



AGENDA
Bentley Town Council Regular Meeting
Tuesday January 24, 2023
6:45pm Regular Meeting

1. Call to Order

2. Indigenous Acknowledgement

“We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands.”

3. Amendments & Acceptance of Agenda

4. Adoption of Previous Minutes:

- a) Regular Meeting of Council January 10, 2022**
- b) Special Meeting of Council January 13, 2022**
 - Includes Waiver of Notice Signed by Council**
 - Letter to Canada Post**

5. Financial:

- a) Prepaid Cheque Listing – Cheques No. 20230001 to 20230033**

6. New Business

- a) Annual Recreation, Cultural, Historical and Tourism Funding Support 2023**

7. Correspondence

- a) Council Highlights Lacombe County January 12, 2023**
- b) Canada Post Update January 17, 2023**

8. Other Business

- a) Deputy Mayor changing from Councillor Valiquette to Councillor Grimsdale on January 25, 2023. Councillor Grimsdale will serve as Deputy Mayor from January 25, 2023, to April 25, 2023, in accordance with the Organizational Meeting which took place on October 25, 2022**

9. Adjournment



Minutes of the Regular Meeting of the Council of the Town of Bentley

January 10, 2023

Date and Place Minutes of the Regular Meeting of the Council of the Town of Bentley held Tuesday, January 10, 2023, at 6:45 p.m., in the Bentley Municipal Office

In Attendance Mayor Greg Rathjen
Deputy Mayor Valiquette
Councillor Hansen
Councillor Dale Grimsdale
Councillor Eastman
CAO, Marc Fortais

Call to Order Mayor Rathjen called the regular meeting to order at 6:45 p.m.

Indigenous Acknowledgement “We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands”

Read by Mayor Rathjen

Agenda

Motion 1/2023 Moved by Councillor Grimsdale, “THAT the agenda of the January 10, 2023, regular meeting of council, be amended to include the following as Other Business:

c) Post Office Concerns

d) Grain Elevator Fire”

Carried

Motion 2/2023 Moved by Councillor Eastman, “THAT the amended agenda of the January 10, 2023, Regular Meeting of Council be accepted.”

Carried

Previous Minutes

Motion 3/2023 Moved by Councillor Hansen, "THAT the minutes of the December 13, 2022, Regular Meeting of Council be accepted."

Carried

Financial

a) Prepaid Cheque Listing Cheques No. 20220923 to 20220981

Motion 4/2023 Moved by Deputy Mayor Valiquette, "THAT Cheque No. 20220923 to 20220981 be received for information."

Carried

Motion 5/2023 Moved by Councillor Grimsdale, "THAT the Council Remuneration Listing for December be received as information."

Carried

New Business

a) Bylaw 236/2023 a Bylaw to repeal Bylaw 46-99 Oxford School Designation as a Municipal Historic Resource.

Motion 6/2023 Moved by Councillor Hansen, "THAT Bylaw No. 236/2023 being a Bylaw of the Town of Bentley in the Province of Alberta to repeal Bylaw 46-99 Oxford School Designation as a Municipal Historic Resource be read a first time this 10th Day of January 2023."

Carried

Motion 7/2023 Moved by Councillor Grimsdale, "THAT Bylaw No. 236/2023 be read a second time this 10th Day of January 2023."

Carried

Motion 8/2023 Moved by Deputy Mayor Valiquette, "THAT Bylaw No. 236/2023 be presented and considered for third and final reading this 10th Day of January 2023."

Carried Unanimously

Motion 9/2023 Moved by Councillor Eastman, "THAT Bylaw No. 236/2023 be read a third and final time and passed this 10th Day of January 2023."

Carried Unanimously

b) Bylaw 237/2023 a Bylaw to repeal Bylaw 434-82 Bentley Cemetery Association Annual Donation

Motion 10/2023 Moved by Councillor Grimsdale, "THAT Bylaw 237/2023 being a Bylaw of the Town of Bentley to repeal Bylaw 434/82 Bentley Cemetery Association Annual Donation be read a first time this 10th Day of January 2023."

Carried

Motion 11/2023 Moved by Councillor Hansen, "THAT Bylaw 237/2023 be read a second time this 10th Day of January 2023."

Carried

Motion 12/2023 Moved by Councillor Eastman, "THAT Bylaw 237/2023 be presented and considered for third and final read this 10th Day of January 2023."

Carried Unanimously

Motion 13/2023 Moved by Deputy Mayor Valiquette, "THAT Bylaw 237/2023 be read a third and final time and passed this 10th Day of January 2023."

Carried Unanimously

c) Bentley Arena T290 Floor Scrubber Purchase

Motion 14/2023 Moved by Councillor Hansen, "THAT Mayor and Council Authorize the CAO Marc Fortais to purchase a 2022 T290 Floor Scrubber Demo model with minimal hours at a cost no greater than \$8,600; AND

THAT, the purchase be funded from the Arena Operational Budget first, if funds are available to cover the purchase cost at year end, OR

THAT if there is not sufficient funds in the Arena Operational Budget at year end to cover the cost of the purchase, that the funds be transferred from the Bentley Arena Building Reserve to cover the purchase cost. "

Carried

d) Town of Bentley 2022 Community Profile

CAO Marc Fortais presented the 2022 Community Profile with was completed in 2022. The project was partially funded via a grant received through Central Alberta Economic Partnership and is the cumulative effort of consultant McSweeney and Associates and Town administration to highlight

and highlight the investment potential in the Town of Bentley. The community profile provides substantial detail regarding demographic makeup, labour force, quality of life, transportation and shipping, taxes and utilities, and other information. It provides a tool for investment attraction and business case development for investment opportunities within Bentley.

Motion 15/2023 Moved by Councillor Hansen, "THAT the 2022 Community Profile be accepted as information."

Carried

Correspondence

a) Council Highlights Lacombe County December 8, 2022

Motion 16/2023 Moved by Councillor Grimsdale, "THAT correspondence item a be accepted as information."

Carried

Other Business

a) Tourism Relief Fund Grant Update and RFP

CAO Marc Fortais provided an update to advise Mayor and Council that the RFP was posted on Alberta Purchasing Connection for services to hire a consultant to undertake the Masterplan and Asset Utilization Study for Medicine Lodge Ski Hill. The project will be partially funded via a Tourism Relief Grant and through a contribution from Lacombe County. The is to develop a long-term strategy to support recreation at the hill.

b) Town of Bentley Lacombe County Joint Development Initiative

CAO Marc Fortais provided an update regarding the public meeting that occurred November 16, 2022, included sharing in the agenda package the information that was shown on the display boards at the meeting, the general feedback from the public and next steps. It is anticipated that the committee will meet January 18 or sometime late January to discuss the meeting and determine next steps.

c) Post Office Update

Due to the recent grocery store temporary closure, administration is working with Canada Post to provide a long-term solution to postal services in Bentley. Mayor and Council discussed the issue and the CAO recommended that administration continue to work with Canada Post and the private business owner to find a solution for the public to continue to access this valuable service.

d) Grain Elevator Fire

CAO Marc Fortais provided an update that the private landowner continues to work with insurance to sort out the details of the claim and loss from the fire. He also indicated that the property owner is committed to undertaking the required cleanup at the site once approval has been given by insurance to allow cleanup to proceed. It was reiterated that administration understands the importance of this issue to residents and the continued

challenges that the smoke is causing but reminded council that it had only been 3 weeks since the fire occurred and that these things take some time to sort out.

Motion 17/2023 Moved by Deputy Mayor Valiquette, "THAT Other Business items a to d, be accepted as information."

Carried

Council Reports

- a) **Mayor Rathjen**
- b) **Deputy Mayor Valiquette**
- c) **Councillor Hansen**
- d) **Councillor Eastman**
- e) **Councillor Grimsdale**

Motion 18/2023 Moved by Councillor Eastman, "THAT the Council Reports for December 2022 be accepted as information."

Carried

Adjournment

Motion 19/2023 Moved by Councillor Hansen, "THAT the Regular Meeting of Mayor and Council for January 10, 2022, be adjourned at 7:55pm"

Carried

Mayor Greg Rathjen

CAO Marc Fortais



Minutes of the Special Meeting of the Council of the Town of Bentley

January 13, 2023

Date and Place	Minutes of the Special Meeting of the Council of the Town of Bentley held Tuesday, January 13, 2023, at 4:30 p.m., in the Bentley Municipal Office
In Attendance	Mayor Greg Rathjen Deputy Mayor Valiquette Councillor Hansen Councillor Dale Grimsdale Councillor Eastman CAO, Marc Fortais
Call to Order	Mayor Rathjen called the regular meeting to order at 4:29pm, This special meeting of Mayor and Council has been called in accordance with Section 194(1) of the Municipal Government Act in accordance with the attached Waiver of Notice signed by all of Mayor and Council (Attachment #1) and to only discuss two issues as follows: <ol style="list-style-type: none">1) Canada Post temporary closure due to the grocery store closure2) Bentley grain elevator fire and burning debris and cleanup
Indigenous Acknowledgement	<p>"We acknowledge that we are meeting on Treaty 6 Territory and Home of Metis Nation Region 3, on land that is part of a historic agreement involving mutuality and respect. We recognize all the many First Nations, Metis, Inuit, and non-First Nations whose footsteps have marked these lands"</p> <p style="text-align: right;">Read by Mayor Rathjen</p>
Agenda	<p>Motion 20/2023 Moved by Deputy Mayor Valiquette, "THAT the agenda of the January 13, 2023, special meeting of council, be accepted."</p> <p style="text-align: right;">Carried</p>
Previous Minutes	None

Financial

None

New Business

a) Canada Post temporary closure due to grocery store closure

Administration provided an overview of what was being done to address the lack of postal services in the community. Many conversations have occurred between Canada Post and the town regarding a plan to implement postal services, but the general message has and will continue to be that postal services must be restored in Bentley Immediately.

Administration also had connected with the business owner regarding their plan to re-open the store, and we had also shared the sales listing with a variety of grocery store chains throughout Alberta to drum up additional interest for the store and let them know that the owner had it listed for sale.

Mayor and Council reiterated their priority to ensure that postal services remain in Bentley for the long term.

Motion 21/2023 Moved by Councillor Grimsdale, "THAT CAO Marc Fortais draft a letter (**Attachment #2**) on behalf of Mayor and Council to be sent to Mr. Todd Halverson, Local Area Manager for Canada Post, that strongly states that under no circumstances does Mayor and Council for the Town of Bentley accept postal services outside of the community; AND

THAT a copy of this letter be sent to Blaine Calkins MP as well as Helena Jaczek MP and Minister responsible for Canada Post."

Carried

b) Bentley Grain Elevator Fire

Administration provided an update regarding the current situation, correspondence with the property owner, adjuster, and Fire Chief. All parties are working hard to find resolution to the ongoing smoke issues from the continuation of underground fires in the debris pile.

Administration also committed to issuing a news release that provides an update and asks for the public to be patient as the property owner works with their insurer to determine settlement, assess the property and conduct cleanup activities.

Mayor and Council supported giving the property owner sufficient time to address the issue and were confident based on the owner's commitment and meeting with the Town that clean up would be undertaken in a timely manner.

No motion was made

Correspondence

None

Other Business

None

Adjournment

Mayor Rathjen adjourned the meeting, at 5:37pm

Mayor Greg Rathjen

CAO Marc Fortais



Waiver of Notice Special Meeting of Mayor and Council January 13, 2023

The Chief Elected Official of the Town of Bentley, Mayor Greg Rathjen, hereby requests a special meeting of Mayor and Council to occur on January 13, 2023, at 4:30pm located at 4918 50th Ave in the Town of Bentley.

The purpose of the meeting is to discuss two recent serious issues that have occurred in the Town of Bentley as follows:

- 1.) Canada Post Temporary closure due to the grocery store closure
- 2.) Bentley Grain Elevator Fire and burning debris and cleanup

This waiver of notice is being prepared to facilitate the special meeting of council in accordance with Special Council Meetings section 194(1) of the Municipal Government Act, Revised Statutes of Alberta 2000, Chapter M-26.

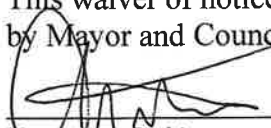
Whereby section 194(1) states, "The chief elected official

(a) May call a special council meeting whenever the official considers it appropriate to do so

194(4) A special council meeting may be held with less than 24 hours' notice to all councillors and without notice to the public if at least 2/3 of the whole council agrees to this in writing before the beginning of the meeting.

194(5) No matter other than that stated in the notice calling the special council meeting may be transacted at the meeting unless the whole council is present at the meeting and the council agrees to deal with the matter in question.

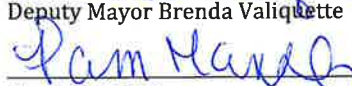
This waiver of notice is signed at the Town of Bentley on January 13, 2023, at 4:29 pm by Mayor and Council to approve the special meeting of Mayor and Council



Mayor Greg Rathjen



Deputy Mayor Brenda Valiquette



Councillor Pam Hansen



Councillor Dale Grimsdale



Councillor Leanne Eastman





January 13, 2022

Todd Halvorsen
Local Area Manager
Canada Post
502 9925-109 St
Edmonton AB T5K 2J8
Email: todd.halvorsen@canadapost.ca

RE: Postal Services in Town of Bentley

Dear Mr. Halvorsen

The Town of Bentley has a rich history and has been in existence since the early 1900. In 1901 Major Wm. B. McPherson, a veteran of the American Civil War and his sons, filed on land in Township 40, on the present site of the Town of Bentley. The conjunction of four of their quarter sections is now the crossroads of the Town at 50th Avenue and 50th Street. In 1901 he petitioned the Federal Government for a Post Office, and he was successful with his petition.

Postal services have been an integral part of the Bentley community from its beginning. The Town of Bentley Mayor and Council want to be absolutely clear that under no circumstances do we support the temporary or permanent relocation of postal services outside of the community of Bentley.

Our town provides a service hub to not only our local residents, but Lacombe County residents as well. Population continues to grow in areas such as Sandy Point, and the Bentley postal service also provides a place for those residents to pickup up their valuable parcels.

We understand that Canada Post needs some time to sort through the current challenges with the temporary closure of the local grocery store. We expect Canada Post to find a solution to ensuring that postal services and parcel pickup is restored here immediately. Mayor and Council are requesting the re-establishment of full postal services in the Town of Bentley immediately.

Please ensure that we are engaged and kept up to date regarding your process to re-establish postal services in the Town of Bentley. We also request that any information updates regarding this matter be provided in a timely matter so that we can share with our residents.

Sincerely,


Mayor Greg Rathjen

Cc: Blaine Calkins MP
Helena Jaczek MP

Box 179, Bentley AB T0C 0J0
Ph.403.748.4044 | Fx.403.748.3213
info@TownofBentley.ca
www.TownofBentley.ca





TOWN OF BENTLEY

Cheque Listing For Council

2023-Jan-18
7:44:31AM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20230001	2023-01-06	GREGG DISTRIBUTORS LP	059-508893	PAYMENT OFFICE BASEMENT GATE HOOK	0.74	0.74
20230002	2023-01-06	HOLDEN, KARI	30122022	PAYMENT OFFICE JANITORIAL FOR DECEM	45.00	45.00
20230003	2023-01-06	INNOV8, DIGITAL SOLUTIONS INC.	IN386197	PAYMENT FCSS PHOTOCOPIER	16.62	16.62
20230004	2023-01-06	KAIZEN LAB INC.	INV0084216	PAYMENT WATER SAMPLE HANDLING	146.37	146.37
20230005	2023-01-06	PITNEYWORKS	03012023	PAYMENT POSTAGE	540.00	540.00
20230006	2023-01-06	RIMBEY EXPRESS	2570	PAYMENT WATER SAMPLES & RETURNS F	82.50	82.50
20230007	2023-01-06	RURAL MUNICIPALITIES ASSOC. INSURANCE	INS00053034	PAYMENT 2022-2023 ENVIRONMENTAL LIAI	6,896.88	6,896.88
20230008	2023-01-06	TAXERVICE	31122022	PAYMENT TAXERVICE INVOICE FOR NOVE	79.80	79.80
20230009	2023-01-06	WASTE MANAGEMENT	1151959-0613-2	PAYMENT DECEMBER RECYCLING	5,785.31	5,785.31
20230010	2023-01-06	BENTLEY DISTRICT FIRE DEPARTMENT	31122022	PAYMENT BENTLEY FIRE DEPARTMENT RE	3,749.79	3,749.79
20230011	2023-01-10	BENTLEY DISTRICT FIRE DEPARTMENT	10312022	PAYMENT REIMBURSEMENT RECEIPTS TC	871.07	871.07
20230012	2023-01-15	CARSON, BARBARA J				
20230013	2023-01-15	JENSEN, DARREN J				
20230014	2023-01-15	MEREDITH, SANDRA L				
20230015	2023-01-15	GIBSON, COLE C				
20230016	2023-01-15	DENNEHY, NATHAN				
20230017	2023-01-15	GREAVES, LORYANNE				
20230018	2023-01-15	FORTAIS, MARC C				
20230019	2023-01-15	KIKSTRA, ROBERT B				
20230020	2023-01-15	LOOV, CHRISTOPHER D				
20230021	2023-01-12	BUNZL CLEANING & HYGIENE	124842	PAYMENT REIMBURSED CHEQUE 20220011	46.52	46.52
20230022	2023-01-12	FORTAIS, MARC	27072022	PAYMENT REIMBURSEMENT OF CHEQUE #	52.90	52.90
20230023	2023-01-17	327241 ALBERTA LTD.	1117	PAYMENT ANIMAL CONTROL FOR DECEME	997.50	997.50
20230024	2023-01-17	BENTLEY ESSO	31122022	PAYMENT VEHICLE/EQUIPMENT GAS/DIES	2,150.63	2,150.63
20230025	2023-01-17	BLACK PRESS GROUP LTD.	34363663	PAYMENT RIMBEY REVIEW NEW YEARS E	194.51	194.51
20230026	2023-01-17	CAMPUS ENERGY PARTNERS LP	1000894-20221; 1000895-20221; 2688ZC-2212-1	PAYMENT ELECTRICITY FOR DECEMBER 2 STREET LIGHTS ELECTRICITY NATURAL GAS FEE FOR DECEM	6.41 (2.68) 66.24	69.97
20230027	2023-01-17	CANOE PROCUREMENT GROUP OF CANADA, D	AB143300 AB145905	PAYMENT OFFICE SUPPLIES OFFICE SUPPLIES	143.59 29.93	173.52



TOWN OF BENTLEY

Cheque Listing For Council

2023-Jan-18
7:44:31AM

Cheque #	Cheque Date	Vendor Name	Invoice #	Invoice Description	Invoice Amount	Cheque Amount
20230028	2023-01-17	G.L.D.C. GAS CO-OP LTD.	644384	PAYMENT NATURAL GAS FOR BENTLEY FII	1,986.34	1,986.34
20230029	2023-01-17	MOUNTAIN AIR MECHANICAL LTD.	10705	PAYMENT TOWN OFFICE FURNACE REPAIR	1,206.45	1,206.45
20230030	2023-01-17	OUTLAW ELECTRIC LTD.	9556 9678 9689	PAYMENT ARENA MAINTENANCE WATER PLANT REPAIR DOWNTOWN PARK LIGHTING	707.74 1,318.27 1,681.23	3,707.24
20230031	2023-01-17	PARKLAND COMMUNITY PLANNING SERVICES	21900 21901 21902	PAYMENT DAY TO DAY GIS BUILD, ENHANCEMENTS AN BENTLEY-LACOMBE JOING DEVI	1,173.28 380.00 4,872.50	6,425.78
20230032	2023-01-17	SERVUS CREDIT UNION	12302022	PAYMENT SERVUS MASTERCARD BILL FOI	1,109.55	1,109.55
20230033	2023-01-17	SYLVAN LAKE SUMMER HOCKEY CAMP LTD	04012023	PAYMENT SUMMER 2022 MAINTENANCE	1,080.00	1,080.00

Total 54,148.52

*** End of Report ***



Agenda Date: January 24, 2023

Agenda Item: **New Business:**
**Annual Recreation, Cultural, Historical, and Tourism Funding Support
2023 Applications**

ADMINISTRATIVE RECOMMENDATIONS

THAT Mayor and Council review applications received and determine funding allocations in accordance with the Annual Recreation, Cultural, Historical, and Tourism Funding Support Policy 52/2015

SUMMARY

Each year the Town of Bentley receives applications to the Annual Recreation, Cultural, Historical and Tourism Funding Support Program in accordance with the guidelines outlined in Policy 52/2015 (Attachment #1).

Mayor and Council are required to review and approve the applications based on budget availability and if organizations have submitted the required reporting from any previous year funding as well as meeting other requirements outlined in the Policy.

Administration has prepared this report, including all applications received for the 2023 year and is seeking a decision from Mayor and Council regarding the provision of funding.

BACKGROUND

Policy 52/2015 includes the following policy statement:

“Bentley Town Council is committed to strengthening the quality of life of its residents, fostering civic pride, and building a healthy community. Town Council acknowledges the value of community organizations and volunteers whose time and effort contribute to the strength and pride felt by the Community. Annually, Bentley Town Council will include in the Town of Bentley’s Operating Budget a Recreational, Cultural, Historical, Tourism fund that non-profit community organizations may apply for, in support of their organization’s goals and objectives. The amount of funds allocated to the Recreational, Cultural, Historical, and Tourism Fund will be determined by Bentley Town Council, based on its annual budgetary considerations.”

Pursuant to Policy 52/2015 all applications for the 2023 year must be received by December 31, 2022, and Mayor and Council will review and consider applications by January 31, 2023.

Also, any organization that was provided funding support for the 2022 year, pursuant to the policy, shall be accountable for the expenditure of funds provided and shall submit a financial report to the

Town of Bentley on or before December 31, 2022. Any such applicant that received funds in 2022 has provided the required report or has requested an extension of funds if they have been unspent in accordance with the attached summary. (Attachment #2)

For 2023 the amount budgeted and approved by council for allocation is \$25,000. Any additional grant amounts not utilized in 2022 but requested to be carried forward to 2023 are as follows:

• Medicine Lodge Ski Club	Rental Equipment for Hill	\$ 3,800
• Bentley Minor Hockey	Renovations to Canuck Room	<u>\$ 8,000</u>

Total Grants requesting carried forward as prepaid **\$11,800**

The following applications for consideration of 2023 funding (Attachment #3) have been received and meet all guidelines of the policy and are presented for Council's consideration:

Bentley Museum Society	Tourism Information Centre (Student)	\$ 3,503
Bentley Municipal Library	Mini Libraries Program	\$ 1,500
Bentley Farmers Market	Enhanced security, fencing, cleaning	\$ 5,000
Bentley Community Van Society	General Operational Funding (Fuel, Maint)	\$ 2,000
Bentley Minor Ball	New Portable Pitching Mound	\$ 1,850
Bentley Rodeo Committee	Bentley CARA Rodeo Trophy Saddle	\$ 2,000
Bentley Show N Shine (Cruizin West)	Car Show Movie Night	\$ 2,500
Bentley Curling Club	Replace on ice gas heater	<u>\$ 6,500</u>

Total Grant Funds Requested meeting policy guidelines **\$24,853**

The following applications have also been received but do not meet policy guidelines due to unspent funds from the prior year and now year end reporting due to unspent funds.

Medicine Lodge Ski Club	General Maintenance 2023	\$ 5,000
Bentley Minor Hockey	Funding for renovations to Canuck Room	<u>\$ 8,000</u>

Total Grant Funds Requested not meeting policy guidelines **\$13,000**

TOTAL GRANT FUNDS REQUESTED FOR 2023 **\$37,853**

BUDGET AND FINANCIAL CONSIDERATIONS

<u>2023 approved budget</u>	\$25,000
• Total Grant Requests meeting policy guidelines	<u>\$24,853</u>
2023 Funds Surplus (Deficit)	\$ 147

<u>2022 approved budget carry over requested to 2023</u>	\$11,800
• Medicine Lodge Ski Club Rental Equipment for Hill	\$ 3,800
• Bentley Minor Hockey Renovations Canuck Room	<u>\$ 8,000</u>
Total carry over requested to 2023	\$11,800
2022 Funds Surplus (Deficit)	\$ 0

ATTACHMENTS

- 1) Policy 52/2015 - Annual Recreation, Cultural, Historical and Tourism Funding Support Program
- 2) 2022 Grant Funding Summary
- 3) 2023 Grant Funding Request Summary

Marc Fortais, CAO



Policy No. 52 / 2015

Policy Title: Annual Recreational, Cultural, Historical, Tourism Funding Support

Date Adopted: September 8, 2015

Purpose: To establish guidelines and procedures for financial support for community non-profit groups whose focus is recreational, cultural, historical, tourism services, programs, events, activities and facilities.

Policy Statement: Bentley Town Council is committed to strengthening the quality of life of its residents, fostering civic pride and building a healthy community. Town Council acknowledges the value of community organizations and volunteers whose time and effort contribute to the strength and pride felt by the Community.

Annually, Bentley Town Council will include in the Town of Bentley's Operating Budget a Recreational, Cultural, Historical, Tourism Fund that non-profit community organizations may apply for, in support of their organizations goals and objectives. The amount of funds allocated to the Recreational, Cultural, Historical, Tourism Fund will be determined by Bentley Town Council, based on its annual budgetary considerations.

Policy Guidelines & Procedures:

A. Eligibility Criteria:

1. Non-profit community organizations that offer programs, events, activities or facility operations that benefit the citizens of the Town of Bentley through the strengthening of the quality of life, fostering of civic pride and the building of a healthy community by using recreational, cultural, historical, tourism pursuits to achieve their goals.

B. Application Procedure:

1. Annually, no later than December 31, non-profit community organizations must submit to the Town of Bentley, their funding application for the following year on the Application Form, identified as "Schedule A".

Initial

2. Bentley Town Council will review and consider the applications by January 31 of each year.
3. Bentley Town Council shall be the deciding body on all applications.
4. Applicants will be notified by March 1 of each year of the status of their application.
5. Non-profits organizations may only apply for support of one program, event or activity per year.
6. The Town will advance its financial support upon approval of the application.

C. Assessment Criteria:

Applications will be assessed using the following criteria;

1. The application must meet the eligibility criteria
2. The application must demonstrate a need for financial support from the Town
3. The application must set out clear and credible goals and objectives of the proposal that reflect the purpose of this policy.
4. The application must demonstrate the outcome of the proposal will be of direct benefit to the community in accordance with the purpose of this policy.
5. The application must demonstrate the stability of the non-profit group or organization

D. Accountability of Funds

1. Organizations that are provided financial support pursuant to this policy shall be accountable for the expenditure of the funds provided and shall submit a financial report to the Town of Bentley on or before December 31 in the year the funding was provided.
2. The entire amount of financial support provided must be used exclusively for the program, event, or activity identified in the application.
3. The program, event or activity must be conducted in the year in which the support was requested for.

4. If the organization is unable to conduct the program, event or activity in the year in which they have requested funds, a written letter of request for an extension must be submitted. If an extension request is not received or if an extension is not granted, the organization shall return the funds provided by the Town.
5. Organizations receiving support pursuant to this policy must repay the Town any unexpended portion of the funds provided, or any amounts expended for purposes other than those specified in the application.
6. The Town's support must be recognized during the program, event or activity.
7. If the Organization does not comply with the requirements of Clauses D-1 to D-6 of this policy, future financial support from the Town of Bentley, pursuant to this policy, will not be considered.
8. Programs, events and activities receiving support pursuant to this policy must be conducted in accordance with all applicable laws, statutes and regulations.

E. General

1. Town Council, may, at its discretion, provide grants to non-profit organizations under special circumstances in additional to the annual budgeted funds for this policy and may approve other conditions regulating the expenditures of grant funds.

Mayor

Chief Administrative Officer

Schedule A

Town of Bentley

**Annual Recreational, Cultural, Historical, Tourism Funding Support
Application Form**

Name of the Organization: _____

Mailing Address: _____

Contact Person: _____

Phone/Cel Number: _____ email address: _____

Amount of Funding Request: \$ _____

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

Provide the schedule or target dates for the program, event or activity

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

Acceptance: If approved, _____ hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: _____ Representative: _____

Town of Bentley

Annual Recreation, Cultural, Historical, Tourism Funding

2022 Grant Funding - Approved Summary

Organization Name	Grant Description	2021 Carryforward	Requested Grant Amount	Funds Received Fully Spent	Year End Reporting Received	Carryforward Requested	Comments
Medicine Lodge Ski Club	Rental Equipment for the hill - the rental business has been gifted to the Ski Club and they need to replenish equipment		\$ 3,800.00	N	N	Y	Price includes: 10 pairs adults ski boots, 10 kids ski boots, 10 kids sets ski poles, 5 pairs adult skis, 5 pairs kids skis (all equipment ordered from Rossignal directly and is quoted at dealer pricing (wholesale)
Bentley Museum Society	Tourism Information Centre Costs		\$ 3,245.00	Y	Y		funding for second part time student
Bentley Minor Hockey*	Funding Request for renovations to the Canuck Room - Materials only (labour covered by Minor Hockey)		\$ 8,000.00	N	N	Y	Renovations will allow two teams to simultaneously use the room for change rooms. Will clean up the back area, add a second washroom and provide additional space for teams for years to come. - This will also help when there is transition between youth and adult teams at the rink and keep separation between the two groups. (important during the pandemic) (original request was \$16,000 only funded \$8,000) - Carryforward requested
Bentley District Ag Society	Fun Zone activity expenses During the Town & County Fair Days and Rodeo	\$ 2,500.00	\$ -	Y	Y		No request carry forward from 2020 (\$2,500 carry forward)
Bentley Municipal Library	Mini Libraries 2022		\$ 1,500.00	Y	Y		To run the 2022 mini libraries project in the summer villages
Bentley Farmers Market	Ongoing additional operational costs related to COVID-19 as well as rebuilding the temporary stairs and ramp between the curling rink and the concession for safety.		\$ 5,000.00	Y	Y		Funding is for fencing, additional staffing, cleaning and sanitizing supplies approved through motion 07/2022 January 11, 2022 Regular Meeting of Council
Total Grant Funding Approved2021			\$ 21,545.00				
Grant reporting not received/funds not fully spent (but carry forward requested)							

Town of Bentley

Annual Recreation, Cultural, Historical, Tourism Funding

2023 Grant Funding - Request Summary

Organization Name	Grant Description	Requested Grant Amount	Comments	Prior Year Grant Given	Amt of Prior Year Grant or Carryforward into last year	Prior Year Funding Spent & Reporting Received	Carry Forward Request to 2023 Received
Medicine Lodge Ski Club*	2023 - General Maintenance Grant	\$ 5,000.00	Skidoo Maintenance, Snow Fence Replacement, Buttons on handle tows, Sewer Line from lodge to septic tank is broken and need of repair, Septic Tank manhole cover need of upgrade, upgrade of signage for exclusion of liability	Y	\$ 3,800.00	N	Y
Bentley Museum Society	Tourism Information Centre Costs	\$ 3,503.00	funding for second part time student	Y	\$ 3,245.00	Y	
Bentley Minor Hockey**	Funding Request for 2023 renovations to the Canuck Room - Materials only (labour covered by Minor Hockey)	\$ 8,000.00	\$8,000 was provided in 2022 with the original request being \$16,000 - the funds remain unspent from 2022 as they did not have sufficient funds to undertake renovation - BMH is asking for the other \$8,000 to total \$16,000 between 2022 and 2023 funding and if they receive, they say that they can undertake the renovation and cover remaining costs	Y	\$ 8,000.00	N	Y
Bentley District Ag Society	Fun Zone activity expenses During the Town & County Fair Days and Rodeo	\$ -	No request carry forward from 2020 (\$2,500 carry forward)				Carry forward from 2021 utilized in 2022
Bentley Municipal Library	2023 Mini Libraries	\$ 1,500.00	To run the 2023 mini libraries project in the summer villages	Y	\$ 1,500.00	Y	
Bentley Farmers Market	2023 - Ongoing additional operational costs related to COVID-19 as well as rebuilding the temporary stairs and ramp between the curling rink and the concession for safety.	\$ 5,000.00	Funding is for fencing, additional staffing, cleaning and sanitizing supplies	Y	\$ 5,000.00	Y	
Bentley Community Van Society	2023 General Operational Funding - Fuel, Maintenance	\$ 2,000.00	This is a no fee service,s all community members encouraged to use when the van trips are offered	N	\$ -	N/A	
Bentley Minor Ball	2023 - New portable pitching mound	\$ 1,850.00	Currently have one portable pitching mound so they cannot run 2 of the older age programs at the same time on separate diamonds - will stencil the town logo on the mound if funded	N	\$ -	N/A	
Bentley Rodeo Committee	2023 - Bentley CARA Rodeo Trophy Saddle	\$ 2,000.00	High point cowboy/cowgirl at the concluding of rodeo wins a trophy saddle sponsored by the Town	N	\$ -	N/A	
Bentley Show N Shine Cruizin West	2023 Car Show Movie Night Sponsor	\$ 2,500.00	Sponsorship from the Town for the Drive In Movie Night	N	\$ -	N/A	
Bentley Curling Club	Aging Infrastructure Replacement	\$ 6,500.00	Replace on ice gas heater	N	\$ -	N/A	

Revised Grant Total with Decreased BMH Funding	\$ 37,853.00	
Budget Available to Fund Grants in 2023	\$ 25,000.00	
(Shorfall)/Surplus Funds Available		\$ (12,853.00)

Organizations Applying that have not spent prior year grant or submitted the required reporting	Grant Request for 2023
*Medicine Lodge Ski Club	\$ 5,000.00
**Bentley Minor Hockey	\$ 8,000.00

Total grant requested for 2023 for organizations not meeting reporting or spending requirement from prior year	\$	13,000.00
(Shortfall)/Surplus Funds Available	\$	147.00



Bentley Museum Society

P.O. Box 620, Bentley, AB. T0C 0J0

e-mail bentleymuseum@shaw.ca

November 25, 2022

Town of Bentley,

Box 179,

Bentley, Ab.

TOC 0J0

Attention: Mayor, Council, and Marc Fortais CAO

Please find enclosed Bentley Museum Society grant application for Recreational, Cultural, and Historical Tourism. This grant will enable Bentley Museum to employ a second student.

The previous years funds that we received from this grant were used entirely for our second students wages. This grant funding enables us to employ a second summer student.

Please consider our application, and if further information is required please contact us.

Yours truly,

A handwritten signature in blue ink that reads "Cora Knutson".

Cora Knutson

Chairperson

Bentley Museum Society

403-506-2696 knutson9@telus.net

bentleymuseum@shaw.ca

Schedule A

Town of Bentley

Annual Recreational, Cultural, Historical, Tourism Funding Support
Application Form

Name of the Organization: Bentley Museum Society

Mailing Address: Box 620 Bentley AB T0C0T0

Contact Person: Cora Knutson

Phone/Cel Number: 403.506.2696 email address: knutson@telus.net

Amount of Funding Request: \$ 3503.00

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

1. We the Bentley Museum Society require funding for a second part-time summer student. This student will be required to help with the operation of the Bentley Secret Information Centre as well as help where needed in the daily operations of the Bentley Museum. As we have 3 buildings it is necessary for 2 students to be present during these times (July & August) We will apply
How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community? continued

2. We need two students during the summer season to contact tours and ensure all buildings are supervised and secure. We are open from 10:00 am - 5:00 pm, 5 days a week (Wednesdays to Sunday) The Museum volunteers and community are very proud of Bentley Museum. Our community is very supportive

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

The Bentley Museum will pay this part-time student at a rate of \$15.00 a hour. 220 hours + holiday pay + employer's EI. = \$3,503.00 (May be extra hrs for fleet assembly & during the fall. This is the amount the Bentley Museum humbly request from the RCHT funding program. Yearly Financial Statement attached (July 1, 2021 - June 30, 2022)

Provide the schedule or target dates for the program, event or activity

Our student employment program runs July & August each summer.

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

Yes, we will hire the second part time student, even if we need to beg for money from the community.

Acceptance: If approved, Bentley Museum Society hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: Dec 29/22 Representative: Cara Knutson
Chapman

2. continued from page 1 —

to Canada Summer jobs for the full time student.

Our second student will obtain knowledge and method of receiving artifacts & entering the information into our data base. He or she will be instructed on the history of an artifact on display. Also, he or she will be responsible regarding tourist inquiries for Bentley area and the provinces.
Ex. (What line play is featured at Banff School of Fine Arts on a certain day?)

2 of Bentley Museum

We the Bentley Museum volunteers strive to keep our buildings neat, clean, well organized and display the artifacts in an attractive way.

3. continued from page 2

220 hours & holiday pay & employer's
EI = \$3,503.00.

**Town of Bentley
Annual Recreational, Cultural, Historical, Tourism Funding Support
Application Form
2023**

Name of the Organization: Bentley Municipal Library
Mailing Address: Box 361, Bentley AB, T0C 0J0
Contact Person: Vera Boettger (Manager) and/or Joan Dickau (Chair of the Board)
Phone/Cell Number: 403-748-4626 (library) 403-391-9129 (Vera's cell)
Email Address: bentleylibrary@prl.ab.ca
Amount of Funding Requested: \$1500

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

Bentley Library currently provides "mini-libraries" to four summer villages & campgrounds in the Bentley area as well as the Bentley Municipal Campground in 2022, and we are always looking to add more where they are wanted. The "mini-libraries" are created from old newspaper boxes generously donated from area newspapers and filled with a variety of adult, junior and children's books, magazines and more from donated and discarded items. The products are available for free for people to take, return if they wish, or replace with something different. To keep it fresh and interesting Bentley Library staff routinely switch out the materials in the boxes, which are gathered from donations made to the library.

Bentley Library's "mini-library" program is the brain child of long-time staff member Vera Boettger. Her vision was to provide reading material for families while and where they are visiting, to support literacy in our small summer communities, and to help create awareness of our library and community businesses and programs. In 2017 Bentley Library started the "mini-libraries" program with boxes at Summerland RV Park and the community of Birch Bay and expanded in 2018 with two additional boxes at Aspen Beach and Lakeview Campground. In 2019 Sandy Point was added. In 2022 the mini libraries expanded with town permission into the Bentley Campground.

*The total items taken from "mini-libraries" was **783** that were taken home! plus approximately **165** patron added items! I have spent **54.5** hours running this program from June to September with a total of **810** kilometers being travelled this year.*

The Bentley Municipal Library would like to continue running our "mini-libraries" program for a sixth year in 2023, but without additional funding for staff hours and mileage, this may not be possible.

Some of the comments in 2022	"Candice Airdrie 41 yrs"
"Stand by me – 14 Pop Cls, Claudet"	"Piper – 8 yrs, Scarlett 6yrs"
"Holly Buelow We love the mini library"	"This library is amazing I loved it"
"Thank you for bringing this library here I luv it"	"Such an amazing Idea thank you so much"
"Hello people are humans still alive? 2022"	"Thank you for having this available, Deb A"
"Thanks for the Books from Kass & Kids Boisvert's"	"Wonderful Beach!! Summer 2022" Sandy Point
"Aria is really enjoying this little library! Such a good idea!! Epically rad"	"Thanks This is a really good organization – Oli Dyrland"
"Thank you from the Crandells. We borrowed The Blacksmith Carstairs"	"ABBIE loved picking books! So did Mom & Dad! Thanks, Aug 2022 from Leduc, AB!"
"Paisley was here" "Iyla was here It was great"	"Thanks from Edmonton" "Barrett Zozz"
Thank you soooo much! This is such a great idea! Roz T.	We found a Roald Dahl book we hadn't read before. Excited! Great initiative. Rellis's
Bentley, AB Thanks for the wonderful idea & all the books!! The Ganters	"Lucy from Calgary 77 years old"

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

Benefits of our "mini-libraries":

1. Supporting Literacy: "mini-libraries" improve literacy access and availability to those who are not making a trip to a library on a particular day. They make it possible for adults, children and families to share literacy at times and in places that are convenient to them.

2. *Demonstrating a Reading Lifestyle: Our “mini-libraries” are filled with collections for all ages on a variety of subjects that will attract all types of patrons from the summer villages that surround our community. Participation by a range of users, from little kids to seniors, shows the value that our community places on literacy and encourages good reading habits.*

3. *Community Awareness: Our “mini-libraries have been a great way to engage with people in the summer villages about what is happening at the library as well as in the Town of Bentley.*

4. *Promotion of our Community: We are always looking for new places and ways to promote the Library and Community of Bentley businesses. Having a town map installed on all of our “mini-libraries” with all of the businesses found in town with their current phone numbers, etc. helps so that campers or visitors may find what they may need locally.*

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

<i>2022 Mini Libraries Cost</i>	<i>Total</i>
<i>Wages (Including salary and benefits)</i>	<i>\$1023.26</i>
<i>Mileage</i>	<i>\$510.30</i>
<i>Materials, wagon, plexiglass, screws, wood</i>	<i>\$140.70</i>
<i>“Mini-libraries total</i>	<i>\$1674.26</i>

Provide the schedule or target dates for the program, event or activity.

<i>Begin/continue collection of materials (books, magazines)</i>	<i>Throughout the year</i>
<i>Get materials organized</i>	<i>April-May 2023</i>
<i>Ensure site approval for 2023</i>	<i>April 2023</i>
<i>Placement of all boxes</i>	<i>May 2023</i>
<i>Replenish all sites weekly</i>	<i>May-September 2023</i>
<i>Collect all boxes</i>	<i>September 2023</i>
<i>Perform cleaning and maintenance on all boxes</i>	<i>September-October 2023</i>
<i>Arrange indoor storage for boxes</i>	<i>October 2023</i>

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

We currently would have to ask the Library Society to fund this project if the funding isn’t approved from the Town, however this would take away from desperately needed community programming funds.

Acceptance: If approved, Vera Boettger hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.



Date: November 12, 2022

Representative: Vera Boettger

Marc Fortais TOB

From: Wendy Buyer <bentleymarketmanager@gmail.com>
Sent: December 31, 2022 9:52 AM
To: Marc Fortais TOB
Subject: 2022 Grant report & 2023 grant application
Attachments: 2022 grant report.pdf

Schedule A

Town of Bentley

Annual Recreational, Cultural, Historical, Tourism Funding Support
Application Form

Name of the Organization: Bentley Market
Mailing Address: Box 618 Bentley Ab
Contact Person: Wendy Buyer
Phone/Cel Number: 4037484809 email address: bentleymarketmanager@gmail.com
Amount of Funding Request: \$ 45,000

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

The Bentley Market is in the inaugural year of its Double Up Bucks program. The Double Up Bucks program is an opportunity for the Bentley Market to help foster healthy community, and civic pride through our already well established tourism traffic. We will be seeking funding dollars additional to this grant to make sure this program has its greatest impact. The Double Up Bucks program in a nutshell will allow shoppers to get clean healthy foods from our market at \$2 for the price of \$1. This will be limited weekly by the amount of funding that we are able to raise before the first market of the season. We are confident that this program will have a positive impact on our community shoppers. We believe that a program of this type will attract media attention and will increase our market, and Bentley's tourism notability.

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

For those taking part in the Double Up Bucks program the ease of access to healthy quality foods will help strengthen their quality of life, and in turn help build a healthy community.

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

The weekly budget for the Double up Bucks program will be dependent on the funds raised through this grant and donor funding. Each family will be allotted a maximum amount weekly to assure that we are able to spread the dollars fairly across as many families as possible. The allotted amount again will be calculated based on the dollars raised before our first market of the season.

Provide the schedule or target dates for the program, event or activity
Becoming an annual program running May long weekend - September long weekend

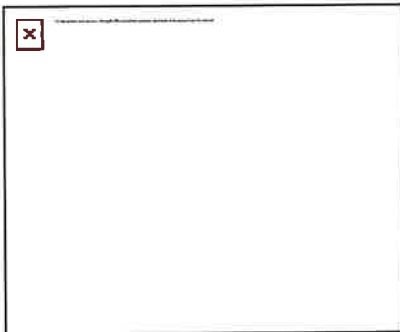
If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

While partial funding would likely make it more difficult to make the Double up Bucks Program the intended first year's success, it would not stop us from attempting to proceed with gathering additional funds in another way, or potentially just not being able to help as many families.

Acceptance: If approved, Wendy Buyar hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: December 29, 2022 Representative: Wendy Buyar
Market Manager

Kind Regards,



Wendy Buyar
Bentley Market
Market Manager

403.748.4809
<https://bentleyfarmersmarket.org>
Bentley, Alberta



A great attitude does much more than turn on the lights in our worlds; it seems to magically connect us to all sorts of serendipitous opportunities that were somehow absent before the change. ~ Earl Nightingale ~

Schedule A

Town of Bentley

Annual Recreational, Cultural, Historical, Tourism Funding Support
Application Form

Name of the Organization: Bentley Community Van Society

Mailing Address: Box 988 Bentley Ab

Contact Person: Cora Knutson Vice Chair Jennifer Goddu Treasurer

Phone/Cel Number: 403-506-2696 email address: jgoddu@shaw.ca

Amount of Funding Request: \$ \$2000.00

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

The Community Van is operated by Volunteer Drivers to help provide a service to our community that is not available for our residents otherwise. All Community people are encouraged to use the van when trips are offered. We are not able to charge for this service, people are able to join in monthly trips to Red Deer and Sylvan Lake to purchase products not available in Bentley. Trips are planned for seniors for social and plays and tourist and presentations such as Lights, Gardens or places like Ellis Bird Farm. The van is used for some school sports team trips. Youth groups have used the Van for attending other activities. We offered downtown shopping for Senior who do not have transportation. We have had the van used regularly for the Care center for outings. At the discretion of the board other opportunities have been approved for Bentley area residents. Coming out of covid the opportunities for people to ride will continue to be expanded: Wherever we go, people see the town of Bentley Signs on the Van. It is Handicap usable for Wheel chairs.

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

The funding will help us in Fuel, Maintenance and the ability to offer this service to our community.
Having people join together to travel to events has many people given the opportunity to get to know others. Wherever they travel people see Bentley people representing our town as they arrive. Our Van has made people feel positive when they can get out of their homes and see other places in our area.
Many new people are able to see the value of our community that offers opportunities that are available in other communities.

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

~~Our Van has been established years ago by community and group donations. Our van continues to operate with funding from regular Casino program where volunteers go in to work a weekend and we receive funds to keep up the expenses of running with volunteers. With Covid we like others where cancelled for a couple years. We operating with Casino funds, so we are not able to charge for services. We are trusting for an up coming casino but will be running short till we go through the Cycle. The money we are asking for will provide for gas and needed services, inspections and, insurance to keep on the road for the first seven months 2023~~

Provide the schedule or target dates for the program, event or activity

~~This is an ongoing program offered to our community and we will continue as we have scheduled in Monthly Community News and will continue to enable those seeking to use our com Van.~~

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

~~We will continue to keep our Van operating and as we have been for a while using our emergency savings and funds that are running low. We will may have to cut back some services. We are looking at a temperary request as we feel when our Casino funding will be again given to keep our running service back to how we have run and offered for years.~~

Acceptance: If approved, Bentley Community Van Society hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: Dec 23 2022

Representative:

Cora Knutson
Jennifer Boddie

Schedule A

Town of Bentley

Annual Recreational, Cultural, Historical, Tourism Funding Support
Application Form

Name of the Organization: Bentley Minor Ball

Mailing Address: Box 734 Bentley Ab TOCOJO

Contact Person: Gary Kuipers

Phone/Cel Number: 403-352-9907 email address: gmkuipers@gmail.com

Amount of Funding Request: \$ 1,850.⁰⁰

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

- We are requesting this funding for a new portable pitching mound. We currently have one portable mound so we cannot run 2 of the older age programs at the same time on separate diamonds. To give the town recognition we can stencil your logo on the mound.

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

Last baseball season we had over 100 kids from the community play ball. The program is growing and a large number of parents are involved as well. We hope to continue to grow and new equipment makes a huge difference!

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

The mound we are looking at is \$1,849.⁰⁰ + GST.

United Sport & Cycle

Model # MP3003G

Price \$1,849 + GST

Provide the schedule or target dates for the program, event or activity

April 1, 2023

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

YES. IF we get 75% of the funding we would fund the remainder.

Thank you!!

Acceptance: If approved, Bentley Minor Ball hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: Dec 30, 2022 Representative: [Signature]



Policy No. 52 / 2015

Policy Title: Annual Recreational, Cultural, Historical, Tourism Funding Support

Date Adopted: September 8, 2015

Purpose: To establish guidelines and procedures for financial support for community non-profit groups whose focus is recreational, cultural, historical, tourism services, programs, events, activities and facilities.

Policy Statement:

Bentley Town Council is committed to strengthening the quality of life of its residents, fostering civic pride and building a healthy community. Town Council acknowledges the value of community organizations and volunteers whose time and effort contribute to the strength and pride felt by the Community.

Annually, Bentley Town Council will include in the Town of Bentley's Operating Budget a Recreational, Cultural, Historical, Tourism Fund that non-profit community organizations may apply for, in support of their organizations goals and objectives. The amount of funds allocated to the Recreational, Cultural, Historical, Tourism Fund will be determined by Bentley Town Council, based on its annual budgetary considerations.

Policy Guidelines & Procedures:

A. Eligibility Criteria:

1. Non-profit community organizations that offer programs, events, activities or facility operations that benefit the citizens of the Town of Bentley through the strengthening of the quality of life, fostering of civic pride and the building of a healthy community by using recreational, cultural, historical, tourism pursuits to achieve their goals.

B. Application Procedure:

1. Annually, no later than December 31, non-profit community organizations must submit to the Town of Bentley, their funding application for the following year on the Application Form, identified as "Schedule A".


Initial

2. Bentley Town Council will review and consider the applications by January 31 of each year.
3. Bentley Town Council shall be the deciding body on all applications.
4. Applicants will be notified by March 1 of each year of the status of their application.
5. Non-profits organizations may only apply for support of one program, event or activity per year.
6. The Town will advance its financial support upon approval of the application.

C. Assessment Criteria:

Applications will be assessed using the following criteria;

1. The application must meet the eligibility criteria
2. The application must demonstrate a need for financial support from the Town
3. The application must set out clear and credible goals and objectives of the proposal that reflect the purpose of this policy.
4. The application must demonstrate the outcome of the proposal will be of direct benefit to the community in accordance with the purpose of this policy.
5. The application must demonstrate the stability of the non-profit group or organization

D. Accountability of Funds

1. Organizations that are provided financial support pursuant to this policy shall be accountable for the expenditure of the funds provided and shall submit a financial report to the Town of Bentley on or before December 31 in the year the funding was provided.
2. The entire amount of financial support provided must be used exclusively for the program, event, or activity identified in the application.
3. The program, event or activity must be conducted in the year in which the support was requested for.


Initial

4. If the organization is unable to conduct the program, event or activity in the year in which they have requested funds, a written letter of request for an extension must be submitted. If an extension request is not received or if an extension is not granted, the organization shall return the funds provided by the Town.
5. Organizations receiving support pursuant to this policy must repay the Town any unexpended portion of the funds provided, or any amounts expended for purposes other than those specified in the application.
6. The Town's support must be recognized during the program, event or activity.
7. If the Organization does not comply with the requirements of Clauses D-1 to D-6 of this policy, future financial support from the Town of Bentley, pursuant to this policy, will not be considered.
8. Programs, events and activities receiving support pursuant to this policy must be conducted in accordance with all applicable laws, statutes and regulations.

E. General

1. Town Council, may, at its discretion, provide grants to non-profit organizations under special circumstances in addition to the annual budgeted funds for this policy and may approve other conditions regulating the expenditures of grant funds.



Mayor



Chief Administrative Officer

Schedule A

Town of Bentley

Annual Recreational, Cultural, Historical, Tourism Funding Support Application Form

Name of the Organization: BENTLEY RODEO COMMITTEE (BENTLEY AG SOCIETY)

Mailing Address: BOX 47, BENTLEY, AB T0C 0J0

Contact Person: JEREMY PARK

Phone/Cel Number: (403) 350-0814 email address: dj.park@platinum.ca

Amount of Funding Request: \$ 2000⁰⁰_{FX}

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

EVERY AUGUST OUR COMMITTEE HOSTS OUR ANNUAL CARA RODEO.
AND AS HAS BECOME TRADITION, WE AWARD A TROPHY SADDLE TO
THE HIGH POINT COWBOY OR COWGIRL AT THE CONCLUSION
OF THE RODEO. THIS AWARD RECOGNIZES THE TOP
CONTESTANT THAT COMPETES IN MULTIPLE EVENTS.

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

THE HIGH POINT SADDLE IS A HIGHLY SOUGHT AFTER
AWARD, AND ENCOURAGES CONTESTANTS TO COMPETE AT OUR
RODEO EVERY YEAR. DONATED BY: TOWN OF BENTLEY IS
PROMINENTLY CARVED INTO EVERY SADDLE, AND THEREFORE
WILL BE SEEN AT MANY OTHER RODEOS AND WESTERN EVENTS
FOR YEARS TO COME, AS THESE SADDLES ARE BUILT TO BE
USED AS WELL AS ADMIRER.

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

SADDLE COST - \$2000 - \$2500

THE RODEO COMMITTEE WILL FINANCE ANY REMAINING COST OVER AND ABOVE THE AMOUNT PROVIDED BY THE TOWN FUNDING.

Provide the schedule or target dates for the program, event or activity

JAN- ORDER SADDLE

JUNE/JULY - SADDLE DELIVERED / PICKED UP / DISPLAYED @ TOWN OFFICE

AUGUST - SADDLE AWARDED / WINNER TAKES PICTURE w/ MAYOR @ PRESENTATION

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

THE RODEO COMMITTEE WOULD PROCEED WITH THE SADDLE PURCHASE IF PARTIAL FUNDING WAS PROVIDED, BUT WOULD LIKELY NOT PROCEED IF NO FUNDING WAS AVAILABLE.

Acceptance: If approved, _____ hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: _____ Representative: _____

Schedule A

Town of Bentley

Annual Recreational, Cultural, Historical, Tourism Funding Support
Application Form

Name of the Organization: BENTLEY SHOW N SHINE KRUIZIN WEST
Mailing Address: RR 1 SITE 2 Box 28 LACOMBE AB T4L 2N1
Contact Person: BRENT MOORE
Phone/Cel Number: 403 358 2540 email address: wiggsc@YAHOO.COM
Amount of Funding Request: \$ 2500

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

CAR SHOW / CRUISE DRIVE IN
MOVIE NIGHT

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

DRAW OF LARGE GROUPS OF
PEOPLE TO TOWN LOCAL BUSINESSES
ARE BUSY ALL DAY. COMMUNITY
AWARENES AND ATTRACTIONS, ALSO MAJOR
FUNDRAISER FOR BENTLEY FIRE DEPARTMENT

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

PRIZES, TROPHIES, APPAREL

Provide the schedule or target dates for the program, event or activity

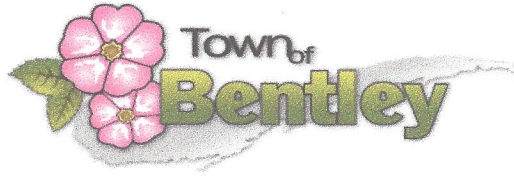
WEEKEND AFTER AUGUST LONG WEEKEND.

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

PROGRAM IS AN ANNUAL EVENT AND WILL RUN WITHOUT FUNDING.

Acceptance: If approved, Brent Moore hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: 12/29/2022 Representative: Brent Moore / [Signature]



Policy No. 52 / 2015

Policy Title: Annual Recreational, Cultural, Historical, Tourism Funding Support

Date Adopted: September 8, 2015

Purpose: To establish guidelines and procedures for financial support for community non-profit groups whose focus is recreational, cultural, historical, tourism services, programs, events, activities and facilities.

Policy Statement:

Bentley Town Council is committed to strengthening the quality of life of its residents, fostering civic pride and building a healthy community. Town Council acknowledges the value of community organizations and volunteers whose time and effort contribute to the strength and pride felt by the Community.

Annually, Bentley Town Council will include in the Town of Bentley's Operating Budget a Recreational, Cultural, Historical, Tourism Fund that non-profit community organizations may apply for, in support of their organizations goals and objectives. The amount of funds allocated to the Recreational, Cultural, Historical, Tourism Fund will be determined by Bentley Town Council, based on its annual budgetary considerations.

Policy Guidelines & Procedures:

A. Eligibility Criteria:

1. Non-profit community organizations that offer programs, events, activities or facility operations that benefit the citizens of the Town of Bentley through the strengthening of the quality of life, fostering of civic pride and the building of a healthy community by using recreational, cultural, historical, tourism pursuits to achieve their goals.

B. Application Procedure:

1. Annually, no later than December 31, non-profit community organizations must submit to the Town of Bentley, their funding application for the following year on the Application Form, identified as "Schedule A".


Initial

2. Bentley Town Council will review and consider the applications by January 31 of each year.
3. Bentley Town Council shall be the deciding body on all applications.
4. Applicants will be notified by March 1 of each year of the status of their application.
5. Non-profits organizations may only apply for support of one program, event or activity per year.
6. The Town will advance its financial support upon approval of the application.

C. Assessment Criteria:

Applications will be assessed using the following criteria;

1. The application must meet the eligibility criteria
2. The application must demonstrate a need for financial support from the Town
3. The application must set out clear and credible goals and objectives of the proposal that reflect the purpose of this policy.
4. The application must demonstrate the outcome of the proposal will be of direct benefit to the community in accordance with the purpose of this policy.
5. The application must demonstrate the stability of the non-profit group or organization

D. Accountability of Funds

1. Organizations that are provided financial support pursuant to this policy shall be accountable for the expenditure of the funds provided and shall submit a financial report to the Town of Bentley on or before December 31 in the year the funding was provided.
2. The entire amount of financial support provided must be used exclusively for the program, event, or activity identified in the application.
3. The program, event or activity must be conducted in the year in which the support was requested for.

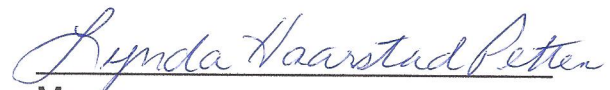


Initial

4. If the organization is unable to conduct the program, event or activity in the year in which they have requested funds, a written letter of request for an extension must be submitted. If an extension request is not received or if an extension is not granted, the organization shall return the funds provided by the Town.
5. Organizations receiving support pursuant to this policy must repay the Town any unexpended portion of the funds provided, or any amounts expended for purposes other than those specified in the application.
6. The Town's support must be recognized during the program, event or activity.
7. If the Organization does not comply with the requirements of Clauses D-1 to D-6 of this policy, future financial support from the Town of Bentley, pursuant to this policy, will not be considered.
8. Programs, events and activities receiving support pursuant to this policy must be conducted in accordance with all applicable laws, statutes and regulations.

E. General

1. Town Council, may, at its discretion, provide grants to non-profit organizations under special circumstances in addition to the annual budgeted funds for this policy and may approve other conditions regulating the expenditures of grant funds.



Mayor



Chief Administrative Officer

Schedule A

Town of Bentley

Annual Recreational, Cultural, Historical, Tourism Funding Support Application Form

Name of the Organization: Bentley Curling Club

Mailing Address: 5218 - 50th Street

Contact Person: Jim Orr

Phone/Cel Number: 780-916-4971 email address: orrjim99@gmail.com

Amount of Funding Request: \$ 6,500

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

The Bentley Curling Club is making this funding request to do some upgrades to some of our aging infrastructure. One of our on-ice gas heaters keeps failing and should be replaced.

Replacement cost for the heater is approximately \$6,500.

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

The Bentley Curling Club is known to have some of the best curling ice in Central Alberta. This year we have 47 teams in our leagues. We have teams made up of people from other communities such as Lacombe, Eckville, and Rimbey. Our facility is also used by local schools for their curling programs. The facility is available for rent when not in use. People in the community have rented it to host birthdays, anniversaries, and corporate functions.

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

We have 2 quotes for our on-ice heater replacement. They both came in at \$6,500.

Provide the schedule or target dates for the program, event or activity

We are planning on having the heater replaced as early as possible in 2023.

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

Yes. The Bentley Curling Club would undertake all of the funding, if there is no grant funding available.

Acceptance: If approved, Jim Orr hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: 2022/12/27 Representative: James Orr

Schedule A

Town of Bentley

Annual Recreational, Cultural, Historical, Tourism Funding Support
Application Form

Name of the Organization: Medicine Lodge Ski Club

Mailing Address: Box 1104 Bentley AB. T0C-0J0

Contact Person: Ross Moore 403-588-7707

Phone/Cel Number: 403-588-7707 email address: rmoore81@live.ca

Amount of Funding Request: \$ 5000.00 ?

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

- General care, maintenance, upkeep.
- ① Polaris Rmk 800 Skidoo Needs New Eng Block + Repair
- ② Deteriorating snow fence needs Replacing - Snow fence + Posts. as required
- ③ Buttons on hander tows are starting to fail + need Replacing.
- ④ sewer line from Lodge to septic tank is broken. + need repair.
- ⑤ Septic tank manhole is in need of an upgrade.
- ⑥ Signage - we need to update our Exclusion of liability signage -

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

- ① Skidoo - when the lifts stop, skidoos (multiple) are invaluable to get the lifts running as well as transporting fuel to lifts. (ETC)
- ② Safety (and Liability) are two major concerns. We need snowfence
- ③ Buttons on hander tows - must be in good repair (small children)
- ④ - Functional safe Reliable Septic facilities are a must.
- ⑤ - the Existing tank lid is buried - thus not accessible in the winter
- ⑥ - Ski hills allover Alberta are losing their insurance Signage is impotent.

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

- ① Skidoo - We estimate ~~between \$3000-\$5000~~ to repair the skidoo \$5000.00
- ② - Around 500' of snow fence would be needed @ \$1.30/ft. \$650.00
- ③ - Replace as needed. \$300.00
- ④ - Sewer line - \$500.00
- ⑤ - Septic tank Manhole + Lid. \$500.00
- ⑥ - Signage. Point of entry Exclusion of liability. \$600
3 x \$200 ea.

\$7550.00

Provide the schedule or target dates for the program, event or activity

- Any or all items would be completed before the 2024 snow season. (completed summer of 2023)

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

Yes.

The skidoo is the one we need help with. we could pay for the other items ourselves.

Acceptance: If approved, Ross Moore hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: Dec 28-2022 Representative: Ross Moore



Re: Town of Bentley- Annual Recreation Funding Support

Bentley Minor Hockey and its Board of Directors would like to thank you for considering our application as well and included is our budgetary estimated costs:

Description	Contractor Budgets	Cost
Plumbing and HVAC upgrades	Ruttan Mechanical	\$8200.00
Electrical Upgrades	Highline Electrical Constructors Ltd.	\$4400.00
General Construction	Bentley Contracting	\$19,500.00
	<i>Total:</i>	<i>\$32,100.00</i>
	<i>Provisional- Rubber Matting (TBD)</i>	<i>\$8000.00</i>

2022-2023 addition \$1850.00- We will be upgrading the Internet to allow for Live Barn. This is a subscription based camera system that will allow grandparents and other to watch the kids play hockey remotely. Please go to <https://livebarn.com/en/> for more information.

These numbers are all budgets numbers may change depending on final design considerations. As well these prices reflect all labor and material. Thank you for your time.

Regards,

Bentley Minor Hockey Board of Directors

Chad Kimmel
 President
 Bentley Minor Hockey
presidentbmh@gmail.com
 403-505-1628



Policy No. 52 / 2015

Policy Title: Annual Recreational, Cultural, Historical, Tourism Funding Support

Date Adopted: September 8, 2015

Purpose: To establish guidelines and procedures for financial support for community non-profit groups whose focus is recreational, cultural, historical, tourism services, programs, events, activities and facilities.

Policy

Statement:

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& Procedures:

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ck

Initial

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3. The program, event or activity must be conducted in the year in which the support was requested for.

ck
Initial

4. If the organization is unable to conduct the program, event or activity in the year in which they have requested funds, a written letter of request for an extension must be submitted. If an extension request is not received or if an extension is not granted, the organization shall return the funds provided by the Town.
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E. General

1. Town Council, may, at its discretion, provide grants to non-profit organizations under special circumstances in addition to the annual budgeted funds for this policy and may approve other conditions regulating the expenditures of grant funds.

Mayor

Chief Administrative Officer

Schedule A

Town of Bentley

Phase 1- Bathroom Renovation

**Annual Recreational, Cultural, Historical, Tourism Funding Support
Application Form**

Name of the Organization: Bentley Minor Hockey Association

Mailing Address: Box 413, Bentley, Alberta T0C0J0

Contact Person: Chad Kimmel

Phone/Cel Number: 403-505-1628 email address: presidentbmh@gmail.com

Amount of Funding Request: \$16,000.00 (material costs)

we received and have \$8000.00 from the previous year still

Describe the program, event or activity for which funding is being requested. Identify what is to be done and how. The more information you provide, the better Town Council will be able to assess your application. Add a sheet if enough room is not provided.

Bentley Minor Hockey Association has grown again this year adding another team to a total of 10 teams. We have continued to use the Canucks Room (old Generals room) for home games and practices. Every team gets to use it and the teams are always excited to utilize the larger changeroom. However, the Canucks room has started to show its age and is not being used to its full potential. A renovation is in drastic need and will allow two teams the ability to use the room. It would clean up the back area, add a second washroom, and provide additional space for all teams for years to come. In addition we will be upgrading the internet to allow for Live Barn in the facility.

How will the outcomes of the program, event or activity for which funding is being requested strengthen the quality of life, foster civic pride and help to build a healthy community?

This past year we had an influx of young families join Bentley Minor Hockey. We believe the Town of Bentley is growing and in turn so is the Hockey program. The Canucks room has always felt like a place for kids of any age group to feel special and gives them a strong sense of self-image. A renovation to this back room wouldn't just benefit teams in the short term but also all the future young families just starting their hockey journey. Bentley Minor Hockey has always been community driven and so will the renovation, with the bulk of it being completed by skilled trades from within our organization and town.

Provide a clear, detailed budget of income and expenditures for the program, event or activity for which funding is being requested.

Phase 1- Bathroom Renovation (see attached pages with price breakdown)

- Currently the bathroom in the Canucks room is outdated with some underlying issues. The showers are a communal style and not ideal for a youth program. The current setup only allows for one user at a time. We would split the washroom into two spaces and update the fixtures.

Phase 2- Changeroom reno (see attached pages with price breakdown)

- We would like to split the space into two changerooms, coaches room, and storage space.

- We will update the flooring to rubber matting throughout and update the electrical.

Provide the schedule or target dates for the program, event or activity

We didn't receive enough fund raising to start last year but with your support it will commence at the end of the 2022-2023 season.

Live Barn will be installed once the internet is upgraded and this could be as early as February 2023

If approved for partial funding only, are you prepared to undertake all or part of the program, event or activity described above. If yes, identify which part you would be prepared to undertake with reduced funding.

As stated above the renovation will be done by parents and volunteers within the organization.

With that being said the labor portion can be contributed on a gratuitous basis with the possibility of Bentley Minor Hockey Association giving those who volunteer their time reduced fees. If the time and total cost isn't achievable this summer then we will only complete Phase 1 with Phase 2 to follow.

Acceptance: If approved, Bentley Minor Hockey Association hereby agrees, by the signature of our appointed representative(s), to comply with the policy guidelines and accountability criteria as set out in the Town of Bentley Recreational, Cultural, Historical, Tourism Funding Policy.

Date: 12-23-22 Representative: Chad Kimmel, President



