

JAN 30 2020

Eckville Arena Operating Association

Box 393

Eckville Ab.

TOM OX0

January 28,2020

Lacombe County

Dear Sirs:

Please consider this letter as a request for funding for the replacement of the ice plant and additional dehumidifiers at the Eckville Arena. The first phase of this project was to rebuild the existing mechanical area in order to accommodate a new ice plant. In order to attain efficiencies in this building it will also be a requirement to install a dehumidifier system along with a new ice plant. This combination will greatly enhance the efficiencies and capabilities to make and retain ice in this facility throughout the winter season.

Scope of Work:

Contractors will remove the existing ice plant and install new replacement components. Contractors will also install dehumidifiers in the main arena complex. The anticipated completion period for this project is ninety days.

Our request for this project to be completed from Lacombe County is \$106668.33. Please see the attached proposed Budget for this project. In order to complete the applications for funding from the Provincial Government we will require a letter of participation from Lacombe County and the Town of Eckville.

Thank you for your consideration of this project.

Sincerely

Section 17(1), FOIPP Act

Terry C. Engen

Chair.

ECKVILLE ARENA OPERATING ASSOCIATION

ICE PLANT REPLACEMENT/DEHUMIDIFIER ADDITION

BUDGET

EXPENSE:

Cimco Plant Replacement	\$500000.00
Cimco DDC Electronics	\$ 35000.00
Dehumidifiers (Cimco)	\$ 86510.00
Dehumidifiers Electrical (Smith Electrical)	\$ 4500.00
Dehumidifier Structures (Eckville Welding)	\$ 2500.00
Ice Plant Electrical (Smith Electrical)	\$ 5000.00
Ice Plant Condensor Stand (Eckville Welding)	\$ 2000.00
Ice Plant Plumbing (Leonards Plumbing)	\$ 2500.00
Ice Plant Disposal	\$ 2000.00
<u>TOTAL</u>	\$640010.00

INCOME:

Community Facility Enhancement Program	\$320005.00
Town of Eckville	\$106668.33
Lacombe County	\$106668.33
Eckville Arena Operating Association	\$106668.34
<u>TOTAL</u>	\$640010.00

**ECKVILLE ARENA OPERATING ASSOCIATION**

**Board meeting November 11,2019**

**Present were: T. Engen, M.Read, J.Lightbown, J.Eliuk, R. McGrath, P.Rodney, K.See**

**No minutes from the last meeting**

**Financial: Chequing account: \$107716.56**

**Casino Account: \$2554.59**

**Information from last meeting**

**Personal monitors have arrived and just need to be set up before the caretakers can use them**

**Batteries for Zamboni are in Edmonton and arrangements need to be made to put them in**

**Budget meeting set for November 26,2019 at 7:30**

**Discussion on purchasing a new plant**

**Dehumidifiers would cost \$86000 plus**

**P.Rodney moved we apply to CFEP, Town of Eckville, County of Lacombe for plant replacement and dehumidifier system**

**J.Eliuk seconded**

**All in favor**

**K.See moved the executive have signing authority**

**J.Lightbown seconded**

**all in favor**

**New business**

**Discussion on a till in the booth. Will talk to S.Monfette about one. Need to get a price.**

**J.Lightbown adjourned**



## **CAPITAL SUPPORT OF RECREATION AND CULTURAL FACILITIES APPLICATION FORM**

### **APPLICATION INSTRUCTIONS**

Lacombe County has created this application form to ensure that the appropriate information is provided and so that requests for capital support can be reviewed and considered in a timely manner.

Applications must be completed, along with supporting documentation (if required), for funding requests to be considered. Applications may be submitted at any time throughout the year.

### **SUBMISSION OF CAPITAL SUPPORT REQUESTS**

Please forward application forms and supporting documentation to:

Lacombe County  
RR 3  
Lacombe, AB  
T4L 2N3  
or  
[info@lacombecounty.com](mailto:info@lacombecounty.com)

All applications will be evaluated based on their conformance with Policy RC(1) Capital Support of Recreation and Cultural Facilities. A copy of this policy may be obtained by contacting the County office at 403-782-6601 or through the County's website by following the link below:

<http://www.lacombecounty.com/index.php/policies/recreation-and-culture-rc-1>

# POLICY RC(1) CAPITAL SUPPORT OF RECREATION AND CULTURAL FACILITIES APPLICATION FORM

FACILITIES THAT MAY BE CONSIDERED FOR COUNTY SUPPORT		
FACILITY CATEGORIES		
REGIONAL FACILITIES	DISTRICT FACILITIES	COMMUNITY FACILITIES
FACILITIES		
<ul style="list-style-type: none"> <li>• Indoor/Outdoor Swimming Pools</li> <li>• Indoor/Outdoor Multi-Purpose Facilities</li> <li>• Libraries</li> <li>• Single or Multi-Sheet Arenas</li> <li>• Visual and Performing Arts Centers</li> <li>• Land and Servicing for above facilities</li> </ul>	<ul style="list-style-type: none"> <li>• Baseball Diamonds</li> <li>• Community Halls</li> <li>• Curling Rinks</li> <li>• Libraries</li> <li>• Museums</li> <li>• Outdoor Rinks</li> <li>• Playgrounds</li> <li>• Single or Multi-Sheet Arenas</li> <li>• Skateboard Parks</li> <li>• Soccer Fields</li> <li>• Trails</li> <li>• Water Parks</li> <li>• Land and Servicing for above facilities</li> </ul>	<ul style="list-style-type: none"> <li>• Baseball Diamonds</li> <li>• Community Halls</li> <li>• Libraries</li> <li>• Museums</li> <li>• Outdoor Rinks</li> <li>• Playgrounds</li> <li>• Skateboard Parks</li> <li>• Rural Lakeshore Areas</li> <li>• Trails</li> <li>• Land and Servicing for above facilities</li> </ul>

**Facility Categories Definitions:**

Regional Facilities – facilities located in urban municipalities within or adjacent to the County that are used by residents of three or more municipalities.

District Facilities – facilities located in urban municipalities within or adjacent to the County that are primarily used by residents of that urban municipality and County residents from the surrounding area.

Community Facilities – facilities located in Lacombe County that are primarily used by Lacombe County residents.

## SECTION 1 - APPLICANT PROFILE

Legal Name of Organization:

Eckville Arena Operating Association

Common Name of Organization (if different than legal name):

Act Group is Registered Under (if applicable)  
Societies Act

Registration No.:  
50334543

Mailing Address of Applicant Organization:

Box 393

City/Town:

Eckville

Postal Code:

T0M 0X0

Project Contact:

Mr.  Mrs.  Ms.  Miss  Other

Name:

Terry Engen

Title:

Chair

Phone:

Section 17(1), FOIPP Act

Fax:

E-mail:

Section 17(1), FOIPP Act

Signing Authority Contact (if different than project contact):

Mr.  Mrs.  Ms.  Miss  Other

Name:

Title:

Phone:

Fax:

E-mail:

## SECTION 2 - FACILITY/PROJECT INFORMATION: PART A

Facility/Project Name:

Eckville Arena Ice Plant/Dehumidifier Replacement

Facility/Project Location/Address:

Block 12 Plan 264HW

Municipality:

Eckville

Facility Owner/Operator:

Town of Eckville/Eckville Arena Operating Association

Facility Land Title Holder:

Town of Eckville

Facility Category (pick one):

Regional

District

Community

Project Type (pick one):

New Facility Development

Current Facility Upgrade

Current Facility Maintenance

Acquisition of Land or Buildings/Land Servicing

Facility Assessment or Study

Equipment/Machinery Purchase

Lifecycle Replacement

Other (describe below)

Ice Plant/Dehumidifiers

Indicate the demographics of the user groups that do/will utilize the facility:

Children

Men

Women

Seniors

Youth

General Public

Indicate the percentage of facility users that are or will be Lacombe County residents:

40%

Days and hours of operation of facility:

winter: 7 days week Sept 1, to April 1 (70 hrs. week) summer: July-August (20 hrs. week) 3 major summer functions

## SECTION 2 - FACILITY/PROJECT INFORMATION: PART B

### Describe the facility/project:

Replace ice plant in facility  
Install dehumidifiers in main arena for energy efficiency

### What are the community needs that the facility/project will address?

To enable facility to be operational for future years

### Urban municipality support – if the project/facility is located in an urban municipality, describe that municipality's level of support for the facility/project and the on-going facility operating costs:

Town of Eckville will be required to have same support as Lacombe County  
Town of Eckville annual support of facility is approximately \$80000.00

### Community Support – how was the community consulted with about the facility/project and describe the level of community support for it?

Community considers building as hub of community and volunteers have been allocating savings for many years to complete this project

### Facility Utilization:

1. How many people do you anticipate will use the facility annually? 700
2. State the anticipated prime time and non-prime time usage of the facility:  
Prime Time 90 %  
(4:00 p.m. – 11:00 p.m. Monday to Friday. & 7:00 a.m. – 11:00 p.m. Saturday. & Sunday)  
Non- Prime Time 10 %  
(7:00 a.m. – 4:00 p.m. Monday to Friday)

### Operating Cost Recovery Rate:

What percentage of operating costs will be recovered through user fees and rentals? 60 %





**SECTION 3 - FINANCIAL INFORMATION: PART B**

**Estimated Level of Local Initiative and Fundraising:**

Item Description and Valuation:	Amount (\$):
see attached Budget	
<b>Total</b>	<b>\$ 0.00</b>

### SECTION 3 - FINANCIAL INFORMATION: PART C

Other Funding Sources:	Amount (\$):	Identify Funding Terms:	Identify Funding Confirmation:
Community Facility Enhancement Grant	\$ 320005.00	<input checked="" type="radio"/> Grant/Donation <input type="radio"/> Loan <input type="radio"/> In-Kind	<input type="radio"/> Approval Letter Attached <input checked="" type="radio"/> Date Approval Expected:
Town of Eckville	\$ 106668.33	<input checked="" type="radio"/> Grant/Donation <input type="radio"/> Loan <input type="radio"/> In-Kind	<input type="radio"/> Approval Letter Attached <input checked="" type="radio"/> Date Approval Expected:
Eckville Arena Operating Association	\$ 106668.34	<input checked="" type="radio"/> Grant/Donation <input type="radio"/> Loan <input type="radio"/> In-Kind	<input type="radio"/> Approval Letter Attached <input checked="" type="radio"/> Date Approval Expected:
	\$	<input type="radio"/> Grant/Donation <input type="radio"/> Loan <input type="radio"/> In-Kind	<input type="radio"/> Approval Letter Attached <input type="radio"/> Date Approval Expected:
	\$	<input type="radio"/> Grant /Donation <input type="radio"/> Loan <input type="radio"/> In-Kind	<input type="radio"/> Approval Letter Attached <input type="radio"/> Date Approval Expected:
	\$	<input type="radio"/> Grant/Donation <input type="radio"/> Loan <input type="radio"/> In-Kind	<input type="radio"/> Approval Letter Attached <input type="radio"/> Date Approval Expected:
<b>Total</b>	\$ 533341.67		

*If there are more than six other funding sources, attach a complete list separately.*

### SECTION 3 – FINANCIAL INFORMATION – PART “D”

Cash Support Requested from Lacombe County	\$ 106668.33
In-Kind Support Being Requested (if applicable)	0
<b>TOTAL PROJECT FUNDING (Lacombe County + Other Sources)</b>	
<b>\$ 640010.00</b>	

### SECTION 3 - FINANCIAL INFORMATION: PART E

If you do not receive approval for all of the funding or support requested from any of the funding sources how do you plan to proceed with the project?

Project will not proceed

Describe how you plan to address the on-going operational costs of the facility:

Continued fund raising and user rate increases

Is your organization currently receiving operating support for the facility from Lacombe County?

Yes  No

If yes, explain how do you expect the project will affect on-going operating expenses?

Operational costs should decrease based on energy efficiency

If your facility is not receiving operating support from the County, will you be applying for support and if so how much support will you be requesting?

## SECTION 4 - SUPPORTING DOCUMENTATION

<b>Mandatory Documents</b>	<ul style="list-style-type: none"> <li>• Minutes from the Organization’s meeting approving the application for Policy RC(1) support from the County</li> <li>• Project estimates, quotations or sources of estimates</li> <li>• Letters confirming project funding</li> <li>• Letter of support from urban municipality (for facility/project located within an urban municipality)</li> </ul>
<b>Other Documents That May be Required By Lacombe County</b>	<ul style="list-style-type: none"> <li>• Letters of support from other organizations (user groups, community organizations, school boards, etc.)</li> <li>• Drawings and plans</li> <li>• Feasibility study</li> <li>• Business plan</li> </ul>

## SECTION 4 - SUPPORTING DOCUMENTATION

List all documents attached to this application:

<b>1.</b>	Eckville Arena Operating Association Board Minutes
<b>2.</b>	Project Budget
<b>3.</b>	
<b>4.</b>	
<b>5.</b>	
<b>6.</b>	
<b>7.</b>	
<b>8.</b>	
<b>9.</b>	
<b>10.</b>	

## SECTION 5 - AGREEMENT

### Eckville Arena Operating Association

Name of Applicant Organization ("Organization")

**The Organization declares that the information contained in this application and supporting documents ("Application") is true and accurate and endorsed by the Organization and agrees that should this Application be approved any support is subject to the Organization complying with the terms and conditions set out below:**

- a) The Organization will use the County's support only for the stated purpose(s). Any changes to the project scope shall require prior written approval from the County.
- b) The Organization shall provide the County with a financial report of actual revenues and expenses for the project within 120 days of project completion.
- c) If the actual costs of the project are less than what the County's support was based on, the Organization shall return to the County its proportionate share.
- d) The Organization shall publicly acknowledge the support provided by the County in a manner acceptable to Lacombe County.
- e) A funding agreement may be required to address matters including, but not limited to, ownership of the facility in the event of dissolution of the Organization, repayment of County support upon the sale of the asset constructed or purchased with County funding, etc.
- f) The information provided in this application form will be shared with Council and the appropriate County staff.
- g) The Organization acknowledges that the *Freedom of Information and Protection of Privacy Act (FOIP)* applies to records submitted by the Organization to Lacombe County in relation to the grant application, including the Application and this Agreement. These records may be disclosed in response to an access to information request under the *FOIP Act*, subject to any applicable exceptions to disclosure under the Act.

**The Organization represents and warrants that the person signing is duly authorized to make the Application and is legally sufficient to bind the Organization to the Agreement.**

Print Name: <u>TERRY EWGEN</u>	Title: <u>CHAIR</u>	Date: <u>Jan 28/20</u>
Signature:		

#### OFFICE USE ONLY

APPROVED:	YES	NO	RESOLUTION NO.:	
TOTAL APPROVED:	\$		DATE PAID:	
NOTES and COMMENTS:				