

April 14, 2025

Council Motion Required:

As per *Local Authorities Election Act*

Section 13 (2.1)

An elected authority must, by resolution, appoint a substitute returning officer by June 30 of the year in which the election occurs or, for a by-election or vote on a question or bylaw that fixes the day for the by-election or vote on a question or bylaw.

Council Motion: "That Council appoints Tina Letendre as the Substitute Returning Officer for the 2025 Municipal Election."

BYLAW NO. 1035

A bylaw of the Town of Beaverlodge in the Province of Alberta, to provide rules, regulations and penalties in contravention of the Town of Beaverlodge Pioneer Campground.

WHEREAS, under the provisions of the Municipal Government Act, R.S.A 2000, Chapter M-26, and amendments thereto, a Council's power to pass a bylaw includes a power to amend or repeal a bylaw;

AND WHEREAS, the Municipal Government Act, Chapter M-26, R.S.A. 2000 grants authority to Council to pass bylaws with respect to the safety, health and welfare of people and the protection of people and property;

AND WHEREAS, Council of the Town of Beaverlodge wishes to establish rules and regulations for the control and operation of its campground;

NOW THEREFORE, the Council of the Town of Beaverlodge, duly assembled in the Province of Alberta, hereby enacts the following:

1. This bylaw may be cited as the "Beaverlodge Pioneer Campground Bylaw"

2. DEFINITIONS

2.1 Words in the singular shall include the plural or vice versa whenever the context so requires.

2.2 In this Bylaw the following definitions apply:

(a) "Animal" means a Dog or Cat as defined in Bylaw 1032, Town of Beaverlodge Animal Control Bylaw.

(b) "Burnable Debris" means all flammable waste other than Prohibited Debris and includes but is not limited to:

- i. straw and stubble;
- ii. leaves and tree cuttings;
- iii. brush and fallen trees;
- iv. wooden materials from the construction or demolition of buildings which do not contain wood preservatives or paint products;
- v. solid waste from post and pole operations that does not contain wood preservatives; or
- vi. solid waste from tree harvesting operations.

(c) "Campground" means the Town of Beaverlodge Pioneer Campground.

(d) "Camping Accommodation Unit" means:

- i. A tent;
- ii. A tent trailer;
- iii. A camper trailer;

- iv. A fifth wheel;
- v. A motorhome
- vi. A van or truck camper;
- vii. A converted bus; or
- viii. Other motorized accommodation unit;

used by a person as shelter equipment while camping;

(e) "Campground Attendant" means a person appointed as a Campground Attendant by the Town of Beaverlodge;

(f) "Campsite Rental Agreement" means the agreement issued by a campsite reservation service or Campground Attendant providing payment confirmation and permission to occupy a designated area of the campground including but not limited to individual campsites, group campsites, multi-unit campsites, and group use areas;

(g) "Chief Administrative Officer" means the Chief Administrative Officer for the Town of Beaverlodge appointed by Council, or authorized delegate;

(h) "Council" means the duly elected Council of the Town of Beaverlodge;

(i) "Fire Chief" means a person appointed or designated by contract as Fire Chief by the Council of the Town of Beaverlodge and who has authority to enforce bylaws pertaining to Fire and the management of the Beaverlodge Fire Department.

(j) "Fire Guardian" means a person named or appointed as fire guardian pursuant to Section 4 of Forest and Prairie Protection Act.

(k) "Highway" means a highway as defined in the *Traffic Safety Act, R.S.A. 2000 c. T-6*, as amended and regulations thereto;

(l) "Individual Campsite" means a campsite in the campground designated as an individual campsite under this Bylaw;

(m) "Motor Vehicle" means a motor vehicle as defined in the *Traffic Safety Act, R.S.A. 2000 c. T-6*, as amended and regulations thereto;

(n) "Noise" means any sound that, in the judgment of a Peace Officer taking into account all relevant factors such as the time of day and the type of noise-producing activity, is deemed to be bothersome or disruptive to individuals or poses risk to the well-being, tranquility and safety of individuals within the municipality's limits;

(o) "Off-Highway Vehicle" means an Off-Highway Vehicle as defined in the *Traffic Safety Act, R.S.A. 2000 c. T-6*, as amended thereto;

(p) "Peace Officer" means:

- i. Any member of the Royal Canadian Mounted Police;
- ii. Any Peace Officer appointed under the Peace Officer Act;

- iii. A person appointed as a Bylaw Enforcement Officer;
- iv. The Chief Administrative Officer of the Town of Beaverlodge or any person designated by the Chief Administrative Officer to enter and inspect property in accordance with the provisions of this Bylaw;

(q) "Primary Campsite Renter" means the individual named on the Site Rental Agreement;

(r) "Prohibited Item" means an item that could be deemed as threatening; including but not limited to a rifle, shotgun, pistol, handgun, target pistol, air rifle, pellet gun, hunting bow, crossbow, slingshot, fireworks, and paintball gun;

(s) "Unsatisfactory Condition" means a condition of unreasonable accumulation of materials, debris and/or refuse within the campground in the opinion of a Peace Officer having regard for all circumstances;

(t) "Violation Ticket" means a ticket or similar document issued by the Town of Beaverlodge pursuant to Part II of the *Provincial Offences Procedures Act, R.S.A. 2000, C. P-34*.

3. RULES

3.1 GENERAL

(a) The campground will be closed between the First Week of October and Second Week of May, depending on freezing conditions, unless otherwise approved by the Chief Administrative Officer or delegate.

(b) A person who enters the campground shall comply with:

- i. Any lawful orders and instructions made or issued pursuant to this Bylaw, and
- ii. Instructions, prohibitions, and directions prescribed by all lawfully designated and erected signs and notices.

(c) A person registering to be the Primary Campsite Renter for a campsite must be a minimum of 18 years of age at the time of registration and may be required to present photograph identification at any time for confirmation.

(d) The collection and use of personal information from the Primary Campsite Renter shall be in accordance with the *Freedom of Information and Protection of Privacy (FOIP) Act, R.S.A. 2000, c F-25*.

(e) All persons renting a campsite shall register with the Campground Attendant upon arrival where a sign or notice is located at or near the entrance to the park.

(f) if a park's campsite occupant violates this Bylaw and their name and contact information cannot be obtained, the registered Primary Campsite Renter for the campsite may be held responsible for any applicable offences.

(g) A person vacating a campsite must restore it to a clean condition; if vacated and left in an unsatisfactory condition, the Primary Campsite Renter may be issued a penalty under this Bylaw.

(h) Pursuant to Section 3.1 (g), the vacated campsite must be inspected by the Campground Attendant within four (4) hours of vacancy for the previous Primary Campsite Renter to be held liable.

(i) A person using the campground shall keep the land and improvements in a condition satisfactory to the Chief Administrative Officer or delegate.

(j) A person may consume liquor or cannabis within park lands within registered campsite only and in accordance with the *Alberta Gaming, Liquor and Cannabis Act, R.S.A. 2000, c. G-1*.

(k) Open liquor and cannabis shall be prohibited in public areas including but not limited to:

- i. On highways, and walking paths;
- ii. In washrooms, and shower buildings; and
- iii. In picnic shelters.

(l) No person shall interfere with the rights of others to the quiet and peaceful enjoyment of the campground.

(m) Any individual who has been evicted from the campground under this Bylaw shall be banned from entering or trying to enter the campground for a period of one (1) year.

(n) No person shall enter or remain in the campground or portion of the campground where travel access restrictions have been imposed by the Town of Beaverlodge.

(o) No person shall display or post any signs or advertisements in the park other than those approved by the Chief Administrative Officer or delegate.

(p) No person shall remove, deface, damage, or destroy any property, object, equipment, facility in the campground, whether created by natural means or otherwise.

(q) No person shall hunt or discharge a firearm or use a prohibited item within the campground.

(r) No person shall conduct business operations in the campground unless they have received written approval from the Chief Administrative Officer or delegate.

3.2 WASTE DISPOSAL

(a) No person shall deposit liquid or solid waste in the campground except in a receptacle or area provided for the purpose by the Town of Beaverlodge.

(b) No person shall bring commercial or residential waste matter into the campground for disposal.

(c) Individuals shall be accountable for disposing of waste, regardless of the availability of a nearby disposal reciprocal.

(d) No person shall bathe or clean clothing, fish, cooking or eating utensils, vehicles or other

equipment at or near a well, spigot or pump in the campground.

(e) No person shall remove water from the campground, except by a Primary Campsite Renter for the personal use of themselves and their party in their camping accommodation unit for the duration of the registration.

3.3 CAMPSITE RENTAL AGREEMENT

(a) Campsite Rental Agreements will be issued through the online reservation system or the Town of Beaverlodge.

(b) Campsite rental reservations and agreements shall be issued on a first-come, first-served basis.

(c) No person shall camp overnight in the campground except in an area designated for that purpose unless they have received written permission from the Chief Administrative Officer or delegate.

3.4 CAMPSITE OCCUPATION

(a) Check in times are as follows:

- i. Check in: 2:00 p.m.
- ii. Check out: 12:00 p.m., unless otherwise approved by the Chief Administrative Officer or delegate.

(b) No person shall generate noise between the hours of 10:00 p.m. to 7:00 a.m., unless otherwise approved in writing by the Chief Administrative Officer or delegate.

(c) Each campsite that can accommodate more than one camping accommodation unit shall be subject to an additional unit fee as determined by the campground rate schedule set out by the Town of Beaverlodge Fees & Charges Policy.

(d) All vehicles and equipment shall remain within the boundaries of the campsite of the registered guest, or a designated parking area, and shall not impede traffic at any time, or into an adjacent campsite.

(e) A basic Campsite Rental Agreement fee covers the following maximum number of units:

- i. One (1) camping accommodation unit and two (2) tents; or
- ii. Three (3) tents

(f) No person who is visiting a person camped in an individual campsite, shall park their vehicle at the campsite that is:

- i. in a manner or at a location that impedes traffic, or
- ii. in a location prohibited by sign.

(g) The number of occupants permitted in each site shall not exceed eight (8) persons.

(h) In the event that a Primary Campsite Renter receives notification to vacate a campsite whether by contravention of this Bylaw, or due to safety concerns, the Primary Campsite Renter shall vacate the campsite within one (1) hour from receiving such notice, or as otherwise required under such notice.

(i) On the expiry or cancellation of a Campsite Rental Agreement the Primary Campsite Renter shall ensure that the campsite is vacated and that all shelter equipment and other property belongings are removed.

3.5 BURNING

(a) No person shall set, light or maintain a fire in the campground except in a designated firepit, which is set for the purpose of:

- i. cooking food;
- ii. obtaining warmth, or
- iii. viewing for pleasure.

(b) Such fire may only be fueled with seasoned wood or propane.

(c) A person may only use burnable debris for fuel purposes in a campground in accordance with Section 3.5(a).

(d) Should a fire hazard be identified by the Town of Beaverlodge, Chief Administrative Officer, or delegate, Peace Officer, Fire Chief or Fire Guardian, fires within the campground will be prohibited and restrictions will be posted.

(e) Strict adherence to fire bans must be followed at all times when in place.

(f) No person shall leave a fire unattended or allow it to spread.

(g) A person shall extinguish all fires, and smoldering materials before leaving the campsite.

(h) When a fire is deemed to be unsafe by the Chief Administrative Officer or delegate, or a Campground Attendant, the person or Campground Attendant shall extinguish the flames.

3.6 VEHICLES

(a) A Campground Attendant or Peace Officer may prohibit the entry of a vehicle into the campground.

(b) No person shall, within the campground, operate or ride an off-highway vehicle. Persons in violation of this Section may be fined in accordance with the Town of Beaverlodge Traffic Bylaw.

3.7 ANIMAL CONTROL

(a) A Campground Attendant or Peace Officer may refuse to admit into the campground or require to be removed from the campground, any animal considered not under control, deemed a nuisance, or may cause damage to life, safety, health, property or comfort of any person in the campground.

(b) Individuals responsible for an animal must not bring it into the campground unless the animal is contained in a cage or controlled by a leash, chain, or similar device that does not exceed 3 meters in length.

(c) Individuals responsible for the custody or control of an animal in park shall not allow the animal to enter, or remain in, or on, any area in the campground that is:

- i. a public washroom, change house, public shelter, or other public building or structure; or
- ii. an area where signs are posted prohibiting animals.

(d) A Peace Officer is authorized to capture and impound in an animal shelter any animal which is at large including dogs pursuant to the Town of Beaverlodge Animal Control Bylaw.

(e) Any person owning, harboring, or having custody of an animal in the campground must immediately remove and properly dispose of any feces deposited by the animal within the campground.

(f) Animal waste must be placed in a sealed bag or container and disposed of in a designated waste receptacle or an appropriate disposal site.

(g) The requirement of Section 3.7 (e)(f) does not apply to individuals with disabilities who rely on service animals and are unable to comply due to their disability. A person with a disability who is unable to comply with Section 3.7 (e)(f) due to their disability must either:

- i. arrange for another person to remove and dispose of the animals waste; or
- ii. notify the Campground Attendant that they require assistance in waste removal.

(h) It is prohibited to bring or allow horses, ponies, or other pack animals into the campground unless they have received written approval from the Chief Administrative Officer or delegate.

3.8 CAMPGROUND OPERATIONS

(a) A Campground Attendant or Peace Officer may, at any time, enter and inspect any occupied or unoccupied campsite within the campground.

(b) A Campground Attendant or Peace Officer may order the repair, alteration, improvement, or removal of any item(s) deemed unsafe in the campground.

(c) The Chief Administrative Officer or delegate, or a Peace Officer, may order any person in the campground to stop or refrain from any action, omission or conduct that in the opinion of the Chief Administrative Officer or delegate, or Peace Officer is dangerous to life or property or detrimental to the use and enjoyment of the campground by other persons.

(d) A Campground Attendant or Peace Officer may, at any time, require a person to declare their intended use of the campground.

(e) The Chief Administrative Officer or delegate, or a Peace Officer may remove or evict, or cause to be removed or evicted, from the park, any person:

- i. failing to comply with any provision of this Bylaw, or
- ii. creating a nuisance or disturbance, or trespassing, or any other undesirable act as defined under this Bylaw or any other municipal bylaw.

(f) If, in the opinion of the Chief Administrative Officer or delegate a nuisance exists, on any site which is subject to a Campsite Rental Agreement, the Chief Administrative Officer or delegate, or a Peace Officer may, in writing, order the person causing the nuisance to abate the nuisance or clean the site, or both.

(g) Where a person or Primary Campsite Renter fails to comply with an order made pursuant to Section 3.8(f) of this Bylaw, the Chief Administrative Officer or delegate may take steps necessary to abate the nuisance or clean the site, or both.

- i. Any costs incurred pursuant to Section 3.8(f) may be charged back to the Campsite Rental Agreement holder.

(h) The Chief Administrative Officer or delegate may cancel or suspend a Campsite Rental Agreement issued in accordance with this Bylaw, of the Primary Campsite Renter or guest(s) for any contraventions of this Bylaw, or any other municipal bylaw, or any of the terms of conditions of the Campsite Rental Agreement.

4. AUTHORITY OF THE CHIEF ADMINISTRATIVE OFFICER

4.1 The Chief Administrative Officer or delegate may exercise any authority already expressed in this Bylaw as well as:

(a) Designate and erect other signs and notices governing and prohibiting activities that are provided for in this Bylaw.

(b) Appoint persons necessary for the administration of this Bylaw as Campground Attendants.

(c) Determine if a person shall be prohibited from accessing the campground and the duration of such prohibition.

5. AUTHORITY OF A PEACE OFFICER

5.1 A Peace Officer may seize, remove, and/or dispose of a motor vehicle, off highway vehicle, aircraft, boat, trailer, equipment, appliance, article or object in accordance with this Bylaw, if upon inspection it:

- i. remains in an area after the authorization to be in that area has expired;
- ii. is located in a prohibited area;
- iii. is located in an area where parking is prohibited by sign;
- iv. is involved in a contravention of this Bylaw, regardless if it is found in the possession of the person alleged to have committed the contravention; or

- v. is deemed by the Peace Officer to be abandoned.

5.2 A Peace Officer shall allow the owner of an item seized under Section 5.1 to claim it after determining that the risk of the offense being repeated has diminished.

5.3 Where a Peace Officer moves or stores an item or causes it to be moved or stored under this Section, the cost of doing so:

- i. shall be the responsibility of the owner of the item;
- ii. constitutes a lien on the item;
- iii. may be recovered from the owner in an action for debt; and
- iv. must be paid before the item is released to the owner or person otherwise authorized to retrieve it.

5.4 Should an item seized under Section 5.1 not be claimed within 60 days, it shall become the property of the Town of Beaverlodge for disposal at the Chief Administrative Officer or delegates discretion, with the exception of items outlined in accordance with the *Traffic Safety Act, R.S.A. 2000, c. T-6*.

5.5 A Peace Officer may issue a Violation Ticket for any contravention of this Bylaw in accordance with Schedule "A" attached to and forming part of this Bylaw and served in accordance with Section 5.6. The Violation Ticket shall require payment to the Town of Beaverlodge for the specified penalty amount for that offence.

5.6 A Violation Ticket or written notice of contravention of this Bylaw shall be deemed to be sufficiently served if:

- i. Served personally on the accused;
- ii. Mailed to the address of the Registered Owner of the Vehicle concerned or the person concerned;
- iii. Mailed to the address provided by the Primary Campsite Renter upon registration for the campsite;
- iv. Mailed to the address provided on Government issued identification; or
- v. Attached or left upon the vehicle in respect of which the offence is alleged to have been committed.

6. PENALTIES

6.1 Every person who contravenes any provisions of this Bylaw, enumerated in Schedule "A" herein, is guilty of an offence and shall be held liable on summary conviction to the penalty specified therein for such offence.

6.2 Where payment of a penalty for a Violation Ticket is received within 15 days from the date of issue, the voluntary payment shall be reduced by ten (\$10.00) dollars.

6.3 Following the fifteenth day from receiving a Violation Ticket, a person may pay the ticket issued as a late payment and the Town of Beaverlodge will accept the penalty payment as outlined in Schedule "A" instead of pursuing prosecution.

7. REPEAL

7.1 Upon third reading of Bylaw No. 1035, Bylaw No. 888 and all amendments thereto are hereby repealed.

8. SEVERABILITY

8.1 It is the intention of Council that each separate provision of this Bylaw shall be deemed independent of all other provisions herein and it is the further intention of Council that if any provision of this Bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion shall be severed, and the remainder of the Bylaw is deemed valid and enforceable.

9. EFFECTIVE DATE

9.1 That this Bylaw shall come into force and have effect from and after the date of third and final reading thereof.

READ A FIRST TIME on this ____ day of _____ 2025.

Mayor Gary Rycroft

CAO Jeff Johnston

READ A SECOND TIME on this ____ day of _____ 2025.

Mayor Gary Rycroft

CAO Jeff Johnston

READ a third and final time on this _____ day of _____ 2025.

Signed this _____ day of _____ 2025.

Mayor Gary Rycroft

CAO Jeff Johnston

SCHEDULE "A"

Penalties

OFFENCES	SECTION	SPECIFIED PENALTY
3.1 GENERAL		
Failure to comply with lawful orders and instructions	3.1 (b)(i)	\$200
Failure to comply with lawful signs and notices	3.1 (b)(ii)	\$200
Failure to register with Park Attendant upon entry	3.1 (e)	\$200
Campsite left in unsatisfactory condition when vacated	3.1 (g)	Actual cost to maximum of \$400
Consumption of or open liquor or cannabis in a prohibited place	3.1 (j) & (k)	\$100
Interference with the quiet and peaceful enjoyment of a park	3.1 (l)	\$400
Violation of eviction order	3.1 (m)	\$500
Entrance or presence in a restricted portion of the campground	3.1 (n)	\$200
Display or posting of unauthorized signs or advertisements	3.1 (o)	\$100
Removal, defacement, damage, or destruction of property/objects in park	3.1 (p)	Actual cost to maximum of \$2000
Discharge or use of firearm or prohibited item in campground	3.1 (q)	\$500
Conducting business operations in campground without authorization	3.1 (r)	\$200
3.2 WASTE DISPOSAL		
Failure to deposit waste in campground in designated receptacle or area	3.2 (a)	\$200
Bringing commercial or residential waste into campground for disposal	3.2 (b)	\$200
Failure to dispose of waste when necessary	3.2 (c)	\$200
Bathing or cleaning clothing, fish, utensils, vehicles or equipment at or near a well, spigot or pump in campground	3.2 (d)	\$200
Removal of water from park when not permitted	3.2 (e)	\$200

OFFENCES	SECTION	SPECIFIED PENALTY
3.3 CAMPSITE RENTAL AGREEMENTS		
Camping outside of designated area without authorization	3.3(c)	\$400
3.4 CAMPSITE OCCUPATION		
Campsite occupant parking vehicle in manner or location that impedes traffic	3.4(d)	\$50
Bring in or allow more camping units than authorized	3.40€	\$400
Campsite visitor parking vehicle in manner or location that impedes traffic	3.4(f)(i)	\$50
Campsite visitor parking vehicle in a location prohibited by sign	3.4(f)(i)	\$50
Exceeding maximum occupants permitted in a single campsite	3.4(g)	\$200
Failure to vacate campsite as required under issued notice	3.4(h)	\$200
Failure to vacate and remove all property from campsite after expiry or cancellation	3.4(i)	\$200
3.5 BURNING		
Setting, lighting or maintaining a fire in unauthorized location	3.5(a)	\$400
Fire left unattended or allowed to spread	3.5(f)	\$400
Failure to properly extinguish fire, and smoldering materials before leaving campsite	3.5(g)	\$400
3.7 ANIMAL CONTROL		
Failure to keep animal contained or controlled in campground	3.7(b)	\$100
Failure to keep animal out of prohibited area	3.7(c)	\$100
Failure to remove and properly dispose of animal feces	3.7(e)	\$100
Failure to remove animal feces in a designated site	3.7(f)	\$100
Failure to arrange for another person to remove and dispose of animal waste	3.7(g)(i)	\$100
Failure to notify the Campground Attendant that they require assistance	3.7(g)(iii)	\$100
Failure to keep horse, pony, or other pack animal out of prohibited area	3.7(e)	\$100



**Alberta-Northwest Territories Command
The Royal Canadian Legion**

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **Alberta-Northwest Territories Command of The Royal Canadian Legion**, representing **Veterans** in Alberta and the NWT.


The **Alberta-NWT Command** is very proud to be preparing our 19th annual digital “**Military Service Recognition Book**” that helps recognize and honour many of our brave Veterans who served our Country so well during times of great conflict, as well as our modern-day veterans. This annual publication goes a long way to help the Legion in our job as the “**Keepers of Remembrance**”, so that none of us forget the selfless contributions made by our Veterans. Digital copies of past editions are available to view at <https://abnwtlegion.com/community/military-service-recognition-books/> or you may scan the QR code below for easy access.

We would like to have your organization’s support for this special Remembrance project by sponsoring an advertisement space in our “**Military Service Recognition Book.**” Proceeds raised from this important project will allow the Command to improve our services to **Veterans** and the more than 170 communities that we serve throughout Alberta and the NWT. The Legion is recognized as one of Canada’s largest “Community Service” organizations and we are an integral part of all the communities we serve. This project ensures the Legion’s continued success in providing very worthwhile services.

Enclosed, please find a rate sheet for your review. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact the **Alberta-NWT Command Campaign Office** toll free at **1-888-404-1877**.

Thank you for your consideration and/or support.

Sincerely,


Rosalind LaRose
President



MSR Guide



Alberta-Northwest Territory Command The Royal Canadian Legion

“Military Service Recognition Book”

Advertising Prices

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Full Page	\$1,447.62	+	\$72.38	=	\$1,520.00
½ Page (Full Colour)	\$1,085.71	+	\$54.29	=	\$1,140.00
½ Page	\$842.86	+	\$42.14	=	\$885.00
¼ Page (Full Colour)	\$657.14	+	\$32.86	=	\$690.00
¼ Page	\$533.33	+	\$26.67	=	\$560.00
1/10 Page (Full Colour)	\$395.24	+	\$19.76	=	\$415.00
1/10 Page (Business Card)	\$328.57	+	\$16.43	=	\$345.00

G.S.T. Registration # R12 397 0410

All typesetting and layout charges are included in the above prices.

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The Town of Beaverlodge is a proud sponsor of The Royal Canadian Legion Branch #121. We want to thank all of those who have provided service to our country by serving in the Armed Forces.

If you require any additional information, please reply to this email or phone me at our toll-free number below.

I will be in contact for your response.

Thank you again for your consideration.

Respectfully,

Janet Murphy

Advertising Rep/Military Service Recognition Book

Alberta / NWT Command - Royal Canadian Legion

Campaign Office 1-888-404-1877





COMMUNITY CLEAN-UP



SATURDAY, MAY 3, 2025 FROM 9AM - 4PM



BINS WILL BE LOCATED IN THE TRAINING YARD OF THE NEW FIREHALL



A TOWN EMPLOYEE WILL BE ON SITE TO MONITOR DROP-OFFS

BINS PROVIDED FOR THE FOLLOWING ITEMS:

BIN 1 - WHITE GOODS such as stoves, fridges, washers, dryers, dishwashers & deep freezers

BIN 2 - TIRES

BIN 3 - ALL METAL - small appliances, microwaves, blenders, toaster, vehicle parts, barbecue, etc...

BIN 4 - ELECTRONICS - T.V.'s, computers, monitors, DVD players

BIN 5 - OVERSIZED OR OVERWEIGHT miscellaneous garbage, large furniture, couches, mattresses & wood bundles over 5 feet and yard waste.



ALBERTA
MUNICIPAL AFFAIRS

Office of the Minister
MLA, Calgary-Hays

April 8, 2025

I am pleased to share that today, our government tabled Bill 50, the *Municipal Affairs Statutes Amendment Act, 2025*. Bill 50 makes amendments to the *Municipal Government Act (MGA)*, *Local Authorities Election Act (LAEA)*, *New Home Buyer Protection Act (NHBPA)*, and the *Safety Codes Act (SCA)* to modernize municipal processes.

The proposed amendments will strengthen local governance and reduce conflict by repealing code of conduct provisions and granting Ministerial authority to establish procedures of council. The amendments also clarify the accountability of chief administrative officers and strengthen oversight authorities of appointed Official Administrators.

Also included are amendments regarding Intermunicipal Collaboration Frameworks (ICFs) which would clarify the required content of ICFs and strengthen the dispute resolution process to ensure ICFs are adopted and implemented effectively.

Changes are also proposed to the *LAEA* to clarify administrative requirements in advance of the October 2025 municipal and school board elections. In addition, we are allowing for the use of elector assistance terminals which enable voters who live with visual or physical impairments to vote independently and privately. We are also proposing amendments to residency requirements so that residents displaced by last year's wildfire in Jasper can vote and run for office, provided they intend to return to the community.

Finally, proposed changes to the *NHBPA* and the *SCA* address stakeholder concerns with the current new home buyer protection program, the quality of new homes, affordability, and red tape.

I invite you to read Bill 50. A copy of the Bill can be found here: <https://www.assembly.ab.ca/assembly-business/bills/bills-by-legislature>. Additional information about the proposed amendments is also available here: www.alberta.ca/modernizing-municipal-processes.

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ALBERTA
MUNICIPAL AFFAIRS

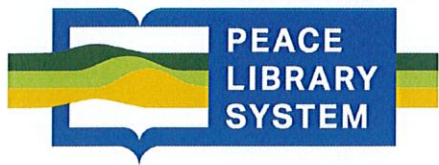
Office of the Minister
MLA, Calgary-Hays

I will be hosting a town hall for stakeholders to share additional information and answer questions about the proposed amendments. The town hall will take place virtually on April 16, 2025, at 6:00 PM. Please send the names and email addresses of your representative(s) who will attend to ma.engagement@gov.ab.ca. Individuals identified by your organization will receive a link ahead of the town hall.

Sincerely,

A handwritten signature in black ink that reads 'Ric McIver'.

Ric McIver
Minister



8301 - 110 Street
Grande Prairie, AB T8W 6T2
Phone: 780 538 4656
PeaceLibrarySystem.ab.ca

08 April 2025

Gary Rycroft, Mayor
P.O. Box 30
BEAVERLODGE, AB T0H 0C0

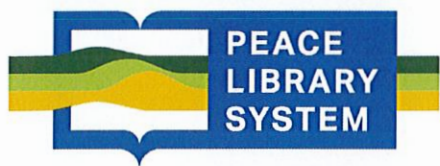
Dear Mayor Gary Rycroft,

Thank you for your ongoing support for Peace Library System and the libraries in our region. In this era of fast-moving information and technology, libraries are more relevant than ever, providing access to books, e-books, reference databases, magazines and newspapers, as well as local library programming such as story time, book clubs and more. In addition, the membership in the system grants Peace region citizens the right to use library resources from across the province and the country, making your library so much more than just what is on the shelf. With the modern problem of high costs for library resources, access to shared resources through the Peace Library System and the other systems with whom we partner is of great benefit to all member libraries and their citizens. Since 1986, Peace Library System has been the backbone in the Peace region for those sharing arrangements, allowing Peace region residents to access all the resources and services of big city libraries in even the remotest areas of the northwest.

Additionally, through the membership in the Peace Library System, member libraries can access materials from post-secondary libraries, assisting in education and training, they can access free public computers for use in educational courses and exams, and even materials for the use and benefit of small businesses.

Membership means that your library has a support system surrounding it and supporting it, the way large municipal libraries can. The System provides your library with services such as ordering and cataloguing support, delivery and transportation, programming support and consulting, so that your library can focus its resources, its time and its money on direct services to the people in your community.

With that in mind, the Master Agreement between member municipalities has been updated to include the current legal language requirements and the services that have been added since the original agreement was drafted.



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The major changes are:

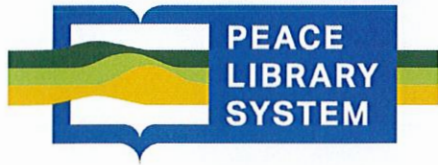
- Clarification of the language around the arbitration of disagreements, see section 15.
- Inclusion of IT Services in the schedule of services offered to libraries, see schedule D.
- The list of bodies eligible for membership in the System, see schedule A.
- The limit placed on the amount levies can be raised, see schedule B.

Arbitration – The previous language around the arbitration of disagreements between members was unclear and contradictory. The inclusion of the two new paragraphs clears up the process and parties involved in arbitration.

IT Services – No IT services are mentioned at all in the current agreement, but it is a very large part of the support we offer to member libraries. Not all libraries take part in all services offered, but the schedule of services offered are available to all member libraries to take advantage of. This language clearly outlines what services are offered at the System level and what is the responsibility of the library.

Eligible Bodies – With the addition of a Provincial grant meant to encourage library services in Indigenous communities, the benefits of System membership need to be extended to school authorities located on Indigenous reserves.

Levies – Prior to the levy raise in 2023, the levy had not changed for seven years. From 2016 to 2023, it remained the same. In that time, the rate of inflation was nearly 20%. In 2023, a 5% raise was approved by the Board in an attempt to remain out of deficit. We are aware that any raise in levy has an impact on municipal budgeting, and we remain firm that any raise in levy has to be proven as needed by the budget approved by the Board. Increases in levy are not undertaken lightly, and we appreciate that municipal funding is a difficult matter. Therefore we propose that no increase more than 5% can be approved by the Board without prior approval of the Municipal members. As you can see from the table below, Peace Library System's levy rate is the third lowest of total fees charged by library systems in Alberta.



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Library System Revenue Sources

2024

Table 1

Library System	Revenue Source (per capita)				
	Municipality	Municipality w/o Board	Library Board	Operating Grant	Total Revenue ¹
Chinook Arch ²	7.76	10.22	3.57	4.75	16.08
Marigold	6.46	10.96	4.50	4.75	15.71
Northern Lights	5.39	10.78	5.39	4.75	15.53
Parkland ³	9.18	9.18	0.00	4.75	13.93
Peace	6.68	9.43	2.75	4.75	14.18
Shortgrass	4.97	10.05	5.08	4.75	14.80
Yellowhead	4.65	n/a	0.00	4.75	9.40
Average ⁴	\$6.44	\$10.10	\$4.26	\$4.75	\$14.23

¹ This figure represents the total of all columns except the "Municipality w/o Board" column; it does NOT take into account revenue from sources other than those listed.

² Municipalities without Boards pay a minimum Rural Service Fee of \$2.00 per capita in addition to the regular Municipal fee. Since the Rural Service Fee is a direct transfer through the System to the local libraries which provide library services to that municipality, some municipalities choose to pay more than the \$2.00 minimum for the Rural Service Fee portion. The rate for municipalities without a library board is a minimum \$2.00 and ranges up to \$2.77, depending on the agreement with the municipality.

³ For the first four years, new member municipalities are locked in at the rate at which they joined the system.

⁴ Averages exclude "n/a" and values of zero.

Since 2016, circulation of items in the system libraries, physical books checked out, continues to increase of about fifty thousand items per year, reaching over 815,000 items circulated in 2024. The number of items brought in from other libraries to satisfy requests from library patrons continues to increase, reaching over 122,000 in 2024. E-resource usage has almost quadrupled since 2016, reaching over 168,000 in 2024. The delivery vans, who deliver new items, circulating items and interlibrary loans, went from 55,500 km in 2016 to over 222,000 km per year in 2024. The demand for both current and new services continue.

Attached you will find a red line copy of the amended agreement, showing all wording changes, and a clean copy for signature. Should you have any questions or would like to have a discussion regarding the agreement, please contact Louisa Robison, CEO of Peace Library System, at 780-538-4656 or lrobison@peacelibrarysystem.ab.ca.

Sincerely,

Carolyn Kolebaba, Chair
Peace Library Board

**THE PEACE LIBRARY SYSTEM MASTER AGREEMENT
(THE "AGREEMENT")**

WHEREAS The *Libraries Act*, c.L-11, and its predecessor and any successor legislation (the "Act") provides that:

- a) a municipality, improvement district, special area, Metis settlement, or school authority, upon entering into and becoming a party to an agreement as provided for by the Libraries Regulation, being Alberta Regulation 141/98 and its predecessor and successor regulations (the "Regulation") , with one (1) or more municipalities, improvement districts, special areas, Metis settlements, or school authorities, and on complying with the Regulation, may request the Minister to establish a library system, and
- b) the Minister may establish a library system board and may prescribe the boundaries of the library system, and
- c) a Library system board so established by the Minister is a corporation.

AND WHEREAS the Peace Library System was created pursuant to the Act and the Regulation (the "System");

AND WHEREAS the municipalities and school divisions listed in the attached **Schedule "A"** (collectively the "Parties" and individually as the "Party") ":

- a) recognize that the most effective way to provide a high quality of library service is through cooperation, and
- b) desire to enter into this agreement to establish, maintain and operate a library system pursuant to the Act, and
- c) are prepared to jointly finance and operate a library system, and
- d) agree that all library materials which are available through their municipal, community and school libraries should be accessible to all residents of the System;

AND WHEREAS pursuant to the Act, the System has been continued and known as the "Peace Library Board" and is hereinafter referred to as the "Board"

AND WHEREAS Section 25 of the Regulation sets out various terms and conditions that must be provided for in this Agreement;

AND WHEREAS The Parties have each carried out all requirements pursuant to the Regulation to enter into this Agreement;

NOW THEREFORE this Agreement witnesseth that in consideration of the mutual covenants and conditions herein contained, the ~~Parties jointly~~Parties jointly and severally covenant and agree each with the other as follows:

- A. Schedules "A", "B", "C" and "D" attached hereto shall form part of this Agreement.
- B. Terms used in this Agreement have the same meaning as defined in the ~~Act~~Act except where otherwise expressly provided.

1. OPERATION

- 1.1 The Parties shall enable the Board to maintain and operate the System in accordance with the Act and the Regulations may be amended from time to time.
- 1.2 The Parties shall provide a library service to all of their residents through the System established by this Agreement in the manner and upon the terms set out in this Agreement.
- 1.3 The Parties, in cooperation with their municipal and intermunicipal library boards and school libraries, shall make all library materials belonging to the Board, municipal and intermunicipal library boards and school libraries accessible to all residents of the Parties.

2. EFFECTIVE DATE

- 2.1 The effective date of this Agreement shall be the ~~1st~~1st day of ~~January~~January 20225, it being recognized and acknowledged that previous agreements were in place. This Agreement supersedes all previous agreements, and those agreements are hereby terminated.

3. POWERS AND DUTIES OF THE PEACE LIBRARY BOARD

- 3.1 The management, regulation and control of the System is vested in and shall be exercised by the Board having the powers and duties pursuant to the Act and the Regulation.
- 3.2 The Board shall engage a person as librarian, hereinafter referred to as "the Chief Executive Officer (CEO)", having qualifications and experience as a librarian and whose responsibility shall be the administration of the System. The Board shall fix the compensation and all other terms of employment of the CEO.
- 3.3 The Board may engage such additional employees as are required for the operation of the System.

- 3.4 The Board shall cooperate with other libraries, library systems, resource libraries, and with the Government of Alberta in the development, maintenance and operation of a province-wide network for sharing of library resources.
- 3.5 If a municipality that is a ~~Party does~~ Party does not have a municipal board, the member of the Board appointed by the municipality shall receive the concerns of the residents of the advisory committee appointed by the council of the municipality to transmit those concerns.
- 3.6 Notwithstanding paragraph 3.5, if an advisory committee is not appointed by the council, the Board may appoint a committee to receive the concerns respecting library service and transmit them to the Board member representing the council of the municipality in which the advisory committee is located.

4. APPOINTMENTS TO THE BOARD

All appointments to the Board shall be made in writing in accordance with the Act.

- 4.1 Where a municipality, Metis settlement or school authority is a Party to this Agreement it shall appoint one (1) member to the Board.
- 4.2 Where an improvement district is a Party to this Agreement, it shall appoint one (1) member of the Board who is appointed by the Minister responsible for the *Municipal Government Act*.
- 4.3 Where a special area is a Party to this Agreement, it shall appoint one (1) member of the Board who is appointed by the Minister responsible for the *Special Areas Act*.

- 4.43 Any additional members shall be appointed in accordance with the Regulation.

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5. TERM OF APPOINTMENT

- 5.1 The term of any appointment to the Board shall be in accordance with the Regulation.
- 5.2 When a vacancy arises on the Board for any ~~reason, cause~~ it shall be filled in accordance with the Act as soon as reasonably possible.
- 5.3 Each Party may appoint an alternate Board member in accordance with the Regulation.

6. THE EXECUTIVE COMMITTEE

- 6.1 When the number of members on the Board is more than twenty (20), the Board shall establish an executive committee of not more than ten (10) members (the "Executive Committee").
- 6.2 The Board shall define the powers and duties of the Executive Committee.
- 6.3 Appointment to the Executive Committee shall be made in accordance with the Act and the Regulation.
- 6.4 Any Executive Committee member who resigns from the Board shall be deemed to have resigned from the Executive Committee as well.

7. RESTRICTION OF AUTHORITY

- 7.1 If a municipal library has been established in a municipality and is receiving library services from the Board, the authority of the municipal library board is subject to the terms of this Agreement.

8. FISCAL MANAGEMENT

8.1 The fiscal year of the System shall be January 1st to December 31st.

- 8.21 The Board shall, on or before December 1 of each year, submit to each Party a budget and an estimate of the money required during the ensuing fiscal year to operate and manage the System, including the local appropriation that shall be paid by each of them.

- 8.32 Each Party shall pay to the Board the amount which is the product of the per capita local appropriation set out in Schedule "B" and the population of the Party.

- 8.43 Each Party shall pay to the Board the amount required to be paid pursuant to paragraph 8.32 of this Agreement, either in two equal installments on or before January 15 and July 15 of each year, or in one installment on or before January 15 of each year, pursuant to Schedule "B".

- 8.5 Any amounts paid to the Board by a Party pursuant to this Section 8 or any other provision of this Agreement shall be retained by the Board and not reimbursed to the Party for any reason, including withdrawal from the System as contemplated in Section 12.

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8.64 The population of a municipality which is a Party to this Agreement shall be deemed to be the most recent population figure for the municipality as published by Alberta Municipal Affairs.

8.75 The student population of a school authority which is a Party to this Agreement shall be deemed to be the latest figure available from the Government of Alberta prior to December 1 in each year the budget is established pursuant to paragraph 8.21.

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8.88 The Board shall apply to the Government of Alberta for all library grants for which it is eligible.

8.99 Municipal library boards and school authorities may retain any revenues generated at the local level by fees, fines, special fundraising efforts, gifts, donations and grants not specified in Schedule "B" and may expend such funds as they see fit to provide library service to that community.

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8.1010 If a Party is in default of payment by more than ninety (90) days, it shall be subject to a two (2) per cent, per month, penalty charge for each month that payment is past due. Library services to the Party may be suspended if after six (6) months, payment is still not made.

9. SYSTEM SERVICES TO LIBRARIES

9.1 The Board shall equip, establish and maintain a library system for the residents and students of the Parties and the services provided may include, but not be limited to:

- a) Materials services;
- b) Technical services;
- c) Information services;
- d) Programming and public relations services;
- e) Development services.

f) Information Technology Services

9.2 Programs which may be offered in each of these categories are detailed in Schedules "C" and "D".

- 9.3 The Board may enter into one or more separate contracts with any other person or group, including a school authority, non-profit organization, military base, Metis Settlement, or Indian band to provide library services as specified in the contract.

10. THE SYSTEM AND ITS MEMBERS

The powers and duties of municipal and intermunicipal library boards within the System shall be defined in accordance with the Act and as specified in the terms and conditions of this Agreement.

10.1 Each library board within the System shall:

- a) act as a liaison between the residents of the municipality and the Board, to advise the residents of the municipality of the policies of the Board and bring their needs to the attention of the Board;
- b) in cooperation with the Board, set guidelines for the operation of the library, including hours of library opening, management, use and services, and comply with the Regulation in the provision of library services to residents of the municipality;
- c) If requested by the Board:
 - i. submit copies of all library policies, bylaws, goals and objectives, and plan of service documents to the Board; and
 - ii. forward copies of its budget, annual report and financial statement for the preceding year to the Board.
- d) pay out of their own resources for the purchase or acquisition of library materials and articles of educational, cultural or artistic value;
- e) receive, hold and administer bequests, donations and gifts of real and personal property for local library purposes;
- f) in general, perform such duties as are necessary to operate library service in the community; and
- g) in accordance with this Agreement, make available to all residents of the Parties all library materials normally lent under municipal board policy.

10.2 A school authority within the System shall file copies of its library policies, as

required by Alberta Education, with the Board.

- 10.3 If a municipal library has been established in a municipality and is receiving library services from the Board, the authority of the municipal or intermunicipal library board is subject to any limitation of its authority under this Agreement.

11. OWNERSHIP OF PROPERTY

- 11.1 a) All personal property of the municipal library board ~~or school~~ or school authority on the date which the council signs this Agreement affecting that board remains the property of the municipal library board or school authority and;
- b) Any property, real or personal, acquired under paragraphs 10.1 (d) and (e) of this Agreement remains the property of the municipal library board or school authority.

- 11.2 Any transfer of assets from the municipal library board, with the exception of library materials, shall be negotiated in a separate Agreement between the library board, the Board and the council of the municipality in which the library is situated.

- 11.3 All real and personal property (including intellectual property) acquired by the Board shall be the property of the Board except library materials acquired by the Board on behalf of a municipal library board or school authority (eg. purchased with library allotment funds or additional funds).

- 11.4 ~~11.3~~ In the event that the System dissolves, assets will be divided among the then current members with approval of the Minister. Such division shall take into account the relative populations of the jurisdictions and the lengths of their memberships.

- ~~11.4~~ 11.5 All municipalities, improvement districts, Metis settlements, or school authorities who are a Party to this Agreement and have a library shall ensure that said libraries have, retain in force, and provide evidence of adequate contents insurance on the library materials which from time to time are within its library with loss payable to the municipality, improvement district, Metis settlement or school authority, as the case may be, and the Board as their interests may appear. The Board shall provide adequate insurance coverage for its operations.

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~~11.5~~ 12. INDEMNIFICATION

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- 12.1 Each Party (the "Indemnifying Party") shall indemnify and hold harmless the Board and other Parties (collectively, the "Indemnified Parties") from and against any and

all claims, liabilities, losses, damages, costs, and expenses (including reasonable legal fees and expenses) arising out of or related to any breach by the Indemnifying Party of its obligations under this Agreement, or any negligent or wrongful act or omission by the Indemnifying Party in the performance of its obligations under this Agreement.

12.2 The Indemnified Parties shall promptly notify the Indemnifying Party in writing of any claim or suit brought against them for which they seek indemnification under this Agreement. The Indemnifying Party shall have the right to control the defense and settlement of such claim, provided that the Indemnifying Party shall not settle any claim without the prior written consent of the Indemnified Parties, which consent shall not be unreasonably withheld or delayed.

12.3 This indemnity shall survive the termination or expiration of this Agreement.

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13.2. WITHDRAWAL FROM THIS AGREEMENT

13.2.1 At any time after the expiration of three (3) years from the date the Party entered into this Agreement any Party may, by giving twelve (12) months' notice, withdraw from this Agreement pursuant to the Act.

13.2.2 If a Party to this Agreement gives notice to withdraw, the Board shall, not later than ninety (90) days prior to the effective date of withdrawal, provide, in writing, to the Party giving notice to withdraw an appraisal of the expected effects on library services to residents of the municipality or school authority concerned. The Board may request a reconsideration of the notice to withdraw.

13.3 Any amendment to this Agreement shall not extend the effect of the withdrawal provision in Section 12.1. The three-year withdrawal period referenced in Section 12.1 shall be calculated from the original effective date of entry by a Party into the Agreement, irrespective of any subsequent amendments.

14.3. DIVISION OF ASSETS

14.3.1 If a Party to this Agreement withdraws from the Agreement, pursuant to the Act, that Party shall be deemed to have forfeited any right of ownership or to share in the assets of the Board except as noted in Clause 11.3 for library materials.

15.4. ARBITRATION

15.1 In the event of an unresolved dispute between the Board and a Party, either party hereto shall be entitled to give to the other party notice and demand arbitration thereof and, after giving such notice and demand, each party shall within 20 days appoint an arbitrator and such appointees shall within 40 days of such notice jointly

appoint a third. The decision of any two (2) of the three (3) arbitrators so appointed shall be final and binding upon the parties hereto, who covenant one with the other that their dispute shall be so decided by arbitration alone and not by recourse to any Court by action at law.

15.2 If, within a reasonable time the two (2) arbitrators appointed by the parties hereto do not agree upon a third, or if the party who has been notified of the dispute fails to appoint an arbitrator, then a third arbitrator or an arbitrator to represent the party in default may, upon petition of the party not in default, be appointed by a Judge of the Court of King's Bench of Alberta. The cost of arbitration shall be apportioned between the parties hereto as the arbitrators may decide.

14.1 In the event of an unresolved dispute between the Board and a Party an arbitration process shall be implemented based on the following procedures:

(a) an arbitration committee of three (3) persons shall be established consisting of one (1) appointed by the Board, one (1) by the Party, and one by the Minister and time shall be of the essence;

(b) in the event that the Board, the Party, or the Minister fails to appoint a representative to the committee in accordance with paragraph (a), the person or persons appointed to the committee shall proceed in the absence of that representative or representatives;

(c) the committee shall meet within sixty (60) days of appointment;

(d) the decision of the committee shall be final and a copy of its report shall be presented within ninety (90) days of appointment to the Board, the Party, and the Minister;

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165. EXPANSION OF THE SYSTEM

165.1 The Board shall develop a plan for the expansion of the System to include all eligible participants, as identified in Schedule "A", pursuant to the Regulation, and this plan shall be filed with the Minister.

165.2 The Board shall admit to the System any eligible participant as listed in Schedule "A".

165.3 If the participant signs an agreement containing the same terms and conditions of this Agreement as amended, complies with the terms of this Agreement, and receives the approval of the Minister, such participant shall become a Party to this Agreement effective the date of its admission. The date of admission shall be determined by the Board.

176. SYSTEM REPORTS

176.1 The Board shall make an annual report available on the operation of the System to each of The Parties and to each library board or advisory committee and to the Minister on or before May 31 in the year following the year to which the annual report relates.

187. AMENDMENT

187.1 This Agreement may be amended according to a motion for amendment passed by the Board. Such amendment shall be effective upon receipt by the Board of written notification from 2/3 of The Parties that they have so authorized such amendment. The Parties shall conform with such amendment upon notification from the Board that this paragraph has been fulfilled.

187.2 The Board may increase levies as provided for in Schedule "B", subject to the terms set out therein, without seeking an amendment to the Agreement. However, any increases to levies not contemplated by Schedule "B" may only be imposed by amendment as provided for by this Clause 17.

198. BINDING EFFECT

198.1 The provisions of this Agreement shall be binding upon The Parties and their successors and all municipalities, improvement districts, Metis settlements, and the councils thereto and the school authorities which may join in this Agreement with the original Parties.

20. NO WAIVER

20.1 The failure of any party to exercise any right, power or option given to it in this Agreement, or to insist upon the strict compliance with any of its terms or conditions, shall not constitute a waiver of any provision of this Agreement with respect to any other or subsequent breaches.

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21. SEVERABILITY

21.1 Any covenant or provision of this Agreement which is or becomes illegal, invalid or unenforceable shall be severed from the balance of this Agreement and be ineffective to the extent of such illegality, invalidity or unenforceability, and shall not affect or impair the remaining provisions of this Agreement, which shall remain in full force and effect.

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22. ASSIGNMENT

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22.1 This Agreement may not be assigned without the prior written consent of all Parties to this Agreement.

23. JURISDICTION

23.1 This Agreement shall be construed in accordance with the laws of the Province of Alberta.

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24. INDEPENDENT LEGAL ADVICE

24.1 -Each of the Parties hereto acknowledges that they have been advised to obtain independent legal advice with respect to their rights and obligations under this Agreement.

24.2 By signing this Agreement each Party acknowledges that they have either obtained independent legal advice or they do hereby waive the requirement for such advice and are relying on their knowledge and experience in assessing their rights and obligations under this Agreement.

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2519. ENTIRE AGREEMENT

2519.1 This document, including all schedules appended, constitutes the entire Agreement between the parties with respect to the subject matter; all prior agreements, representations, statements, negotiations and undertakings are superseded hereby.

260. EXECUTION IN COUNTERPART

260.1 This Agreement may be executed in counterpart and all of the executed counterparts together shall constitute one Agreement.

271. SIGNATURES

IN WITNESS WHEREOF the undersigned, being one of the parties set out in Schedule A of this Agreement, have duly executed this Agreement on the date and year first noted.

SIGNATURE PAGE TO FOLLOW

Name of the Party to this Agreement

Authorized Signature (title)

Signed, sealed and delivered the _____ day of _____, _____

SCHEDULE "A" (UPDATED MAY 9, 1998)

The following 38 Municipalities are Parties to this Agreement: LIST OF ELIGIBLE PARTICIPANTS TO THE BOARD

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<u>City of Grande Prairie</u>	<u>Town of Manning</u>
<u>County of Grande Prairie</u>	<u>Town of McLennan</u>
<u>Big Lakes County</u>	<u>Town of Peace River</u>
<u>Birch Hills County</u>	<u>Town of Rainbow Lake</u>
<u>Clear Hills County</u>	<u>Town of Sexsmith</u>
<u>Municipal District of Fairview</u>	<u>Town of Slave Lake</u>
<u>Municipal District of Greenview</u>	<u>Town of Spirit River</u>
<u>Municipal District of Lesser Slave River</u>	<u>Town of Valleyview</u>
<u>County of Northern Lights</u>	<u>Town of Wembley</u>
<u>Municipal District of Opportunity</u>	<u>Village of Berwyn</u>
<u>Municipal District of Peace</u>	<u>Village of Donnelly</u>
<u>Municipal District of Smoky River</u>	<u>Village of Girouxville</u>
<u>Municipal District of Spirit River</u>	<u>Village of Hines Creek</u>
<u>Northern Sunrise County</u>	<u>Village of Nampa</u>
<u>Saddle Hills County</u>	<u>Village of Rycroft</u>
<u>Town of Beaverlodge</u>	<u>Paddle Prairie Metis Settlement</u>
<u>Town of Fairview</u>	
<u>Town of Falher</u>	
<u>Town of Fox Creek</u>	
<u>Town of Grimshaw</u>	
<u>Town of High Level</u>	
<u>Town of High Prairie</u>	

Municipal District of Smoky River No. 130
Municipal District of Spirit River No. 133

Birch Hills County*
County of Grande Prairie No. 1
Big Lakes County*
Clear Hills County*
Municipal District of Fairview No. 136
Municipal District of Greenview No. 16
Municipal District of Lesser Slave River No. 124
Mackenzie County*
County of Northern Lights*
Municipal District of Opportunity No. 17
Northern Sunrise County*
Municipal District of Peace No. 135
Saddle Hills County*

Town of Beaverlodge
Town of Fairview
Town of Falher
Town of Fox Creek
Town of Grimshaw
Town of High Level

*Municipal name changes reflected

Town of High Prairie
Town of Manning

~~Town of McLennan~~
~~Town of Peace River~~
~~Town of Rainbow Lake~~
~~Town of Sexsmith~~
~~Town of Slave Lake~~
~~Town of Spirit River~~
~~Town of Valleyview~~
~~Town of Wembley~~

~~Village of Berwyn~~
~~Village of Donnelly~~
~~Village of Girouxville~~

~~Village of Hines Creek~~
~~Village of Hythe~~
~~Village of Kinuso *[dissolved]*~~
~~Village of Nampa~~
~~Village of Rycroft~~

~~East Prairie Metis Settlement~~
~~Gift Lake Metis Settlement~~
~~Paddle Prairie Metis Settlement~~
~~Peavine Metis Settlement~~

SCHEDULE "A"
(continued)

The following 42 municipalities and 22 school authorities are eligible to may become Parties to this Agreement under the currently defined boundaries pursuant to Section 24(2) of the Regulation.

Municipal Districts (15)

County of Grande Prairie
Big Lakes County
Birch Hills County
Clear Hills County
Mackenzie County
Municipal District of Fairview
Municipal District of Greenview
Municipal District of Lesser Slave River
County of Northern Lights
Municipal District of Opportunity
Municipal District of Peace
Municipal District of Smoky River
Municipal District of Spirit River
Northern Sunrise County
Saddle Hills County

Cities, Towns and Villages (23)

City of Grande Prairie
Town of Beaverlodge
Town of Fairview
Village of Girouxville
Village of Hines Creek
Village of Nampa
Village of Rycroft
Town of Falher
Town of Fox Creek
Town of Grimshaw
Town of High Level
Town of High Prairie
Town of Manning
Town of McLennan
Town of Peace River
Town of Rainbow Lake
Town of Sexsmith
Town of Slave Lake

Town of Spirit River

Town of Valleyview
Town of Wembley
Village of Berwyn
Village of Donnelly

Metis Settlements (4)

East Prairie Metis Settlement
Gift Lake Metis Settlement
Paddle Prairie Metis Settlement
Peavine Metis Settlement

School Authorities (22)

Fort Vermillion School Division No. 52
Grande Prairie School District No. 2357
High Prairie School Division No. 48
Northern Gateway Regional Division No. 10
Northland School Division No. 61
Peace River School Division No. 10
Peace Wapiti School Board No. 33
Grande Prairie and District Catholic Schools #28
Holy Family Catholic Regional Division No. 17
Living Waters Catholic Regional Division No. 42
Beaver First Nation
Bigstone Education Authority Society
Dene Tha' Band
Driftpile Band
Horse Lake First Nation
Kapawe'no First Nation
Kee Tas Kee Now Tribal Council Education Authority
Little Red River Board of Education
Sturgeon Lake First Nation, Band #154
Swan River First Nation

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Tallcree Band
Woodland Cree First Nation

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1. Public Schools

~~Fort Vermilion School Division No. 52~~
~~Grande Prairie School District No. 2357~~
~~High Prairie School Division No. 48~~
~~Northern Gateway Regional Division No. 10~~
~~Northland School Division No. 61~~
~~Peace River School Division No. 10~~
~~Peace Wapiti School Board No. 33~~

2. Roman Catholic Separate Schools

~~Grande Prairie and District Catholic Schools #28~~
~~Holy Family Catholic Regional Division No. 17~~
~~Living Waters Catholic Regional Division No. 42~~

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3. Indigenous School Authorities

~~Beaver First Nation~~
~~Bigstone Education Authority Society~~
~~Dene Tha' Band~~
~~Driftpile Band~~
~~Horse Lake First Nation~~
~~Kapawe'no First Nation~~
~~Kee Tas Kee Now Tribal Council Education Authority~~
~~Little Red River Board of Education~~
~~Sturgeon Lake First Nation, Band #154~~
~~Swan River First Nation~~
~~Tallcree Band~~
~~Woodland Cree First Nation~~

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SCHEDULE "B"

THE PEACE LIBRARY SYSTEM LOCAL APPROPRIATION

(Updated 24 May 2025 as per Section 17 of the Agreement)

1. Municipalities

The local appropriation, plus any applicable GST, paid to the Board by the municipality which is a Party to the Agreement to which this schedule is attached shall be no more than the following:

- a) for those municipalities without municipal library boards:

2026 - \$10.11 per capita

In 2027 and subsequent years, the local appropriation will be determined on the basis of approved budgets and estimates based on Clause 8.21 of this Agreement. The raise in levy may not be more than a 5% increase from the previous year without approval of at least 2/3 of the signatories to this Agreement.

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- b) for those municipalities having municipal library boards:

2026 - \$7.36 per capita

In 2027 and subsequent years the local appropriation will be determined on the basis of approved budgets and estimates based on Clause 8.21 of this Agreement. The raise in levy may not be more than a 5% increase from the previous year without approval of at least 2/3 of the signatories to this Agreement.

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3. School divisions

2026 - \$10.11 per full-time equivalent (FTE) student

In 2027 and subsequent years, the local appropriation will be determined on the basis of approved budgets and estimates based on Clause 8.2 of this Agreement. The raise in levy may not be more than a 5% increase from the previous year without approval of at least 2/3 of the signatories to this Agreement.

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SCHEDULE "B"
(continued)

3. General

3.1 The annual local appropriations outlined in this Schedule:

- a) may be paid in two installments, and if so
- b) shall be paid to the Board on or before January 15 and July 15 of the calendar year

3.2 Where the Party chooses to pay the local appropriation in one installment, the local appropriation shall be paid to the ~~System~~ Board on or before January 15 of the calendar year.

4. Other

Additional charges, plus any applicable GST, may be levied for services which may be agreed to but not provided under the terms of this Agreement.

5. GST

The GST registration number of the Peace Library ~~Board~~System is R107828469.

SCHEDULE "C"

SERVICES PROVIDED TO PUBLIC LIBRARIES

1. MATERIALS SERVICES

Materials services are designed to supply library materials to member libraries, whether borrowed or purchased.

- 1.1 Library materials are defined as including **but not limited to**, books (whether hard cover, paper cover or soft cover), periodicals, newspapers, sound recordings, audio and video cassettes, tape recordings, video discs, video tapes, motion pictures, filmstrips, filmloops, slides, paintings, drawings, prints or photographs (whether or not they are mounted or framed), micromaterials in all formats, toys, games, computer software and multi-media kits.
- 1.2 To facilitate the purchase of library materials by a public library, a fund account shall be established for each member public library to a value established in Board policy.
- 1.3 Materials services programs offered to public libraries may include, but not be limited to, the following:
 - a) Loaned materials to supplement existing library collections, such as:
 - i) Circulating blocks,
 - ii) Talking books, and
 - iii) Multilingual books;
 - b) Bestseller and quality book programs (whereby materials are made available at discounted prices where available);
 - c) Universal borrowers' card program providing patrons with access to collections of other member public libraries in the System; and
 - d) Electronic resources, including but not limited databases, eBooks, and eMagazines.

2. TECHNICAL SERVICES

Technical services shall be provided in order to acquire, organize and access library materials.

- 2.1 Technical services may include, but not be limited to, the following:

SCHEDULE "C"
(continued)

- a) Centralized acquisition of library materials;
- b) Cataloguing, and processing of library materials;
- c) Consultative assistance with library automation;
- d) Maintenance of a shared catalogue;
- e) Delivery of materials to libraries.

3. INFORMATION SERVICES

Information services are designed to improve member library access to information resources at the regional, provincial, national and international levels.

3.1 Information services shall include but are not limited to:

- a) Reference services, whereby assistance is provided in answer to a request for information;
- b) Interlibrary loan service, whereby library material is made available by one library to another upon request; and
- c) Reciprocal borrowing privileges among System members.

4. PROGRAMMING AND PUBLIC RELATIONS

Programming and public relations services are designed to provide libraries with support for programming activities, as well as marketing initiatives which may be undertaken at the local level.

4.1 Programming and public relations services may include, but not be limited to, the following:

- a) Author readings;
- b) Consultative assistance;
- c) Assistance with children's and adult programming activities; and
- de) Assistance and information regarding the marketing of local library services.

5. DEVELOPMENT SERVICES

Development services are offered to assist libraries in enhancing the level of local library service.

5.1 Development services shall include consultative assistance provided by a professional library consultant.

5.2 Development services may include, but not be limited to, the following:

- a) Co-ordination of continuing education opportunities for library staff and trustees;
- b) Newsletters and other communications; and
- c) Toll-free telephone access to System personnel.

6. INFORMATION TECHNOLOGY SERVICES

Information technology services combine to form the technical backbone for libraries and comprise numerous hardware and software aspects required to deliver services with a high level of performance and security.

6.1 Hardware support may include but not be limited to:

- a) Network equipment, including firewalls, routers, switches, and wireless access points.
- b) Workstations, laptops, and other approved endpoint devices
- c) Printers, scanners, barcode scanners, and other computer-related peripherals

6.2 Software Support may include but not be limited to:

- a) Integrated Library System (ILS) access through all supported interfaces
- b) Microsoft professional operating systems
- c) Endpoint Detection and Response (EDR) clients
- d) Office 365 related services, including email and Teams
- e) Microsoft Office, Adobe Reader and other industry standard business applications
- f) Web browsers, including Google Chrome, Mozilla Firefox and Microsoft Edge
- g) System steady state applications on public computers

6.3 Other Services may include but not be limited to:

- a) Web hosting and management
- b) Microsoft phone services
- c) Security Information and Event Management (SIEM) platform
- d) Data backup and recovery where possible
- e) Supernet and Internet related services

System IT staff will fully support all pre-approved hardware, software and other services. This may includes, but is not limited to, initial configuration, ongoing maintenance and/or disposal when reaching end of life. Technology not on the pre-approved list or otherwise pre-authorized by System IT staff prior to procurement will not be supported or permitted on the network. Unauthorized technology poses significant risks to network performance, stability and security.

SCHEDULE "D"

SERVICES PROVIDED TO SCHOOL LIBRARIES

1. MATERIALS SERVICES

Materials services are designed to supply library materials to member libraries, whether borrowed or purchased.

- 1.1 Library materials are defined as including books (whether hard cover, paper cover or soft cover), periodicals, newspapers, sound recordings, audio and video cassettes, tape recordings, video discs, video tapes, motion pictures, filmstrips, filmloops, slides, paintings, drawings, prints or photographs (whether or not they are mounted or framed), micromaterials in all formats, toys, games, computer software and multi-media kits; and materials to support classroom instruction, excluding textbook materials.
- 1.2 To facilitate the purchase of library materials by a school library, a fund account shall be established for each school library in a school jurisdiction to a value established in Board policy.
- 1.3 Materials services programs offered to school libraries may include, but not be limited to, the following:
 - a) Loaned materials to supplement existing library collections, such as circulating blocks,
 - b) Bestseller and quality book programs (whereby materials are made available at discounted prices where available).

2. TECHNICAL SERVICES

Technical services shall be provided in order to acquire, organize and access library materials.

- 2.1 Technical services may include, but not be limited to, the following:
 - a) Centralized acquisition of library materials;
 - b) Cataloguing, and processing of library materials;
 - c) Consultative assistance with library automation;
 - d) Maintenance of a shared catalogue;
 - e) Delivery of materials to school jurisdictions.

SCHEDULE "D"
(continued)

3. INFORMATION SERVICES

Information services are designed to improve member library access to information resources at the regional, provincial, national and international levels.

3.1 Information services shall include:

- a) Reference services, whereby assistance is provided in answer to a request for information; and
- b) Interlibrary loan service, whereby library material is made available by one library to another upon request;

4. PROGRAMMING AND PUBLIC RELATIONS

Programming and public relations services are designed to provide libraries with support for programming activities, as well as promotion of the library within the school setting.

4.1 Programming and public relations services may include, but not be limited to, the following:

- a) Author readings;
- b) Consultative assistance;
- ~~d)~~ c) Assistance with library programs to the student population; and
- d) Assistance to teachers and administrators in the development of library programs.

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5. DEVELOPMENT SERVICES

Development services are offered to assist libraries in enhancing the level of local library service.

5.1 Development services shall include consultative assistance provided by a professional library consultant.

5.2 Development services may include, but not be limited to, the following:

- a) Co-ordination of continuing education opportunities for library staff and trustees;
- b) Newsletters and other communications; and
- ~~c)~~ e) Toll-free telephone access to System personnel.

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Information technology services combine to form the technical backbone for libraries and comprise numerous hardware and software aspects required to deliver services with a high level of performance and security.

6.1 Hardware support may include but not be limited to:

- a) Network equipment, including firewalls, routers, switches, and wireless access points.
- b) Workstations, laptops, and other approved endpoint devices
- c) Printers, scanners, barcode scanners, and other computer-related peripherals

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- b) Microsoft professional operating systems
- c) Endpoint Detection and Response (EDR) clients
- d) Office 365 related services, including email and Teams
- e) Microsoft Office, Adobe Reader and other industry standard business applications
- f) Web browsers, including Google Chrome, Mozilla Firefox and Microsoft Edge
- g) System steady state applications on public computers

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6.3 Other Services may include but not be limited to:

- a) Web hosting and management
- b) Microsoft phone services
- c) Security Information and Event Management (SIEM) platform
- d) Data backup and recovery where possible
- e) Supernet and Internet related services

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System IT staff will fully support all pre-approved hardware, software and other services. This may include, but is not limited to, initial configuration, ongoing maintenance and/or disposal when reaching end of life. Technology not on the pre-approved list or otherwise pre-authorized by System IT staff prior to procurement will not be supported or permitted on the network.

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Unauthorized technology poses significant risks to network performance, stability and security.

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THE PEACE LIBRARY SYSTEM

MASTER AGREEMENT

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SPECIAL COUNCIL BUDGET MEETING MINUTES
HELD WEDNESDAY MARCH 26, 2025 @ 9:30 A.M.
COUNCIL CHAMBERS, 400-10 ST, BEAVERLODGE

COUNCIL	Mayor Gary Rycroft	Deputy Mayor Cyndi Corbett
	Councillor Hugh Graw	Councillor Cal Mosher
	Councillor Judy Kokotilo-Bekkerus	Councillor Cody Moulds
	Councillor Ryier Hommy	
STAFF	CAO Jeff Johnston	Deputy CAO Tina Letendre
	Reanna Stockman, FCSS Program Coord.	Nichole Young, Legislative Services
	Tanya Harvey, Recreation Manager	Nick Kebalo, Public Works Manager

1.0 **CALL TO ORDER:** Mayor Gary Rycroft called the meeting to order. **9:33 AM**

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**

#001-2025-03-26 Councillor Ryier Hommy
CARRIED: That the agenda be adopted as presented.

4.0 **DELEGATION:**

5.0 **OLD BUSINESS:**

6.0 **NEW BUSINESS:**

6.1 2025 Town of Beaverlodge Budget Presentation

Mayor Rycroft called a 10-minute recess **10:58 AM**

Mayor Rycroft reconvened the meeting **11:10 AM**

#002-2025-03-26 Councillor Cyndi Corbett

CARRIED: That Council accepts the budget presentation for information and directs Administration to bring it before Council on the April 14, 2025 meeting for approval.



Mayor Rycroft called for a lunch break

12:16 PM

Mayor Rycroft reconvened the meeting

12:57 PM

9.0 **CLOSED SESSION:**

#003-2025-03-26 Councillor Ryier Hommy

12:57 PM

CARRIED: That Council moves into Closed Session for Item 9.1 Contract – Legal – FOIP Section 17.

#004-2025-03-26 Councillor Hugh Graw

1:15 PM

CARRIED: That Council moves out of Closed Session.

10.0 **ADJOURNMENT** Mayor Gary Rycroft adjourned the Special Council Meeting

1:16 PM

Mayor Gary Rycroft

Deputy Mayor Cyndi Corbett



**MARCH 2025 MONTHLY REPORT TO THE TOWN OF BEAVERLODGE
FOR BYLAW OFFICER SERVICES**

1. Dates and times spent: (attached)
2. **Number of Tickets issued:** 0
3. **Number of Complaints/Occurrences:** 3
 - Running at large: 2
 - Barking: 1
 - Bite/Attack Animal: 0
 - Bite/Attack Human: 0
 - Too many dogs: 0
 - Vicious/Restricted: 0
 - Unsanitary Premises: 0
 - Parking: 0
 - Fire/Permit: 0
3. **Town Priorities:**
 - a)
 - b)
 - c)



CONTRACT TIME DETAILS FOR BILLING

REPORTING PERIOD: 2025-03-01 to 2025-03-31

MUNICIPALITY: BEAVERLODGE

EVENT	START/END	HOURS	MUNICIPALITY	ACTIVITY	TYPE	NOTES
1	2025-03-01 12:50:00 2025-03-01 13:50:00	1.00	BEAVERLODGE	PATROL		
2	2025-03-02 11:50:00 2025-03-02 12:50:00	1.00	BEAVERLODGE	PATROL		
3	2025-03-04 10:34:00 2025-03-04 11:34:00	1.00	BEAVERLODGE	PATROL		
4	2025-03-09 09:28:00 2025-03-09 10:28:00	1.00	BEAVERLODGE	PATROL		
5	2025-03-11 09:44:00 2025-03-11 10:44:00	1.00	BEAVERLODGE	PATROL		
6	2025-03-11 11:07:00 2025-03-11 12:07:00	1.00	BEAVERLODGE	PATROL		
7	2025-03-12 10:05:00 2025-03-12 11:05:00	1.00	BEAVERLODGE	PATROL		
8	2025-03-12 10:40:00 2025-03-12 11:40:00	1.00	BEAVERLODGE	PATROL		
9	2025-03-13 11:20:00 2025-03-13 11:35:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
10	2025-03-13 13:14:00 2025-03-13 13:29:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
11	2025-03-13 14:23:00 2025-03-13 14:53:00	0.50	BEAVERLODGE	PATROL		
12	2025-03-14 09:47:00 2025-03-14 10:17:00	0.50	BEAVERLODGE	PATROL		
13	2025-03-14 11:22:00 2025-03-14 12:22:00	1.00	BEAVERLODGE	PATROL		
14	2025-03-15 14:20:00 2025-03-15 15:20:00	1.00	BEAVERLODGE	PATROL		
15	2025-03-16 12:22:00 2025-03-16 13:22:00	1.00	BEAVERLODGE	PATROL		
16	2025-03-16 13:22:00 2025-03-16 13:37:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
17	2025-03-17 14:18:00 2025-03-17 14:48:00	0.50	BEAVERLODGE	PATROL		
18	2025-03-17 14:57:00 2025-03-17 15:57:00	1.00	BEAVERLODGE	PATROL		
19	2025-03-17 16:00:00 2025-03-17 16:15:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
20	2025-03-19 14:06:00 2025-03-19 14:51:00	0.75	BEAVERLODGE	PATROL		
21	2025-03-20 10:09:00 2025-03-20 10:54:00	0.75	BEAVERLODGE	PATROL		
22	2025-03-21 08:10:00 2025-03-21 08:25:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - BARKING	

23	2025-03-21 10:12:00 2025-03-21 10:27:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - BARKING	
24	2025-03-21 12:35:00 2025-03-21 12:50:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - BARKING	
25	2025-03-21 14:44:00 2025-03-21 14:59:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - BARKING	
26	2025-03-23 15:15:00 2025-03-23 15:45:00	0.50	BEAVERLODGE	PATROL		
27	2025-03-24 13:40:00 2025-03-24 13:55:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - BARKING	
28	2025-03-24 14:43:00 2025-03-24 14:58:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - BARKING	
29	2025-03-26 13:10:00 2025-03-26 13:40:00	0.50	BEAVERLODGE	PATROL		
30	2025-03-26 15:00:00 2025-03-26 15:30:00	0.50	BEAVERLODGE	PATROL		
31	2025-03-27 12:15:00 2025-03-27 12:45:00	0.50	BEAVERLODGE	PATROL		
32	2025-03-29 12:40:00 2025-03-29 13:10:00	0.50	BEAVERLODGE	PATROL		

TOTAL HOURS: 20.00	TOTAL EVENTS: 32
BYLAW OFFICER HOURS: 20.00	BYLAW OFFICER PERCENTAGE: 100.0%



Monthly Occurrences By Zone

Reporting Period: 2025-03-01 to 2025-03-31 23:59:59

Printed on:2025-04-01 08:25:57

Municipality:BEAVERLODGE

Zone	Complaint Type	Occurrences Count
BEAVERLODGE	ANIMAL CONTROL - BARKING	1
BEAVERLODGE	ANIMAL CONTROL - RAL	2
Total		3

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	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. January 2025 Draft JUPA returned to CAO for review. Jeff and Tina are meeting with on April 10, 2025.	In progress	
3	Beaverlodge High School	24-Mar-25	CAO/Admin	Work with High School to address the garbage in the arena parking lot.	In progress	
4						
5						

Current: Monday, April 14, 2025