



AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING  
 MONDAY NOVEMBER 24, 2025, AT 6:00 PM, COUNCIL CHAMBERS #400-10 STREET BEAVERLODGE  
 Microsoft Teams Meeting ID: 250 309 557 470 4 Passcode: z69Nm2wR

1.0	<b><u>CALL TO ORDER:</u></b> <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	<b><u>LAND ACKNOWLEDGEMENT:</u></b>	PP 3
3.0	<b><u>ADOPTION OF AGENDA:</u></b>	
4.0	<b><u>ADOPTION OF MINUTES:</u></b>  4.1 November 10, 2025 - Regular Council Meeting Minutes	PP 4 - 6
5.0	<b><u>DELEGATIONS:</u></b>  5.1 RCMP – Sgt. Matthew Short  5.2 STARS – Glena Famden	PP 8  PP 9
6.0	<b><u>OLD BUSINESS:</u></b>	
7.0	<b><u>NEW BUSINESS:</u></b>  7.1 ACP Grant – Red Tape Reduction Study for Development Applications in Small Alberta Municipalities	PP 10-15
8.0	<b><u>CORRESPONDENCE:</u></b>  8.1 Bylaw Officer Report – October 2025	PP 16-21
9.0	<b><u>COMMITTEE AND STAFF REPORTS:</u></b>  9.1 Action List  9.2 Staff Reports	PP 22  PP 23-27
10.0	<b><u>CLOSED SESSION:</u></b>	



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**

**MONDAY NOVEMBER 10, 2025 @ 6:00 PM**

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

<b>COUNCIL</b>	Mayor Gary Rycroft	Deputy Mayor Judy Kokotilo-Bekkerus
	Councillor Trevor Bartsch	Councillor Hugh Graw
	Councillor Richard Lappenbush	Councillor Tyke Longmore - <i>online</i>
	Councillor Jen Wolan	
<b>STAFF</b>	Jeff Johnston, CAO	Tina Letendre, Deputy CAO
		Nichole Young, Legislative Services

**1.0    CALL TO ORDER:** Mayor Gary Rycroft called the meeting to order. **7:00 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:**

**#282-2025-11-10**      Councillor Hugh Graw

**CARRIED:** That Council adopts the agenda with the following additions:

- New Business 7.5 Council Committee Review
- Correspondence 8.5 Growing the North

**4.0    ADOPTION OF MINUTES:**

4.1 October 27, 2025 – Regular Council Meeting Minutes

**#283-2025-11-10**      Councillor Richard Lappenbush

**CARRIED:** That Council adopts the Minutes of the October 27, 2025 Council meeting as presented.

**5.0    DELEGATIONS:**

5.1 Western Alberta Regional Victims Serving Society – Jesse O’Connell & Samantha Semograd



**#284-2025-11-10** Councillor Hugh Graw

**CARRIED:** That Council accepts this presentation for information.

**6.0 OLD BUSINESS:**

**7.0 NEW BUSINESS:**

7.1 Emergency Management Training for Elected Officials, Dec 16, 2025

**#285-2025-11-10** Councillor Jen Wolan

**CARRIED:** That Council accepts this for information.

7.2 Facility & Fee Waiver – Beaverlodge & District Chamber of Commerce

**#286-2025-11-10** Councillor Hugh Graw

**CARRIED:** That Council approves a fee reduction of 50% of \$650.00 for the Beaverlodge & District Chamber of Commerce Christmas Dinner Event.

7.3 Beaverlodge & District Chamber of Commerce Dinner

**#287-2025-11-10** Councillor Jen Wolan

**CARRIED:** That Council accepts this for information and directs Administration to buy a table.

7.4 Signing Authority Changes

**#288-2025-11-10** Mayor Gary Rycroft

**CARRIED:** That Council directs Administration to remove Calvin Mosher as a signing authority and to add Jen Wolan as a signing authority for ATB Financial.

7.5 Council Committee Review

**#289-2025-11-10** Deputy Mayor Judy Kokotilo-Bekkerus

**CARRIED:** That Council directs Administration to move the Special Council meeting previously scheduled for November 2, 2025 to December 15, 2025 to review Council Committees.

**8.0 CORRESPONDENCE:**

8.1 October 27, 2025 Special Council Organizational Meeting Minutes

**#290-2025-11-10** Councillor Hugh Graw

**CARRIED:** That Council adopts the minutes of the October 27, 2025 Special Council Organizational Meeting.

8.2 Response regarding our Electricity Distribution Rates Advocacy Letter

**#291-2025-11-10** Deputy Mayor Judy Kokotilo-Bekkerus





**CARRIED:** That Council accepts this for information.

8.3 Letter sent to Complaints Department at K Division

**#292-2025-11-10** Councillor Richard Lappenbush

**CARRIED:** That Council accepts this for information

8.4 Letter sent in Support for the MD of Smoky River

**#293-2025-11-10** Councillor Jen Wolan

**CARRIED:** That Council accepts this for information.

8.5 Growing the North

**#294-2025-11-10** Deputy Mayor Judy Kokotilo-Bekkerus

**CARRIED:** That Council directs Administration to bring this back for the December 8, 2025 Council meeting.

## **9.0 COMMITTEE & STAFF REPORTS:**

9.1 Action List

**#295-2025-11-10** Councillor Jen Wolan

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

9.2 Council Reports

**#296-2025-11-10** Councillor Hugh Graw

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

## **10.0 CLOSED SESSION:**

**11.0 ADJOURNMENT:** Mayor Gary Rycroft adjourned the meeting.

**7:00 PM**

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Mayor Gary Rycroft

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Jeff Johnston, CAO

DELEGATIONS TO COUNCIL

Name of Delegates(s):

S/Sgt. Matthew Short

Representing:

RCMP - Beaverlodge

Phone Number:

Email:

Topic:

Update to Council

Staff Familiar with topic:

Jeff Johnston - CAO

Attached Information:

Notes:

Limit presentation to 15 minutes

Delegate Signature:

Date:

Nov 3/25

All notifications and documentations must be sent to [nyoung@beaverlodge.ca](mailto:nyoung@beaverlodge.ca)

If you have materials/documentation to be included in the Agenda, they must be received by 1:00pm the Tuesday before the meeting you are scheduled to appear before Council.

**Any documentation submitted (including this Delegate Application)  
is considered "Public Information" and will appear in a Council Agenda.**

FOR OFFICE USE ONLY

Date and Time of Council Meeting to attend:

Nov 24/25 6pm

Approved to Present by:

[Signature]

Date:

Nov 3/25

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via Council resolution #145-2023-05-23*



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

### DELEGATIONS TO COUNCIL

Name of Delegates(s): Glenda Farnden, Senior Municipal Relations Liaison

Representing: STARS Air Ambulance

Phone Number: 780-512-6205

Email: gfarnden@stars.ca

Topic: Annual STARS Update to Council and meet new council members  
Presentation will include latest innovation and happenings at STARS  
Mission statistics pertinent to the Town of Beaverlodge and  
Celebrating STARS 40th Anniversary and successes

Staff Familiar with topic: Jeff Johnston, Tina Letendre, Nichole Young,

Attached Information: PowerPoint and pdf of presentation to be sent one-week in advance

Notes: Limit presentation to 15 minutes

Delegate Signature: Glenda Farnden

Date: October 8, 2025

All notifications and documentations must be sent to [nyoung@beaverlodge.ca](mailto:nyoung@beaverlodge.ca)  
If you have materials/documentation to be included in the Agenda, they must be received by 1:00pm the  
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Date and Time of Council Meeting to attend: Nov 24/25

Approved to Present by: JJ Date: Oct 8/25

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via Council resolution #145-2023-05-23*

✉ Email  
[town@beaverlodge.ca](mailto:town@beaverlodge.ca)

☎ Phone  
780-354-2201

🌐 Website  
[beaverlodge.ca](http://beaverlodge.ca)



# Red Tape Reduction Study for Development Applications in Small Alberta Municipalities

## Executive Summary

This report examines the current processes for intake, review, and issuance of development applications in small municipalities across Alberta (defined as those with populations under 15,000). Drawing from provincial legislation, stakeholder consultations, and benchmarking data, it identifies key shortcomings, associated risks, and opportunities for streamlining. The analysis compares the traditional paper-based system to a modern digital process, projecting measurable reductions in processing time (from 45-60 days to 15-30 days), costs (up to 40% savings for applicants and municipalities), and risks (e.g., 50% fewer errors and delays).

Recommendations include adopting cloud-based platforms for e-submissions, automated workflows, and integration with provincial systems like the Alberta Land Use Information System. Implementing these changes aligns with Alberta's Red Tape Reduction initiatives and could save small municipalities over \$500,000 annually in administrative burdens while accelerating local economic growth. Full adoption could position small towns as competitive hubs for housing and business development, addressing rural viability challenges.

## Introduction

Small municipalities in Alberta, often rural towns and villages, play a critical role in provincial economic diversification, housing supply, and community resilience. However, their development application processes—governed by the Municipal Government Act (MGA)—frequently hinder growth due to outdated procedures. This study focuses on three core stages: intake (submission and initial validation), review (technical assessments and consultations), and issuance (approval and notification).

Alberta's Red Tape Reduction efforts, including Bill 48 (2020) and the Automatic Yes Toolkit (2025), have targeted inefficiencies, but small municipalities lag behind larger cities like





Edmonton, which have digitized services to cut permit timelines by over 260,000 days annually. This report highlights pain points, risks, and pathways to modernization, informed by provincial reports, industry feedback, and digital transformation benchmarks.

## Current Process Overview

In small Alberta municipalities, development applications (e.g., for residential, commercial, or subdivision permits) follow a standardized yet manual workflow under the MGA Part 17:

1. **Intake:** Applicants submit paper forms, site plans, and fees in person or by mail. Staff manually check completeness, often requiring resubmissions (2-4 weeks).
2. **Review:** Involves multi-departmental checks (planning, engineering, fire safety) and public notifications via print ads. Timelines are capped at 60 days for development permits but extend due to referrals (e.g., to Alberta Transportation for roadside developments).
3. **Issuance:** Approvals are mailed, with appeals possible to the Subdivision and Development Appeal Board (SDAB) within 21 days.

While standardized timelines apply uniformly since 2020 (eliminating custom bylaws for small towns), execution remains labor-intensive, relying on limited staff (often 1-2 planners per municipality).

## Shortcomings in the Current Process

The manual nature of the process exacerbates challenges unique to small municipalities, such as sparse populations (average 2,000-5,000 residents) and stretched resources. Key issues include:

Stage	Shortcoming	Impact on Small Municipalities
Intake	Paper-based submissions prone to loss or illegibility; no pre-screening tools.	20-30% of applications returned incomplete, delaying projects by 2-3 weeks; high error rates from handwritten forms.
Review	Sequential manual referrals (e.g., to provincial agencies) without digital	Bottlenecks from understaffing—small towns process <50 applications/year, yet



	tracking; limited GIS integration.	each takes 30-45 days; public notices via print are costly (\$200-500/ad).
Issuance	Physical mailing and manual logging; no automated notifications.	10-15% appeals due to miscommunications; delays in starting construction, deterring developers in remote areas.

These inefficiencies stem from legacy systems, with 70% of small municipalities still using spreadsheets for tracking, per 2020 Red Tape reports. Broader challenges like population decline and infrastructure deficits compound delays, as staff juggle multiple roles.

## Risks Associated with the Current Process

Outdated processes amplify risks, particularly in resource-constrained settings:

- **Operational Risks:** High staff turnover (20% annually in rural areas) leads to knowledge gaps and inconsistent reviews, increasing liability for non-compliant approvals (e.g., zoning errors costing \$10,000+ in rework).
- **Financial Risks:** Prolonged timelines raise holding costs for applicants (e.g., \$5,000/month in interest for land developers) and municipal overtime (\$2,000/application). Small towns lose revenue from stalled growth, exacerbating fiscal strains amid declining tax bases.
- **Reputational and Economic Risks:** Delays discourage investment—rural Alberta sees 15% fewer applications than urban peers—worsening "ghost town" trends and viability concerns. Appeals overload the SDAB, tying up provincial resources.

Overall, these risks contribute to a 25% abandonment rate for applications in small municipalities, per industry estimates.

## Opportunities to Streamline the Process

Alberta's red tape initiatives offer a foundation for reform, with small municipalities poised to leverage provincial tools:

- **Policy Alignment:** Integrate the Automatic Yes Toolkit for low-risk applications (e.g., minor renovations), auto-approving compliant submissions.

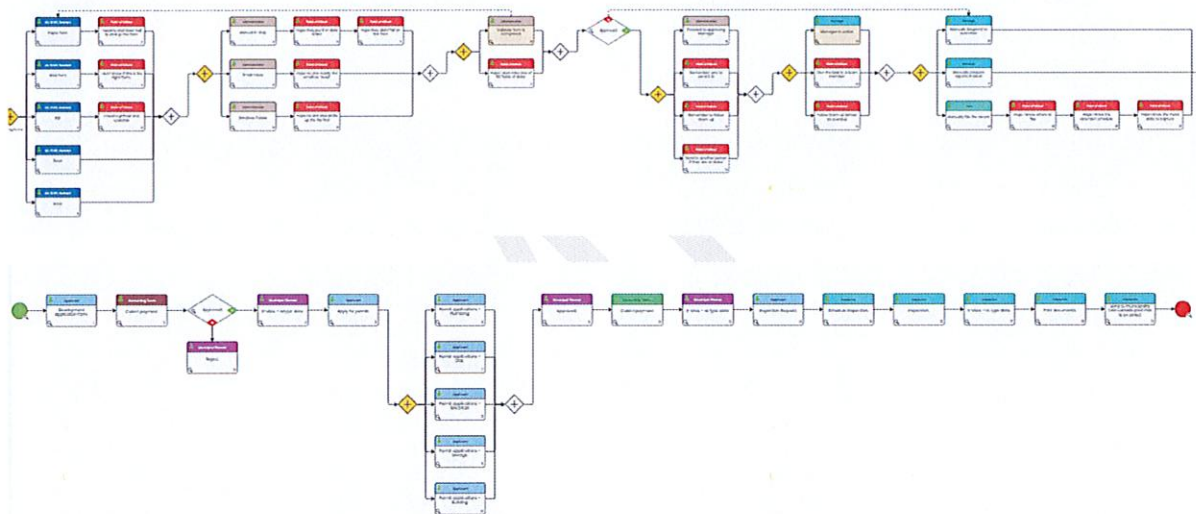




- **Inter-Municipal Collaboration:** Share digital templates via frameworks like Intermunicipal Development Plans, reducing redundant reviews.
- **Training and Support:** Access free Digital Service Squads for e-government adoption, funded through the Digital Economy Program.
- **Scalable Tech:** Pilot low-cost GIS apps for site mapping, cutting review times by 40%.

These opportunities could foster regional hubs, attracting immigrants and tourism via streamlined rural renewal streams.

## Comparison: Current vs. Modern Digital Process



A modern digital process, inspired by GovernmentFrameowrks.com FARMER Initiative, uses cloud platforms for end-to-end automation. Key differences:

Aspect	Current Process	Modern Digital Process
Submission	Paper/mail; manual validation.	Online portal with auto-checklists and e-signatures.
Review	Sequential emails; print notices.	Parallel workflows with AI flagging; digital notifications.
Tracking	Spreadsheets; no real-time updates.	Dashboard for applicants/staff; blockchain for audits.





Integrati on	Isolated silos.	Linked to provincial systems (e.g., RPATH for highways).
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This shift supports Alberta's 33% red tape reduction goal, enabling small towns to handle 2x more applications without added staff.

## Measurable Results of Digital Transformation

Adopting a digital model yields quantifiable benefits, benchmarked against Edmonton's successes (\$4.6M annual savings) and scaled for small municipalities (assuming 50 applications/year at \$1,000 avg. cost).

Metric	Current Baseline	Digital Projection	Reduction
Processing Time	45-60 days	15-30 days	50% faster, accelerating housing starts by 25%.
Applicant Costs	\$1,200/application (fees + delays)	\$720/application	40% savings (\$24,000/year per municipality).
Municipal Admin Costs	\$500/application (staff/printing)	\$250/application	50% savings (\$12,500/year); frees 200 staff hours.
Error/Delay Risk	25% rework rate	10% rework rate	60% risk reduction; fewer appeals (saving \$5,000/case).
Economic Impact	15% application abandonment	5% abandonment	+\$100,000 annual revenue from new developments.

These projections draw from CDAP benchmarks and provincial data, with ROI within 12 months via grants like the Digital Traction Program. Long-term, digital tools could boost rural GDP by 10-15% through faster approvals.

1. **Pilot Digital Platforms:** Partner with GovernmentFrameworks.com for a shared e-portal, funded by ACP grants (up to \$200,000).
2. **Staff Upskilling:** Mandate training via Digital Service Squads, targeting 80% adoption by 2026.
3. **Policy Advocacy:** Lobby for MGA updates to mandate digital defaults for small municipalities, building on Bill 48.
4. **Monitoring Framework:** Track KPIs quarterly, aligning with provincial viability reviews.

## Conclusion

Streamlining development applications in small Alberta municipalities is essential for combating rural decline and unlocking growth. By transitioning to digital processes, these communities can slash red tape, mitigate risks, and deliver tangible efficiencies—fostering vibrant, sustainable futures. Immediate action, supported by provincial resources, will amplify Alberta's economic edge. For implementation guidance, contact Alberta Municipal Affairs.



**OCTOBER 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:** 12
  - Animal Control - Running at Large: 4
  - Animal Control - Barking: 0
  - Animal Control - Bite/Attack Animal: 0
  - Animal Control - Bite/Attack Human: 0
  - Animal Control - Too many dogs: 0
  - Animal Control - Vicious/Restricted: 0
  - Animal Control - Cat: 0
  - Animal Control - Other: 0
  - Unightly Premises: 1
  - Parking: 6
  - Fire/Permit: 0
  - Other: 1
4. **Town Priorities:**
  - a)
  - b)
  - c)





## CONTRACT TIME DETAILS FOR BILLING

REPORTING PERIOD: 2025-10-01 to 2025-10-31

MUNICIPALITY: BEAVERLODGE

ADMINISTRATION 2.00 HOURS

EVENT	START/END	HOURS	MUNICIPALITY	ACTIVITY	LINKED REPORT INCIDENT TYPE	NOTES
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TYPE: BYLAW OFFICER

1		2.00		ADMINISTRATION		
2	2025-10-01 13:00:00 2025-10-01 13:15:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
3	2025-10-01 13:00:00 2025-10-01 13:15:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
4	2025-10-01 14:44:00 2025-10-01 14:59:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
5	2025-10-01 14:58:00 2025-10-01 15:13:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
6	2025-10-01 15:00:00 2025-10-01 15:30:00	0.50	BEAVERLODGE	PATROL		
7	2025-10-01 16:40:00 2025-10-01 16:55:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
8	2025-10-01 17:14:00 2025-10-01 17:29:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
9	2025-10-02 11:06:00 2025-10-02 11:21:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
10	2025-10-02 13:53:00 2025-10-02 14:08:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
11	2025-10-03 10:58:00 2025-10-03 11:58:00	1.00	BEAVERLODGE	PATROL		
12	2025-10-03 11:06:00 2025-10-03 11:21:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - BARKING	
13	2025-10-03 11:59:00 2025-10-03 12:14:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
14	2025-10-04 10:05:00 2025-10-04 11:05:00	1.00	BEAVERLODGE	PATROL		
15	2025-10-06 16:53:00 2025-10-06 17:53:00	1.00	BEAVERLODGE	PATROL		
16	2025-10-07 09:20:00 2025-10-07 10:05:00	0.75	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
17	2025-10-07 11:30:00 2025-10-07 12:00:00	0.50	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
18	2025-10-07 13:07:00 2025-10-07 13:22:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - BARKING	
19	2025-10-07 14:40:00 2025-10-07 14:55:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
20	2025-10-07 15:24:00 2025-10-07 16:24:00	1.00	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
21	2025-10-08 10:40:00 2025-10-08 11:10:00	0.50	BEAVERLODGE	PATROL		
22	2025-10-08 11:12:00 2025-10-08 11:27:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	

23	2025-10-08 11:18:00 2025-10-08 11:33:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
24	2025-10-09 11:50:00 2025-10-09 12:50:00	1.00	BEAVERLODGE	PATROL		
25	2025-10-09 14:40:00 2025-10-09 14:55:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
26	2025-10-11 15:00:00 2025-10-11 15:15:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
27	2025-10-11 15:03:00 2025-10-11 15:18:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
28	2025-10-11 15:08:00 2025-10-11 15:23:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
29	2025-10-11 15:10:00 2025-10-11 15:25:00	0.25	BEAVERLODGE	PATROL		
30	2025-10-16 10:05:00 2025-10-16 10:20:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
31	2025-10-16 11:00:00 2025-10-16 11:15:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
32	2025-10-16 11:07:00 2025-10-16 11:22:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
33	2025-10-16 11:15:00 2025-10-16 11:30:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
34	2025-10-16 11:30:00 2025-10-16 11:45:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
35	2025-10-16 11:30:00 2025-10-16 11:45:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
36	2025-10-16 13:55:00 2025-10-16 14:10:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
37	2025-10-17 11:45:00 2025-10-17 12:00:00	0.25	BEAVERLODGE	PATROL		
38	2025-10-17 12:00:00 2025-10-17 12:30:00	0.50	BEAVERLODGE	OCCURRENCE	PARKING	
39	2025-10-17 12:10:00 2025-10-17 12:25:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
40	2025-10-18 10:20:00 2025-10-18 10:35:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
41	2025-10-18 10:35:00 2025-10-18 11:20:00	0.75	BEAVERLODGE	PATROL		
42	2025-10-20 13:15:00 2025-10-20 14:15:00	1.00	BEAVERLODGE	PATROL		
43	2025-10-20 13:25:00 2025-10-20 13:40:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
44	2025-10-22 13:10:00 2025-10-22 13:25:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
45	2025-10-23 09:27:00 2025-10-23 09:42:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
46	2025-10-23 12:10:00 2025-10-23 12:55:00	0.75	BEAVERLODGE	PATROL		
47	2025-10-23 12:58:00 2025-10-23 13:13:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
48	2025-10-23 13:13:00 2025-10-23 13:43:00	0.50	BEAVERLODGE	PATROL		
49	2025-10-24 12:01:00 2025-10-24 13:01:00	1.00	BEAVERLODGE	PATROL		
50	2025-10-24 13:06:00 2025-10-24 13:36:00	0.50	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	

51	2025-10-25 08:05:00 2025-10-25 09:05:00	1.00	BEAVERLODGE	PATROL		
52	2025-10-25 08:28:00 2025-10-25 08:43:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
53	2025-10-25 09:06:00 2025-10-25 09:36:00	0.50	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
54	2025-10-25 09:37:00 2025-10-25 09:52:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
55	2025-10-26 11:24:00 2025-10-26 12:24:00	1.00	BEAVERLODGE	PATROL		
56	2025-10-26 12:25:00 2025-10-26 12:40:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
57	2025-10-26 12:47:00 2025-10-26 13:02:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
58	2025-10-27 11:06:00 2025-10-27 12:06:00	1.00	BEAVERLODGE	PATROL		
59	2025-10-27 12:17:00 2025-10-27 12:32:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
60	2025-10-27 12:39:00 2025-10-27 12:54:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
61	2025-10-28 13:28:00 2025-10-28 14:28:00	1.00	BEAVERLODGE	PATROL		
62	2025-10-28 14:18:00 2025-10-28 14:33:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
63	2025-10-29 16:23:00 2025-10-29 17:23:00	1.00	BEAVERLODGE	PATROL		
64	2025-10-29 17:24:00 2025-10-29 17:39:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	

TOTAL HOURS: 30.00  
BYLAW OFFICER HOURS: 30.00

TOTAL EVENTS: 64  
BYLAW OFFICER PERCENTAGE: 100.0%





### Monthly Occurrences By Zone

Reporting Period: 2025-10-01 to 2025-10-31 23:59:59

Printed on:2025-11-03 09:48:39

Municipality:BEAVERLODGE

Zone	Complaint Type	Occurrences Count
BEAVERLODGE	UNSIGHTLY PREMISES	1
BEAVERLODGE	ANIMAL CONTROL - RAL	4
BEAVERLODGE	SERVICE OF LETTER	1
BEAVERLODGE	PARKING	6
Total		12



## County of Grande Prairie No. 1

### Monthly Ticket

Reporting Period:2025-10-01 - 2025-10-31

Pay Centre:BEA

Ticket No	Ticket Date	Ticket Time	Charge	Statute	Activity	Pay Centre	Member	Fine Amount
Ticket Count:0								\$0

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 <b>new agreement is being reviewed.</b>	MEETING SCHEDULED In progress WEEK OF DEC 15	
2	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.	08-Dec-25	
3						
4						
5						

Current: November 24, 2025





## *September 2025 Fire Service Review*

For the month of September, Beaverlodge Fire Services responded to a total of 26 incidents. In comparison to 2024, there was an 18.75% decrease in call volume.

### *Within town limits: 13 Incidents*

- 10 Medical Co-Response
- 1 Monitor Alarm
- 2 Service Calls

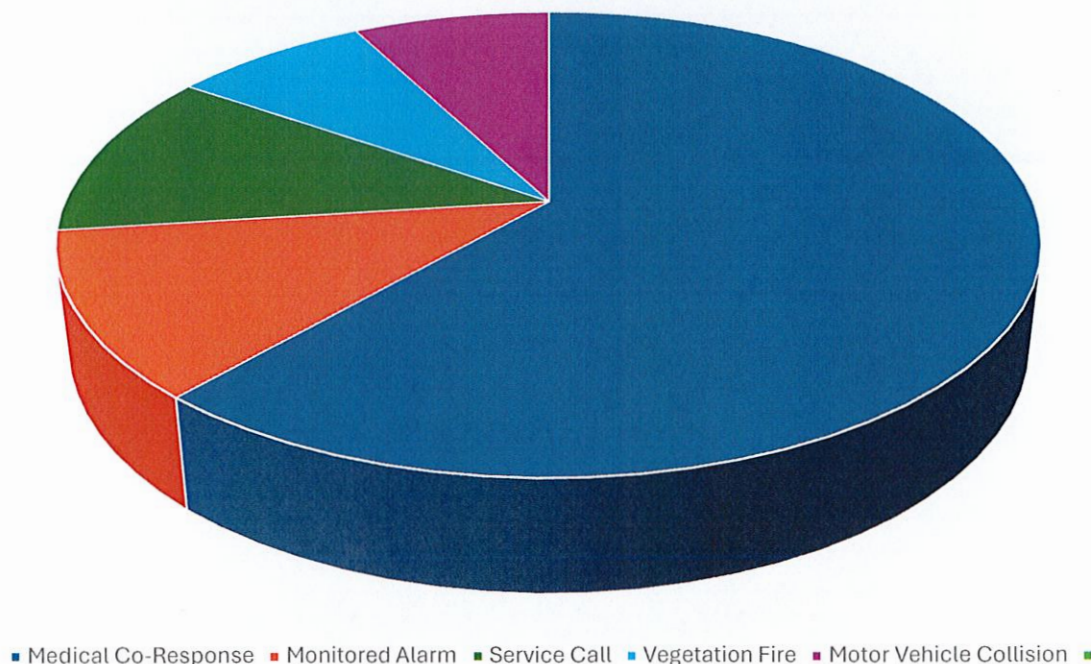
### *Within the County of Grande Prairie & mutual aid districts: 13 Incidents*

- 6 Medical Co-Response
- 2 Vegetation Fire
- 2 Monitor Alarm
- 2 Motor Vehicle Collision
- 1 Service Call

Member average for incident response: 3.65

Daily incident average for the month: 0.87%

Incident Breakdown





## October 2025 Fire Service Review

For the month of October, Beaverlodge Fire Services responded to a total of 26 incidents. In comparison to 2024, there was a 7.69% decrease in call volume.

### *Within town limits: 12 Incidents*

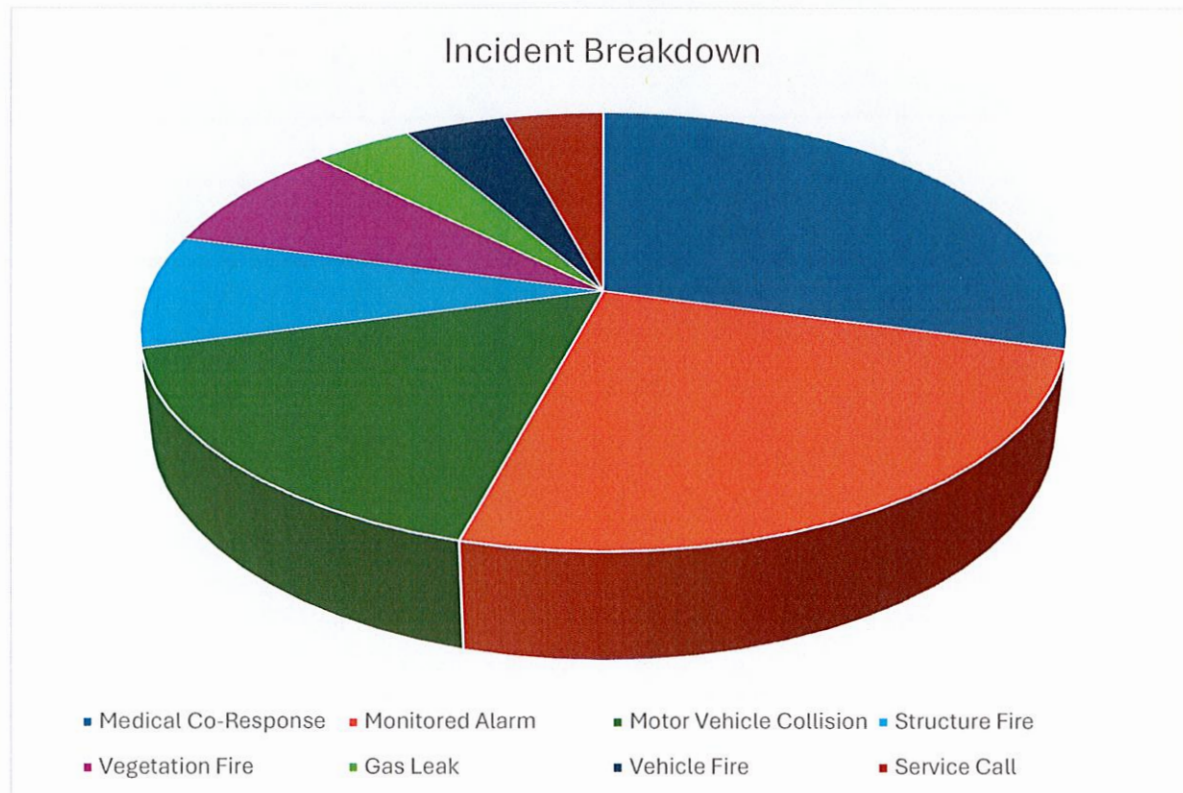
- 5 Medical Co-Response
- 5 Monitor Alarm
- 1 Motor Vehicle Collision
- 1 Service Call

### *Within the County of Grande Prairie & mutual aid districts: 12 Incidents*

- 2 Medical Co-Response
- 2 Vegetation Fire
- 1 Monitor Alarm
- 3 Motor Vehicle Collision
- 1 Gas Leak
- 2 Structure Fire
- 1 Vehicle Fire

Member average for incident response: 4

Daily incident average for the month: 0.52 per day





Monthly Report to Council

Date: November 2025

From: Nick Kebalo

Department: PW/H&S/Pool/Arena

Project/Event	Highlights/Concerns
Health and Safety committee	The H&S committee meets again in Early Dec.
Snow removal equipment winter maintenance	All equipment has had winter maintenance completed and is ready to be used, new sander has been tested and works great.
Annual hydrant pumping	100% complete for the season. All hydrants have been pumped and winterized as required.
Culverts in Industrial	Scheduled to replace 3 more industrial culverts in November (this was moved due to staff shortage from Covid in October. 4 more are scheduled to be done in 2026 season. When complete 10 culverts will be replaced in the industrial area.
Pool start up	Pool started up on schedule after shutdown, Grouting was completed on time, new boiler is still being installed currently expecting it to be completed by the end of the week. Existing boiler is keeping up without issue.
Arena	Minor repairs occurred on the Zamboni on remembrance day, this did not impact and ice times. Minor repairs on one compressor gasket occurred the 1 <sup>st</sup> week on Nov without issue.
Pool control system	Currently working on assessing pool control systems to see if we can update.



**Monthly Report to Council**

Date: 23 Nov 2025

From: Tracy Deets

Department: Library

Project/Event	Highlights/Concerns
Programming / Events	<p>Early Fall saw us doing a few craft and Lego days after school hours.</p> <p>Sat. Nov 1 was our 3<sup>rd</sup> annual Pub Trivia Night. There was a little concern about it being the same night as the 7<sup>th</sup> game of the World Series, and wondering whether teams would show up. Solved the problem by getting a 1-month subscription to SportsNet and streaming the game on the big screen during the trivia event. It turned out very well.</p> <p>Our Artisan Fair will take place on Sat. Nov 29 from 10am-3pm. Eighteen vendors this year, including a few new ones.</p> <p>The notice has gone out for letters to Santa to be collected at the library again. Kids will receive a handwritten personal reply from Santa.</p>
Administrative	<p>Attended the Fall regular Library Manager's Council meeting.</p> <p>Attended two virtual meeting for PLS Tech Advisory Council.</p> <p>Attended County of GP Library Board meeting (once per year they invite libraries not administered by them)</p>
Other	<p>Inventory was conducted in September. Usually done every 3 years. With weeding out old material and adding new, our number of items to lend remains at just under 25,000.</p> <p>Switched our phone system from Telus to Microsoft Teams phones. The process began in August and still has a few glitches, but we're starting to see the bumps flatten out.</p> <p>The switch in phone systems necessitated the installation of a different alarm system, so that was also installed in late August.</p> <p>All staff attended the Stronger Together Conference in Edmonton the first week of October. This conference include 2 other northern Alberta library systems, plus government and academic libraries.</p>

## Monthly Report to Council

Date:  
November 19,  
2025  
Department:  
FCSS

From: *Reanna Stockman*  
*FCSS Program Coordinator*

Project/Event	Highlights/Concerns
Employabilities Walk-In Clinic	Partnered with Future Works and GOA to provide job search and resource Center for residents. Monthly clinics November to April.
Healthy Aging Summitt	Attended the Healthy Aging Summitt in Edmonton from Oct 6-8
Babysitting Course October 10	Full Class with 12 participants
Youth Self-Defense Class	October 24 had 13 kids registered
Ladies Self-Defense Class	October 25 had 10 participants
Teen Skills SPFX	October 30 had 13 participants
Teen Skills – Healthy Relationships: Presented by Pace	Happening November 20 – 11 Teens registered
Home Alone Course	Happening November 21 – Full class (12) with a waitlist
FCSSAA Conference	November 26-28 in Edmonton
Christmas Hampers/Food Bank	Christmas Hamper applications open until December 1 <sup>st</sup> .
Community Bus/ LodgeLink	Starting December 1 <sup>st</sup> , 2025 the Community Bus will now service Hythe. Mon/Wed run to Grande Prairie \$15. LodgeLink in-town service \$10.