



AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING
 TO BE HELD MONDAY NOVEMBER 22, 2021 AT 7:00 PM
 IN COUNCIL CHAMBERS 400 – 10 ST, BEAVERLODGE, AB

| | | |
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| 1.0 | <u>CALL TO ORDER:</u> | |
| 2.0 | <u>ADOPTION OF AGENDA:</u> | |
| 3.0 | <u>ADOPTION OF MINUTES:</u> 3.1 November 8, 2021 - Regular Council Meeting Minutes | PP 2-4 |
| 4.0 | <u>DELEGATIONS:</u> 4.1 PUBLIC HEARING for Municipal Development Plan Bylaw #1009 with John Simpson 4.2 CLOSED SESSION – Legal – Contract - FOIP Section 27 Jodi Bloomer – Canadian Fiber Optics | |
| 5.0 | <u>OLD BUSINESS:</u> 5.1 Municipal Development Plan Bylaw #1009 | PP 5-32 |
| 6.0 | <u>NEW BUSINESS:</u> 6.1 Bylaw #967 – Code of Conduct for Members of Council – Review as per Bylaw Section 20.1 6.2 Christmas Craze 2021 | PP 33-40 |
| 7.0 | <u>CORRESPONDENCE:</u> 7.1 Municipal Elected Officials Course – Alberta Emergency Management Association on Dec 14 7.2 Post-Election 2021 Orientation & Training for Councils – Dec 16 & 17 7.3 Community Economic Development Committee Minutes – Oct 5, 2021 | PP 41,42 PP 43 – 47 PP 48,49 |
| 8.0 | <u>COMMITTEE AND STAFF REPORTS:</u> 8.1 Action List 8.2 Staff Reports | PP 50 PP 51-62 |
| 9.0 | <u>Closed Session:</u> 9.1 | |
| 10.0 | <u>ADJOURNMENT:</u> | |



REGULAR COUNCIL MEETING MINUTES
HELD MONDAY NOVEMBER 8, 2021 AT 7:00 PM
COUNCIL CHAMBERS 400-10 ST, BEAVERLODGE, ALBERTA

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

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

2.0 **ADOPTION OF AGENDA**
#294-2021-11-08 Mayor Gena Jones
CARRIED: That Council adopts the agenda with the addition of 6.6 Letter from Lindsey Hole.

3.0 **ADOPTION OF MINUTES**
3.1 October 25, 2021 Organizational Meeting Minutes
#295-2021-11-08 Councillor Judy Kokotilo-Bekkerus
CARRIED: That Council accepts the minutes of the October 25, 2021 Organizational Meeting with the amendment of removing "Alternate" from Gena Jones name.
3.2 October 25, 2021 Regular Council Meeting Minutes
#296-2021-11-08 Councillor Cyndi Corbett
CARRIED: That Council accepts the minutes of the October 25, 2021 Regular Council Meeting.

4.0 **DELEGATIONS**

5.0 **OLD BUSINESS**
5.1 Library Board Applications
#297-2021-11-08 Councillor Cody Moulds
CARRIED: That council appoints Brian Arberry to the Library Board for a 3-year term.
#298-2021-11-08 Deputy Mayor Gena Jones
CARRIED: That council appoints Iris Arberry to the Library Board for a 3-year term.

6.0 NEW BUSINESS

6.1 St. Mary's Kitchen Steering Committee

#299-2021-11-08 Councillor Calvin Mosher

CARRIED: That Council accepts for information.

#300-2021-11-08 Councillor Cyndi Corbett

CARRIED: That Council makes motion to add committee to organization meeting chart.

6.2 Highway Logo Signage

#301-2021-11-08 Deputy Mayor Gena Jones

CARRIED: That Council makes motion to select Option #2 "Removal of the old CBS and allow Alberta Traffic Supply to administer & supply new Logo signs as per their contract with Alberta Transportation.

6.3 SPARKED (South Peace Area Rural Kids Early Development) – Proclamation of November 20 as National Child Day

#302-2021-11-08 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council acclaims November 20th as National Child Day.

6.4 Long Term Service Awards Policy Update

#303-2021-11-08 Councillor Hugh Graw

CARRIED: That Council accepts the changing of Jacket to Beaverlodge Logo'd clothing and the change from "gift cards" to "cash".

6.5 Joint Assessment Review Board Appointments

#304-2021-11-08 Councillor Hugh Graw

CARRIED: That Council agrees with the appointment of Karen Rosvold as the Chair to the LARB (Local Assessment Review Board) and the CARB (Composite Assessment review Board) as well as the appointment of Carol Gabriel, Mary Kukulski, Megan Beson and Tatiana Catana as Clerks to the Board.

6.6 Letter from Lindsey Hole regarding Broadcasting of public meetings.

#305-2021-11-08 Deputy Mayor Gena Jones

CARRIED: That Council directs administration to further investigate the pros, cons and technology required to broadcast public meetings and bring back to Council at a later date in the new year.

7.0 CORRESPONDENCE:

7.1 Beaverlodge Mural Foundation – Thank You

#306-2021-11-08 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council accepts as information.

7.2 County of Grande Prairie Committee Assignment – Mountview Health Complex

#307-2021-11-08 Councillor Calvin Mosher

CARRIED: That Council accepts for information.

7.3 County of Grande Prairie Committee Assignment – Beaverlodge Firehall Building Committee

#308-2021-11-08 Councillor Calvin Mosher

CARRIED: That Council accepts for information.

7.4 County of Grande Prairie Committee Assignment – Beaverlodge FCSS Advisory Committee

#309-2021-11-08 Deputy Mayor Gena Jones

CARRIED: That Council accepts for information.

8.0 **COMMITTEE AND STAFF REPORTS**

8.1 Action List

#310-2021-11-08 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council accepts for information.

8.2 Council Reports

#311-2021-11-08 Councillor Cyndi Corbett

CARRIED: That Council accepts for information.

9.0 **CLOSED SESSION:**

#312-2021-11-08 Councillor Judy Kokotilo-Bekkerus

8:15 PM

CARRIED: That Council moves into closed session.

9.1 Contract – Legal – FOIP Section 16

9.2 Personnel – Evaluation – FOIP Section 17

#313-2021-11-08 Councillor Hugh Graw

CARRIED: That Council moves out of closed session.

8:46 PM

10.0 **ADJOURNMENT**

Mayor Gary Rycroft adjourned the meeting.

8:47 PM

Mayor, Gary Rycroft

CAO, Jeff Johnston

TOWN OF BEAVERLODGE

BYLAW NO. 1009

BEING A BYLAW OF THE TOWN OF BEAVERLODGE IN THE PROVINCE OF ALBERTA TO ADOPT A MUNICIPAL DEVELOPMENT PLAN.

WHEREAS the Municipal Council of the Town of Beaverlodge, in the Town of Beaverlodge, in the Province of Alberta, in accordance with the Municipal Government Act, Statutes of Alberta, 2000, Chapter M-26; and

WHEREAS the Municipal Council deems it desirable to establish a Municipal Development Plan;

NOW THEREFORE the Municipal Council of the Town of Beaverlodge in open meeting duly assembled enacts as follows:

- 1) That the Municipal Development Plan attached hereto is hereby adopted as the Municipal Development Plan for the Town of Beaverlodge.
- 2) This Bylaw shall come into effect upon the date of final reading.

READ A FIRST TIME THIS 25th DAY OF October 2021.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

READ A SECOND TIME THIS _____ DAY OF _____ 2021.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

4.1

READ A THIRD TIME THIS ____ DAY OF _____ 2021.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.

TOWN OF BEAVERLODGE

MUNICIPAL DEVELOPMENT PLAN

Draft

August 2021

TABLE OF CONTENTS

| SECTION | PAGE |
|---|------|
| 1.0 INTRODUCTION | 1 |
| 2.0 LEGAL | 2 |
| 3.0 GOALS | 3 |
| 4.0 OVERALL GROWTH STRATEGY | 5 |
| 5.0 LAND USE POLICIES | 6 |
| 5.1 General Policies | 6 |
| 5.2 Residential | 6 |
| 5.3 Commercial | 9 |
| 5.4 Industrial | 11 |
| 5.5 Institutional | 12 |
| 5.6 Community | 13 |
| 5.7 Transportation | 14 |
| 5.8 Municipal Services and Utilities | 15 |
| 5.9 Future Development Areas | 16 |
| 6.0 IMPLEMENTATION | 17 |
| 6.1 Intermunicipal Cooperation | 17 |
| 6.2 Town of Beaverlodge Land Use Bylaw | 18 |
| 6.3 Subdivision of Land | 18 |
| 6.4 Area Structure Plans | 18 |
| 6.5 Responsibilities of Developers | 19 |
| 6.6 Municipal and Environmental Reserve | 19 |
| 6.7 Plan Monitoring and Review | 20 |

MAPS

| MAP | | PAGE |
|-------|-------------------|------|
| Map 1 | Transportation | 21 |
| Map 2 | Future Land Use | 22 |
| Map 3 | Growth Directions | 23 |

1. INTRODUCTION

1.1 Area Overview

The Town of Beaverlodge is a thriving community of just under 3,000 people located approximately 43 km west of the City of Grande Prairie. Beaverlodge presents an exceptionally attractive living environment with the advances of a modern urban community combined with those of a vast natural playground.

Beaverlodge has a service area population consisting of the central and west end of the County of Grande Prairie. As a result, Beaverlodge has all of the modern amenities available to its citizens, including wide streets, modern schools, churches, a variety of senior citizen housing complexes, a health complex, hotels and motels, campground, a large park with several ball diamonds and many recreation facilities including an arena, curling rink, indoor swimming pool and meeting space/community centre.

The people of Beaverlodge comprise an industrious, well-trained labor force with experience in a broad scope of operations, and a strong community spirit.

1.2 Location

The Town of Beaverlodge is located in the Peace River district of Alberta. The Town is on Highway 43, and is approximately 500 km northwest of Edmonton.

1.3 Economic Base

Beaverlodge is the chief trading community for one of the most productive mixed farming areas in Alberta. Forestry development, oil & gas and tourism also play an important role in a growing and diversified economy.

2.0 LEGAL

2.1 Municipal Government Act

This Municipal Development Plan has been prepared and adopted in accordance with the provisions of the Municipal Government Act.

2.2 Province of Alberta Land Use Policies

In 1996, the Provincial Government adopted Land Use Policies for the purpose of providing overall direction to land use planning at the local level. Municipalities are expected to incorporate the appropriate Land Use Policies into their municipal development plans.

This Municipal Development Plan has incorporated the Province of Alberta's Land Use Policies, in accordance with the requirements of the Municipal Government Act.

2.3 Principle of Orderly and Economic Development

The future growth of the Town of Beaverlodge will be based on the principle of the orderly and economic development of the municipality.

This principle may relate to such things as: the expansion of the municipality; the provision of municipal infrastructure; land use patterns; or the subdivision of land. The focus will be on the effective use of the Town's resources in relation to the growth of the municipality.

3.0 GOALS

The following goals have been established for the implementation of this Municipal Development Plan:

1. Growth

- To encourage growth and accommodate it in a land use pattern which is efficient, effective, and economic.
- To provide an overall framework for the future planning and development of the Town of Beaverlodge in a manner that will benefit the municipality.
- To coordinate land use planning with the development of transportation and infrastructure systems.

2. Quality of Life

- To improve the municipality as a place for living, working, and leisure activities by creating an environment that encourages a sense of community pride.

3. Economic Development

- To continue to diversify the Town of Beaverlodge's economy by encouraging commercial, industrial, and institutional operations to locate within the Town.
- To strengthen and improve the Town of Beaverlodge's central business district as a key residential, commercial and business area.

4. Inter-Municipal Cooperation

- To work with the County of Grande Prairie and other regional municipalities on a basis of inter-municipal cooperation for the Beaverlodge area, including land use planning and the cost-effective delivery of municipal services, such as water, recreation, library, airport, fire protection, and FCSS.
- To work with neighboring municipalities, for the delivery of regional services such as tourism, economic development, solid waste management, mutual aid and recreation.

5. Housing

- To encourage residential development to occur in a manner that will provide for a variety of housing accommodations.

6. Land Use Patterns

- To provide policy directions that will guide the location of new development within the Town of Beaverlodge.
- To provide convenient access to places of work, residence, shopping, education, and recreation.
- To establish land use patterns that will encourage compatibility between existing and future development.

7. Financial Management

- To ensure that the future growth and development of the Town of Beaverlodge is undertaken in a manner that effectively uses the municipality's financial resources.
- To develop a cost-effective maintenance and rehabilitation program for all existing infrastructure in the Town.

8. Transportation

- To develop an overall transportation strategy which recognizes the importance of roads to the future growth of the Town.
- To ensure effective integration of future land use in the Highway #43 Corridor with the safe and efficient movement of traffic through the corridor.

4.0 OVERALL GROWTH STRATEGY

It is in the best interests of the Town of Beaverlodge to have an economy that is stable, viable, and growing. Community planning can complement the economic development of a municipality, as the physical growth of a municipality plays a significant role in its economic development. A coordinated approach to community planning and economic development will be beneficial to the Town.

In terms of coordinating the physical and economic development of the municipality, the Town will:

1. Work towards improving the quality of life for existing and future residents of the Town.
2. Work cooperatively with residents and businesses, community groups and other governments.
3. Provide an environment in which the Town and business can operate and grow.
4. Play an active role in the promotion of the municipality.
5. Continually encourage business, industry and government to locate in the Town, at locations that benefit the operation of the municipality.
6. Take steps to ensure that there is an adequate supply of serviced land to meet residential, commercial, industrial, and institutional development needs.
7. Continue to evaluate development standards to ensure that the standards are conducive to attracting development.

5.0 LAND USE POLICIES

5.1 General Policies

Where applicable, the following policies will apply to all development that occurs in the Town of Beaverlodge:

- 5.1.1 Development shall have the appropriate municipal services and utilities.
- 5.1.2 The Town may enter into agreements with developers for the provision of on-site and off-site municipal services and utilities.
- 5.1.3 The Town shall take the compatibility of existing and future land uses into consideration when reviewing zoning, subdivision, and/or development proposals.
- 5.1.4 Adequate open space, recreation land, and land for school purposes shall be provided as part of subdivision and/or development proposals.
- 5.1.5 Satisfactory arrangements shall be made for parking and loading facilities for all new development, particularly in highway commercial areas.
- 5.1.6 Land that can be easily provided with municipal services and utilities within the Town shall be used for urban development.
- 5.1.7 In all cases, the appearance of development and its effect on the visual amenity of the municipality will be an important factor for the Town to consider when deciding on planning and development proposals.
- 5.1.8 The development of a community wide trail system that will link all areas of the Town, particularly residential areas, is an important objective of the Town at the time of subdivision.

5.2 Residential

The intent of the "Residential" designation is to ensure the predominant land use in these areas of the Town is for housing accommodation. Housing can take many forms. The purpose of the Municipal Development Plan will be to address the many aspects of residential development in the Town; to formulate policy which will provide direction for the development of new single-family areas, the provision for manufactured homes,

policy for the location of multi-unit residential and guidelines for the redevelopment of older established areas. One of the objectives of the Municipal Development Plan is to ensure the character of residential areas is preserved, especially in relation to existing, lower density residential neighborhoods.

The policy directions to be used for the development of residential areas in the Town as identified on Map #2, the Future Land Use Map are:

- 5.2.1 Future residential development shall occur in a manner that allows for the orderly and economic provision of municipal services.
- 5.2.2 Residential uses, where possible, should be separated from incompatible land uses and, where not possible, be separated by a proper landscaped buffer.
- 5.2.3 High density residential development, such as apartments, townhouses and row dwellings, shall locate in accordance with the following:
 - a) Preference will be given to sites which have direct access to an arterial road or a major residential road;
 - b) Where the visual amenity of an existing residential neighborhood is not adversely affected by the scale of the building;
 - c) Provides a transition from the downtown area to other residential areas or is located in the downtown area;
 - d) Is identified in an area structure plan or an existing site which is currently zoned for same;
 - e) The development of the multi-family unit will not adversely impact on the character of the neighborhood.
- 5.2.4 When the expansion of new residential development with established residential neighborhoods is proposed, the Town shall consider the following:
 - a) The visual impact of the new development on the established residential neighborhood;
 - b) The zoning of the area in order to ensure housing types are compatible in appearance and density;
 - c) The buffering and landscaping of new development in a manner suitable to the character and appearance of the established residential neighborhood.
- 5.2.5 The Town will encourage the development of a variety of housing styles and types. However, the Town will also ensure that there is compatibility between housing types being located in the same area.

- 5.2.6 Areas identified as Residential on the Future Land Use Map should develop as predominately single-family areas. Multi-family residential units will be considered in accordance with the criteria identified in Policy 5.2.3 above.
- 5.2.7 The development of manufactured homes in the areas identified as Residential will be directed to manufactured home parks or manufactured home subdivisions. The Town will discourage the development of mixed housing areas.
- 5.2.8 Infill housing in older areas will be encouraged. To this end, double wide manufactured homes or modular homes will be allowed to locate in residential areas that are undergoing redevelopment and where the intent is to replace an older model home with a new one. The Town may place restrictions on the development of such housing by way of regulating the age of said buildings to ensure modern building codes and restrictions are met.
- 5.2.9 Higher density residential development including seniors housing will be encouraged in the downtown area. Areas currently used as seniors housing complexes will be allowed to expand to meet future demands.
- 5.2.10 Neighborhood convenience-type commercial uses and other compatible uses, such as churches and home-based businesses, may be allowed to develop in a residential area.
- 5.2.11 The redevelopment of older housing areas will be encouraged.
- 5.2.12 At the present time, there are some areas of un-serviced residential housing in the Town. The Town will not allow for the development of new residential areas unless the development can be serviced with Town water and sewer services. However, existing un-serviced residential development may be upgraded and renovated, but the density of development may not be increased unless municipal services are provided.
- 5.2.13 The Town will encourage the upgrading and redevelopment of existing manufactured home parks in the Town.

- 5.2.14 The Town will ensure the adequacy of a safe and healthy housing supply and the preservation of residential neighborhoods. To this end, the Town will ensure that minimum standards are being met through the enforcement of municipal bylaws and other legislative mechanisms.
- 5.2.15 Home based businesses will be allowed in residential areas provided that the business is a subordinate use to the principle use of the dwelling as a residence.
- 5.2.16 The Town will create a Direct Control Residential district to provide an opportunity for new and innovative housing styles that do not exist within existing zoning regulation for either newly developing areas or for the redevelopment of existing developed areas.

5.3 Commercial

The commercial areas of the Town play an important role in the economic base of the municipality. The Town wants to ensure that locations are available for a wide range of commercial activities that are compatible with urban development.

Much of the commercial development, which has occurred in the Town, has located along Highway #43 and in the downtown area. The trend for commercial development to continue to seek these locations will likely continue to occur, and the Town recognizes the importance of the corridor to the future growth of the municipality. The locations have many advantages to businesses and include increased traffic volumes and visibility and larger lots, which provide greater opportunities for site design and parking. Moreover, a new bypass around the Town will provide an opportunity for further expansion of the highway commercial sector as well as redevelopment opportunities for existing older sites.

The policy directions to be used for the development of commercial areas in the Town will be a Downtown Development and Highway Commercial both identified as Commercial on the Future Land Use Map are:

Downtown Development District

- 5.3.1 The Town shall allow for commercial, residential, institutional and business uses that will result in the development of a vibrant, multi-functional downtown area.

- 5.3.2 Development in the downtown area will be made as attractive as possible in appearance, design, and style.
- 5.3.3 Mixed-use development (residential and commercial) and high density residential development including seniors housing will be encouraged in the downtown area when approved by Town Council.
- 5.3.4 The downtown area may be zoned as direct control to enable each development to be evaluated individually. In evaluating development proposals, the Town should consider some or all of the following criteria:
- a) The suitability of the site to accommodate the proposed land use,
 - b) The impact on traffic movement and safety,
 - c) The availability and adequacy of municipal services,
 - d) The impact on and compatibility with surrounding land uses and buildings,
 - e) The availability of ample parking for the proposed use either on site or nearby,
 - f) The ability to accommodate truck traffic for loading and unloading purposes,
 - g) The location and impact of signage,
 - h) The design, structure and building materials to be used.

Highway No. 43 Corridor (Highway Commercial)

- 5.3.5 Commercial land uses that serve the travelling public and/or require direct access to a highway may be allowed to develop in areas designated for commercial purposes.
- 5.3.6 When considering zoning, subdivision and development proposals on property fronting onto Highway #43, the Town will consider the impact of the proposal on the overall highway system in the Beaverlodge area.
- 5.3.7 Landscaped buffers or fencing shall be provided between highway commercial development and residential, community, and/or institutional land uses.
- 5.3.8 Access points shall be located in a manner that protects the integrity of the highway system and ensure the safe movement of traffic.
- 5.3.9 Service roads may be required for highway commercial development.

- 5.3.10 All Highway Commercial areas may be zoned as direct control. The Town Council will issue all development permits for uses within this direct control district. In evaluating any application for a development permit for a use with the direct control district, Council will consider any or all of the following criteria:
- a) The suitability of the site to accommodate the proposed land use,
 - b) The suitability of existing accesses or the need for new accesses to the site from Highway #43,
 - c) The impact on traffic movement and safety,
 - d) The availability of municipal services,
 - e) The impact on and compatibility with surrounding land uses,
 - f) The availability of ample parking for the proposed use,
 - g) The ability to accommodate truck traffic,
 - h) The location and impact of signage.
- 5.3.11 Highway commercial and light industrial land uses requiring larger parcels of land shall be directed to locate in areas designated for highway commercial purposes.
- 5.3.12 A non-residential Direct Control district will be provided in the Land Use Bylaw. The purpose of the district will be to provide an alternative to traditional zoning districts to accommodate commercial development that is unique or innovative and brings benefit to the Town.

5.4 Industrial

Industrial development has had a positive impact on the Town's assessment base and is an important part of the economic activity that occurs in the Beaverlodge area. The Town wants to continue to develop its industrial land base and provide opportunities for operations of this kind.

The policy directions to be used for the development of industrial areas in the Town as identified as Industrial on the Future Land Use Map are:

- 5.4.1 Industrial areas shall be located in the south, northwest and west areas of the Town. The areas are identified on the Future Land Use Map.
- 5.4.2 The Town will ensure an adequate provision of industrial land within the Town boundaries. An adequate supply includes the quality of the

available land, the quantity of land that may be available, serviceability, and reasonably priced.

- 5.4.3 Landscaped buffers shall be provided between industrial areas and other land uses, when required by the Town.
- 5.4.4 Internal roads for industrial parks and industrial areas shall be designed in a manner that allows for easy access and turning space for larger vehicles.
- 5.4.5 All storage areas in industrial areas should be appropriately screened or fenced.
- 5.4.6 Any industry, which may be hazardous or obnoxious, shall be directed away from other land uses that would result in a conflict being created.
- 5.4.7 Although it is desirable to provide municipal services to all industrial land, the Town may allow for the development of industrial properties with private sewage disposal systems and water systems. Industrial areas where this provision may be allowed must be beyond reasonable and economic means of providing municipal services.
- 5.4.8 A non-residential Direct Control district will be provided in the Land Use Bylaw. The purpose of the district will be to provide an alternative to traditional zoning districts to accommodate commercial development that is unique or innovative and brings benefit to the Town.

5.5 Institutional

There are a number of institutional facilities located in the Town including a hospital, schools, churches and various public buildings.

The policy directions to be used for the development of institutional land uses in the Town are:

- 5.5.1 Institutional uses shall be encouraged to locate in areas of the Town that are compatible with the type of institutional use.
- 5.5.2 When evaluating proposals for residential development, the Town will consider the impact of the proposed development on the capacity of institutional facilities, such as schools and the need for land to be provided for such purposes.
- 5.5.3 The Town supports the development of a new hospital facility for the Town of Beaverlodge.
- 5.5.4 New institutional uses will be allowed in all districts in the Town. However, prior to any approvals, the Town will ensure that the institutional use is compatible with the surrounding land uses, is serviceable with Town services and will not create any adverse impacts with transportation networks.

5.6 Community

The Town has a number of developed community uses including parks, playgrounds, and a multi-purpose recreational facility. These types of land uses may be developed in expansion areas with the Town.

The policy directions to be used for the development of community land uses in the Town are:

- 5.6.1 All parks and playgrounds shall be landscaped.
- 5.6.2 Playgrounds (tot lots) should be developed in close proximity to residential areas in order to allow convenient and safe access to them for children.
- 5.6.3 When evaluating proposals for residential development, the Town shall determine the need for community areas and the location of them within the area.
- 5.6.4 The Town will continue to evaluate the recreational needs of the residents of the Town and to respond to the needs as required.

- 5.6.5 The Town may also require any developer along any other watercourse in the Town, to dedicate the watercourse as Environmental Reserve at the time of subdivision.
- 5.6.6 All land taken as Environmental Reserve will be incorporated into the open space and trail system for the Town.

5.7 Transportation

The Town's transportation system plays a key role in the development of the municipality and in the implementation of this Municipal Development Plan. The Town wants to ensure the safe and effective movement of people, goods, and services throughout the Town.

The policy directions to be used to develop the Town's transportation system are:

- 5.7.1 The Town shall ensure that the planning and design of the various elements of the transportation system complement the implementation of the Municipal Development Plan.
- 5.7.2 The following types of roads will be designated by the Town as part of this Municipal Development Plan as shown on the Transportation Map #1,
 - a) Highways
 - b) Collector Roads
 - c) Local Roads
- 5.7.3 The construction and maintenance of roads coordinated with other projects related to the provision of municipal services.
- 5.7.4 The Town shall ensure that collector roads serve new residential areas.
- 5.7.5 The Town may require buffers along transportation corridors as a method to reduce the impact on adjacent land uses.
- 5.7.6 The Town shall protect land that may be required for future road rights-of-way through the planning and development processes used by the municipality.

- 5.7.7 Collector roads shall collect traffic from local roads and move the traffic to arterial roads. The right-of-way for a collector road shall be a minimum of 22.5 metres.
- 5.7.8 Local roads shall provide access to the majority of areas in the Town. Through traffic shall be discouraged through the planning and design of these roads. The right-of-way for a local road shall be 20 metres.
- 5.7.9 Lanes may be developed in certain areas of the Town and shall have a right-of-way of at least 6 metres.
- 5.7.10 The Town will work closely with the Provincial government in the development, maintenance and upgrading of Highways in the Town when considering projects aimed at the enhancement of the Town's transportation system.
- 5.7.11 The Town may require roads within residential areas to have sidewalks along at least one side of the roads.
- 5.7.12 The Town plans to implement the development of a pedestrian-bicycle walkway system that will connect community facilities and residential areas of the municipality.
- 5.7.13 The Town may identify which roads are to be used as truck routes.

5.8 Municipal Services and Utilities

The provision of municipal services and utilities is a key factor in the planning and development of the Town. The Town wants to ensure that municipal services and utilities are developed in a manner that complements the planning of the municipality.

The policy directions that will be used to develop the Town's municipal services and utilities are:

- 5.8.1 Land required for municipal services and utilities shall be identified as part of the planning process for urban expansion areas or areas to be re-developed in the Town.

- 5.8.2 The Town may require the provision of easements or public utility lots for municipal services and utilities as part of a proposal to subdivide and/or develop land.
- 5.8.3 The Town will work closely with utility companies on the planning for the installation of municipal services and utilities.
- 5.8.4 The Town will attempt wherever possible to create a looped system for all utility services.
- 5.8.5 The Town will work towards the development of a second river crossing for all water and gas lines as a long-term goal.

5.9 Future Development Areas

The Town has a reasonable supply of land for future urban expansion within its current municipal boundaries. This land supply provides the Town with flexibility in terms of future land use patterns, while ensuring that proper planning can take place in these areas of the Town. However, the Town may consider the annexation of additional areas in order to enhance economic opportunities as indicated on Map #3, Growth Directions.

Future development areas refer to both un-serviced and undeveloped land within the Town boundary and to land beyond the Town boundary that is identified as a future growth direction. Most of the land, which is undeveloped, is used for agricultural purposes. It is expected that the land will remain in agricultural production until there is a proposal for a more intense use. The policy directions that will be used for the development of Future Development Areas within the Town are:

- 5.9.1 Future Development Areas shall require the adoption of an area structure plan by Town Council prior to their subdivision and/or development that includes:
 - a) Proposed land uses;
 - b) The general pattern of subdivision;
 - c) Location of roads, municipal services and utilities;
 - d) Phasing of development
 - e) Proposed lot sizes; and
 - f) Any other matters deemed necessary by Town Council.

- 5.9.2 In all Future Development Areas, the allocation of municipal and/or school reserve shall be addressed by the adopted area structure plan. In general, a developer can be expected to provide 10% of an area to be subdivided as municipal reserve for parks and play grounds. In Industrial or commercial areas, cash in lieu instead of land may be provided at the discretion of Council. Lastly, the requirement for land for any new or expanding school site will be negotiated with the relevant school jurisdiction.
- 5.9.3 Agricultural operations within the Town boundaries will be limited to the following activities: the cultivation of land, the production of agricultural field crops, the production of fruits, vegetables, sod, trees, shrubs, and other specialty horticultural crops, the operation of agricultural machinery and equipment to support the above operations. Agricultural operations may be allowed in Future Development Areas, but intensive agricultural uses, such as intensive livestock operations, shall not be allowed.

6.0 IMPLEMENTATION OF THE PLAN

6.1 Intermunicipal Cooperation

- 6.1.1 The Town of Beaverlodge will continue to work with its municipal neighbor, the County of Grande Prairie, on the future planning of the Beaverlodge area. This will include the coordination of road and infrastructure projects involving the two municipalities. The Councils recognize the benefits of working together in terms of the development of the Beaverlodge area.

The Councils for the Town and County have an existing comprehensive agreement. This agreement should be amended to include planning matters. This will establish a system of communication and consultation on planning matters between the municipalities to address: referrals of zoning, subdivision and development permits, dispute resolution and a process to use when the annexation of land is considered. An "Intermunicipal Negotiation Committee" is established and should be used as a way to administer Intermunicipal planning issues.

Through working with the County, the Town will be able to implement various aspects of this Municipal Development Plan.

6.2 Town of Beaverlodge Land Use Bylaw

- 6.2.1 For the most part, the policies contained in this Municipal Development Plan will be implemented through the application of the Town of Beaverlodge Land Use Bylaw.
- 6.2.2 The Town will also implement the Municipal Development Plan through other mechanisms, such as: recreation master plans; the annual municipal budgeting processes; and land use studies.

6.3 Subdivision of Land

- 6.3.1 The policy of the Town will be that no application for subdivision will be recommended to the Subdivision Authority for approval unless the proposed subdivision conforms to the spirit and intent of the policies contained in the Municipal Development Plan.
- 6.3.2 The Town will consider the effect that the proposed subdivision of land will have on the economy of the Town, as well as the ability to provide municipal services and utilities to the subject property.

6.4 Area Structure Plans

- 6.4.1 The Town will require the preparation of and adoption by Town Council of an area structure plan prior to:
 - a. The subdivision and/or development of a Future Development Area, as outlined in this Municipal Development Plan;
 - b. Large parcels of land being allowed to be subdivided and/or developed; or
 - c. Any other situations where Town Council is of the opinion that detailed land use planning is required.

This type of detailed land use planning will implement the goal of orderly and economic development for the municipality, while ensuring that land use, municipal services, utilities and roads are properly integrated.

6.5 Responsibilities of Developers

- 6.5.1 When land is to be subdivided and/or developed, the Town will require developers to enter into an agreement with the municipality for the provision of municipal services, utilities, and roads.
- 6.5.2 The Town will be required to work with land developers in the Town. The Town will at the same time strive to create an environment that is conducive to supporting land development while at the same time recognizing effective community planning.
- 6.5.3 The Town will ensure that its development standards are appropriate for the municipality, and through development agreements, work with developers to ensure positive results for all stakeholders.

6.6 Municipal and Environmental Reserve

The following policies will outline how the Town will address the allocation of municipal and/or school reserves:

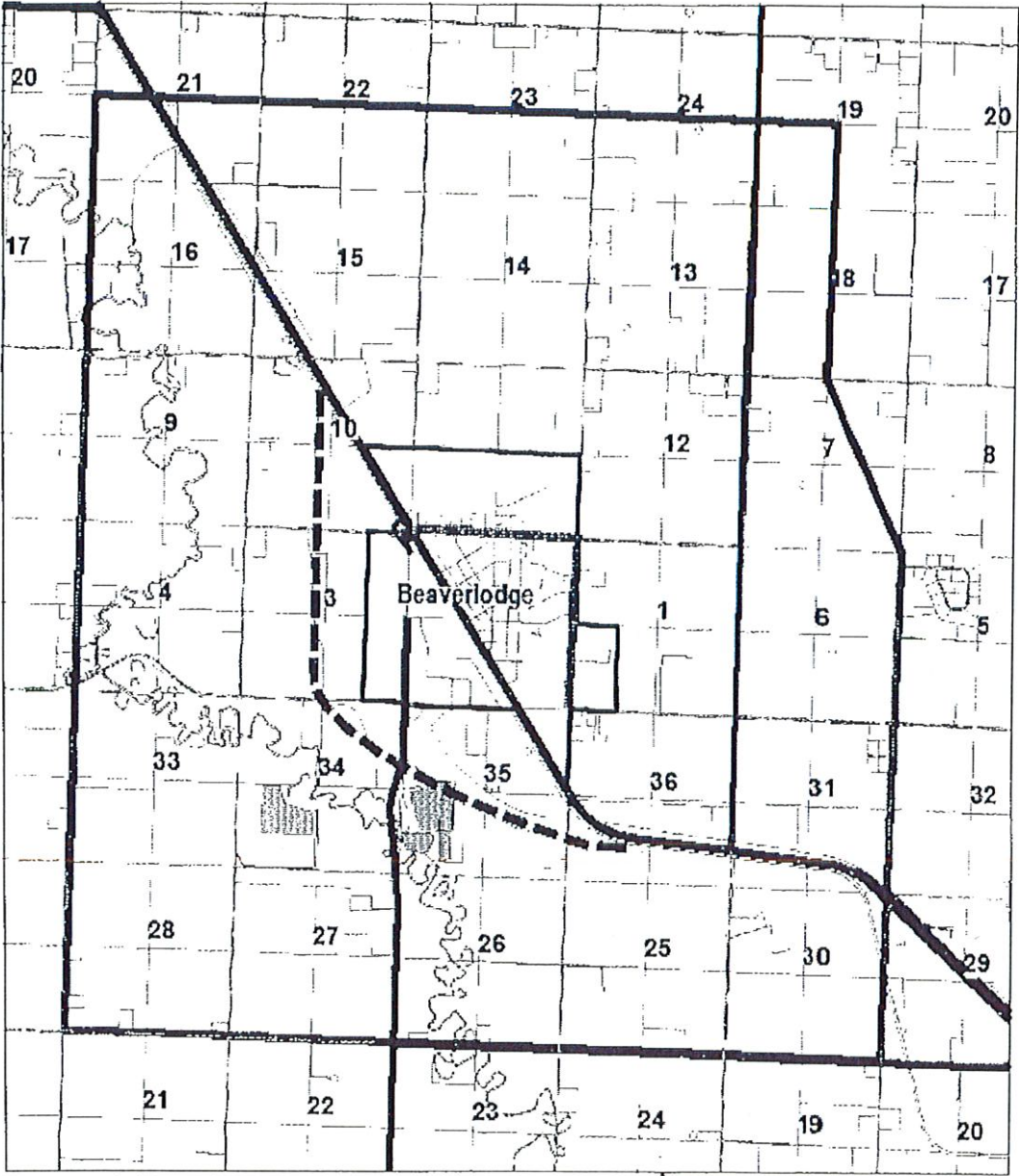
- 6.6.1 As a condition of subdivision approval, the Town shall require that ten percent (10 %) of the lands to be developed be dedicated to municipal and/or school reserve.
- 6.6.2 The Town may take municipal and/or school reserve in one or a combination of the following methods:
- a) Land, similar in quality to the land being proposed to be subdivided;
 - b) Money in lieu;
 - c) Deferral to the balance of the subject property; or
 - d) A combination of the above methods.
- 6.6.3 Money collected in-lieu of municipal reserve shall be used for the provision of recreation and/or school facilities.
- 6.6.4 Where there is an approved area structure plan, the allocation of municipal and/or school reserve will be based on the provisions of the area structure plan.
- 6.6.5 In residential areas, the Town may allocate municipal and/or school reserve for the purpose of developing parks, playgrounds, walkways, recreation facilities, schools, and similar uses.

- 6.6.6 In commercial or industrial areas, the Town may allocate municipal reserve for the purpose of providing a buffer between incompatible land uses or the provision of walkways as part of a comprehensive system.
- 6.6.7 The Town will coordinate the location of new schools and the allocation of school reserves in the municipality with the local school divisions.
- 6.6.8 Land that is deemed to be undevelopable shall be left in its natural state, and allocated as environmental reserve in accordance with the provisions of the Municipal Government Act. These lands shall not be allocated as municipal and/or school reserve.

6.7 Plan Monitoring and Review

- 6.7.1 The Town will continually monitor the administration and implementation of this Municipal Development Plan to ensure that the Plan remains an effective policy document. The following actions will be undertaken as was to monitor the implementation of the Plan:
 - a. An annual review of land use and development trends,
 - b. The identification of planning issues affecting the future growth of the Town,
 - c. Evaluating the effect of any changes to the provincial planning legislation, and
 - d. Ongoing contact with interest groups.
- 6.7.2 The Town shall undertake a major review of this Municipal Development Plan once every five years or earlier if deemed necessary to do so by Town Council.

TRANSPORTATION

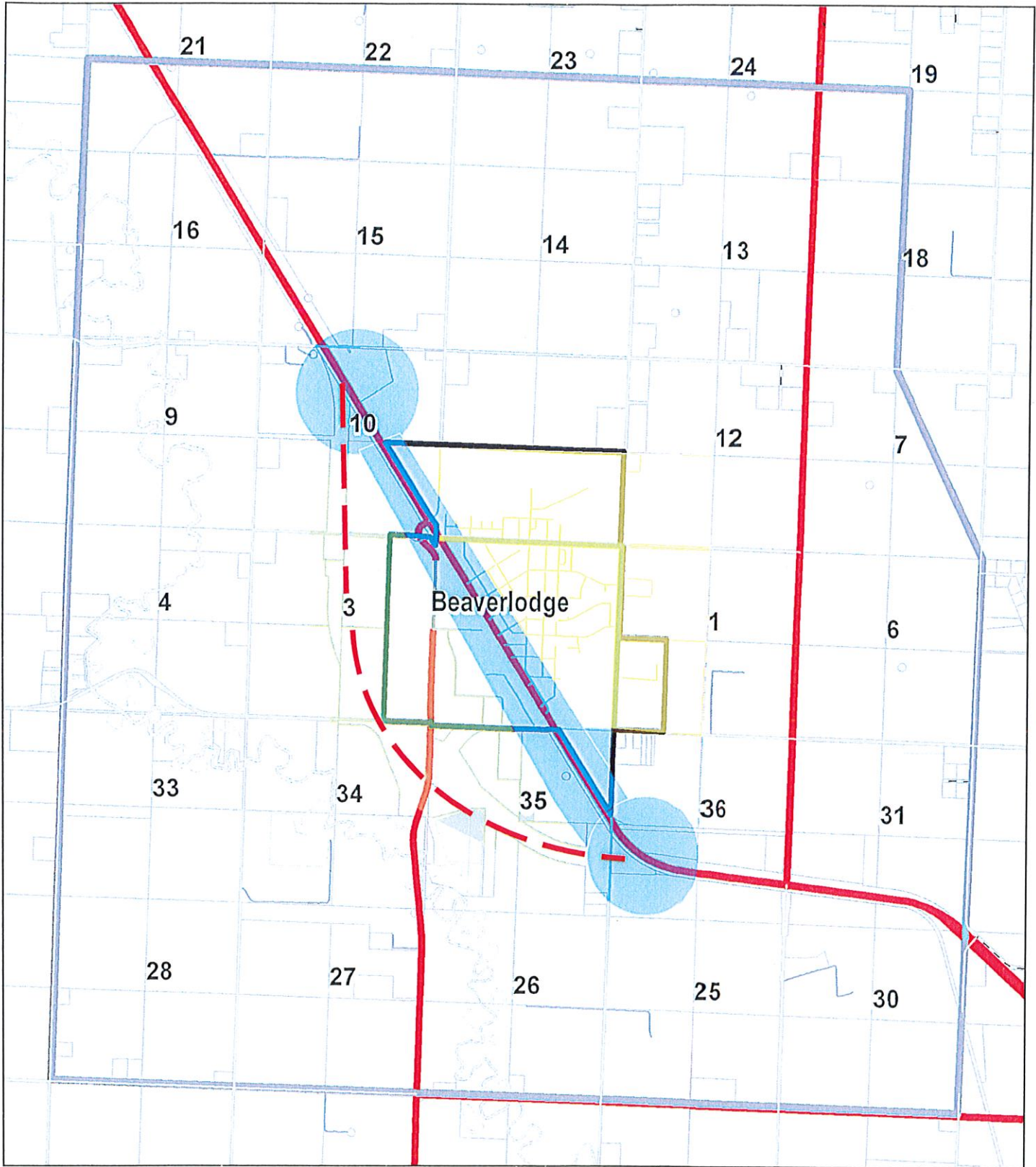













Legend

-  Collector Roads
-  Beaverlodge
-  All Other Roads
-  Water bodies
-  Beaverlodge Fringe
-  Highways
-  Bypass Highway 43



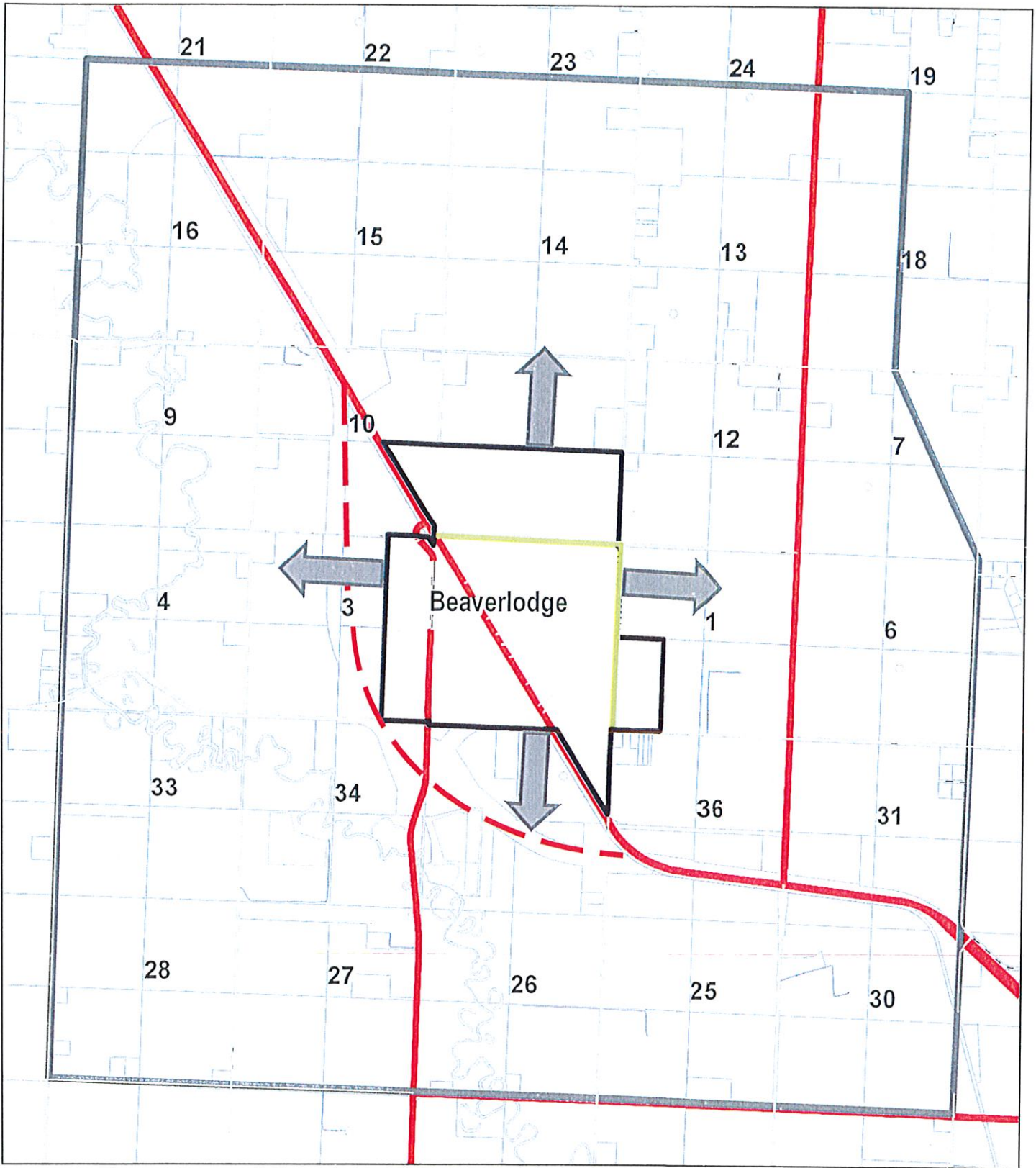
FUTURE LAND USE



| Legend | |
|--|---|
|  Collector Roads |  Future Land Use |
|  Beaverlodge |  Commercial |
|  All Other Roads |  Industrial |
|  Water bodies |  Residential |
|  Beaverlodge Fringe | |
|  Highways | |
|  Bypass Highway 43 | |



GROWTH DIRECTIONS



Legend

- Collector Roads
- Beaverlodge
- All Other Roads
- Water bodies
- Beaverlodge Fringe
- Highways
- Bypass Highway 43



TOWN OF BEAVERLODGE

BYLAW #967

A BYLAW TO ESTABLISH A CODE OF CONDUCT FOR MEMBERS OF COUNCIL

WHEREAS, pursuant to section 146.1(1) of the *Municipal Government Act*, a council must, by bylaw, establish a code of conduct governing the conduct of councillors;

AND WHEREAS, pursuant to section 146.1(3) of the *Municipal Government Act*, a council may, by bylaw, establish a code of conduct governing the conduct of members of council committees and other bodies established by the council who are not councillors;

AND WHEREAS, pursuant to section 153 of the *Municipal Government Act*, councillors have a duty to adhere to the code of conduct established by the council;

AND WHEREAS the public is entitled to expect the highest standards of conduct from the members that it elects to council for the Town of Beaverlodge;

AND WHEREAS the establishment of a code of conduct for members of council is consistent with the principles of transparent and accountable government;

AND WHEREAS a code of conduct ensures that members of council share a common understanding of acceptable conduct extending beyond the legislative provisions governing the conduct of councillors;

NOW THEREFORE the Council of the Town of Beaverlodge, in the Province of Alberta, duly assembled, enacts as follows:

1. Short Title

1.1. This Bylaw may be referred to as the "Council Code of Conduct Bylaw".

2. Definitions

2.1. In this Bylaw, words have the meanings set out in the Act, except that:

- (a) "Act" means the Municipal Government Act, R.S.A. 2000, c. M-26, and associated regulations, as amended;
- (b) "Administration" means the administrative and operational arm of the Municipality, comprised of the various departments and business units and including all employees who operate under the leadership and supervision of the CAO;
- (c) "CAO" means the chief administrative officer of the Municipality, or their delegate;
- (d) "FOIP" means the Freedom of Information and Protection of Privacy Act, R.S.A. 2000, c. F-25, any associated regulations, and any amendments or successor legislation;
- (e) "Investigator" means Council or the individual or body established by Council to investigate and report on complaints;
- (f) "MGA" means the Municipal Government Act of the province of Alberta;
- (f) "Member" means a member of Council and includes a councillor or the Mayor and includes members of council committees or other bodies established by Council who are not councillors or the Mayor;

(g) "Municipality" means the municipal corporation of the Town of Beaverlodge.

3. Purpose and Application

3.1. The purpose of this Bylaw is to establish standards for the ethical conduct of Members relating to their roles and obligations as representatives of the Municipality and a procedure for the investigation and enforcement of those standards.

4. Representing the Municipality

4.1. Members shall:

- (a) act honestly and, in good faith, serve the welfare and interests of the Municipality as a whole;
- (b) perform their functions and duties in a conscientious and diligent manner with integrity, accountability and transparency;
- (c) conduct themselves in a professional manner with dignity and make every effort to participate diligently in the meetings of Council, committees of Council and other bodies to which they are appointed by Council; and
- (d) arrange their private affairs and conduct themselves in a manner that promotes public confidence and will bear close public scrutiny.

5. Communicating on Behalf of the Municipality

- 5.1. A Member must not claim to speak on behalf of Council unless authorized to do so.
- 5.2. Unless Council directs otherwise, the Mayor is Council's official spokesperson and in the absence of the Mayor it is the Deputy Mayor. All inquiries from the media regarding the official Council position on an issue shall be referred to Council's official spokesperson.
- 5.3. A Member who is authorized to act as Council's official spokesperson must ensure that their comments accurately reflect the official position and will of Council as a whole, even if the Member personally disagrees with Council's position.
- 5.4. No Member shall make a statement when they know that statement is false.
- 5.5. No Member shall make a statement with the intent to mislead Council or members of the public.

6. Respecting the Decision-Making Process

- 6.1. Decision making authority lies with Council, and not with any individual Member. Council may only act by bylaw or resolution passed at a Council meeting held in public at which there is a quorum present. No Member shall, unless authorized by Council, attempt to bind the Municipality or give direction to employees in Administration, agents, contractors, consultants or other service providers or prospective vendors to the Municipality.
- 6.2. Members shall conduct and convey Council business and all their duties in an open and transparent manner other than for those matters which by law are authorized to be dealt with in a confidential manner in an in-camera session, and in so doing, allow the public to view the process and rationale which was used to reach decisions and the reasons for taking certain actions.
- 6.3. Members shall accurately communicate the decisions of Council, even if they disagree with Council's decision, such that respect for the decision-making processes of Council is fostered.

7. Adherence to Policies, Procedures and Bylaws

- 7.1. Members shall uphold the law established by the Parliament of Canada and the Legislature of Alberta and the bylaws, policies and procedures adopted by Council.
- 7.2. Members shall respect the Municipality as an institution, its bylaws, policies and procedures and shall encourage public respect for the Municipality, its bylaws, policies and procedures.
- 7.3. A Member must not encourage disobedience of any bylaw, policy or procedure of the Municipality in responding to a member of the public, as this undermines public confidence in the Municipality and in the rule of law.

8. Respectful Interactions with Council Members, Staff, the Public and Others

- 8.1. Members shall act in a manner that demonstrates fairness, respect for individual differences and opinions, and an intention to work together for the common good and in furtherance of the public interest.
- 8.2. Members shall treat one another, employees of the Municipality and members of the public with courtesy, dignity and respect and without abuse, bullying or intimidation.
- 8.3. No Member shall use indecent, abusive, or insulting words or expressions toward another Member, any employee of the Municipality or any member of the public.
- 8.4. No Member shall speak in a manner that is discriminatory to any individual based on the person's race, religious beliefs, colour, gender, physical disability, mental disability, age, ancestry, place of origin, marital status, source of income, family status or sexual orientation.
- 8.5. Members shall respect the fact that employees in Administration work for the Municipality as a corporate body and are charged with making recommendations that reflect their professional expertise and a corporate perspective and that employees are required to do so without undue influence from any Member or group of Members.
- 8.6. Members must not:
 - (a) involve themselves in matters of Administration, which fall within the jurisdiction of the CAO;
 - (b) use, or attempt to use, their authority or influence for the purpose of intimidating, threatening, coercing, commanding or influencing any employee or volunteer of the Municipality with the intent of interfering in the employee's or volunteers duties; or
 - (c) maliciously or falsely injure the professional or ethical reputation, or the prospects or practice of employees of the Municipality.

9. Confidential Information

- 9.1. Members must keep in confidence matters discussed in private at a Council or Council committee meeting until the matter is discussed at a meeting held in public.
- 9.2. No Member shall use confidential information for personal benefit or for the benefit of any other individual organization.
- 9.3. In the course of their duties, Members may also become privy to confidential information received outside of an "in-camera" meeting. Members must not:
 - (a) disclose or release by any means to any member of the public, including the media, any confidential information acquired by virtue of their office, unless the disclosure is required by law or authorized by Council to do so;

- (b) access or attempt to gain access to confidential information in the custody or control of the Municipality unless it is necessary for the performance of the Member's duties and is not otherwise prohibited by Council, and only then if the information is acquired through appropriate channels in accordance with applicable Council bylaws and policies;
- (c) use confidential information for personal benefit or for the benefit of any other individual or organization.

9.4. Confidential information includes information in the possession of, or received in confidence by, the Municipality that the Municipality is prohibited from disclosing pursuant to legislation, court order or by contract, or is required to refuse to disclose under FOIP or any other legislation, or any other information that pertains to the business of the Municipality, and is generally considered to be of a confidential nature, including but not limited to information concerning:

- (a) the security of the property of the Municipality;
- (b) a proposed or pending acquisition or disposition of land or other property;
- (c) a tender that has or will be issued but has not been awarded;
- (d) contract negotiations;
- (e) employment and labour relations;
- (f) draft documents and legal instruments, including reports, policies, bylaws and resolutions, that have not been the subject matter of deliberation in a meeting open to the public;
- (g) law enforcement matters;
- (h) litigation or potential litigation, including matters before administrative tribunals; and
- (i) advice that is subject to solicitor-client privilege.

10. Conflicts of Interest

- 10.1. Members have a statutory duty to comply with the pecuniary interest provisions set out in Part 5, Division 6 of the Act and a corresponding duty to vote unless required or permitted to abstain under the Act or another enactment.
- 10.2. Members are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or associates, business or otherwise.
- 10.3. Members shall approach decision-making with an open mind that is capable of persuasion.
- 10.4. It is the individual responsibility of each Member to seek independent legal advice, at the Member's sole expense, with respect to any situation that may result in a pecuniary or other conflict of interest.

11. Improper Use of Influence

- 11.1. No Member shall use the influence of the Member's office for any purpose other than for the exercise of the Member's official duties.

- 11.2. No Member shall act as a paid agent to advocate on behalf of any individual, organization or corporate entity before Council or a committee of Council or any other body established by Council.
- 11.3. Members shall not contact or otherwise attempt to influence members of any adjudicative body regarding any matter before it relating to the Municipality.
- 11.4. Members shall refrain from using their positions to obtain employment with the Municipality for themselves, family members or close associates. Members are ineligible to apply or be considered for any position with the Municipality while they hold their elected position and for six months after leaving office.

12. Use of Municipal Assets and Services

- 12.1. Members shall use municipal property, equipment, services, supplies and staff resources only for the performance of their duties as a Member, subject to the following limited exceptions:
 - (a) municipal property, equipment, service, supplies and staff resources that are available to the general public may be used by a Member for personal use upon the same terms and conditions as members of the general public, including booking and payment of any applicable fees or charges;
 - (b) electronic communication devices, including but not limited to desktop computers, laptops, tablets and smartphones, which are supplied by the Municipality to a Member, may be used by the Member for personal use, provided that the use is not for personal gain, offensive or inappropriate.

13. Orientation and Other Training Attendance

- 13.1. Every Member must attend the orientation training offered by the Municipality within 90 days after the Member takes the oath of office.
- 13.2. Unless excused by Council, every Member must attend any other training organized at the direction of Council for the benefit of Members throughout the Council term.

14. Remuneration and Expenses

- 14.1. Members are stewards of public resources and shall avoid waste, abuse and extravagance in the use of public resources.
- 14.2. Members shall be transparent and accountable with respect to all expenditures and strictly comply with all municipal bylaws, policies and procedures regarding claims for remuneration and expenses.

15. Gifts and Hospitality

- 15.1. Members shall not accept gifts, hospitality or other benefits that would, to a reasonable member of the public, appear to be in gratitude for influence, to induce influence, or otherwise to go beyond the necessary and appropriate public functions involved.
- 15.2. Members may accept hospitality, gifts or benefits that normally accompany the responsibilities of office and are received as an incident of protocol, official Council business or social obligation, provided that the value of the hospitality, gift or benefit does not exceed \$250.00.
- 15.3. Gifts received by a Member on behalf of the Municipality as a matter of official protocol which have significance or historical value for the Municipality shall be left with the

Municipality when the Member ceases to hold office.

- 15.4. Food, lodging, transportation and other reasonable expenses provided by provincial, regional, local municipality or professional organizations or associations where the member is speaking or attending in an official capacity are allowable.

16. Election Campaigns

- 16.1. No Member shall use any facilities, equipment, supplies, services, municipal logo or other resources of the Municipality for any election campaign or campaign-related activity.

17. Informal Complaint Process

- 17.1. Any person or any Member who has identified or witnessed conduct by a Member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may address the prohibited conduct by:
 - (a) advising the Member that the conduct violates this Bylaw and encouraging the Member to stop,
 - (b) requesting the Mayor to assist in informal discussion of the alleged complaint with the Member in an attempt to resolve the issue. In the event that the Mayor is the subject of, or is implicated in a complaint, the person may request the assistance of the Deputy Mayor.
- 17.2. Individuals are encouraged to pursue this informal complaint procedure as the first means of remedying conduct that they believe violates this Bylaw. However, an individual is not required to complete this informal complaint procedure prior to pursuing the formal complaint procedure outlined below.

18. Formal Complaint Process

- 18.1. Any person or Any Member who has identified or witnessed conduct by a Member that the person or Member reasonably believes, in good faith, is in contravention of this Bylaw may file a formal complaint in accordance with the following procedure:
 - (a) All complaints shall be made in writing and shall be dated and signed by an identifiable individual;
 - (b) An anonymous report or complaint shall not be considered valid;
 - (c) All complaints shall be addressed to the Investigator;
 - (d) Council will appoint an independent third party investigator;
 - (e) The complaint must set out reasonable and probable grounds for the allegation that the Member has contravened this Bylaw, including a detailed description of the facts, as they are known, giving rise to the allegation;
 - (f) If the facts, as reported, include the name of one or more Members who are alleged to be responsible for the breach of this Bylaw, the Member or Members concerned shall receive a copy of the complaint submitted to the Investigator;
 - (g) Upon receipt of a complaint under this Bylaw, the Investigator shall review the complaint and decide whether to proceed to investigate the complaint or not. If the Investigator is of the opinion that a complaint is frivolous or vexatious or is not made in good faith, or that there are no grounds or insufficient grounds for conducting an investigation, the Investigator may choose not to investigate or, if already commenced, may terminate any investigation, or may dispose of the complaint in a summary

manner. In that event, the complainant and Council, shall be notified of the Investigator's decision;

- (h) If the Investigator decides to investigate the complaint, the Investigator shall take such steps as it may consider appropriate, which may include seeking legal or other professional advice. All proceedings of the Investigator regarding the investigation shall be confidential;
- (i) The Investigator shall, upon conclusion of the investigation, provide the Council and the Member who is the subject of the complaint, the results of the Investigator's investigation;
- (j) A Member who is the subject of an investigation shall be afforded procedural fairness, including an opportunity to respond to the allegations before Council deliberates and makes any decision or any sanction is imposed;
- (k) The results of the investigation and Council's decision shall be publicly communicated, subject to any legal restriction under FOIP;
- (l) A Member who is the subject of an investigation is entitled to be represented by legal counsel, at the Councillors expense. This does not preclude Council from considering reimbursement for costs related to investigation assistance under this policy.

19. Compliance and Enforcement

- 19.1. Members shall uphold the letter and the spirit and intent of this Bylaw.
- 19.2. Members are expected to co-operate in every way possible in securing compliance with the application and enforcement of this Bylaw.
- 19.3. No Member shall:
 - (a) undertake any act of reprisal or threaten reprisal against a complainant or any other person for providing relevant information to Council or to any other person;
 - (b) obstruct Council, or any other person, in carrying out the objectives or requirements of this Bylaw.
- 19.4. Sanctions that may be imposed on a Member, by Council, upon a finding that the Member has breached this Bylaw may include:
 - (a) a letter of reprimand addressed to the Member;
 - (b) requesting the Member to issue a letter of apology;
 - (c) publication of a letter of reprimand or request for apology and the Member's response;
 - (d) suspension or removal of the appointment of a Member as the chief elected official under section 150(2) of the Act;
 - (e) suspension or removal of the appointment of a Member as the deputy chief elected official or acting chief elected official under section 152 of the Act;
 - (f) suspension or removal of the chief elected official's presiding duties under section 154 of the Act;
 - (g) suspension or removal from some or all Council committees and bodies to which council has the right to appoint members;
 - (h) reduction or suspension of remuneration as defined in section 275.1 of the Act

corresponding to a reduction in duties, excluding allowances for attendance at council meetings;

- (i) Restricting the privileges of attending conferences and workshops at the Towns expense;
- (j) any other sanction Council deems reasonable and appropriate in the circumstances provided that the sanction does not prevent a Member from fulfilling the legislated duties of a councillor and the sanction is not contrary to the Act.

20. Review

- 20.1. This Bylaw shall be brought forward for review at the beginning of each term of Council, when relevant legislation is amended, and at any other time that Council considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of Members.

READ a First time this 26th day of February 2018.

READ a Second time this 28th day of May 2018.

READ a Third time this 28th day of May 2018.

SIGNED AND PASSED this 28th day of May 2018.



MAYOR



CHIEF ADMINISTRATIVE OFFICER

If any portion of this bylaw is declared Invalid by a court of competent jurisdiction, then the Invalid portion must be severed and the remainder of the bylaw is deemed valid.

MEO Training – Dec 14, 2021 from 1-5pm

Teresa Sargent Hall

9839-103 Ave - Grande Prairie, AB

Subject: MEO Training Dec 14

Please be advised that social distancing and masking will be mandatory for this training. Please advise your respective participants.

At this point I do not know if coffee/tea will be provided.

Attendees:

1. *Gary Rycroft*
2. *Hugh Graw*
3. *Cal Mosher*
4. *Cyndi Corbett*
5. *Jeff Johnston*
6. *Tina Letendre*
7. *Nick Kebalo*

Municipal Elected Officials (MEO)

Roles and responsibilities in emergency management

Course description

When disasters happen in Alberta's communities, elected officials play an important role in the emergency management process.

This course is designed to provide the local authority with background on emergency management principles, other key players in emergency management, and the legislation that delegates legal responsibilities to the local authority in emergency situations. A combination of lecture materials, activities, and a self-assessment are included to prepare participants for effective emergency management in their communities.

Participants will be supplied with a student handbook, which includes a glossary of terms and acronyms, fact sheets on relevant provincial and federal legislation, and other helpful tools.

Course learning objectives

- Understand emergency management.
- Consider the historical impact of disasters in Alberta.
- Become familiar with emergency management partners.
- Explore legislated responsibilities in emergency management.
- Consider the link between emergency management and safe and viable communities.
- Explain the link between emergency management and resilience.

Evaluation

- Self-assessment
- Attendance of the full course is required to receive certificate

Method

- Self-directed online course **OR**
- Facilitated PowerPoint with classroom discussion and activities

Target audience

- Municipal Elected Officials (MEO)
- Chief Administrative Officers (CAO)
- Directors of Emergency Management (DEM)
- Deputy Directors of Emergency Management (DDEM)

Course length

- Self-directed online course: 2-4 hours
- Facilitated PowerPoint: 3-5 hours

Course prerequisites

- Required: None
- Recommended: Basic Emergency Management

If you have any questions about this course, please visit the Government of Alberta website or contact the AEMA Emergency Management Education Specialist at AEMA.Training@gov.ab.ca.



GORDON A. McINTOSH

250 881 0761

ga.mcintosh@shaw.ca CivicExcellence.com

Email to: jwhittleton@countygp.ab.ca

November 2020

Dear Ms. Joulia Whittleton

RE: POST-ELECTION WORKSHOP SERVICES

It is critical for Council and administration to continually work at alignment of expectations. I have conducted 1,300 sessions throughout Canada and overseas *"to help elected officials and staff to make a leadership difference"*. ***"What's Black & White and Grey All over?"*** may be of interest to the County, Hythe, Beaverlodge, Wembley and Sexsmith after the 2021 elections.

"What's Black & White and Grey All over?" (Attachment 1) deals with governance effectiveness focused on the political/administrative interface by:

- Clarifying **roles & responsibilities** for Council and staff;
- Identifying **success indicators** to monitor organizational effectiveness; and
- Establishing **procedures and processes** to improve decision making.

A sample annotated agenda is attached (Att. 2) which would be customized to meet your needs for a very interactive learning session and to re-enforce selected elements of the *MGA* post-election requirements and complement Municipal Affairs training opportunities.

My successful **experience** (Att. 3 & 4) involving 140,000 elected officials and staff provides you with assurance that you will receive good value from your organization's investment:

- extensive consulting focused on **local government effectiveness**;
- 33 years of **managerial experience** in most aspects of local government;
- an expertise in **solution seeking** processes with applied solutions;
- practical tools to **maximize participant involvement**; and
- **guidelines** for follow-up reference and check-ins by each organization.

For budgeting purposes, the costs for a 'multi-government' session are as follows:

- **Workshop Facilitation** – 2 days **\$10,500**
- **Expenses as required**: accommodation & travel at cost and meal per diems
- **Free follow-up advice** (2 hours telephone consultation).

I am confident you will realize value through my services. I look forward to the prospect of working with you to help everyone get off to a good start.

Yours truly,

Gordon A. McIntosh – PhD & CLGM

Attachments: 1. Governance Agenda; 2. Profile 3. Client References

7.2

What's Black & White, and Grey All Over?

Date: evening & day

Location:

Participants – Council and Management

Facilitator: Gordon McIntosh, PhD & CLGM

INTRODUCTION

- **Program Overview** – concepts, competencies & tools
- **Introductions** “*What are components of a governance system?*”
- * *Governance Mind Map*

LOCAL GOVERNMENT

- **Evolving Enterprise** – evolutionary perspectives & service agenda
- **Legislative Entity** – legal context – bylaws, policies & ethics
- **Governance Principles** – effectiveness & efficiency
- **ACTIVITY** – Effectiveness vs. Efficiency
- * *Governance Principles*

POLITICAL REALM

- **Council** – roles & the public interest
- **Political Responsibilities** – Councillor & Chief Elected Official
- **Political Structure** – rationale for & advisory bodies
- **ACTIVITY** – Political Responsibilities
- * *Responsibilities Chart*

ADMINISTRATIVE REALM

- **Administration** – roles & expertise
- **CAO Responsibilities** – in political & administrative realms
- **The Political/Administrative Interface** – the hourglass?
- **ACTIVITY** – Role Clarity
- * *Roles & Responsibilities Matrix*

GOVERNANCE EXCELLENCE

- **Local Government Functions** – strategy, policy, services & systems
- **Defining Success** – criteria & checklist
- **Governance Strategies** – proactive & reactive
- **ACTIVITY** – Governance Check-in
- * *Good Governance Checklist & Strategies*

WHAT IS BLACK & WHITE, & GREY ALL OVER?: Council/Staff Relations

SAMPLE Annotated Interactive Agenda

Dr. Gordon McIntosh

11.18.2020

1. Local Government Foundations

- Diverse Perspectives - *societal, evolutionary & service creep*
- Legislative Context - *context, enabling status & other regulations*
- Good Government - *governance & administrative principles*
- * *What are some key principles that you feel should guide your local government?*

2. Local Government Paradoxes

- Strategic Influences - *external influences and internal factors*
- Organizational Imperatives – *reactive & proactive requirements*
- Emerging Contradictions - *politics/governance & efficiency/effectiveness*
- * *What conditions significantly impact the Council/staff relations in your organization?*

3. Local Government Functions Framework

- The Framework – *strategy, policy, services & systems*
- Significant Activities – *tasks, processes & products*
- Key Expectations – *expectations or success indicators*
- * *What key criteria should be on your local government success checklist?*

4. Political Realm

- Council Role – *policy, strategy & public interest*
- Elected Role - *strategy, policy, services & systems*
- Emerging Contradictions – *vested/public interests & oversight/meddling*
- * *How does/can an elected official effectively wear two hats – constituents & public interest?*

5. Chief Elected Official

- CEO Role – *meeting chair, spokesperson & CAO connection*
- CEO Power – *leadership styles & influence*
- Emerging Leadership Imperatives – *competencies & behaviours*
- * *How might a CEO's responsibilities collide with councillor interests or responsibilities?*

6. Administrative Realm?

- Administration's Role – *advice, implementation & knowledge*
- Staff Responsibilities - *strategy, policy, services & systems*
- Emerging Contradictions – *proactive/reactive & responsive/responsible*
- * *How might staff's responsibilities conflict with those of an elected official?*

7. Chief Administrative Officer

- CAO Role - *in the Political Realm*
- CAO Role - *in the Administrative Realm*
- Emerging Leadership Imperatives – *the hourglass or overlapping spheres*
- * *How does a CAO effectively manage being in the middle of the council/staff 'hourglass'?*

8. The Interface

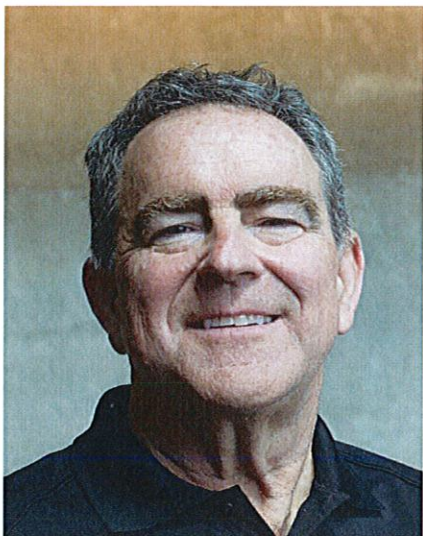
- Interface Models – *dichotomous & duality*
- The Reality – *interactions & consequences*
- Situational Dilemmas - *two-way interventions*
- * *What are some political/administrative interface challenges you have observed or experienced?*

9. Alignment Strategies

- Strategic Thinking – *problem solving steps*
- Strategic Approaches – *remedial & preventive*
- Strategic Roles – *individual & organization*
- * *What are 3 ways you and/or your organization could enhance council/staff relations?*

10. Leadership Excellence

- Leadership Capabilities – *competencies & behaviours*
- Leadership Profile – *personal assessment*
- Leadership Development – *personal learning plan*
- * *How will you enhance your ability to navigate council/staff relations?*



GORDON A. MCINTOSH PHD CLGM

Gordon has 40 years of local government management, educator and consultancy roles. He provides governance, strategic and leadership services and serves as Executive Advisor at *CivicExcellence*. He has conducted 1,300 workshops involving 140,000 people on topics such as:

- **Get Real: Cost Containment & Revenue Options** – exploring budget approaches, efficiency strategies, service delivery options, service capacity and alternate fiscal streams
- **What Is Black and White, & Grey All Over?** – using success indicators to enhance governance and organizational effectiveness as well as the political/administrative interface
- **The Deep C Below Us!** – exploring personal behaviours and organizational practices to develop strategies and principles that promote respectful leadership and civility
- **Are We on the Same Page?** – aligning political choices with organizational capacity along with action plans for regular monitoring
- **Look Yonder** – translating the relevance of major trends impacting communities and local governments for strategic processes, visioning and operations
- **Are We Aligned?** - enhancing team effectiveness and organizational culture through team building and enhancing internal communication and cooperation
- **What Does It Take?** – developing leadership (political or administrative) competencies for personal and organizational success along with learning and performance plans
- **Playing Nice in the Sand Box!** – facilitating shared values and strategies for enhanced team, interdepartmental, interagency and intergovernmental collaboration

Gordon received the Professional Award of Excellence and served as President of the BC Local Government Management Association. As Chief Administrative Officer, he worked with a 26-member Council for the 470 Gulf Islands located in the Salish Sea, British Columbia. Dr. McIntosh's research focuses on the political/administrative interface, strategic alignment and the CAO leadership role. Faculty roles include the Uongozi Institute for a Sustainable Africa and Universities of Victoria, Dalhousie, Cape Breton and British Columbia.

He has delivered conference presentations and sessions, training courses, executive workshops and customized programs for local, indigenous and regional governments as well as municipal associations throughout Canada and overseas - *Palestine, United States, Caribbean, South America, Sri Lanka, Africa and Philippines*. Alumni say his sessions are fast paced, interactive, humorous and practical.



GORDON A. MCINTOSH

RECENT CLIENT REFERENCES

CITY of WHITEHORSE, YK

Linda Rapp, CAO (867) 668-8650 & Mayor Dan Curtis

Focus: *Service Capacity Review, Leadership Development, Governance & Strategic Priorities*

TOWN of INUVIK, NWT

Grant Hood, CAO (867) 777-8608 & Former Mayor Jim McDonald

Focus: *Service Capacity Review, Leadership Development & Strategic Priorities*

DISTRICT of LAKE COUNTRY, BC

Albert DeFeo, CAO (250) 766-6671 & Mayor James Baker

Focus: *Service Capacity Review, Governance Success & Strategic Priority Setting*

METLAKATLA FIRST NATION, BC

Cindy Smith, Finance Manager (250) 633-3001 & Chief Councillor Harold Leighton

Focus: *Strategic Priorities, Collaboration, Service Capacity Review & Governance Excellence*

VILLAGE of LUMBY, BC

Tom Kadla, CAO (250) 547-2171 & Mayor Kevin Acton

Focus: *Service Capacity Review, Governance, Community Resilience & Strategic Priorities*

TOWN of WHITECOURT

Peter Smyl, CAO (780) 778-2273 & Mayor Maryann Chichak

Focus: *Strategic Priorities*

NORTHERN SUNRISE COUNTY, AB

Cindy Millar, CAO (780) 625-6154 & Reeve Carolyn Kolebaba

Focus: *Service Capacity Review, Economic Resilience, Governance & Strategic Priorities*

CITY of YORKTON, SK

Gord Kennedy, HR Director (306) 786-1708 & Mayor Mitch Hipsley

Focus: *Governance Training & Strategic Priorities*

CITY of WINNIPEG

Marc Lemoine, City Clerk (204) 986-7131

Focus: *Governance Training & Leadership Development*

HURON COUNTY, ON

Meaghan Wark, CAO (519) 440-2297 & Warden Jim Ginn

Focus: *Strategic Priorities, Culture Plan, Community Plan & Leadership Development*

CITY of CHARLOTTETOWN, PEI

Peter Kelly, CAO (902)-566-5548,

Focus: *Leadership Development*

COUNTY of COLCHESTER, NS

Rob Simonds, CAO (902) 897-3184 & Mayor Christine Blair

Focus: *Service Capacity Review & Strategic Priorities*

TOWN of YARMOUTH, NS

Jeff Gushue, CAO (902) 742-8565 & Mayor Pam Mood

Focus: *Service Capacity Review & Strategic Priorities*

Minutes for the Town of Beaverlodge Economic Development Committee Meeting

Tuesday October 5, 2021 at 9:00AM

Chair – Terry Dueck

ATTENDANCE:

Terry Dueck – Chair

Jeff Johnston - CAO

Gary Rycroft - Absent

Cyndi Corbett - Councillor

Tracy Ferguson – Member

Wael Ammar – absent

Tracy Brekkaas – Member

Recording Secretary - Nichole Young

1.0 CALL TO ORDER:

- The meeting commenced at 9:15 AM.

2.0 ADOPTION OF AGENDA:

#023-2021-10-05 Councillor Cyndi Corbett

CARRIED: That the agenda be accepted as presented.

3.0 ADOPTION OF MINUTES:

#024-2021-10-05 Councillor Cyndi Corbett

CARRIED: That the minutes of the June 17, 2021 meeting be accepted as presented.

4.0 OLD BUSINESS: nil

5.0 NEW BUSINESS:

5.1 Frequent Shopper Program Update – cards collected to date are down from last year but still very good so far. Final push for the last 2 draws. Look to make sure the Rec Centre stamps cards next year, especially for memberships.

5.2 Rumble Alberta 2021 Update – This program did not work and we will not continue with an extension even though it is 'free'. Reputationally we will align with GPRTA and distance ourselves from this program.

#025-2021-10-05 Councillor Cyndi Corbett

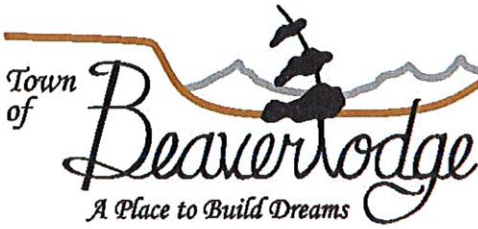
CARRIED: That we will call or email to formally withdraw from the program.

5.3 Halloween Ideas – do half of last years - \$1000 on 250 bags, have the mascot on hand and hold it at the Community Centre. Buy some items local, IGA, Co-Op, Rexall, Red Apple. Do some decorating and hold it Sunday Oct 31 from 3-5pm. Perhaps photos again.

5.4 Committee Terms of Reference & Bylaw – The TOR doesn't match the bylaw which is very old. Will look at updating the bylaw and bringing back for committee approval in the next couple months.

5 ROUND TABLE:

- Tracy B – Asked to book the CC for Dec 3rd for Christmas Craze for craft tables. Would like to do the horse rides in the campground and businesses could do lights and decorations along the trail.
- Cyndi – continue to look at any applicable grants, look at marketing via vehicle wrap – maybe on new Handibus?



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

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Next meeting:

- TBD

6 **ADJOURNMENT:**

The meeting was adjourned at 10:02 AM.

Chair, Terry Dueck

CAO, Jeff Johnston

Council Action Items

| Item Number | Subject | Requested On | People Responsible | Item Notes | Status | Target Date of Completion |
|-------------|---|--------------|--------------------|--|-------------|---------------------------|
| 1 | 10A St & Highway 43 (Subway Intersection) | 22-Jun-20 | CAO/Admin | Intersection has been surveyed - 2022 capital plan | In progress | 1/1/2022 |
| 2 | Set Meeting for PWSB 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 |
| 3 | Recreation Centre Rate Review | 27-Sep-21 | CAO/Admin | Review all the Recreation Centre Rates | On Hold | 1/1/2022 |
| 4 | Grande Prairie & District Catholic School Board | 26-Oct-20 | Admin | Met with Superintendent and Principal. Requested a meeting between the Board and Council. | In progress | Winter 2022 |
| 5 | Fiber Optics | 9-Aug-21 | CAO | Canadian Fiber Optics - NDA has been signed, LOI has been signed. Open House on hold pending COVID. | In Progress | Fall 2021 |
| 6 | GMHL WEST | 9-Aug-21 | CAO | Pursue an agreement with GMHL and bring back to Council - currently reviewing sample Ice Use Agreement | In progress | 7/14/1905 |

Current as **Monday, November 22, 2021**

Monthly Report to Council
Date: Period ending OCTOBER 2021

From: Tina Letendre

Department: Administration

| Project/Event | Highlights/Concerns |
|--------------------------|--|
| Financial Administration | <ul style="list-style-type: none"> • Monthly Variance reports for managers • Payroll • Submitted applications to Alberta Capital Financing for Water Treatment Plant & Fire Hall |
| Other Initiatives | <ul style="list-style-type: none"> • Attended Bill 48 Amendments to the MGA: Subdivision, Development & Appeal Board Webinar • Sent out Public Notification for Municipal Development Plan • Updating Group Accident Renewal AMSC • Participated in Testing Your Data Webinar for Local Authorities Pension Plan Year End • Finished CRA discrepancy documents |
| Development | <ul style="list-style-type: none"> • Submitted Safety Code Action Plan • Wrote bylaw for MDP • Monthly Statistic's Canada Building & Demolition report • 4th Quarter Development & Building <ul style="list-style-type: none"> ○ 8 Residential Development Permits, value \$468,500 ○ 1 Public Sector DP, Value \$300,000 ○ 1 Highway Commercial DP, value \$144,000 ○ 1 Highway Commercial Building Permit, value \$100,000 ○ 2 Residential Renovations, value \$12,000 ○ 1 Residential Demolition permit, no value |
| | |



Monthly Report to Council
Date: Nov 15th 2021

From: Nick Kebalo

Department: PW

| Project/Event | Highlights/Concerns |
|-------------------------|---|
| Ditch work | Small areas of the industrial will continue to be completed as time allows. |
| Snow clearing / sanding | Sanding has started throughout town as weather conditions dictate. |
| Lagoon release | Annual release is underway, all testing has been completed and all testing numbers have come back as acceptable. |
| 2022 road work | Planning has commenced for 2022 paving, boreholes have been taken on 4 th and BASE engineering has started to prepare the tender package for January 2022 issue. |

Monthly Report to Council

Date: 22 November 2021

From: Tracy Deets

Department: Library

| Project/Event | Highlights/Concerns |
|----------------|--|
| Administrative | <p>Board meeting via Zoom</p> <p>Began to gather yearly stats in preparation for 2021 Annual Report to be submitted to provincial government</p> <p>Completed Fall 2021 book order list (1 of 3)</p> <p>Continued Excel spreadsheet online course</p> <p>Along with Board, completed my performance review</p> <p>Transitioned from traditional debit machine to a Square terminal, resulting in considerable cost saving on bank charges</p> <p>Reviewed paperwork for library insurance (contents), updated and submitted</p> |
| Other | <p>Worked election polling station on Oct. 18th</p> <p>Contacted upholsterer regarding recovering of fabric furniture with material that can be wiped.</p> |
| Programming | <p>Take-home bags for Orange Shirt Day were distributed. They contained a child's T-shirt, fabric pens, paint, and stencils to make their own shirt. Also contained an insert explaining Orange Shirt Day, and a bookmark with the books available in the library that deal with Truth and Reconciliation</p> <p>Planning is in full swing for our 4th annual Artisan Fair, featuring Peace region artists and artisans. It will be on Saturday Dec. 4th from 10:30am to 3:30 pm</p> <p>Launch of our Wine Survivor fundraising raffle, being held for the second year. Proceeds go towards the purchase of programming materials.</p> |
| | |



Monthly Report to Council
From: Trudy Hodges

Date: November 2021
Department: FCSS

| Project/Event | Highlights/Concerns |
|------------------------|--|
| Administrative Tasks | <ul style="list-style-type: none"> ○ Newspaper/Newsletter ○ Posters ○ |
| Meetings | <ul style="list-style-type: none"> ○ Opioid meeting. Hoping to bring display to Beaverlodge end of February, early March. Will be looking for sponsors to help get the display here from Edmonton. ○ Restorative Justice meeting put on hold until after election |
| Programs | <ul style="list-style-type: none"> ○ FCSS received a donation of \$1000.00 from the Beaverlodge Boogie Walk/Run Club to be used for the Costs for Kids Program. The program will wrap up November 26. ○ 24 Christmas Hamper applications so far ○ Partnered with BRHS to pilot a snow removal project ○ Opioid Presentation/Display is set for early March 2022 ○ Registered for CVITP Program – we have 3 volunteers ready to help with 2021 taxes ○ Partnered with SPARKED for National Child Day November 20. Books will be delivered to playschools in the area ○ In the last two months have given out 4 Newcomer packages |
| Staffing | <ul style="list-style-type: none"> ○ ○ |
| Training & Development | <ul style="list-style-type: none"> ○ ○ |
| Other | <ul style="list-style-type: none"> ○ |
| | |



Department: Fire Department

Date: October 2021

From: Stan Metcalfe, Fire Chief.

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

| | |
|------------------------|----|
| Town of Beaverlodge | 10 |
| County Of GP | 11 |
| Vegetation fire | 1 |
| Monitored Alarm | 5 |
| Medical Co-Response | 5 |
| Motor Vehicle Accident | 6 |
| Vehicle Fire | 2 |
| STARS landing zone | 1 |
| CO Alarm | 1 |

October was very busy for the Fire Department. Fire Prevention week activities saw several firefighters delivering classroom sessions. Over 600 kids were reached between the schools in Beaverlodge & Elmworth.

A large increase has been noted in monitored alarms due to cooking. Usually, we average 1-2 a month. In October that rose to 5. Typically, the homeowners have been unable to reset their alarm panel before the alarm system dials out, but then for some reason, they don't answer the phone when the alarm company calls them to confirm.

There has also been a significant increase in motor vehicle collisions, primarily on Highway 43, with speed being a predominant factor. Multiple calls have required full highway closure for several hours.



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October - November, 2021

Continuation Report

Community Peace Officer
Mark Morrical

Community Peace Officer 1's are your community engagement connections. Peace Officers help ensure the community they serve is a safe secure place where citizens can live, work and raise families. It is a form of positive proactive policing versus reactive.

| | |
|----------------------------------|---|
| <p>Projects Initiated</p> | <p>Patrolled the town on a daily basis and documented changes in unsightly properties, trailers on road way, semis along roadway etc. throughout the month.</p> <p>Spoke to 3 different individuals about parking in the no parking zone by the A&W on 5th Ave. All were advised and warned.</p> <p>Inputted tickets in Report Exec and took tickets to Grande Prairie Provincial Court.</p> <p>Sat in 2 meeting with Justice Department Techs regarding APIS and e ticketing. Contacted agencies about the set up in the cruiser.</p> <p>Monitored speed problem areas such as 1 Ave, 2, 3, 5 11, 3 St 10, 10a, 11st. I am now starting to see an increase in speed along 1 Ave. Top end speed was 106 in 50 zone</p> <p>Promoted interagency cooperation and assistance with RCMP, RCMP traffic, Sherriff traffic, and DOT Sherriff and EMT. Attended Protective Services meeting.</p> <p>Overiewing and rewriting standing bylaws.</p> <p>Washed, detailed and maintained cruiser once per week.</p> <p>Provided information to people regarding various services that were required.</p> <p>Weekly drive around town with CAO when he was available.</p> <p>Assisted at the Municipa! Election</p> <p>Ran stop sign, cell phone, and unregistered motor vehicles ops throughout month. Although it is difficult to determine unregistered vehicles as they are no longer required to have identification stickers on the license plates.</p> |
|----------------------------------|---|

Assisted RCMP on 4 different calls regarding traffic violations observed coming into Beaverlodge.

Typed monthly report to council

Dealt with neighbor disputes on several different matters throughout the month.

Provided anti barking device to continuous problem property and it appears that it is working and we will be pulling the device in October as there have been no further complaints in several months.

Provided information to concerned citizens regarding ongoing pandemic.

One citation that had been issued in the summer to an individual that had been caught going 110 in the 50 zone received a \$1200 fine and 14 days of driving suspension when she pled guilty to the offence to her mandatory docket court day.

Provided RCMP their missing warrants and join report that were sent to me again by mistake as usual.

Installed computer mount and arranged for repairs and upgrading of system to allow for up coming e-ticketing. Lang's locks were able to cut new keys and get locking mechanism working.

One thing of note early in the month I received a complaint of a missing dog in the trailer park and it has since been determined that the dog has been stolen and rehomed somewhere in the county. The RCMP have been notified of the matter but due to the owner not wishing to open an investigation due to possible back flash the matter is now in limbo. But I will Maintain my watch for the dog as he is very familiar to me. This dog is still reported as missing to date.

Report of 2 dogs having ingested antifreeze resulting in one of the dogs dying.

| | | |
|----------------------------------|--|--|
| | <p>Report of a cat that had been allowed to roam free being shot with a bb gun</p> <p>Vehicles towed 2, 1 for Park vehicle without insurance, un registered vehicle, abandoned vehicle and one for unregistered mv and abandoned vehicle.</p> <p>Attempted to track down stolen truck but was not able to find it.</p> <p>Dealt with parking issues in arena parking lot 2 citations issued in the last month, no issues in this month</p> | |
| <p>Provincial Charges</p> | <p>Provincial Statutes</p> <p>Speeding Tickets</p> <p>Drive without DI</p> <p>Fail to provide DI</p> <p>Abandoned MV</p> <p>TSA</p> <p>Park where prohibited by traffic control device</p> <p>Learner drive without proper supervision</p> | <p>Tickets</p> <p>21 tickets issued</p> <p>1 tickets issue</p> <p>1 ticket</p> <p>1 ticket</p> <p>1 ticket issued</p> <p>2 tickets issued</p> <p>1 ticket</p> |

| | | |
|--------------|--------------------|---|
| Bylaw issues | Dog at Large | Caught 4 dogs they were turned over to bandaged paws or returned to owners with explanation of what is expected of them in the bylaw. |
| | Wild Cats | 6 cats rehomed, cat situation is problematic |
| | Unsightly Property | 2 unsightly orders issued and finally wrapped up a problem site. Dealt with salvage yard on parking issues regarding fire hydrant compliance achieved |
| | Court Attended | None this Month and still 100% conviction of all matters that appeared in court this year |
| | | |

Beaverlodge Report to Council
From: Rae Cook, Parks and Recreation Manager

Date: November 2021
Department: Recreation

| Facility | Highlights |
|------------------------------------|---|
| Recreation Center | <p>Aquatics:</p> <ul style="list-style-type: none"> ○ Pre-registered public swim times were brought back on the November schedule, and have been received well by the public. ○ Offered a variety of public swimming lessons as well as private lessons. Still working through limited number of instructors, while offering what we can. ○ December 3rd, 4th, 5th will be a WIBIT (large inflatable obstacle course in main pool) weekend to participate in the Beaverlodge Christmas Craze. ○ Ran our Junior Lifeguard Program with full enrollment along with a waitlist, will be offering again in December ○ Posted an ad for Aquatics Supervisor, Lifeguard/Instructor and CSR. Few new hires and interviews lined up in the coming weeks. <p>Fitness Center:</p> <ul style="list-style-type: none"> ○ Partnered with a local GPRC practicum student who will be working through her practicum hours here in the fitness center. ○ Looking into upgrading fitness centre treadmills, as they are continuously breaking down and past their life expectancy ○ Local BRHS and St. Mary's Junior High class are utilizing the fitness center on Fridays ○ Admin working on December's discount month for memberships and raffle. |
| Community Kitchen/Gym | <ul style="list-style-type: none"> ○ Meet with St. Marys to discuss the agreement and plans for the future. |
| Community Center/Multipurpose Room | <ul style="list-style-type: none"> ○ Still providing space in the Community Center for pickleball, farmers market, FCSS programming and the food bank. ○ MRP has been utilized by local fitness trainer and school groups. |
| Arena | <ul style="list-style-type: none"> ○ New Program: Now offering Free Public skating Fridays from 3pm-6pm ○ Will be advertising Free Public Skating for the Beaverlodge Christmas Craze December 3rd 3:00pm-6:00pm ○ Fire code capacity has been determined, upgrade on the fire suppression system will start the last week in November. ○ Riverbend Concession is now only open for the Restrictions Exemption Program (REP). Proof of Vaccination Required for all food and beverage sales. Designated seated area now available for dine-in. ○ Wembley Minor hockey will no longer require practice ice. That time slot is now available to be booked to utilize the prime-time ice. ○ GPRRC Ice Managers meeting is scheduled for November 24th |

GPRRC

- AWG met virtually November 9th agenda included topics such as Recreational Needs Assessment draft review, Ball diamonds guidelines, ice utilization and monitoring.
- Upcoming Elected officials meeting December 14th 11:00am-2:00pm