

SECTION 6 – PROPERTIES

Origin:	Territory of the People Investment Committee	
Status:	Policy	
Distribution:	All Parishes	
Approved:	Coordinating Council	Date: 23 November 2013
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6.6 Capital Expenditures

6.6.1 Maintenance and Repairs > \$3,000

Note: see Policy 6.5 Requests for Grants for Capital Expenses > \$1,000

- i. Any Territory Parish planning to embark on any maintenance or repair project to any church building(s) where the cost of the project will exceed \$3,000, must make application to the Territory Administration Committee for permission to proceed with the said project. Application for permission to proceed with the project is required as the maintenance/repair project could affect the appraised value of the building and subsequent insurance coverage.
- ii. Application must be made to the Administration Committee in writing, outlining the scope and cost of the project.
- iii. A Motion from the Church Committee approving the capital project and budget expense, must be received with the application
- iv. As with all capital projects, three (3) independent quotes are to be obtained from appropriate suppliers, and said quotes submitted to the Territory Administration Committee with the application.
- v. Maintenance and Repairs Contracts and/or Agreements must be completed in the name of the Parish (not Fraser Basin Property Society)

6.6.2 Contractor Liability Insurance

- i. Church Wardens must obtain written proof Contractor Liability Insurance is in place prior to work proceeding
- ii. Third Party Liability – Parish may be named on the Contractor's Insurance – written proof must be obtained prior to work proceeding

6.6.3 Volunteer Liability Insurance

- i) Names of volunteers must be submitted to Workers Compensation Board – refer to procedure and forms in Treasurers Handbook