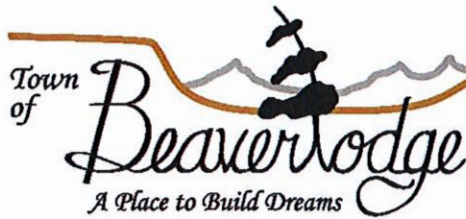


AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING
 MONDAY OCTOBER 27, 2025, AT 7:00 PM, COUNCIL CHAMBERS #400-10 STREET BEAVERLODGE
 Microsoft Teams Meeting ID: 267 387 220 516 Passcode: 7Xu2xT2A

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 October 14, 2025 - Regular Council Meeting Minutes	PP 3-6
5.0	<u>DELEGATIONS:</u>	
6.0	<u>OLD BUSINESS:</u>	
7.0	<u>NEW BUSINESS:</u> 7.1 Indigenous Veterans Day Invitation – Nov 8, 2025 7.2 Facility & Fee Waiver Request – Dec 13, 2025, Beaverlodge Hospital 7.3 South Peace Centennial Museum Events Sponsorship Requests 7.4 Assessment 101 For Elected Officials Training – Nov 26 th or Jan 14 th 7.5 Wembley Clinic Grand Re-opening Invitation November 7 th	PP 7 PP 8-11 PP 12,13 PP 14 PP 15
8.0	<u>CORRESPONDENCE:</u>	
9.0	<u>COMMITTEE AND STAFF REPORTS:</u> 9.1 Action List 9.2 Staff Reports	PP 16 PP 17,18
10.0	<u>CLOSED SESSION:</u>	



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

Fax: 780.354.2207

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

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



REGULAR COUNCIL MEETING MINUTES

TUESDAY, OCTOBER 14, 2025 @ 6:00 PM

IN COUNCIL CHAMBERS #400 – 10 ST. BEAVERLODGE, ALBERTA

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

1.0 **CALL TO ORDER:** Mayor Gary Rycroft called the 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 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:**

#256-2025-10-14 Councillor Cody Moulds

CARRIED: That Council adopts the agenda with the following additions to New Business:

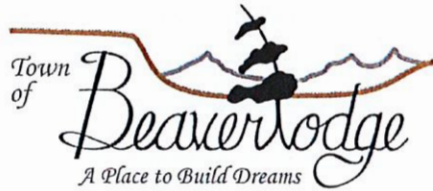
- 7.7 Weed Inspector Agreement
- 7.8 Developer Tax Incentive
- 7.9 MD of Smoky River Letter of Support regarding Orphaned Wells and Linear Tax Collection

4.0 **ADOPTION OF MINUTES:**

4.1 September 22, 2025 – Regular Council Meeting Minutes

#257-2025-10-14 Deputy Mayor Cyndi Corbett

CARRIED: That Council adopts the Minutes of the September 22, 2025 Council meeting as presented.



5.0 **DELEGATIONS:**

6.0 **OLD BUSINESS:**

6.1 Peace Library System Master Agreement

#258-2025-10-14 Councillor Cal Mosher

CARRIED: That Council authorizes the Mayor and Chief Administrative Officer to sign the Peace Library System Master Agreement v3 on behalf of the Town of Beaverlodge.

7.0 **NEW BUSINESS:**

7.1 Fee Waiver – Rebels Volleyball

#259-2025-10-14 Councillor Hugh Graw

CARRIED: That Council approves the requested Fee Waiver of 50% (\$750) for the Rebels Volleyball.

7.2 Recreation ICF Agreement

#260-2025-10-14 Deputy Mayor Cyndi Corbett

CARRIED: That Council approves and authorizes the signing of the Recreation Services Agreement with the County of Grande Prairie No.1.

7.3 RCMP Community Policing

#261-2025-10-14 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council directs Administration to write a letter to the Complaints Department at K Division.

7.4 NWP Presidents Ball – Oct 18, 2025

#262-2025-10-14 Councillor Hugh Graw

CARRIED: That Council accepts this item for information.



7.5 AUMA Meeting with Minister of Transportation

#263-2025-10-14 Deputy Mayor Cyndi Corbett

CARRIED: That Council accepts this for information.

7.6 Election Update

#264-2025-10-14 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council accepts this update for information.

7.7 Weed Inspector Agreement

#265-2025-10-14 Councillor Hugh Graw

CARRIED: That Council authorizes the signing of the Weed Inspector Services Agreement with the County of Grande Prairie No.1.

7.8 Developer Tax Incentive

#266-2025-10-14 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council directs Administration to look into the process and bring it back to Council for consideration.

7.9 MD of Smoky River Letter of Support regarding Orphaned Wells & Linear Tax Collection

#267-2025-10-14 Mayor Gary Rycroft

CARRIED: That Council directs Administration to write a letter of support for the MD of Smoky Lake regarding Unpaid Oil and Gas Property Taxes.

8.0 **CORRESPONDENCE:**

8.1 Bylaw Report – September 2025

#268-2025-10-14 Councillor Hugh Graw

CARRIED: That Council accepts this report for information.



9.0 COMMITTEE & STAFF REPORTS:

9.1 Action List

#269-2025-10-14 Councillor Judy Kokotilo-Bekkerus

CARRIED: That Council accepts the updated Action Item List for information.

9.2 Council Reports

#270-2025-10-14 Councillor Judy Kokotilo-Bekkerus

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

10.0 CLOSED SESSION:

11.0 ADJOURNMENT: Mayor Gary Rycroft adjourned the meeting.

6:55 PM

Mayor Gary Rycroft

Jeff Johnston, CAO



Indigenous Veterans Day

"Warrior Spirit, Enduring Legacy"

**Honoring Indigenous veterans who carried the
sacred traditions of their ancestors into service for our nation.
Their courage in battle and resilience at home inspire us all.
Today we remember, we honor, we give thanks.**

Saturday November 8th, 2025

10:00 AM Gathering Time

10:30 AM Ceremony

Light refreshments and fellowship to follow

Veterans Memorial Gardens & Interpretive Centre

10121- 93 St. Grande Prairie AB T8V 1Y1

veteransmemorialgardens.com

exec.director@motorcycletourism.ca

(780) 933-0182





Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

Fax: 780.354.2207

Facility and Fee Waiver Application

Organization: Beaverlodge Hospital

Type of business: ☐ Government ☒ Non-Profit ☐ For-Profit ☐ Other

Charity / Non Profit Registration Number: _____
You must attach a copy of the 501(c)3, if Non-Profit

Address: _____

City: Beaverlodge Province: AB Postal-Code: T0H 0C0

Contact Name: Amy Benson Title: Site Manager

Phone: 780-294-3091 Phone 2: 780-354-2136 Fax: 780-354-8355

Email: amy.benson@ahs.ca

Type of Event: ☐ Fundraiser ☐ Community Event ☒ Private Event

Date(s) of event: Dec 13, 2025

Requested Facility/Location of Event: MPR room

Requested Equipment: tables / chairs

Requested Percentage of Fees to be Waived: ☐ 25% ☒ 50%

NOTE: The maximum amount of any eligible application for waiver or fee reduction is 50%.

Requested Amount of Fees to be Waived: 50% of \$18000

Brief Description and Purpose of Event (attach an additional page if needed):

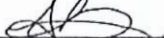
All Beaverlodge Health staff (formerly all AHS Departments) invited to a family-friendly holiday (Christmas) party including EMS, Home Care, Public Health and Hospital Staff.

The primary purpose of the organization is: Health care - throughout community and in
Beaverlodge Hospital

Include the following information with your Application:

- Organization profile (documentation may be requested confirming non-profit status);
- Membership information including the number of members residing in and around the Town of Beaverlodge;
- Funding profile and non-profit status (submission of documentation confirming non-profit status);
- An explanation of the purpose or nature of the event or activity and the perceived benefit of the event or activity to the local community;
- A budget for the event including:
 - Funding sources available and accessed by the organization; and, proposed expenses.
 - Additional sources of revenue including grant sources.
- Previous year's financial statement:
 - An Audited Financial Statement, a Balance Sheet, or an Income and Expense report are all examples of acceptable financial information from applicants. Only one type of statement is required to be submitted with an application.
- Incomplete applications will not be accepted.
- Applications to waive or reduce fees and charges must be made at least four (4) weeks prior to the event

I acknowledge that this request and any subsequent approval or denial does not guarantee the availability of facilities and/or equipment. I further understand that I must have completed all applicable reservation procedures prior to submitting this application including but not limited to reserving the facility and/or equipment and paying a security deposit and booking fee. I further acknowledge that if the request is denied or a reduction of fees is granted the organization I represent must pay all remaining fees by the due date and that all established regulations and policies will be followed during and after the event.

Signature:  Date: Oct 17 '25

FOR OFFICE USE ONLY

Received By: _____ Date: _____

Permit #: _____ Total Amount of Permit: _____

Amount of Fees Waived: _____

Administration Approval: ☐ 0% ☐ 25%

Council Approval: ☐ 0% ☐ 25% ☐ 50%

Date: _____

Notified by: _____ Date: _____

Permit Contract

Town of Beaverlodge Recreation
P.O. Box 30
1016 - 4th Ave
Beaverlodge, AB T0H 0C0
Phone: (780) 354-2203
FAX: (780) 354-2203
Email: recreation@beaverlodge.ca

Permit #4764, Approved

Oct 17, 2025 1:45 PM



Amy Benson
1113 6w ave, beaverlodge hospital
Beaverlodge, AB T0H 0C0
Email:

Customer Type: Private Individual

Prepared By: Tanya Harvey

Customer ID: 11328

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$171.43	\$8.57	\$0	\$180.00	\$50.00	\$0	(\$90.00)	\$0	\$140.00

RESERVATIONS

Event	Resource	Center	Notes
B'Lodge Health Care Staff Holiday Party #4764 Type: MPR/Private Function Attend/Qty: 1	MPR Whole	Beaverlodge/West County Pool 1016 4th Ave Beaverlodge, AB T0H 0C0 (780) 354-2201	--
Days Requested	Event Begins	Duration	Event Ends
Day	Date		Time
Saturday	Dec 13, 2025	1:00 PM	8 hours
Dec 13, 2025			9:00 PM
Summary	Notes		
Total Number of Dates: 1 Total Time: 8 hours	REFUND OF THE DAMAGE DEPOSIT INCLUDES CLEANUP BY THE RENTER AS FOLLOWS: PUTTING TABLES & CHAIRS AWAY, SWEEPING AND SPOT MOPPING OF THE FLOOR, TAKING ALL OF THE GARBAGE TO THE GARBAGE BIN OUTSIDE AS WELL AS REMOVAL OF RECYCLE IF DESIRED. PLEASE CONFIRM WITH THE CSR AT THE FRONT COUNTER HOW TO REFUND THE DAMAGE DEPOSIT (BY CHEQUE OR BY CREDIT TO ACCOUNT IN THE COMPUTER)		

CHARGES

Description	Event / Resource	Unit Fee	Units	Tax	Charge
MPR Full Day	B'Lodge Health Care Staff Holiday Party #4764 MPR Whole	\$180.00	1.00	GST (I): \$8.57	\$180.00

DEPOSITS

Deposit Charge	Event / Resource	Charge	Tax	Amount paid	Refunds	Balance
MPR/Pool Deposit	B'Lodge Health Care Staff Holiday Party #4764 MPR Whole	\$50.00	\$0.00	\$50.00	\$0	\$0

Payments and Refunds

Receipt #	Date	Charge Description	Resource Event	Payment
-----------	------	--------------------	----------------	---------

1127544.002	Oct 17, 2025	MPR/Pool Deposit	MPR Whole B'Lodge Health Care Staff Holiday Party #4764	\$50.00
1127544.002	Oct 17, 2025	MPR Full Day	MPR Whole B'Lodge Health Care Staff Holiday Party #4764	\$40.00

▼ **Payment Schedule for Original Balance of \$230.00**

Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
Oct 17, 2025	\$90.00	\$90.00	\$0.00	\$0.00
Dec 6, 2025	\$140.00	\$0.00	\$0.00	\$140.00
			Current Balance	\$140.00

▼ **CUSTOM QUESTIONS**

Question	Answer
What is the purpose of your function?	Holiday Party
Do you need tables or chairs?	Yes
Would you like to purchase the set-up?	No

Terms & Conditions: This agreement, when signed by the applicant and a representative of the Organization, constitutes a contractual agreement binding both parties to certain obligations. The applicant agrees to observe and obey all Organization rules and regulations. In addition, it shall be the responsibility of the applicant to pay the required fee at the time of reservation. Balance due must be paid before the scheduled event. Deposits will be returned only in the case of conditions which force the cancellation of the event. The Organization agrees to maintain the facility, to assure that the facility is prepared properly for the agreed-upon event, and to provide adequate sanitation facilities, subject to available equipment, resources, weather conditions and time of year.

Special Events: a. Special Events include, but are not limited to, private pool rentals, rentals of the multi-purpose rooms, community centre, arena, or sports fields. b. 50% of the total booking fee is payable at the time of booking, including the refundable damage. c. Cancellation notice for Special Events must be at least seven (7) days prior to the event. Some events may require notice of more than seven (7) days and that notice period will be indicated on contracts. d. In case of a no-show, the booking fee will not be refunded.



South Peace Centennial Museum
Box 493, Beaverlodge, AB, T0H 0C0
Facebook: South Peace Centennial Museum
Website: southpeacemuseum.com
email: spcminfo@gmail.com

southpeacemuseum@gmail.com (e-transfers only)

October 20, 2025

To Whom It May Concern,

We at the South Peace Centennial Museum are hard at work planning two events for the community, and we are looking for your support!

1. Halloween Village:

This event will take place on October 31. We will start the day in the evening at 4:00 with a family Trick-or-Treat through the museum, followed by a family drive-in movie at 7:30 in our parking lot.

For this event we are looking for:

- a. Event/movie sponsor- so we can keep this event by donation for the community. Sponsors will be recognized on the big screen, social media and at the event.
 - i. Levels of sponsorship
 1. Goblin Sponsor \$100-\$499 (above mentioned)
 2. Ghoul Sponsor \$500-\$1199 (5 free movie passes, in addition to the above mentioned)
 3. Monster Sponsor \$1200+ (10 free movie passes, in addition to the above mentioned)
- b. Trick-or-Treat sponsor- your business or family can decorate a porch or area at the museum and bring candy to hand out to the Trick-or-Treaters. Feel free to advertise in your area. We are hoping to have around 20 spots for the kiddos to stop at. Last year's event had over 400 attendees & was a great success! This year we are anticipating a larger turnout.
- c. Decorations, lights, extension cords etc
- d. Volunteers to help us decorate, make decorations, run the concession, and help out that evening.

2. Old Fashioned Christmas:

We are expanding our decorating and lights throughout the museum! Highlights will include a Santa & Mrs. Claus experience & photos, wagon rides, bonfire, and carollers. We are also adding a Kids' Secret Shop, and the gift shop will be open as well!

For this event we are looking for:

- a. Event sponsors- recognized on social media and at the event
- b. Kids' Secret Shop- new items (ie candles, fish hooks, bags, socks, gloves,

- trinkets)
- c. Raffle Items
- d. Decorate your own area and advertise your business
- e. Volunteers to prepare, decorate and work the event
- f. Lights, decorations, extension cords

We understand that times are tough, and we appreciate you taking the time to consider supporting our community events at the South Peace Centennial Museum. Please contact us if you are able to help in any way. For more info please contact Danielle at (780) 202-0973 or Trudy at (780) 296-6711

Sincerely appreciated,

Danielle Jonzon (Vice President)

Trudy Hosker (Director)



Webinar Presentation

ASSESSMENT 101 FOR ELECTED OFFICIALS

A PRACTICAL INTRODUCTION TO ALBERTA'S
PROPERTY ASSESSMENT SYSTEM

**PRESENTER:
CAROL ZUKIWSKI**

Counsel with Reynolds Mirth
Richards & Farmer LLP (RMRF)



*Offered in partnership with
Elected Officials Education
Program (EOEP).*



**PRESENTER:
BRAD HURT**

Amaa, CAE, Manager with
Alberta Municipal Affairs

**Are you a newly elected official or looking
to strengthen your understanding of Alberta
property assessment?**

Join us for Assessment 101 for Elected Officials, a focused webinar
designed to give you a clear, practical understanding of how property
assessment works in Alberta and how it impacts your community.

In this 90-minute session, you'll learn:

- What assessors do and how assessments are prepared
- The difference between market value and regulated value
- How assessments relate to property taxes, mill rates, and budgets
- The role of legislation, mass appraisal, and compliance standards
- What is and isn't taxable under the MGA
- Common questions residents ask and how to confidently respond

Whether you're new to municipal
governance or simply in need of a refresher,
this session is designed to offer valuable
insight without overwhelming detail.

Who should attend?

Elected officials, council members, municipal
administrators, and anyone interested in
understanding Alberta's property assessment
framework.

Two dates available:

26 NOV 2025 | 11:30 AM - 1:00 PM

14 JAN 2026 | 6:30 PM - 8:00 PM

\$50 Members & Non-Members

Registration Closes 21 NOV & 09 JAN

REGISTER NOW

<https://www.assessor.ab.ca/courses>

Nichole Young

Subject: Wembley Medical Clinic Grand Reopening

Subject: {External}Wembley Medical Clinic Grand Reopening

Hello there,

On behalf of the Town of Wembley Council, we would like to invite you and your member of Council to our local clinic's grand re-opening on **November 7th at 10am – 11:30am.**

The Town is very excited to feature a nurse practitioner led clinic that is going to be owned by a community minded non-profit society.

In the very short amount of time and great quantity of support from the Town and community minded individuals, the re-opening of this much needed clinic is something our Council is very proud of.

We understand that this is a very short notice in your very busy schedule, but we are hoping that you are able to find time to help us celebrate this great opportunity to helping our people in the region.

Sincerely,

Noreen

Noreen Zhang, CLGM
Chief Administrative Officer
Phone: (780)766 – 2269/Cell: (780) 978 – 8883
Fax: (780) 766 – 2868
noreen@wembley.ca
Website: www.wembley.ca



This email and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you have received this email in error, please notify the sender.

Item Number	Subject	Requested On	People Responsible	Item Notes	Status	Target Date of Completion
1	Grande Prairie & District Catholic School Board	26-Oct-20	CAO/Admin	Sent Draft Joint Use Partnership Agreement to GPCSD - following up for update April 15, 2024. January 2025 Draft JUPA returned to CAO for review. Jeff and Tina met with on April 10, 2025. A new agreement is being reviewed.	In progress	
2	Letter to RCMP K Division	14-Oct-25	CAO/Admin	Write a letter to the Complaints Department of the RCMP K Division about increasing our detachments Community Policing and Highway Patrol (speeding).	In progress	
3	Developer Tax Incentive	14-Oct-25	CAO/Admin	Process to provide tax exemption on unsold lots as well as any spec housing on them until sold or occupied. Bring back to Council for consideration.	In progress	
4	Letter of Support for Unpaid Oil & Gas Property Taxes	14-Oct-25	CAO/Admin	Write a letter of support for the MD of Smoky River	In progress	
5						
6						

Current: **October 27, 2025**

Monthly Report to Council

Date: October 9, 2025

From: Reanna Stockman
FCSS Program Coordinator

Department: FCSS

Project/Event	Highlights/Concerns
Housing & Service Needs Estimate Survey open from Oct 1-31	-Need as many residents as possible to complete to get accurate data. Survey's available online, at the Town Office, Beaverlodge Library and the Beaverlodge Food Bank.
Healthy Aging Summit	Attended the Healthy Aging Summit in Edmonton from Oct 6-8
Babysitting Course October 10	Full Class with 12 participants
Youth Self-Defense Class	Happening October 24 from 4-6:30pm
Ladies Self-Defense Class	Happening October 25 from 10-1:30pm
Disability Tax Credit & Canada Disability Benefit Changes	Changes to AISH funding saw a large number of clients needing assistance with forms, paperwork, medical reports, submitting documentation and extra financial burdens.
LodgeLink	Had three new riders use the service from the transportation brochures handed out at the parade. Continue to work on marketing to get the word out.

Monthly Report to Council

Date: Oct 2025

From: Nick Kebalo

Department: PW/H&S

Project/Event	Highlights/Concerns
Health and Safety committee	<p>The H&S committee met in Sept the following was reviewed.</p> <ol style="list-style-type: none"> 1. Review of element #2 in the H&S manual 2. Incident(s) review(s) went over all reported incidents and reviewed all recommended mitigations. 3. Asked team to go back to departments and ensure that department hazard assessments were current. 4. Arena Walk though
Tree delimbing/tree planting	New trees planted on main street in the 2 nd week of October, 1 tree was replaced at pool under warranty. All new trees have been watered per the arborist's recommendation.
Street Sweeping	Fall sweeping scheduled complete
Annual sewer flushing	100% complete for the season. One issue noted will need to investigate further.
Culverts in Industrial	Scheduled to replace 3 more industrial culverts in October. 4 more are scheduled to be done in 2026 season. When complete 10 culverts will be replaced in the industrial area.