



AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING
TO BE HELD MONDAY APRIL 25, 2022 AT 7:00 PM
IN COUNCIL CHAMBERS #400-10 STREET BEAVERLODGE, AB

1.0	<u>CALL TO ORDER:</u>	
2.0	<u>ADOPTION OF AGENDA:</u>	
3.0	<u>ADOPTION OF MINUTES:</u> 3.1 April 11, 2022 - Regular Council Meeting Minutes	PP 2,3
4.0	<u>DELEGATIONS:</u> 4.1 Community Foundation of Northwestern Alberta – Laura LaValley	PP 4
5.0	<u>OLD BUSINESS:</u>	
6.0	<u>NEW BUSINESS:</u> 6.1 Community Enhancement Committee – Terms of Reference	PP 6,7
7.0	<u>CORRESPONDENCE:</u> 7.1 Committee of the Whole Minutes – April 11, 2022	PP 8,9
8.0	<u>COMMITTEE AND STAFF REPORTS:</u> 8.1 Action List 8.2 Staff Reports	PP 10 PP 11-23
9.0	<u>CLOSED SESSION:</u>	
10.0	<u>ADJOURNMENT:</u>	



REGULAR COUNCIL MEETING MINUTES

HELD MONDAY APRIL 11, 2022 AT 7:00 PM

COUNCIL CHAMBERS 400-10 ST, BEAVERLODGE, ALBERTA

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

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

2.0 **ADOPTION OF AGENDA**

#105-2022-04-11 Deputy Mayor Gena Jones

CARRIED: That Council adopts the agenda with the addition of New Business Item 6.3 National Police Federation – Join the Call to Action.

3.0 **ADOPTION OF MINUTES**

3.1 March 28, 2022 Regular Council Meeting Minutes

#106-2022-04-11 Deputy Mayor Gena Jones

CARRIED: That Council accepts the minutes of the March 28, 2022 Regular Council Meeting as they are presented.

4.0 **DELEGATIONS**

5.0 **OLD BUSINESS**

6.0 **NEW BUSINESS**

6.1 Beaverlodge Curling Club Request

#107-2022-04-11 Councillor Cal Mosher

CARRIED: That Council accepts this for information and will revisit once the total cost is known.

6.2 National Public Works Week May 15-21, 2022

#108-2022-04-11 Councillor Cyndi Corbett

CARRIED: That Council does proclaim May 15-21, 2022 as Public Works Week.

6.3 National Police Federation – Join the Call to Action

#109-2022-04-11 Councillor Hugh Graw

CARRIED: That Council directs Administration to write the letter to join the Call to Action.

7.0 **CORRESPONDENCE:**

7.1 Committee of the Whole Minutes – March 28, 2022

#110-2022-04-11 Deputy Mayor Gena Jones

CARRIED: That Council approves the minutes from the March 28, 2022 Committee of the Whole meeting.

7.2 Letter RE: Increasing Utility Fees – Town of Fox Creek

#111-2022-04-11 Councillor Cyndi Corbett

CARRIED: That Council directs Administration to write a letter to our MLA and Minister of Energy Sonya Savage.

8.0 **COMMITTEE AND STAFF REPORTS**

8.1 Action List

#112-2022-04-11 Deputy Mayor Gena Jones

CARRIED: That Council accepts the Action Item list as presented.

8.2 Council Reports

#113-2022-04-11 Councillor Cal Mosher

CARRIED: That Council accepts these Council Reports for information as presented.

9.0 **CLOSED SESSION:**

#114-2022-04-11 Councillor Cyndi Corbett

7:37 PM

CARRIED: That Council moves into Closed Session for item 9.1 Legal – Mountview Health Complex Committee – FOIP Section 16.

9.1 Legal – Mountview Health Complex Committee – FOIP Section 16.

#115-2022-04-11 Councillor Cyndi Corbett

7:40 PM

CARRIED: That Council moves out of Closed Session.

10.0 **ADJOURNMENT**

Mayor Gary Rycroft adjourned the meeting.

7:41 PM

Mayor, Gary Rycroft

CAO, Jeff Johnston



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

Fax: 780.354.2207

DELEGATIONS TO COUNCIL

Name of Delegates(s):

Laura LaValley

Representing:

Community Foundation of

Phone Number:

780.538.2820 Northwestern Alberta

Email:

laura@buildingtomorrowtoday.com

Topic:

Northwestern Alberta
Vital Signs

Staff Familiar with topic:

Attached Information:

* power point

Notes:

Limit presentation to 15 minutes

Delegate Signature:

[Signature]

Date:

March 21, 2022

All notifications and documentations must be sent to nyoung@beaverlodge.ca

If you have materials/documentation to be included in the Agenda, they must be received by 1:00pm the Tuesday before the meeting you are scheduled to appear before Council.

Any documentation submitted (including this Delegate Application) is considered "Public Information" and will appear in a Council Agenda.

FOR OFFICE USE ONLY

Date and Time of Council Meeting to attend:

April 25, 2022

Approved to Present by:

[Signature]

Date:

March 21, 2022

Town of Beaverlodge Community Enhancement Committee

Committee Terms of Reference

Type of Committee	Standing Committee
Purpose	
Establishment	Council formally establishes the Community Enhancement Committee (CEC) upon approval of the Committee Terms of Reference.
Authority	The CEC has an advisory role providing information/ recommendations to Council
Composition	Members shall be appointed by Council and include: Three (3) Town of Beaverlodge Council Representatives, one of whom will be appointed Chair by Council. Four (4) Members-At-Large, The Town of Beaverlodge Chief Administrative Officer (or designate)
Term	The term for all members at large is three (3) years.
Time Commitment	It is expected that Committee members volunteer approximately twenty (20) hours in addition to the formal meetings in support of CEC initiatives
Attendance	Any Committee member not in attendance for three (3) consecutive meetings or three (3) meetings in a twelve (12) month period may have their appointment rescinded by Council.
Voting	There are five (5) voting members including the two (2) Town of Beaverlodge Council Representatives and three (3) Members-At-Large
Quorum	Quorum will be established by 50% +1 of eligible voting committee members
Sub-Committees	The CEC may establish sub committees to facilitate more effort on areas of focus including Recreation, Beautification, Events etc... Each sub-committee shall be chaired by a member of council have a minimum of two (2) members of the public. Sub -committees shall report and make recommendations to the CEC
Duties	<ul style="list-style-type: none"> • Collaborating with the Committee of the Whole Town Economic Development Committee, Service Clubs and Volunteer Organizations on initiatives that have synergies • Collaborating with Regional municipalities and associations • Recommending potential Committee members to Council • Reporting to Council quarterly on CEC meetings, initiatives, and their progress • Making recommendations to Council for changes to Town of Beaverlodge Policies and/or By-Laws
Policies	Committee members are to review/understand all policies and/or bylaws that govern CEC activities.
Budgetary Allowances	The Committee shall prepare an I budget prior to February 28 to be included in the annual budget planning process and Council's consideration. The budget shall reflect the costs associated with planned community enhancement initiatives for the budget year.

Meeting Frequency	Meetings are to be held a minimum of quarterly. The Committee can agree to a more frequent meeting schedule or additional meetings may be called as determined by the Chair.
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Approved By Council:



COMMITTEE OF THE WHOLE MEETING MINUTES

COUNCIL CHAMBERS 400 10 St, BEAVERLODGE @ 6:00 P.M. April 11, 2022

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

1.0 **CALL TO ORDER:** Mayor Gary Rycroft called meeting to order. **6:06 PM**

2.0 **ADOPTION OF AGENDA:**

#029-2022-04-11 Councillor Cyndi Corbett

CARRIED: That the Committee of the Whole accepts the agenda as presented.

3.0 **OLD BUSINESS:**

nil

4.0 **NEW BUSINESS:**

4.1 National Police Federation – Proposal to Join Call to Action

#030-2022-04-11 Councillor Cyndi Corbett

CARRIED: That the Committee of the Whole moves this item to the Regular Council meeting April 11, 2022 as they require a response by April 15, 2022.

4.2 Street Parking – Deputy Mayor Gena Jones

Deputy Mayor Jones spoke about educating citizens about street parking. Administration will look into regulations regarding road width and where the congestion occurs.

4.3 Town Incentives to Attract Doctors – Deputy Mayor Gena Jones

#031-2022-04-11 Deputy Mayor Gena Jones

CARRIED: That the Committee of the Whole will move this item to the April 25, 2022 Regular Council meeting with the recommendation that a welcome letter be written from the Mayor to prospective doctors along with a copy of our policy.

4.4 Coffee with Council

CAO Jeff Johnston will come up with some topics for this to provide a framework for the event.

5.0 TOPICS FOR NEXT AGENDA:

- Treaty 8 - Deputy Mayor Jones
- Art Walk – Deputy Mayor Jones
- SPPAARC Celebration
- Public Works week – May 15-21, 2022
- Volunteer Appreciation
- Community Enhancement Terms of Reference

6.0 CLOSED SESSION:

nil

7.0 ADJOURNMENT: Mayor Rycroft adjourned the meeting.

6:27 PM

Mayor Gary Rycroft

Deputy Mayor Gena Jones

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	8/1/2022
2	PWSD land	14-Sep-20	Admin	CAO met with Superintendent on Feb 15, 2022.	In progress	Winter 2022
3	Recreation Centre Rate Review	27-Sep-21	CAO/Admin	CAO has received the rates and will review and bring to next Council meeting.	In progress	5/25/2022
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	PWSB Joint Agreement	22-Nov-21	CAO	Explore a Joint Agreement with Peace Wapiti School Board	In progress	Spring 2022
6	Residential Parking	14-Mar-22	CAO	CAO to look at road parking and possible one-sided parking.	In progress	

Current as of: **Monday, April 25, 2022**



Box 30, Beaverlodge, AB T0H 0C0

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Department: Fire Department

Date: March 2022

From: Stan Metcalfe, Fire Chief.

In the Month of March, the Beaverlodge Fire Department responded to 12 calls for service.

Town of Beaverlodge	8
County Of GP	4
Monitored Alarm	2
Medical Co-Response	6
Motor Vehicle Fire	1
Gas Leak	2
Assist EMS with access	1

In person & external training has successfully resumed with the lifting of restrictions. 2 members will be attending live fire training in Peace River at the Northern Heat conference in May.

One new recruit has started.

Two auxiliary members have joined to assist with non-emergency tasks.

Monthly Report to Council
From: Trudy Hodges

Date: April 13, 2022
Department: FCSS

Project/Event	Highlights/Concerns
Administrative Tasks	<ul style="list-style-type: none"> ○ Ongoing
Meetings	<ul style="list-style-type: none"> ○ Volunteer Award Ceremony this year will be Wednesday, April 27 starting at 6:30 pm. Council and staff are invited to attend. ○ Planning for Northwest Spring Regional meeting to be held in GP, joint with County of GP, City of GP, Wembley and Sexsmith ○ Planning underway for Bi Annual Seniors Tea also with above partners
Programs	<ul style="list-style-type: none"> ○ Babysitting – 12 participants. Will be doing another class before school is out ○ 83 taxes have been filed so far for the CVITP program
Staffing	<ul style="list-style-type: none"> ○ Ad went out looking for a casual home support worker
Training & Development	<ul style="list-style-type: none"> ○ Reanna attended a lunch and learn on income estimate forms through CORE Alberta ○ Trudy & Reanna attended Respectful workplace training for municipalities ○ FCSS organized a Naloxone training through North Reach for any staff interested . We had 11 staff attend. ○ Trudy took training on the new provincial reporting for FCSS
Other	<ul style="list-style-type: none"> ○ Food Bank: From March 15 – April 11, 2022 \$3550.00 in grocery cards were handed out. 51 individuals and families were served for a total 128 people.

Monthly Report to Council

Date: April 21, 2022

From: Nick Kebalo

Department: PW

Project/Event	Highlights/Concerns
Water plant upgrade	The upgrade is currently moving along without issue. Currently the Laboratory is being remodeled and upgraded.
Summer equipment	All of our equipment for summer had been gone through and serviced over the last two weeks. Proper servicing ensures that the equipment will be ready for use when needed.
Maps	A large number of town infrastructure maps were found behind council chambers, I have gone through these maps and will be working with admin to digitize key maps so they are on our server and cannot be lost or destroyed. We now have town maps from 1957.
Sewer flushing	Annual sewer flushing is 70% complete, we are about a month ahead of schedule in completing this.
Road tender	This tender has been awarded to Wapiti

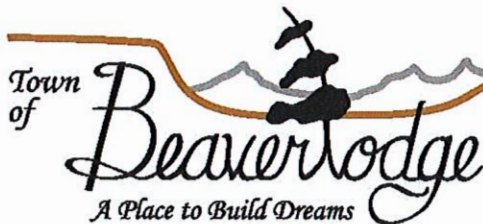
Monthly Report to Council

Date: 25 April 2022

From: Tracy Deets

Department: Library

Project/Event	Highlights/Concerns
Administrative	<p>Reviewed resumes received for library clerk positions</p> <p>Completed interviews and hired new staff. First one begins April 25th</p> <p>Gathered needs assessment surveys for our 2022-2025 Plan of Service and began compiling results</p> <p>Developed and distributed in-person surveys to Library Board members as next step in community consultation</p> <p>Attended Library Managers Council meeting at Peace Library System headquarters</p>
Programming / Events	<p>The springtime version of our Grab and Go book event takes place April 25-28, weather permitting, on front lawn of library. Received great book donations over the winter, will have a wide variety available.</p> <p>We will be having a pre-Mother's Day shopping event Tues May 3rd-Sat May 7th. Vendors will be leaving their goods with us for the week for browsing and purchases. Supports local artists and artisans, encourages people inside the building.</p>
Operations	<p>Once again the numbers of people coming into the library have increased very noticeably, and with only two of us here for the past 7 weeks it has impacted any duties beyond the basic ones. Looking forward to our new staff and having our service back to normal conditions.</p>



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Monthly Report to Council
Date: Period ending MARCH 2022

From: Tina Letendre

Department: Administration

Project/Event	Highlights/Concerns
Financial Administration	<ul style="list-style-type: none">• Entered approved budget amounts into Accounting system• Monthly variance reports for managers• Assisted Auditors with anything they required to complete the audit
Other Initiatives	<ul style="list-style-type: none">• Annual Safety Code Audit• Annual CMHC Building Survey
Development	<ul style="list-style-type: none">• No development permits received for March

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

Date: April 2022
Department: Recreation

Facility	Highlights
Recreation Center	<p>Aquatics:</p> <ul style="list-style-type: none"> ○ I.O.D.E sponsored free swim on March 27th from 12-6pm was very popular, we seen an attendance of over 400 people. ○ Canoeing private pool rental – everyone that joined this rental gave lots of positive feedback and were very happy to have this opportunity again. ○ Aquatics programming for the summer has begun – Grande Prairie Synquatics (synchronized swimming team) have booked the pool for Wednesdays in June and July to host a synchronized swimming camp. They are beginning to promote the camp and are hoping that it will be very popular. The Barracudas swim club also kicks off May 2nd. ○ Individuals from the Christ Community church are going to begin joining public swim on Wednesday evenings which should bring in an average of 30 or more people. ○ Public and private swimming lessons have all been full with a large amount of people showing interest in our swimming lessons. ○ Homeschool swimming lessons have all been full with 25+ children being registered in each lesson set. ○ The new chemical controller for our pools (Dinotec Aquatouch) has been installed. Which has been working very well. Staff have been actively getting trained on the new system and have been very responsive to the training. ○ The aquatics team has been looking for more employees, and we have found a newly trained local lifeguard who will be joining the team in May. ○ Guided lane swim – the pool began offering this new program in April. During guided lane swim we have whiteboards on the pool deck with swimming workouts on them for beginner and experienced swimmers. It is a great opportunity for swim club kids to get ready for the season and we have seen some of them already utilizing it along with other members of the public. ○ Low Sensory swim – the pool began offering this in February and we have seen an increase in the number of patrons coming swimming for the low sensory swim that greatly benefit from the adapted swimming environment. ○ The National Lifeguarding course has 6 candidates registered thus far running April 22nd – 24th this will be a good opportunity to recruit more lifeguards as several of the candidates have already showed interest in working at our facility. <p>Fitness Center:</p> <ul style="list-style-type: none"> ○ Daily use seen a slight increase in April (averaging 50 users per day) over March (averaging 43 users per day). ○ Global shipping delays continue to affect the replacement of cardio equipment. Quotes are being received for the replacement of benches and other equipment accessories.

Community Kitchen/Gym	<ul style="list-style-type: none"> No update at this time.
Community Center/Multipurpose Room	<ul style="list-style-type: none"> Special Event rentals have increased. Pickleball continues Tuesday and Thursday morning. Plans to continue offering drop-in as well as rental for another pickleball user groups have begun. Weekly fitness class rentals continue.
Arena	<ul style="list-style-type: none"> The last day of the ice season was March 25th. Beaverlodge Minor Hockey and Girls Minor Hockey between the two groups they won 5 league banners and 4 of them went to hockey provincials. There were 14 teams totalling 200 kids registered, which is one of the largest groups in the north. Shout out to all the players, volunteers and parents!! Beaverlodge Minor Hockey and Beaverlodge Girls Hockey hosted their awards ceremony at the arena April 18th. The Hunt-mania was a huge success, so success full we have started to plan next years spring show as well as possibly a fall show. The organizer stated they had record gun sale's totalling 260 guns and attendance was roughly 3000 people throughout the show. Arena Attendants have been working hard to complete all shutdown tasks and wrap-up for the season. Attended an Ice User Group Meeting April 21st organized through the Grande Prairie Reginal Recreation AWG Admin. has been working the Junior B Blades setting practice and game times for next season. Satin Slippers Dance recital is scheduled May 7th and 8th
GPRRC	<ul style="list-style-type: none"> GPRRC Group Survey Report has been finalized and will be presented at the next elected officials meeting. Our local Dance Studio won the door price for participating in completing the survey. AWG is continuously working towards reviewing final reports for the next elected meeting, Crosslink County Sportsplex Expansion Study RFD, Ice utilization and monitoring, GPRRC budget, Reginal Volleyball Meeting, and Reginal ball diamond meeting.
Balls and Parks	<ul style="list-style-type: none"> Admin has been working along side the Beaverlodge Minor ball to ensure for a successful 2022 season. There are over 200 kids registered this year and everyone's eager to get started. We have been working on plans for the ball diamond maintenance and repairs including contractors, community volunteers, sponsors to repair the diamond infields, shale replacement, minor fence repairs, and the 4th diamond. Admin has contacted the Park Inspectors to provide a full report on the playgrounds in our community. Grounds staff will complete our annual in-house report as usual as soon as the weather permits.

	<ul style="list-style-type: none"> Admin has reached out the Beaverlodge Minor Soccer to provide support if needed to ensure a successful season.
Other	<ul style="list-style-type: none"> Beaverlodge Recreation Center hosted the annual County-Beaverlodge-Elmworth-Hualien Recreation Advisory Board meeting, this year there was a total of ten applicants. Now that everything has opened up recreation staff is continuing to focus on training this year to enhance our skills and use the knowledge learned to better serve our community. Both the Recreation and Aquatic Coordinators will be attended the Alberta Association of Recreation Facility Personnel Annual Conference (AARFP) April 24th-26th, and Both Fulltime Arena Attendants are book in for the AARFP symposium this summer to complete training. Other training completed was naloxone training, respect in the work place, as well as HR Downloads. Construction for the new office space in the Recreation Center is underway, future planning for creating customer seating space has also begun.

February to March, 2022

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 (minor right now), trailers on road way, semis along roadway etc. throughout the month. Issued an unsightly order to property owner regarding a sofa thrown on front lawn.</p> <p>Spoke to 2 different individuals about parking in the no parking zone by the A&W on 5th Ave there have been no semi's parked in this area in this time frame. All were advised and warned. This appears to be a convenient spot for people to eat their A+W meals. Due to the new fire hall development new signage and yellow painted curbs should be added in front of the hall to help people realise they should not park in the entrance of the firehall.</p> <p>Inputted tickets in Report Exec and took tickets to Grande Prairie Provincial Court.</p> <p>Sat in 1 meeting with Justice Department Techs regarding APIS and e ticketing. Received specialized training to become a super user to have the power to both issue citations and remove them from system. Contacted agencies about the set up in the cruiser. The new system is supposed to be operational February 2022 and on February 1 we were told that the start date was being shifted again to 120 days so the government could talk to the stake holders of the program. But due to the continuous issues to the suspended driver/Dui/ tow APIS program the AACPO association has voiced our doubts.</p> <p>At this time, it appears the JTI program is being scrapped and we will have to wait and see what this actually means.</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 94 in 50 zone. I was asked to change my standard operating procedures and investigate new areas of speed issue during this period of time. I received complaints of 2 vehicles driving up Cherry St at high rates of speed and being a 30 zone, I have invested some time up there and so far, speed has not been an issue.</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>
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	<p>Washed, detailed and maintained cruiser once per week at the end of the 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>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> <p>Assisted RCMP on 1 different calls regarding traffic violations observed coming into Beaverlodge.</p> <p>Typed monthly report to council.</p> <p>Cleaned dog pound.</p> <p>Dealt with neighbor disputes on several different matters throughout the month.</p> <p>Provided information to concerned citizens regarding ongoing pandemic and masking requirements while applicable.</p> <p>Provided RCMP their missing warrants and join report that were sent to me again by mistake as usual.</p> <p>Caught and rehomed 1 tame feral rabbit</p> <p>Took entire month of March to recover from effects of covid.</p> <p>Ensured compliance of the applicable laws in the school zone.</p>
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	Completed my 3-year required training in TPR (Threat Pattern Recognition), This provides coverage to ensure that Baton and OC Spray is used appropriately and all hand-to-hand combat situations are resolved using appropriate force.	
Provincial Charges	Provincial Statutes	Tickets
	Speeding Tickets	20 tickets issued
	Improperly cross double solid lines	1 ticket
	Fail to obey a traffic control device	1 ticket issued
	Park Mv with no license plate attached	1 ticket

Bylaw issues	Dog at Large	Caught 2 dogs they were turned over to County Enforcement as it was initially picked up at saskatoon mtn and then dropped off in town
	Wild Cats	0 cats rehomed, cat situation is an issue as bandaged paws is overwhelmed with number of covid animals needing to be rehomed
	Unsightly Property	1 unsightly orders issued
	Court Attended	None this Month