Village of Rycroft
Request for Decision

Council Meeting Date: November 4, 2026

TOPIC:: Merry Pioneers – Five-Year Lease Agreement

Subject: Approval of a Five-Year Lease Agreement with Merry Pioneers

CAO RECOMMENDATION: That Council for the Village of Rycroft approve entering into a five-year lease agreement with Merry Pioneers for the use and operation of the Rycroft Community Hall, commencing December 1, 2026, and ending November 30, 2031, subject to the finalization of the lease terms and conditions satisfactory to the Village

BACKGROUND:

And that Council authorize the Mayor and Chief Administrative Officer (CAO) to execute the lease agreement on behalf of the Village of Rycroft.

The proposed lease would establish a formal agreement between the Village and Merry Pioneers, outlining the rights and responsibilities of both parties regarding the premises, maintenance, operating costs, insurance, and permitted use.

A five-year term would provide both parties with greater certainty for planning, budgeting, facility use, and ongoing community activities.

The proposed lease term is as follows:

- **Tenant:** Merry Pioneers
- **Landlord:** Village of Rycroft
- **Lease Commencement Date:** December 1, 2026
- **Lease Expiry Date:** November 30, 2031
- **Term:** Five (5) years

3. DISCUSSION

The proposed lease agreement will establish the terms and conditions governing the relationship between the Village of Rycroft and Merry Pioneers.

The agreement should address the following matters:

1. **Term of Lease:** A five-year lease commencing December 1, 2026, and expiring November 30, 2031.

2. **Maintenance and Repairs:** The division of responsibilities for routine maintenance, major repairs, cleaning, and upkeep of the premises.
3. **Utilities and Operating Costs:** Responsibility for electricity, natural gas, water, sewer, waste collection, and other applicable expenses.
4. **Permitted Use:** The approved use of the premises for community activities and other purposes agreed upon by the Village.
5. **Termination and Renewal:** Conditions for early termination, default, and any potential renewal following the expiry of the agreement.

The final lease should be reviewed by Administration to ensure the terms adequately protect the Village's interests and clearly establish the obligations of both parties.

FINANCIAL IMPLICATIONS:

Any applicable utilities, maintenance costs, insurance requirements, or other expenses should be considered when determining the overall financial impact of the agreement.

POLICY AND/OR LEGISLATIVE IMPLICATIONS:

The proposed lease agreement should comply with applicable Alberta legislation, municipal bylaws, Village policies, and any requirements governing the leasing or use of municipal property.

Administration should confirm that all necessary approvals have been obtained before the agreement is executed.

ALTERNATIVE OPTIONS:

Council my Approve, amend or deny the lease proposal

ATTACHMENTS:

COPY - Merry Pioneers Rycroft Community Hall lease 2021

Chief Administrative Officer **Date**