

AGENDA FOR THE TOWN OF BEAVERLODGE COMMITTEE OF THE WHOLE MEETING
 TO BE HELD TUESDAY MAY 23, 2023 @ 6:15 PM
 COUNCIL CHAMBERS, 400 10 ST BEAVERLODGE, AB

1.0	<u>CALL TO ORDER</u>	
2.0	<u>LAND ACKNOWLEDGEMENT</u>	PP 2
3.0	<u>ADOPTION OF AGENDA</u>	
4.0	<u>DELEGATION</u>	
5.0	<u>OLD BUSINESS:</u>	
6.0	<u>NEW BUSINESS:</u> 6.1 ATCO Franchise Fee Update 6.2 Policy C2-1 Redevelopment Tax Incentive Policy 6.3 Beaverlodge & District Chamber of Commerce Request for Artwalk 2023 6.4 Economic Development Workshop – June 22 6.5 11 th Avenue Speed 6.6 Lindsey Hole – Letter to Council 6.7 Firehall Building Committee Update – Councillor Graw 6.8 Mountview Health Complex Committee Update – Mayor Rycroft 6.9 Community Enhancement Committee Update – Councillor Moulds 6.10 Economic Development Committee Update – Councillor Corbett	PP 3 PP 4-10 PP 11-13
7.0	<u>TOPICS FOR NEXT AGENDA:</u>	
8.0	<u>ADJOURNMENT:</u>	



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

Fax: 780.354.2207

As long as the sun shines, grass grows and the rivers flow – we acknowledge the homeland of the many diverse First Nation & Métis people whose ancestors have walked this land.

We are grateful to live, learn and work on the traditional territory of Treaty 8 and we make this acknowledgement as an act of reconciliation and gratitude.

May 15, 2023

Town of Beaverlodge
PO Box 30
Beaverlodge, AB, T0H 0C0

Attention: Jeff Johnston, Chief Administrative Officer

RE: Natural Gas Franchise Fees – Forecast Update for 2023

We would like to provide you with an updated forecast for 2023 franchise fees for Beaverlodge.

In August of 2022, we sent you a letter estimating a 2023 franchise fee revenue of \$99,710 for your community. Our updated calculations now forecast \$92,281, which is a difference of -7.45%.

The franchise fees your community receives are directly tied to the volume of natural gas consumed in your community and to the regulated delivery rates in place for your region of Alberta. The Alberta Utilities Commission (AUC) approved the 2023 delivery rates in the fall of 2022 resulting in a reduction in the distribution rate, partially offset by an increase in the transmission rate, as compared to 2022. These decisions from the AUC and a warmer than anticipated winter have brought about this revised forecast.

We trust that you will find this information useful. If you have any questions, please do not hesitate to contact me at John.Lembryk@atco.com.

Yours truly,



John Lembryk
Manager, District Operations Northwest
ATCO Natural Gas Division

REDEVELOPMENT TAX INCENTIVE POLICY

Policy Number:	C2-1
Policy Review:	Yearly
Policy Owner (Dept.):	Development
Refences:	None

POLICY STATEMENT: The purpose of this policy is to adopt a tax incentive program to encourage redevelopment of older neglected properties and to encourage development on vacant properties to improve neighborhood appearances, increase assessments and to make effective use of existing infrastructure.

DEFINITIONS:

1. **Assessor** – an accredited professional appointed by Council to evaluate properties for taxation purposes.
2. **Assessment Value** – the dollar value assigned to a property to apply applicable property taxes.
3. **Bill of Sale** – a certificate of transfer of personal property.
4. **CAO** – Chief Administrative Officer for the Town of Beaverlodge.
5. **Commercial Property** – is any property used for business purposes.
6. **Town Council** – the Town of Beaverlodge Council and its delegates.
7. **Dilapidated** – in a state of disrepair or ruin as a result of age or neglect.
8. **Development Officer** – the person or persons appointed by resolution of Council.
9. **Modular Home** – Modular houses are prefabricated homes transported module by module, usually in a semi-truck, to the property.

10. **Manufactured Home** – Manufactured home is a structure that is constructed almost entirely in a factory and rests on a permanent chassis. The house is placed on a steel chassis (a supporting frame) and transported to the building site.
11. **Municipal Rate** – the tax applied to the assessment value to calculate the portion of property taxes collected for the purpose of operating the Town.
12. **Municipal Taxes** – the portion of property taxes collected for the purpose of operating the Town.
13. **New Build** – either existing or built specifically for the purchaser that has not been previously lived in.
14. **Owner** – the holder of Title or Bill of Sale.
15. **Peripheral** – Peripheral areas of land are ones which are on the edge of a larger area.
16. **Prefabricated Home** – A prefabricated home (prefab) is a type of house-built piece-by-piece from sections manufactured in a factory. Prefab homes can be built off-site and transported to the home site or be delivered in different sections to be assembled on site.
17. **Primary Residence** – the main resident where the owner(s) live for the most substantial portion of the year.
18. **Residence** – any building or structure used exclusively for human habitation and includes site-built, manufactured, and modular homes.
19. **Residential Property** – property zoned for living or dwelling.
20. **Roll** – official record of property, subject to property tax within the Town.
21. **Stick-Built Home** – Stick-built homes are constructed on site.
22. **Tax Rate Bylaw** – Bylaw setting the tax rates for the year.
23. **Title** – document identifying the registered owner(s) of the property, as provided by Alberta Land Titles.
24. **Town** – the Town of Beaverlodge.

REDEVELOPMENT INCENTIVE

1. Timeline

- (a) The qualifying period of this program will be from January 1 to December 31 of the current year;
- (b) Applications and it must be received by the Development Officer within 90 days of the date of construction completion.

2. Terms

- (a) If the owner(s) sells the property at any time during the 2- or 3-year incentive, the tax rebate will stay with the property and transfer to the new owner(s);
- (b) All developments must conform to the Land Use Bylaw and other applicable regulations;
- (c) The property owner is responsible to complete the Redevelopment Tax Incentive Application. Only the property owner(s) can apply for the incentive;
- (d) This is a one-time-per-property incentive;
- (e) The tax rebate is on the municipal portion of the property taxes only. The rebate applies to both land and improvement taxes. The property owner(s) will be charged the full levy and will pay the full levy by the due date; in turn the Town of Beaverlodge will refund the property owner(s) the municipal portion;
- (f) The tax rebate will be paid by December 31 of each year of the qualifying rebate;
- (g) Year 1 will start the year following the year that construction commences;
- (h) The period of the tax rebate shall be:
 - i. In the case of qualifying demolition, 3 years and
 - ii. In the case of a development of vacant property, 2 years.
- (i) If the taxes for any given year are **not paid** by the date that taxes are due that year, then the tax rebate for that year will be lost regardless of whenever they are paid. This section shall not apply to properties which are on the monthly tax instalment payment plan, provided taxes are paid as per the instalment plan specifications;
- (j) Where demolition is involved, construction must start within 12 months of the date of the application for a demolition permit in order to qualify for the 3-year rebate;
- (k) For the purposes of the program, a qualifying demolition is considered to occur only in those cases where a building that has become dilapidated through age is demolished and a new building constructed in its place. Buildings that are demolished as a result of damage caused by fire, windstorm, vehicle collision or other catastrophic events do not qualify as a demolition;
- (l) Construction must be completed to the point of suitability for occupancy within 1 year of the date of start of construction. The time period may be extended in the case of multi-family or large commercial development;
- (m) In the case of single-family residential, the time period for completion may be extended, in the case of extenuating circumstances. An extension requires approval from the Development Officer and must be applied for prior to the 1-year deadline;

- (n) Failure by the applicant to comply with any of the regulations herein may result in disqualification of the applicant from the program.

3. Qualifying Properties

(a) Residential

- i. All residential demolitions and vacant lots bordering on existing water and sewer mains qualify, as per attached map – See attached map marked Appendix “A”;
- ii. Residential properties that are not marked on Appendix “A” can apply to Council for qualifying approval;
- iii. In order to qualify for the program, the new residential development must be in excess of:

For single family dwellings	\$100,000
For duplex	\$ 80,000/unit
For triplex or quadruplex	\$ 60,000/unit
For multi-family project (greater than 4 units)	\$ 50,000/unit
- iv. If the property has a residential/commercial split, the incentive is only applied to the assessment value associated with residential.

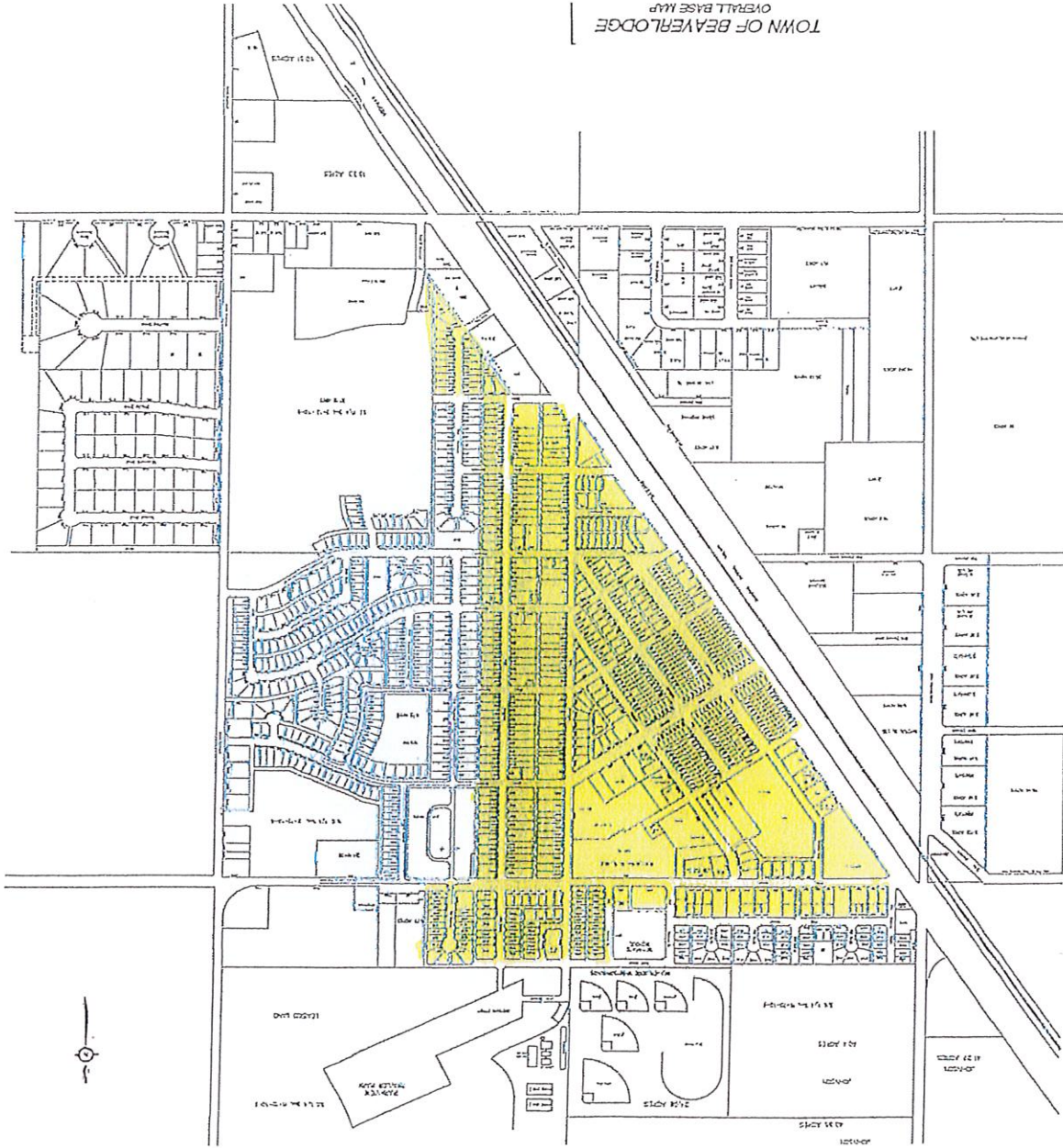
(b) Commercial

- i. Development on all C1 and C2 properties except for peripheral areas will qualify;
- ii. Development must be of a permanent nature;
- iii. Addition not to qualify.

4. Credits

- i. In the case of qualifying demolition, 3 years municipal tax rebate;
- ii. In the case of a development of vacant property, 2 years municipal tax rebate.

Reviewed / Amended	Date:
Mayor Gary Rycroft	CAO, Jeff Johnston



APPENDIX "A"

Box 30, 400 - 10th Street
Beaverlodge, AB T0H 0C0



REDEVELOPMENT TAX INCENTIVE APPLICATION

Application Date:		Tax Roll:	
Owner Name(s):			
Civic Address:		Legal Address:	Plan: Block: Lot:
Phone Number:		Email Address:	
Check Only One:	Vacant Property (2-year Municipal Portion Refund) <input type="checkbox"/>	Demolition Replacement (3 year Municipal Portion Refund) <input type="checkbox"/>	
Demolition Start Date:		Demolition Permit Number:	
Development Start Date:		Development Permit Number:	
Description of Development:			

By signing and initialing this form, I/We understand that this program is subject to the following terms:

TERMS	INITIALS
1. I/We the property owner(s) understand that if the taxes for any given year are not paid by the date that the taxes are due that year, then the tax rebate for that year will be lost regardless of whenever they are paid. I/We also understand that this shall not apply to properties which are on the monthly tax instalment payment plan, provided taxes are paid as per the instalment plan specifications.	
2. I/We the property owner(s) understand that in Year 1, a credit for the Municipal portion of the taxes will be paid by cheque on or before December 31 st of the current year.	
3. I/We the property owner(s) understand that Year 2, a credit for the Municipal portion of the taxes will be paid by cheque on or before December 31 st of the current year	
4. I/We the property owner(s) understand that Year 3 (demolition only), a credit for the Municipal portion of the taxes will be paid by cheque on or before December 31 st of the current year	
5. I/We understand that if we sell the property, that the credits will stay with the property and transfer to the new owner(s).	

Signature:		Date:	
Signature:		Date:	

FOR OFFICE USE ONLY					
Approved by:				Date:	
Year entered Program				Year of End of Program	
Year 1 =		Year 2 =		Year 3 =	

The personal information you provide on this form is being collected under the authority of the Freedom of Information and Protection of Privacy Act and is used solely for the purposes relating to the administration of Assessment/Taxation services. Questions about the collection or use of this information can be directed to the Town of Beaverlodge, 780-354-2201.

Lindsey Hole
PO Box 827
Beaverlodge, Alberta
TOH 0C0
Email: lindseyhole@hotmail.com

May 5, 2023

Mayor Gary Rycroft, grycroft@beaverlodge.ca;
Councillor Cyndi Corbett, ccorbett@beaverlodge.ca;
Councillor Cody Moulds, cmoulds@beaverlodge.ca;
Councillor Judy Kokotilo-Bekkerus, jkokotilo-bekkerus@beaverlodge.ca;
Councillor Hugh Graw, hgraw@beaverlodge.ca;
Councillor Cal Mosher, cmosher@beaverlodge.ca
Councillor Ryier Hommy, rhommy@beaverlodge.ca

Dear Mayor and Council,

As you are aware, I recently ran for the vacant seat on Beaverlodge Council. During my campaign I spoke with many people and committed to sharing the concerns that I heard whether I won or lost the election. I attended several engagement events including opportunities at the Beaverlodge Farmer's Market, Amisk Court, the Hunt Mania Sportsmen Show, mom and tot groups, and church functions, as well as door knocking in some parts of town. This list includes issues that were more frequently raised (unless otherwise noted). I have taken the liberty expanding on some of the comments; I hope that you find this information useful and may consider looking into these concerns and suggestions.

- 1) Road conditions and sidewalks were mentioned in most conversations, with nearly every resident mentioning a different stretch of road that they would like to see repaired. Of note, and mentioned multiple times, were sidewalks and walkability around the senior apartments on 11 Street, as well as between the schools and Parkview Village on 14 Street. Winter lighting for children walking from school in the vicinity of Parkview Village was also raised as a concern.
 - a) Would you be able to share the current [annual road improvement project](#) plan for road and sidewalk rehabilitation?

- 2) Several residents mentioned that they felt uninformed regarding current events and decisions, or that information that was not communicated in a timely fashion. This is inclusive, but limited to, Council business. It was mentioned that the website can lack depth in information or that available information is difficult to find.

The Beavertails Newsletter is appreciated, however it was felt that it could be more exhaustive and, as it is issued only once per month, the information is not always timely.

- a) Bi-weekly 'Council Highlights' could provide a timely 'easy-to-access snapshot of information.'
 - The town website does include a page exclusively for Council Highlights (<https://beaverlodge.ca/local-government/council-highlights>) however it is not utilized. The only information on this site is the Snow Removal Policy from 2019.
 - [Council Highlights from the County of Grande Prairie](#) are enclosed as a sample.
- b) It was also noted that information is difficult to find in posted minutes and agendas on the Town website as the embedded search function does not search the uploaded scanned documents.
- c) More fulsome agenda packages that include each topic to be discussed at Committee of the Whole and Regular Council would be appreciated.
- d) A couple residents mentioned that they may have an interest in attending Committee meetings, however, do not know when these meetings take place.

- Council may consider posting upcoming Committee meetings for public participation.
 - e) Preference of communication platform varied and included social media, the Town website, email, newsprint, mailouts, and opportunities to meet in person.
 - f) Some residents mentioned their appreciation of opportunities like 'Coffee with Council', as well as other face-time events with Council. Some residents also mentioned that they appreciate seeing Council and Administration attend community events and shopping in the community.
 - g) The topic of livestreaming and recording Council meetings has been discussed by residents with all three candidates and there appears to be a larger appetite for this at this time. It is also noted that each of our municipal neighbours (the City of Grande Prairie, County of Grande Prairie, Sexsmith and Wembley) have implemented a system to livestream or record all meetings.
 - From the Town of Sexsmith's agenda package when their Council voted in favour of livestreaming: "Livestreaming council meetings improve accessibility and community participation in relation to decision making processes. It is predicted that live streaming Council Meetings on the [Town's] website and/or social media accounts will provide more flexible and convenient access of Council debate and decisions to a wider audience. Live streaming Council Meetings also eliminates geographic and time barriers which may prevent the public from attending meetings in person; thereby resulting in greater community confidence in the integrity and accountability of the decision-making process."
 - One hardware option to consider may be something like the [Owl Meeting](#) 360 Camera, or equivalent, which is a low-cost option used by some other municipalities.
- 3) Multiple questions and comments regarding the Mountview Health Complex arose:
- a) There is frustration regarding the lack of information on the progress, or lack thereof. Though Council communicates regarding progress frequently during Committee of The Whole, with the information not being included in the agenda package, and the minutes unable to reflect the data due to restrictions by the Municipal Government Act, currently, the only way to receive this update is to attend Council meetings in-person. It was suggested that this may be an item to include in something like 'Council Highlights.'
 - b) The question "Why is the Mountview Health Complex discussed in-camera?" was asked several times.
 - c) Another concern that was raised is that the Mountview Health Complex is not a hospital, and that EMS will not be able to take ambulance patients to the Complex for care. It was also a concern that the Complex would not have an Emergency Room.
 - It has been reported in newspapers in early 2021 that "[the proposed complex would operate 24 hours a day with 12 inpatient care beds. It would include an emergency department, a lab, and diagnostics and therapy departments.](#)" Mayor Rycroft has also been quoted saying "[It \[the Mountview Health Complex\] will be doing everything this hospital is doing now.](#)" With that in mind, it is understood that there may not be a foundational basis for these concerns, however there may be a benefit to providing up-to-date information to the public.
 - d) Finally, it was the expectation that there would be "[a robust and inclusive public engagement process](#)" involving "[not only Beaverlodge residents, but health care employees and various groups throughout the region.](#)" Is this still the expectation?
- 4) It was noted that some yield signs had been changed to stop signs in the area around Lions Park (otherwise known as the Pirate Park). However, with the yield signs that remain, residents frequently witness these signs being disregarded by drivers, as well as driving at unsafe speeds.
- a) As this is a playground area and frequented by children, it is requested that Council consider placing full stop signs at Almond Avenue & Birch Street and 9 Street & 7 Avenue.
 - b) It is also requested that there be increased enforcement presence in this area.

- 5) One resident wanted to know where the electricity local access fees and gas municipal franchise fees collected by Beaverlodge landed in the budget and what the money is used for.

I requested this information from the CAO and passed the following to the resident, along with the contact information of the CAO: "The money goes into general revenue and is dispersed wherever it is needed. No specific expense is tied to it."

The resident believes that having this money go into general revenue makes it appear to be more of a surcharge tax and would like to see the moneys be directed to a designated place where perhaps we can see a tangible result of the fees.

- 6) Pool and gym hours have been reduced, including a complete closure of the pool on Sundays. The pool is scheduled to operate for just 40.5 hours a week for May 2023. Comparatively, in May 2019 the pool was available for 91 hours a week. It is understood that this may be due to staffing issues, including a lack of certified lifeguards. It was also noted that there are a few lifeguard students who may have been waiting for the lifeguard certification course for some time.
- a) One possible idea to consider to entice trainee lifeguards would be to offer a 'Return for Service' agreement between the Town and the lifeguard trainee where in return for the Town's investment in training, the trainee commits to a set number of hours or workdays. Lifeguards who do not return the service within a set amount of time would repay the Town for training on a pro-rated scale.
 - b) One resident suggested implementing a key fob system for members to be able to access the gym outside of regular hours.
- 7) Workplace culture was also mentioned regarding those who work for the Town, with the request for consideration of HR reporting practices that operate externally from Town administration.

Thank you for your consideration of the above issues. I look forward to your feedback.

Kind regards,



Lindsey Hole

Enclosure: County of Grande Prairie Council Highlights from April 17, 2023

Linked websites:

- <https://www.thestar.com/news/canada/2021/03/31/mayor-hopes-to-start-beaverlodge-road-improvement-program-next-year.html>
- <https://owllabs.ca/>
- <https://www.countygp.ab.ca/en/news/april-17-2023-council-highlights.aspx>
- <https://www.renewcanada.net/rfp-launched-for-beaverlodge-hospital-replacement-project/>
- <https://edmonton.ctvnews.ca/beaverlodge-lands-partnership-to-move-health-complex-forward-replacing-65-year-old-hospital-1.5623523>

CC: Jeff Johnston, CAO of Beaverlodge, jjohnston@beaverlodge.ca