



AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING
 TO BE HELD MONDAY JULY 12, 2021 AT 7:00 PM
 IN COUNCIL CHAMBERS 400 – 10ST, BEAVERLODGE, AB

1.0	<u>CALL TO ORDER:</u>	
2.0	<u>ADOPTION OF AGENDA:</u>	
3.0	<u>ADOPTION OF MINUTES:</u> 3.1 June 28, 2021 - Regular Council Meeting Minutes	PP 2-4
4.0	<u>DELEGATIONS:</u> 4.1 John Simpson – Land Use Bylaw Update	
5.0	<u>OLD BUSINESS:</u> 5.1.	
6.0	<u>NEW BUSINESS:</u> 6.1 Land Use Bylaw – 1 st Reading 6.2 Land Use Bylaw – set date for Public Hearing as August 9, 2021 at 7 pm 6.3 Lift Station Project Funding/Award 6.4 St. Mary’s School Property 6.5 June 30 2021 YTD Financials 6.6 Beaverlodge Firehall Building Committee County Request 6.7 Canadian Fiber Optics 6.8 Grande Spirit Foundation – Councillor Terry Dueck	Copy available Upon request PP 5-38 PP 39-50
7.0	<u>CORRESPONDENCE:</u> 7.1 Community Economic Development Survey Results	PP
8.0	<u>COMMITTEE AND STAFF REPORTS:</u> 8.1 Action List 8.2 Council & Staff Reports	PP 51 PP 52-60
9.0	<u>Closed Session:</u> 9.1	
10.0	<u>ADJOURNMENT:</u>	



REGULAR COUNCIL MEETING MINUTES
HELD MONDAY JUNE 28, 2021 AT 7:00 PM
COUNCIL CHAMBERS 400-10 ST, BEAVERLODGE, ALBERTA

COUNCIL	Mayor Gary Rycroft Deputy Mayor Cal Mosher Councillor Gena Jones Councillor Hugh Graw	Councillor Cyndi Corbett Councillor Judy Kokotilo-Bekkerus Councillor Terry Dueck Jeff Johnston, CAO
STAFF	Tina Letendre, Deputy CAO	Nichole Young, Legislative Services

1.0 **CALL TO ORDER** Mayor Gary Rycroft called the meeting to order. **7: 00 PM**

2.0 **ADOPTION OF AGENDA**

#185-2021-06-28 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council accepts the agenda with the addition of New Business Item 6.7 – Cooling Center.

3.0 **ADOPTION OF MINUTES**

3.1 June 14, 2021 Regular Council Meeting Minutes

#186-2021-06-28 Councillor Gena Jones

CARRIED: That Council accepts the minutes of the June 14, 2021 Regular Council meeting as presented.

4.0 **DELEGATIONS**

4.1 Pat Wearmouth – Beaverlodge Research Station Access

#187-2021-06-28 Deputy Mayor Cal Mosher

CARRIED: That Council accepts this delegation’s presentation for information.

5.0 **OLD BUSINESS**

6.0 **NEW BUSINESS**

6.1 Land Use Bylaw #1004 – Draft Review

#188-2021-06-28 Councillor Cyndi Corbett

CARRIED: That Council accepts the Draft copy of the Land Use Bylaw #1004 and sets the date for the Open House as July 12, 2021 from 4 pm – 6 pm in the Walker Room at the Recreation Centre and the date for Public Hearing as August 9, 2021 at the Regular Council meeting.

6.2 Municipal Development Plan – Draft Review

#189-2021-06-28 Councillor Hugh Graw

CARRIED: That Council accepts the Municipal Development Plan Draft for information and sets the date for the Open House as July 12, 2021 from 4 pm – 6 pm in the Walker Room at the Recreation Centre and the date for Public Hearing as August 9, 2021 at the Regular Council meeting.

6.3 Utility Rate Schedule A-10

#190-2021-06-28 Councillor Gena Jones

CARRIED: That Council approves the updated Utility Rate Schedule A-10 which now includes the rate for 310-7th Street West.

6.4 Greater Metro Hockey League West Jr. A Hockey

#191-2021-06-28 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council direct Administration to contact the GMHL group to gather more information and bring back to Council.

6.5 Custom Keychains

#192-2021-06-28 Councillor Cyndi Corbett

CARRIED: That Council accepts this for information.

6.6 Walking Paths / Research Station Area

#193-2021-06-28 Councillor Cyndi Corbett

CARRIED: That Council directs Administration to contact the Manager of the research station and start a dialogue about this issue.

6.7 Cooling Center

#194-2021-06-28 Deputy Mayor Cal Mosher

CARRIED: That Council directs Administration to proceed with this initiative for a Cooling Center at the Community Centre for June 29th & 30th, hours and details to be determined by Administration.

#195-2021-06-28 Councillor Terry Dueck

CARRIED: That Council directs Administration to create a procedure/process about opening Cooling Centers during heat waves for the future.

7.0 CORRESPONDENCE:

7.1 Community Economic Development Minutes – May 13, 2021

#196-2021-06-28 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council accepts these minutes for information.

8.0 COMMITTEE AND STAFF REPORTS

8.1 Action List

#197-2021-06-28 Councillor Cyndi Corbett

CARRIED: That Council accepts the updated Action Item List for information as presented.

8.2 Staff Reports

#198-2021-06-28 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council accepts these Staff reports for information as presented.

9.0 **CLOSED SESSION:**

10.0 **ADJOURNMENT**

Mayor Gary Rycroft adjourned the meeting.

8:29 PM

Mayor, Gary Rycroft

CAO, Jeff Johnston

June 11, 2021
File: 2018-3352-00

Jeff Johnston, R.E.T., ICD.D
Chief Administrative Officer
Town of Beaverlodge
400 - 10 Street
PO BOX 30
Beaverlodge, AB T0H 0C0

Re: TOWN OF BEAVERLODGE - LIFT STATION UPGRADES
RECOMMENDATION FOR AWARD OF CONTRACT

Dear Sir:

The Town of Beaverlodge (Town) Lift Station Upgrades Request For Quotations (RFQ) package was sent to a total of four contractors for their preparation and submission of a quotation. Before the deadline of 2:00 p.m., on June 4, 2021, three submissions were received electronically by Associated Engineering. The evaluation of these submissions for their contents is provided in the sections that follow along with the proposed award options.

1 SUBMISSION REQUIREMENTS

Outlined in Section 2 of the quotation package, the pass/fail criteria for the submissions is broken down in Table 1 below.

Table 1 – Mandatory Submission Verification

Item	AGS	JayJaxx	Norwest
Quotation Form	√	√	√
Quotation Form Breakdown	√	√	√
Certificate of Insurance	√	√	√
COR	√	√	√
WCB Clearance	√	√	√
Litigation Letter	√	√	√
	Pass/Fail	Pass	Pass

As shown in the final row of Table 1, all submissions received contained the required submission documents to pass for further evaluation and consideration.

June 11, 2021
 Jeff Johnston, R.E.T., ICD.D
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2 COST BREAKDOWN

The lump sum totals submitted by the proponents (less GST) are compared below:

General Contractor	Quotation Price	Proposed Subcontractors
AGS Mechanical Contractors Ltd.	\$325,400.00	Mainway Electric (E&IC).
Jayjaxx Controls Inc.	\$230,059.53	Good to Go Oilfield Services (Structural, Process Mechanical).
Norwest Construction and Management Ltd.	\$337,781.82	Gray Electric (Electrical Work), NK5 Mechanical (Mechanical).

3 EVALUATION

In reviewing the three submission, Jayjaxx Controls Inc. has submitted a compliant bid, with a qualified team with the lowest submission price. As such, Associated recommends award to Jayjaxx Controls Inc.

Should the Town wish to award to Jayjaxx Controls Inc., it should be understood that additional funding will be required. Table 2 outlines what funding is currently available, and the costs spent and expected to be spent, if the Contract is awarded as proposed by Associated. To be noted as well, Jayjaxx provided a list of assumptions and clarifications with their submission, and it should be noted that there is some risk accepting the 9th item which states they have allowed for 2 days for starting and commissioning and any additional time will be force account. If a piece of equipment is being problematic this may cause an overrun of this allowance and an additional cost.

Table 2 – Budget Update

Description	Costs	Comments
Lift Station Upgrades		
Jayjaxx Controls Inc.	\$230,059.53	See below for cost reduction considerations.
AE Spent to Date	\$60,669.62	Up to issuance of RFQ to contractors.
10% Contingency	\$29,100.00	Town can delete this; however, AE recommends a 10% contingency.
Subtotal	\$319,829.15 ¹	
Emergency North Booster Station Upgrades		
Norwest Construction	\$66,805.00	Project Complete

¹ Original estimate was \$226,700. It should be noted that the Town did not want to include contingency in the budget at that time and COVID has been inflating pricing.

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Description	Costs	Comments
AE Spent to Date	\$2,956.50	Project Complete
Subtotal	\$69,761.50	
Total	\$389,590.65	Lift Station and North Booster Projects
MSP Funding		
Total	\$293,012.00	
Variance	(\$96,578.65)	Funding vs. Budget Variance

List Station Cost Reduction Considerations:

- Flow meter removal.
- Control panel change (Xylem panel replaced with a custom build by Jayjaxx Controls Inc.).
- Elimination of electrical kiosk and addition of electrical upgrade within the building.

Associated recommends that the Town negotiate prior to issuing the Notice of Award should the Town wish to consider these costs reduction considerations.

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Jeff Johnston, R.E.T., ICD.D
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4 CONCLUSION

Based on the funding available, the Contractor submissions, and this evaluation Associated recommends the Town proceed with one of the following options:

- Secure an additional \$100,000 in the budget and award to Jayjaxx Controls Inc. accepting their assumptions and clarifications provided with their submission.

OR

- Engage Jayjaxx Controls Inc. to determine the actual costs should the Town proceed with some or all of the proposed cost reduction considerations listed above. The assumptions and clarifications provided with their submission can be accepted or negotiated at this time additionally.

Please provide your decision to proceed to Associated so that the Contractor can be notified of award or engaged as the Town desires. Once decided, it would be in order for you to issue a Notice of Award to the Successful Bidder. For your convenience, we have enclosed a draft Notice of Award, to be re-typed on your letterhead. Please provide a copy of that letter to us for our records.

Yours truly,



Derek Mayowski for:
Ryan Wirsz, P.Eng.
Project Manager

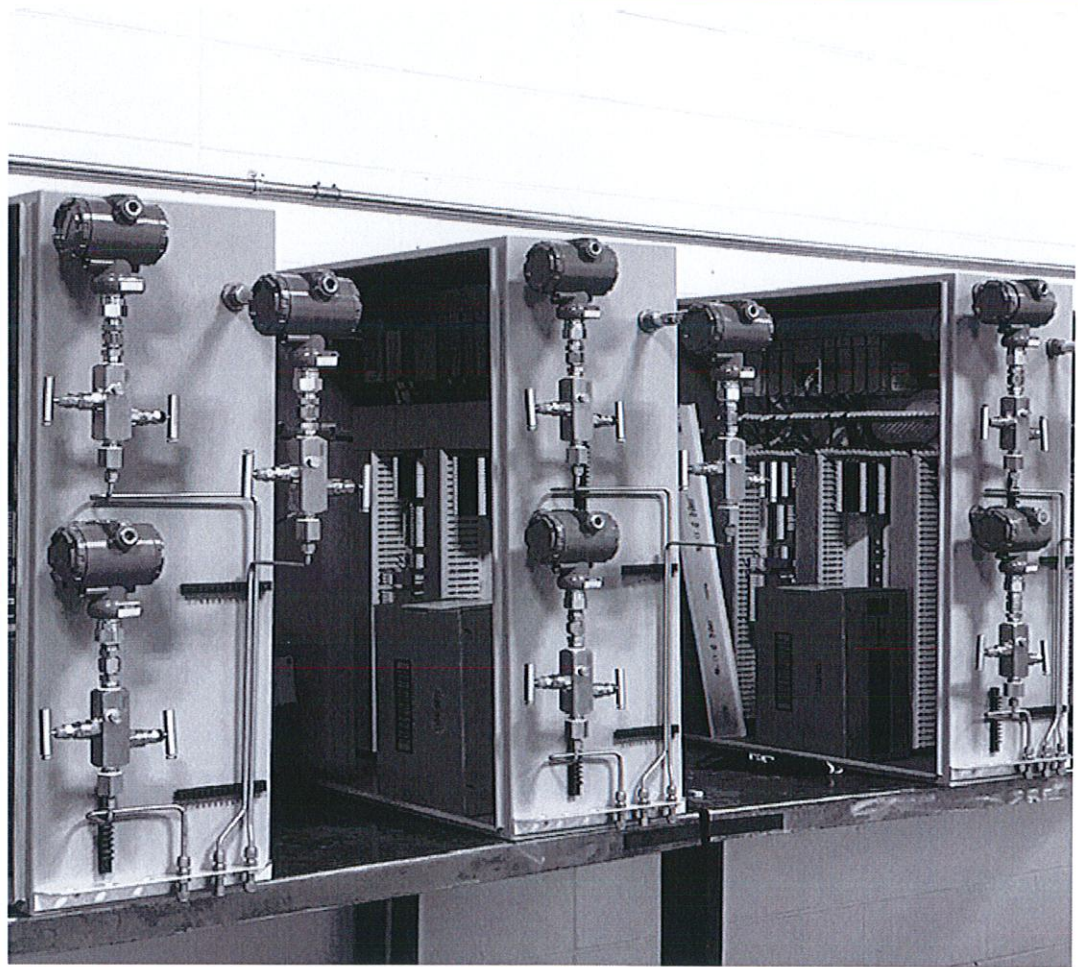
Enclosure(s)

PROPOSAL

RFP# Town of Beaverlodge 2021-05/2018-3352-01

PROJECT: Lift Station Upgrades

OWNER: Town of Beaverlodge



JayJaxx Controls Inc.
9509 113 St. Grande
Prairie, AB
Tel: 403-504-4889
www.jayjaxx.com

Electrical & Instrumentation Services



June 4, 2021

Attention: Derek Mayowski, P.Eng.

Subject: Town of Beaverlodge – Lift Station Upgrades

JayJaxx Controls Inc. is pleased to present to you our proposal for the Town of Beaverlodge Lift Station Upgrade Project. We strongly feel our professional experience and industry knowledge will lead to the success in your organizational goals.

We appreciate the opportunity and look forward to working with you in the future. Please do not hesitate to contact us with your comments and questions once you have had the opportunity to review our project capabilities.

Best Regards,

Kris Smith

President / Owner

COMPANY

Founded in 2013, JayJaxx Controls Inc. has quickly become a reputable and leading edge Electrical, Instrumentation and Automation company specializing in custom building compressor control systems for new and retrofit applications. Located in Grande Prairie, Alberta, JayJaxx Controls offers products and services to clients throughout Western Canada and the United States. Flexibility and innovation are an integral part of our business to ensure our clients meet their organizational goals.

“Quality products & services based on economic & environmental solutions”

Our Mission

To provide our customers with superior quality products and services, while providing economic and environmental solutions. Our dynamic team of highly qualified and experience personnel consistently strive to be industry leaders by focusing on continuous improvement through innovation, technology and strategy.

Our Safety Commitment

JayJaxx Controls is committed to the health and safety of our employees, customer, community, and the environment. In fulfilling this commitment, management will provide and maintain a safe and healthy work environment, in accordance with industry standard and in compliance with legislative requirement.

Safety is a shared responsibility. Managers, supervisors and employees at all levels of the company are held accountable for their health, safety and environmental performance. Our goal is to eliminate hazards and prevent safety and environmental incidents. We believe all incidents are preventable. Management has established a safety culture that fosters a strong proactive approach to safety.

We will continuously improve our environmental, health and safety by:

- Integrating HSE best practices into all parts of our business.
- Ensuring compliance with applicable laws, regulations and industry standards.
- Establishing, accessing and managing HSE risk.
- Focus on Life Saving Rules
- Ensuring that each employee and contractor understands their HSE responsibilities and is competent to meet them and is monitored through compliance.

JayJaxx Controls has obtained SECOR Certification within Alberta.

Our Quality Commitment

JayJaxx Controls has been built on our reputation. We are driven to perform and achieve the highest standard of workmanship with a target of zero rework. Our Senior Management, Project Managers and Field Technicians are committed to ensuring quality compliance, industry codes and regulations and industry best practices.

JayJaxx has a Quality Management System which has been implemented into aspects of our services. Our program includes ABSA Certified Programs B31.1 Power Piping and B31.3 Process Piping.

Our Certification & Registrations

Alberta Boiler Safety Association (ABSA) Certificate

SECOR Safety (Alberta)

ISNetwork

Complyworks

Our Services

JayJaxx provides many services within the oil and gas industry as well as municipal industries.

➤ Custom Panel Fabrication

JayJaxx Controls can offer clients a wide range of custom panel assembly. Our goal is to provide an economical solution while delivering a superior quality product. We have capabilities to design and build custom panels such as PLC Controls, SCADA, RTU, Compressor PLC Upgrades and Retrofits, Power Distribution, DCS, VFD and Motor Control Panels.

➤ Automation for Production Testing and Well Site Control

JayJaxx Controls strives to offer innovative technology to maximize production and increase productivity with ease.

➤ Electrical & Instrumentation Construction, Maintenance, Troubleshooting

JayJaxx Controls offers small construction, maintenance and troubleshooting solutions from the initial stages to commissioning and completion services. Our project experience includes E-house, well pad construction, Retrofit, Compressor tie in and other small projects. JayJaxx Controls provides 24 hour on-call services to minimize our customers down time.

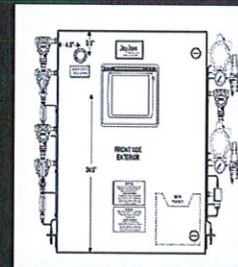
Onsite Retrofits



Custom Panel Fabrication



Design Team



PRICING

Assumptions & Clarifications Addendum 1

1.	JayJaxx assumes engineering services to be complete. Additional third-party engineering shall be forced account.
2.	JayJaxx has provided a preliminary schedule. Final schedule to be provided upon award.
3.	All delays out of the control of JayJaxx, shall be forced account. This is to include but not limited to weather, engineering, third party, schedule, COVID, programming and testing.
4.	JayJaxx has allowed for the cost of an Electrical Permit (Included in Line 3 – Insurance). All development permits are assumed to be completed by others.
5.	JayJaxx has included the pricing for carbon steel. Stainless steel is available upon request at additional cost.
6.	JayJaxx has allowed for the supply and install of all Electrical & Instrumentation components as per the RFP.
7.	JayJaxx has allowed for third party commissioning and start up support for the E&H Flowmeter.
8.	JayJaxx has excluded the cost for lifting davit. Additional specification information is required.
9.	JayJaxx has allowed for 2-man days for starting and commissioning. Any excess time shall be forced account.
10.	One item for each application has been allotted for this proposal. Additional spare parts shall be procured at forced account.
11.	JayJaxx has allowed for third party commissioning and start up support for the Xylem Smart PLC.

Refer to Appendix 2 – Pricing Details

TOTAL Unit Price before Tax	\$ 230,059.53
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Currency

All pricing is in Canadian Dollars

Order Placement

Should you wish to accept this proposal, please forward your purchase order to:

Kris Smith
Owner / President
9509-113 Street
Grande Prairie, Alberta, T8V 5L2
Cell: 403-504-4889
Email: kris.smith@jayjaxx.com

RETURN QUOTATION TO: Attention: Derek Mayowski, P.Eng. Associated Engineering #500, 9888 Jasper Avenue Edmonton, AB T5J 5C6 mayowskid@ae.ca	Acceptance of Agreement No.: []
	Agreement Date: June 4, 2021

TASK NUMBER	TASK	COST TYPE	TOTAL UNIT COST
.1	Mobilization and Demobilization	Lump Sum	\$ 9,628.20
.2	Cleaning	Lump Sum	\$ 1,301.40
.3	Insurance	Lump Sum	\$ 7,452.00
.4	Demolition	Lump Sum	\$ 2,262.60
.5	Structural		
.1	General Rust Removal & Paint	Lump Sum	\$ 2,845.80
.2	Concrete Coring & Patching	Lump Sum	\$ 2,100.60
.3	Door Replacement	Lump Sum	\$ 10,251.23
.4	Kiosk Pad	Lump Sum	\$ 11,539.80
.6	Process Mechanical		
.1	Supply & Installation of Process Piping & Valves	Lump Sum	\$ 27,991.33
.2	Pressure Testing	Lump Sum	\$ 4,087.80
.3	Testing & Commissioning	Lump Sum	\$ 5,270.40
.4	Wetwell Unit Heater Supply & Installation	Lump Sum	\$ 13,743.39
.7	Electrical & Instrumentation		
.1	Flowmeter Supply & Installation	Lump Sum	\$ 13,108.99
.2	Kiosk Supply & Installation	Lump Sum	\$ 24,798.96
.3	General Electrical Wiring, Receptacles, & Conduit	Lump Sum	\$ 19,607.40
.4	General Instrumentation Wiring & Conduit	Lump Sum	\$ 19,864.44
.5	Pump Control Panel Supply & Installation	Lump Sum	\$ 54,205.20
		TOTAL:	\$ 230,059.53

Schedule

The Supplier will commence and proceed actively with the work promptly following receipt of the Notice to Proceed.

RESPONSE TO: Town of Beaverlodge
Lift Station Upgrades
General Construction Contract Request for Quotations

We: Kris Smith
(Name of Respondent)

Of JayJaxx Controls Inc.
9509 113 Street, Grande Prairie, AB, T8V 5L2
(Address of Respondent)

- (1) DO HEREBY RESPOND to Town of Beaverlodge, hereinafter called the Owner, in accordance with all the terms and conditions of the Quotation Package.
- (2) AND WE HEREBY AGREE:
 - (i) That the Owner is in no way obligated to accept this Response.
 - (ii) That should the Quotation Form be improperly completed or be incomplete, the Owner shall have the right, but no obligation, to disqualify and/or reject this Response.
 - (iii) The submission of a Response constitutes the agreement of the Respondent to be solely responsible for any and all costs and expenses incurred by it in preparing and submitting its Response, including all costs incurred by the Respondent after Proposal Closing.
- (3) DO HEREBY ACKNOWLEDGE that the Quotation is for the role of General Contractor for Town of Beaverlodge Lift Station Upgrades - General Construction Contract.

Part 1 Quotation Questionnaire

The Respondent shall provide the following information in order that the Owner may judge their capability to fulfil the Contract requirements.

1.1 CORPORATE

.1 As follows:

Name: JayJaxx Controls Inc.
Address: 9509 113 Street, Grande Prairie, AB T8V 5L2

Years in Business: 9 Years
Provinces Registered: Alberta
Number of Full-Time Employees: 12
Has your company ever changed names? No

1.2 FINANCIAL

.1 As follows:

Have you obtained Bid, Labour and Material, and Performance bonds in the past? Yes

Have you ever been refused a Bid, Labour and Materials, or a Performance Bond? No

Provide revenue for past five (5) years:

2020: \$ 2,500,000.00	2019: \$ 3,500,000.00
2018: \$ 2,500,000.00	2017: \$ 2,000,000.00
2016: \$ 1,500,000.00	

.2 Please provide your maximum bonding limits:

Provide name of bonding company: Northbridge Insurance

Provide bonding limits: \$ 3,000,000

1.3 EXPERIENCE

.1 How long has firm been in the municipal waste water treatment industry?

4 Years

- .2 List three (3) recent work history of Projects and value of the projects. Give location, brief description of the work, the Owner s name and address and the name, telephone and fax numbers and email address of the Owner s representative who can knowledgeably act as a reference for the performance of the work. Project history shall focus on municipal waste water handling and treatment facilities, piping installation and fabrication, within the past five (5) years.

Project #1:

Project Name: Wembley Lift Station Upgrade
Contract Value: \$ 208,000.00
Project Scope: Install new lift station building, wet well controls and new generator

Location: Town of Wembley
Owner and Contact Information: Aquatera Utilities Inc.
Telephone Number: Ian Perry - 780-513-5243
Email Address: iperry@aquatera.ca
Consulting Engineer: Stantec
Key Sub-Contractors: Rocky Johnson Concrete, Good to Go Oilfield
Initial Scheduled Construction Duration: May 2021 - August 2021
Actual Construction Duration: Currently on Schedule
Role on Project: Prime Contractor

Project #2:

Project Name: Valleyview Water Treatment Plant, Raw Water Pump House & Lagoon PLC Upgrade
Contract Value: \$ 200,000.00
Project Scope: PLC / SCADA Upgrade

Location: Town of Valleyview
Owner and Contact Information: Town of Valleyview
Telephone Number: 780-552-3731
Email Address: Carol McCallum - camccallum @valleyview.ca
Consulting Engineer: Associated Engineering - Grant Dixon
Key Sub-Contractors: _____
Initial Scheduled Construction Duration: September 2020 - December 2020
Actual Construction Duration: 4 months
Role on Project: Prime Contractor

Project #3:

Project Name: Hawker Booster Station Construction & Start Up
Contract Value: \$ 400,000.00
Project Scope: New Construction of Booster Station

Location: Grande Prairie, Alberta
Owner and Contact Information: Aquatera Utilities Corp
Telephone Number: Ralph Wohlgemuth - 780-518-8180
Email Address: rwohlgemuth@aquatera.ca
Consulting Engineer: Associated Engineering
Key Sub-Contractors: _____
Initial Scheduled Construction Duration: 2018
Actual Construction Duration: 2018 - On schedule
Role on Project: Electrical & Instrument Contractor

1.4 REFERENCES

- .1 Please provide three (3) general references, who are familiar with the firm. These references do not have to be related to waste water treatment plant projects. They can be related or separate from the projects listed above.

Reference 1 Town of Fairview
 Name: Garry Leathem - Director of Public Works
 Contact Phone Number: 780- 835-0068 publicworks@fairview.ca
 Description of Relation: Project Supervisor

Reference 2 Associated Engineering
 Name: Grant Dixon - Owner / Engineer
 Contact Phone Number: 780-718-1630 dixong@ae.ca
 Description of Relation: Project Engineer

Reference 3 Town of Valleyview
 Name: Carol McCallum
 Contact Phone Number: 780-552-3731 camccallum@valleyview.ca
 Description of Relation: Director of Public Works

1.5 SUBCONTRACTORS

- .1 Please list what tasks are planned to be done by the Applicant and which tasks will be delegated to a Subcontractor. Please list which specific Subcontractor would be used
- .2 If selected, an Applicant may only change a Subcontractor with approval from the Owner.

Task	Contractor or Subcontractor
Structural, Process Mechanical	Good To Go Oilfield Services

1.8 SCHEDULE OF WORK

- .1 Award of the General Construction Contract is expected to occur on the date described in the Addendum enclosed in Appendix C, with work commencing immediately thereafter.
- .2 Please acknowledge that the dates have been reviewed by the applicant.

Kris Smith

Respondent

Kris Smith

Signature

1.9 PROJECT SAFETY

- .1 Provide details on safety performance:

YEAR	2017	2018	2019	2020	2021
Number of Fatalities	0	0	0	0	0
Number of Lost Time Incidents	0	0	0	0	0
Number of Medical Aid Injuries	0	0	0	0	0
Number of Hours Worked	3,100	3,900	11,000	14,500	7900
Worker s Compensation Rating (or equivalent)	1.39	1.44	1.57	1.61	1.60

- .2 Provide details of any Health, Safety or Environment related regulatory warnings, stop-work orders, or citations within the past five (5) years:

Not Applicable

- .3 Attach any COVID-19 measures that the Contractor may take throughout the project.

END OF DOCUMENT



CERTIFICATE OF LIABILITY INSURANCE

This certificate is issued as a matter of information only and confers no rights upon the certificate holder and imposes no liability on the insurer.
This certificate does not amend, extend or alter the coverage afforded by the policies below.

1. CERTIFICATE HOLDER - NAME AND MAILING ADDRESS	2. INSURED'S FULL NAME AND MAILING ADDRESS
General Certificate	JayJaxx Controls Inc
	11001 Lexington Street
	Grande Prairie, AB
POSTAL CODE	POSTAL CODE T8X 0G4

3. DESCRIPTION OF OPERATIONS/LOCATIONS/AUTOMOBILES/SPECIAL ITEMS TO WHICH THIS CERTIFICATE APPLIES (but only with respect to the operations of the Named Insured)
Electrical Apparatus Installation - Oil & Gas
Waiver of Subrogation includes severability of interest clause/cross liability

4. COVERAGES

This is to certify that the policies of insurance listed below have been issued to the insured named above for the policy period indicated notwithstanding any requirements, terms or conditions of any contract or other document with respect to which this certificate may be issued or may pertain. The insurance afforded by the policies described herein is subject to all terms, exclusions and conditions of such policies.

LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS

TYPE OF INSURANCE	INSURANCE COMPANY AND POLICY NUMBER	EFFECTIVE DATE YYYY/MM/DD	EXPIRY DATE YYYY/MM/DD	LIMITS OF LIABILITY (Canadian dollars unless indicated otherwise)		
				COVERAGE	DED.	AMOUNT OF INSURANCE
COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE OR <input checked="" type="checkbox"/> OCCURRENCE <input checked="" type="checkbox"/> PRODUCTS AND / OR COMPLETED OPERATIONS <input checked="" type="checkbox"/> EMPLOYER'S LIABILITY <input checked="" type="checkbox"/> CROSS LIABILITY <input checked="" type="checkbox"/> TENANTS LEGAL LIABILITY <input checked="" type="checkbox"/> POLLUTION LIABILITY EXTENSION	Travelers Canada CCP2288677	2020/7/18	2021/7/18	COMMERCIAL GENERAL LIABILITY		
				BODILY INJURY AND PROPERTY DAMAGE LIABILITY - GENERAL AGGREGATE		5,000,000
				- EACH OCCURRENCE		5,000,000
				PRODUCTS AND COMPLETED OPERATIONS AGGREGATE	1,000	5,000,000
				<input type="checkbox"/> PERSONAL INJURY LIABILITY OR <input checked="" type="checkbox"/> PERSONAL AND ADVERTISING INJURY LIABILITY		5,000,000
				MEDICAL PAYMENTS		100,000
				TENANTS LEGAL LIABILITY	1,000	250,000
<input checked="" type="checkbox"/> NON-OWNED AUTOMOBILES <input checked="" type="checkbox"/> HIRED AUTOMOBILES	Travelers Canada CCP2288677	2020/7/18	2021/7/18	POLLUTION LIABILITY EXTENSION		5,000,000
				NON OWNED AUTOMOBILE		5,000,000
AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> DESCRIBED AUTOMOBILES <input type="checkbox"/> ALL OWNED AUTOMOBILES <input type="checkbox"/> LEASED AUTOMOBILES ** <small>** ALL AUTOMOBILES LEASED IN EXCESS OF 30 DAYS WHERE THE INSURED IS REQUIRED TO PROVIDE INSURANCE</small>	Travelers Canada APC2896436	2020/7/18	2021/7/18	BODILY INJURY AND PROPERTY DAMAGE COMBINED		5,000,000
				BODILY INJURY (PER PERSON)		50,000
				BODILY INJURY (PER ACCIDENT)		5,000,000
				PROPERTY DAMAGE		5,000,000
EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input type="checkbox"/>				EACH OCCURRENCE		
				AGGREGATE		
OTHER LIABILITY (SPECIFY) <input checked="" type="checkbox"/> Commercial Property <input checked="" type="checkbox"/> Forest&Prairie Firefighting	Travelers Canada APC2896436	2020/7/18	2021/7/18			1,000,000
					1,000	1,000,000

5. CANCELLATION

Should any of the above described policies be cancelled before the expiration date thereof, the issuing company will endeavor to mail 30 days written notice to the certificate holder named above, but failure to mail such notice shall impose no obligation or liability of any kind upon the company, its agents or representatives.

6. BROKERAGE/AGENCY FULL NAME AND MAILING ADDRESS	7. ADDITIONAL INSURED NAME AND MAILING ADDRESS (but only with respect to the operations of the Named Insured)
InsureLine Brokers (ID)	General Certificate
9424 94 Street	
Peace River, AB	
POSTAL CODE T8S 1J2	
BROKER CLIENT ID: JAYJCON-01	POSTAL CODE

8. CERTIFICATE AUTHORIZATION

ISSUER InsureLine Brokers (ID)	CONTACT NUMBER(S)
AUTHORIZED REPRESENTATIVE Jeannette Danks	TYPE Phone NO. (780) 624-3914 TYPE Fax NO. (780) 624-5443
SIGNATURE OF AUTHORIZED REPRESENTATIVE <i>J Danks</i>	TYPE NO. TYPE NO.
DATE 2021/5/28	EMAIL ADDRESS Jeannette.Danks@insureline.com



June 4, 2021

Attention: Derek Mayowski, P.Eng.

Subject: Town of Beaverlodge – Lift Station Upgrades

On behalf of JayJaxx Controls Inc, I Kris Smith – Owner / President can fully confirm that JayJaxx Controls Inc. has not been involved in any litigation with the Owner or any customer.

If you would like to discuss further, please feel free to contact myself anytime.

Sincerely,

Kris Smith

Kris Smith

Partnerships

IN INJURY REDUCTION

Small Employer Certificate of Recognition

This certificate recognizes that

JAYJAXX CONTROLS INC.

In keeping with the principles of *Partnerships* has:

- developed and implemented an occupational health and safety program and,
- met the standard for *Partnerships* through an evaluation of their health and safety program.



Alberta Association For Safety Partnerships
Certifying Partner

Certificate # 20200731-SE7892
WCB Industry Code(s): 42124



Ian Hooper
Government of Alberta

Expiry Date: July 31, 2023


Alberta
Government

Job Safety Analysis

JOB/TASK: COVID 19 Protocol while working on customer site location					Page 1 of 1		
Completed By:		Kim Grzech		Supervisor:		Kris Smith	
JOB STEP	POTENTIAL HAZARD	STEPS TO PREVENT HAZARD OR INJURY	PPE REQUIRED	PERSON RESPONSIBLE	RISK LEVEL AFTER CONTROL		
Pre-project preparation plan for OCVID	<p>Potential exposure to workers during travel to/from site and during working hours to COVID 19.</p> <p>Exposure to COVID 19 can lead to serious illness.</p>	<p>Discuss pre-job plan with client</p> <ul style="list-style-type: none"> - Social Distancing - Travel Recommendations - Working at site with others - Sanitization - PPE - Customer COVID 19 Rules - Daily assessment of health and well -being - Government/regional/local requirements for COVID 19. - Working hours / staggered schedules <p>Most stringent rules will be followed.</p>	<p>Skype call rather than face-to face pre-job meeting if acceptable.</p> <p>Facemask</p> <p>Hand Sanitizer</p>	Project Manager	Medium		
Customer Pre-Screening	<p>Airborne, physical exposure to COVID 19 from infected persons.</p> <p>Exposure to COVID19 can lead to serious illness.</p>	<ul style="list-style-type: none"> - Collaborate with Client -Discuss client rules for on site work -Ensure communication plan in the event of changing conditions by government, regulations and laws - Ensure client has pre-screened all potential workers in contact with JayJaxx employees. 	<p>Facemask</p> <p>Hand Sanitizer</p>	Project Manager	Medium		

		<ul style="list-style-type: none"> - Contact tracing - Customer has quarantine methods in place in the event of an exposure in customer facility. 			
Access to Client Facility / Site Locations	<p>Airborne, physical exposure to COVID19 from infected persons.</p> <p>Possibility of cross contamination between workers, customer site, and other contractors present.</p> <p>Exposure to COVID19 can lead to serious illness.</p>	<ul style="list-style-type: none"> - Preform awareness training of customer rules, JayJaxx protocols and updated government / regulations and laws. - Review JSA - Daily Self Assessment Health / Well-being - Assess government / provincial / law risk regarding business in designated areas and work site locations. - Inform and coordinate with all parties involved. - Social Distancing – 2 m - Use PPE 	<p>Facemask N95 or respiratory mask when social distancing is not possible.</p> <p>Hand Sanitizer</p> <p>Gloves</p>	<p>Project Manager</p> <p>Worker</p> <p>Client</p>	Medium
Site Execution	<p>Airborne, physical exposure to COVID 19 from infected persons.</p> <p>Possibility of cross contamination between workers, customer site, and other contractors present.</p> <p>Exposure to COVID19 can lead to serious illness.</p>	<ul style="list-style-type: none"> - Control work area and plan work to avoid potential exposure - Ensure all workers are involved in pre-job plan and document. - Maintain 2 m social distancing - If not possible, wear appropriate PPE such as N95 mask or respiratory protection. - In case of unsafe conditions, inform supervisor immediately and evacuate premisses. 	<p>Facemask N95 or respiratory mask when social distancing is not possible.</p> <p>Hand Sanitizer</p> <p>Gloves</p>	<p>Project Manager</p> <p>Worker</p> <p>Client</p>	Medium

PPE Selection	<p>Exposure to COVID19 can lead to serious illness.</p> <p>Damage to PPE due to misuse or handling of PPE</p> <p>Improper Selection / Fit of PPE</p> <p>Proper disposal of used PPE</p>	<ul style="list-style-type: none"> - Select PPE in accordance to manufacture specifications - Wash hands or sanitize prior to placing PPE on face or close to eyes, nose and mouth. - All PPE should be thoroughly cleansed after use or stored in proper containment containers - Read all manufacturer specifications prior to selection of PPE - Dispose of wipes, cleaning towels ect right away. Do not leave laying around workstation. - Ensure to remove all personal belongings from lunch area / washrooms and public spaces. 	<p>Facemask N95 or respiratory mask when social distancing is not possible.</p> <p>Hand Sanitizer</p> <p>Gloves</p>	<p>Project Manager</p> <p>Worker</p>	Medium
Tool and Equipment	<p>Exposure to COVID19 can lead to serious illness.</p> <p>Potential contamination of tools and equipment with COVID 19 virus with the transmission of a worker handling tools and equipment or storage.</p> <p>Damage to tools and equipment from improper cleaning, use and storage.</p>	<ul style="list-style-type: none"> - Read all manufacture specification regarding proper use, storage and cleaning of tools and equipment. - Ensure proper storage after cleaning. - Ensure to wash hands / sanitize after using tools and equipment. 	<p>Facemask N95 or respiratory mask when social distancing is not possible.</p> <p>Hand Sanitizer</p> <p>Gloves</p>	Worker	Medium
Washrooms, Lunchroom and Public Spaces on work site	Airborne, physical exposure to COVID19 from infected persons.	<ul style="list-style-type: none"> - Social Distance – 2 meters - Wipe down public surfaces prior to use with approved cleaner 	Facemask N95 or respiratory mask when social distancing is not possible.	Worker	Medium

	Possibility of cross contamination between workers, customer site, and other contractors present. Exposure to COVID19 can lead to serious illness.	- Hand washing prior to use and after use. - No PPE shall be put on surfaces in lunchroom or washroom.	Hand Sanitizer Gloves		
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Risk Matrix

TASK	APPLICATION	TASK	APPLICATION
WORKING AT HEIGHTS		ASBESTOS	
CONFINED SPACE		HAZARDOUS MATERIAL / SUBSTANCES	COVID 19
WORKING ON / NEAR LIVE EQUIPMENT		EXCAVATION / TRENCHING	
WORKING ON / NEAR OVERHEAD POWER LINES		DEMOLITION / DISMANTLE	

Extreme (E) – Do NOT proceed with task

High (H) – Must seek Management Approval prior to proceeding with task.

Medium (M) – Must seek Immediate Supervisor approval prior to proceeding. JSA must be completed and reviewed.

Low (L) – Proceed with task following safety procedures.

		Impact →				
		Negligible	Minor	Moderate	Significant	Severe
Likelihood ↑	Very Likely	Low Med	Medium	Med Hi	High	High
	Likely	Low	Low Med	Medium	Med Hi	High
	Possible	Low	Low Med	Medium	Med Hi	Med Hi
	Unlikely	Low	Low Med	Low Med	Medium	Med Hi
	Very Unlikely	Low	Low	Low Med	Medium	Medium

<u>Impact</u>
1 – Negligible - Incident to be reported
2 – Minor - First Aid Treatment
3 – Moderate - Medical Treatment
4 – Significant - Lost Time Injury or Illness
5 – Severe - Permanent Disability or Fatality

<u>Likelihood / Probability</u>
1 – Very Unlikely
2 – Unlikely
3 – Possible
4 – Likely
5 - Very Likely

Kyle Warner
Master Electrician

	9509 113 Street Grande Prairie, AB T8V 5L2 403-504-4889 Email:kyle.warner@jayjaxx.com
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EXPERTISE

Master Electrician is responsible for meeting and exceeding client expectation in mobilization, project execution, schedule, budget, demobilization, and safety through the project's life cycle. This position provides guidance and mentorship to a skilled labour force providing services to our clients. A master electrician demonstrates a high degree of technical knowledge while focusing on safety.

EDUCATION & CERTIFICATES

Certified Master Electrician #8227
British Columbia Field Safety Representative Class A
Interprovincial Red Seal Journeyman Electrician
Level 1 Thermographer
H2S Alive, First Aid, CSTS, Fall Arrest
High Voltage Safety
High Voltage Testing & Repair
Advanced Hoisting & Rigging

SKILLS & ABILITIES

Construction and Installation of PLC Panels, MCC and oil facilities
Retrofit compressor devices and control panels
VFD, Generator installation
Installation of oil facilities electrical systems PLC, MCC, devices ect.
HMI Programming
Electrical Installation and Testing
Troubleshooting of electrical and instrumentation systems
Retro fit of compressor devices and control panels
Thermal scanning on various electrical systems to determine overall health

PROJECTS	
2021	Aquatera, Grande Prairie AB Wembley Lift Station SCADA Upgrade Project Lead
2020	Aquatera, Grande Prairie AB AAR Lift Station Project Lead Valleyview PLC / SCADA Upgrade Project Lead
2019	Aquatera, Grande Prairie AB Water Booster Facility Constructed PLC, Power Distribution and Controls Project Lead
2016-2017	Seven Generations Energy, Grande Prairie AB Mega Pad Facility Construction of multi well pad/ Commissioning Lead Hand – Crew Lead
2015	IPAC Services, Grande Prairie AB Various E&I Construction projects Division Manager
2014	Veresen, Grande Prairie AB Oil & Gas Production Facility PLC upgrade Project lead
2013-2014	Gulf Keystone Petroleum, Kurdistan Iraq Oil and Gas Production Facility Construction/ Commissioning Lead Hand

Kris Smith
Journey-Man Instrumentation Technician
President / Operations Manager



9509 113 Street
Grande Prairie, AB
T8V 5L2
403-504-4889
Email:

EXPERTISE

Instrumentation and control technicians install, maintain and repair the measuring and control devices used in industrial and commercial processing. We work with a wide variety of pneumatic, electronic and microcomputer devices used to measure and control pressure, flow, temperature, level, motion, force, and chemical composition.

EDUCATION & CERTIFICATES

Journeyman Instrumentation Technician
H2S Alive, First Aid, CSTS, Fall Arrest

SKILLS & ABILITIES

- consult manufacturers' manuals to determine test and maintenance procedures,
- use pneumatic, electrical and electronic testing devices to inspect and test instrument and system operation, and diagnose faults,
- practice loss management principles,
- consult with and advise process operators,
- train apprentices,
- repair, maintain and adjust system components or remove and replace defective parts,
- conduct risk assessments,
- calibrate and maintain components and instruments according to manufacturers' specifications,
- work with engineers on basic designs,
- install and maintain instruments on new or existing plant equipment and processes, and interpret and use appropriate CSA, ISA and API installation standards and practices.
- PLC and HMI Programming
- PLC, MCC Device Installation

PROJECTS	
2020	Inception Exploration , <i>Grande Prairie AB</i> Turnaround PLC upgrade Project Manager
2019 - 2020	Aquatera Utilities , <i>Grande Prairie AB</i> Hawker Booster Station Build and Supply Booster Station Project Manager
2018 - 2019	Arc Resources , <i>Valleyview AB</i> Ante Creek Compressor Station Turnaround Compressor Panel PLC upgrades Project Manager
2015 - 2016	Devon Jackfish , <i>Christina Lake AB</i> LACT Metering Facility Build and Commission Metering Facility Lead Hand
2013 - 2014	Enerflex , <i>Bahrain</i> Compressor Station Commissioning and Start Up Lead Hand / Programmer

9912 - 107 Street
PO Box 2415
Edmonton AB T5J 2S5

Email: ebusiness.support@wcb.ab.ca
Tel: (780) 498-3999 (1-866-922-9221)
Fax: (780) 498-7999
WCB website: www.wcb.ab.ca

May 26, 2021

Reference Number: 294719

TOWN OF BEAVERLODGE
PO BOX 30
BEAVERLODGE AB T0H 0C0

Dear Sir or Madam:

Re: JAYJAXX CONTROLS INC.
C/O KRIS SMITH
11001 LEXINGTON ST
GRANDE PRAIRIE AB T8X 0G4

The above named subcontractor has an account with WCB-Alberta in the following industry(ies):

account	trade names(s)/industry	effective date	coverage
6977024	INSTRUMENTATION TECHNICIAN	Jul 29, 2013	worker coverage personal coverage for: KRIS RICHARD SMITH

Thank you for checking into the status of this contractor or subcontractor. Under Section 126 of the Workers' Compensation Act, you are responsible for obtaining a clearance on your contractor or subcontractor, in order to release you from any liability for unpaid WCB premiums owed by them. Please ensure clearance has been issued in the correct name and that there is coverage in the industry(ies) for which work was performed.

Please accept this letter as a clearance for work completed between the effective date of the account and the date of this letter. For this account, you are cleared of any liability under Section 126 of the Workers' Compensation Act up to the date of this letter. Any holdback may be released for contracts completed, and/or for work completed to the date of this letter. For an account that shows closed under the effective date, the clearance is only valid for work completed up to the close date. If work has not started, obtain a clearance prior to releasing final payment.

Please note, if any directors of the corporation are injured at work, you are protected from lawsuit if they have personal coverage. If they do not have personal coverage, you may not be protected in the case of a workplace injury.

If your contractor or subcontractor is performing work outside Alberta, contact the WCB in that jurisdiction to determine your clearance and any other WCB requirements.

Any alteration of this document is strictly prohibited.

Yours truly,

eBusiness Support Team (12631969)



TOWN OF BEAVERLODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
TOWN REVENUE						
1-00-110-0001	Current Taxes - Residential	(2,024,593.99)	(2,024,593.99)	(2,018,580.27)	(6,013.72)	0.29
1-00-110-0002	Current Taxes - Non-Residential	(1,036,896.90)	(1,036,896.90)	(1,036,013.72)	(883.18)	0.08
1-00-110-1001	ASFF Residential	(501,921.39)	(501,921.39)	(494,350.41)	(7,570.98)	1.50
1-00-110-1002	ASFF Non-Residential	(226,867.00)	(226,867.00)	(221,942.51)	(4,924.49)	2.17
1-00-110-2001	SS Residential	(73,936.27)	(73,936.27)	(74,886.46)	950.19	(1.28)
1-00-110-2002	SS Non-Residential	(14,920.27)	(14,920.27)	(14,839.00)	(81.27)	0.54
1-00-110-3000	Grande Sprit Foundation Requisition	(13,074.00)	(13,074.00)	(12,826.81)	(247.19)	1.89
1-00-110-4000	DIP Requisition	(81,934.37)	(81,934.37)	(99,103.88)	17,169.51	(20.95)
1-00-230-0001	Grants-In-Lieu - Federal	(9,644.00)	(9,644.00)	0.00	(9,644.00)	100.00
1-00-230-0002	Grants-In-Lieu - Provincial	(8,858.00)	(8,858.00)	0.00	(8,858.00)	100.00
1-00-510-0000	Penalties on Taxes	(60,000.00)	(30,000.00)	(29,118.42)	(881.58)	51.46
1-00-540-0001	ATCO Franchise - Power	(153,312.14)	(76,656.06)	(82,826.40)	6,170.34	45.97
1-00-540-0002	ATCO Franchise - Gas	(77,801.51)	(38,900.76)	(47,803.32)	8,902.56	38.55
1-00-550-0001	Interest - General Accounts	(2,739.72)	(1,369.86)	(676.48)	(693.38)	75.30
1-00-550-0002	Interest - Reserves	(3,000.00)	(1,500.00)	(3,474.13)	1,974.13	(15.80)
1-00-550-0003	Interest - Operating	(2,000.00)	(1,000.02)	(212.18)	(787.84)	89.39
1-00-550-0004	Interest - Health Complex	(900.00)	(450.00)	(371.52)	(78.48)	58.72
1-00-550-0005	Interest - Grants	(6,000.00)	(3,000.00)	(4,824.63)	1,824.63	19.58
1-00-550-0006	Interest-Salaries	(1,000.00)	(499.98)	(560.01)	60.03	43.99
1-00-592-0000	Commissions, Rebates & Dividends	(74.42)	(37.20)	(64.50)	27.30	13.32
1-00-597-0000	Sale of Land - Tax Recovery	(60,000.00)	(30,000.00)	(600.00)	(29,400.00)	99.00
1-12-410-0000	Fees & Charges - Administration	(9,000.00)	(4,500.00)	(5,120.15)	620.15	43.10
1-12-411-0000	Tax Certificates	(4,165.00)	(2,082.48)	(2,520.00)	437.52	39.49
1-12-413-0000	Miscellaneous	(2,000.00)	(1,000.02)	(6,598.78)	5,598.76	(229.93)
1-12-413-0002	Sale of Merchandise	(714.61)	(357.30)	(310.49)	(46.81)	56.55
1-12-510-0000	General Penalties - Administration	(238.12)	(119.04)	(148.50)	29.46	37.63
1-12-510-0001	Team Supplies	(441.10)	(220.56)	0.00	(220.56)	100.00
1-12-510-0002	Administrative Fee	0.00	0.00	(96.57)	96.57	0.00
1-12-521-0000	Business Licenses	(10,850.00)	(5,425.02)	(11,030.00)	5,604.98	(1.65)
1-12-563-0000	Land Lease & Signs Rental	(2,191.61)	(1,095.78)	(309.52)	(786.26)	85.87
1-12-563-0001	Rental of Office Space	(2,285.00)	(1,142.52)	(952.40)	(190.12)	58.31
1-12-590-0000	Other Revenue - Leases	(61,557.00)	(30,778.50)	(29,047.62)	(1,730.88)	52.81
1-12-840-0000	Provincial MSI Operating Grant	(28,988.00)	(28,988.00)	(28,988.00)	0.00	0.00
1-12-999-0000	Cash Over/Short	0.00	0.00	10.06	(10.06)	0.00
1-20-520-0001	Building Permits - Safety Codes	(10,000.00)	(4,999.98)	(5,764.06)	764.08	42.35
1-20-520-0002	Gas Permit	(1,357.00)	(678.48)	(340.00)	(338.48)	74.94



TOWN OF BEAVERLODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
1-20-520-0003	Electrical Permits - Safety Codes	(3,000.00)	(1,500.00)	(1,525.00)	25.00	49.16
1-20-520-0004	Plumbing Permits - Safety Codes	(1,000.00)	(499.98)	(610.00)	110.02	39.00
1-20-520-0006	Safety Code Council Fees	(1,000.00)	(499.98)	(338.54)	(161.44)	66.14
1-23-350-0001	County Contract - General Operating	(106,891.74)	(53,445.88)	(26,722.94)	(26,722.94)	74.99
1-23-350-0003	County Contract - Fuel & Equip R & M	(2,107.44)	(1,053.72)	(794.97)	(258.75)	62.27
1-23-410-0000	Fees & Charges - Fire Dept	(2,000.00)	(1,000.02)	26,250.00	(27,250.02)	1,412.50
1-23-590-0000	Fire Dept Miscellaneous Revenue	(6,000.00)	(3,000.00)	0.00	(3,000.00)	100.00
1-23-590-0002	Other Fund Raising Rev - Fire Dept	(350.00)	(175.02)	0.00	(175.02)	100.00
1-26-520-0000	Animal Licensing	(3,250.00)	(1,624.98)	(2,625.00)	1,000.02	19.23
1-26-530-0001	Fines - Traffic & Bylaw Enforcement	(22,053.90)	(11,026.92)	(8,844.45)	(2,182.47)	59.89
1-26-530-0002	Fines - Animal Control - Bylaw Enf	(2,890.00)	(1,444.98)	0.00	(1,444.98)	100.00
1-26-530-0003	Fines - Municipal Tag	(450.00)	(225.00)	0.00	(225.00)	100.00
1-32-560-0000	Equipment Rental - Roads	0.00	0.00	(600.00)	600.00	0.00
1-32-590-0000	Other Revenues - Roads - General	0.00	0.00	(68,630.90)	68,630.90	0.00
1-32-840-0001	Conditional Grants -Provincial	(8,400.00)	(4,200.00)	0.00	(4,200.00)	100.00
1-41-120-0000	Local Improvement Charges - Water	(2,146.29)	(1,073.16)	(2,146.29)	1,073.13	0.00
1-41-410-0001	Sale of Water	(679,545.08)	(339,772.50)	(386,642.85)	46,870.35	43.10
1-41-410-0002	Bulk Water Sales	(130,000.00)	(64,999.98)	(31,028.39)	(33,971.59)	76.13
1-41-410-0003	Water Meter Sales	(7,500.00)	(3,750.00)	(2,272.94)	(1,477.06)	69.69
1-41-510-0000	Penalties	(14,000.00)	(7,000.02)	(11,167.84)	4,167.82	20.22
1-41-590-0000	Connection Fees	(4,000.00)	(1,999.98)	(267.18)	(1,732.80)	93.32
1-42-120-0000	Local Improvement Charges - Sewer	(2,603.90)	(1,301.94)	(2,603.90)	1,301.96	0.00
1-42-410-0000	Sewer Services Fees	(442,858.38)	(221,429.16)	(256,137.17)	34,708.01	42.16
1-43-410-0000	Garbage Collection Fees	(245,861.23)	(122,930.64)	(122,653.13)	(277.51)	50.11
1-43-410-0001	Recycle Collection Fees	(474.60)	(237.30)	(21,431.56)	21,194.26	(4,415.71)
1-43-590-0000	Other Fees - Garbage/Recycling	(1,057.07)	(528.54)	(300.75)	(227.79)	71.54
1-51-410-0001	Miscellaneous Revenue - FCSS	(7,500.00)	(3,750.00)	(10,924.88)	7,174.88	(45.66)
1-51-410-0002	Fees & Charges - FCSS - Handi-bus	(228.57)	(114.30)	0.00	(114.30)	100.00
1-51-410-0003	County Grant - Handi Bus	(4,000.00)	(4,000.00)	(4,000.00)	0.00	0.00
1-51-410-0004	Home Support	(5,625.00)	(2,812.50)	(2,028.00)	(784.50)	63.94
1-51-410-0005	FCSS Urban Grant - County of GP	(30,400.00)	(30,400.00)	(30,400.00)	0.00	0.00
1-51-560-0002	Rental - NRC - FCSS	(1,424.46)	(712.20)	(716.34)	4.14	49.71
1-51-840-0000	Conditional Grants - Provincial - FCSS	(60,800.00)	(30,400.02)	(25,330.00)	(5,070.02)	58.33
1-61-410-0000	Special Events Sponsorship Fundraising	(500.00)	(250.02)	0.00	(250.02)	100.00
1-61-413-0000	Do Not Use - Merchandise Sales	0.00	0.00	(44.76)	44.76	0.00
1-61-520-0000	Development Permit Revenue	(7,200.00)	(3,600.00)	(1,500.00)	(2,100.00)	79.16
1-61-590-0001	Subdivision & Other Fees - Plan/Dev/Ec D	(1,300.00)	(649.98)	(1,300.00)	650.02	0.00
1-72-400-0002	Community Centre Rentals	(1,562.59)	(781.32)	(309.52)	(471.80)	80.19
1-72-400-0003	Rentals MPR/POOL	(21,018.19)	(10,509.12)	(15,654.91)	5,145.79	25.51
1-72-400-0004	Rentals St. Mary's	(2,662.26)	(1,331.10)	0.00	(1,331.10)	100.00
1-72-410-0001	Recreation Fees - Arena	(74,440.01)	(37,219.98)	(16,290.64)	(20,929.34)	78.11



TOWN OF BEAVERLODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
1-72-410-0002	Recreation Fees - Campsite	(51,202.57)	(20,481.02)	(8,521.50)	(11,959.52)	83.35
1-72-410-0003	Recreation Fees - Fee Waiver	(5,500.00)	(2,749.98)	(3,619.05)	869.07	34.19
1-72-410-0005	Recreation Fees - Swimming Pool	(108,176.11)	(36,058.71)	(18,569.98)	(17,488.73)	82.83
1-72-415-0000	Recreation Fees-Curling/Ice Plant Power	(8,550.00)	(4,275.00)	(3,571.45)	(703.55)	58.22
1-72-590-0000	Recreation Donations	(2,500.00)	0.00	(2,500.00)	2,500.00	0.00
1-72-850-0001	Conditional Grant - County - Arena	(128,125.00)	0.00	0.00	0.00	100.00
1-72-850-0005	Conditional Grant - County - Pool	(358,780.00)	0.00	0.00	0.00	100.00
1-72-850-0006	Conditional Grant-County-Green Space	(24,600.00)	0.00	0.00	0.00	100.00
1-74-590-0001	Other Revenue - Chargebacks to Board	(93,600.00)	(46,800.00)	(65,792.73)	18,992.73	29.70
1-83-510-0005	Merchandise Revenue - Recreation	(928.43)	(464.22)	(497.06)	32.84	46.46
*	TOTAL REVENUE	(7,183,324.24)	(5,339,526.92)	(5,366,955.30)	27,428.38	25.29
**	TOTAL TOWN REVENUE	(7,183,324.24)	(5,339,526.92)	(5,366,955.30)	27,428.38	25.29
Council & Legislative Expenses						
2-11-000-0000	Council & Legislative Expense	5,000.00	2,500.02	0.00	2,500.02	100.00
2-00-110-4000	DIP Requisition Payment	400.00	0.00	0.00	0.00	100.00
2-11-130-0000	Benefits	4,998.00	2,499.00	1,909.30	589.70	61.79
2-11-148-0000	Training	2,700.00	0.00	0.00	0.00	100.00
2-11-151-0001	Meeting Fees - Mayor	19,000.00	9,499.98	7,420.00	2,079.98	60.94
2-11-151-0002	Meeting Fees - Council	96,000.00	48,000.00	43,817.50	4,182.50	54.35
2-11-211-0000	Travel, Subs., Memberships - Council	23,000.00	11,500.02	5,386.89	6,113.13	76.57
2-11-211-0003	Public Relations	1,000.00	499.98	340.93	159.05	65.90
2-11-220-0000	Advertising - Council	1,500.00	750.00	139.40	610.60	90.70
2-11-274-0000	Insurance - Council	0.00	0.00	525.00	(525.00)	0.00
2-11-510-0000	General Supplies - Council	1,300.00	649.98	655.50	(5.52)	49.57
2-11-510-0001	Mayor's Fund	2,500.00	1,249.98	1,000.00	249.98	60.00
2-11-510-0002	Community Economic Development Fund	10,000.00	4,999.98	691.28	4,308.70	93.08
*	TOTAL Council & Legislative Ex	167,398.00	82,148.94	61,885.80	20,263.14	63.03
Administrative Expenses						
2-12-110-0000	Salaries & Wages - Administration	434,376.33	217,188.15	222,253.50	(5,065.35)	48.83
2-12-130-0000	Benefits	99,035.56	49,517.78	48,641.60	876.18	50.88
2-12-148-0000	In-Service Training/Development - Admin	8,000.00	4,000.02	2,560.07	1,439.95	67.99
2-12-211-0000	Travel & Subsistence	5,300.00	2,650.02	1,048.14	1,601.88	80.22
2-12-211-0003	Public Relations	1,000.00	499.98	54.58	445.40	94.54
2-12-212-0000	Memberships & Subscriptions	3,500.00	1,750.02	3,502.90	(1,752.88)	(0.08)
2-12-215-0000	Freight & Postage	14,000.00	7,000.02	4,743.37	2,256.65	66.11
2-12-217-0000	Telephone, Communication, Website - Admi	32,000.00	16,000.02	18,117.54	(2,117.52)	43.38



TOWN OF BEAVERLODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
2-12-220-0000	Advertising	17,000.00	8,500.02	6,600.51	1,899.51	61.17
2-12-220-0001	Printing	1,000.00	499.98	1,127.93	(627.95)	(12.79)
2-12-230-0001	Professional Services - Auditors	40,000.00	19,999.98	29,137.51	(9,137.53)	27.15
2-12-230-0002	Professional Services	30,000.00	15,000.00	7,766.69	7,233.31	74.11
2-12-250-0001	Contracted R & M - Building	3,000.00	1,500.00	1,229.00	271.00	59.03
2-12-250-0002	Contracted Services - Janitorial	50,400.00	25,200.00	12,425.00	12,775.00	75.34
2-12-251-0001	Contracted - Business Systems Contracts	30,000.00	15,000.00	14,511.80	488.20	51.62
2-12-260-0000	Equipment Rental/Lease	22,000.00	10,999.98	10,403.58	596.40	52.71
2-12-274-0000	Insurance Premiums	32,023.45	32,023.45	32,188.20	(164.75)	(0.51)
2-12-274-0001	Insurance Deductible	2,900.00	1,450.02	0.00	1,450.02	100.00
2-12-350-0000	Contracted with County - Assessors	30,000.00	15,000.00	12,689.15	2,310.85	57.70
2-12-510-0000	Stationary Supplies	8,000.00	4,000.02	2,102.07	1,897.95	73.72
2-12-510-0003	Cleaning Supplies	20,000.00	10,000.02	2,294.19	7,705.83	88.52
2-12-510-0004	Supplies - Team	5,000.00	2,500.02	1,772.41	727.61	64.55
2-12-510-0005	Merchandise & Promotional Items	5,000.00	2,500.02	0.00	2,500.02	100.00
2-12-519-0000	Other Expenses	2,500.00	1,249.98	517.48	732.50	79.30
2-12-519-0001	Other Expenses - Tax Recovery	2,000.00	1,000.02	1,237.54	(237.52)	38.12
2-12-530-0002	Office Furniture	1,000.00	499.98	200.00	299.98	80.00
2-12-530-0003	Computers	4,000.00	1,999.98	940.53	1,059.45	76.48
2-12-540-0000	Utilities	11,000.00	5,500.02	4,750.24	749.78	56.81
2-12-540-0001	Water/Sewer	650.00	325.02	281.50	43.52	56.69
2-12-550-0001	Health & Safety	700.00	349.98	0.00	349.98	100.00
2-12-563-0000	Land Lease	1,500.00	750.00	0.00	750.00	100.00
2-12-810-0000	Short-Term Borrowing/Bank Charges - Admi	20,000.00	10,000.02	6,397.68	3,602.34	68.01
2-12-810-0001	Interest & Penalties Paid	250.00	124.98	98.17	26.81	60.73
2-12-910-0000	Tax Rebates & Discounts	12,000.00	0.00	1,097.81	(1,097.81)	90.85
*	TOTAL Administrative Expenses	949,135.34	484,579.50	450,690.69	33,888.81	52.52
Safety Code Expenses						
2-20-200-0000	General Services - Safety Codes Council	1,500.00	750.00	126.79	623.21	91.54
2-20-350-0000	Contracted Services - Building Inspector	20,000.00	10,000.02	5,341.62	4,658.40	73.29
*	TOTAL Safety Code Expenses	21,500.00	10,750.02	5,468.41	5,281.61	74.57
Policing Expenses						
2-21-750-0000	Policing Costs	73,358.00	36,679.02	0.00	36,679.02	100.00
*	TOTAL Policing Expenses	73,358.00	36,679.02	0.00	36,679.02	100.00



TOWN OF BEAVERLODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
Fire Department Expenses						
2-23-000-0000	Fire Prevention & Public Education	3,500.00	1,750.02	0.00	1,750.02	100.00
2-23-148-0000	Training & Development	10,000.00	4,999.98	5,740.24	(740.26)	42.59
2-23-159-0001	Volunteer Force - Fire Chief	6,000.00	0.00	0.00	0.00	100.00
2-23-159-0002	Volunteer Force - Deputy Chief	3,000.00	0.00	0.00	0.00	100.00
2-23-159-0003	Volunteer Force - Fire Dept	18,000.00	0.00	(535.03)	535.03	102.97
2-23-211-0000	Travel, Subs., Registrations	6,000.00	3,000.00	360.00	2,640.00	94.00
2-23-215-0000	Freight & Postage	1,000.00	499.98	0.00	499.98	100.00
2-23-217-0000	Telephone, Communications	23,000.00	11,500.02	10,683.58	816.44	53.54
2-23-220-0000	Advertising	250.00	124.98	0.00	124.98	100.00
2-23-220-0001	General Services - Bldg R & M	5,500.00	2,749.98	1,068.33	1,681.65	80.57
2-23-220-0002	Gen Services - Equip R & M	12,500.00	6,250.02	2,929.62	3,320.40	76.56
2-23-260-0000	Equipment Rental/Lease	1,000.00	499.98	403.86	96.12	59.61
2-23-274-0000	Insurance	4,374.19	4,374.19	7,741.19	(3,367.00)	(76.97)
2-23-510-0000	Stationery & Office Supplies	1,000.00	499.98	0.00	499.98	100.00
2-23-510-0001	General Supplies	1,500.00	750.00	1,597.26	(847.26)	(6.48)
2-23-510-0003	Equipment, Uniforms	17,500.00	8,749.98	974.49	7,775.49	94.43
2-23-510-0011	Fuel Supplies	5,000.00	2,500.02	1,266.25	1,233.77	74.67
2-23-520-0000	Parts/Supplies - Veh/Equip	5,000.00	2,500.02	11,463.29	(8,963.27)	(129.26)
2-23-540-0000	Utilities	6,500.00	3,250.02	3,254.17	(4.15)	49.93
2-23-540-0001	Water/Sewer	450.00	225.00	178.27	46.73	60.38
2-23-550-0001	Health & Safety Supplies	500.00	250.02	0.00	250.02	100.00
2-23-762-0000	Contributed to Capital Res - Fire Dept	86,000.00	43,000.02	0.00	43,000.02	100.00
* TOTAL Fire Department Expenses		217,574.19	97,474.21	47,125.52	50,348.69	78.34
Emergency Management Expenses						
2-24-510-0000	General Supplies - Emergency Management	1,000.00	499.98	120.00	379.98	88.00
2-24-750-0000	Contrib to Other Local Gov't - Emerg Mng	11,000.00	5,500.02	10,927.26	(5,427.24)	0.66
2-24-770-0000	Grants to Organizations - Emerg Mgn	5,000.00	2,500.02	0.00	2,500.02	100.00
* TOTAL Emergency Management Exp		17,000.00	8,500.02	11,047.26	(2,547.24)	35.02
Bylaw Enforcement Expenses						
2-26-110-0000	Salaries & Wages - Bylaw	85,607.40	42,803.72	42,803.66	0.06	50.00
2-26-130-0000	Benefits	19,352.01	9,676.02	10,710.19	(1,034.17)	44.65
2-26-148-0000	Training & Development	1,000.00	499.98	294.95	205.03	70.50
2-26-211-0000	Travel & Subsistence	1,000.00	499.98	0.00	499.98	100.00
2-26-212-0000	Memberships & Subscriptions	3,250.00	1,624.98	1,934.69	(309.71)	40.47



TOWN OF BEAVER LODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
2-26-215-0000	Freight & Postage	100.00	49.98	0.00	49.98	100.00
2-26-217-0000	Telephone & Communications	2,500.00	1,249.98	1,015.41	234.57	59.38
2-26-251-0001	Contracted Repair - Equipment	4,000.00	1,999.98	2,052.21	(52.23)	48.69
2-26-274-0000	Insurance	448.26	448.26	448.26	0.00	0.00
2-26-510-0000	General Supplies - Bylaw Enf.	5,500.00	2,749.98	286.85	2,463.13	94.78
2-26-510-0004	Clothing Allowance	500.00	250.02	0.00	250.02	100.00
2-26-510-0011	Fuel Supplies	4,000.00	1,999.98	2,275.63	(275.65)	43.10
*	TOTAL Bylaw Enforcement Expenses	127,257.67	63,852.86	61,821.85	2,031.01	51.42
PW Administration Expenses						
2-31-110-0000	Salaries & Wages	434,086.62	217,043.32	196,094.69	20,948.63	54.82
2-31-130-0000	Benefits	92,213.93	46,106.97	45,832.65	274.32	50.29
2-31-148-0000	In Serv Training/Development	7,500.00	3,750.00	4,513.10	(763.10)	39.82
2-31-211-0000	Travel, Subsistence	5,000.00	2,500.02	655.05	1,844.97	86.89
2-31-212-0000	Memberships	2,300.00	1,150.02	1,435.55	(285.53)	37.58
2-31-215-0000	Freight & Postage	16,250.00	8,125.02	1,788.72	6,336.30	88.99
2-31-217-0000	Telephone, Communications	1,500.00	750.00	3,261.60	(2,511.60)	(117.44)
2-31-220-0001	Printing	1,500.00	750.00	406.60	343.40	72.89
2-31-250-0001	Contracted Building Repairs	5,000.00	2,500.02	162.90	2,337.12	96.74
2-31-250-3000	Contracted Service	7,500.00	3,750.00	3,059.37	690.63	59.20
2-31-274-0000	Insurance	5,873.26	5,873.26	5,873.26	0.00	0.00
2-31-510-0000	General Supplies	0.00	0.00	117.93	(117.93)	0.00
2-31-510-0001	Supplies - Building Repairs	1,200.00	600.00	657.42	(57.42)	45.21
2-31-530-0000	Computers	1,000.00	499.98	1,140.05	(640.07)	(14.00)
2-31-540-0000	Utilities	10,000.00	4,999.98	3,045.02	1,954.96	69.54
2-31-540-0001	Water/Sewer	1,500.00	750.00	727.72	22.28	51.48
2-31-550-0000	Health & Safety/PPE	5,000.00	2,500.02	537.91	1,962.11	89.24
*	TOTAL PW Administration Expenses	597,423.81	301,648.61	269,309.54	32,339.07	54.92
Roads/Streets & Lighting Expen						
2-32-217-0000	Telephone & Communication	5,200.00	2,599.98	1,275.99	1,323.99	75.46
2-32-230-0003	Professional Services-Engineering	0.00	0.00	2,032.96	(2,032.96)	0.00
2-32-251-0001	Contracted Repairs - Equipment	35,000.00	17,500.02	2,190.94	15,309.08	93.74
2-32-260-0000	Equipment Rental/Lease	65,000.00	32,500.02	32,963.70	(463.68)	49.28
2-32-270-0005	Contracted Services - Other	10,000.00	4,999.98	4,256.25	743.73	57.43
2-32-274-0000	Insurance	1,805.92	1,805.92	1,805.92	0.00	0.00
2-32-350-0000	Contracted w/County	10,000.00	4,999.98	0.00	4,999.98	100.00
2-32-510-0001	General Supplies - Tools & Parts	5,000.00	2,500.02	954.80	1,545.22	80.90



TOWN OF BEAVER LODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
2-32-510-0002	General Supplies - Gravel	22,500.00	11,250.00	6,327.86	4,922.14	71.87
2-32-510-0003	General Supplies - Winter Control	35,000.00	17,500.02	4,158.40	13,341.62	88.11
2-32-510-0006	Road Patching Materials	70,000.00	34,999.98	5,498.41	29,501.57	92.14
2-32-510-0007	Sign Replacement/Repair	3,000.00	1,500.00	1,317.01	182.99	56.09
2-32-510-0011	Fuel Supplies	25,000.00	12,499.98	12,962.65	(462.67)	48.14
2-32-520-0001	Parts/Supplies - Equip R & M	25,000.00	12,499.98	5,591.76	6,908.22	77.63
2-32-540-0000	Utilities	150,000.00	75,000.00	51,950.81	23,049.19	65.36
2-32-700-0000	Contribution to Capital Reserve	35,000.00	17,500.02	0.00	17,500.02	100.00
* TOTAL Roads/Streets & Lighting		497,505.92	249,655.90	133,287.46	116,368.44	73.21
Grounds & Open Spaces Expenses						
2-34-110-0000	Salaries & Wages - Grounds/Open Spaces	73,174.09	36,587.06	18,731.36	17,855.70	74.40
2-34-130-0000	Benefits	12,769.75	6,384.88	1,133.37	5,251.51	91.12
2-34-250-0000	Contracted Service	7,500.00	3,750.00	155.00	3,595.00	97.93
2-34-274-0000	Insurance	195.93	195.93	195.93	0.00	0.00
2-34-510-0000	General Supplies	7,500.00	3,750.00	4,212.76	(462.76)	43.82
2-34-510-0001	Trees, Flower & Weed Control Maintenance	29,000.00	14,500.02	301.38	14,198.64	98.96
2-34-510-0002	Portable Toilets	2,500.00	1,249.98	0.00	1,249.98	100.00
2-34-510-0011	Fuel	5,000.00	2,500.02	1,403.87	1,096.15	71.92
2-34-540-0001	Water/Sewer	450.00	225.00	171.61	53.39	61.86
* TOTAL Grounds & Open Spaces Ex		138,089.77	69,142.89	26,305.28	42,837.61	80.95
Water Supply/Distribution Expe						
2-41-110-0000	Salaries & Wages - Water	114,452.52	57,226.26	71,020.70	(13,794.44)	37.94
2-41-130-0000	Benefits	23,980.53	11,990.29	13,800.41	(1,810.12)	42.45
2-41-217-0000	Telephone & Communications	17,000.00	8,500.02	8,083.06	416.96	52.45
2-41-217-0001	Alarm Monitoring	3,000.00	1,500.00	49.95	1,450.05	98.33
2-41-230-0002	Professional Services-Engineering	50,000.00	25,000.02	5,896.64	19,103.38	88.20
2-41-230-0003	Professional Services - Lab Testing	45,000.00	22,500.00	15,493.86	7,006.14	65.56
2-41-250-0001	Contracted Repairs - Building	10,000.00	4,999.98	2,323.92	2,676.06	76.76
2-41-250-0002	Contracted Repairs - Lines	100,000.00	49,999.98	19,277.38	30,722.60	80.72
2-41-250-0004	Contracted Repairs - Water Reservoir	5,500.00	2,749.98	121.00	2,628.98	97.80
2-41-250-0005	Maintenance Contract - Billing System	5,000.00	2,500.02	1,591.80	908.22	68.16
2-41-250-0006	Contracted Repairs - Equipment	10,000.00	4,999.98	1,046.22	3,953.76	89.53
2-41-260-0000	Equipment Rental/Lease	250.00	124.98	305.56	(180.58)	(22.22)
2-41-273-0000	County Land Taxes - Lagoon	200.00	100.02	163.40	(63.38)	18.30
2-41-274-0000	Insurance	13,699.05	13,699.05	13,699.05	0.00	0.00
2-41-510-0001	General Supplies - Tools & Parts	5,000.00	2,500.02	3,901.52	(1,401.50)	21.96



TOWN OF BEAVERLODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
2-41-510-0002	Treatment Supplies	137,500.00	68,749.98	83,467.05	(14,717.07)	39.29
2-41-510-0003	Water Meters	7,500.00	3,750.00	2,332.96	1,417.04	68.89
2-41-510-0004	Repairs & Maintenance	3,500.00	1,750.02	704.28	1,045.74	79.87
2-41-510-0007	Consumable Treatment Supplies	5,000.00	2,500.02	1,177.24	1,322.78	76.45
2-41-510-0008	Testing Supplies & Equipment	2,500.00	1,249.98	585.36	664.62	76.58
2-41-510-0011	Fuel Supplies	0.00	0.00	4,491.14	(4,491.14)	0.00
2-41-530-0001	Small Equipment/Computer Replacement	4,000.00	1,999.98	105.32	1,894.66	97.36
2-41-540-0000	Utilities	125,000.00	62,500.02	47,133.90	15,366.12	62.29
2-41-540-0001	Water/Sewer	20,000.00	10,000.02	8,634.52	1,365.50	56.82
2-41-831-0000	Debtenture Interest	33,954.25	11,318.08	25,808.10	(14,490.02)	23.99
2-41-832-0000	Debtenture Principal	66,488.55	22,162.85	47,380.86	(25,218.01)	28.73
*	TOTAL Water Supply/Distributio	808,524.90	394,371.55	378,595.20	15,776.35	53.17
Sewer Service & Treatment Expe						
2-42-217-0000	Telephone, Communications	2,500.00	1,249.98	536.96	713.02	78.52
2-42-230-0003	Sewer Lagoon Samples	4,000.00	1,999.98	0.00	1,999.98	100.00
2-42-250-0000	Contracted Repairs Building	2,500.00	1,249.98	490.65	759.33	80.37
2-42-250-0001	Contracted Repairs - Mains & Lines	50,000.00	25,000.02	1,200.00	23,800.02	97.60
2-42-250-0002	Contracted Repairs - Equipment	4,000.00	1,999.98	121.00	1,878.98	96.97
2-42-260-0000	Equipment Rental/Lease	1,500.00	750.00	0.00	750.00	100.00
2-42-274-0000	Insurance - Sewer	683.49	683.49	683.49	0.00	0.00
2-42-510-0001	General Supplies - Tools & Parts	1,000.00	499.98	58.50	441.48	94.15
2-42-510-0002	Supplies - Treatment	3,000.00	1,500.00	0.00	1,500.00	100.00
2-42-510-0011	Fuel Supplies	0.00	0.00	1,063.26	(1,063.26)	0.00
2-42-540-0000	Utilities	45,000.00	22,500.00	13,825.74	8,674.26	69.27
2-42-540-0001	Water/Sewer	20,000.00	10,000.02	8,329.22	1,670.80	58.35
2-42-590-0000	Sewer Line Land Lease	2,000.00	1,000.02	0.00	1,000.02	100.00
2-42-831-0000	Debtenture Interest	59,255.79	29,627.90	17,840.36	11,787.54	69.89
2-42-832-0000	Debtenture Principal	56,955.30	28,477.66	13,521.48	14,956.18	76.25
*	TOTAL Sewer Service & Treatment	252,394.58	126,539.01	57,670.66	68,868.35	77.15
Garbage/Recycling Expenses						
2-43-270-0001	Contracted Services - Garbage Collection	80,500.00	40,249.98	33,465.00	6,784.98	58.42
2-43-270-0002	Contracted Services - Recycle Collection	78,000.00	39,000.00	32,155.00	6,845.00	58.77
2-43-350-0000	Landfill - Contracted with other Gov's	50,000.00	25,000.00	23,356.62	1,643.38	53.28
*	TOTAL Garbage/Recycling Expens	208,500.00	104,249.98	88,976.62	15,273.36	57.33



TOWN OF BEAVERLODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
FCSS Expenses						
2-51-110-0000	Salaries & Wages - Administration	122,553.50	61,276.74	59,343.53	1,933.21	51.57
2-51-110-0001	Salaries & Wages - Home Support	20,441.14	10,220.60	4,107.93	6,112.67	79.90
2-51-130-0000	Benefits - Admin	27,009.02	13,504.53	13,504.23	(138.70)	49.48
2-51-130-0001	Benefits - Homes Support	2,400.00	1,200.03	266.13	933.90	88.91
2-51-148-0000	In Service Training/Development - Admin	2,000.00	1,000.02	415.00	585.02	79.25
2-51-148-0001	In Service Training/Development - HS	250.00	124.98	0.00	124.98	100.00
2-51-200-0000	Contracted Services - Community Bus	7,500.00	3,750.00	0.00	3,750.00	100.00
2-51-211-0000	Travel & Subsistence-Administration	2,000.00	1,000.02	0.00	1,000.02	100.00
2-51-211-0001	Travel & Subsistence - Home Support	250.00	124.98	0.00	124.98	100.00
2-51-211-0002	Public Relations	2,000.00	1,000.02	1,581.99	(581.97)	20.90
2-51-212-0000	Memberships & Subscriptions	750.00	375.00	100.00	275.00	86.66
2-51-215-0000	Freight & Postage	0.00	0.00	7.20	(7.20)	0.00
2-51-217-0000	Telephone, Communication	2,500.00	1,249.98	764.64	485.34	69.41
2-51-230-0000	Professional Services	2,500.00	1,249.98	0.00	1,249.98	100.00
2-51-250-0002	Contracted R & M - Community Bus	3,500.00	1,750.02	525.00	1,225.02	85.00
2-51-274-0000	Insurance	3,097.05	3,097.05	3,097.05	0.00	0.00
2-51-410-0001	FCSS Donation Monies	0.00	0.00	122.25	(122.25)	0.00
2-51-510-0001	General Supplies	1,000.00	499.98	448.80	51.18	55.12
2-51-510-0002	Supplies - Home Support	500.00	250.02	38.99	211.03	92.20
2-51-510-0003	Office Furniture/Computer	2,000.00	1,000.02	1,145.42	(145.40)	42.72
2-51-510-0011	Fuel Supplies - Community Bus	2,500.00	1,249.98	0.00	1,249.98	100.00
2-51-762-0000	Community Bus Reserve	30,000.00	15,000.00	0.00	15,000.00	100.00
2-51-770-0000	Grants - Community Agencies	1,500.00	750.00	0.00	750.00	100.00
*	TOTAL FCSS Expenses	236,250.71	119,673.95	85,607.16	34,066.79	63.76
Requisition Expenses						
2-53-750-0000	Grande Spirit Foundation Requisition	13,074.00	13,074.00	13,074.00	0.00	0.00
2-55-750-0001	ASFF Alberta School Foundation Fund	728,788.39	364,394.18	369,498.99	(5,104.81)	49.29
2-55-750-0002	Grande Prairie RCSSD	88,856.53	0.00	0.00	0.00	100.00
*	TOTAL Requisition Expenses	830,718.92	377,468.18	382,572.99	(5,104.81)	53.95
Planning/Develop/Economic Expe						
2-61-211-0000	Travel, Sub., Memberships	5,906.25	2,953.14	5,672.43	(2,719.29)	3.95
2-61-220-0000	Advertising	1,500.00	750.00	494.23	255.77	67.05
2-61-230-0002	Professional Services	120,000.00	60,000.00	63,151.36	(3,151.36)	47.37
2-61-510-0000	General Supplies	1,000.00	499.98	0.00	499.98	100.00



TOWN OF BEAVERLODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
2-61-510-0001	Supplies-Events, Fundraising	5,000.00	2,500.02	0.00	2,500.02	100.00
2-61-510-0002	Beaverlodge Fair	10,000.00	4,999.98	0.00	4,999.98	100.00
2-61-770-0000	Grants to Com Orgs - EcDec/Planning	12,000.00	6,000.00	6,000.00	0.00	50.00
*	TOTAL Planning/Develop/Economi	155,406.25	77,703.12	75,318.02	2,385.10	51.53
Recreation Facilities Expenses						
2-72-211-0001	St. Mary School Kitchen	4,000.00	0.00	0.00	0.00	100.00
2-72-831-0000	Debenture Int - Arena & Pool	129,524.53	64,762.27	65,289.29	(527.02)	49.59
2-72-832-0000	Debenture Principal - Arena & Pool	117,691.85	58,845.93	58,318.90	527.03	50.44
*	TOTAL Recreation Facilities Ex	251,216.38	123,608.20	123,608.19	0.01	50.80
Library Expenses						
2-74-110-0000	Salary & Wages - Library	168,410.08	84,205.03	67,808.69	16,396.34	59.73
2-74-130-0000	Benefits	37,235.03	18,617.50	13,619.01	4,998.49	63.42
2-74-250-0001	Cont Services - Library Bldg	2,500.00	1,249.98	190.00	1,059.98	92.40
2-74-274-0000	Insurance - Library	2,159.39	2,159.39	2,159.39	0.00	0.00
2-74-510-0000	General Supplies - Library	500.00	250.02	0.00	250.02	100.00
2-74-540-0001	Water/Sewer	500.00	250.02	188.26	61.76	62.34
2-74-770-0000	Membership to Peace Library System	16,000.00	16,000.00	15,702.06	297.94	1.86
*	TOTAL Library Expenses	227,304.50	122,731.94	99,667.41	23,064.53	56.15
Campsite Expenses						
2-81-110-0000	Salary & Wages - Campsite	27,014.40	9,004.80	0.00	9,004.80	100.00
2-81-130-0000	Benefits	3,241.73	1,080.58	0.00	1,080.58	100.00
2-81-211-0000	Travel, Sub., Memberships	500.00	250.02	395.00	(144.98)	21.00
2-81-215-0000	Freight & Postage	50.00	25.02	0.00	25.02	100.00
2-81-217-0000	Telephone & Communications	1,000.00	499.98	569.69	(69.71)	43.03
2-81-250-2000	ContractedServCampsiteAttendant	0.00	0.00	3,300.00	(3,300.00)	0.00
2-81-250-2001	Cont Services - Campsite	3,500.00	1,750.02	351.37	1,398.65	89.96
2-81-274-0000	Insurance	392.61	392.61	392.61	0.00	0.00
2-81-510-0000	General Supplies	1,750.00	874.98	955.12	(80.14)	45.42
2-81-540-0000	Utilities	7,000.00	3,499.98	987.42	2,512.56	85.89
2-81-540-0001	Water/Sewer	250.00	124.98	3.33	121.65	98.66
*	TOTAL Campsite Expenses	44,698.74	17,502.97	6,954.54	10,548.43	84.44
Arena Expenses						



TOWN OF BEAVERLODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
2-82-110-0000	Salaries & Wages - Arena	110,478.01	55,239.01	49,578.64	5,660.37	55.12
2-82-130-0000	Benefits	20,721.69	10,360.86	11,952.69	(1,591.83)	42.31
2-82-148-0000	In Serv Training/Development	2,250.00	1,125.00	0.00	1,125.00	100.00
2-82-211-0000	Travel, Subsistence	750.00	375.00	0.00	375.00	100.00
2-82-217-0000	Telephone & Communications	2,000.00	1,000.02	1,398.95	(398.93)	30.05
2-82-230-0000	Professional Services	1,500.00	750.00	0.00	750.00	100.00
2-82-250-1000	Cont Services - Bldg	20,000.00	10,000.02	1,512.33	8,487.69	92.43
2-82-250-1001	Cont Services - Equipment	20,000.00	10,000.02	18,986.87	(8,986.85)	5.06
2-82-274-0000	Insurance	8,464.08	8,464.08	8,464.08	0.00	0.00
2-82-510-0000	General Supplies	7,500.00	3,750.00	5,227.38	(1,477.38)	30.30
2-82-540-0000	Utilities	82,500.00	41,250.00	43,911.84	(2,661.84)	46.77
2-82-540-0001	Water/Sewer	2,500.00	1,249.98	321.46	928.52	87.14
2-82-540-0002	Propane	3,000.00	1,500.00	0.00	1,500.00	100.00
2-82-550-0001	Health & Safety	1,000.00	499.98	0.00	499.98	100.00
2-82-762-0000	Arena Reserve	17,500.00	0.00	0.00	0.00	100.00
*	TOTAL Arena Expenses	300,163.78	145,563.97	141,354.24	4,209.73	52.91
Recreation Centre Expenses						
2-83-110-0000	Salary & Wages - Swimming Pool	390,873.69	195,436.86	113,288.43	82,148.43	71.01
2-83-130-0000	Benefits	67,620.99	33,810.47	24,137.63	9,672.84	64.30
2-83-148-0000	In Serv Training/Development	7,500.00	3,750.00	392.39	3,357.61	94.76
2-83-211-0000	Travel, Subsistence	3,000.00	1,500.00	1,553.16	(53.16)	48.22
2-83-211-0003	Public Relations	1,000.00	499.98	0.00	499.98	100.00
2-83-212-0000	Memberships	3,500.00	1,750.02	3,226.42	(1,476.40)	7.81
2-83-215-0000	Freight & Postage	4,500.00	2,250.00	860.38	1,389.62	80.88
2-83-217-0000	Telephone & Communications	9,000.00	4,500.00	4,727.23	(227.23)	47.47
2-83-220-0000	Advertising	1,000.00	499.98	0.00	499.98	100.00
2-83-220-0001	Printing	1,000.00	499.98	64.00	435.98	93.60
2-83-230-0000	Professional Services	15,000.00	7,500.00	0.00	7,500.00	100.00
2-83-230-0001	AHS - Water Testing	1,800.00	900.00	255.00	645.00	85.83
2-83-250-0000	Cont Services - Bldg	40,000.00	19,999.98	51,316.06	(31,316.08)	(28.29)
2-83-250-0001	Cont Service - Repairs & Maintenance	10,000.00	4,999.98	8,171.88	(3,171.90)	18.28
2-83-250-0002	Contracted Services - Electric	5,000.00	2,500.02	3,892.33	(1,392.31)	22.15
2-83-250-0003	Contracted Services - Cleaning	5,000.00	2,500.02	503.95	1,996.07	89.92
2-83-250-0004	Contracted Services - Elevator	3,000.00	1,500.00	1,187.38	312.62	60.42
2-83-250-0005	Contracted Services - Activenet	10,000.00	4,999.98	0.00	4,999.98	100.00
2-83-250-0007	Contracted Services - Other	2,000.00	1,000.02	466.54	533.48	76.67
2-83-260-0000	Equipment/Rental Lease	3,500.00	1,750.02	1,693.89	56.13	51.60
2-83-274-0000	Insurance	15,264.11	15,264.11	15,264.11	0.00	0.00



TOWN OF BEAVER LODGE

Administrative Variance Report

For the Period Ending June 30, 2021

General Ledger	Description	2021 Budget	2021 YTD Budget	2021 YTD Actual	2021 YTD \$ Variance	2021 Budget Remaining %
2-83-510-0000	General Supplies	4,000.00	1,999.98	409.51	1,590.47	89.76
2-83-510-0001	Chemicals	32,500.00	16,249.98	7,346.92	8,903.06	77.39
2-83-510-0002	Stationery Supplies	2,500.00	1,249.98	742.83	507.15	70.28
2-83-510-0004	Clothing Allowance	1,000.00	499.98	0.00	499.98	100.00
2-83-510-0005	Merchandise Sales - Pool	5,000.00	2,500.02	0.00	2,500.02	100.00
2-83-510-0006	Programming Supplies	7,000.00	3,499.98	403.30	3,096.68	94.23
2-83-520-0000	Equipment, Repairs & Maintenance	15,000.00	7,500.00	4,173.13	3,326.87	72.17
2-83-540-0000	Utilities	160,000.00	79,999.98	58,192.44	21,807.54	63.62
2-83-540-0001	Water/Sewer	67,500.00	33,750.00	28,125.00	5,625.00	58.33
2-83-550-0001	Health & Safety	1,000.00	499.98	198.10	301.88	80.19
*	TOTAL Recreation Centre Expenses	895,058.79	455,161.30	330,592.01	124,569.29	63.06
Fitness Centre Expenses						
2-84-217-0000	Telephone, Communications - Fitness	1,500.00	750.00	433.04	316.96	71.13
2-84-250-0000	Cont Service - Fitness Centre - Bldg	2,000.00	1,000.02	0.00	1,000.02	100.00
2-84-250-0001	Cont Service - Fitness Centre - Equip	3,500.00	1,750.02	731.12	1,018.90	79.11
2-84-251-0001	Contracted Services - Fitness Instructor	6,500.00	3,250.02	90.00	3,160.02	98.61
2-84-510-0000	General Supplies - Fitness	1,000.00	499.98	0.00	499.98	100.00
2-84-520-0000	Equipment	6,000.00	3,000.00	0.00	3,000.00	100.00
*	TOTAL Fitness Centre Expenses	20,500.00	10,250.04	1,254.16	8,995.88	93.88
Recreation/Fitness Facility Ex						
2-85-250-0000	Contracted Services - Bldg	5,000.00	2,500.02	10,796.69	(8,296.67)	(115.93)
2-85-250-0001	Contracted Services - Equipment	2,500.00	1,249.98	0.00	1,249.98	100.00
2-85-250-0004	Elevator	2,200.00	1,099.98	1,072.68	27.30	51.24
2-85-510-0000	General Supplies	1,000.00	499.98	30.09	469.89	96.99
2-85-540-0000	Utilities	10,000.00	4,999.98	4,640.17	359.81	53.59
2-85-770-0000	Grants/Waiver of Fees C/C Organizations	2,500.00	1,249.98	0.00	1,249.98	100.00
*	TOTAL Recreation/Fitness Facil	23,200.00	11,599.92	16,539.63	(4,939.71)	28.71
**	TOTAL TOWN EXPENSES	7,060,180.25	3,490,856.10	2,855,652.64	635,203.46	59.55
***	SURPLUS/DEFICIT	(123,143.99)	(1,848,670.82)	(2,511,302.66)	662,631.84	(1,939.32)

*** End of Report ***

7.1

Priority item

<u>Rating</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>TOTAL</u>
<u>K-9 School</u>	14	17	8	9	4	52
<u>Infrastructure</u>	32	24	25	11	3	95
<u>Streets/Roads</u>	30	37	28	10	7	112
<u>Health Complex</u>	39	19	22	18	3	101
<u>New Firehall</u>	2	4	11	13	17	47
<u>Assisted Living Facility</u>	2	5	11	18	18	54
<u>Beautification</u>	0	2	2	6	12	22
<u>Walking Trails</u>	5	5	8	10	13	41
<u>Campground Development</u>	0	0	2	2	2	6
<u>Saleable Residential Lots</u>	0	3	4	5	8	20
<u>Arena Upgrades</u>	1	2	0	9	10	22
<u>Outdoor Sport & Rec</u>	1	4	2	4	13	24
<u>Fiber Optics</u>	5	5	5	13	8	36
<u>OTHER</u>	1	1	2	1	6	11

% Of respondents said...

1	2	3	4	5
Health Complex – 39%	K-9 School – 33%	Campground Development – 33%	Arena Upgrades – 41%	Beautification – 55%
Infrastructure – 34%	Streets & Roads – 33%	Infrastructure – 26%	Fiber Optics – 36%	Outdoor Sports & Rec – 54%
K-9 School – 27%	Infrastructure – 25%	Streets & Roads – 25%	Assisted Living Facilities – 33%	Arena Upgrades – 45%
Streets & Roads – 27%	Health Complex – 19%	New Firehall – 23%	Campground Development – 33%	Saleable Residential Lots – 40%
Fiber Optics – 14%	Outdoor Sports & Rec – 17%	Health Complex – 22%	New Firehall – 28%	New Firehall – 36%

In Order of Priority:

1. Streets/Roads	7. Fiber Optics & Walking Trails
2. Health Complex	8. Outdoor Sports & Recreation
3. Underground Infrastructure	9. Arena upgrades & Saleable Residential Lots
4. Assisted Living Facility	10. Beautification
5. K-9 School	11. Other (Sidewalks & Hospital)
6. New Firehall	12. Campground Development

Priority Sector

<u>Sector / Rating</u>	<u>1</u>	<u>2</u>	<u>3</u>	<u>4</u>	<u>5</u>	<u>TOTAL</u>
<u>Agriculture</u>	7	9	15	5	11	47
<u>Construction</u>	4	4	9	7	5	29
<u>Education</u>	13	24	5	15	9	66
<u>Health & wellness</u>	41	17	15	11	7	91
<u>Info & Tech</u>	7	0	9	5	8	29
<u>Arts & culture</u>	1	4	8	7	15	35
<u>Consumer Staples</u>	5	10	12	13	10	50
<u>Energy</u>	9	10	3	6	5	33
<u>Hospitality & Tourism</u>	4	8	5	8	3	28
<u>Other</u>	1	0	1	0	0	2
<u>Business Services</u>	8	16	15	13	9	61
<u>Consumer Discretionary</u>	2	2	2	6	8	20
<u>Financial</u>	0	0	1	0	2	3
<u>Industrial & manufacturing</u>	9	6	10	12	17	54

1 – Health 2 – Education 3 – Energy & Industrial/Manufacturing 4 – Business Services 5 – Info & Tech, Agriculture

If you could do 1 thing...**#1 reason why you live in Beaverlodge**

sidewalks	Work
n/a	Small town, good services and people
-	Close to farm
Lower taxes	Small town
Road system – road to Rexall across fr. subway	Everything you need
k-9	WAS beautiful b4 pool took all resources
hospital	All the necessities
-	Sense of community
Social and economic issues	Amenities, people help people
Activities for 1-18yr old's	Great community
Remove old homes and trailers	Friendly, amenities
Make people realize how great the town is	Amenities and folks
-	Small town to raise kids
hospital	Available work & small-town living
roads	Amenities
Roads	-
hospital	Amenities & folks
More volunteers	Amenities
Continuing care	Amenities
hospital	Small town
-	Low crime
Beautify the town	Medical facility close
-	Family
Roads, drainage	Safe, small, amenities
Roads and sidewalks	Friendly, vibrant
Health food store	Always lived here
hospital	Amenities and atmosphere
hospital	Atmosphere
Pay off debt	Great to raise family
New lots	Atmosphere
roads	atmosphere
Roads, clean up revisit recycling	Curb appeal
Roads, doctors	Amenities
Responsible hospital manager	Atmosphere
New handibus	Amenities
Roads & sidewalks	Atmosphere, safety, beauty, pride
Safe walking	Amenities
K-12 in town	Health care services in town
Teach about pride in work	Atmosphere
hospital	Amenities
hospital	Lifelong resident
beautification	Atmosphere
hospital	Amenities
hospital	-
-	Amenities
Walking trails	Amenities
hospital	Family
-	Atmosphere

theater	Comfort
Roofed ramp from Amisk to cover walkers	People
Walking trails	Home town
hospital	Family
hospital	Amenities
Benches for sitting	Cheap rent
Sidewalks, dog park	Volunteer spirit
hospital	amenities
-	Amenities
Educate youth	Hometown love
Fix roads	People
Teen activities	Family
Tidy yards	Amenities
Pet food store	-
Pay debt	-
Decrease taxes	-
More childcare – daycare has 65 on waitlist	
Fix outrageous taxes	
	Trees
	Downtown shops
Sidewalks	
	Larger lots for less tax
	Affordable

7.2

Nichole Young

Subject:

FW: 2021 AUMA Convention - Meeting with Minister of Municipal Affairs

From: Mike Decker <Mike.Decker@gov.ab.ca> On Behalf Of MA MSL Engagement Group

Sent: July 8, 2021 1:36 PM

Cc: Mike Decker <Mike.Decker@gov.ab.ca>

Subject: 2021 AUMA Convention - Meeting with Minister of Municipal Affairs

Dear Chief Administrative Officers:

We are writing to inform you of a potential opportunity for municipal councils to meet with the Honourable Ric McIver, Minister of Municipal Affairs, at the 2021 AUMA Fall Convention, scheduled for November 17-19, 2021. It is our hope that these meetings will be in person.

We understand there may be newly elected officials on council and the meeting requirements may change following the municipal elections. However, should your municipality wish to meet with Minister McIver during the convention, please submit a request by email to MA.MSLEngagementGroup@gov.ab.ca no later than September 10, 2021.

In your meeting request, please be sure to include two specific policy items or issues your municipality would like to discuss with the Minister.

We generally receive more requests to meet with the Minister than can be reasonably accommodated over the course of the convention. To ensure suitable consideration of requests, municipalities should be mindful of the following criteria:

- Policy items or issues directly relevant to the Minister of Municipal Affairs and the department will be given priority.
- Municipalities located within the Capital Region can be more easily accommodated throughout the year, so priority will be given to requests from municipalities at a distance from Edmonton and to municipalities with which Minister McIver has not yet had an opportunity to meet.
- Meeting requests received after the deadline will not be considered for the convention, but may be considered for future meeting opportunities.

Meeting times with the Minister are scheduled for approximately 20 minutes per municipality. This will allow the Minister the opportunity to engage with as many municipal councils as possible. All municipalities submitting meeting requests will be notified at least two weeks prior to the convention as to the status of their request.

Municipal Affairs will make every effort to find alternative opportunities throughout the remainder of the year for those municipalities the Minister is unable to accommodate during the convention.

Sincerely,

Mike Decker/Stakeholder Relations Team

Council Action Items

Item Number	Subject	Requested On	People Responsible	Item Notes	Status	Target Date of Completion
1	Land Use Bylaw	ongoing	CAO	Land Use Bylaw to Council on June 28, Open House July 12, Public Hearing August 9	In progress	September 2021
2	Bylaw & Terms of Reference for Recreation & Public Works Committees	2017-10-30	CAO	CAO to complete bylaw & terms of reference for new committees	On Hold	Summer 2021
3	10A St & Highway 43 (Subway Intersection)	22-Jun-20	CAO/Admin	Locate the engineered drawings and plans for the removal of water from this intersection.	On Hold	1/1/2022
4	Paint Road lines, angle parking lines & parking lot lines	4-Aug-20	PW	Crosswalks done. Centre lines, parking lot and angle parking lines to be painted downtown - delayed until spring.	Awarded	End of July
5	Set Meeting for PWSD land	14-Sep-20	Admin	Contact PWSB and the Chair of the Parents Advisory Council to set up a meeting with council to discuss the future use of the land located on 7th Ave between 10th & 11th Street. Letter regarding Council's preference to wait until in-person meetings are allowed was sent Jan 28, 2021.	On Hold	Winter 2022
6	Road Patching	28-Sep-20	Admin	8th Street between 6th and 7th Avenues is a carry over from 2020. 10 additional locations identified for 2021	Ongoing	End of June
7	Repairs to Outdoor Rink	28-Sep-20	P&R / PW	Build benches and install a Port-A-Potti. Broken equipment has been removed and will need to be replaced. Green building and it's contents will be removed.	Awarded	End of August
8	Grande Prairie & District Catholic School Board	26-Oct-20	Admin	Set up a meeting with the Board to discuss St. Mary's Kitchen	On Hold	Winter 2022

Current as of: Monday, July 12, 2021

Council Activity Report

Period: JUNE, 2021

Council Name: Judy Kokotilo-Bekkerus		
Date	Committee/Meeting Title	Comments/Purpose
June 01_2021	Mountview Health Complex	Committee Meeting
June 02_2021	Mountview Health Complex	Project Committee Meeting
June 04_2021	Grande Spirit Foundation	Meeting with GM at Admin Office and Farewell to Finance Manager
June 08_2021	Grande Spirit Foundation	Meeting with GM at Admin Office HR items
June 14_2021	Town Council	Regular Council Meeting
June 17_2021	Grande Spirit Foundation	Housing Meeting with Sexsmith Mayor, CAO and FCSS. In Sexsmith
June 21_2021	Grande Spirit Foundation	Chamber of Commerce Milestone presentation and agenda review
June 23_2021	Grande Spirit Foundation	Full Board Meeting
June 23_2021	Grande Prairie Regional Recreation Committee	Virtual Quarterly Meeting from Stonebridge
June 23_2021	Mountview Health Complex	Virtual Meeting with whole project team. Establish process and assignment of roles on subcommittees
June 24_2021	Inter-Municipal Group	Dinner and Virtual Meeting from Council Chambers
June 25_2021	Grande Spirit Foundation	Finance Minister Meeting - Spirit River Project
June 28_2021	Subdivision & Development Board	Receive and approve Home Based Business application
June 28_2021	Town Council	Regular Council Meeting



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Council Activity Report

Period: JUNE 2021

Council Name: Cyndi Corbett		
June 14	Town Council	Regular Council Meeting
June 17	Community Economic Development Committee	
June 21	SDAB	File# PLSUB20200479
June 23	Grande Prairie Regional Tourism Association	AGM
June 23	Grande Prairie Regional Tourism Association	Defer VP election till next meeting
June 24	Inter Municipal Meeting	Regional Updates
June 28	Town Council	Regular Council Meeting



Monthly Report to Council
Date: June 14th 2021

From: Nick Kebalo

Department: PW

Project/Event	Highlights/Concerns
Sidewalk trip hazard removal	As a continuation of the 2020 work that was completed, Safe sidewalks Canada will be commencing work in mid July to further reduce the pedestrian risk while walking on the towns sidewalks.
Paving	Paving work has been completed for the 2021 season, line painting and crack sealing will start in the upcoming week.
Fencing	Encana park is complete, outdoor rink has been scheduled, waiting on 6 gauge fence material new ETA July 30 th 2021.
Tree removal and pruning	Tree removal and pruning will be starting in the upcoming week, areas of potential safety risk will be the priority in 2021.
Manhole/water valve assessment	Manhole assessment 100% complete, storm system currently being completed. Waiting on more accurate equipment to start water valve GPS and assessment.
unidirectional water flushing	Water flushing is 100% complete.

Monthly Report to Council

Date: July 2021

From: Rae Cook

Department: Parks and Recreation

Project/Event	Highlights/Concerns
Recreation Center-Aquatics	<p>-Recreation Center is now open, business as usual. Our staff and patrons couldn't be more pleased. All programming is back to "normal" offering in water fitness classes, group and private lessons, public swim, lane swim, private rentals and family swims.</p> <p>-Canada Day weekend/opening weekend we had a total of 667 patrons in the pool spread over the 4 days.</p> <p>-Barracudas Swim Club has returned for there rental and have extended their rental an extra week to host an inhouse swim meet.</p> <p>-Staff ran in-house training prior to opening including a recertification course to our instructors as well as in-service training.</p>
Arena	<p>-Registration for Beaverlodge Minor Hockey is now open.</p>
Recreation Center-Fitness	<p>-Fitness center is now open for full capacity, drop-in's welcome.</p> <p>-After having our local High school and Junior high groups in over the school year administration has noticed an increase in the youth using the fitness center, including purchasing memberships.</p>
Community Center/Multipurpose Room	<p>- Rentals for both the Community Center and MRP are now open to the public, including birthday parties, receptions, meetings, and fitness classes.</p>
GPRRC	<p>-Ice allocation framework was accepted to be brought back to individual councils.</p>
Parks and Outdoor Spaces	<p>-Beaverlodge Minor Baseball has resumed play.</p>

Administration	<ul style="list-style-type: none">-Administration has been working hard to keep up with the call volumes, registrations, and increased volume of people, while training new staff.-The Recreation Center is currently hiring for the Casual/Part-time Customer Service Representative position.-The Recreation Coordinator has been preestablishing day-to-day procedures and improving the financial reporting for the Recreation center as a whole.
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Monthly Report to Council

Date: 12 July 2021

From: Tracy Deets

Department: Library

Project/Event	Highlights/Concerns
Administrative	<p>Completed early summer ordering of books, DVDs, and audiobooks</p> <p>Completed quarterly reports: financial, circulation, material ordering, patron registrations, overdue and/or lost materials</p>
Operations	<p>Re-opening is going well, patrons are very happy to freely enter the building</p> <p>Still offering the option of curbside service</p>
Programming	<p>Distributed summer craft/activity bags on Tuesday July 6th. Combined the giveaway with a hot dog day to celebrate our reopening</p>
Staffing	<p>Staff is continuing to mask around patrons when in the main library area. At the circulation desk they are protected by our Plexiglas barrier, which will remain up</p>

Monthly Report to Council
Date: Period ending JUNE 30, 2021

From: Tina Letendre

Department: Administration

Project/Event	Highlights/Concerns
Financial Administration	<ul style="list-style-type: none"> • Monthly Variance reports for managers & 2nd quarter report for council • Continue cross-training for payroll • Balanced the Accounts Payable module which has been out of balance since 2012 • Applied for the Green Jobs Initiative grant and received approval for 2 Parks Summer students • Submitted Canada Summer Jobs Employer & Employee declarations – we were approved for 4 positions
Other Initiatives	<ul style="list-style-type: none"> • Had the auction, no properties were sold, will continue with due process on applying for Tax Forfeiture on 2 properties • Received the link for the live preview of the new website to review • Attended Government Grant learning session
Development	<ul style="list-style-type: none"> • Completed Statistics Canada monthly report • Land Use Bylaw • Municipal Development Plan • No development to report for June

Department: Fire Department

Date: June 1st – 30th 2021.

From: Stan Metcalfe, Fire Chief.

In the Month of June, the Beaverlodge Fire Department responded to 21 calls for service.

Town of Beaverlodge	15
County of GP	3
Town of Wembley	1
Horse Lake	1
Structure Fire	3
Vegetation Fire	2
Vehicle Fire	1
Medical Co-Response	7
Monitored Alarm	5
Water Rescue	1
Child Locked in Vehicle	1

A fire restriction was put into place at the end of June due to increasingly dry conditions, & a record setting heatwave.

Annual pump testing was performed on Engine 312.

Members participated in the Grad Parade, & Senior's Parade.

A new vendor (Associated Fire) was selected for regional supply of bunker gear with favourable volume pricing.

Monthly Report to Council
From: Trudy Hodges

Date: July 6, 2021
Department: FCSS

Project/Event	Highlights/Concerns
Administrative Tasks	<ul style="list-style-type: none"> ○ Newspaper/Newsletter ○ Lots of posters made the past month
Meetings	<ul style="list-style-type: none"> ○ Met with Melanie Matheson from South Peace Family Literacy. Planning for a program to run in October for ages 0-6
Programs	<ul style="list-style-type: none"> ○ After The Bell (supplying families who many need healthy snacks for their children throughout the summer months) foodbank program has started and has been well received to date. Students get a bag of healthy snacks and a \$15.00 gift card to a local grocery store every week. Many times it is the students picking up these bags and cards. Great program which also builds self esteem. ○ Had contact with all Beaverlodge schools regarding Tools for schools which is a referral based program on getting back packs and school supplies for those who need them. 27 backpack were ordered for our community. Funding for these items comes through the United Way Tools for Schools Program. ○ The Odyssey House Support Worker will begin 1:1 appointments in Beaverlodge starting July 8th. This is great news as some clients were very hesitant to do sessions via Zoom. ○ Two babysitting classes with 12 students each were completed in June.
Staffing	<ul style="list-style-type: none"> ○ Nothing new to report ○
Training & Development	<ul style="list-style-type: none"> ○ Trudy & Reanna took Program Logic Training for reporting on Outcomes ○ Reanna will complete her Home Alone facilitation training on July 9
Other	<ul style="list-style-type: none"> ○ The fruit trees along side the Beaverlodge Elementary school fence, on town property were successfully planted on June 24. ○ Continue to support clients when needed. ○ Looking for community members to join the West County Restorative Justice Board ○ Cooling centre was set up by FCSS on June 29 & 30. Water was supplied. Had 8 people attend each day. Group of seniors came and played cards the one day. They were very appreciative that the Town had set something up. Good feedback by all that used the centre.