current:**

At current, this UR district's permitted uses is a Single Detached Dwelling on Existing Parcel.

There are future planning issues that come into play pursuant to the terms of the UR district.

1. Maximum land size is not defined in the bylaw for UR therefore multiple large lot parcels could be subdivided into residential lots. This means the Town's urban expansion area would not support urban expansion which impacts and limits future growth.
  - a. Looking at this from a business perspective, the Town would be eliminating any potential commercial development within our corporate boundaries on the SE side of Town because residential houses are permitted uses. This land is adjacent to our commercial park and council has already begun limiting residential development neighboring this area with Direct Control zoning districts.

In an effort to better prepare for long term development of the Town of Sedgewick, it is strongly advisable to remove “Single Detached Dwelling on Existing Parcel” from Permitted Uses.

Attached you will see a few other Urban Reserve Districts to compare. None of them allow for Single Detached Dwellings as it contradicts the intent of the zoning.

- City of Grande Prairie
- Town of Redwater
- City of Spruce Grove

Should council be in favour of proceeding with amendments to the UR district a public hearing process is required.

Council must consider all comments made by representatives at the public hearing prior to the potential amendments.

Pursuant to Section 230 (1) when this or another enactment requires council to hold a public hearing on a proposed bylaw or resolution, the public hearing must be held, unless another enactment specifies otherwise,

*(a) Before second reading of the bylaw*

The proposed amendment directly affects seven (7) property owners. The affected property owners would be notified via written letter a minimum of two weeks prior to the next council meeting from which point they would have an opportunity to research the proposed amendment and address council accordingly. There is an appeal process that may take place should there be strong opposition.

What would this amendment mean to the current land owners and how does this impact their land?

- The current use of the property would not change, in other words houses would remain however they would be considered **non-conforming use**.

Pursuant to S. 643:

(1) If a development permit has been issued on or before the day on which a land use bylaw or land use amendment bylaw comes into force in a municipality and the bylaw would make the development in respect of which the permit was issued a non-conforming use or non-conforming building, the development permit continues in effect in spite of the coming into force of the bylaw.

(2) A non-conforming use of land or a building may be continued but if that use is discontinued for a period of 6 consecutive months or more, any future use of the land or building must conform with the land use bylaw then in effect.

(5) A non-conforming building may continue to be used but the building may not be enlarged, added to, rebuilt or structurally altered except:

(a) to make it a conforming building,

(b) for routine maintenance of the building, if the development authority considers it necessary,

or

(c)in accordance with a land use bylaw that provides minor variance powers to the development authority for the purposes of this section.

\*Note – following the LUB amendment, should the a house burn down, the property owner would not be permitted to reconstruct a residential dwelling on this parcel as it would no longer conform to the LUB zone.



2.0 acres  
1.09 acres  
2.05 acres

55.88 acres

12 acres

28.12 acres

7.2 acres

6.8 acres

19.76 acres



# Bylaw 461 Land Use Districts

- R1 Single Family Residential
- R1A Residential Single Detached
- R2 Medium Density Residential
- R3 Mobile Home Subdivision Residential
- R4 Low Density Residential
- DC Direct Control District
- LIB Light Industrial Business
- P Parks, Recreational & Municipal Lands
- I Institutional
- C1 Central Commercial
- UR Urban Reserve

S.R. 869

Roads and lanes are not part of any land use district

REVISED: AUGUST, 2011

**Town of Sedgewick  
Bylaw #519**

**Province of Alberta**

**A Bylaw of the Town of Sedgewick in the Province of Alberta for the purpose of amending Land Use Bylaw #461.**

**WHEREAS** it is desirable to amend the Land Use Bylaw 461, as amended;

**And Whereas** Council has held a public hearing as required by Section 692 of the *Municipal Government Act, R.S.A. 2000, cM-26*, as amended.

**Now therefore**, the Council of the Town of Sedgewick, duly assembled, enacts the following;

1. The Land Use Bylaw of the Town of Sedgewick #461 is hereby amended as follows:
  - a. Section 73: Urban Reserve District is hereby amended by removing “Single Detached Dwelling on Existing Parcel” and inserting “NIL” under Permitted Uses.

**That** this bylaw shall come into force and take effect upon receiving third reading.

**Read** a First time this \_\_\_\_\_ Day of \_\_\_\_\_, A.D. 2015.

\_\_\_\_\_  
Perry Robinson, Mayor

\_\_\_\_\_  
Amanda Davis, CAO

**Read** a Second time this \_\_\_\_ Day of \_\_\_\_\_, A.D. 2015.

**Read** a Third time this \_\_\_\_ Day of \_\_\_\_\_, A.D. 2015.

\_\_\_\_\_  
Perry Robinson, Mayor

\_\_\_\_\_  
Amanda Davis, CAO

Section 73: UR Urban Reserve District

73.1 Purpose:

To reserve those areas of the municipality which are rural in character or land use for urban development until such time as a subdivision plan has been accepted in principle or approved for other specific uses not permitted in this district. The reclassification of land to other land use districts will normally occur subsequent to the acceptance of an Area Structure Plan where one is required by Council, and subsequent to the approval of subdivisions proposed.

73.2 Uses:

Permitted Uses	Discretionary Uses
<del>Single Detached Dwelling on Existing Parcel</del>	Greenhouse or Plant Nursery Kennel Natural Resource Development Temporary Use or Building which in the opinion of the Municipal Planning Commission will not prejudice the possibility of conveniently and economically replotting or developing the area in the future Farming

Comment [A1]: NIL

73.3 Site Regulations:

All site regulations shall be at the discretion of the Municipal Planning Commission.



## Section 93      Urban Reserve District - UR

### 93.1 Purpose

*The purpose of this district is to protect land intended for future urban from premature subdivision and development.*

93.2 Permitted Uses	93.3 Discretionary Uses
<ul style="list-style-type: none"><li>• Accessory Building or Use</li><li>• Extensive Agriculture</li><li>• Extensive Recreation</li><li>• Park</li></ul>	<ul style="list-style-type: none"><li>• Carnival</li><li>• Commercial Recreation Facility (Outdoor)</li><li>• Greenhouse</li><li>• Home Occupation (Major/Minor)</li><li>• Intensive Agriculture</li><li>• Manufactured Home</li><li>• Outdoor Recreation Facility</li><li>• Outdoor Storage</li><li>• Public Utility</li><li>• Single Detached Dwelling</li></ul>

### 93.4 Site Provisions

In addition to the General Regulations contained in Part Seven and Part Eight, the following standards shall apply to every development in this district.

- (a) Front Yard:            7.62m (25 ft)
- (b) Side Yard:            7.62m (25 ft)
- (c) Rear Yard:            7.62m (25 ft)
- (d) Building Height:  
      (maximum)            10.06m (33 ft)
- (e) All other standards shall be at the discretion of the Development Authority.

**(Bylaw C-1100-69 - June 19, 2006)**

### 93.5 Additional Requirements

- (a) Single Detached dwellings and Manufactured Homes will be permitted only if accessory to a permitted or discretionary use;
- (b) In considering a Discretionary Use, the Development Authority shall not approve a use that may prejudice the future urban use of the site;
- (c) The Development Authority may issue a temporary development permit for a Discretionary Use.

## 9.15 Urban Reserve (UR) District

### (1) Purpose

The purpose of this District is to protect significant tracts of predominantly vacant land for future urban development, and to allow a limited range of low intensity uses which are consistent with that intent.

### (2) Permitted and Discretionary Uses

#### (a) Permitted Uses

- (1) Extensive agriculture
- (2) Major home occupations
- (3) Minor home occupations
- (4) Public utilities
- (5) Sea cans
- (6) Single detached dwellings
- (7) Solar energy collection systems
- (8) Wind energy conversion systems, micro
- (9) Buildings and uses accessory to permitted uses

#### (b) Discretionary Uses

- (1) Agricultural industry
- (2) Animal hospitals
- (3) Animal services facilities
- (4) Garage suites
- (5) Greenhouses and plant nurseries
- (6) Group care facility
- (7) Group home
- (8) Guest ranches
- (9) In-law suites
- (10) Intensive agriculture
- (11) Kennels
- (12) Large animal veterinary clinics
- (13) Major utility services
- (14) Recreational use
- (15) Park models
- (16) Places of worship
- (17) Public parks
- (18) Public uses
- (19) Private clubs
- (20) Recreational vehicle campgrounds

- (21) Recreational vehicle campgrounds, seasonal
- (22) Secondary suites
- (23) Small animal breeding and boarding establishments
- (24) Small radio communications towers
- (25) Staging area
- (26) Temporary uses which, in the opinion of the Development Authority, will not prejudice the possibility of conveniently and economically subdividing or developing the site in the future
- (27) Wind energy conversion systems, small
- (28) Wireless Communications Facilities
- (29) Other uses which, in the opinion of the Development Authority, are similar to the above mentioned permitted and discretionary uses
- (30) Buildings and uses accessory to discretionary uses

### (3) Subdivision Regulations

- (a) Only one of the following two subdivision options shall be allowed in the UR District:
  - (i) the subdivision of a quarter section of land into two equal-sized lots of a minimum of 30.0 ha (74.1 ac.) more or less, or
  - (ii) the subdivision of a lot of between 1.0 ha (2.47 ac.) and 4.04 ha (10 ac.) in size from a quarter section of land to accommodate a single family dwelling and accessory use. Only one such lot shall be allowed on a quarter section.
  - (iii) At the discretion of the Subdivision Authority the minimum parcel size for a residential use may be expanded to accommodate existing farmstead structures.
- (b) Notwithstanding Subsection (a) above, the following additional subdivisions may be allowed in this District:
  - (i) the subdivision of a lot when the lot is physically severed from the balance of the title area by a permanent man-made or natural feature, or
  - (ii) the subdivision of a lot to accommodate a public use, a public park, a public utility, or a major utility service.

### (4) Development Regulations

- (a) Maximum Height – 11.0 m (36.1 ft.), except in the case of buildings which are part of or accessory to extensive agriculture other than a dwelling.

- (b) All other site regulations shall be at the discretion of the Development Authority however, no building shall be erected within thirty (30) meters of any surveyed municipal road right-of-way.
- (c) The Development Authority may specify the length of time any use is approved in this District, having regard to the servicing and future development of the subject area.

(5) **Additional Regulations**

- (a) Fences shall be developed in accordance with **Section 7.7** of this Bylaw.
- (b) Landscaping shall be provided in accordance with **Section 7.9** of this Bylaw.
- (c) Grading and drainage of the site shall be provided in accordance with **Section 7.17** of this Bylaw.
- (d) Accessory buildings shall be developed in accordance with **Section 8.1** of this Bylaw.
- (e) Private swimming pools and hot tubs shall be developed in accordance with **Section 8.22** of this Bylaw.
- (f) No signs shall be allowed in the UR District except as provided for in **Section 8.32** of the Bylaw.

## SECTION 131 UR – URBAN RESERVE DISTRICT

### (1) GENERAL PURPOSE

This District is intended to allow for Agricultural Uses and limited rural land Uses that do not prejudice the future Development of the land for urban Uses.

Permitted Uses	Discretionary Uses
<ul style="list-style-type: none"><li>• Agriculture</li></ul>	<ul style="list-style-type: none"><li>• Accessory Buildings</li><li>• Family Day Homes</li><li>• Home Occupations</li><li>• Natural Resource Development</li><li>• Single Detached Dwelling</li><li>• Temporary Buildings or Uses</li><li>• Topsoil Processing</li><li>• Park and Ride Facilities</li></ul>

### (2) DEVELOPMENT REGULATIONS

In addition to the Regulations contained in Part 6 General Regulations, Part 7 Special Regulations, Part 8 Parking Regulations, Part 9 Landscaping Regulations, and Part 10 Sign Regulations, the following regulations shall apply to all Development in this District.

	Site Standard
Site Area (Minimum):	<ul style="list-style-type: none"><li>• 4.0 ha, or the minimum area required to accommodate existing Development, for maximum of one Site per quarter section</li></ul>
Front Yard Setback (Minimum):	<ul style="list-style-type: none"><li>• At the discretion of the Development Authority</li></ul>
Side Yard Setback (Minimum):	<ul style="list-style-type: none"><li>• At the discretion of the Development Authority</li></ul>
Rear Yard Setback (Minimum):	<ul style="list-style-type: none"><li>• At the discretion of the Development Authority</li></ul>
Site Coverage (Maximum):	<ul style="list-style-type: none"><li>• 50%</li></ul>
Building Height (Maximum):	<ul style="list-style-type: none"><li>• 12.0 m, except for Buildings that are Accessory to agricultural operations</li></ul>

### (3) ADDITIONAL REGULATIONS

- (a) Water supply and sewage disposal for existing buildings shall be provided in accordance with the Public Health Act. Any new Development requiring water or sewer must connect to City utilities.
- (b) In considering a Development Permit for a Discretionary Use, the Development Officer shall not approve Uses that would be prejudicial to the

future economical subdivision, servicing and Development of the Site for urban Development, subject to the provisions of an approved Area Structure Plan.

- (c) The Development Officer may specify the length of time a use may operate in this District having regard for the future Development of the land.

## Request for Decision (RFD)

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<b>Topic:</b>	<b>Development Improvement – Plan 3825P; Block 8; Lot 1</b>
<b>Initiated by:</b>	Applicant
<b>Prepared by:</b>	Amanda Davis
<b>Attachments:</b>	1. Letter and Site Plan 2. Visual Aid

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### Recommendations:

1. That having established soil erosion is occurring and that there is no alternate solution that a retaining wall be permitted on the boulevard on the north side of Plan 3825P; Block 8; Lot 1 as per the site plan and further that an agreement be put in place whereby holding the property owner responsible for the removal of such wall should any servicing and/or public works maintenance be required.

**OR**

2. That council reject the applicants request for the installation of a retaining wall on the boulevard on the north side of Plan 3825P; Block 8; Lot 1.
- 

### Background:

A request has been received for improvements on the boulevard on the North side of Plan 3825P; Block 8; Lot 1 (4938 – 49<sup>th</sup> Street).

Currently there is an encroachment agreement on file as the home that was constructed in 1945 does not fit within the legal boundaries of the property.

The applicant has concerns with regards to the slope of the existing boulevard as it is eroding and there is no landscaping to maintain the structure and aesthetics of the property. The applicant has proposed the construction of a retaining wall/drainage pattern (see attached).

### Current:

Boulevards are public property however it is the responsibility of property owners to maintain boulevards (grass trimming etc). Other property owners in town have developed their boulevards without approval from Town Council.

Should the benefits of this proposal outweigh the cons council has the authority to permit the development.

### Items for consideration:

- Does the proposed development impede visibility on the corner?
- Does the proposed development impact municipal servicing?
- Does the proposed development impact or hinder drainage?
- Does the proposed development impact snow removal?
- If the proposed development is accepted council will be setting precedence for future boulevard development, how will this measure be mitigated?
- What are the implications on the town with regards to the

Should council choose to accept the proposed retaining wall and drainage pattern conditions should be set in place indicating that if any servicing, site work or other is required on this boulevard removal of the retaining wall shall be charged to the owner and further that the town does not hold any responsibility to replace the damaged retaining wall.



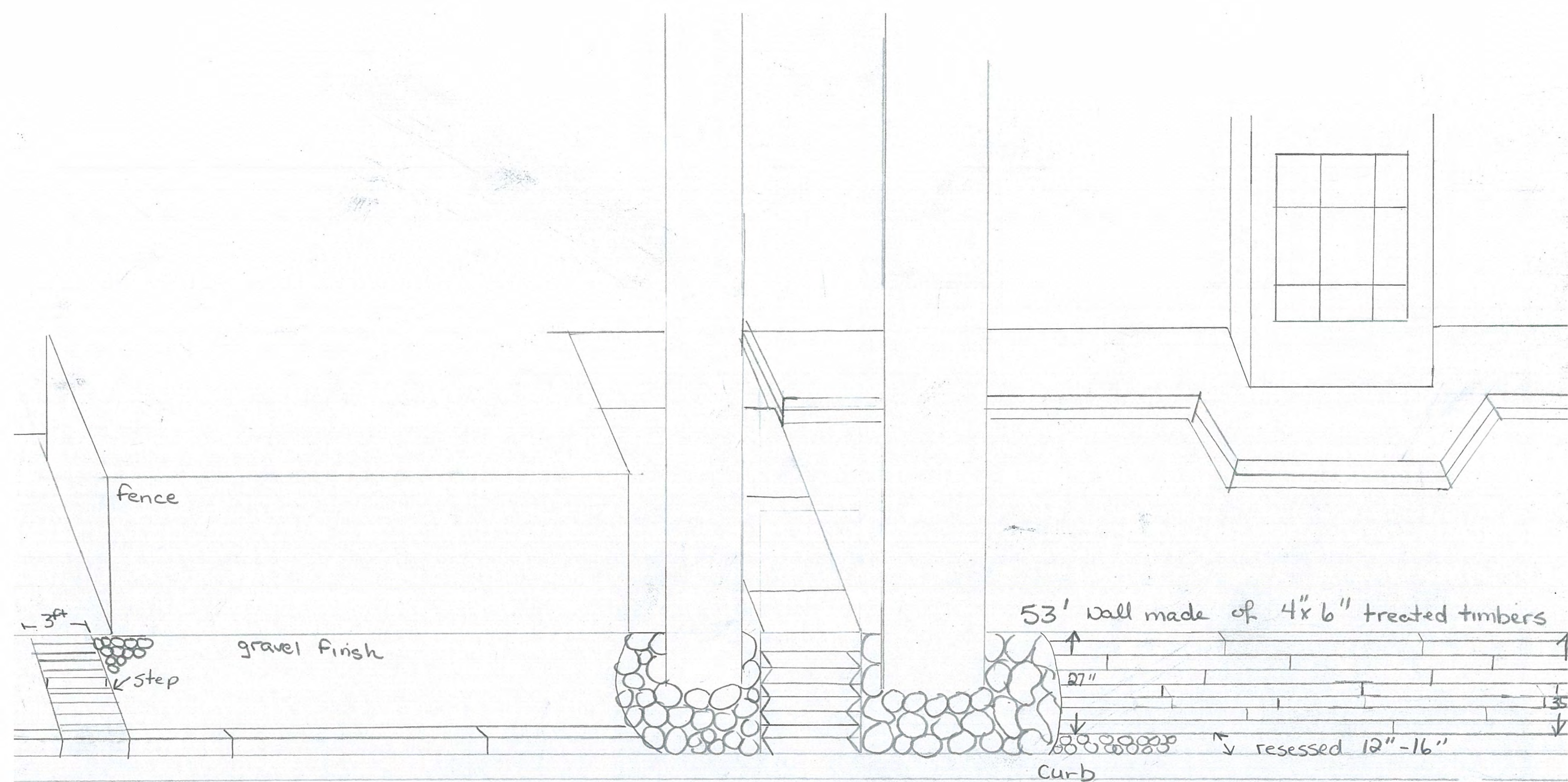
**RECEIVED**  
APR 23 2015

To, Sedgewick Town Counsel

I am proposing to construct a retaining wall on the north side of my property, which will be located on the town boulevard. The reason that I want to construct the retaining wall is to prevent further soil sluffing onto the street and to give the property a better curb appeal.

Thank-you for taking the time to look at my proposal.

Shane Dempsey.



proper weeping tile behind  
wall with gravel base



Visual aid of the property in question – Plan 3825P; Block 8; Lot 1 (4938 – 49<sup>th</sup> Street) – May 11<sup>th</sup>, 2015





Visual aid of the property in question – Plan 3825P; Block 8; Lot 1 (4938 – 49<sup>th</sup> Street) – May 11<sup>th</sup>, 2015



Visual aid of the property in question – Plan 3825P; Block 8; Lot 1 (4938 – 49<sup>th</sup> Street) – May 11<sup>th</sup>, 2015



<b>Topic:</b>	<b>Residential Subdivision – Legal Response</b>
<b>Initiated by:</b>	Council/Administration
<b>Prepared by:</b>	Amanda Davis
<b>Attachments:</b>	1. TOS Letter to Stantec 2. Stantec Letter - Response

As per direction of Council following the April 9<sup>th</sup>, 2015 special council meeting, administration consulted with our legal team regarding Stantec's errors in pricing the subdivisions.

- a. In light of the errors made by the engineering firm that Stantec consider waiving all outstanding invoiced and refunding all fees paid to Stantec;
- b. Should Stantec choose to accommodate our request, we would like to continue working with them in an effort to reduce the scope of the project to align with the original quote.

- Stantec is not willing to waive any outstanding invoices nor refund any fees paid for service;
- Stantec is unable to entertain the Town's suggestions of a redesign on the site.

### Town of Sedgewick - Residential Subdivision Expense Break Down - YTD

Engineering Award - STANTEC	\$150,000.00				
Supplier	Invoice Number	Subtotal	GST	Grand Total	Payment Status
Stantec	882779	7,680.00	384.00	8,064.00	PAID
Stantec	902212	22,820.00	1,141.00	23,961.00	PAID
Stantec	919060	7,523.36	376.17	7,899.53	PAID
Stantec	923500	810.00	40.50	850.50	PAID
Total Paid YTD		38,833.36	1,941.67	40,775.03	

Stantec	932217	32,500.96	1,625.05	34,126.01	NOT PAID
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Geotechnical Design - THURBER	\$9,500.00				
Supplier	Invoice Number	Subtotal	GST	Grand Total	Payment Status
Thurber	26783	4,750.00	237.50	4,987.50	PAID
Thurber	26976	4,750.00	237.50	4,987.50	PAID
Total Paid YTD		9,500.00	475.00	9,975.00	

Page 1 of 3



Supplier	Invoice Number	Subtotal	GST	Grand Total	Payment Status
Forster Feeder	14983	560.00	28.00	588.00	PAID
Wild Rose Co-op	01253375B	9.99	0.50	10.49	PAID
<b>Total Paid YTD</b>		<b>569.99</b>	<b>28.50</b>	<b>598.49</b>	

Subdivision Authority					
Supplier	Invoice Number	Subtotal	GST	Grand Total	Payment Status
West Centreal Planning	#2010011	8,000.00		8,000.00	PAID
<b>Total Paid YTD</b>		<b>8,000.00</b>	<b>0.00</b>	<b>8,000.00</b>	

Legal Review					
Supplier	Invoice Number	Subtotal	GST	Grand Total	Payment Status
RMRF	141984	3,616.56	180.83	3,797.39	PAID
<b>Total Paid YTD</b>		<b>3,616.56</b>	<b>180.83</b>	<b>3,797.39</b>	

<b>Total Expenses Paid:</b>		<b>60,519.91</b>	<b>2,626.00</b>	<b>63,145.91</b>
<b>Total Expenses to Date:</b>		<b>93,020.87</b>	<b>4,251.05</b>	<b>97,271.92</b>

**Current:**

After receiving the response from Stantec I further consulted with legal. Bill Barclay and Shauna Finlay of RMRF provided the following options for considerations.

Council must determine what the bottom line is and what we want to do about it.

- Does the Town want to sue them for the costs incurred?
- Does the Town want to pay them for the costs incurred?
- The Town could refuse to pay them for remaining costs of the contract and they could sue the Town; the Town could then counter claim.

**OPTION I** – Go on the offensive – take action and attempt to get fees:

- Advantages – there is a potential for the Town to be successful in court.
- Disadvantages – litigation is not cheap – litigation costs will come close to if not exceed the amount the Town has paid and incurred to date.

**OPTION II** – The Town could do nothing:

- Advantages – save the litigation expense as the Town is not guaranteed to be successful in court.

- Disadvantage – doing nothing provides uncertainties – Stantec could pursue to Town for outstanding fees.

OPTION III – Take the middle road – develop and pursue a strategy for compromise.

- Advantages – provides both parties with some certainty;
  - If Stantec is unwilling to negotiate the Town could then pursue options I or II
- Disadvantages – Stantec may not be willing to negotiate.
  - There will still be legal costs associated with this Option (unknown)

Considerations:

1. How much of the Town's resources does Council want to spend on this project both financially and administratively?
  - a. Legal actions in reference to land will take a minimum of five (5) years to resolve.
2. The Town has two years to move the matter forward – clock began ticking in March.

\*Council needs to take a position we feel good about and move with it.





4818 - 47 Street  
P.O. Box 129  
Sedgewick, AB T0B 4C0  
Phone: (780) 384-3504  
Fax: (780) 384-3545  
Website: [www.sedgewick.ca](http://www.sedgewick.ca)



**Without Prejudice**

April 10, 2015

Stantec  
1100, 4900 50 Street  
Red Deer, Alberta T4N 1X7

**Attention: Liang Liu, Senior Associate  
Tim Ainscough, Principal**

**Re: Town of Sedgewick (the "Town")  
Sedgewick Residential Subdivision Development (Surface and Underground)  
Tender Closing Date: March 17, 2015**

We are writing with respect to Stantec's advice, received by the Town on March 6, 2015, that Stantec's initial rough estimates of probable costs for the subdivision project were incorrect. As you know, at that time, Stantec advised that certain aspects of the subdivision project had not been included in earlier calculations.

Stantec's initial advice had been that probable costs would be in the \$1.0 - 1.2 million dollar range (see attached email). Stantec advised on March 6, 2015 that probable costs would more likely be in the \$2.2 - 2.5 million dollar range. The immediate steps taken to rectify this oversight included the issuance of addendums to the tender documents and an extension to the Bid deadline.

The bids submitted in response to the tender and addendums confirmed that probable costs for the project, even awarding a contract to the lowest bidders, would be in the \$2.2 - 2.5 million dollar range. As you know, this level of cost significantly affects the economic viability of the project. In fact, it makes it uneconomic to proceed and the Town will not be awarding a contract to any bidders.

The Town has paid a total of amount of \$22,370.33 to third parties in connection with the project and an additional \$40,775.03 in fees and taxes to Stantec. We note an additional Stantec invoice of \$34,126.01 is currently outstanding.

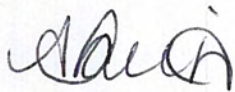
But for this error, the Town has been pleased with its service from Stantec. Unfortunately, this error does render most of the work done by Stantec and other third parties on this project unusable.

In light of this development, we would ask that Stantec consider waiving any outstanding invoices and refunding all fees paid to Stantec. If Stantec and the Town can come to an

agreement on outstanding and paid fees incurred to date, the Town would consider amending the scope of its existing engineering services contract with Stantec to work on a new project scope that would accommodate a revised budget for development.

While the current turn of events is unfortunate, we do hope to continue to work with you in the future. We would ask that you advise us of your position by April 23, 2015. We look forward to hearing from you.

Yours truly,

A handwritten signature in dark ink, appearing to read 'Amanda Davis', with a stylized flourish at the end.

Amanda Davis, CAO  
Town of Sedgewick

Enclos.

cc. Town Council

## Amanda Davis, CAO - Town of Sedgewick

---

**From:** Ainscough, Tim <Tim.Ainscough@stantec.com>  
**Sent:** June-06-14 11:33 AM  
**To:** 'Amanda Davis, CAO - Town of Sedgewick'  
**Cc:** Liu, Liang; Weninger, Stephan  
**Subject:** Proposal - 32 Lot subdivision  
**Attachments:** 1456\_001.pdf

Amanda

Please find attached Stantec's proposal for engineering fees for the proposed 32 lot subdivision in Sedgewick. The costs for construction are estimated to be in the range of \$1 to \$1.25 million dollars.

I look forward to working on this project with the Town of Sedgewick; should you have any questions or concerns, please contact Liang or myself.

**Tim Ainscough, P.Eng, LGA**  
**Principal, BCML**

**Stantec Red Deer**  
Phone: (403) 341-3320  
Cell: (403) 392-6376

[tim.ainscough@stantec.com](mailto:tim.ainscough@stantec.com)

Design with community in mind  
[stantec.com](http://stantec.com)



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Please consider the environment before printing this email.





**Stantec Consulting Ltd.**  
1100 - 4900 50th Street, Red Deer AB T4N 1X7

April 30, 2015  
File: 113929381

**Attention: Amanda Davis, CAO**

Town of Sedgewick  
Box 129  
Sedgewick, Alberta T0B 4C0

Dear Amanda,

**Reference: Sedgewick Residential Subdivision Development – Your Letter Dated April 10, 2015**

In response to your letter requesting Stantec refund design fees paid by the Town and waive outstanding invoices on this matter, we respectfully offer the following comments:

1. In June 2014, when we provided you our proposal for engineering services, our proposal and the information we presented were based on typical costs for a development of approximately that number of lots. Unfortunately factors beyond our control led to the cost of development rising substantially.
2. Had we been aware of the extent of the development constraints related to this property, our proposed Opinion of Probable Cost and Engineering Scope of Work would have been considerably higher for design services and for engineering services during construction.
3. We were not made aware that the site required a substantial amount of earthwork to be hauled off-site, nor that a corresponding amount of topsoil would have to be moved off-site for construction and then returned to site. We now understand that a substantial amount of material was disposed on the subject property during the development of the subdivision to the south, however, we were not provided with that information at the time we prepared our Opinion of Probable Cost and Engineering Scope of Work.
4. By the time we had a full understanding of the amount of earthworks required for the project, we had already expended the majority of the design fees that have been invoiced.

Design with community in mind



April 30, 2015  
Amanda Davis, CAO  
Page 2 of 2

**Reference: Sedgewick Residential Subdivision Development**

5. A mitigative solution to reduce the unexpected cost of the earthworks was proposed to the Town and rejected.

We empathize that the Town has concluded the project is no longer financially viable; however, Stantec's work on the project did not make the project any less viable. While we appreciate your suggestion that you would retain Stantec to complete an alternate design for the site, the information we have obtained over the course of the design, suggest that a re-design of the site would be unlikely to bring development costs down to the point where the Town's cash flow expectations can be met. As such, we are unable to honor your request for a refund and waiving of our outstanding invoices. We are also unable to entertain your suggestion of a redesign of the site.

If you have any questions regarding this analysis, please contact us at your convenience.

Regards,

**STANTEC CONSULTING LTD.**

Liang Liu, M.Eng., P.Eng  
Project Manager  
Phone: (403) 341-3320  
Liang.liu@stantec.com

Tim Ainscough, P.Eng., LGA  
Managing Leader, Water  
Phone: (403) 341-3320  
tim.ainscough@stantec.com

Attachment:

C.

Design with community in mind

## Request for Decision (RFD)

---

**Topic:** Land Development – Offer to Purchase  
**Initiated by:** Offer to Purchase  
**Prepared by:** Amanda Davis  
**Attachments:** 1. Offer to Purchase  
2. Civic Map  
3. WAG Sales Report

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**Recommendations:**

1. That Council accept Station Stop Enterprises offer to purchase Plan 5755S; Block B; Lot 25 in the amount of \$700 with the inclusion of a standard Purchase Agreement.

OR

2. That Council counter offer Station Stop Enterprises offer to purchase Plan 5755S; Block B; Lot 25 and uphold the original offer in support of Wainwright Assessment Group's market value at a rate of \$1,500 with the inclusion of a standard Purchase Agreement.

OR

3. That Council accept Station Stop Enterprises offer to purchase Plan 5755S; Block B; Lot 25 in the amount of \$700 with no conditions included on the purchase.

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**Background:**

At the June 19<sup>th</sup>, 2014 Council meeting council received an offer to purchase Plan 5755S; Block B; Lot 25 (tax recovery property) in the amount of \$1,500. Council accepted this offer however the individual never ended up moving forward with the purchase.

The current lot is located within the R1 Residential District and is 25'x120'. This lot has been advertised that the Town is accepting offers.

**Current:**

The former applicant has submit yet another offer to purchase the said property at a reduced rate of \$700.

The applicant did not submit a development proposal with his offer however in 2014 his intent was to develop a garage on this property. A single garage is not a permitted use within the R1 district. The applicant would have to apply for an amendment to the Land Use Bylaw should he still propose the garage development. The applicant has been made very aware of the process.

Response from Wainwright Assessment Group (June 9, 2014):

Hi Amanda

Regarding this 3,000 sq.ft. lot, the attached sales indicate an average selling price of \$1.26/sq.ft. for a developable lot. If the Town will allow a mobile home or some "infill" housing development on this 3000 sq.ft, the value is \$3,780. (3000 x 1.26). If the Town will not allow a development of any form on this lot, then the value is as excess land to the adjacent neighbor and the value is 50% or \$1,890.

Gary

Should council choose to accept or counter this offer conditions can be put on the purchase agreement.

At current the standard agreement states the following:

- a. 10% of the purchase price would be due upfront;
- b. He would have one year to build on the property – if he backed out of development the 10% would be retained for administrative costs
- c. If he proceeded with development the remaining 90% would be payable to the Town once the subfloor was in place or the walls were erected.

**Considerations:**

- What are the long term effects of selling this lot for the potential development of a garage – would that the development enhance or decrease curb appeal in the older part of Town (there is nothing in writing saying that he will submit an application for a garage however he did inquire);
- The property to the south is a rental home, the property owners were approached years ago to see if there was interest in consolidating the two lots (no interest was received). If and when this property changes hands the new owner may be interested in expanding the lot for future build.

RECEIVED

MAY 03 2015

# STATION STOP ENTERPRISES



May 03, 2015

Town Of Sedgewick  
Box 129  
Sedgewick, AB  
T0B4C0

Dear Amanda Davis;

Please accept this formal offer to purchase the property located at 4954 – 51 Street, Plan 5755S, Block B Lot 25 in the Town of Sedgewick Alberta Canada by Station Stop Enterprises Ltd. for the sum of Seven hundred dollars (\$700.00). I look forward to working with the Town on acquiring the property.

Best Regards,

A handwritten signature in blue ink, appearing to read "J. Guernsey".

Josh Guernsey

CEO/Owner





**REPORT CRITERIA:**

Sale Date

Start: 01/01/2011

End: 06/09/2014

Only Used Sales: Yes

Property Selection by: ALL

(No Image)	<b>Roll: 130103527</b> Address: 3 Spruce Drive Area: 3.14 Acres Location: 2 INDUSTRIAL SOUTHEAST Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: SEFFIAN PETROLEUMS LTD.. Purchaser: VERN;BERGUM	<b>Alt.Key: 64100</b>	9922523 03 03	Use Sale: Y C of T: 122318975 Sale Date: <b>09/26/2012</b> Sale Price: <b>\$75,000</b>
(No Image)	<b>Roll: 130103572</b> Address: 8 Spruce Drive Area: 1.83 Acres Location: 2 INDUSTRIAL SOUTHEAST Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: IRON CREEK VETERINARY HOSPITAL LTD..	<b>Alt.Key: 64700</b>	9922523 03 08	Use Sale: Y C of T: 122034415 Sale Date: <b>02/01/2012</b> Sale Price: <b>\$40,000</b>
	<b>Roll: 130103804</b> Address: 4602 50 Street Area: 2.00 Acres Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: JEFF GOLKA AGENCY LTD..	<b>Alt.Key: 401500</b>	SW-9-44-12-4	Use Sale: Y C of T: 122343294 Sale Date: <b>10/17/2012</b> Sale Price: <b>\$20,000</b>
(No Image)	<b>Roll: 520171849</b> Address: 25 McLean Cres. East Area: 16,800 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: THE TOWN OF SEDGEWICK. Purchaser: BRENT;POLEGE	<b>Alt.Key: 7900</b>	2917TR 17 4B	Use Sale: Y C of T: 132343735 Sale Date: <b>10/23/2013</b> Sale Price: <b>\$21,630</b>
	<b>Roll: 530014215</b> Address: 4 Mackenzie Drive Area: 8,605 Sq. Feet Location: 1 GENERAL RESIDENTIAL Subdivision: 1 RES/NONRES Sale Type: 8001 Good Sale Vendor: Purchaser: DALLAN;HAMPSHIRE	<b>Alt.Key: 44800</b>	7920256 01 12	Use Sale: Y C of T: 112217085 Sale Date: <b>07/18/2011</b> Sale Price: <b>\$10,593</b>

## Request for Decision (RFD)

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**Topic:** Cemetery Bylaw #513  
**Initiated by:** Residents, Cemetery Committee  
**Prepared by:** Amanda Davis  
**Attachments:** Cemetery Bylaw #513

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**Recommendations:**  
**That Council give third reading to Cemetery Bylaw #513.**

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**Background:**

The Cemetery Committee which is comprised of Mayor P. Robinson and Cllr's Imlah (formally Carol Williams) and Rose have been in consultation with citizens since June of 2014 in regards to the Sedgewick Cemetery.

Two public engagement meetings (September 30<sup>th</sup>, 2014 and May 6<sup>th</sup>, 2015) have been held to allow citizens an opportunity to bring their comments and suggestions forward in an effort to prepare a more versatile bylaw; approximately twenty (20) citizens took part in the consultation phases.

**Current:**

Council gave two readings to Cemetery Bylaw #513 following the May 6<sup>th</sup> public engagement session final revisions have been made to the bylaw which is captured below:

1. All grave decorations that have been removed and have exceeded the 90 limit shall be disposed of in the garbage.
2. The heights of conduit pipes have been reduced from 12"-14" above ground to 8"-12" above ground.
3. An annual cemetery clean-up shall be scheduled the week prior to Mother's Day – clean-up for 2015 will be June 11 at 10AM.

Third and final reading of Cemetery Bylaw #513 is required.

**Town of Sedgewick  
Bylaw 513  
Cemetery Bylaw**

A Bylaw of the Town of Sedgewick respecting management and control of the Sedgewick Cemetery;

**Whereas** the *Municipal Government Act*, being Chapter M-26 of the Revised Statutes of Alberta, 2000, hereinafter referred to as the “M.G.A.” provides for Council to pass bylaws, and

**And Whereas** the Town of Sedgewick, hereinafter call the Town, is the owner of the Cemetery situated on the N.E ¼ -17-44-12-W4 and SE ¼ -17-44-12-W4 in the Province of Alberta, more particularly described as follows:

All that portion of the North East quarter of Section Seventeen (17), Township forty-four (44), Range Twelve (12) West of the Fourth Meridian, in the said Province described as follows:-- Commencing at the South-East corner of said quarter Section, Thence northerly along the Easterly limit thereof 330 feet, Thence Westerly parallel with the Southerly limit of said quarter Section 660 feet, thence Southerly parallel with the Easterly limit of said quarter section 330 feet to the Southerly limit thereof aforesaid, Thence Easterly along the Southerly limit of the said quarter 660 feet to the place of beginning – Containing 2.02 Hectares (5 acres) more or less, to be identified as the “Old Site” and;

All that portion of the South East quarter of Section Seventeen (17) Township Forty-Four (44) Range Twelve (12) West of the Fourth Meridian in the said Province described as follows,-- Commencing at the North East Corner of the said Quarter Section, thence Southerly along the East Boundary thereof Three Hundred and Thirty (330) Feet, Thence Westerly and parallel to the North Boundary thereof Six Hundred and Sixty (660) feet, thence northerly and parallel to the said East Boundary to a point in the said North Boundary, Thence Easterly long the said north Boundary to the point of Commencement the Land hereby described containing five (5) acres more or less, reserving thereout all coal petroleum and valuable stone and also reserving thereout all other mines and minerals as set forth in Transfer 5771 H.I. to be identified as the “New Site.”

**And Whereas** it is deemed necessary to provide and update regulations and controls for the operation of the Sedgewick Cemetery;

**And Whereas** this bylaw shall encompass all sections of the *Cemeteries Act*, R.S.A. 2000, c.C-3 and the General Regulations as amended or repealed or replaced from time to time.

**Now Therefore** the Council of the Town of Sedgewick, duly assembled enacts as follows:

Short Title

This bylaw may be cited as the “**Cemetery Bylaw**”

Section 1 - Definitions

In this Bylaw:

- 1.1 *Ash Interment* – means the act of burying cremated remains. The act includes the digging of the grave, placement of the ashes and the backfilling of the grave.
- 1.2 *Bylaw Enforcement Officer* – means a Bylaw Enforcement Officer appointed by the Town pursuant to the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended or repealed and replaced from time to time, to enforce the Town’s bylaws, and includes a member of the Royal Canadian Mounted Police, a Peace Officer and when authorized by Council, a Special Constable.
- 1.3 *CAO* - means Chief Administrative Officer
- 1.4 *Cemetery* – means land that is set apart or used as a place for the burial of dead human bodies or other human remains or in which dead human bodies or other human remains are buried.



**Town of Sedgewick  
Bylaw 513  
Cemetery Bylaw**

- 1.5 *Cemetery Supervisor* – means the employee or department of the Town charged with the care and control of the Cemetery, or an employee of the Town to whom the Chief Administrative Officer delegates the responsibilities under this Bylaw or a Volunteer organization delegated the responsibilities for the care and control of the Cemetery.
- 1.6 *Concrete Foundation* – means a piece of rectangular concrete which is placed to support a monument. Refer to Section 5.5 of the Cemetery Bylaw for specifications.
- 1.7 *Council* – means the Council of the Town of Sedgewick;
- 1.8 *Disinter* – means to take from the gravesite
- 1.9 *Flowering Ornamental* – means any perennial, annual or bi-annual flowering plant.
- 1.10 *Flush Mount* – means parallel/even to the ground.
- 1.11 *Funeral Director* – means any registered or licensed embalmer or mortician;
- 1.12 *Grave* – a plot designated for burial of human remains and cremated remains.
- 1.13 *Grave Cover* – Grave covers are a structure of marble, granite, or similar material placed on the entire burial plot for memorial purposes and set level with the contour of the ground. The installations of such monuments are not permitted in the New/Old Site.
- 1.14 *Grave Decoration* – is anything that is placed on a grave for memorial purposes.
- 1.15 *Grave Marker* – a marker placed on a grave to identify a cremains burial secondary to a monument.
- 1.16 *Grave liner* – means a concrete or metal rough box placed in a grave to house a casket
- 1.17 *Lot* – means a group of graves without a walkway or roadway between them
- 1.18 *Memorial Book Monument* – means the granite cairn located in the southwest corner of the New Site.
- 1.19 *Monument* – means any structure in the Cemetery erected or constructed on any grave or plot for memorial purposes.
- 1.20 *Monument Permit* – means a permit issued by the Town for the approval and placement or removal or repair of the said monument.
- 1.21 *New Site* – means the second development of the Cemetery.
- 1.22 *Old Site* – means the first development of the Cemetery.
- 1.23 *Ornament* – shall mean an upright solar light or similar decoration.
- 1.24 *Ongoing Maintenance* – means a general term used to designate all the various types of work the Town does to ensure that the burial plots and the continuous foundations are kept in good repair and that the surrounding grounds are properly cared for. This does not include monument care.
- 1.25 *Open and Close* – means the digging of the grave, the placement of the rough box or vault, the backfilling of the grave, site clean up and placement of funeral decorations, and reestablishment of grass as soon as practicable afterwards. This also applies to the digging of a cremation grave by manual or mechanical means.
- 1.26 *Owner* – means a person, heir, executor or authorized funeral director, with burial privileges for one or more plots.
- 1.27 *Person* – shall include an individual, partnership or corporation.
- 1.28 *Plot* – means one grave.
- 1.29 *Town* – means the Town of Sedgewick.
- 1.30 *Reserve Plot(s)* – shall mean a plot or number of plots which lie adjacent to one another and which are to be reserved for the burial of one or more deceased members of a family.

**Town of Sedgewick**  
**Bylaw 513**  
**Cemetery Bylaw**

- 1.31 *Tribute* – means an act, statement or gift that is intended to show gratitude, respect or admiration.
- 1.32 *Violation Tag* – means a tag or similar document issued by the Town pursuant to Section 7 of the *Municipal Government Act*, R.S.A. 2000, c. M-26, as amended and replaced from time to time.
- 1.33 *Violation Ticket* – means a ticket issued pursuant to Part 2 of the *Provincial Offenses Procedures Act*, R.S.A. 2000, c. P-34, as amended or repealed and replaced from time to time, and the regulations thereunder.
- 1.34 *Woody Ornamentals* – means any trees, shrubs and creeping or climbing plants
- 1.35 *Working Hours* – mean the regular hours of work between 8:30 a.m. and 4:30 p.m., Monday through Friday, excluding declared or Statutory Holidays.

**Section 2: Duties, Rights and Powers**

- 2.1 The Cemetery Supervisor shall have the sole control of all matters within the Cemetery that are concerned with maintaining the grounds in a neat and pleasing condition, in accordance with this bylaw, the Town's policies and the *Cemeteries Act*, R.S.A. 2000 c.C-3, as amended or repealed or replaced from time to time.
- 2.2 The Cemetery Supervisor is hereby authorized to remove, or have removed, any weeds, grass, funeral designs, stuffed ornaments or floral pieces which may become wilted, or any grave decoration or any other article or thing which, in the opinion of the Cemetery Supervisor, is unsightly.
- 2.3 If, in the opinion of the Cemetery Supervisor, any woody ornamentals situated on or about the Cemetery, become, by means of their roots, branches, or any other way detrimental to adjacent plots, walks or driveways, prejudicial to the general appearance of the grounds, or dangerous or inconvenient to the public, the Cemetery Supervisor is authorized to remove such woody ornamentals, or any parts thereof.
- 2.4 No person shall attach any object to a woody ornamental or fence within the boundaries of the Cemetery.
- 2.5 No person shall erect upon a plot or lot any fence, railing, wall, border, hedge, coping or the like and where any of the same have been previously erected around a plot or grave and have, by reason of age or neglect, become unsightly or objectionable.
- 2.6 Every owner of a Monument or other erection upon any Plot shall maintain it in proper repair.
- 2.7 When, in the opinion of the Cemetery Supervisor, any structure located on all or part of a plot, other than a Monument or marker, is in a state of disrepair, the Cemetery Supervisor shall notify the Owner or the owner's agent in writing, via registered mail, to the last address provided to the Town and require repairs be promptly undertaken. Any monument or structure not repaired within 90 days after a letter has been set to the owner or his personal representative, to the last known address provided to the Town, may be removed and retained in the custody of the Cemetery Supervisor for a period of 90 days to allow the person responsible for its maintenance to claim the monument and return it to an acceptable condition.
- 2.8 Any structure, for which a notice has been provided pursuant to section 2.7, at the end of the expiry period, Council may direct that the structure be retained for a further period of time, be disposed of by public auction or such other directions as Council deems appropriate.
- 2.9 The Cemetery Supervisor may remove any monument from a plot when necessary to gain access to another plot, provided that such monument is re-installed in a like manner.

**Section 3: Plots**

**Town of Sedgewick**  
**Bylaw 513**  
**Cemetery Bylaw**

- 3.1 Plans for burial purposes, including a record of all interments and disinterments will be kept at the Town of Sedgewick office. Copies of all such plans shall be available for inspection free of charge at the Town Office during regular office hours.
- 3.2 Plots shall be sold in rotation with no choice as to location.
- 3.3 A maximum of two (2) adjoining plots may be sold for reservation, except in the case of the death of dependant child/children, in which case two (2) additional plots may be reserved for future use.
- 3.4 No Person shall make a reservation for one or more plots without making payment in full at the time of the reservation. Upon payment of the full price of any plot, the Town shall provide a receipt for the said sum, and provide a cemetery deed for such plot to such person or to that person's personal representative, as such person may appoint.
- 3.5 The owner of any plot or plots shall not sell except to the Town in which case the offer must be in writing.
- 3.6 The owner of reserve plots may cancel his/her reservations by advising the Town in writing.
- 3.7 The Town will refund the market value of a plot(s) at the time of the sale or cancellation, less fifteen (15) percent for administration pursuant to the *Cemeteries Act*, R.S.A. 2000, c.C-3.
- 3.8 Plots may be transferred from one family member to another family member. No transfer shall be valid unless it is duly registered with the Town.
- 3.9 No person shall accept any fee or reward for interment of any body in a plot of which such person is the owner, or over which that person exercises any power of control.
- 3.10 When a plot is held by two (2) or more Persons, an order for interment in such plot or any part thereof will be accepted by the Town of Sedgewick from any one of the said Persons or their personal representative.
- 3.11 Plots shall not be used for any purpose other than burial grounds for human remains.
- 3.12 All burials are to be made within the confines of a single Plot. A full plot may only be used for:
  - (a) A single burial of a person, or
  - (b) the single burial of a person, but with the provision that up to five (5) ash interments may also occur, or
  - (c) cremation purposes only, for up to six (6) ash interments.
- 3.13 Ash interments are permitted only after regular interments have occurred or when no regular interments will occur. Ash interments will only be permitted in Part I of a grave prior to the installation of a monument.
- 3.14 No person other than a Town employee or person designated by the Chief Administrative Officer of the Town shall open or close a Plot or make a disinterment in the Cemetery.
- 3.15 Regardless of the specific wording of any sale agreement or other agreement between the Town and a purchaser of a Plot, it is a condition of every agreement relating to the sale or use of a Plot, that the parties to the agreement expressly waive any right to claim against the Town and its officers and employees, arising by reason of any error or mistake in relation to the description of any burial plot. The Town's liability shall only extend to a refund of any money paid to the Town for a plot(s) providing that the plot(s) suggested as an alternative is/are not acceptable to the purchaser.
- 3.16 It is a condition of sale of every burial plot that the Town has the right to reclaim all unused burial plots after the period of twenty (20) years has expired, pursuant to the *Cemeteries Act*, R.S.A. 2000 c.C-3, as amended or repealed or replaced from time to time.

**Town of Sedgewick  
Bylaw 513  
Cemetery Bylaw**

Section 4: Interments and Disinterments

- 4.1 Opening and closing for interment and disinterments must be completed by the Cemetery Supervisor.
- 4.2 No interment shall be permitted in the Cemetery unless and until there has been produced to the Cemetery Supervisor, a burial permit issued by the proper office of the Government of the Province of Alberta or other Province, State or Country.
- 4.3 Between May 1 and October 31 in any year, all applications for burials shall be made to the Town of Sedgewick office at least 48 hours before the time for interment. Between November 1 and April 30, all applications for burials shall be made at least seventy-two (72) hours before the time of interment. In the calculation of these time limits, Sundays and holidays shall not be included.
- 4.4 The use of grave liners is mandatory except for cremains.
- 4.5 Grave liners shall be constructed of concrete, plastic-lined concrete, bronze, or copper.
- 4.6 The type and size of outer cases, liners or oversized caskets shall be identified when ordering an opening for an interment so the correct size of the grave can be determined. The Town maintains a supply of concrete liners for sale. For other grave liner options the liner shall be at the Cemetery at a reasonable time before the time set for interment.
- 4.7 The burial of cremated remains shall be in such portion or portions of the Cemetery as may be designated by the Cemetery Supervisor.
- 4.8 All work being conducted in the immediate vicinity of a Plot shall be discontinued during a burial service at the Plot.
- 4.9 No disinterment of a body, regardless of circumstances, shall take place until a permit for disinterment is issued by the Provincial Government and a copy thereof presented to the Town. Disinterment must be attended by the funeral home requesting such service. The funeral home must provide the staff to handle the human remains and all necessary equipment and supplies. Town staff will only be responsible for locating the rough box, vault or grave liner or casket and opening and closing of the grave; an additional charge may apply.
- 4.10 The Person requesting a disinterment shall give complete and precise instructions regarding the location of the grave. The Town of Sedgewick shall not be responsible for any errors resulting for the lack of proper instruction.

Section 5: Monuments/Grave Markers

- 5.1 All Persons employed in the construction and erection of Monuments/Grave Markers or doing other work in the Cemetery, whether they are employed by the Town of Sedgewick or not, shall be subject to the direction and control of the Cemetery Supervisor. **No work shall proceed until the Town of Sedgewick authorizes it.**
- 5.2 No person shall erect, or cause to be erected, or remove any Monument/Grave Marker without submitting a Monument Permit to erect or remove a Monument/Grave Marker, including a description of the Monument/Grave Marker and receiving approval from the Town.
- 5.3 A Monument Permit is required prior to purchase and placement of all Monuments/Grave Markers. Monument permit fees shall be charged in accordance with the Towns Fees Bylaw and are subject to change without notice.
- 5.4 All Monuments/Grave Markers must be flush mount except in the "Old Site" monuments and grave markers may be of similar decorum to the neighboring monument.
- 5.5 The placement of Monuments/Grave Markers shall comply with the following requirements:



**Town of Sedgewick  
Bylaw 513  
Cemetery Bylaw**

- a. Monuments/Grave Markers must be placed on that portion of the Plot undisturbed by excavation and must be in alignment with other Monuments/Grave Markers in that section of the Cemetery.
- b. No Person shall install a Monument/Grave Marker in any area within the Cemetery unless it conforms to the type and style of Monument/Grave Marker permitted to be installed in that area.
- c. Monuments shall be constructed of granite, marble or bronze.
- d. Monuments in the cemetery shall be plaques with a maximum size of 116 centimeters (46 inches) by 66 centimeters (26 inches) for a single, or 137 centimeters (54 inches) by 81 centimeters (32 inches) for a double plot; sizes include the foundation base and may not exceed dimensions.
- e. In the case of multiple burials (cremains) in a single plot a maximum of five (5) additional Grave Markers may be placed down the center of the grave. The maximum size of each additional plaque shall not exceed 25.4 centimeters (10 inches) by 50.8 centimeters (20 inches); the overall size including the foundation base shall not exceed 30 centimeters (11.8 inches) by 20 centimeters (7.87 inches). Accessories are not permitted on the cremain plaques/markers. Variances may be permitted for the exclusion of the foundation base on markers that are sandblasted at the discretion of the Cemetery Supervisor.
- f. Each plot may have, upon receiving written approval from the Town, one foundation with one Monument with a maximum of six (6) names or an original Monument and a maximum of five (5) cremain Grave Markers placed down the center of the grave.
- g. Grave Markers shall be placed on a concrete base as follows unless otherwise authorized by the Cemetery Supervisor as per section 5.5 (e):
  - i. On a rectangular piece of concrete of not less than 3400 lbs P.S.A. strength and not less than a four-inch thickness;
  - ii. Be placed level with the surrounding ground contour with no corners protruding;
  - iii. Be a maximum of four (4) inches wide on all sides of the monument or monument base it is going to support.
- h. No Monument/Grave Markers including the monument foundation shall exceed the maximum dimensions per Sections 5 of the Bylaw.
- i. Inscriptions on Monuments/Grave Markers must be of sufficient depth and quality so as to be legible and durable. Metal plaques which oxidize or deteriorate are not permitted excluding bronze monuments or grave markers.
- j. No inscription shall be placed on any Monument/Grave Marker, which is not in keeping with the dignity and decorum of the Cemetery.
- k. Notwithstanding the provisions of this Section, each Monument/Grave Marker shall be in keeping with the appearance of other Monuments/Grave Markers in the Cemetery and with the character of the Cemetery.
- l. The Town of Sedgewick may refuse the placement of any Monument/Grave Marker, which may otherwise conform to these regulations, should it be determined that the proposed Monument/Grave Marker is not appropriate for placement in the Cemetery.
- m. Lettered boards, or memorial designs of any description designating graves, other than the standard temporary marker provided by the funeral home, will not be permitted. The standard temporary marker provided by the funeral home may be removed after a period of one year from the date of the burial. The Town is not responsible for standard temporary markers.

**Town of Sedgewick  
Bylaw 513  
Cemetery Bylaw**

- n. All persons employed by a monument supply firm shall be subject to the direction and control of the Cemetery Supervisor while providing delivery of monuments to the Cemetery and shall provide twenty-four working hours' notice to inform the Town of when an installation is required.
- o. All earth, debris, litter and rubbish arising or resulting from work done on any burial plot shall be carefully cleaned up and removed from the Cemetery.
- p. The Town may, from time to time, report to the owners or next of kin on the condition of any Monument/Grave Marker in need of repair, and it shall be the duty of the owner of such Monument/Grave Marker, or the next of kin, to repair same without delay to the satisfaction of the Cemetery Supervisor.
- q. When the installation of a Monument/Grave Marker and or foundation is in non-compliance with the Cemetery Bylaw, a notice identifying the non-compliance will be issued by the Town. If the problem is not rectified in a reasonable amount of time, the Cemetery Supervisor has the authority to remove the monument in question pursuant to Cemetery Bylaw Part 2.7.

**Section 6: Grave Decorations**

- 6.1 Grave Decorations placed at the Cemetery shall conform to the following guidelines:
  - a. Flowers and similar decorations shall be placed in an approved upright affixed vase attached to the monument or foundation base. Ornaments and/or decorations must fit firmly in the upright affixed vase; OR
  - b. In the instance where an approved upright affixed vase is not available the Town shall permit the use of a conduit pipe eighteen (18)" length (x) one (1 ½ )" in diameter OR eighteen (18)" length (x) one (1)" OR eighteen (18)" length (x) three quarter (¾)" in diameter buried eight (8)" to twelve (12)" in depth in the ground at the head of the grave for flowers, ornaments or similar decorations. Ornaments and/or decorations must fit firmly in the conduit pipe(s).
    - i. All conduit pipes must be purchased from the Town to ensure similar decorum. Fees shall be charged in accordance with the Town's Fees and Charges Bylaw and may be subject to change without notice.
    - ii. Only ONE upright affixed vase and/or one piece of conduit pipe with flowers, ornaments or similar decorations are permitted per individual interment at the head of the grave.
    - iii. The placement of ONE additional ornament shall be permitted per single grave and TWO additional ornaments permitted per double grave. The additional ornaments MUST be adhered/securedly fastened to the monument surface and constructed from a heavy substance which excludes but is not limited to glass, china or plastic. The ornaments(s) may NOT be affixed or securedly fastened to the foundation base.
    - iv. Any unauthorized ornaments or decorations shall be removed at the discretion of the Cemetery Supervisor.
    - v. Any unauthorized grave decorations removed at the discretion of the Cemetery Supervisor shall be held at the Town Office for ninety (90) days unless the items are deteriorated or damaged at which time they may be disposed of. Any unclaimed items shall be disposed of in the landfill without notice following the ninety (90) days.
  - c. Flowers and potted plants shall not be placed on the turf area of graves except where provided otherwise herein. See Section (6.2) (6.3).

**Town of Sedgewick**  
**Bylaw 513**  
**Cemetery Bylaw**

- 6.2 Tributes, flowers, potted plants, grave decorations and/or ornaments following a burial may be left for thirty (30) calendar days to allow for grieving after which time they may be removed and disposed of by the Cemetery Supervisor; following the thirty (30) calendar days Section 6.1.b shall apply.
- 6.3 The Cemetery Supervisor is authorized to remove any grave decorations that do not conform to the provisions of this Bylaw.
- 6.4 The placement of grave decorations in the Cemetery is at the sole risk of the owner.

**Section 7: Maintenance**

- 7.1 The Cemetery Supervisor shall be responsible for the maintenance of the Cemetery grounds and the area around the Memorial Book.
- 7.2 The Town and the Cemetery Supervisor shall have no obligation to maintain individual Plots, Monuments or other structures placed on Plots.
- 7.3 All perpetual care agreements must be provided to the Town.
- 7.4 No person shall throw, abandon or otherwise dispose of rubbish anywhere within the Cemetery except in receptacles specifically provided for that purpose by the Town.
- 7.5 No person shall place any thing on or adjacent to a Plot which in the opinion of the Cemetery Supervisor, restricts or hampers regular maintenance activities.
- 7.6 No person shall plant any shrub, tree or flowers in any part of the Cemetery without first obtaining written approval from the Town.

**Section 8: General Provisions**

- 8.1 No person shall enter the Cemetery carrying a firearm unless such Person is participating in a military funeral and has lawful authority to bear such a firearm.
- 8.2 No Person shall create any nuisance, engage in activities such as games or sport, or otherwise engage in any activity that is, in the opinion of the Cemetery Supervisor, a Peace Officer or Bylaw Enforcement Officer, indecent or disrespectful, disturbing to solemnity or repose of the Cemetery, or disturbing of other persons assembled for the purpose of a funeral or internment within the Cemetery.
- 8.3 No unauthorized person shall drive a vehicle through the Cemetery at a speed exceeding 15 KM or upon any part of the Cemetery except on the roadway provided specifically for vehicular access.
- 8.4 No person shall ride an All Terrain Vehicle, Snowmobile or horse in the Cemetery except as part of a funeral procession.
- 8.5 There shall be no canvassing, advertising or placement of advertising trademarks on any monument within the Cemetery.
- 8.6 No person shall ride a bicycle over the graves, nor lean same against any monument or monument base, nor leave same on any grave.
- 8.7 The Town of Sedgewick will take all reasonable precautions to protect the property within the Cemetery, but assumes no responsibility for the loss of, or damage to any Monument, marker or part thereof, of any article placed on a Plot or to a Plot itself.
- 8.8 No person other than the Cemetery Supervisor shall disturb or remove or place any Flowering Ornament, Woody Ornamental, sod or dirt anywhere in the Cemetery.
- 8.9 No Person shall destroy, damage, alter, write on, deface, injure or remove any Monument, marker, structure, railing, fence, or other work for the protection, maintenance or ornamentation of the Cemetery or Plot, or any vehicle,

**Town of Sedgewick**  
**Bylaw 513**  
**Cemetery Bylaw**

building, machinery, tool, equipment, or any other material placed or left in the Cemetery.

- 8.10 No Person shall deposit any paper, sticks or refuse of any kind on any portion of the lands within the boundaries of the Cemetery except in receptacles provided for that purpose.
- 8.11 No animal shall be allowed in the Cemetery unless such animal is on a leash and under the control of an adult Person.

Section 9: Offences & Penalties

- 9.1 Any person who commits any act or omission contrary to this Bylaw is guilty of an offence and is liable to pay a fine not exceeding \$500.00 exclusive of costs, for breach thereof or in the case of non-payment of the fine and costs, imprisonment not exceeding sixty (60) days.
- 9.2 Notwithstanding section 9.1 of this Bylaw, any person who commits a second or subsequent offence under this Bylaw within one (1) year of committing a first offence under this Bylaw, is liable on summary conviction to double the fine set for the first offense.

Section 10: Violation Tag

- 10.1 A Bylaw Enforcement Officer is hereby authorized and empowered to issue Violation Tags to any person who the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw.
- 10.2 A Violation Tag may be issued to such person:
  - a. either personally; or
  - b. by mailing a copy, via registered mail, to such person at his or her last known postal address.
- 10.3 The Violation Tag shall be in a form approved by the Chief Administrative Officer and shall state:
  - a. The name of the person
  - b. The offense
  - c. The appropriate penalty for the offense
  - d. That the penalty shall be paid within 21 days of the issuance of the Violation Tag, and;
  - e. Any other information as may be required by the Town.
- 10.4 Where a Violation Tag is issued pursuant to this Bylaw, the person to whom the Violation Tag is issued may in lieu of prosecution of the offense, pay the Town the penalty specified in the Violation Tag.

Section 11: Violation Tickets

- 11.1 A Bylaw Enforcement Officer is hereby authorized and empowered to issue Violation Tickets to any person who the Bylaw Enforcement Officer has reasonable and probable grounds to believe has contravened any provision of this Bylaw;
- 11.2 A Violation Ticket issued with respect to a contravention of this Bylaw shall be served upon the person responsible for the contravention in accordance with the *Provincial Offences Procedure Act*, R.S.A. 2000, C. p-34, as amended or repealed and replaced from time to time;

**Town of Sedgewick**  
**Bylaw 513**  
**Cemetery Bylaw**

- 11.3 The person to whom the Violation Ticket has been issued may plead guilty by making a voluntary payment in respect of the Summons by delivering to the Provincial Court, on or before the initial appearance date, the Violation Ticket together with an amount equal to the specified penalty for the offence.
- 11.4 When a Clerk of the Provincial Court records the receipt of a voluntary payment pursuant to section 9 of the Bylaw and the *Provincial Offences Procedure Act*, R.S.A. 2000, c. P-34, as amended or repealed and replaced from time to time, the act of recording constitutes acceptance of the guilty plea and also constitutes a conviction and the imposition of a fine in the amount of the specified penalty.

Section 12: Severability

Should any provision of this Bylaw be found invalid, the invalid provision shall be severed and the remaining Bylaw shall be maintained.

Section 13: Attachements

- 13.1 SCHEDULE A shall be included as part of this bylaw.
- 13.2 SCHEDULE B shall be included as part of this bylaw.

Section 14: Repeal

Bylaw No. 509 is hereby repealed.

Section 15: Effective Date

This Bylaw shall come into force upon receipt of its third and final reading.

Read a first time this 28 day of August 2014.  
Read a second time this 23 day of October 2014.  
Read a third time this \_\_\_\_\_ day of \_\_\_\_\_, 2014.

\_\_\_\_\_  
Perry Robinson, Mayor

\_\_\_\_\_  
Amanda Davis, CAO

**Town of Sedgewick  
Bylaw 513  
Cemetery Bylaw  
Sedgewick Memorial Cemetery**

Box 129  
Sedgewick, Alberta  
T0B 4C0  
Phone: 780 384 3504  
Fax: 780 384 3545  
Email: sedgewick@persona.ca

**Monument Permit Application & Inspection Form – Schedule A**

Name of Owner/ Purchaser:		Signature of Owner/ Purchaser:		Date Signed: M/D/Y	
Mailing Address:		Phone:		Email:	
		Cell:			
		Fax:			
Name of Monument Company		Date Submitted: M/D/Y		Date Monument Placed or Work Done M/D/Y	
Mailing Address:		Phone:		Email:	
		Fax:			
Site Old/New    Row      Block      Lot				Date of Birth: M/D/Y	
Name of Deceased:				Date of Death: M/D/Y	
<b>Type of Monument</b> (Flush mount):  <input type="checkbox"/> Headstone  <input type="checkbox"/> Plaque	<b>Accessories:</b>  <input type="checkbox"/> Affixed Upright Mounted Vase  <input type="checkbox"/> Flush Mount Picture  <input type="checkbox"/> Other: _____	<b>Material:</b>  <input type="checkbox"/> Bronze  <input type="checkbox"/> Granite  <input type="checkbox"/> Marble	<b>Type of Service:</b>  <input type="checkbox"/> New Installation (Specify: Single/ Double)  <input type="checkbox"/> Permanent Removal  <input type="checkbox"/> Removal for Alteration/Repair      _____ _____  <input type="checkbox"/> On Site Alteration /Repair		
<b>Monument/Marker Proof:</b> _____					
<b>Additional Information:</b>					
<b>Length</b> shall mean the measurement of the monument as it would face the plot measured from left to right. <b>Width</b> shall mean the measurement of the monument as it would face the plot measured from the head of the plot towards the foot of the plot. <b>Height shall be flush to the ground surrounding the monument including the 4” foundation.</b>					
All measurements: (to be made in inches)		Length		Width	
Monument Size:					
Foundation Size:					
In making an application for this Monument Permit I acknowledge that I am aware of and will comply with the following terms: <ul style="list-style-type: none"><li>Any and all work at the cemetery requires authorization from the Town, and may only be conducted though licensed firms.</li><li>Monument dimension, composition and placement shall be as set forth by the <b>Cemetery Bylaw # 513</b>, (attached).</li><li>All monuments shall be placed at the head of the plot or grave on solid ground and shall be in line designated by the Town.</li><li>No monument shall be erected/placed in the cemetery until the design, description and materials composition has been approved by the Town and a permit on the prescribed form has been issued by the Town. Such structure shall be erected according to the provision of the <b>Cemetery Bylaw # 513</b> and under the direction of the Cemetery Supervisor.</li><li>All monuments are subject to inspection by the Cemetery Supervisor or designate for compliance with the <b>Cemetery Bylaw # 513</b> and those found in violation thereof may be caused to be removed by the Town. Fees for removal of the monument shall be borne by the owner of the Interment Rights or heir.</li><li>The Town may remove all installations at the cemetery made without authorization by the Town; any fees regarding removal shall be borne by the owner of the Interment Rights or heir.</li><li>Any grave decorations that are placed within the confines of the cemetery as permitted and defined in Cemetery Bylaw #513 are placed at the owners’ risk. The Town shall not be held liable for any damage caused to the grave decorations by means of grounds maintenance. .</li></ul>					
Town Authorization:		Date:		Permit No.	
Note:					
Initials _____ confirming applicant has received a copy of Bylaw #513.					

## Request for Decision (RFD)

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**Topic:** Fees & Charges Bylaw #518  
**Initiated by:** Cemetery Committee  
**Prepared by:** Amanda Davis  
**Attachments:** Fees & Charges Bylaw #518

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**Recommendations:**

1. That Council give first reading to Bylaw #518.
  2. That Council give second reading to Bylaw #518.
  3. That Council have third reading of Bylaw #518.
  4. That Council give third and final reading to Bylaw #518.
- 

**Background:**

In support of Cemetery Bylaw #513 the Town's Fees and Charges bylaw must be updated to accommodate conduit pipes which are to be sold by the Town from grave decorations and/or similar ornaments.

Administration shall keep a supply of the conduit pipes in the office for purchase.

**Current:**

Section H of Fees and Charges Bylaw states:

8. Conduit Pipes (intended for grave decorations) 24" in length:
- a. ¾" - \$1.85/each
  - b. 1" – \$3.25/each
  - c. 1 ½" - \$6.75/each

**BEING** a bylaw of the Town of Sedgewick, in the Province of Alberta, providing for the establishment of General Fees and charges for Goods and Services as delivered to the community.

**PURSUANT TO** provisions of the Municipal Government Act, Chapter M-26, 2000 and amendments thereto:

**WHEREAS** it is expedient for the Council of the Town of Sedgewick to enact a bylaw that establishes and maintains the General Fees and Charges for services rendered within the Town of Sedgewick;

**THEREFORE**, the Council of the Town of Sedgewick establishes the following rates for Goods and Services delivered to the Community, and ENACTS AS FOLLOWS:

1. Title: This bylaw shall be known and may be cited as the “Fees and Charges Bylaw.”
2. All previous rates for Goods and Services as delivered to the Community and as noted in this bylaw will be revoked and replaced by the following rates for Goods and Services as delivered in the Community.
3. All previous rates for Goods and Services as delivered to the Community, and NOT noted in this bylaw, shall be deemed not changed or adjusted by Council and shall remain intact for those Goods and Services as delivered to the Community.

**A. WATER SERVICE CHARGES:**

**Monthly Water Rates**

1. Water fee of \$1.50 per m<sup>3</sup> shall be levied.
2. Each water account shall be levied a Meter Replacement Fee of \$5.
3. Every property with a curb control valve shall be levied an Infrastructure Renewal Fee of \$11.52.
4. Reconnection Fee for discontinued service due to non-payment or upon request: \$50.00
5. Variances:
  - a. Split or shared services served by one meter shall equally fund the Infrastructure Renewal Fee of \$11.52
  - b. Non-metered water accounts fees:
    - Non-residential accounts \$10.50
    - Residential accounts \$30.00
  - c. Flagstaff Lodge non-use: \$10.00

**B. SANITARY SEWER SERVICE CHARGES:**

**Monthly Sanitary Sewer Rates**

<u>Sewer Level</u>	<u>Fee</u>
I	19.01
II	19.65
III	49.80
IV	63.47
V	84.83
VI	104.82

1. All residential properties shall be placed at Level II.
2. The Town shall have the right to decide which classification any building belongs.
3. Variations:
  - a. Flagstaff Lodge shall be placed at level VI
  - b. Apartments and commercial properties with residential accommodations shall be placed on Level I for each suite
4. Infrastructure Renewal Fee: \$9.75 per month, per account
5. Properties not connected to the sanitary sewer system are exempt from the Infrastructure Renewal Fee.
6. Variance:

Split or shared services served by one service shall equally fund the Infrastructure Renewal Fee.

**C. SOLID WASTE MANAGEMENT CHARGES:**

The Town of Sedgewick contracts the removal of solid waste in the municipality from the Flagstaff Regional Solid Waste Management Association.



The following monthly user fees shall be imposed:

- |  |         |
|--|---------|
| 1. Residential properties:   | \$28.50 |
| 2. Non-Residential properties, not renting a bin   | \$28.50 |
| 3. Duplex Units, each  | \$28.50 |
| 4. All commercial accounts renting a bin will be invoiced separately by the Flagstaff Regional Solid Waste Management Association. |         |

D. NATURAL GAS SERVICE CHARGES:

The following monthly user fees shall be imposed:

- |                                  |           |
|----------------------------------|-----------|
| 1. Gas meter maintenance charge: | \$20.00   |
| 2. Administration fee            | \$ .40/Gj |
| 3. Delivery Charge               | \$ .85/Gj |

Other fees:

Reconnection fee for discontinued service, due to non-payment or upon request \$50.00

Gas Line Installation fees:

Residential lines	Summer	\$1,000	Winter (Nov.1 – Mar.31)	\$1,000 plus extra installation costs
Commercial lines	Summer	\$1,000	Winter (Nov.1 – Mar.31)	\$1,000 plus extra installation costs
Large meters (>AL225 size)				\$1,000 plus extra installation costs
All Installations over 25 metres length				\$1,000 plus extra installation costs

E. BULK WATER SERVICE CHARGES:

- \$11 per m<sup>3</sup> (\$0.05/gallon) at bulk water distribution station
- The sale of the water and the amount sold shall be at the discretion of the Town of Sedgewick or its authorized officials, having regard to its own needs and local situation at the time.
- The rates hereby imposed shall be payable upon receipt of the invoice from the Town and, if in default over 30 days, the Town shall have the right to deny any future requests for water.
- Invoices shall be due on the last day of each and every month. In the event the charges remain unpaid after the last day of each billing month, there shall be added thereto by way of a penalty, an amount which shall be 2% of the then unpaid bill. The said penalty shall be added to and shall form part of the unpaid bulk water bill. The Town may enforce its right to deny future request for water until said outstanding amounts are paid in full.

F. GENERAL OFFICE FEES:

- |  |   |
|--|---|
| 1. Photocopies:                                |   |
| a. Black & white                               | \$.25/page                                      |
| b. Color                                       | \$.50/page                                      |
| 2. Fax Services                                | \$1/page  |
| 3. NSF Cheque Charge                           | \$30  |
| 4. Tax Certificate confirming Tax Payment      | \$30  |
| 5. Tax Certificate with Detailed Tax Statement | \$30  |
| 6. Assessment Information                      | \$30  |
| 7. Compliance Certificate                      | \$100   |
| 8. Municipal Development Plan                  | \$30  |
| 9. Land Use Bylaw                              | \$30  |
| 10. County Map                                 | \$25  |
| 11. Provincial Flag                            | \$72/each                                       |
| 12. Canadian Flag                              | \$54.50/each                                    |
| 13. Application Fee – Amending LUB             | \$250 per application plus all advertizing fees |

G. PUBLIC EQUIPMENT RENTALS:

- |                                       |                      |                       |
|---------------------------------------|----------------------|-----------------------|
| 1. Bucket truck with operator:        |                      |                       |
| In Town of Sedgewick                  | \$80/hour            |                       |
| Out of Town of Sedgewick              | \$100/hour + mileage |                       |
| 2. Grader with operator:              | \$137/hour           |                       |
| 3. Gravel Truck (3 ton) with operator | \$105/hour           |                       |
| 4. One Ton Truck                      | \$60/hour            |                       |
| 5. Tractor Mower                      | \$60/hour            |                       |
| 6. Wacker Packer (Tamper)             | \$60/day             |                       |
| 7. Transit                            | \$10/day             |                       |
| 8. Street sweeper with operator       | \$110/hour           |                       |
| 9. Hotsy with operator                | \$60/hour            |                       |
| 10. Waterblaster                      | \$60/hour            |                       |
| 11. Backhoe with operator             | \$125/hour           |                       |
| 12. Metal Detector                    | N/C                  | \$50 deposit required |
| 13. Estate Sprayer                    | \$40/day             |                       |
| 14. Tractor Broom with operator       | \$110/hour           |                       |
| 15. Trench shoring                    | \$25/day             |                       |

16. Sidewalk forms	\$10/form
17. Barricades	\$5/barricade per day
18. Sanitary Sewer Camera	\$150/hour plus travel
19. Sanitary Rotorooter	\$150/hour
20. Truck-Mounted Snowblower	\$125/hour

**Notes:** A \$50 per hour fee shall be charged for a second operator for all equipment rentals.  
Kilometrage charges shall apply to out of town rentals at the prevailing mileage rate.  
A 15% administration fee shall be levied on all invoices.

**H. CEMETERY & MEMORIAL CAIRN FEES:**

1. Sale of Plot (casket burial)	\$200		
2. Sale of Plot (cremation burial)	\$ 50		
3. Memorial Book Space	\$ 50		
4. Opening & Closing of Plots:			
Casket	Summer \$300	Winter (Nov. 1 April 30)	\$450
Cremation	Summer \$ 50	Winter (Nov. 1 April 30)	\$150
Weekend/Holiday Burials (Casket)	Additional \$500 fee		
Weekend/Holiday Burials (Cremations)	Additional \$100 fee		
5. Memorial Book Plaques	per supplier's invoice		
6. Cemetery Monument Application	\$25		
7. Grave liners	\$550		
8. Conduit Pipes (intended for grave decorations) 24" in length			
a. ¾" - \$1.85/each			
b. 1" - \$3.25/each			
c. 1 ½" - \$6.75/each			

**I. SUBDIVISION APPLICATIONS:**

Application fee:	\$450 plus \$100 for each new lot to be created
Endorsement fee:	\$100 per lot
Extension of Approval period	\$100 per approval

No per lot application fee or endorsement fee is charged for the following:

Utility lots, reserve lots, or roads  
To separate two or more lots which are on a single title  
To adjust the boundaries of an existing lot, or  
where the line of subdivision follows a surveyed intervening ownership.

**J. DEVELOPMENT APPLICATION PERMIT FEES:**

Residential Permit Fee	\$50
Commercial Permit Fee	\$50
Fences, Decks, Additions, Renovations, Small structures including garages	\$25

**K. MUNICIPAL FIREFIGHTING SERVICES:**

- 1. Fire Pumper Call-out – 1<sup>st</sup> hour (per unit) \$650.00
- 2. Each and every subsequent Hour (per unit) \$300
- 3. Fire Pumper Call-out – False Alarm (per unit) \$300
- 4. Volunteer Firefighter, per hour, per firefighter (in-town, three hours minimum) - \$20.00
- 5. Volunteer Firefighter, per hour, per firefighter (out of town *RURAL*, three hour minimum) - \$20.00
- 6. Volunteer Firefighter, per hour, per firefighter (out of town *URBAN*, three hour minimum) - \$30.00
- 7. Medical Assists – In-town – Flat Rate - \$200

**SEVERABILITY**

Should any provisions of this Bylaw be declared invalid, then such invalid provision shall be severed and the remaining Bylaw shall be maintained.

**AMENDMENT OF BYLAW**

Bylaw 514 is hereby rescinded.

**EFFECTIVE DATE**

This bylaw shall come into effect upon 21 Day of May2015 A.D.

Read a First Time this 21 Day of May, 2015 A.D.

Read a Second Time this 21 Day of May, 2015 A.D.

Read a Third Time by Unanimous Consent and Finally Passed this 21 Day of May 2015 A.D.

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**Perry Robinson, Mayor**

-----  
**Amanda Davis, CAO**

## Request for Decision (RFD)

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**Topic:** Recreation Funding Committee (RFC) – Grant Disbursements  
**Initiated by:** RFC  
**Prepared by:** Amanda Davis  
**Attachments:** 1. Assessment Review Combined 2015  
2. Phase I – Grant Applications  
3. Minutes – May 11<sup>th</sup>, 2015 RFC

---

### Recommendations:

That Sedgewick Town Council support the recommendations of the Recreation Funding Committee and fund Phase I applications as follows:

1. Sedgewick Ag Society – Snow Mobile Rally - \$825
2. Battle River Minor Hockey Association – Hockey Program 2015 - \$31,095
3. Sedgewick Curling Club – 2015 Lease - \$5,000
4. Flagstaff Fusion Lacrosse Association – Season and Youth Development - \$6,500
5. Flagstaff Players – Electrical and Upgrades - \$0
6. Iron Creek Flying Club – 2015 COPA for Kids - \$0
7. Hardisty Lake Church Camp – Cabin Replacement - \$0
8. Sedgewick Golf Club – Junior Golf Lessons - \$938
9. Sedgewick Public School Parent Support Assn. – Bowling, Skating, Curling - \$4,000
10. Sedgewick Minor Ball Society – Diamond Rental - \$1,000
11. Killam Recreation Board - Pool Programming 2015 - \$6,500
12. Killam Cyclones Swim Club – 2015 Swim Season - \$0
13. Valley Ski Club – Ski Hill Operations - \$6,500
14. Valley Alpine Ski Club – Alpine Race Team - \$0.

### Background:

On May 11<sup>th</sup>, 2015 the RFC conducted a secondary review on all Phase I recreation grant applications. Fourteen grants were received; thirteen were deemed eligible for potential funding.

Prior to evaluating the applications I facilitated a brief visioning exercise in an effort to align the RFC goals to ensure everyone was on the same page when reviewing the applications. It was determined by the RFC that their main priority would be to ensure programs within Sedgewick's corporate limits remain sustainable; secondary initiatives would be outside facilities such as the Flagstaff Regional Aquatic Centre and the Valley Ski Hill.

### Current:

#### Sedgewick Ag Society Application:

- Applied for funds to offset the cost of the 2015 snowmobile and cutter rally.

Recommendation by the RFC :

MOTION by A. Johnson that the RFC recommend approval of the Sedgewick Ag Society's application for the Snowmobile and Cutter Rally to Town Council in the amount of \$825 and further encourage the Sedgewick Ag Society to re-evaluate the cost of their programs to ensure full cost recovery.

**Battle River Minor Hockey Association:**

- Applied for funds to support the minor hockey programs; ice time, power skating, goalie/coach clinics etc.

Recommendation:

MOTION by K. Sanders that the RFC recommend approval of the Battle River Minor Hockey application for the 2015 Hockey Program to Town Council in the amount of \$31,094.75.

**Sedgewick Curling Club – Curling Club Lease:**

- Applied for funds to offset the cost of the curling club lease which is directly payable to the Rec Centre.

Recommendation:

MOTION by G. Sparrow that the RFC recommend approval of the Sedgewick Curling Club's application for the 2015 Curling Club Lease to Town Council in the amount of \$5,000.

**Flagstaff Fusion Lacrosse Association Season and Youth Development:**

- Applied for funds to offset the cost of the lacrosse season, year end tournament and player development.

Recommendation:

MOTION by K. Sanders that the RFC recommend approval of the FFLA application for FFLA Lacrosse Season and Youth Development to Town Council in the amount of \$6,500.

**Flagstaff Players – Electrical and Upgrades**

- Applied for capital funds for a stage curtain and necessary electrical upgrades at the Community Hall for the said project.

Recommendation:

MOTION by A. Hampshire that the RFC recommend declining the Flagstaff Players application for Electrical and Upgrades at the Sedgewick Community Hall to Town Council and further encourage the organization to reevaluate their application with more emphasis being put on fundraising and collaboration with the Hall board as the Flagstaff Players are a valued asset within the Region.

**Iron Creek Flying Club – COPA for Kids**

- Applied for funds to offset the cost of running the COPA for kids programming (advertising and fuel).

Recommendation:

MOTION by K. Sanders that the RFC recommend declining the ICFC's application for the 2015 COPA for Kids program to Town Council and further encourage the ICFC to consider implementing a minimal fee and/or alternative fundraising options.

**Sedgewick Golf Club – Junior Golf Lessons**

- Applied for funds to assist with the cost of bringing in a instructor to teach junior golf lessons.

Recommendation:

MOTION by B. McConnell that the RFC recommend approval of the Sedgewick Golf Club's application for Junior Golf Lessons to Town Council in the amount of \$938.

**Hardisty Lake Church Camp – Cabin Replacement**

- Applied for capital funds towards cabin replacement.

Recommendation:

MOTION by G. Sparrow that the RFC recommend declining the Hardisty Lake Church Camps application for a Cabin replacement at this time to Town Council as Bylaw #516 does not clearly define whether the application is eligible; the RFC will further review and assess Bylaw #516 in October.

**Sedgewick Public School Parent Support Association – Bowling/Skating/Curling**

- Applied for funds to offer all youth within CHSPS an opportunity to participate in recreational activities at the Rec Centre.

Recommendation:

MOTION by P. Kotylak that the RFC recommend approval of the Sedgewick Public School Parent Support Associations application for Bowling, Skating and Curling fees to Town Council in the amount of \$4,000.

**Sedgewick Minor Ball Society – Diamond Rental**

- Applied for funds for the 2014 and 2015 ball diamond rental fee.

Recommendation:

MOTION by T. Smith that the RFC recommend approval of the Sedgewick Minor Ball's application for Minor Ball Diamond Rental fees to Town Council in the amount of \$1,000.

**Killam Recreation Board – Pool Programming 2015**

- Applied for funds to help cover the cost of utilities at the regional indoor pool.

Recommendation:

MOTION by K. Sanders that the RFC recommend approval of the Killam Recreation Board's application for Pool Programming 2015 to Town Council in the amount of \$6,500.

**Killam Cyclones Swim Club – 2015 Swim Season**

- Applied for funds to offset operational costs, support additional coaching to improve the program.

Recommendation:

MOTION by G. Sparrow that the RFC recommend declining the Killam Cyclones Swim Club application for the 2015 Swim Season to Town Council as the RFC prioritized facilities vs programming; the committee is of the opinion that facility operations should be supported and addressed in advance of programming expenses.

**Valley Ski Hill – Ski Hill Operations**

- Applied for funds to offset the cost of operating the ski hill.

Recommendation:

MOTION by T. Smith that the RFC recommend approval of the Valley Ski Club's application for Ski Hill Operations to Town Council in the amount of \$6,500.

# RECREATION FUNDING COMMITTEE - COMBINED ASSESSMENT - 2015

OP/Cap.	Phase I Application Overview 2015	Amount Request	Preliminary Recommendation	Difference	Secondary Recommendation	Percentage of overall funding	Agriculture	Recreation	Culture	In-Town	Out-Town
OP	Sedgewick Ag Society	825	825	-	825	0.98	Y			Y	
OP	Battle River Minor Hockey Assn.	31,095	31,095	-	31,095	37.02		Y		Y	
OP	Sedgewick Curling Club	5,250	5,000	-250	5,000	5.95		Y		Y	
OP	Flagstaff Fusion Lacrosse Assn.	13,000	6,500	-6,500	6,500	7.74		Y		Y	
CAP	Flagstaff Players	4,500	0	-4,500	0	0.00			Y	Y	
OP	Iron Creek Flying Club	1,100	0	-1,100	0	0.00		Y			Y
CAP	Hardisty Lake United Church Camp	5,000	0	-5,000	0	0.00					Y
OP	Sedgewick Golf Club	1,000	938	-63	938	1.12					
OP	Sedgewick Public School	5,000	4,000	-1,000	4,000	4.76		Y		Y	
OP	Sedgewick Minor Ball	1,900	1,000	-900	1,000	1.19		Y		Y	
OP	Killam Recreation Board	13,000	6,500	-6,500	6,500	7.74		Y			Y
OP	Killam Cyclones Swim Club	10,000	0	-10,000	0	0.00		Y			Y
OP	Valley Ski Club	10,000	6,500	-3,500	6,500	7.74		Y			Y
OP	Valley Alpine Ski Club	2,500	0	-2,500	0	0.00		Y			Y
	<b>Subtotals:</b>	<b>104,170</b>	<b>62,357</b>	<b>-41,813</b>	<b>62,358</b>	<b>74.23 %</b>					

<b>Total funds request in Phase I:</b>	104,170
<b>Total funds available:</b>	84,000
<b>Difference:</b>	-20,170

OP = Operational  
CAP = Capital

<b>Total funds recommended for distribution in Phase I:</b>	62,357	74.23%
<b>Total funds remaining for Phase II:</b>	21,643	25.77%
		<b>100.00%</b>

Associations that are still eligible to apply for funding in Phase II (Sedgewick)	
1. Battle River Art Club	7. Sedgewick Historical Society
2. Canucks Senior Hockey	8. Sedgewick Lake Park
3. Lynx Soccer	9. Sedgewick Penguins
4. Rams Football	10. Sedgewick Playschool
5. Sedgewick Bowling Leagues	11. Sedgewick Kindergarden
6. Sedgewick Hall Board	12. Sedgewick Library

APR 27 2015

**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

**Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:**

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

**1.0 Applicant Information**

Organization Name: Sedgewick Ag Society  
Mailing Address: Box 8, Sedgewick, AB  
Contact Person & Information: Andrew Hampshire  
Position: Director Phone: (780) 385-4501 Email: a.hampshire@hotmail.com  
Non-profit/Society Number: \_\_\_\_\_

**2.0 Project Overview**

Project Title: SNOWMOBILE/CUTTER RALLY Start Date: FEB 14 /15 End Date: FEB 16 /15  
Location: Sedgewick + Surrounding Phase: 1  
Amount Requested: \$ 825.00 Total Project Expense: \$ 1412.85

Capital Application: ☐

Operating Application: ☒

**3.0 Applicant Profile**

**3.1 Please describe your organization and its purpose.**

The Sedgewick Ag Society is the Hub of Events to do with Agriculture in and around Sedgewick.

**3.2 List three organizational successes you have achieved over the past five (5) years.**

1. Snowmobile/Cutter Rally (20<sup>th</sup> + 9<sup>th</sup>)
2. Roughstock Rodeos in August
3. July 1<sup>st</sup> chuckwagons/Chariots

**3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):**

Calvin Hogg - Pres Tres. - Stelley Wakefield  
Don Brandon - Vice  
Secretary - Zett Hampshire

**4.0 Project Description**

**4.1 Please provide a brief summary of the project.**

The Cutter Rally provides a local Rate for Horse/sleighs to travel with drivers. The Snowmobile provides a roughly 30mie trail for Snowmobiles/Quads throughout the County.



**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.

Advertising Costs are the biggest expense for these events. Getting  
funding from the County Grant Program in past years has made it  
possible to host this event year after year. Providing entertainment  
for all age groups.

4.3 Define the target age for your project.

0 - 88 years

4.4 Anticipated Users

100 - 200 people

**5.0 Project Budget**

**Income:**

Recreation Grant Request \$ 825.<sup>00</sup>

User Fees: Entry Fee \$ 585.<sup>00</sup>

Fundraising: \$ \_\_\_\_\_

Other (provide breakdown): \$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

Total: \$ 1410.<sup>00</sup>

**Expenses:**

List All Project Expenses \$ \_\_\_\_\_

Advertising \$ 848.89

INSURANCE \$ 350.<sup>00</sup>

Supplies (Fuel, \$ \_\_\_\_\_

Camp, Building Supplies, \$ \_\_\_\_\_

Paper Products etc.) \$ 211.<sup>11</sup>

\$ \_\_\_\_\_

Total: \$ 1410.<sup>00</sup>

*\*Note all totals must BALANCE.*

**6.0 Applicant Agreement**

Sedgewick Ag Society  
Organization Name

agrees that the information in this document is true and accurate.

[Signature]  
Signature/Position

04/22/2015  
Date (mm/dd/yyyy)

**DO NOT USE - OFFICE USE ONLY**

Reviewed by:  
Amanda Davis / Marta Hampshire

Complete Application/Received:  
April 27/15

Approved/Rejected \_\_\_\_\_

Approved Funding: \_\_\_\_\_

Phase: 1

50% Funds: \_\_\_\_\_

50% Funds: \_\_\_\_\_

*\*All sections of the application must be filled out or the application shall be deemed incomplete.*

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SEDEGWICK

NOT RECALCULATED

Town of Sedgewick - SCHEDULE "D" Rec Grant Program Application Form 2015

Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 329 Sedgewick, AB T0B 4C0

1.0 Applicant Information

Organization Name: Little River Minor Hockey Association

Mailing Address: Box 483

Contact Person & Information: Ted Djos

Position: Advisor Phone: 780-385-1484 Email: tdjos@telus.net

Non-profit/Society Number: To be determined

2.0 Project Overview

Project Title: Hockey Program Start Date: Sept 1/15 End Date: Dec 31/15

Location: Sedgewick Rec Center Phase:

Amount Requested: \$ 31,094.75 Total Project Expense: \$ 151,054.00

Capital Application: ☐

Operating Application: ☒

3.0 Applicant Profile

3.1 Please describe your organization and its purpose.

Provide a hockey program for ages 4-18 years old that teaches physical & social skills that will help them become contributing adults in our community.

3.2 List three organizational successes you have achieved over the past five (5) years.

1. Have add Junior Skating Clinic & Coach clinics to our members.
2. Have merged with Killam & Sedgewick Minor Hockey to form a stronger association.
3. Purchased 80% of new sound system in arena.

3.3 Executive Membership (Name and Position of Pres., Vice Pres., Secretary and Treasurer only):

To be named after  
May 3, 2015

4.0 Project Description

4.1 Please provide a brief summary of the project.

Provide youth in our community with safe place to participate in hockey with proper insurance & training in a positive environment.

Town of Sedgewick - SCHEDULE "D" - Rec Grant Program Application Form 2015

4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.

This funding helps us deliver the sport of hockey at a reasonable cost + contributes revenue to the Rec Facility for 6 months of the year

4.3 Define the target age for your project.

4-18

4.4 Anticipated Users

160

5.0 Project Budget

Income:		Expenses: Ice Time	
Recreation Grant Request	\$31,094.75	List All Project Expenses:	\$107,575.00
User Fees:	\$59,265.00	Hockey AB Fees	\$8370.00
Fundraising:	\$21,000.00	League Fees	\$1400.00
Other (provide breakdown):		Clinics	\$19,004.00
Reserves	\$8,402.00	Fundraising	\$8,000.00
Clinics	\$1,000.00	Equipment	\$2,500.00
Killam Municipality	\$31,094.75	Off-ice/Work Page	\$4,997.50
Total:	\$151,846.50	Total:	\$151,846.50

Hockey Day

\*Note all totals must BALANCE

6.0 Applicant Agreement

Battle River Minor Hockey Assoc. agrees that the information in this document is true and accurate.

Organization Name

Signature/Position

April 27/15

Date (mm/dd/yyyy)

DO NOT USE - OFFICE USE ONLY

Reviewed by:	Complete Application/Reserved:
A Davis, M. Hampshire	April 30, 2015
Approved/Rejected	Approved Funding
Phase: 1	50% Funds:
	50% Funds:

\*All sections of the application must be filled out or the application shall be deemed incomplete

**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

**Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:**

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

**1.0 Applicant Information**

**Organization Name:**

Sedgewick Curling Club

**Mailing Address:**

Box 688, Sedgewick, AB T0B 4C0

**Contact Person & Information:**

Connie McArthur

**Position:**

Treasurer

**Phone:**

780-385-5384

**Email:**

cjmarthur12@gmail.com

**Non-profit/Society Number**

503920571

**2.0 Project Overview**

**Project Title:**

Curling Club Lease

**Start Date:** Nov. 2014

**End Date:** March 2015

**Location:**

Sedgewick Curling Club

**Phase:**

1

**Amount Requested:**

\$ 5250.00

**Total Project Expense:**

\$ 5250.00

**Capital Application:** ☐

**Operating Application:** ☒

**3.0 Applicant Profile**

**3.1 Please describe your organization and its purpose.**

Sedgewick Curling Club has four sheets of ice and runs a successful curling league for ladies, men and a youth Jr. Curling program for the residents of Sedgewick and surrounding communities. Provides curling for all ages.

**3.2 List three organizational successes you have achieved over the past five (5) years.**

1. Hosted a Seniors sturling Spiel
2. Hosted a Junior Curling Spiel
3. Hosted East Central OilLadies Spiel

**3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):**

Teson Backen - president

Pam Kotylak - Secretary

Jill Price - Vice

Connie McArthur - Treasurer

**4.0 Project Description**

**4.1 Please provide a brief summary of the project.**

Funds will go towards our Curling Club lease, payable to the Sedgewick Rec Centre.

**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

**4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.**

Funding will ensure our curling club  
continues to operate and that we are able  
to pay our lease requirement to the rec centre.

**4.3 Define the target age for your project.**

Age 10 - All ages

**4.4 Anticipated Users**

250

**5.0 Project Budget**

Income:		Expenses:	
Recreation Grant Request	\$5250.00	List All Project Expenses	\$
User Fees:	\$10,000.00	Lease	\$5250.00
Fundraising:	\$5,000.00	Bonspiels	\$2500.00
Other (provide breakdown):	\$	Advertising	\$500.00
Bonspiels	\$5,000.00	Power Plants	3000.00
	\$	Utilities	\$14,000.00
	\$		\$
<b>Total:</b>	<b>\$25,250.00</b>	<b>Total:</b>	<b>\$25,250.00</b>

**\*Note all totals must BALANCE.**

**6.0 Applicant Agreement**

Sedgewick Curling Club agrees that the information in this document is true and accurate.  
 Organization Name  
Coni Kellys / Treasurer Apr. 13/2015  
 Signature/Position Date (mm/dd/yyyy)

**DO NOT USE - OFFICE USE ONLY**

Reviewed by: <u>Amanda Davis</u>	Complete Application/Received: <u>April 13/15</u>
Approved/Rejected _____	Approved Funding: _____
Phase: <u>1</u>	50% Funds: _____

**\*All sections of the application must be filled out or the application shall be deemed incomplete.**





## Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

### 1.0 Applicant Information

#### Organization Name:

Flagstaff Fusion Lacrosse Association

#### Mailing Address:

PO Box 792 Sedgewick, Alberta T0B 4C0

#### Contact Person & Information:

Aleska Johnson PO Box 684 Sedgewick, Alberta T0B 4C0

#### Position:

President

#### Phone:

780-385-8568

#### Email:

flaglacrosse@hotmail.ca

#### Non-profit/Society Number

5018172279

### 2.0 Project Overview

#### Project Title:

FFLA Lacrosse Season & Youth Development

#### Start Date:

April 13, 2015

#### End Date:

June 23, 2015

#### Location:

Sedgewick Recreation Centre

#### Phase:

1

#### Amount Requested:

\$13,000

#### Total Project Expense:

\$32,800

Capital Application: ☐

Operating Application: ☒

### 3.0 Applicant Profile

#### 3.1 Please describe your organization and its purpose.

We are a lacrosse association that is trying to build the game within Flagstaff County, by providing an opportunity to play Canada's National Summer sport while developing skills, a team atmosphere, and an organized sport for all kids to play.

#### 3.2 List three organizational successes you have achieved over the past five (5) years.

1. 2014 Start-up year of the association
2. 2014 Produced 72 lacrosse players to make 5 teams 1 in each age category
3. 2014 Hosted a very successful Minor Lacrosse Day to showcase the game

#### 3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):

President: Aleska Johnson

Vice President: Collin Rosiechuk

Secretary: Wendy Seffern

Treasurer: Tyrion Rosiechuk

### 4.0 Project Description

#### 4.1 Please provide a brief summary of the project.

This funding will be used to maintain our association, allowing us to provide skill building sessions for coaches and players, run lacrosse camps, host our year end tournament and Minor Lacrosse Day and to offset operational costs.



## Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.

To offset operational costs. To keep our dues reasonable. This will benefit the region and community because we are the only lacrosse association within the county of Flagstaff. Funds will also help with event such as the year end tournament we have been granted to host.

4.3 Define the target age for your project.

4-15 year olds

4.4 Anticipated Users

75

### 5.0 Project Budget

#### Income:

Recreation Grant Request \$ 13,000

User Fees: \$ 7,800

Fundraising: \$ 5,000

Other (provide breakdown): \$

Minor Lacrosse Day \$ 1,000

Year End Tournament \$ 6,000

\$

Total: \$ 32,800

#### Expenses:

List All Project Expenses \$

Floor Rental \$ 8,800

Lacrosse Fee's \$ 6,000

Clinic's/Camps \$ 6,000

Referee Fee's/Mileage \$ 7,000

Minor Lacrosse Day \$ 1,000

Year End Tournament \$ 4,000

Total: \$ 32,800

\*Note all totals must BALANCE.

### 6.0 Applicant Agreement

Flagstaff Fusion Lacrosse Association agrees that the information in this document is true and accurate.  
Organization Name

Johnsa /President 04/28/2015  
Signature/Position Date (mm/dd/yyyy)

### DO NOT USE - OFFICE USE ONLY

Reviewed by: Amanda Davis /Marta Hampshire Complete Application/Received: April 28/15

Approved/Rejected

Approved Funding:

Phase: 1 50% Funds: 50% Funds:

\*All sections of the application must be filled out or the application shall be deemed incomplete.





**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

**Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:**

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

**1.0 Applicant Information**

**Organization Name:**

Flagstaff Players

**Mailing Address:**

Box 162 Sedgewick, AB T0B 4C0

**Contact Person & Information:**

Michelle Edey

**Position:**

President

**Phone:**

780-384-2459

**Email:**

mercedeme@gmail.com

**Non-profit/Society Number**

N/A

**2.0 Project Overview**

**Project Title:**

Electrical Upgrades

**Start Date:**

07-15-15

**End Date:**

10-31-15

**Location:**

Sedgewick Community Hall

**Phase:**

**Amount Requested:**

4,500.00

**Total Project Expense:**

4,500.00

**Capital Application:** ☒

**Operating Application:** ☐

**3.0 Applicant Profile**

**3.1 Please describe your organization and its purpose.**

Theatrical troupe made up of volunteers that perform 1-2 productions a season.

**3.2 List three organizational successes you have achieved over the past five (5) years.**

1. Production - Agatha Christie's And Then There Were None
2. Production - It's a Wonderful Life
3. Production - The Black Bonspiel of Wullie McCrimmon

**3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):**

Michelle Edey - President Emily Kennedy - Secretary  
Randy Hedeman - V. President Janita Zwack - Treasurer

**4.0 Project Description**

**4.1 Please provide a brief summary of the project.**

Running additional wiring. Installing a new fuse box. Additional Outlets. Purchasing a closing stage curtain.

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**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

**4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.**

The existing system is insufficient to operate the current equipment.  
There is not a closeable curtain for set staging.

**4.3 Define the target age for your project.**

3-100 years

**4.4 Anticipated Users**

300-500 per production as well as community members to use the hall.

**5.0 Project Budget**

**Income:**

Recreation Grant Request \$ 4,500.00

User Fees: \$ \_\_\_\_\_

Fundraising: \$ \_\_\_\_\_

Other (provide breakdown): \$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Total:** \$ 4,500.00

**Expenses:**

List All Project Expenses \$ \_\_\_\_\_

Electrical \$ 3,000.00

Curtain + \$ 1,500.00

Hardware \$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

\$ \_\_\_\_\_

**Total:** \$ 4,500.00

*\*Note all totals must BALANCE.*

**6.0 Applicant Agreement**

Flagstaff Players agrees that the information in this document is true and accurate.

Organization Name

Michelle [Signature] 04/22/2015

Signature/Position

Date (mm/dd/yyyy)

**DO NOT USE - OFFICE USE ONLY**

Reviewed by:

Amanda Davis / Marta Hampshire

Complete Application/Received:

April 28/15

Approved/Rejected

Approved Funding:

Phase: 1

50% Funds: \_\_\_\_\_

50% Funds: \_\_\_\_\_

*\*All sections of the application must be filled out or the application shall be deemed incomplete.*

APR 27 2015



# Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

## 1.0 Applicant Information

### Organization Name:

IronCreek Flying Club

### Mailing Address:

Box 734 Sedgewick, AB T0B 4C0

### Contact Person & Information:

Shelley Wakefield

### Position:

Secretary

### Phone:

780-384-2026

### Email:

shelley@ccinwireless.ca

### Non-profit/Society Number

## 2.0 Project Overview

### Project Title:

COPA for kids

### Start Date:

April 25/15

### End Date:

April 25/15

### Location:

Flagstaff Regional Airport

### Phase:

I

### Amount Requested:

\$ 1100.00

### Total Project Expense:

\$ 1100.00

### Capital Application: ☐

### Operating Application: ☒

## 3.0 Applicant Profile

### 3.1 Please describe your organization and its purpose.

IronCreek Flying Club operates the airport <sup>with</sup> the City of Flagstaff being the owner. We are responsible for all the Events and up activities hosted at the airport

### 3.2 List three organizational successes you have achieved over the past five (5) years.

1. COPA for kids (yearly)

2. STOL Demonstrations

3. Aerobatics Competition (2015 first year)

### 3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):

Ken Wolbeck - Pres

Secretary - Shelley Wakefield

Vice Pres - Gary Steadman

Treasurer  
Secretary - Lynn Steadman

## 4.0 Project Description

### 4.1 Please provide a brief summary of the project.

COPA for kids provides a free plane ride/lunch to kids in the community ages 8-17 years old. We draw kids from all over the county as well as beyond (Aster, Amrose, Wainwright, Viking)

**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.

We try to share our passion for flying with others so that we can grow our club/airport in the future. Since we don't charge for the plane ride or lunch, the day can be very expensive (Aygas, meals, pictures, advertising)

4.3 Define the target age for your project.

8-17 years

4.4 Anticipated Users

25-30 kids in the past

**5.0 Project Budget**

**Income:**

Recreation Grant Request \$1100.00

User Fees: \$0

Fundraising: \$Food

Other (provide breakdown): \$

\$

\$

\$

Total: \$1100

**Expenses:**

List All Project Expenses \$

Fuel \$2800.00

Advertising \$2300.00

Food \$Donated/Fundraised

\$

\$

\$

Total: \$21100.00

*\*Note all totals must BALANCE.*

**6.0 Applicant Agreement**

Ironcreek Flying Club  
Organization Name

agrees that the information in this document is true and accurate.

S. Wakefield  
Signature/Position

Apr. 23/15  
Date (mm/dd/yyyy)

**DO NOT USE - OFFICE USE ONLY**

Reviewed by:

Amanda Davis / Marta Hampshire

Complete Application/Received:

April 27/15

Approved/Rejected

Approved Funding:

Phase: 1

50% Funds: \_\_\_\_\_

50% Funds: \_\_\_\_\_

*\*All sections of the application must be filled out or the application shall be deemed incomplete.*

#### 1.0 Applicant Information

Organization Name: Sedgewick Golf Club  
Mailing Address: Box 43 Sedgewick T0B 4C0  
Contact Person & Information: Marie Miller  
Position: Manager Phone: (186)384-3670 Email: info@sedgewickgolf.ca  
Non-profit/Society Number 50007788

#### 2.0 Project Overview

Project Title: Junior Golf Lessons Start Date: May 12 June 2015 End Date: June 2015  
Location: Sedgewick Golf Course Phase: 1  
Amount Requested: \$1000.00 Total Project Expense: \$2000.00

Capital Application: ☐

Operating Application: ☒

#### 3.0 Applicant Profile

3.1 Please describe your organization and its purpose.

Sedgewick Golf Club is a beautiful 9 hole golf  
Course that offers golf lessons, mens & ladies, league  
golf, many tournaments, as well as food service!

3.2 List three organizational successes you have achieved over the past five (5) years.

- Green replacement
- Successful tournaments
- Community Sunday breakfasts.

3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):

Pres - Greg Sparrow Treasurer - Gail Eckstrand  
Vice - John Brennan  
Secretary - Kari Sanders

#### 4.0 Project Description

4.1 Please provide a brief summary of the project.

A golf pro comes from Camrose to provide  
lessons to youth ages 7+ up how to golf.

Lessons are once a week for 3 consecutive weeks.

4.3 Define the target age for your project.

7-15

4.4 Anticipated Users

25

5.0 Project Budget

Income:

Recreation Grant Request \$ 1000.00

User Fees: \$40/child \$ 1600.00

Fundraising: \$

Other (provide breakdown): \$

Advertising 2 weeks \$ 125.00

\$

\$

Total: \$ 2000.00

Expenses:

List All Project Expenses \$

Golf Pro \$1875.00

Advertising 2 weeks \$ 125.00

\$

\$

\$

\$

Total: \$ 2000.00

\*Note all totals must BALANCE.

6.0 Applicant Agreement

Sedgewick Golf Club  
Organization Name

agrees that the information in this document is true and accurate.

J. M. - secretary  
Signature/Position

04/20/2015  
Date (mm/dd/yyyy)

DO NOT USE - OFFICE USE ONLY

Reviewed by:  
Amanda Davis/Marta Hampshire

Complete Application/Received:  
April 27/15

Approved/Rejected

Approved Funding:

Phase: 1

50% Funds:

50% Funds:

\*All sections of the application must be filled out or the application shall be deemed incomplete.

## Town of Sedgewick – SCHEDULE “D” -Rec Grant Program Application Form 2015

Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

**RECEIVED**  
MAY 01 2015

### 1.0 Applicant Information

Organization Name:

HARDISTY LAKE UNITED CHURCH CAMP.

Mailing Address:

Box 223 KILLAM ALTA T0B 2L0

Contact Person & Information:

MELVIN LUNTY Box 752 SEDGEWICK.

Position:

DIRECTOR

Phone:

780-384-2128

Email:

780 385-1775 blunty@xplornet.com.

Non-profit/Society Number

89300 2470 RR 0001

### 2.0 Project Overview

Project Title:

CABIN REPLACEMENT

Start Date:

OCT/15

End Date:

DEC/15.

Location:

490A HIGHWAY ST. HARDISTY

Phase:

1

Amount Requested:

5000.00

Total Project Expense:

25000.00

Capital Application: ☒

Operating Application: ☐

### 3.0 Applicant Profile

3.1 Please describe your organization and its purpose.

SUMMER CAMP FOR ALL CHILDREN - ANY RELIGION - OR NO RELIGION. WHEELCHAIR ACCESSABLE - WEEKEND RENTALS

FAMILY REUNIONS COMPANY GATHERINGS WEDDINGS DAY RENTALS, A-H YOUTH GROUPS ETC. OUR MISSION

IS TO PROVIDE YOUTH WITH THE OPPORTUNITY TO GROW IN CHRISTIAN FAITH IN A SAFE NURTURING OUTDOOR SETTING.

3.2 List three organizational successes you have achieved over the past five (5) years.

1. BUILT NEW STAFF HOUSING ACCOMMODATION

2. BUILT NEW WASHHOUSE - GIRLS - BOYS - HANDICAP - STAFF - LAUNDRY.

3. NEW BUNK BEDS + MATTRESSES IN ALL THE OLD CABINS.

4. NEW WATERFRONT EQUIPMENT.

3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):



**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

<u>PRESIDENT</u>	<u>RANDY HEDEMAN.</u>
<u>SECRETARY</u>	<u>DEBBIE DEGRAW</u>
<u>TREASURER.</u>	<u>JANNA FREDRICH</u>

**4.0 Project Description**

**4.1 Please provide a brief summary of the project.**

BUILD A NEW DUPLEX CABIN TO REPLACE SOME OF  
THE 50 YEAR OLD CABINS.

**4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.**

TO PROVIDE BETTER SLEEPING ACCOMMODATIONS FOR CAMPERS & GUESTS WHO  
COME FROM ALL PARTS OF OUR COUNTY & ALSO OUTSIDE OF THE COUNTY.

**4.3 Define the target age for your project.**

CAMP CHILDREN 6-18  
OTHER GUESTS ANY AGE.

**4.4 Anticipated Users**

CHURCH CAMP - 3 WKS IN JULY  
OTHER RENTALS MAY - OCT.  
30-40 per week.

**5.0 Project Budget**

**Income:**

Recreation Grant Request	\$ 5000.00
User Fees: <u>RENTAL INCOME.</u>	\$ 7000.00.
Fundraising: <u>SUPPERS ETC.</u>	\$ 2000.00
Other (provide breakdown):	\$
<u>DONATION FROM TWICE AS NICE</u>	\$ 5000.00
<u>MONEY IN BANK</u>	\$ 6000.00
	\$

**Expenses:**

List All Project Expenses	\$ 25000.00.
<u>MATERIALS + LABOR</u>	\$
<u>FOR NEW BUILDING</u>	\$
	\$
	\$
	\$
	\$

## Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

Total: \$25000.00 Total: \$25000.00

**\*Note all totals must BALANCE.**

### 6.0 Applicant Agreement

HARVEST LAKE UNITED CHURCH CAMP, agrees that the information in this document is true and accurate.  
Organization Name

[Signature] 4/30/15  
Signature/Position Date (mm/dd/yyyy)

#### DO NOT USE - OFFICE USE ONLY

Reviewed by: <u>Amanda Davis</u>	Complete Application/Received: <u>April 30/15</u>
Approved/Rejected _____	Approved Funding: _____
Phase: <u>1</u>	50% Funds: _____ 50% Funds: _____

**\*All sections of the application must be filled out or the application shall be deemed incomplete.**



## Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

### 1.0 Applicant Information

#### Organization Name:

Sedgewick Public School Parent Support Association

#### Mailing Address:

Box 700 Sedgewick, AB T0B 4C0

#### Contact Person & Information:

Jill Price

#### Position:

Chairperson

#### Phone:

(780)384-2242

#### Email:

dandjprice@cciwireless.ca

#### Non-profit/Society Number

503618209

(780)385-0513

### 2.0 Project Overview

#### Project Title:

Bowling, Skating, Curling Jan. 1, 2015 - June 30, 2015

#### Start Date:

#### End Date:

#### Location:

Sedgewick Recreation Center

#### Phase:

1

#### Amount Requested:

\$5000.00

#### Total Project Expense:

\$10000.00

Capital Application: ☐

Operating Application: ☒

### 3.0 Applicant Profile

#### 3.1 Please describe your organization and its purpose.

We are a group of parents who focus our efforts on fundraising to purchase items, programs and technological devices for the school.

#### 3.2 List three organizational successes you have achieved over the past five (5) years.

1. Built an amazing new playground
2. Established a successful hot lunch program
3. Supplied smartboards for classrooms

#### 3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):

Shauna Ross

President

Deanna Maertz

Vice President

Tara Tanton

Secretary

Carmen Nichols

Treasurer

### 4.0 Project Description

#### 4.1 Please provide a brief summary of the project.

This project provides an opportunity for Central High Sedgewick public school students to participate in curling, bowling, and skating at the Sedgewick Recreation Center.



**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.

Students will gain knowledge of skating, bowling and curling that they can carry on the rest of their lives. Encourages team work & physical activity. Students may then join community teams

4.3 Define the target age for your project.

4.4 Anticipated Users

5-18 years old

390

**5.0 Project Budget**

Income:		Expenses:	
Recreation Grant Request	\$5000.00	List All Project Expenses	\$
User Fees:	\$5000.00		\$
Fundraising:	\$	\$130/hr skating	\$
Other (provide breakdown):	\$	\$50/hr bowling	\$
	\$	\$100/hr curling	\$
	\$		\$
	\$		\$
Total:	\$10,000.00	Total:	\$10,000.00

\*Note all totals must BALANCE.

**6.0 Applicant Agreement**

CHSPS Parent Support Association agrees that the information in this document is true and accurate.  
Organization Name Association  
Jill Price 04/28/2015  
Signature/Position Date (mm/dd/yyyy)  
Chairperson

**DO NOT USE - OFFICE USE ONLY**

Reviewed by: Amanda Davis / Marta Hampshire	Complete Application/Received: April 28/15
Approved/Rejected	Approved Funding:
Phase: 1	50% Funds: 50% Funds:

\*All sections of the application must be filled out or the application shall be deemed incomplete.



**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

**Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:**

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

**1.0 Applicant Information**

**Organization Name:**

Sedgewick Minor Ball Society

**Mailing Address:**

Box 688, sedgewick, AB T0B 4C0

**Contact Person & Information:**

Connie McArthur

**Position:**

Treasurer

**Phone:**

780-385-5384

**Email:**

cjmarthur12@gmail.com

**Non-profit/Society Number**

5018207315

**2.0 Project Overview**

**Project Title:**

**Start Date:** April 2015

**End Date:** August 2015

Minor Ball Diamond Rental

**Location:**

Sedgewick Diamonds

**Phase:**

1

**Amount Requested:** \$1900.00

**Total Project Expense:** \$1900.00

**Capital Application:** ☐

**Operating Application:** ☒

**3.0 Applicant Profile**

**3.1 Please describe your organization and its purpose.**

Our Minor Ball Board is made up solely of volunteers and our task is to organize and develop a successful minor softball and baseball program to the youth in Sedgewick and surrounding communities

**3.2 List three organizational successes you have achieved over the past five (5) years.**

1. Purchased two portable Pitching machines to enhance skill
2. Built new covered dugouts for all minor ball diamonds
3. Hosted U12 softball provincials in 2012

**3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):**

Derek Ness - President Connie McArthur - Treasurer

Tim Schmutz - Vice

Jill Price - Secretary

**4.0 Project Description**

**4.1 Please provide a brief summary of the project.**

Sedgewick Minor Ball Diamond  
Rental for the 2014 & 2015  
Season, payable to Sedgewick Rec Centre

**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.

We are requesting funding to pay our rental agreement with sedgewick Rec Centre for the 2014 + 2015 season. We have the most successful Minor ball program in the county with participating youth coming from all communities in flagstaff. Without financial help our program cannot continue to thrive.

4.3 Define the target age for your project.

4.4 Anticipated Users

Age 3 - 17

110 youth

**5.0 Project Budget**

**Income:**

Recreation Grant Request \$1900.00

User Fees: \$3300.00

Fundraising: \$3000.00

Other (provide breakdown): \$

Donations \$1000.00

\$

\$

**Total:** \$9200.00

**Expenses:**

List All Project Expenses \$

2014 Leases \$900.00

2015 Leases \$1000.00

Equipment \$3000.00

Balls/Bats/Bases \$3000.00

Softball/Baseball Clinics \$3000.00

Advertising \$500.00

Umpires \$800.00

Total: \$9200.00

*\*Note all totals must BALANCE.*

**6.0 Applicant Agreement**

Sedgewick Minor Ball  
Organization Name

agrees that the information in this document is true and accurate.

Connie Meltham/Treasurer  
Signature/Position

April 13/2015  
Date (mm/dd/yyyy)

**DO NOT USE - OFFICE USE ONLY**

Reviewed by:

Amanda Davis / Marta Hampshire

Complete Application/Received:

April 13/15

Approved/Rejected

Approved Funding:

Phase: 1

50% Funds:

50% Funds:

*\*All sections of the application must be filled out or the application shall be deemed incomplete.*





## Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

### 1.0 Applicant Information

#### Organization Name:

Killam Recreation Board

#### Mailing Address:

Box 189

#### Contact Person & Information:

Charlene Jackson 780-385-3977

recreation@town.killam.ab.ca

Position: Director of Community Services

Email:

Non-profit/Society Number

### 2.0 Project Overview

#### Project Title:

Pool Programming 2015

Start Date: May 1, 2015 Application Period

January 1, 2015

End Date:

December 31, 2015

#### Location:

Flagstaff Regional Aquatic Centre

#### Phase:

#### Amount Requested:

\$13,000

#### Total Project Expense:

\$198,023.50

Capital Application: ☐

Operating Application: ☒

### 3.0 Applicant Profile

#### 3.1 Please describe your organization and its purpose.

The Recreation Board is a group of 10 volunteers whom have a invested interest in Recreation. The board is responsible for operations of Killam Memorial Arena, Killam Agriplex which houses the Flagstaff Regional Aquatic Center, and Killam Centennial Ball Park.

#### 3.2 List three organizational successes you have achieved over the past five (5) years.

1. Red Cross Certified, Water ART Certified, and in good standing National Lifesaving Society.
2. In the last couple years we have been able to enroll all Flagstaff elementary schools into Red Cross Lessons.
3. Upgraded the pool chemical mechanical system on the main pool.

#### 3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):

Jordy Cox

President

George Kueber

Vice President

Aleisha Brodie

Secretary / Treasurer

### 4.0 Project Description

#### 4.1 Please provide a brief summary of the project.

The Flagstaff Regional Aquatic Center offers pool programs such as Red Cross Swimming Lessons, Lane Swim, Aqua Fit Class,

Moms & Tots, Advance Swim Courses and Public Swimming.

Our programs are for people of every age, ability, and location. Our recent upgrades have made the Aquatic Center more accessible to those of age, disability, or injury as well creating a fun space for toddlers and family's with small children.



## Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.

Your contribution financially will help in continuing to offer program at the aquatic center as well  
help keep the Flagstaff Regional Aquatic Center sustainable for years to come.

4.3 Define the target age for your project.

0-75+ years of age

4.4 Anticipated Users

10,000

### 5.0 Project Budget

<b>Income:</b>		<b>Expenses:</b>	
Recreation Grant Request	\$ 13,000	List All Project Expenses	\$
User Fees:	\$ 44,800	Utilities	\$ 37,500
Fundraising:	\$	Pool Chemicals	\$ 9,000
Other (provide breakdown):	\$	Contracted Repairs & Maint	\$ 14,100
Town Requisition(more contributed to cover ineligible exps.)	\$ 41,723.05	Program Supplies	\$ 16,800
Killam Ag Society	\$ 98,500.00	Lifeguard Wages	\$ 116,723.05
	\$	Training	\$ 3,900
<b>Total:</b>	<b>\$ 198,023.05</b>	<b>Total:</b>	<b>\$ 198,023.05</b>

*\*Note all totals must BALANCE.*

### 6.0 Applicant Agreement

Killam Recreation Board \_\_\_\_\_ agrees that the information in this document is true and accurate.  
Organization Name

[Signature] 04/30/2015  
Signature/Position Date (mm/dd/yyyy)  
Director of Community Services

### DO NOT USE - OFFICE USE ONLY

Reviewed by: <u>Amanda Davis</u>	Complete Application/Received: <u>May 1, 2015</u>
Approved/Rejected _____	Approved Funding: _____
Phase: <u>1</u>	50% Funds: _____ 50% Funds: _____

*\*All sections of the application must be filled out or the application shall be deemed incomplete.*

## KILLAM RECREATION BOARD

P.O. Box 189 • 5175-51 Avenue • Killam AB T0B 2L0  
Ph. (780) 385-3977 • Fax: (780) 385-2120 Email: recreation@town.killam.ab.ca

April 17, 2015

### **Re: Recreation Funding**

---

To: Town of Sedgewick & Sedgewick & District Agriculture Society,

The Killam Recreation Board currently manages operations of the Killam Agriplex which houses the Flagstaff Regional Aquatic Centre.

The Flagstaff Regional Aquatic Centre is open year round and offers programs for every age, ability, and location. Programs such as Red Cross Swim Lessons, Lane Swim, Aqua Fit Classes, and Public Swim. Our recent addition of the teach pool in 2010 has added great value to the facility making the pool not only more accessible to those of age, disability, or injury but making a fun safe area for the toddlers and families with little ones. This addition has not only added value but we have seen an increase in our participants over the last couple years.

We are now Red Cross Certified, Water ART Certified(Aqua Fit Programs) as well we are in good standing with the National Lifesaving Society.

We currently have Daysland, Killam, Sedgewick, Viking, Local Hutterite Colonies, and Private Schools attending and enrolled in Red Cross Swimming lessons. In 2014 we had over 10,000 people walk through the aquatic doors from all over the Flagstaff County region. Over 24% of those users associate themselves with your community.

The Flagstaff Regional Aquatic Center in 2014 had expenses totaling \$177,288. The expenses are made up of Lifeguard wage, utilities, water, pool chemicals, program supplies, and annual maintenance. This figure does not include any larger capital expenses associated with the pool. This large cost to operate this regional facility has been covered by the Town of Killam tax payers, user fees, and the Flagstaff County Recreation Program. Due to the change in the Flagstaff County Recreation Program the Flagstaff Regional Aquatic Center is not receiving the same amount of funding as in the past few years.

The Killam Recreation Board would like to take this time to ask that your organization consider allocating some of the Flagstaff County Recreation funds given to your group to put towards towards the Flagstaff Regional Aquatic Center and helping us keep it sustainable for many years to come.

Thank you for your time in looking over this request and feel free to contact me for any further information.

Sincerely,



Charlene Jackson  
Director of Community Services  
780-385-3977 Phone



**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

**Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:**

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

**1.0 Applicant Information**

**Organization Name:**

Killam Cyclones Swim Club

**Mailing Address:**

Box 531 Sedgewick AB T0B 4C0

**Contact Person & Information:**

Tennille Djos

**Position:**

Treasurer

**Phone:**

780-384-3800

**Email:**

rtodjos@hotmail.com

**Non-profit/Society Number**

50110 34112

**2.0 Project Overview**

**Project Title:**

2015 Swim Season

**Start Date:**

1 May 15

**End Date:**

31 Aug 15

**Location:**

Flagstaff Regional Aquatic Ctr

**Phase:**

**Amount Requested:**

\$10,000.00

**Total Project Expense:**

\$29950.00

**Capital Application:** ☐

**Operating Application:** ☒

**3.0 Applicant Profile**

**3.1 Please describe your organization and its purpose.**

Killam Cyclones is a competitive swim club that teaches swimmers 4 different competitive swim strokes. We compete throughout Alberta. Our organization is open to any person ages 4-99 of any ability + skill level.

**3.2 List three organizational successes you have achieved over the past five (5) years.**

1. 2012- We had a paraplegic swimmer.

2. 2013- We were able to purchase new lane ropes.

3. 2014- We increased our number of swimmers this season.

**3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):**

Michael Borth - President

Tennille Djos - Treasurer

Laura Pfeffer - Vice President

**4.0 Project Description**

**4.1 Please provide a brief summary of the project.**

We are applying for aid with the costs for our 2015 year. We would like assistance in affording 2 coaches this season, new equipment - special fins help the kids obtain the correct kicks for the various strokes. We also need help covering the pool rent @ \$71/hr.



**Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015**

4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.

We need funding to help cover pool rent which then helps to keep the pool funded as we rent 7.5 hrs/week. We are also creating strong swimmers in our kids. We allow the aquatic center to use our lane ropes.

4.3 Define the target age for your project.

4yrs - 18yrs.

4.4 Anticipated Users

30 participants

\*adults can also join but rarely do.

**5.0 Project Budget**

**Income:**

Recreation Grant Request \$10,000

User Fees: \$6,500

Fundraising: \$5000.00

Other (provide breakdown): \$

Casino funds left. \$600.

\$

Total: \$22,100.00

**Expenses:**

Rent List All Project Expenses \$9,000

Wages \$9,000

Advertising \$200.00

Equipment \$900

Lane Fee's \$3000

\$

\$

Total: \$22,100.00

\*Note all totals must BALANCE.

**6.0 Applicant Agreement**

Killam Cyclones agrees that the information in this document is true and accurate.  
Organization Name

Treasure 28 Apr 2015  
Signature/Position Date (mm/dd/yyyy)

**DO NOT USE - OFFICE USE ONLY**

Reviewed by: Amanda Davis / Marta Hampshire Complete Application/Received: April 28/15

Approved/Rejected

Approved Funding:

Phase: 1

50% Funds:

50% Funds:

\*All sections of the application must be filled out or the application shall be deemed incomplete.



## Town of Sedgewick – SCHEDULE “D” -Rec Grant Program Application Form 2015

**Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:**

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

### 1.0 Applicant Information

**Organization Name:**

Valley Ski Club

**Mailing Address:**

Box 141, Alliance, AB T0B 0A0

**Contact Person & Information:**

Grant Boddy

**Position:**

President

**Phone:**

780-878-1432

**Email:**

[grant.boddy1@gmail.com](mailto:grant.boddy1@gmail.com)

**Non-profit/Society Number**

5000052568

### 2.0 Project Overview

**Project Title:**

Ski Hill Operations

**Start Date:**

January 1, 2015

**End Date:**

March 30, 2015

**Location:**

Valley Ski Hill, Alliance AB

**Phase:**

**Amount Requested:**

\$10,000

**Total Project Expense:**

\$197,776

**Capital Application:** ☐

**Operating Application:** ☒

### 3.0 Applicant Profile

**3.1 Please describe your organization and its purpose.**

The Valley Ski Club is responsible for the operation of the Valley Ski Hill, near Alliance. It offers a facility for the enjoyment of skiers and snowboarders of all ages and abilities. The Valley is visited by skiers/boarders from all areas in Flagstaff county. We provide recreation, sport, fun and friendship to adults, children and their families.

**3.2 List three organizational successes you have achieved over the past five (5) years.**

1. The addition of a Terrain Park.
2. Construction of a Shed to house the groomer, snow guns and other assets
3. Entered into an agreement to acquire the rental shop operations.

**3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):**

Grant Boddy – President  
Ross Vincett – Vice President

Dawn Dalweg, Treasurer  
Nadine Albrecht, Secretary

### 4.0 Project Description

**4.1 Please provide a brief summary of the project.**

Ski Hill operations include snow making, grooming the hill, lift operations (lift attendants and maintenance), utilities, insurance, supplies, memberships and staff to manage the office, hill and rental shop. While there are many volunteers that contribute to the operations, specialized trained staff are required for many of the positions. The season usually runs from December to March.



## Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

### 4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.

Grants and fundraising are necessary in order to provide an affordable service to the families and residents of the area. The operation of the ski hill provides school children with the opportunity to learn how to ski, an alternate winter recreation activity for youth, an occasion for teens to gather in a non-structured environment for activity and socialization, a place for families to participate in the outdoors together, and the means for seniors to keep active and healthy in a multi-generational setting.

### 4.3 Define the target age for your project.

Ages 2- 92

### 4.4 Anticipated Users

4000 - 6000

### 5.0 Project Budget

#### Income:

Recreation Grant Request \$ 10,000

User Fees: \$ 100,600

Fundraising: \$ 15,148

Other (provide breakdown): \$

Grants and donations \$ 39,598

Ski Rental Income \$ 28,680

Kitchen Rent \$ 3750.

**Total:** \$ 197,776

#### Expenses: Ski Patrol

List All Project Expenses \$ 5,300

Wage expense \$ 85,050

repairs/maintenance \$ 15,704

Hill excavation/repair \$ 12,000

Office/freight/advertising

Banking/Interac \$ 9,550

Insurance \$ 16,000

Utilities: Fuel, power, internet  
satellite, gas, water, telephone \$ 54,172

**Total:** \$ 197,776

*\*Note all totals must BALANCE.*

### 6.0 Applicant Agreement

Valley Ski Club

agrees that the information in this document is true and accurate.

Organization Name

*Michael R. Boudry* President

04/30/2015

Signature/Position

Date (mm/dd/yyyy)

### DO NOT USE - OFFICE USE ONLY

Reviewed by:

Complete Application/Received:

Approved/Rejected

Approved Funding:

Phase:

50% Funds:

50% Funds:

*\*All sections of the application must be filled out or the application shall be deemed incomplete.*



## Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

Applications must be submitted by May 1<sup>st</sup>, 2015 and/or September 15<sup>th</sup>, 2015 to:

Marta Hampshire  
Director of Parks and Rec  
Email: [recreationgrants@sedgewick.ca](mailto:recreationgrants@sedgewick.ca)

Recreation Grants  
Town of Sedgewick  
PO Box 129 Sedgewick, AB T0B 4C0

**RECEIVED**  
MAY 01 2015

### 1.0 Applicant Information

**Organization Name:**

Valley Alpine Ski Club

**Mailing Address:**

Box 292, Forestburg, AB T0B 1N0

**Contact Person & Information:**

Penny Lindballe

**Position:**

Secretary

**Phone:**

780-583-3901

**Email:**

plindballe@gmail.com

**Non-profit/Society Number**

5017521120

### 2.0 Project Overview

**Project Title:**

Alpine Race Training

**Start Date:**

January 2015

**End Date:**

march 2015

**Location:**

Valley Ski Hill

**Phase:**

**Amount Requested:**

2500.00

**Total Project Expense:**

19,350.00

**Capital Application:** ☐

**Operating Application:** ☒

### 3.0 Applicant Profile

**3.1 Please describe your organization and its purpose.**

To provide race training for skiers aged 5-18 in a fun, safe and engaging manner, utilizing the Husky Snow Stars program in alignment with Canada's Sport 4 Life long term athlete development framework.

**3.2 List three organizational successes you have achieved over the past five (5) years.**

1. Expanded the program to include Ski Cross training opportunities
2. Provided additional "Teaching children" continuing education modules for our coaches
3. Increased our membership and trained more certified coaches.

**3.3 Executive Membership (Name and Position of Pres., Vice Pres. Secretary and Treasurer only):**

Allen Gamroth, Pres

Penny Lindballe, Secretary

Stacy Barber, VP

Lisa Kuefler, Treasurer

### 4.0 Project Description

**4.1 Please provide a brief summary of the project.**

The project is an Alpine Race Training Club. We will train twice a week for a total of 4.5 hours per week. Other training opportunities will be provided off-site when applicable. We host a race at the ski hill as well as provide racers with the opportunity to participate in races in Edmonton, Red Deer, Jasper and beyond.



## Town of Sedgewick – SCHEDULE "D" -Rec Grant Program Application Form 2015

**4.2 Please provide a brief summary why you are requesting funding and how your program will benefit the community/region.**

Funding will allow us to keep program costs reasonable for families and ensure continued success. The program contributes to a balanced winter sport offering for kids across the region, keeping kids active and healthy during the winter months.

**4.3 Define the target age for your project.**

4-18

**4.4 Anticipated Users**

100 +

### 5.0 Project Budget

**Income:**

Recreation Grant Request \$ \$2500.00

User Fees: \$ 8250.00

Fundraising: \$ 3600.00

Other (provide breakdown): \$

Support from other Flagstaff Ag Societies \$ \$5000.00

\*\*\*Hopefully\*\*

\$

\$

**Total:** \$ 19350.00

**Expenses:**

List All Project Expenses \$

Project materials \$ \$250.00

Equipment (fence, race gates, training \$ \$1,500.00

gates, chairs etc

Lane Rental \$ \$7,500.00

Coaching costs \$ \$8,000.00

Advertising \$ \$100.00

professional dues \$ \$2000.00

**Total:** \$ \$19350.00

**\*Note all totals must BALANCE.**

### 6.0 Applicant Agreement

Penny Lindballe agrees that the information in this document is true and accurate.  
 Organization Name

Signature/Position

Date (mm/dd/yyyy)

### DO NOT USE - OFFICE USE ONLY

Reviewed by:  
Amanda Davis

Complete Application/Received:  
May 1/15

Approved/Rejected

Approved Funding:

Phase: 1

50% Funds:

50% Funds:

**\*All sections of the application must be filled out or the application shall be deemed incomplete.**

The Phase I Meeting of the Recreation Funding Committee (RFC) was held in the Sedgewick Council Chambers in Sedgewick, Alberta on Monday May 11<sup>th</sup>, 2015.

<b>Present</b>	Andrew Hampshire Travis Smith Pam Kotylak Kari Sanders Aleska Johnson Barb McConnell Greg Sparrow	Chairman Vice-Chairman Director Director Director Director Town Council Rep.
<b>Present</b>	Amanda Davis Marta Hampshire	Chief Administrative Officer Director of Parks and Recreation
<b>Call to Order</b>	A.Hampshire called the meeting to order at 6:10 PM.	
<b>Agenda</b>		
<b>RFC2015.08</b>	MOTION by A. Hampshire that the agenda be approved as presented.	<u>CARRIED.</u>
<b>Minutes</b>	The minutes of the April 1 <sup>st</sup> , 2015 Organizational meeting were presented.	
<b>RFC2015.</b>	MOTION by G. Sparrow that the April 1 <sup>st</sup> , 2015 Organizational meeting minutes be approved as presented.	<u>CARRIED.</u>
<b>Visioning Exercise</b>	A.Davis facilitated a visioning exercise where the committee reviewed and discussed priority assets within the Flagstaff Region.	
	Assessment I concluded with internal facilities being sustained with secondary facilities being the Flagstaff Regional Aquatic Centre and the Valley Ski Hill.	
<b>Phase I Secondary Assessment</b>	Fourteen (14) Phase I grant applications were received and reviewed by the RFC.	
<b>Sedgewick Ag Society</b>	The Sedgewick Ag Society submit an application for the 2015 Snowmobile and Cutter Rally requesting \$825 in operational funds.	
<b>RFC2015.09</b>	MOTION by A. Johnson that the RFC recommend approval of the Sedgewick Ag Society's application for the Snowmobile and Cutter Rally to Town Council in the amount of \$825 and further encourage the Sedgewick Ag Society to re-evaluate the cost of their programs to ensure full cost recovery.	<u>CARRIED.</u>
<b>Battle River Minor Hockey Assn.</b>	The Battle River Minor Hockey Association submit an application for their 2015 Hockey Program requesting \$31,094.75 in operational funds.	
<b>RFC2015.10</b>	MOTION by K. Sanders that the RFC recommend approval of the Battle River Minor Hockey application for the 2015 Hockey Program to Town Council in the amount of \$31,094.75.	<u>CARRIED.</u>
<b>Late Entrance</b>	A.Johnson entered the meeting at 6:55 PM.	
<b>Sedgewick Curling Club</b>	The Sedgewick Curling Club submit an application for the 2015 Curling Lease requesting \$5,250 in operational funds.	
<b>RFC2015.11</b>	MOTION by G. Sparrow that the RFC recommend approval of the Sedgewick Curling Club's application for the 2015 Curling Club Lease to Town Council in the amount of \$5,000.	<u>CARRIED.</u>
<b>FFLA</b>	Flagstaff Fusion Lacrosse Association (FFLA) submit an application for the FFLA Lacrosse Season and Youth Development requesting \$13,000 in operational funds.	
<b>RFC2015.12</b>	MOTION by K. Sanders that the RFC recommend approval of the FFLA application for FFLA Lacrosse Season and Youth Development to Town Council in the amount of \$6,500.	<u>CARRIED.</u>
<b>Flagstaff Players</b>	Flagstaff Players submit an application for Electrical and Upgrades at the Sedgewick Community Hall requesting \$4,500 in capital funds.	
<b>RFC2015.13</b>	MOTION by A. Hampshire that the RFC recommend declining the Flagstaff Players application for Electrical and Upgrades at the Sedgewick Community Hall to Town Council	

and further encourage the organization to reevaluate their application with more emphasis being put on fundraising and collaboration with the Hall board as the Flagstaff Players are a valued asset within the Region. CARRIED.

- ICFC** The Iron Creek Flying Club (ICFC) submit an application for the 2015 COPA for Kids program requesting \$1,100 in operational funds.
- RFC2015.14** MOTION by K. Sanders that the RFC recommend declining the ICFC's application for the 2015 COPA for Kids program to Town Council and further encourage the ICFC to consider implementing a minimal fee and/or alternative fundraising options. CARRIED.
- SGC** The Sedgewick Golf Club submit an application for Junior Golf Lessons requesting \$1,000 in operational funds.
- RFC2015.15** MOTION by B. McConnell that the RFC recommend approval of the Sedgewick Golf Club's application for Junior Golf Lessons to Town Council in the amount of \$938. CARRIED.
- Hardisty Lake Church Camp** Hardisty Lake Church Camp submit an application for a Cabin Replacement requesting \$5,000 in capital funds.
- RFC2015.16** MOTION by G. Sparrow that the RFC recommend declining the Hardisty Lake Church Camps application for a Cabin replacement at this time to Town Council as Bylaw #516 does not clearly define whether the application is eligible; the RFC will further review and assess Bylaw #516 in October. CARRIED.
- Sedgewick Public School Parent Support Assn.** The Sedgewick Public School Parent Support Association submit an application for Bowling, Skating and Curling fees requesting \$5,000 in operational funds.
- RFC2015.17** MOTION by P. Kotylak that the RFC recommend approval of the Sedgewick Public School Parent Support Associations application for Bowling, Skating and Curling fees to Town Council in the amount of \$4,000. CARRIED.
- Sedgewick Minor Ball** Sedgewick Minor Ball submit an application for the Minor Ball Diamond Rental fees requesting \$1,900 in operational funds.
- RFC2015.18** MOTION by T. Smith that the RFC recommend approval of the Sedgewick Minor Ball's application for Minor Ball Diamond Rental fees to Town Council in the amount of \$1,000. CARRIED.
- Killam Rec Board** The Killam Recreation Board submit an application for Pool Programming 2015 requesting \$13,000 in operational funds.
- RFC2015.19** MOTION by K. Sanders that the RFC recommend approval of the Killam Recreation Board's application for Pool Programming 2015 to Town Council in the amount of \$6,500. CARRIED.
- Killam Cyclones Swim Club** The Killam Cyclones Swim Club submit an application for the 2015 Swim Season requesting \$10,000 in operational funds.
- RFC2015.20** MOTION by G. Sparrow that the RFC recommend declining the Killam Cyclones Swim Club application for the 2015 Swim Season to Town Council as the RFC prioritized facilities vs programming; the committee is of the opinion that facility operations should be supported and addressed in advance of programming expenses. CARRIED.
- Valley Ski Club** The Valley Ski Club submit an application for Ski Hill Operations requesting \$10,000 in operational funds.
- RFC2015.21** MOTION by T. Smith that the RFC recommend approval of the Valley Ski Club's application for Ski Hill Operations to Town Council in the amount of \$6,500. CARRIED.
- Valley Alpine Ski Club** The Valley Alpine Ski Club submit an application for Alpine Race Training requesting \$2,500 in operational funding.
- RFC2015.22** MOTION by P. Kotylak that the RFC recommend declining the Valley Ski Club's application for Alpine Race Training to Town Council as the RFC prioritized facilities vs programming; the committee is of the opinion that facility operations should be supported and addressed in advance of programming expenses. CARRIED.

Round Table

The RFC addressed various components of the application process that need to be revised such as financial components, secondary assessment cards, capital projects and the concept of support faith based group applications. A thorough review will be conducted in October following the Phase II process.

Adjournment  
RFC2015.23

MOTION by A.Hampshire for adjournment at 8:45 PM.

CARRIED.

\_\_\_\_\_  
Andrew Hampshire, Chairman

\_\_\_\_\_  
Amanda Davis, CAO

Unapproved