

AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING
 MONDAY MARCH 23, 2026 AT 6:00 PM, COUNCIL CHAMBERS #400-10 STREET BEAVERLODGE
 Microsoft Teams Meeting ID: 243 030 013 526 70 Passcode: 3w2F8f8K

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 March 9, 2026 - Regular Council Meeting Minutes	PP 3 - 5
5.0	<u>DELEGATIONS:</u>	
6.0	<u>OLD BUSINESS:</u>	
7.0	<u>NEW BUSINESS:</u> 7.1 Fees & Charges Policy C-3-2 Review & Update 7.2 Date for 2026 Budget 7.3 Community Centre Update 7.4 Policing Costs 7.5 Redevelopment Tax Incentive Policy Suspension 7.6 Facility & Fee Waiver Request – Beaverlodge Girls Hockey Dance, April 24, 2026	PP 6 - 12 n/a n/a n/a PP 13 PP 14 - 17
8.0	<u>CORRESPONDENCE:</u>	
9.0	<u>COMMITTEE AND STAFF REPORTS:</u> 9.1 Action List 9.2 Staff Reports	PP 18 PP 19 - 23
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

MONDAY MARCH 9, 2026 @ 6:00 PM

COUNCIL CHAMBERS #400 – 10 ST. BEAVERLODGE, ALBERTA

COUNCIL	Mayor Gary Rycroft	Deputy Mayor Judy Kokotilo-Bekkerus
	Councillor Trevor Bartsch	Councillor Hugh Graw
	Councillor Jen Wolan	Councillor Tyke Longmore
	Councillor Richard Lappenbush - absent	
STAFF	Jeff Johnston, CAO - absent	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:**

#055-2026-03-09 Councillor Trevor Bartsch

CARRIED: That Council adopts the agenda with the addition of New Business 7.6 Sexsmith Playschool Sponsorship Request.

4.0 **ADOPTION OF MINUTES:**

4.1 February 23, 2026 – Regular Council Meeting Minutes

#056-2026-03-09 Councillor Jen Wolan

CARRIED: That Council adopts the Minutes of the February 23, 2026 Council meeting.

5.0 **DELEGATIONS:**

6.0 **OLD BUSINESS:**



7.0 NEW BUSINESS:

7.1 2026 BRHS Grad Committee Request for Fee Waiver

#057-2026-03-09 Councillor Hugh Graw

CARRIED: That Council approves the fee waiver request from the 2026 BRHS Grad Committee as presented.

7.2 GP Sport Excellence Awards Invitation

#058-2026-03-09 Deputy Mayor Judy Kokotilo-Bekkerus

CARRIED: That Council approves Councillor Jen Wolan, plus one, to attend the GP Sports Excellence Awards on behalf of the Town.

7.3 Beaverlodge Library Board Financial Statement Preparer Change – Motion Request

#059-2026-03-09 Councillor Hugh Graw

CARRIED: That Council approves Quality Bookkeeping Services as the financial reviewer for the Town of Beaverlodge Library Board.

7.4 Policy 100-1 Council Remuneration Policy

#060-2026-03-09 Deputy Mayor Judy Kokotilo-Bekkerus

CARRIED: That Council approves the Council Remuneration Policy 100-1 as presented.

7.5 Letter of Support Request – Beaverlodge Area Cultural Society

#061-2026-03-09 Mayor Gary Rycroft

CARRIED: That Council directs Administration to provide a letter of support for the Beaverlodge Area Cultural Society for their 2026 Alberta Culture Days Event.

7.6 Sexsmith Playschool Sponsorship Request

#062-2026-03-09 Councillor Hugh Graw

CARRIED: That Council accepts this for information.

8.0 CORRESPONDENCE:

8.1 Bylaw Report – February 2026

#063-2026-03-09 Councillor Jen Wolan

CARRIED: That Council accepts this report for information.



9.0 COMMITTEE & STAFF REPORTS:

9.1 Action List

#064-2026-03-09 Councillor Trevor Bartsch

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

9.2 Council Reports

#065-2026-03-09 Councillor Jen Wolan

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

10.0 CLOSED SESSION:

11.0 ADJOURNMENT: Mayor Gary Rycroft adjourned the meeting.

6:29 PM

Mayor Gary Rycroft

Jeff Johnston, CAO

FEES & CHARGES POLICY

Policy Number: C-3-2 (Amended)

Resolution: #

Policy Review: Yearly

Policy Owner (Dept.): Administration

Effective Date: September 1, 2026

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

- Recreation:**
1. Fairness:
 - a) The Town strives to reduce barriers for youth, seniors, families, low income users, and non-profit organizations in setting specific fees and charges for participation while reducing the tax burden to residents.
 - b) Rates and charges may be set for general admission, hourly rental, special events and equipment, as well as group rates. Rates may vary according to age, type of group, type of event, type of facility, day or time of the year.
 2. Cost of Recovery: Where reasonable to do so, the Town will attempt to set fees on a cost recovery basis while recognizing that recreation facilities may require additional support through taxation.
 3. Public Awareness: The Town will endeavor to keep area residents advised of the facilities and services available in and around Town and encourage full use of the facilities and programs. The Town will occasionally review and evaluate services and programming available and will try to facilitate access to new programs whether these are provided through the Town, by a private business or non-profit organization, or a partnership formed in combination of the above.
 4. Funding Responsibilities: The Town recognizes its responsibility as the primary funding source for town-operated public recreation facilities through municipal taxes and user fees, supplemented where possible by grants, commercial sponsorship, voluntary fund raising, etc. The Town is committed to exploring funding partnerships in order to provide the best variety of programs possible.

Waiver or reduction of Fees

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

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

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

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

Other Services

- 1. Planning, development and subdivision rates shall be set so that associated staff costs are covered by the developer and are not a cost to the residents of the Town.
- 2. Public Works services such as sewer flusher truck or street sweeper shall be offered to neighboring municipalities but shall not be offered to private business.

Reviewed/Amended	Date: September 1, 2026
Gary Rycroft, Mayor	Jeff Johnston, Chief Administrative Officer

Department	Service	Fees		
Administration	Tax Certificate	\$40.00	Per Certificate	
	Rush Tax Certification	\$50.00	Per Certificate	
	Compliance Certification	\$40.00	Per Compliance	
	Rush Compliance Certification	\$50.00	Per Compliance	
	Property Search - Environmental	\$40.00	Per Property	
	Non-Sufficient Funds (NSF) Charge	\$50.00	Per Occurance	
	Sign Leases on Town Property			
	Temporary Signs	\$50.00	Per Application	
	Magnetic Signs	\$150.00	Per Year/Per Sign	
	Free Standing Signs up to max 4x8	\$150.00	Per Year/Per Sign	
	Free Standing Signs over 4x8	\$200.00	Per Year/Per Sign/Per Side	
	Photocopying			
	Color	\$0.50	Per Page	
	Black & White	\$0.25	Per Page	
	Bulk Orders	20% off	Per Total Count	
Camp Site	Full Service Sites (Power 30 Amp/Water/Sewer)			
	Online Reservation Fee		As set out by Campspot Reservations	
	Daily Rate	\$50.00	Per Unit/Day	
	Weekly Prepaid Rate	\$300.00	Per Unit/Week	
	Monthly Prepaid Rate	\$1,000.00	Per Unit/Month	
	Power Only Sites (30 Amp)			
	Daily Rate	\$35.00	Per Unit/Day	
	Weekly Prepaid Rate	\$200.00	Per Unit/Week	
	Monthly Prepaid Rate	\$675.00	Per Unit/Month	
	Power Only Sites (15 Amp)			
	Daily Rate	\$25.00	Per Unit/Day	
	Weekly Prepaid Rate	\$150.00	Per Unit/Week	
	Monthly Prepaid Rate	\$500.00	Per Unit/Month	
	Tent on Grass/No Services			
	Daily Rate	\$20.00	Per Unit/Day	
	Weekly Prepaid Rate	\$125.00	Per Unit/Week	
	Monthly Prepaid Rate	\$425.00	Per Unit/Month	
	Sewer Dumping Fees	\$5.00	Per Unit/Each	
	Shower Fee	\$5.00	Per Person	
	Split Firewood	\$5.00	Per Wheelbarrel	

Department	Service	Fees		
Planning & Development	Subdivision Application (per application)	\$300.00		/application
	Plus: i) Each Residential Parcel	\$200.00		/parcel
	ii) Each Non-Residential Parcel	\$250.00		/parcel
	Subdivision Endorsement Fees			
	i) Residential	\$225.00		/parcel
	ii) Industrial or Commercial	\$225.00		/parcel
	iii) Each parcel except above	\$225.00		/parcel
	iv) Time Extension	\$125.00		/application
	Condominium Fees			
	i) Application	\$225.00		/unit
	ii) Endorsement of Plan	\$175.00		/unit
	Development Permits			
	i) Single Family Residential	\$200.00		/permit
	ii) Multi-family Residential	\$400.00		/unit
	iii) Minor Home Occupation	\$50.00		/permit
	v) Commercial	\$500.00		/permit
	vi) Industrial	\$1,000.00		/permit
	vii) Signs	\$200.00		/permit
	ix) Variances	\$700.00		/permit
	x) Decks	\$125.00		/permit
	xiv) Communication Tower and Utilities	\$300.00		/permit
	xv) Surveyor's Certificate (Real Property Report/Compliance Certificate)	\$50.00		/review
Demolition Permit	Fee set out as per County of Grande Prairie Safety Code Inspections			
Development Permit Penalty	If building commences before obtaining a development permit:	DOUBLE THE BUILDING PERMIT FEE		
Land Use Bylaw Amendment				
	i) Land Use Bylaw Amendment	\$800.00		/application
	ii) Municipal Development Plan (new or amended)	\$2,500.00		/application
	iii) Area Structure Plan (new or amended)	\$4,000.00		/application
Building Permits	All Permits, including Electrical, Plumbing & Gas			
	Fees set out as per County of Grande Prairie Safety Code Inspections			

Department	Service	Fees		
Public Works	Sweeper with Operator	\$300.00		Per Hour
	Vac Truck with Operator	\$300.00		Per Hour
	Mini-Sweeper with Operator	\$100.00		Per Hour
	Labour	\$50.00		Per Hr/Per Labourer
	Road Use Agreement	\$100.00		Per Year
Animal Control Bylaw				
	Dog/Cat	\$50.00		Per Calendar Year
	Dog/Cat Spayed or Nuetured	\$25.00		Per Calendar Year
Senior Rate	Dog/Cat	\$25.00		Per Calendar Year
	Dog/Cat Spayed or Nuetured	\$12.50		Per Calendar Year
Community Centre Rental				
	Fitness Groups	\$25/per hour	\$50/per hour	Banquet Room Only
	Fitness Group Damage Deposit	\$125.00		Per Booking
	Kitchen Rental	\$30/per hour	50/per hour	Kitchen Only
	Event - Half Day (4 hours or less)	\$200.00	\$206.00	Banquet Room Only
	Event - Full Day (more than 4 hours)	\$300.00	\$309.00	Banquet Room Only
	Event - Half Day	\$250.00	\$258.00	Banquet Room Only
	Event - Full Day	\$500.00	\$515.00	Kitchen/Bar Included
	Event - Day Prior (starting at noon)	\$200.00	\$206.00	Kitchen/Bar Included
	Event - Day After (ending at noon)	\$200.00	\$206.00	Kitchen/Bar Included
	Event Package (includes Day Prior, Day After, w/PA & Projector)	\$950.00	\$979.00	Kitchen/Bar Included
	Damage Deposit (Due at time of Booking)	\$250.00	\$350.00	Per Event
ANY EVENT	PA/Projector/Microphones/Cables	\$100.00	\$105.00	Per Event
	Portable Bar	\$150.00	\$155.00	Per Event
	Setup/Take Down (tables/chairs/stage)	\$200.00	\$206.00	Per Event
	Damage Deposit (CC Only/Refundable)	\$250.00	\$350.00	Per Event
	Booking Deposit (Due at time of booking)	50% of booking fee		Per Event
	Key/Fob Replacement (\$50 from Damage Deposit)	\$50.00	\$50.00	Per Event
	Cleaning Fee - Event Clean Up by Town Staff	\$50.00	\$55.00	Per Hour

Department	Service	Fees		
St. Mary Gym/Kitchen	Fitness Groups	\$50/per hour		Gym Only
	Non-Profit Groups	\$25/per hour	\$40/per hour	Gym Only
	Kitchen Rental	\$40/per hour	\$50/per hour	Kitchen Only
	Event - Half Day (4 hours or less)	\$300.00	\$310.00	Gym Only
	Event - Full Day (more than 4 hours)	\$500.00	\$515.00	Gym Only
	Event - Half Day	\$350.00	\$360.00	Gym & Kitchen
	Event - Full Day	\$600.00	\$620.00	Gym & Kitchen
	Event - Day Prior (starting at noon)	\$300.00	\$310.00	
	Event - Day After (ending at noon)	\$300.00	\$310.00	
	Event Package (includes from 12(noon) Day Prior & 12(noon) Day After)	\$1,250.00	\$1,290.00	Gym & Kitchen
	Damage Deposit (Due at time of Booking)	\$300.00	\$350.00	Per Event
	Key/Key Fob Replacement	\$50.00	\$50.00	
	Cleaning Fee	\$50/per hour	\$55.00	Per Hour
	PA/Projector/Micorphone/Cables (portable, if available) w/\$50 Damage Deposit	\$100.00	\$75.00	Per Event
	Pipe & Drape	\$10.00	\$10.00	Per Section
	Bar & Rolling Cooler	\$100.00	\$155.00	Per Event
Multi-Purpose Room	Full Room - Hourly	\$25.00	\$32.00	Per Hour
	Full Room - Full Day (more than 4 hours)	\$180.00	\$224.00	Per time block
	Half Room - Hourly	\$20.00	\$21.00	Per Hour
	Half Room - Full Day (more than 4 hours)	\$140.00	\$147.00	Per time block
	MPR Damage Deposit (Refundable)	\$50.00	\$55.00	Per Event
	MPR Full Room for Fitness & Other Classes	\$25.00		Per Hour
	Projector (portable) w/\$50.00 Damage Deposit (If available)	\$75.00	\$75.00	Per Event
	Booking Deposit (Due at time of booking)	50% of Total booking fee		Per Event
Pool	Private Group (max 40 people)	\$150.00	\$155.00	Per Hour
	School Group	\$75.00	\$77.00	Per Hour
	Wibit Rental (max. 40 people)	\$210.00		Per Hour
	Per Lane Rental	\$30.00	\$31.00	Per Hour/Per Lane
	Extra Lifeguard Fee	\$50.00	\$52.00	Per Extra Lifeguard

Equipment Rental	Paddle Boards	\$10.00		Each
	Kayaks	\$10.00		Each
	Water Polo Nets and Ball	\$10.00		Each
	Large Tub	\$5.00		Each
Certified Instructors	Aqua-fit Class with Certified Instructor	\$25.00	\$35.00	Plus Pool Rental
	Float-fit Class with Instructor	\$25.00		Plus Pool Rental
Damage Deposit	Pool Damage Deposit (Refundable)	\$50.00	\$75.00	Per Event
	Pool Booking Deposit (Due at time of booking)	50% of Total booking fee		Per Event
Pool Party Rental	1 hr Public Swim/1 hr MPR	10 kids and 3 adults. For every child 7 & under 1 adult is required to be within arms reach during public swim		
	Pool Party with Full Room	\$115.00	\$115.00	Per Party
	Pool Party with Half Room	\$85.00	\$85.00	Per Party
Arena Rental	Minor Hockey - Prime Time	\$125.00	\$128.75	Per Hour
	Minor Hockey - Non-Prime Time	\$110.00	\$113.00	Per Hour
	Beaverlodge Junior Blades	\$150.00	\$155.00	Per Hour
	Adult Hockey	\$175.00	\$180.00	Per Hour
	Skating Club	\$125.00	\$129.00	Per Hour
	Private Rental - Prime Time	\$140.00	\$144.00	Per Hour
	Private Rental - Non-Prime Time	\$110.00	\$113.00	Per Hour
	Schools	\$65.00	\$67.00	Per Hour
	Refundable Booking Fee	\$50.00	\$50.00	Per Booking

Prime Time Ice is September through March

Weekdays 4:00pm - 11:00pm

Weekends 8:00am - 10:00pm

Date: March 23, 2026

From: Tina Letendre

Department: Administration

Reference: Suspension of New Applications for the Redevelopment Tax Incentive Policy

Administration is requesting that Council direct Administration to cease accepting new applications under the current Redevelopment Tax Incentive Policy. This direction is recommended to support the development of a new, comprehensive Tax Incentive Bylaw that is currently being prepared.

The forthcoming Tax Incentive Bylaw will establish a unified, legislatively compliant framework for municipal tax incentives related to development and subdivision activities. The bylaw is being drafted to ensure full alignment with the *Municipal Government Act* (MGA).

Suspending intake under the existing policy during this transition will prevent inconsistencies, ensure compliance with the MGA, and support a smooth shift to the new bylaw framework. All applications previously approved under the current policy will continue to be administered according to their established terms.

Recommended Motion: That Council directs that, effective immediately, no new applications shall be accepted, and no new tax incentives shall be approved, pursuant to the Redevelopment Tax Incentive Policy (Policy Number C2-1), but that, for greater certainty, incentives that have been previously approved pursuant to that Policy are not cancelled or revoked by this resolution.



Box 30, Beaverlodge, AB T0H 0C0

Phone: 780.354.2201

Fax: 780.354.2207

Facility and Fee Waiver Application

Organization: Beaverlodge Girls Hockey Association

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

Charity / Non Profit Registration Number: 741193544
You must attach a copy of the 501(c)3, if Non-Profit

Address: Box 1063

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

Contact Name: Christy Martin Title: President

Phone: 780-512-6540 Phone 2: _____ Fax: _____

Email: president@beaverlodgegirlshockey.com

Type of Event: Fundraiser Community Event Private Event

Date(s) of event: April 25, 2026

Requested Facility/Location of Event: Community Center Hall

Requested Equipment: Hall plus kitchen/bar

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: \$475.00

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

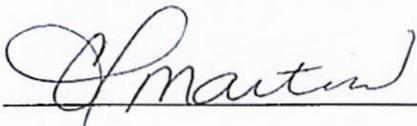
BGHA Spring Ice Melter Dance. A fundraiser for our girls hockey program to help fulfill meeting our Association's rising expenses. These extra funds help alleviate the strain on our parents and players.

The primary purpose of the organization is: Female Hockey program providing on and off ice programs for our youth- in a fun, structured environment.

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: March 18/2024

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 #4918, Approved

Mar 19, 2026 7:07 AM



Company: Beaverlodge Girls Hockey Association
 Box 1063
 Beaverlodge, AB T0H 0C0

Customer Type: Other Organizations
 Prepared By: Olivia Horne

Agent: Christy Martin
 Email: christylmm45@gmail.com

Home: (780) 512-6540

Charges	Taxes	Discounts	Total Charges	Deposits	Deposit Taxes	Total Payments	Refunds	Balance
\$904.76	\$45.24	\$0	\$950.00	\$250.00	\$0	\$0	\$0	\$1,200.00

▼ RESERVATIONS

Event	Resource	Center	Notes
Jersey Dance 2026 #4918 Type: Community Centre Special Events Attend/Qty: 100	CC Whole	Beaverlodge/West County Pool 1016 4th Ave Beaverlodge, AB T0H 0C0 (780) 354-2201	--

Day	Days Requested	Date	Event Begins	Duration	Date	Event Ends	Time
Friday		Apr 24, 2026	5:00 PM	4 hours	Apr 24, 2026	9:00 PM	
Saturday		Apr 25, 2026	6:00 AM	18 hours	Apr 26, 2026	12:00 AM	
Sunday		Apr 26, 2026	8:00 AM	4 hours	Apr 26, 2026	12:00 PM	

Summary	Notes
Total Number of Dates: 3 Total Time: 26 hours	DAMAGE DEPOSIT WILL BE REFUNDED AFTER CLEANUP OF THE COMMUNITY CENTRE BY THE RENTER AS FOLLOWS: PUTTING ALL TABLES AND CHAIRS AWAY, SWEEPING AND SPOT MOPPING OF THE FLOOR, PROPER CLEANUP OF THE KITCHEN, BAR & WASHROOMS, ALL GARBAGE TAKEN OUTSIDE TO THE GARBAGE BIN, AND REMOVAL OF THE RECYCLE IF DESIRED. PLEASE CONFIRM HOW TO REFUND THE DAMAGE DEPOSIT (CHEQUE OR BY CREDIT TO ACCOUNT IN THE COMPUTER)

▼ CHARGES

Description	Event / Resource	Unit Fee	Units	Tax	Charge
Event Package	Jersey Dance 2026 #4918 CC Whole	\$950.00	1.00	GST (I): \$45.24	\$950.00

▼ DEPOSITS

Deposit Charge	Event / Resource	Charge	Tax	Amount paid	Refunds	Balance
CC Damage Deposit	Jersey Dance 2026 #4918 CC Whole	\$250.00	\$0.00	\$0	\$0	\$250.00



▼ **Payment Schedule for Original Balance of \$1,200.00**

Due Date	Amount Due	Amount Paid	Withdrawal Adjustment	Balance
Apr 17, 2026	\$1,200.00	\$0.00	\$0.00	\$1,200.00
			Current Balance	\$1,200.00

▼ **CUSTOM QUESTIONS**

Question	Answer
What is the purpose of your function?	Dance
Do you require use of the PA System?	Yes (Fill out Equipment Checklist)
Do you require a tutorial of the equipment?	No
Do you require the projector?	Yes (Charge rental fee)
Do you require a tutorial of the equipment?	No
How will you be providing Facility User Group Insurance.	Will provide own insurance
Will your event be serving or selling alcohol?	No. I will not be serving or selling alcohol.
Do you require use of the stage?	No
Would you like to purchase the set-up?	No
Would you like to purchase the set-up?	No
Do you need tables or chairs?	Yes
Do you require wireless internet access?	No
Do you require a telephone for telephone conference?	No
Do you wish to purchases janitorial services?	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.

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	Jeff and Tina met with Superintendant on January 20th to discuss the proposed agreement and are awaiting the next steps.	In progress	
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. Received and reviewed and to be revised.	In progress	13-Apr-26
3	Host Library Board	12-Jan-26	CAO/Admin	Organize a meal for Council to host the Library Board. Invitation has been sent.	In progress	
4	Letter of Support	02-23-2026	CAO/Admin	Meet with Mr. Oyedele and prepare a letter if appropriate.	In progress	23-Mar-26
5	Letter of Support	09-Mar-26	CAO/Admin	Provide a letter of support for BACS grant application for 2026 Alberta Culture Days.	Done	

Current: March 23, 2026



January 2026 Fire Service Review

For the month of December, Beaverlodge Fire Services responded to a total of 14 incidents. In comparison to 2025, there was a 46.15% decrease in call volume.

Within town limits: 11 Incidents

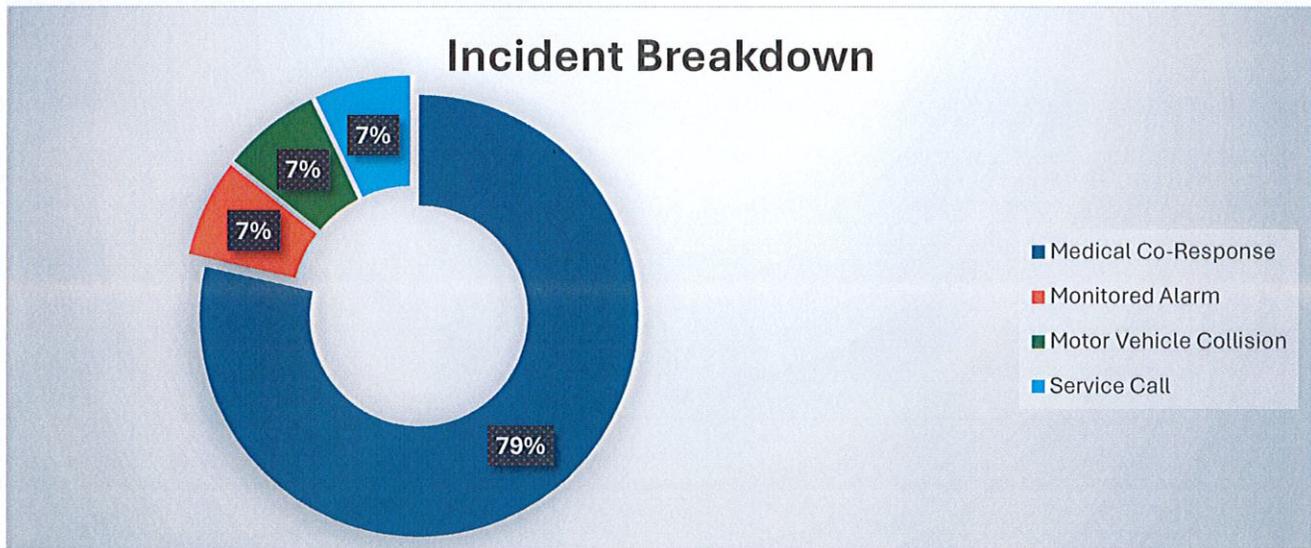
- 9 Medical Co-Response
- 1 Monitor Alarm
- 1 Service Call

Within the County of Grande Prairie & mutual aid districts: 3 Incidents

- 2 Medical Co-Response
- 1 Motor Vehicle Collison

Member average for incident response: 2.35

Daily incident average for the month: 0.45 per day



During the month, the Beaverlodge Fire Department facilitated and hosted 18 firefighters from across the County of Grande Prairie for the NFPA 1002 Driver Training Program. Three of the participating members were from Beaverlodge Fire and have now successfully achieved qualification as apparatus drivers. These members will continue with the next phase of the NFPA 1002 certification, focusing on pump operations, scheduled for this coming spring.

Regional recruitment for rural stations commenced at the beginning of January. Recruitment signage was supplied by the County of Grande Prairie to support these efforts. As a result, we welcomed two new recruits who will be starting the NFPA 1001 Firefighter Certification process.

In personnel updates, one member is currently on a Leave of Absence until May 12, 2026. Additionally, one member resigned due to personal time commitments, and another retired from service.

We are presently working toward strengthening our in-house training program to better meet the needs of an evolving and increasingly complex fire service.



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Monthly Report to Council

Date: March 2026

From: Nick Kebalo

Department: PW/H&S

Project/Event	Highlights/Concerns
Health and Safety committee	The H&S committee met and reviewed potential new H&S manual. We decided to bring this forward to the Managers in April at the next manager meeting to recommend that we adopt this versus our existing H&S manual.
Snow removal	Ice removal where and when required, we are also sanding regularly in all problem areas. Please note sanding only is effective for a short period of time after sand is applied, as it washes away quickly.
Snow Dump	Have internally moved more snow, so we should not have any issues for the remainder of the winter.
Culverts and ditches	Culvert steaming and removal of snow accumulations around culvert ends has happened as a preventive measure. We are currently working daily to remove ice build up in culverts and ditches. We are prioritizing culverts and ditches that may have an impact on property first.
Outdoor Rink	Done for the season.
Arena	Monitoring sewer plugging issue twice weekly, seems to have been better over the last three weeks. Getting ready for the end of season. Have maintenance list completed for summer 2026. Will be oil and brine samples in April to determine the health of the chiller, as part of our due diligence.
Budget	Budget inputs are completed for Jeffs approval.

Monthly Report to Council

Date: 23 March 2026

From: Tracy Deets

Department: Library

Project/Event	Highlights/Concerns
Programming / Events	<p>Evening beginner yoga program has been a big hit and now has been extended until the end of April.</p> <p>Starting March 24 we will be hosting Tai Chi in the library, running for 6 to 8 weeks</p> <p>Another Lego day will be on March 25, after school.</p> <p>We will be hosting a community consultation day to gather information for our Plan of Service, which is due this summer. The date is currently set for April 18th, pending confirmation by our Library Board at their meeting this week.</p> <p>Planning is in the works for our annual "Grab and Go" book sale beginning Monday April 20.</p>
Administrative	<p>Attended meeting, as Chair, for the library system's Library Managers Council on March 9th</p> <p>Started filling out my annual application for funding to the provincial government.</p> <p>Currently reviewing and/or developing policies in line with the Alberta government's new POPIA (Protection of Privacy Act). Peace Library System has forwarded some templates and other items of support and is looking into training for each library's Privacy Officer.</p>
Staff	<p>Have hired new part-time clerk (16 hours per week), for the position that has been open since November. Training is currently underway</p>

Monthly Report to Council

Date: March 18,
2026

From: *Reanna Stockman*
FCSS Program Coordinator

Department:
FCSS

Project/Event	Highlights/Concerns
CVITP – Community Volunteer Income Tax Program	2025 Tax Clinic opened March 1 st . Running walk-in tax clinics March 4, March 18, March 19 (BRHS), April 1 and April 15. One volunteer and FCSS complete the returns. To date, 82 returns have been dropped off.
CSW Day Camps	Partnered with NuVista Energy Centre to offer CSW Day camps. Next Camp March 20.
Transportation	Bus ridership has increased substantially, most notably the Tues/Thurs LodgeLink service. Monday trips to GP have also increased.
Bus Bookings	March has 4 private bus bookings
Provincial Report	Working on the 2025 FCSS Provincial Report
Teen Skills	<ul style="list-style-type: none"> • Learner’s License Prep – March 12 & 19 • Mask Painting: Emotions -Presented by RCSP Scheduled for April 8 (rescheduled from February) • Level Up – ATB presentation, Dentistry 43 Presentation, Self Defense session – April 16
6 Week Self Defense Sessions	Offering a Youth (9-13) session and a Ladies (18+) session at St Mary’s Gym on March 27, April 10, April 24, May 8 and May 15.
Volunteer Appreciation	Nominations opened March 1. Weekly social media posts, posters around town, volunteer groups emailed information. To date, 4 nominations have been submitted. Deadline to nominate is March 30, 2026. Volunteer Appreciation Dinner on April 22 from 6-8pm. Next planning meeting is March 25 @ 9am.
ASIST Re-Certification	Completing my ASIST – (Applied Suicide Intervention Skills Training) recertification on March 31, 2026.
Scam Awareness Presentation	Working with ATB and Hythe FCSS to host two Scam Awareness presentations for Seniors in April.
SPRCL – Senior’s & Songs	Partnering with SPRCL to offer an intergenerational program for parents and children to come to Amisk and sing with the Seniors. Happening April 14, 21, 26 and May 5.

Monthly Report to Council

Date: March 2026

From: Tanya Harvey

Department: Recreation

Project/Event	Highlights/Concerns
NuVista Energy Centre	<p>Aquatics:</p> <ul style="list-style-type: none"> • 2026/2027 school lessons have been released and booking has begun. • School swim lessons continue to fill the pools during the weekdays. <p>Fitness Centre:</p> <ul style="list-style-type: none"> • Annual equipment maintenance is set for March 26 & 27.
Community Kitchen & Gym	<ul style="list-style-type: none"> • Pickleball rents the gymnasium twice weekly. • Club Volleyball rents the gymnasium 4 days per week.
Community Center/Multipurpose Room	<ul style="list-style-type: none"> • In response to the high demand for Pickleball we have increased scheduling from 4 to 7 days per week. • School groups who travel by bus to swim lessons use both rooms during the week.
Arena	<ul style="list-style-type: none"> • Local school have started using the arena during the day. • The 2025/2026 ice season ends March 27.