



AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING
MONDAY JULY 15, 2024 AT 7:00 PM, COUNCIL CHAMBERS #400-10 STREET BEAVERLODGE
Microsoft Teams Meeting ID: 239 814 737 131 Passcode: jLA5fu

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>ADOPTION OF MINUTES:</u> 4.1 June 24, 2024 - Regular Council Meeting Minutes	PP 3-5
5.0	<u>DELEGATIONS:</u>	
6.0	<u>OLD BUSINESS:</u>	
7.0	<u>NEW BUSINESS:</u> 7.1 Community Bus Policy AD2405 – from Committee of the Whole June 24, 2024 7.2 Fees & Charges Policy C-3-2 – from Committee of the Whole June 24, 2024	PP 6 – 11 PP 12-20
8.0	<u>CORRESPONDENCE:</u> 8.1 Minutes from the June 24, 2024 Committee of the Whole Meeting 8.2 Minutes from the Jan 30, 2024 Community Enhancement Committee Meeting	PP 21,22 PP 23-25
9.0	<u>COMMITTEE AND STAFF REPORTS:</u> 9.1 Action List 9.2 Council & Staff Reports	PP 26 PP 27-29
10.0	<u>CLOSED SESSION:</u>	
11.0	<u>ADJOURNMENT:</u>	



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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.



REGULAR COUNCIL MEETING MINUTES

MONDAY JUNE 24, 2024 AT 7:00 PM

COUNCIL CHAMBERS 400-10 ST, BEAVERLODGE, ALBERTA

COUNCIL	Mayor Gary Rycroft	Deputy Mayor Cody Moulds, absent
	Councillor Hugh Graw	Councillor Cal Mosher
	Councillor Cyndi Corbett	Councillor Judy Kokotilo-Bekkerus
	Councillor Ryier Hommy, absent	
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 **LAND ACKNOWLEDGEMENT**

As long as the sun shines, grass grows and the rivers flow – we acknowledge the homeland of the many diverse First Nation and 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.

3.0 **ADOPTION OF AGENDA**

#137-2024-06-24 Councillor Cyndi Corbett

CARRIED: That Council adopts the agenda with the addition to New Business of 7.3 Regional Transportation Study.

4.0 **ADOPTION OF MINUTES**

4.1 June 10, 2024 – Regular Council Meeting Minutes

#138-2024-06-24 Councillor Cyndi Corbett

CARRIED: That Council adopts the Minutes of the June 10, 2024 Regular Council Meeting as presented.

5.0 **DELEGATIONS:**

6.0 OLD BUSINESS:

7.0 NEW BUSINESS:

7.1 Rural Renewal Stream Program – from Committee of the Whole June 10, 2024

#139-2024-06-24 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council directs Administration to pause the Rural Renewal Stream Program for an undetermined amount of time.

7.2 Bylaw #1027 – Intermunicipal Development Plan Bylaw Town of Beaverlodge/County of Grande Prairie

#140-2024-06-24 Councillor Cyndi Corbett

CARRIED: That Council does a 1st reading of Bylaw #1027 – Intermunicipal Development Plan Bylaw Town of Beaverlodge/County of Grande Prairie.

#141-2024-06-24 Councillor Hugh Graw

CARRIED: That Council does a 2nd reading of Bylaw #1027 – Intermunicipal Development Plan Bylaw Town of Beaverlodge/County of Grande Prairie.

#142-2024-06-24 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council moves to go to a 3rd reading of Bylaw #1027 – Intermunicipal Development Plan Bylaw Town of Beaverlodge/County of Grande Prairie.

#143-2024-06-24 Councillor Cyndi Corbett

CARRIED: That Council completes a 3rd reading and passes Bylaw #1027 – Intermunicipal Development Plan Bylaw Town of Beaverlodge/County of Grande Prairie.

7.3 Regional Transportation Study

#144-2024-06-24 Councillor Cal Mosher

CARRIED: That Council declines to participate any further.

8.0 CORRESPONDENCE:

8.1 Committee of the Whole Meeting Minutes – June 10, 2024

#145-2024-06-24 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council adopts the Minutes from the June 10, 2024 Committee of the Whole meeting as presented.

8.2 Minister Ric McIver – Canada Community Building Fund (CCBF)

#146-2024-06-24 Councillor Cyndi Corbett

CARRIED: That Council accepts this for information.

9.0 **COMMITTEE AND STAFF REPORTS:**

9.1 Action List

#147-2024-06-24 Councillor Cyndi Corbett

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

9.2 Staff Reports

#148-2024-06-24 Councillor Cyndi Corbett

CARRIED: That Council accepts the Staff Reports for information as presented.

10.0 **CLOSED SESSION:**

11.0 **ADJOURNMENT**

Mayor Gary Rycroft adjourned the meeting.

7:10 PM

Mayor Gary Rycroft

CAO Jeff Johnston

Community Bus Policy

Policy Number: AD2405

Council Resolution #:

Policy Review:

Next Review Date:

Policy Owner (Dept.):

Adopted by Council:

References:

Replaces:

1.0 POLICY STATEMENT:

The Town of Beaverlodge provides a Community Bus for the purpose of providing reliable and safe transportation for community members and/or groups with a focus of facilitating attendance at medical, social, recreational and cultural programs, activities and events.

2.0 PURPOSE:

To ensure the safe operation and appropriate use of the Community Bus, and to clearly define the operation, maintenance, scheduling and user fees.

3.0 DEFINITIONS:

Council: means the Municipal Council of the Town of Beaverlodge

Chief Administrative Officer (CAO): means the Chief Administrative Officer for the Town of Beaverlodge.

Program Coordinator: means the Family and Community Support Services (FCSS) Program Coordinator who is responsible for the Community Bus Program including drivers, bookings & invoicing.

Community Bus Drivers (Driver): means drivers who are authorized to drive the Community Bus

Emergency Response Information Kit: means a pouch or binder that contains all of the contact numbers forms, vehicle insurance, vehicle registration, collision procedures, and Passenger Information Sheet that can be accessed in one location in the event of an incident, collision, and/or emergency.

Public Works Department: means the Town staff responsible for maintenance and storage of the Community Bus.

User Groups: means for-profit and non-profit groups/organizations and community members within the Town of Beaverlodge.

4.0 ROLES & RESPONSIBILITIES:

A. Council shall:

- I. Approve Policy

B. Chief Administrative Officer shall:

- I. Approve Procedures
- II. Ensure the policy and procedures are known and adhered to
- III. Administer the policy
- IV. **Approve exceptions to the policy at their discretion or refer to Council**

C. Program Coordinator shall:

- I. Administer the Community Bus Program

D. Town of Beaverlodge Public Works Department shall:

- I. Organize maintenance, provide pre-trip/post-trip assistance, and provide storage of the Community Bus

5.0 POLICY DETAILS:

A. This policy specifies the primary use of Community Bus is to be for the transportation and enjoyment of seniors, people with disabilities, and community organizations.

- i. Travel is to points within the Province no further than 300 km, one way, from the Town of Beaverlodge. For any further destinations, a request must be submitted in writing to the Town explaining where and for what event. Approval will be granted at the discretion of the Chief Administrative Officer.
- ii. The Community Bus SHALL Not travel on gravel roads unless an exception is granted, and this will be done on a case-by-case basis in consultation with the CAO.
- iii. Usage and booking of the Community Bus and driver must be arranged through the Program Coordinator. All bookings will be subject to driver availability.
- iv. The driver shall have discretion regarding cancellation of travel due to extreme weather conditions.
- v. For regularly scheduled trips (i.e. weekly to Grande Prairie for Seniors), a minimum of six (6) passengers is required.

B. The Town of Beaverlodge shall establish mileage rates and user fees in accordance with the operational costs of the bus:

- i. Mileage Rates / Current Fees: Shall be charged to the organization using the bus and shall be established at a sufficient rate to recover the cost of fuel and the driver. Bus maintenance, insurance and inspections are the responsibility of the Town (See attached Schedule "A" which shall be reviewed on an annual basis.)
- ii. Driver Wages & Travel Entitlement: Shall be paid by the Town of Beaverlodge, directly to the driver, at rates established by the Town. A list of qualified drivers shall be maintained by the Town. (See attached Schedule "B" regarding bus driver guidelines and requirements.)
- iii. Grants, Fee Reductions or Fee Waivers are available for specific user groups upon written request to and approval from Council, prior to use.

6.0 PROCEDURES / RISK MITIGATION:

- A. Community Bus bookings will take place through the Program Coordinator whose office is located at the Town Office. **Booking form must be signed and submitted with a detailed route description and the deposit at least 48 hours in advance of travel.**
- B. The drivers will be responsible for keeping the Community Bus clean, both inside and out upon completion of the journey.
- C. The driver is responsible for the safe operation of the vehicle and the safety of the passengers. The driver will ensure that the Community Bus is driven and operated in a safe, responsible, and courteous manner at all times.
- D. The driver will not leave the Community Bus unattended at any time while the vehicle is idling.
- E. The Town of Beaverlodge is not responsible for covering food or lodging costs for passengers and/or the driver, should the bus become involved in an incident, collision, emergency or breakdown. These costs will be incurred by the organization/agency/business using the bus.
- F. The maximum number of occupants, including the driver is twenty (20) persons.
- G. All passengers must remain seated while the vehicle is in motion and are only permitted to stand when the bus is parked and stationary. **All passengers are required to wear seat belts on the bus.**
- H. Absolutely NO alcohol, illegal and/or recreational drugs, smoking, cannabis, vaping, food consumption, or unruly behavior is permitted on the Community Bus.
- I. The driver will be legally, civilly, and financially responsible for all violations, prosecutions, charges, court appearances and processes, fines and legal and/or civil costs. The Town of Beaverlodge will not be responsible for these costs. All motor vehicle collisions, accidents, incidents, violations, prosecutions, charges, and fines must be reported to the Town of Beaverlodge IMMEDIATELY, and required information will be found in the Emergency Response Information Kit located on the Community Bus.
- J. The Community Bus is not equipped to support the usage of child safety restraints and though equipped with seatbelts, they are not anchored, therefore, the transportation of infants and children requiring child seats is not allowed.
- K. The Community Bus can provide for one (1) wheelchair and has an electric lift installed for bus access. **Wheelchair must be in good, safe working order.**
- L. **Passengers must be physically capable of getting themselves on and off the bus safely without assistance. Where assistance is required, the passenger must have someone ride with them.**
- M. The Community Bus is not equipped to carry ambulatory equipment that cannot be locked in and secured (motorized scooters, etc.).
- N. All responsibility and liability for all occupants and passengers of any age is entirely the responsibility of the organization, business, parents/guardians of each individual passenger of the Community Bus. The Town of Beaverlodge assumes no responsibility or liability.
- O. The driver is responsible to immediately report any Community Bus defects that may/or may not require repair and to note them on the Inspection sheet and notify the Program Coordinator.
- P. If the Community Bus breaks down or is in an accident, the driver is required to contact the Program Coordinator so the Town of Beaverlodge can make arrangements for towing and other mechanical support. An incident report shall be completed and submitted immediately.
- Q. The driver shall ensure that all windows and doors are locked when there are no passengers including the driver on the bus

Schedule "A"

Town of Beaverlodge

Schedule of Mileage Rates / Current Fees for Community Bus

Bus usage by businesses and for-profit and non-profit organizations will be charged user fees for the Community Bus usage as follows:

Non-Profit Organization:

- \$47.50 per hour for the bus and driver, not to exceed 8 hours per day billing for a total of \$350 per full day rental, plus \$0.20 per kilometer

All Other Organizations:

- \$65 per hour for the bus and driver, not to exceed 8 hours per day billing for a total of \$500 per full day rental plus \$0.40 per kilometer

Any discretion on these rates will need to be pre-approved by the Chief Administrative Officer prior to travel.

- A. User fees for the Community Bus will be invoiced by the Program Coordinator. Invoicing will be determined by the kilometers noted on the Pre-Mid-Post Trip Inspection Report and fee for usage guidelines.
- B. Failure to pay the invoice will result in the user group not being able to access the Community Bus until payment is received.
- C. The number of kilometers determined for invoicing will be at the discretion of the Town of Beaverlodge based upon the information provided by the driver. If there is a discrepancy regarding the number of kilometers, the Town of Beaverlodge will have the final approval for invoicing purposes.
- D. Travel limit is a 300-kilometer radius from Beaverlodge.
- E. A refundable damage deposit of \$500 may be charged at the discretion of the Program Coordinator or the Chief Administrative Officer.
- F. **Changes or Cancellation must be communicated to the Program Coordinator or Chief Administrative Officer at least 24 hours prior to the event or there may be a 2-hour minimum charged to the booking group. CAO has discretion to waive or amend this charge.**
- G. **Driver's time is calculated from pick up of bus, prior to pre-trip inspection, until drop off of the bus, after post trip inspection, refueling and cleaning is complete. The additional hour of time is added to your booking.**

Regularly Scheduled Trips to Grande Prairie:

Passengers shall be required to pay a flat rate of \$10.00 per trip per passenger. Must have a minimum of six (6) riders to proceed.

Schedule B

Town of Beaverlodge

Bus Driver / Town Guidelines and Requirements

The Driver (when operating the Town owned Community Bus) is a representative of the Town and should conduct themselves in a manner that is courteous to all parties that choose to utilize the bus.

The Bus driver shall:

- Enter into a contract with the Town of Beaverlodge;
- Operate the bus in a safe and courteous manner;
- Be properly licensed for operating a bus (Class 2);
- Be familiar with and adhere to the requirements of the **Highway Traffic Act** and related sections of the **Act**;
- Prior to driving, provide the Town with a driver's abstract from the Motor Vehicles Branch;
- Abstract must be provided to the Town annually;
- Be thoroughly familiar with and adhere to this policy;
- Driver will assist passengers when getting on and off the bus, which will include the security of passengers and wheelchairs (stabilize clients when entering the bus, anchor all wheelchairs, and also discharging passengers in an area that is unobstructed.);
- Ensure safe operation of the electric ramp for wheelchairs;
- Not drive the bus for 24 hours after consuming alcohol, drugs or cannabis. Failure to comply with these guidelines will result in being prohibited from driving the Community Bus;
- Be reviewed by Chief Administrative Officer or Program Coordinator if license has been suspended for any driving infractions;
- Provide the Program Coordinator with a phone number at which the driver can be reached in case of emergency;
- Not smoke on the bus;
- Not take drugs or medications while driving the bus that will affect their driving capabilities;
- Maintain accurate logs for each trip, with the following information:
 - Kilometers travelled (starting odometer reading and trip end reading)
 - Organization / Individual riders and organization/individual's billing information (if applicable)
- Maintain a driving record with no more than 6 demerits;
- Use of cell phones is prohibited when driving the bus;
- Ensure the bus is filled with fuel at the beginning and end of each trip;
- Advise Town Administration of any maintenance or cleaning required for the bus.

The Town shall:

- Ensure the bus and equipment are in safe mechanical condition;
- Provide a fuel card for the Community Bus;
- Maintain the booking of the Community Bus and ensure that the driver is given the schedule of rentals in a timely manner.

THIS AGREEMENT made in duplicate this ____ day of _____(month), 20__.

BETWEEN:

THE TOWN OF BEAVERLODGE a Municipal Corporation
(hereinafter called the "Town")

AND:

Name of Driver_____

(hereinafter called the "Driver")

PO Box _____

Beaverlodge, AB T0H 0C0

WHEREAS, *Driver's Name* agrees to drive the Town owned Community Bus for the Town of Beaverlodge, on a contractual basis for an hourly fee.

NOW THEREFORE THE PARTIES HERETO COVENANT AND AGREE AS FOLLOWS:

- The driver will adhere to Schedule "B" of the Town of Beaverlodge Community Bus Policy AD2405 and any amendments thereto.
- The Town agrees to pay the driver an agreed upon hourly wage.

Failure to adhere to these duties will result in immediate termination.

I agree to the above terms and conditions.

(Print Name)

(Signature)

(Date)

(Town of Beaverlodge Representative)

(Date)

Date: June 20, 2024

From: Tina Letendre

Department: Administration

RE: Amendment to the Fees & Charges Policy

Administration will be doing an overall amendment to the Fees & Charges Policy to bring back to council by the end of November for a January 1, 2025 implementation.

This amendment is to increase the Arena user fees, with an implementation date of September 1, 2024. We have also added a couple of fees that were missing from the policy and deleted some fees that no longer pertain to our Land Use Bylaw.

Administration is recommending increasing the Arena user fees to align with market rates, so that they are competitive with similar facilities within our region.

Prime time Ice is September through March, weekdays from 4:00pm-11:00pm and weekends from 8:00pm-10:00pm.

Minor Hockey's last increase was 2020 (previous fee \$98.00)

Junior Hockey's last increase was 2022 (previous fee \$110.00)

Adult Hockey's last increase was 2017 (previous fee \$130.00)

Skating Club's last increase was 2017 (previous fee was \$89.50)

School last increase was 2020 (previous fee \$41.40)

Recommendation:

1. That Council approves the amendments to the Fees & Charges Policy.
2. That Council deny the amendments to the Fees & Charges Policy.
3. Other decision as provided by council.

FEES & CHARGES POLICY

Policy Number: C-3-2 (Amended)

Resolution:

Policy Review: Yearly

Policy Owner (Dept.): Administration

Effective Date: September 1, 2024

POLICY STATEMENT: To establish the rate of fees and charges for programs, services and facilities where fees are not previously established by or attached to a bylaw.

Recreation:

1. Fairness:

- a) The Town strives to reduce barriers for youth, seniors, families, low income users, and non-profit organizations in setting specific fees and charges for participation while reducing the tax burden to residents.
- b) Rates and charges may be set for general admission, hourly rental, special events and equipment, as well as group rates. Rates may vary according to age, type of group, type of event, type of facility, day or time of the year.

2. Cost of Recovery: Where reasonable to do so, the Town will attempt to set fees on a cost recovery basis while recognizing that recreation facilities may require additional support through taxation.

3. Public Awareness: The Town will endeavor to keep area residents advised of the facilities and services available in and around Town and encourage full use of the facilities and programs. The Town will occasionally review and evaluate services and programming available and will try to facilitate access to new programs whether these are provided through the Town, by a private business or non-profit organization, or a partnership formed in combination of the above.

4. Funding Responsibilities: The Town recognizes its responsibility as the primary funding source for town-operated public recreation facilities through municipal taxes and user fees, supplemented where possible by grants, commercial sponsorship, voluntary fund raising, etc. The Town is committed to exploring funding partnerships in order to provide the best variety of programs possible.

Waiver or reduction of Fees

Council may consider the waiver or reduction of facility fees for non-profit organizations or charities according to approved policies, procedures and budgetary considerations.

Council will set the amount for waiver or reduction of fees as part of the annual budget process and a separate GL code will be established for that purpose.

Waiver or Reduction of Fee Applications will be reviewed bi-annually for spring/summer or fall/winter functions and decisions will be based on an established set of criteria including, but not limited to:

- a) The number of members residing in and around the Town of Beaverlodge;
- b) The primary purpose of the organization is the promotion of balanced, healthy, and active lifestyle including cultural, recreational and learning opportunities;
- c) The purpose of the fundraiser or event; and
- d) Additional sources of revenue including grant sources.

Other Services

1. Planning, development and subdivision rates shall be set so that associated staff costs are covered by the developer and are not a cost to the residents of the Town.

2. Public Works services such as sewer flusher truck or street sweeper shall be offered to neighboring municipalities but shall not be offered to private business.

Reviewed/Amended	Date:
Gary Rycroft, Mayor	Jeff Johnston, Chief Administrative Officer

<i>Department</i>	<i>Service</i>	<i>Fees</i>	
Administration			
	Tax Certificate	\$35.00	Per Certificate
	Compliance Certification	\$35.00	Per Compliance
	Rush Compliance Certification	\$50.00	Per Compliance
	Property Search - Environmental	\$35.00	Per Property
	Sign Leases on Town Property		
	Temporary Signs	\$50.00	Per Application
	Magnetic Signs	\$500.00	Per Year/Per Sign
	Free Standing Signs up to max 4x8	\$500.00	Per Year/Per Sign
	Free Standing Signs over 4x8	\$1,000.00	Per Year/Per Sign/Per Side
	Photocopying		
	Color	\$0.50	Per Page
	Black & White	\$0.25	Per Page
	Bulk Orders	20% off	Per Total Count
	Road Use Agreement	\$100.00	Per Year
Camp Site			
	Full Service Sites (Power/Water/Sewer)		
	Daily Rate	\$45.00	Per Unit/Day
	Weekly Prepaid Rate	\$260.00	Per Unit/Week
	Monthly Prepaid Rate	\$900.00	Per Unit/Month
	Power Only Sites (30 Amp)		
	Daily Rate	\$32.50	Per Unit/Day
	Weekly Prepaid Rate	\$175.00	Per Unit/Week
	Monthly Prepaid Rate	\$625.00	Per Unit/Month
	Power Only Sites (15 Amp)		
	Daily Rate	\$22.50	Per Unit/Day
	Weekly Prepaid Rate	\$120.00	Per Unit/Week
	Monthly Prepaid Rate	\$450.00	Per Unit/Month
	Tent on Grass/No Services		
	Daily Rate	\$17.50	Per Unit/Day
	Weekly Prepaid Rate	\$100.00	Per Unit/Week
	Monthly Prepaid Rate	\$375.00	Per Unit/Month
	Sewer Dumping Fees	\$5.00	Per Unit/Each
	Split Firewood	\$5.00	Per Wheelbarrel

Planning & Development	Subdivision Application (per application)	\$300.00	/application
	Plus: i) Each Residential Parcel	\$200.00	/parcel
	ii) Each Non-Residential Parcel	\$250.00	/parcel
	Subdivision Endorsement Fees		
	i) Residential	\$225.00	/parcel
	ii) Industrial or Commercial	\$225.00	/parcel
	iii) Each parcel except above	\$225.00	/parcel
	iv) Time Extension	\$125.00	/application
	Condominium Fees		
	i) Application	\$225.00	/unit
	ii) Endorsement of Plan	\$175.00	/unit
Department	Service	Fees	
	Appeals		
	i) ISDB	\$500.00	/appeal
	Development Permits		
	i) Single Family Residential	\$200.00	/permit
	ii) Multi-family Residential	\$400.00	/unit
	iii) Minor Home Occupation	\$200.00	/permit
	iv) Major Home Occupation	\$500.00	/permit
	v) Commercial	\$500.00	/permit
	vi) Industrial	\$1,000.00	/permit
	vii) Signs	\$200.00	/permit
	viii) Fences	\$375.00	/permit
	ix) Variances	\$700.00	/permit
	x) Decks	\$125.00	/permit
	xiv) Communication Tower and Utilities	\$300.00	/permit
	xv) Surveyor's Certificate (Real Property Report/Compliance Certificate)	\$35.00	/review
Demolition Permit	Fee set out as per County of Grande Prairie Safety Code Inspections		
Development Permit Penalty	If building commences before obtaining a development permit:	DOUBLE THE BUILDING PERMIT FEE	

Land Use Bylaw Amendment			
	i) Land Use Bylaw Amendment	\$800.00	/application
	ii) Municipal Development Plan (new or amended)	\$1,250.00	/application
	iii) Area Structure Plan (new or amended)	\$1,500.00	/application
Building Permits	All Permits, including Electrical, Plumbing & Gas		
	Fees set out as per County of Grande Prairie Safety Code Inspections		
Department	Service	Fees	
Public Works	Sweeper with Operator	\$300.00	Per Hour
	Vac Truck with Operator	\$300.00	Per Hour
	Mini-Sweeper with Operator	\$100.00	Per Hour
	Labour	\$50.00	Per Hr/Per Labourer
Community Centre Rental			
	Fitness Groups	\$25/per hour	Banquet Room Only
	Fitness Group Damage Deposit	\$125.00	Per Booking
	Kitchen Rental	\$30/per hour	Kitchen Only
	Event - Half Day (4 hours or less)	\$200.00	Banquet Room Only
	Event - Full Day (more than 4 hours)	\$300.00	Banquet Room Only
	Event - Half Day	\$250.00	Banquet Room Only
	Event - Full Day	\$500.00	Kitchen/Bar Included
	Event - Day Prior (starting at noon)	\$200.00	Kitchen/Bar Included
	Event - Day After (ending at noon)	\$200.00	Kitchen/Bar Included
	Event Package (includes Day Prior, Day After, w/PA & Projector)	\$950.00	Kitchen/Bar Included
	Damage Deposit (50% of Total Booking Fee) (Due at time of Booking)	\$250.00	Per Event
ANY EVENT	PA/Projector/Microphones/Cables	\$100.00	Per Event
	Kitchen/Bar	\$150.00	Per Event
	Setup/Take Down (tables/chairs/stage)	\$200.00	Per Event
	Damage Deposit (CC Only/Refundable)	\$250.00	Per Event
	Booking Deposit (Due at time of booking)	50% of booking fee	Per Event

	Key/Fob Replacement (\$50 from Damage Deposit)	\$50.00	Per Event
	Cleaning Fee - Event Clean Up by Town Staff	\$50.00	Per Hour
St. Mary Gym/Kitchen	Fitness Groups	\$50/per hour	Gym Only
	Non-Profit Groups	\$25/per hour	Gym Only
	Kitchen Rental	\$40/per hour	Kitchen Only
	Event - Half Day (4 hours or less)	\$300.00	Gym Only
	Event - Full Day (more than 4 hours)	\$500.00	Gym Only
	Event - Half Day	\$350.00	Gym & Kitchen
	Event - Full Day	\$600.00	Gym & Kitchen
	Event - Day Prior (starting at noon)	\$300.00	
	Event - Day After (ending at noon)	\$300.00	
	Event Package (includes from 12(noon) Day Prior & 12(noon) Day After)	\$1,250.00	Gym & Kitchen
	Damage Deposit (50% of Total Booking Fee) (Due at time of Booking)	\$300.00	Per Event
	Key/Key Fob Replacement	\$50.00	
	Cleaning Fee	\$50/per hour	
	PA/Projector/Micorphone/Cables	\$100.00	
	Pipe & Drape	\$10.00	Per Section
	Bar & Rolling Cooler	\$100.00	Per Event
Department	Service	Fees	
Multi-Purpose Room	Full Room - Hourly	\$25.00	Per Hour
	Full Room - Full Day (more than 4 hours)	\$180.00	Per time block
	Half Room - Hourly	\$20.00	Per Hour
	Half Room - Full Day (more than 4 hours)	\$140.00	Per time block
	MPR Damage Deposit (Refundable)	\$50.00	Per Event
	MPR Full Room for Fitness & Other Classes	\$25.00	Per Hour
	Projector (portable) w/\$50.00 Damage Deposit (If available)	\$75.00	Per Event

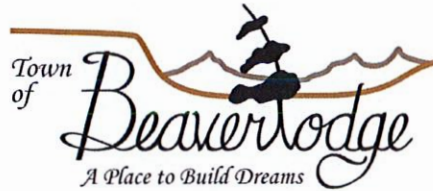
	Booking Deposit (Due at time of booking)	50% of Total booking fee	Per Event
Pool	Private Group (max 40 people)	\$150.00	Per Hour
	School Group	\$75.00	Per Hour
	Wibit Rental (max. 40 people)	\$210.00	Per Hour
	Per Lane Rental	\$30.00	Per Hour/Per Lane
	Extra Lifeguard Fee	\$50.00	Per Extra Lifeguard
Equipment Rental	Paddle Boards	\$10.00	Each
	Kayaks	\$10.00	Each
	Water Polo Nets and Ball	\$10.00	Each
	Large Tub	\$5.00	Each
Certified Instructors	Aqua-fit Class with Certified Instructor	\$25.00	Plus Pool Rental
	Float-fit Class with Instructor	\$25.00	Plus Pool Rental
Damage Deposit	Pool Damage Deposit (Refundable)	\$50.00	Per Event
	Pool Booking Deposit (Due at time of booking)	50% of Total booking fee	Per Event
Pool Party Rental	1 hr Public Swim/1 hr MPR	10 kids and 3 adults. For every child 7 & under 1 adult is required to be within arms reach during public swim	
	Pool Party with Full Room	\$115.00	Per Party
	Pool Party with Half Room	\$85.00	Per Party
Arena – Ice Rentals	Minor Hockey	\$110.00	Per Hour
	Minor Hockey - Prime Time	\$125.00	Per Hour
	Minor Hockey - Non-Prime Time	\$110.00	Per Hour
	Beaverlodge Junior Blades	\$130.00	Per Hour
	Beaverlodge Junior Blades	\$150.00	Per Hour
	Adult Hockey	\$140.00	Per Hour
	Adult Hockey	\$175.00	Per Hour
	Skating Club	\$98.00	Per Hour
	Skating Club	\$125.00	Per Hour
	Private Rental (any season)	\$102.00	Per Hour
Private Rental - Prime Time	\$140.00	Per Hour	
Private Rental - Non-Prime Time	\$110.00	Per Hour	

	Schools	\$44.00	Per Hour
	Schools	\$65.00	Per Hour
	Refundable Booking Fee	\$50.00	Per Booking

Prime Time Ice is September through March

Weekdays 4:00pm - 11:00pm

Weekends 8:00am - 10:00pm



COMMITTEE OF THE WHOLE MEETING MINUTES

COUNCIL CHAMBERS 400 10 STREET, BEAVERLODGE JUNE 24, 2024 @ 6:00 PM

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

1.0 **CALL TO ORDER:** Mayor Gary Rycroft called meeting to order. **6:00 PM**

2.0 **LAND ACKNOWLEDGMENT:**

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.

3.0 **ADOPTION OF AGENDA:**

#081-2024-06-24 Councillor Cyndi Corbett

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

4.0 **DELEGATION:**

4.1 Deloitte LLP – Simon Webb – 2024 Triage Business Retention & Expansion Survey Final Report

#082-2024-06-24 Councillor Cyndi Corbett

CARRIED: That the Committee of the Whole accepts this presentation for information.

5.0 **OLD BUSINESS:**

5.1 Community Bus Policy AD2405 – *tabled from June 10, 2024 Committee of the Whole*

#083-2024-06-24 Councillor Judy Kokotilo-Bekkerus

CARRIED: That this item be moved to the July 15, 2024 Council meeting.

6.0 **NEW BUSINESS:**

6.1 Regional Transportation

#084-2024-06-24 Councillor Cyndi Corbett

CARRIED: That the Committee of the Whole recommends this item be moved to the Council meeting on June 24, 2024 for decision.

6.2 Updated Strategic Plan Priorities – from Special Council meeting Feb 20, 2024

#085-2024-06-24 Councillor Judy Kokotilo-Bekkerus

CARRIED: That the Committee of the Whole accepts the updated Strategic Plan Priorities with the removal of the IDP/Annexation item.

6.3 Minister McIver meeting at 2024 AB Munis Fall Convention

#086-2024-06-24 Councillor Hugh Graw

CARRIED: That the Committee of the Whole accepts this for information.

6.4 Fees & Charges Policy C-3-2

#087-2024-06-24 Councillor Cyndi Corbett

CARRIED: That the Committee of the Whole recommends this item be brought to the July 15 Council meeting.

6.5 Urban Hen Program Information – Administrative Report

#088-2024-06-24 Councillor Hugh Graw

CARRIED: That the Committee of the Whole does not approve of allowing chickens in the Town of Beaverlodge.

6.6 Mountview Health Complex Committee Update

Public engagement session scheduled for June 26, 2024 at the Community Center.

6.7 Community Enhancement Committee Update

-no update at this time

6.8 Economic Development Committee Update

- no update at this time

7.0 TOPICS FOR NEXT AGENDA:

- Mountview Health Complex Committee Update
- Community Enhancement Committee Update
- Economic Development Committee Update

8.0 ADJOURNMENT: Mayor Gary Rycroft adjourned the meeting.

6:54 PM

Mayor Gary Rycroft

CAO Jeff Johnston



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Minutes for the Town of Beaverlodge
Community Enhancement Committee Meeting
Tuesday, January 30th at 4:30 PM - CHAIR – Cody Moulds

ATTENDANCE:

Cody Moulds - Chair	Judy Kokotilo-Bekkerus – Council Member
Ryier Hommy – Council Member, absent	Rhonda Matheson - Member
Margie Weiss – Member, absent	Megan Hauger - Member
Christy Martin - Member	
Jeff Johnston – CAO	Recording Secretary - Nichole Young

1.0 CALL TO ORDER:

- The meeting commenced at 4:30 PM.

2.0 ADOPTION OF AGENDA:

#001-2024-01-30 Member Christy Martin

CARRIED: That the Committee accepts the agenda with the following additions to New Business:

- 5.4 Campground Light Up Report
- 5.5 New Member at large

3.0 ADOPTION OF MINUTES:

#002-2024-01-30 Councillor Judy Kokotilo-Bekkerus

CARRIED: That the Committee accepts the minutes from June 29, 2023 as presented.

4.0 OLD BUSINESS:

5.0 NEW BUSINESS:

5.1 'Notes" from October 12, 2023

#003-2024-01-30 Member Christy Martin

CARRIED: That the Committee accepts this for information.

5.2 Walkability Working Group Request

#004-2024-01-30 Chair Cody Moulds

CARRIED: That the Committee accepts this for information.

#005-2024-01-30 Chair Cody Moulds

CARRIED: That the Community Enhancement Committee recommends that this report be presented to Committee of the Whole on February 26, 2024.

5.3 Action Item List

#006-2024-01-30 Member Rhonda Matheson

CARRIED: That the Community Enhancement Committee accepts this for information.

5.4 Campground Christmas Light-up Report

#007-2024-01-30 Chair Cody Moulds

CARRIED: That the Community Enhancement Committee accepts this for information and requests a Thank You with the list of donors to be posted.

5.5 New Member at large

#008-2024-01-30 Councillor Judy Kokotilo-Bekkerus

CARRIED: That the Community Enhancement Committee accepts the resignation of Margie Weiss and will advertise for a new Member at large.

#009-2024-01-30 Member Christy Martin

CARRIED: That the Community Enhancement Committee will form a sub-committee to develop a Splash Park.

6.0 ROUND TABLE:

- Cody Moulds: Light up show was all positive and better than last year, maybe highlight the entrance and direction of traffic. Look at getting a facilitator in to do a workshop about what this committee could do. Add Splash Park Update to Old Business on next agenda.
- Judy Kokotilo-Bekkerus: have a delegation from the Community Walkability Working Group attend a Council meeting with a report on what they have done and what they are looking for assistance with
- Christy Martin: Splash Park
- Megan Hauger: Splash Park, can approach BES about crosswalk painting thru the BRHS mentor program, will speak with new Parent Council about Karman Willis Park
- Rhonda Matheson: Fitness & Active Living Focused, Policy for sponsor/donor acknowledgement

2024 Event list – (dates to be decided)

- Family Day Fun – Feb 19
- McNaught Homestead Preservation Society Comedy Night Fundraiser – April 15
- Volunteer Appreciation Awards – April 20
- Hunt Mania Gun Show – April 28-30
- Senior's Week Tea – May 5-9
- Spring Clean Up – May 6
- Community Garage Sale – June 3
- Show & Shine, Tailgate Garage Sale & Farmer's Market – SPCM June 4
- Artwalk June 9
- Noah Grant Memorial Baseball Tournament June 9,10 & 11



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- Bulls at the Beaver (bull riding, beer gardens & dance, live band) – June 10
- Rio Grande Rodeo
- Pioneer Days @ SPCM – July 15 & 16
- McNaught Festival & IODE Strawberry Tea
- Peace Country Gospel Jamboree – Aug 4-6
- BLADES Dine & Dance
- Harvest Festival – Sept 9
- Lobsterfest
- Truth & Reconciliation Day – Sept 30
- McNaught Ghost Walk
- Christmas Festival
- Christmas Craze
-

Next meeting:

- TBD

7.0 ADJOURNMENT:

The meeting was adjourned at 5:55 PM

Chair, Cody Moulds

Councillor Judy Kokotilo-Bekkerus

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 - 2023 capital plan. Only \$50K in current budget, rest will be deferred to 2023 due to higher than expected pricing.	Deferred	
2	Recreation Centre Rate Review	27-Sep-21	CAO/Admin	CAO has received the rates and will review - bringing in September 2024	In progress	9/30/2024
3	Grande Prairie & District Catholic School Board	26-Oct-20	CAO/Admin	Sent Draft Joint Use Partnership Agreement to GPDCSD - following up for update April 15, 2024	In progress	
4	Community Bus Policy	8-May-23	Admin	Review and update this policy and it's fees and charges. DRAFT with amendments going BACK to Committee of the Whole June 24, 2024. Draft with amendments to go to Council July 15, 2024.	COMPLETE	6/24/2024
5	Amend Bylaw #1003	14-Nov-23	Admin	Amend Bylaw #1003 - Fire Department Bylaw to reflect the signing of the Fire Services Agreement with the County of Grande Prairie	In progress	
6	Manhole Power	14-Nov-23	Admin	Investigate what running power to the manhole in the center of 10th St and 2nd Ave would look like	In progress	
7	Decommission Peace Officer Program	13-May-24	CAO/Admin	Work with Alberta Justice and Solicitor General to decommission the Town of Beaverlodge Peace Officer Program.	In progress	
8	Letter to Minister of Public Safety and Emergency Services	13-May-24	CAO/Admin	Write a letter to the Minister of Public Safety and Emergency Services requesting increased enforcement support from Alberta Sheriffs.	In progress	6/28/2024
9	Letter to RCMP K Division	13-May-24	CAO/Admin	Write a letter to RCMP K Division requesting increased community policing from the Beaverlodge Detachment.	In progress	6/28/2024

Current: **Monday, July 15, 2024**

Monthly Report to Council
From: Reanna Stockman

Date: July 10, 2024
Department: FCSS

Project/Event	Highlights/Concerns
Clients	<ul style="list-style-type: none"> ○ From June 1 – July 10 FCSS has served 78 clients. This includes booked appointments, walk-in's and phone calls for service. (FCSS office was closed for one week during this time)
Administrative Tasks	<ul style="list-style-type: none"> ○ Newsletter and posters are ongoing. ○ Monthly staff shout-out has been put on hold ○ New bus booking form being created
Meetings	<ul style="list-style-type: none"> ○ July 3 – Bi-Annual Seniors Tea Wrap-Up Meeting ○ July 17 – Northwest Region ESS Meeting ○ July 30 – Emergency Social Services Meeting w/GPREP
Programs	<ul style="list-style-type: none"> ○ Meals on Wheels – have put in an order to Meals on Wheels Edmonton. Hoping to pick-up end of July and offer a trial tasting event for clients to try the new meals. ○ Child and Youth Mental Health Therapist coming to Beaverlodge every two weeks. Open to Beaverlodge and West County residents. Located at the Beaverlodge Hospital. ○ The LAST Teen Skill/Chill for this year happened June 6&7. Resource Center for Suicide Prevention presented Thursday, and we went to GP for Trapped on Friday. There were 12 teens in attendance both days. Program will break for summer and resume in October. ○ BRHS bus booking for the school year ended. They look forward to continuing the partnership next year. ○ 60+ Seniors Fitness wrapped up June 13. Break for the summer and resume in the Fall. ○ Senior's Social – June 4 from 1:30pm-3:30pm @ NuVista Energy Center (Celebrating Senior's Week) was a huge success. We had 42 older adults join us for dancing and snacks. 100% positive reviews of the event. ○ Bi-Annual Seniors Tea June 13 @ Evergreen Park – 234 Older Adults participated. Judy Kokotilo-Bekkerus was able to attend to represent Beaverlodge. We had 9 Beaverlodge Seniors ride the Community Bus to attend. ○ Sensory, Songs & Stories happening at the library wrapped up June 27. Summer in the Park starts on Monday, July 15 at the Pirate Park and runs 6 weeks. ○ Caffeinate & Educate: Senior Scams presentation at Amisk Court June 3. Had 12 participants. ○ After the Bell program through the Food Bank started July 2 and runs until the end of August. Each week, children can come and collect a \$10 IGA gift card as well as a snack bag to help kids over the summer that normally get meals at school.

Staffing	<ul style="list-style-type: none"> ○ 3 casual Bus drivers ○ 2 part-time Home Support Workers
Training & Development	<ul style="list-style-type: none"> ○ July 4 – Engaging Men & Boys – Gender Based Violence ○ June 9 – Mascot Chipping Challenge – Beaverly did not win but represented Beaverlodge well. We'll get them next year! ○ June 11- Health & Safety Training ○ July 17 – Compassionate Awareness & Mentorship Training
Other	<ul style="list-style-type: none"> ○ Food Bank June – July 10 : \$1750 handed out in gift cards. 70 clients served. ○ Probation has been using the office bi-monthly for meeting with clients. ○ Odyssey House program is running in the basement of the pool with 4 clients. During the summer we have switched to one in-person visit and one phone appointment day to reduce costs as summer is slower for clients accessing services ○ Currently 21 Home Support Clients ○ Community bus continues to run Wednesdays with an average of 7 riders. We have added the option of two more pick-up/drop-off locations for riders. One at the entrance to Parkview Village and one at the Big Beaver. Riders MUST call to book as the bus will not stop there unless pre-booked. ○ One private bus booking this month



Monthly Report to Council

Date: July 11, 2024

From: Nick Kebalo

Department: PW/H&S

Project/Event	Highlights/Concerns
11 th Street curb and gutter and sidewalk	Curb and gutter to replace old asphalt has been completed. Sidewalk has started and should be finished by July 30 th 2024
Weed spraying, tree delimiting, and planting	Delimiting has been completed in town. Planting will occur in the fall; main street and the campground will be the areas of focus. The spruce trees that were planted last year that have died will be replaced at no charge, as they were under warranty.
Potholing, crack sealing, line painting	Potholing has been completed. Crack sealing has started and will continue until early fall. Line painting has been organized for the year the contractor is scheduled to start in July. Both the arena parking lot and town office parking lot are scheduled to be done in 2024.
Health and Safety Committee	The health and safety committee will be attending training in September of 2024, this is another step to ensure that we are meeting the required standards set out by the province.
Lagoon	Effluent transfer to NuVista Energy has been completed. Earthworks for the berm to de-sludge the anerobic cells in scheduled to start July 14 th
Roadwork 2024	Underground for roadwork has started, milling and resurfacing will start in July/August