



AGENDA FOR THE TOWN OF BEAVERLODGE COMMITTEE OF THE WHOLE MEETING
 TO BE HELD MONDAY APRIL 22, 2024 @ 6:00 PM
 COUNCIL CHAMBERS, 400 10 ST BEAVERLODGE, AB
Microsoft Teams meeting Join on your computer, mobile app or room device
 Meeting ID: 248 226 334 786 Passcode: pueyaG

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|------------|---|-----------------|
| 1.0 | <u>CALL TO ORDER</u> <i>Town of Beaverlodge's Legislative Meetings are being live streamed effective June 12, 2023 via Council resolution #145-2023-05-23</i> | |
| 2.0 | <u>LAND ACKNOWLEDGEMENT</u> | PP 2 |
| 3.0 | <u>ADOPTION OF AGENDA</u> | |
| 4.0 | <u>DELEGATION</u> 4.1 Beaverlodge Farmer's Market – Donna Haight & Ashley Holmes | PP 3 - 6 |
| 5.0 | <u>OLD BUSINESS:</u> | |
| 6.0 | <u>NEW BUSINESS:</u> 6.1 Beaverlodge Farmer's Market 6.2 Beaverlodge Elks – Request for Use of Property re: Fireworks 6.3 Bylaw #1023 - Committee of the Whole Bylaw 6.4 Urban Hen Update 6.5 Mountview Health Complex Committee Update – Mayor Rycroft 6.6 Community Enhancement Committee Update – Councillor Moulds 6.7 Economic Development Committee Update – Councillor Corbett | PP 7 PP 8-11 |
| 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.



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

DELEGATIONS TO COUNCIL

Name of Delegates(s): Donna Haight
Ashley Holmes
Representing: Beaverlodge Farmers Market
Phone Number: —
Email: haightd@telus.net
Topic: One-time grant request.

Staff Familiar with topic: Jeff Johnston - CAO
Attached Information: yes - 3 pages

Notes: Limit presentation to 15 minutes
Delegate Signature: — email
Date: Apr. 17/24

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 22/2024 6. pm
Approved to Present by: Jeff Johnston Date: Apr. 16/24

Town of Beaverlodge's Legislative Meetings are being live streamed effective June 12, 2023 via Council resolution #145-2023-05-23

Friday, April 5th, 2024

To Town of Beaverlodge Council

From: Beaverlodge Farmers' Market

For your consideration:

On behalf of the Board of Directors of the Beaverlodge Farmers' Market, we ask that you consider our request for a one-time grant of \$5000.

Beaverlodge Farmers' Market Monthly Bills 2024

1. Monthly Utilities \$ 900-\$1500.00/month
2. Feb Chamber of Commerce \$125 Membership
3. Prairie disposal #35 or \$75 every second month
4. Telus \$35 monthly
5. AFMA Membership \$125
6. C of C Christmas Craze \$100
7. Artesian Insurance -Building Liability \$ 658, Directors' Liability \$702

Expenses

\$1000x12.(approximately)

\$125*Chamber of Commerce Membership-\$11 / mo

\$330.00** Prairie Disposal approximately \$30/mo.

\$456 Telus = \$38/ mo.

\$125 AFMA= \$11/ mo.

\$125 C of C Christmas Craze= \$11/mo.

\$1362 Artesian Ins.

\$1214.50 Monthly Expenses (Estimate)

Income

Vendors' Table Rent

800-900 / Month ***Zero income in January

Donations

10—30\$ / month

Income Approx. \$970.00/mo.

We currently require repairs and Safety Updates that exceed our financial ability to do so. ie Repairs to our Kitchen Cooler-estimated cost \$4500.00 , and Upkeep and Updates to our Exit Lights and Emergency Batteries-estimated cost \$500.00

Prior to our increased financial needs, we were able to cover all of our Costs. However, as of March, Beaverlodge Ag Society decided to share Utility costs between themselves, and Beaverlodge Farmers' Market Utility costs would be paid in lieu of Building Rent. Our rental costs went from \$400.00 per month to the projected costs noted above.

Until we are able to procure the extra funds, we are short.

April 12th 2024

Donna Haight Treasurer, Beaverlodge Farmers' Market



Benevolent and Protective Order of Elks

BEAVERLODGE LODGE No. 249

Beaverlodge, Alberta

PO Box 895

Beaverlodge AB

T0H 0C0

10 April 2024

Town of Beaverlodge

Beaverlodge Alberta

Request for Use of Property

The Elks have been in Beaverlodge since 1934. One of the ways we plan on celebrating the long-standing relationship with the Community is to have a Fireworks Display in December. We have discussed this event at Lodge Meetings and have determined 06 December to be the best date as it coincides with Christmas Craze, Fireworks commencing 8:30 pm.

It is felt the ball field near the AG Centre would provide adequate parking, visibility and not create a large distraction for traffic on Highway 43. As this is Town property, we respectfully request permission to use this area. The Firehall has been approached and are supportive by providing personnel to oversee and be engaged in running the display.

Further information may be obtained by contacting our Treasurer, Brian Arberry at 613 870-4370. Thank you for your consideration.

Respectfully yours;

A handwritten signature in black ink that reads "Alan Walker". The signature is written in a cursive, flowing style.

Alan Walker

Exalted Ruler

TOWN OF BEAVERLODGE

BYLAW # 1023

A BYLAW OF THE TOWN OF BEAVERLODGE, IN THE PROVINCE OF ALBERTA TO PROVIDE FOR THE ESTABLISHMENT OF COMMITTEE OF THE WHOLE.

WHEREAS, pursuant to Section 145 of the *Municipal Government Act*, Chapter M-26, R.S.A. 2000, and amendments thereto, a Council of a municipality may pass a bylaw in relation to the establishment of Council Committees;

AND WHEREAS, the Council may, by Bylaw, establish the functions of the Committee and the procedures to be followed by it;

AND WHEREAS the Council of the Town of Beaverlodge deems it desirable to form a Committee of the Whole for the purposes of receiving information and discussing some matters;

NOW THEREFORE, the Council of the Town of Beaverlodge, duly assembled, hereby enacts as follows:

SECTION 1 – SHORT TITLE

1.0 This Bylaw shall be cited as the “Committee of the Whole Bylaw”.

SECTION 2 – INTERPRETATION

2.0 In this Bylaw, the following terms will have the following definitions:

“Administration” means an employee or employees of the Town of Beaverlodge.

“ACT” means the Municipal Government Act, RSA 2000, Chapter M-26, as amended, or any statute enacted in its place.

“Agenda” means the list and order of business for the meeting.

“Chair” means the Member of Council who has been given authority to direct the conduct of the meeting.

“Chief Administrative Officer (CAO)” means the person appointed by Council to the position of Chief Administrative Officer under Section 205 of the Municipal Government Act.

“Closed Session” Councils and Council Committees may close all or part of their meetings to the public if a matter to be discussed is within one of the exceptions to disclosure in Division 2 of Part 1 of the *Freedom of Information and Protection of Privacy Act*.

“Committee” means Committee of the Whole.

“Committee Meeting” means a meeting of Committee Members for which quorum is present.

BYLAW # 1023 COMMITTEE OF THE WHOLE BYLAW

“**Council**” means the Mayor and Councillors duly elected pursuant to the provisions of the *Local Authorities Election Act*.

“**Delegation**” means an individual or group making a presentation to Council or Council Committee.

“**Member**” means either Council, Council Committee or Board Members.

“**Public Gallery**” means members of the public who attend a Public Meeting as an observer.

“**Quorum**” means the majority of all Members that comprise the Council Committee or the Board, pursuant to the *Municipal Government Act*.

“**Town**” means the Town of Beaverlodge.

SECTION 3 – PURPOSE

- 3.1 The Committee of the Whole is a forum for discussion rather than decision making.
- 3.2 The Committee of the Whole provides for an opportunity for Members of Council to acquire information and discuss ongoing matters without the requirement to make decisions.

SECTION 4 – DUTIES AND OUTCOMES

- 4.1 The Committee of the Whole may:
 - a) Receive Delegations. Delegations will present at Committee of the Whole meetings unless otherwise directed by Council;
 - b) Receive information from Administration or Council Committees on emerging issues and ongoing projects and initiatives;
 - c) Discuss broad policy matters to provide further direction or clarification to Administration or formulate recommendations to Council;
 - d) Meet in Closed Session pursuant to the *Municipal Government Act*, and the *Freedom of Information and Protection of Privacy Act*;
 - e) Pass a resolution which recommends specific action(s) by Council.
- 4.2 Pursuant to Section 203(1) of the Municipal Government Act M-26, R.S.A. 2000, the Committee of the Whole does not:
 - a) Have the power or duty to pass bylaws;
 - b) Have the power to make, suspend or revoke the appointment of a person to the position of Chief Administrative Officer
 - c) Have the power to adopt budgets under Part 8;
 - d) Have the power with respect to taxes under Section 347; and
 - e) Have the authority or duty to form sub-committees;

BYLAW # 1023 COMMITTEE OF THE WHOLE BYLAW

- f) Have a duty to decide appeals imposed on it by this or another enactment or bylaw, whether generally or on a case-by-case basis, unless the delegation is to the Council Committee authorized by bylaw.
- 4.3 The Committee of the Whole shall meet at 6:00pm on the second and fourth Monday of each month, unless an alternate schedule is adopted by Committee at the Annual Organizational Meeting. If the Monday should fall on a Statutory Holiday, then the Committee Meeting will be held the next business day.
- 4.4 The Chair may cancel a scheduled meeting at their discretion.
- 4.5 Whereby a procedure, limitation, or entitlement is not specifically prescribed in this Bylaw, the Procedure of Council Meetings and Conduct of Council Bylaw shall govern.

SECTION 5 – MEMBERSHIP AND QUORUM

- 5.1 The Committee of the Whole consists of all Members of Council.
- 5.2 The Mayor shall act as meeting Chair. If the Mayor is not present, the Deputy Mayor shall preside as chair.
- 5.3 Quorum shall be reached through a majority of Committee Members.

SECTION 6 – AGENDAS AND ORDER OF BUSINESS

- 6.1 Prior to each Committee Meeting, the Chief Administrative Officer shall prepare an Agenda for approval by the Meeting Chair.
- 6.2 All proposed Agenda items must be submitted to the CAO by 1pm the Monday prior to the scheduled Committee Meeting. If the Monday falls upon a Statutory Holiday, the documents shall be received the next business day.
- 6.3 The approved Agenda will be provided to Committee Members and made available to the public on the Thursday preceding the Committee Meeting by 4:30pm.
- 6.4 The Order of Business shall be:
 - a. Call to Order
 - b. Land Acknowledgement
 - c. Adoption of Agenda
 - d. Delegations
 - e. Old Business
 - f. New Business
 - g. Topics for Next Agenda / Roundtable (Open Forum)
 - h. Closed Session
 - i. Adjournment

SECTION 7 – COMING INTO FORCE

7.1 This Bylaw shall come into force and effect upon the day of final passing and signing.

READ A FIRST TIME this ____ day of _____.

READ A SECOND TIME this ____ day of _____.

READ A THIRD TIME AND PASSED this ____ day of _____.

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.