AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING

MONDAY NOVEMBER 23, 2026, AT 6:00 PM, COUNCIL CHAMBERS #400-10 STREET BEAVERLODGE

Microsoft Teams Meeting ID: 236 971 009 081 89 Passcode: rs2sm2eu

1.0	**CALL TO ORDER:** *Town of Beaverlodge's Legislative Meetings are being live streamed effective June 12, 2023, via Council resolution #145-2023-05-23.*	
2.0	**LAND ACKNOWLEDGEMENT:**	PP 2
3.0	**ADOPTION OF AGENDA:**	
4.0	**ADOPTION OF MINUTES:** 4.1 November 9, 2026 - Regular Council Meeting Minutes	PP 3-5
5.0	**DELEGATIONS**: 5.1 GPRTA – Jasmin Greavett – Annual Update & Renewal 5.2 GPREP – Brian Ballard & Kassey Zatco	 PP 6 PP 7-22
6.0	**OLD BUSINESS:** 6.1 Property Tax Exemptions	 PP 23-32
7.0	**NEW BUSINESS:** 7.1 GPRTA – Renewal Request 7.2 GPREP – Authorization to Sign Pembina/GPREP MOU for Operational Aid 7.3 GPREP – Motion to Support ACP Grant Application – Regional Volunteer Management Plan 7.4 Garbage Bylaw #1014-2 7.5 Land Use Bylaw Amendment – 1st reading & set date for Public Hearing 7.6 Landrex Letter of Recommendation 7.7 Pool Update	 (5.1) (5.2 a & b) (5.2 c) PP 33-39 PP 40-45 PP 46 Verbal
8.0	**CORRESPONDENCE:** 8.1 October 2026 Bylaw Report	 PP 47-52
9.0	**COMMITTEE AND STAFF REPORTS:** 9.1 Action List 9.2 Staff Reports	 PP 53 PP 54-57
10.0	**CLOSED SESSION:**	

Town of Beaverlodge
A Place to Build Dreams

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 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, online
	Councillor Richard Lappenbush	
STAFF	Jeff Johnston, CAO	Tina Letendre, Deputy CAO
		Nichole Young, Legislative Services, absent

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

#246-2026-11-09 Councillor Jen Wolan
CARRIED: That Council approves the agenda with the addition to New Business of item 7.6 FCM Green Municipal Fund.

4.0 ADOPTION OF MINUTES:

4.1 October 26, 2026 – Regular Council Meeting Minutes
#247-2026-11-09 Councillor Hugh Graw
CARRIED: That Council adopts the Minutes of the October 26, 2026 Council meeting.

5.0 DELEGATIONS:

5.1 Beaverlodge Ag Society – Mary Ann Westad
#248-2026-11-09 Councillor Hugh Graw
CARRIED: That Council accepts this presentation for information.

6.0 OLD BUSINESS:

7.0 NEW BUSINESS:

7.1 Beaverlodge Ag Society Request
#249-2026-11-09 Councillor Hugh Graw
CARRIED: That Council approves the Ag Society request for $15,000 for the purchase of bleachers.

7.2 Bylaw #1043 – Repealing Bylaw #746 Family and Community Support Services Bylaw
#250-2026-11-09 Councillor Richard Lappenbush
CARRIED: That Council gives a 1st reading to Bylaw #1043 – Repealing Bylaw #746 Family and Community Support Services Bylaw.

#251-2026-11-09 Councillor Jen Wolan
CARRIED: That Council gives a 2nd reading to Bylaw #1043 – Repealing Bylaw #746 Family and Community Support Services Bylaw.

#252-2029-11-09 Deputy Mayor Judy Kokotilo-Bekkerus
CARRIED: That Council moves to go to a 3rd reading of Bylaw #1043 – Repealing Bylaw #746 Family and Community Support Services Bylaw.

#253-2026-11-09 Councillor Hugh Graw
CARRIED: That Council gives a 3rd and final reading and passes Bylaw #1043 – Repealing Bylaw #746 Family and Community Support Services Bylaw.

Councillor Tyke Longmore entered the meeting online ***6:25PM***

7.3 Wembley Snowmobile Club
#254-2026-11-09 Councillor Hugh Graw
CARRIED: That Council accepts this for information.

7.4 5-Year Capital Plan / 3-Year Operating
#255-2026-11-09 Councillor Jen Wolan
CARRIED: That Council approves the 5-Year Capital Plan as presented.

#256-2026-11-09 Deputy Mayor Judy Kokotilo-Bekkerus
CARRIED: That Council approves the 3-Year Operating Budget as presented.

7.5 Christmas Craze – Dec 4, 2026
#257-2026-11-09 Councillor Jen Wolan
CARRIED: That Council accepts this for information.

7.6 FCM Green Municipal Fund
#258-2026-11-09 Councillor Richard Lappenbush
CARRIED: That Council supports the Town of Beaverlodge's application to the Federation of Canadian Municipalities' Green Municipal Fund, Sustainable Municipal Buildings program, for funding to undertake a feasibility study for a proposed new municipal arena, with any municipal funding commitment subject to future Council approval.

8.0 CORRESPONDENCE:

8.1 October 26, 2026 Annual Organizational Meeting Minutes
#259-2026-11-09 Councillor Jen Wolan
CARRIED: That Council approves the minutes of the October 26, 2026 Special Council Meeting as presented.

9.0 COMMITTEE & STAFF REPORTS:

9.1 Action List
#260-2026-11-09 Deputy Mayor Judy Kokotilo-Bekkerus
CARRIED: That Council accepts the updated Action Item List for information.

9.2 Council Reports
#261-2026-11-09 Councillor Richard Lappenbush
CARRIED: That Council accepts the Council Reports for information.

10.0 CLOSED SESSION:

11.0 ADJOURNMENT: Mayor Gary Rycroft adjourned the meeting. **7:00 PM**

_____
Mayor Gary Rycroft

_____
Jeff Johnston, CAO

Town of Beaverlodge
A Place to Build Dreams

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

DELEGATIONS TO COUNCIL

Name of Delegates(s): Jasmin Greavett

Representing: Grande Prairie Regional Tourism Association

Phone Number: 780-539-7688

Email: director@gptourism.ca

Topic: Year-end update and request that Council renew its membership with GPRTA in 2027.

Staff Familiar with topic: Yes. Similar presentation was made last Decemeber.

Attached Information: To be provided by Nov 17

Notes: Limit presentation to 15 minutes

Delegate Signature: J Greavett

Date: October 15, 2026

All notifications and documentations must be sent to 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: _____

Approved to Present by: _____ Date: _____

Town of Beaverlodge's Legislative Meetings are being live streamed effective June 12, 2023 via Council resolution #145-2023-05-23

Town of Beaverlodge
A Place to Build Dreams

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Beaverlodge, AB T0H 0C0

DELEGATIONS TO COUNCIL

Name of Delegates(s): Brian Ballard & Kassey Zatko

Representing: GPREP

Phone Number: 780-831-8699

Email: bballard@cityofgp.com

Topic: Council Motions for the following:

1. Authorization to sign Pembina MOU for Operational Assistance
2. Support for the ACP Grant App. for Regional Volunteer Mgmt. Plan

Staff Familiar with topic: Jeff Johnston

Attached Information: 3 documents

Notes: Limit presentation to 15 minutes

Delegate Signature: _____

Date: Nov 17, 2026

All notifications and documentations must be sent to 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 23 '26 6pm

Approved to Present by: J.J. Date: Nov 17 '26

Town of Beaverlodge's Legislative Meetings are being live streamed effective June 12, 2023 via Council resolution #145-2023-05-23

GPREP ADMINISTRATIVE REPORT

TO: GPREP Agency Members	**DATE:** Choose meeting date
FROM:	**MEETING:** Regular Council meeting
REPORT WRITER: Brian Ballard – ESS Coordinator	
SUBJECT: Authorization to sign Pembina / GPREP MOU for Operational Aid	

RECOMMENDATIONS

That Council Authorize signing the Memorandum of Understanding for Operational Aid, between Pembina Pipeline Corporation and the Grande Prairie Regional Emergency Partnership

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

2026-01-06 Motion by GPREP Regional Emergency Management Committee: That the Regional Emergency Management Committee accept the Pembina MOU for Operational Aid and provide its support and recommendation for GPREP to present the agreement to each municipal Council for authorization and signing.

BACKGROUND

Pembina Pipeline Corporation uses the Incident Command System (ICS) and has compatible emergency response capabilities as GPREP. They have agreed to establish a Memorandum of Understanding for operational aid with GPREP. The MOU establishes a process for requesting and providing or declining assistance.

ANALYSIS

Municipal Impact

The MOU allows either party to request operational aid, which may include available services, equipment, employees and contractors. Requests must be made in writing a Director of Emergency Management and the companies authorized person. The responding party retains discretion over the extent of assistance and may decline or withdraw aid based on its operational circumstances or safety considerations.

Responding personnel remain employees or contractors of their original organization and integrate into the requesting party's ICS structure. The agreement also sets out requirements for safety, cost recovery, invoicing, insurance, indemnification, confidentiality and annual review. It is intended to remain in effect for five years from its effective date unless terminated earlier in accordance with its terms.

Risks

The MOU has been reviewed by the City of Grande Prairie Legal / Risk team. The MOU is to be signed by each GPREP partner municipality.

Alternatives (Optional)

Advise GPREP administration accordingly regarding the Pembina MOU for Operational Aid.

STAKEHOLDER ENGAGEMENT

GPREP Staff and enrolled members and our stakeholders have observed and/or participated in several emergency exercises conducted by Pembina.

BUDGET / FINANCIAL IMPLICATIONS

There is no direct expenditure associated with adopting the MOU. Any costs arising from operational aid would be the responsibility of the requesting party in accordance with the agreement and subject to the Director of Emergency Management decision to request or accept the aid, including its associated costs.

SUMMARY / CONCLUSION

Adoption of the MOU will establish a formal, process for operational aid between Pembina Pipeline Corporation and the participating GPREP municipalities.

Use of Pembina staff during a GPREP emergency will reduce the impact of GPREP activations on municipal programs and projects

ATTACHMENTS

Pembina / GPREP - Memorandum of Understanding for Operational Aid.

MEMORANDUM OF UNDERSTANDING
FOR OPERATIONAL AID

THIS MEMORANDUM made this ___ day of _____, 20 __ ("Effective Date").

BETWEEN:

Pembina Pipeline Corporation
(the "Company")

- and -

City of Grande Prairie
(the "City")

- and -

County of Grande Prairie No. 1
(the "County")

- and -

The Town of Beaverlodge
("Beaverlodge")

- and -

The Town of Sexsmith
("Sexsmith")

- and -

The Town of Wembley
("Wembley")

WHEREAS the City, County, Beaverlodge, Sexsmith and Wembley (collectively, the "Authority") have formed the Grande Prairie Regional Emergency Partnership ("GPREP");

WHEREAS the Company and the Authority each have emergency response capabilities;

WHEREAS the Company and the Authority (each a "Party" and collectively the "Parties") wish to formalize their relationship to provide operational aid in support of the other Party, on a voluntary basis, should it be affected or otherwise threatened by an emergency or disaster;

AND WHEREAS the Parties utilize the Incident Command System (ICS) for the management of Emergencies;

b

NOW THEREFORE, in consideration of the mutual covenants, conditions and agreements set out herein, the Company and Authority agree as follows:

Definitions

1. In this Memorandum, the following words and phrases shall have the following meaning:

(a) "**Affiliate**" of any entity shall mean any other entity who directly or indirectly controls, or is controlled by, or is under common control with, such entity, and for these purposes "**control**" and "**controlled**" shall mean:

i. with respect to a corporation or other entity, the power to vote, directly or indirectly, shares or their equivalent representing more than 50% of the power to vote in the election of directors or their equivalent; and

ii. with respect to any other entity (other than an individual), either (i) ownership of more than 50% of the equity or beneficial interest in that entity, or (ii) the ability to direct the business and affairs of such entity by acting as a general partner, managing partner, manager or some other forms of effective control;

(b) "**Costs**" shall mean and include salaries, wages, and out-of-pocket expenses, including in respect of a Party's contractors;

(c) "**Designated Representative(s)**" shall mean the person(s) designated by each of the Parties to request and receive requests for Operational Aid as set out in Appendix 'A', which is to be provided and maintained by each of the Parties under Article 21 of this Memorandum;

(d) "**Emergency**" shall mean an event that requires prompt co-ordination of action or special regulations of persons or property to protect the safety, health or welfare of people or to limit damage to property;

(e) "**Incident Commander**" shall mean the individual responsible for all incident activities, including the development of strategies and tactics and the ordering and the release of resources, serving within a Party's Incident Command System structure.

(f) "**Incident Command Post (ICP)**" shall mean the facility where the primary functions of ICS are performed. The ICP may be co-located with the incident base or other incident facilities.

(g) **"Incident Command System (ICS)"** shall mean a standardized approach to the command, control, and coordination of emergency response utilized by the Parties.

(h) "**Operational Aid**" shall mean assistance or support provided in response to an Emergency by a Responding Party to a Requesting Party upon request under this Memorandum;

(i) "**Parties**" shall mean the Company and the Authority as well as any Affiliate of the Company and the Authority.

(j) "**Requesting Party**" shall mean that party to this Memorandum, and any Affiliate of such Party, which requests Operational Aid from the other Party; and

(k) "**Responding Party**" shall mean a party to this Memorandum, and any Affiliate of such Party, which responds to the request for Operational Aid made by a Requesting Party.

Requests for Operational Aid

2. The Parties may request Operational Aid from the other Party, subject to the following conditions:

(a) Any request for Operational Aid shall be made in writing to the other Party by the Requesting Party's Incident Commander (or their authorized designate);

(b) Any decision to request Operational Aid, or to agree to receive Operational Aid, including the acceptance of associated Costs, rests solely with the Incident Commander of the Requesting Party;

(c) Requests for Operational Aid shall be restricted to services, equipment, employees, and contractors which are, at the time of the request for Operational Aid, under the control of the Responding Party; and

(d) Upon receipt of a request for Operational Aid, the extent of assistance given will be at the sole discretion of the Responding Party, having regard to its own circumstances at the time.

3. At the time of the request for Operational Aid, the Requesting Party will inform the Responding Party of the nature of the Emergency and any precautions to be taken. The Requesting Party shall communicate in writing, as soon as is practical, to the Responding Party any statutory and/or regulatory requirements that apply in the jurisdiction where the Requesting Party is seeking the Operational Aid, as well as any applicable internal requirements of the Requesting Party that the Responding Party is expected to observe.

4. The Responding Party may, at its own discretion, decline or withdraw Operational Aid, even after commencement of providing Operational Aid, where the Responding Party deems it is necessary or desirable to do so, including if the Responding Party's employees or equipment are required provide emergency services at another location, or it is deemed to be unsafe to provide or continue providing Operational Aid, and the Requesting Party shall have no claim for damages, compensation or indemnity arising out of the provision or withdrawal of Operational Aid. The Responding Party shall promptly communicate any withdrawal of Operational Aid to the Requesting Party in writing.

Term, Amendment and Assignment of Memorandum

5. This Memorandum shall come into force and effect upon the Effective Date and shall remain in full force and effect until the fifth anniversary of the Effective Date, unless earlier terminated for any or no reason by either Party, giving thirty (30) days' written notice of termination to the other Party.

6. The provisions of Articles 13, 14 and 15 and any liabilities accrued prior to termination shall survive the termination of this Memorandum, regardless of the reason for such termination.

7. This Memorandum may be amended in writing by the mutual consent of the Parties hereto.

8. No Party shall assign this Memorandum without consent of the other Party.

Employees, Safety and Training

9. Where Operational Aid is provided, employees and contractors of the Responding Party shall at all times continue to be employees and contractors of the Responding Party. Any Operational Aid provided by a contractor of a Responding Party shall be deemed to be performed on behalf of the Responding Party.

10. At all times while providing Operational Aid, the employees and contractors of the Responding Party shall integrate into the Requesting Party's Incident Command System structure. The Requesting Party shall provide reasonable directions to the employees and contractors of the Responding Party and shall provide such training, supervision, programs, procedures, manuals and materials as they may require for the Operational Aid to be carried out safely. It shall be the responsibility of the Requesting Party to make all safety requirements known to the Responding Party's employees and contractors at the time of the request for Operational Aid.

11. Prior to making any requests for Operational Aid, the Requesting Party shall have in place a safety management program that ensures the safety of the Responding Party's employees and contractors during the provision of Operational Aid.

12. The Responding Party shall ensure that its employees and contractors provided in response to a Requesting Party's request for Operational Aid have the necessary qualifications and personal protective equipment to perform the Operational Aid, based on the information provided by the Requesting Party under the terms of this Memorandum.

Costs and Payment of Operational Aid Response

13. All reasonable Costs incurred by the Responding Party in connection with the mobilization, movement and deployment of Operational Aid resources will be borne by the Requesting Party. Aid resources shall be charged out to the Requesting Party in accordance with the current Alberta Road Builders Heavy Construction Association Guide where applicable. All other resources not specified by the current Guide shall be charged out on a cost-recovery basis, inclusive of taxes. For clarity, staff time provided by the Responding Party, including its employees and contractors, shall be charged at a flat-rate equalized wage of Fifty Dollars ($50.00) CAD per hour per individual (this flat-rate is inclusive of all salaries, wages, benefits, overtime, and administrative overhead).

14. The Responding Party shall invoice the Requesting Party for the Costs in Article 13 above, no later than one hundred and eighty (180) days following written notice of termination of the Operational Aid, unless otherwise agreed to in writing by the Responding Party and the Requesting Party. The

Responding Party shall pay the invoice or advise of disputed items in writing no later than sixty (60) days following the receipt of such invoice. Upon request, the Responding Party shall provide the Requesting Party with reasonable written documentation in support of any such invoice.

15. The Responding Party shall maintain all records relating to the provision of Operational Aid for a period of seven (7) years following the Operational Aid.

Liability, Indemnification, and Insurance

16. The Requesting Party shall indemnify and save harmless the Responding Party and each of their officers, employees, directors, contractors, agents and other representatives from and against all claims, losses, costs, damages, expenses and liabilities whatsoever arising out of, or in any way attributable to the provision of Operational Aid, except where the same are due to the gross negligence or willful misconduct of any employee or contractor of the Responding Party, in respect of:

(a) loss of or damage to property (whether owned, hired or leased);

(b) damages or injuries to, or death of, employees or contractors;

(c) claims made by a third party; and

(d) environmental damage, pollution, clean-up, containment or contamination.

17. Notwithstanding anything to the contrary in the Memorandum, no Party shall have any liability to the other whatsoever for any losses, claims, demands, actions, payment, judgments, costs or expenses whatsoever that a Party may incur due to the other Party's refusal or inability to provide Operational Aid upon request.

18. Both the Requesting Party and Responding Party shall carry with an insurance company or companies or self-insure at their own expense and cost, the following insurance with limits not less than shown on the respective items to cover the activities that it may undertake by virtue of this Memorandum:

(a) Workers' Compensation Insurance covering all employees engaged to the limits required by the laws of the Province of Alberta under the *Workers' Compensation Act* or, if a Party or its employees do not fall within the jurisdiction of the *Workers' Compensation Act*, Workers' Compensation or Employers' Liability insurance in the amount of five million dollars ($5,000,000);

(b) Automobile Liability Insurance covering all vehicles owned, leased or licensed by the respective Party in the amount of two million dollars ($2,000,000) per accident;

(c) Commercial General Liability Insurance in the sum of five million dollars ($5,000,000) per occurrence for personal injury and/or property damage. This insurance policy shall include the other Party as an additional insured and waive the insurer's right to subrogate against the other Party and its Affiliates and each of their officers, employees, directors and agents; and

(d) Each Party shall self-insure or maintain "all risk" Property Insurance covering all loss of or damage to property owned, leased or rented by that Party, including the tools and equipment for which each is legally liable or responsible to cover the activities that it may undertake pursuant to this Memorandum. Each Party or its insurers shall provide the other Party with thirty (30) days' written notice prior to the effective date of any cancellation of the insurance specified above.

19. Upon the request of any Party, a Party shall provide a copy of the Certificates of Insurance evidencing fulfillment of the insurance requirements above.

20. To the extent that any Party uses contractors or sub-contractors for the purposes of carrying out the subject matter contained in this Memorandum, such Party will require their respective contractors and sub-contractors to satisfy the insurance requirements set out in this Memorandum.

Miscellaneous

21. Each Party shall provide the other Party with their Designated Representative(s) at the time of signing of this Memorandum. If any Party's Designated Representative(s) should no longer be designated to request and receive requests for Operational Aid, that Party should update their Designated Representative(s) in writing to the other Party, as soon as practicable.

22. The Parties shall meet annually, in-person, by telephone, or by video conference, which shall include the following, at minimum:

(a) Reviewing this Memorandum in practice and discussing whether any changes or additions should be made;

(b) Reviewing each Party's Designated Representative(s) and discussing whether any changes should be made; and

(c) Producing a written record of the discussions for each Party's records.

23. The Responding Party acknowledges and agrees that an Emergency and any details regarding an Emergency shall be deemed to be confidential information of the Requesting Party. Except to the extent required by law, the Responding Party agrees to not disclose or reveal to any third party any information related to the Emergency gained in relation to this Memorandum or during the provision of Operational Aid without the prior consent of the Requesting Party.

24. Any notices under this Memorandum shall be deemed to be sufficiently given if personally delivered, sent by electronic mail or registered mail to:

Name of Party	**Pembina Pipeline Corporation**
Mailing Address	585-8 Ave. SW, Suit 4000 Calgary, AB. T2P 1G1 Attention: Emergency Management
Email Address	emergency.management@pembina.com

Emergency Management Certification	Name: Michael Rakus Position: Senior Advisor, Emergency Management
Name of Party	**City of Grande Prairie**
Mailing Address	PO Bag 4000, 10205-98 St. Grande Prairie, AB. T8V 6V3 Attention: Shane Bourke
Email Address	sbourke@cityofgp.com
Emergency Management Contact	Name: Shane Bourke Position: Director of Emergency Management
Name of Party	**County of Grande Prairie No. 1**
Mailing Address	10001-84 Ave. Clairmont, AB. T8X 5B2 Attention: Joulia Whittleton
Email Address	jwhittleton@countygp.ab.ca
Emergency Management Contact	Name: Joulia Whittleton Position: Director of Emergency Management
Name of Party	**The Town of Beaverlodge**
Mailing Address	PO Box 30, 400-10th St. Beaverlodge, AB. T0H 0C0 Attention: Jeff Johnston
Email Address	jjohnston@beaverlodge.ca
Emergency Management Contact	Name: Jeff Johnston Position: Director of Emergency Management
Name of Party	**The Town of Sexsmith**
Mailing Address	PO Box 420, 9921-100 St. Sexsmith, AB. T0H 3C0 Attention: Rachel Wueschner
Email Address	admin@sexsmith.ca
Emergency Management Contact	Name: Rachel Wueschner Position: Director of Emergency Management
Name of Party	**The Town of Wembley**
Mailing Address	PO Box 89, 9940-101 St. Wembley, AB. T0H 3S0 Attention: Noreen Zhang
Email Address	noreen@wembley.ca
Emergency Management Contact	Name: Noreen Zhang Position: Director of Emergency Management

25. This Memorandum shall constitute the entire agreement between the Parties with respect to the subject matter hereof and shall supersede all previous representations, oral or written, that may have been made by or on behalf of the Parties prior to the effective date of this Memorandum.

26. This Memorandum may be executed by electronic signature and in counterpart and all such counterparts shall be deemed to constitute a single agreement and the execution by any Party shall have the same force and effect as if all of the Parties had signed the same document.

[Remainder of Page Left Intentionally Blank – Signature Page Follows]

IN WITNESS WHEREOF, the Parties have signed this Memorandum through duly authorized representatives as of the date first written above.

PEMBINA PIPELINE CORPORATION

Per: _____

_____
Title

Per: _____

_____
Title

CITY OF GRANDE PRAIRIE

Per: _____

_____
Title

COUNTY OF GRANDE PRAIRIE NO. 1

Per: _____

_____
Title

Per: _____

_____
Title

THE TOWN OF BEAVERLODGE

Per: _____

_____
Title

Per: _____

_____
Title

THE TOWN OF SEXSMITH

Per: _____

_____
Title

Per: _____

_____
Title

THE TOWN OF WEMBLEY

Per: _____

_____
Title

Per: _____

_____
Title

Appendix 'A'

Party	Designated Representative(s)	Contact Info
Pembina Pipeline Corporation	Name: Michael Rakus Position: Senior Advisor, Emergency Management	(780) 897-6453 emergency.management@pembina.com
City of Grande Prairie	Name: Shane Bourke Position: Director of Emergency Management	(780) 933-6868 sbourke@cityofgp.com
County of Grande Prairie No. 1	Name: Joulia Whittleton Position: Director of Emergency Management	(780) 933-8712 jwhittleton@countygp.ab.ca
The Town of Beaverlodge	Name: Jeff Johnston Position: Director of Emergency Management	(780) 832-8820 jjohnston@beaverlodge.ca
The Town of Sexsmith	Name: Rachel Wueschner Position: Director of Emergency Management	(587) 297-0247 admin@sexsmith.ca
The Town of Wembley	Name: Noreen Zhang Position: Director of Emergency Management	(780) 978-8883 noreen@wembley.ca
The Grande Prairie Regional Emergency Partnership (GPREP)	Name: Kassey Zatko Position: Interim GPREP Manager	(780) 882-2909 gprepgm@cityofgp.com

Appendix 'B'

REQUEST FOR OPERATIONAL ASSISTANCE

Incident Name:			
Request Date:			
The Requesting Party below is experiencing an Emergency or Disaster within their jurisdiction or area of responsibility and is requesting Operational Aid from the Assisting Party. This Request is made under the authority and conditions of the current Memorandum of Understanding for Operational Aid between the parties.			
Requesting Party:			
Assisting Party:			
The Requesting Party formally requests that the Assisting Party provide the requested personnel, equipment or resources as noted below using the provided details as a guide for delivery of operational aid.			
Requesting Party		**Assisting Party**	
Services / Supports:		Yes- No- N/A:	Limitations:
1			
2			
3			
4			
5			
6			
7			
Requested Arrival Date / Time:			
Check-In / Delivery Location			
Expected Duration:			
Requesting Party (Name / Position)			
Signature: *Electronic signature or an email signature is acceptable.*			
Cell Phone / E-Mail:			
Conditional Acceptance of Assisting Party			
Assisting Party: (Name / Position)			
Cell Phone / E-Mail:			
Date:			
Limitations			
Additional Details Provided:			

GPREP ADMINISTRATIVE REPORT

TO: GPREP Agency Members	**DATE:** Choose meeting date
FROM:	**MEETING:** Regular Council meeting
REPORT WRITER: Brian Ballard – ESS Coordinator	
SUBJECT: Motion of Support ACP Grant Application – Regional Volunteer Management Plan	

RECOMMENDATIONS

That council support the Alberta Community Partnership (ACP) grant application for the regional volunteer management plan, with the City of Grande Prairie as the managing partner.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

In 2025 each of the GPREP partner councils passed motions of support for an ACP grant application to develop a Regional Volunteer Management Plan.
The 2026 Application was not successful.
The Regional Emergency Management Committee directed GPREP to initiate the Phase 1 – Feasibility Study using funds from the GPREP Trust and to apply to ACP again.
The 2027 application has been submitted.

BACKGROUND

The GPREP activations in 2023 and subsequent years required significant staff time which impacted programs and projects in the partner municipalities.
As potential strategy to reduce the staffing demand caused by Emergency activations the Regional Emergency Management Committee requested a plan to use volunteers. This comes with many challenges related to privacy, safety, risk, training, supervision etc.
Integrating privately owned equipment that may already be working, unrequested, at an emergency scene also has the potential to provide valuable support but caries many of the same risks.
The volunteer management plan will involve 3 phases:

1. Feasibility Study
2. Framework Development
3. Technology Platform

The 2027 application has been submitted for $67,500. To conduct Phase 1, with the City of GP as the managing partner.
Council motions of support for the grant application are needed from each of the partners.

The RFP for the feasibility study portion of this project has closed and the contract is being finalized with the successful bidder.

ANALYSIS

Municipal Impact
A plan that outlines how to safely and efficiently integrate volunteers and privately owned equipment into emergency operations can greatly reduce the impact that emergencies have on municipal programs and projects.

Risks
The feasibility study will assess risks and make Go / Modify / No-Go recommendations for each scenario examined.

Alternatives (Optional)
Advise GPREP administration accordingly regarding support for the ACP grant application.

STAKEHOLDER ENGAGEMENT

The feasibility study will include engagement with all identified stakeholder groups.

BUDGET / FINANCIAL IMPLICATIONS

The ACP grant application includes a budget of $75,000.00, with $67,500.00 coming from the grant and $7,500.00 from the GPREP Trust Funds.

If the grant application is not successful, the feasibility study will proceed with funds from the GPREP Trust Funds.

SUMMARY / CONCLUSION

A plan that outlines how to safely and efficiently integrate volunteers and privately owned equipment into emergency operations can greatly reduce the impact that emergencies have on municipal programs and projects.

ATTACHMENTS

N/A.

Application for Property Tax Exemption
Non Profit Organization

Application deadline September 30th of the year preceding the taxation year

FOR OFFICE USE ONLY

Property Roll Identifier	Taxation Year	Date
540000	2027-29	Oct 2/26

Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.
	13	4	782-0814					

Municipal Property Address: 1131 - 4th Ave

Total Assessment	Land Assessment	Building Assessment
160,440	132,640	27,800

PART 1 – PROPERTY INFORMATION (*Required by November 30th of the year preceding the taxation year)*

Name of property owner	Telephone Number (Bus)	Telephone Number (Res)
Beaverlodge Curling Club	780-354-2514	403-597-6853

Address of property owner	Postal Code	Fax Number
Lot 13, Block 4, Plan 782014 Box 1206	T0H 0C0	

Address of property for which exemption is requested: Lot 13, Block 4, Plan 7820814

Portion/Area of the property held by the organization ☑ All ☐ Part Area Occupied is:

Is there an agreement in place that confirms the portion of the property held by the organization?	Yes / No	If yes, provide expiry date (mm / dd / yyyy)	Date organization took occupancy (mm / dd / yyyy)
	☐ Yes ☑ No		08/03/2002

PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility	Telephone Number (Bus)	Fax Number
Beaverlodge Curling Club	780-354-2514	

Act under which organization is registered as a non-profit organization	Registration Number
Societies Act of Alberta	52497265

Organization's objectives/purposes

1. Promote and develop the sport of curling
2. Provide affordable community recreation
3. Support junior curling and youth development
4. Encourage active living and social participation
5. Provide a welcoming community gathering space

a) Are the resources of this organization devoted to the above objectives/purposes? ☑ Yes ☐ No If No, attach explanation

b) Are there any monetary gains or benefits received by the organization as a result of its provision of services? ☐ Yes If Yes, attach explanation ☑ No

c) Does your organization expect to move from this property during the following year(s)? ☐ Yes If Yes, attach explanation ☑ No

d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages? ☐ Yes If Yes, attach explanation ☑ No

e) Are the organization's services similar to any other organization and /or business? ☐ Yes If Yes, attach a sheet providing the organization/business name(s) ☑ No

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____ *(Municipality Contact Information)*.

LGS1316 (2010/08)

PART 3 – RETAIL COMMERCIAL OR LICENSED AREA

Does the organization have a retail commercial area at this location? ☑ Yes ☐ No

If yes, do you operate this area? ☑ Yes ☐ No

What goods or services are sold at the retail commercial area?
Liquor & snack foods

For what purpose is the net income from the retail commercial area used?
Operation of the curling rink

Has an area within the facility been issued a gaming/liquor license?	Class	Area (Sq.Ft)
☑ Yes If yes, enclose copy ☐ No	B	7,718

PART 4 – PROPERTY USE INFORMATION specific to a non profit organization

What facilities are on the property?
1. Curling Rink
2.
3.
4.

What times are they accessible to the general public?	What are the membership requirements including fees?
16 hrs/week from November to March	none
Describe the purpose for which the facility is used.	**Describe the typical beneficiary and where they reside.**
curling	residents of Beaverlodge and area

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☑ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☑ General Public ☐ Members

PART 5 – CONTACT INFORMATION

Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Natasha McNaughton	Treasurer	403-597-6853	
Mailing Address for non profit organization		**Postal Code**	**Fax Number**
Box 1206, Beaverlodge, AB		T0H 0C0	
President of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Natasha Lenko	780-228-8236		
Treasurer of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Natasha McNaughton	403-597-6853		

PART 6 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments*

1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.

2) Copies of:
   - The organizations most current financial statements,
   - Certificate of Title (if applicable),
   - The current lease agreement with the property owner (if applicable),
   - A plan showing the area leased.

3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.

4) Any available brochures, newsletters or other pertinent information relative to the organization.

5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Natasha McNaughton	October 1, 2026	Treasurer	
Name (Please Print)	Date	Position	Signature

Application for Property Tax Exemption
Non Profit Organization

Application deadline September 30th of the year preceding the taxation year

FOR OFFICE USE ONLY

Property Roll Identifier	Taxation Year	Date
10040000	2027-2029	September 10, 2026

Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.
	P		3560KS					

Municipal Property Address: 1220 5th Avenue

Total Assessment	Land Assessment	Building Assessment
$594,520.00	$113,370.00	$481,150.00

PART 1 – PROPERTY INFORMATION *(Required by November 30th of the year preceding the taxation year)*

Name of property owner: Beaverlodge Daycare
Telephone Number (Bus): 780 354 2855
Telephone Number (Res):

Address of property owner: 1220 5th Ave Beaverlodge
Postal Code: T0H0C0
Fax Number:

Address of property for which exemption is requested: 1220 5th Ave. Beaverlodge

Portion/Area of the property held by the organization: ☒ All ☐ Part Area Occupied is:

Is there an agreement in place that confirms the portion of the property held by the organization? ☐ Yes If yes, provide expiry date _____ (mm / dd / yyyy) ☒ No

Date organization took occupancy (mm / dd / yyyy):

PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility: Beaverlodge Daycare
Telephone Number (Bus): 780 354 2855
Fax Number:

Act under which organization is registered as a non-profit organization: Charities Act.
Registration Number: 88164 5158 RT0001

Organization's objectives/purposes

1. Early Learning + Childcare
2.
3.
4.
5.

a) Are the resources of this organization devoted to the above objectives/purposes? ☒ Yes ☐ No If No, attach explanation

b) Are there any monetary gains or benefits received by the organization as a result of its provision of services? ☐ Yes If Yes, attach explanation ☒ No

c) Does your organization expect to move from this property during the following year(s)? ☐ Yes If Yes, attach explanation ☒ No

d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages? ☐ Yes If Yes, attach explanation ☒ No

e) Are the organization's services similar to any other organization and /or business? ☐ Yes If Yes, attach a sheet providing the organization/business name(s) ☒ No

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____ *(Municipality Contact Information)*

PART 3 – RETAIL COMMERCIAL OR LICENSED AREA

Does the organization have a retail commercial area at this location? ☐ Yes ☒ No

If yes, do you operate this area? ☐ Yes ☐ No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license? ☐ Yes If yes, enclose copy ☒ No	Class	Area (Sq.Ft)

PART 4 – PROPERTY USE INFORMATION specific to a non profit organization

What facilities are on the property?

1. Main Building - Legion Boardroom
2.
3. Outdoor Playspace
4.

What times are they accessible to the general public?	What are the membership requirements including fees?
n/a.	Families in Childcare fees.
Describe the purpose for which the facility is used.	**Describe the typical beneficiary and where they reside.**
Childcare + Education.	Beaverlodge, County of GP.

Are there any restrictions in place preventing anyone from using the facility? ☒ Yes ☐ No

If there are restrictions, explain Only for families accessing childcare.

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☒ General Public ☐ Members

PART 5 – CONTACT INFORMATION

Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Alysha Martin	Exec. Director	7803542855	
Mailing Address for non profit organization		**Postal Code**	**Fax Number**
Box 838 Beaverlodge, AB		T0H0C0	
President of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Alexandra Molitowski	7808821101		
Treasurer of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Shyann Moncreiff	7802966224.		

PART 6 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments*

1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.

2) Copies of:
   - The organizations most current financial statements,
   - Certificate of Title (if applicable),
   - The current lease agreement with the property owner (if applicable),
   - A plan showing the area leased.

3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.

4) Any available brochures, newsletters or other pertinent information relative to the organization.

5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Name (Please Print)	Date	Position	Signature
[illegible]	Sept. 10/26.	Executive Director	Alysha Martin.

LGS1316 (2010/08)

Application for Property Tax Exemption
Arts Facility or Museum

Application deadline September 30th of the year preceding the taxation year

FOR OFFICE USE ONLY

Property Roll Identifier	Taxation Year	Date
690000	2027-2029	Sept 15/26

Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.
	11	5	729EO					

Municipal Property Address: 1004 2nd Ave

Total Assessment	Land Assessment	Building Assessment
117,130.00	39,690.00	77,440

PART 1 – PROPERTY INFORMATION (*Required by November 30th of the year preceding the taxation year*)

Name of property owner	Telephone Number (Bus)	Telephone Number (Res)
Beaverlodge Hospital Auxiliary Ass	780-354-2605	

Address of property owner	Postal Code	Fax Number
1004-2nd Ave Beaverlodge	T0H0C0	

Address of property for which exemption is requested: 1004-2nd Ave, Beaverlodge

Portion/Area of the property held by the organization: ☑ All ☐ Part Area Occupied is:

Is there an agreement in place that confirms the portion of the property held by the organization? ☐ Yes If yes, provide expiry date _____ (mm / dd / yyyy) ☐ No

Date organization took occupancy (mm / dd / yyyy): 05/08/1994

PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility used for arts or a museum	Telephone Number (Bus)	Fax Number
Beaverlodge Hospital Auxiliary Assoc	780 354-2605	

Act under which organization is registered as a non-profit organization	Registration Number
Alberta Societies Act	504029752

Organization's objectives/purposes

1. To operate a thrift shop for the purpose of raising
2. funds to aid the Beaverlodge Hospital in
3. improving patient care. Continue to raise funds
4. towards our new health facility.
5.

a) Are the resources of this organization devoted to the above objectives/purposes? ☑ Yes ☐ No If No, attach explanation

b) Are there any monetary gains or benefits received by the organization as a result of its provision of services? ☐ Yes If Yes, attach explanation ☑ No

c) Does your organization expect to move from this property during the following year(s)? ☐ Yes If Yes, attach explanation ☑ No

d) Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages? ☐ Yes If Yes, attach explanation ☑ No

e) Are the organization's services similar to any other organization and /or business? ☐ Yes If Yes, attach a sheet providing the organization/business name(s) ☑ No

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____ *(Municipality Contact Information)*

PART 3 – RETAIL COMMERCIAL OR LICENSED AREA

Does the organization have a retail commercial area at this location? ☑ Yes ☐ No

If yes, do you operate this area? ☑ Yes ☐ No

What goods or services are sold at the retail commercial area?
Used Goods & clothing

For what purpose is the net income from the retail commercial area used?
To provide funding to hospital for patient care + comfort

Has an area within the facility been issued a gaming/liquor license?	Class	Area (Sq.Ft)
☐ Yes If yes, enclose copy ☐ No No		

PART 4 – PROPERTY USE INFORMATION specific to an arts/museum facility

What facilities are on the property?
1. No public facilities
2.
3. Open to public - Tues, Wed, Thur - 10:00 - 4:30
4.
5.

What are the membership requirements including fees?
$4 annual fee, meeting attendance

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☑ No
If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☑ General Public ☐ Members

PART 5 – CONTACT INFORMATION

Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Joann Rueckert	Secretary	780-518-3702	
Mailing Address for non profit organization		**Postal Code**	**Fax Number**
Box 914 Beaverlodge AB		T0H 0C0	
President of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Trish Schmidt	778-888-4657		
Treasurer of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Myrna Sideroff	780-518-8075		

PART 6 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments*

1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.

2) Copies of:

- ✓ The organizations most current financial statements,
- ✓ Certificate of Title (if applicable),
  - The current lease agreement with the property owner (if applicable),
  - A plan showing the area leased.

3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.

4) Any available brochures, newsletters or other pertinent information relative to the organization.

5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Joann Rueckert	2026-09-15	Secretary	
Name (Please Print)	Date	Position	Signature

LGS1313 (2010/08)

Application for Property Tax Exemption
Arts Facility or Museum

Application deadline September 30th of the year preceding the taxation year

FOR OFFICE USE ONLY

Property Roll Identifier	Taxation Year	Date
11620000	2027-2029	July 31, 2026

Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.
	1 & 2	2	8358ET					

Municipal Property Address: 512 5th Avenue

Total Assessment	Land Assessment	Building Assessment
$256,900.00	$113,710.00	$143,190.00

PART 1 – PROPERTY INFORMATION (*Required by November 30th of the year preceding the taxation year*)

Name of property owner	Telephone Number (Bus)	Telephone Number (Res)
Beaverlodge Area Cultural Society	780 354 3600	
Address of property owner	**Postal Code**	**Fax Number**
521 - 5th Avenue Beaverlodge AB	T0H 0C0	

Address of property for which exemption is requested: 512 - 5th Avenue, Beaverlodge AB

Portion/Area of the property held by the organization: ☒ All ☐ Part Area Occupied is:

Is there an agreement in place that confirms the portion of the property held by the organization?	If yes, provide expiry date (mm / dd / yyyy)	Date organization took occupancy (mm / dd / yyyy)
☐ Yes ☐ No		02/23/1990

PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility used for arts or a museum	Telephone Number (Bus)	Fax Number
Beaverlodge Area Cultural Society (BACS)	780 354 3600	
Act under which organization is registered as a non-profit organization	**Registration Number**	
Societies Act of Alberta	5041721O	

Organization's objectives/purposes

1. To provide an outlet for artists & fine crafters to display & sell work
2. To provide 2 Art Galleries for Exhibitions.
3. To provide art & craft classes for children, students & adults
4. To provide safe storage for historical documents & permanent collections
5. To provide studio space to artists and artisans

a)	Are the resources of this organization devoted to the above objectives/purposes?	☒ Yes ☐ No If No, attach explanation
b)	Are there any monetary gains or benefits received by the organization as a result of its provision of services?	☒ Yes If Yes, attach explanation ☐ No
c)	Does your organization expect to move from this property during the following year(s)?	☐ Yes If Yes, attach explanation ☒ No
d)	Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?	☐ Yes If Yes, attach explanation ☒ No
e)	Are the organization's services similar to any other organization and /or business?	☐ Yes If Yes, attach a sheet providing the organization/business name(s) ☒ No

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____ *(Municipality Contact Information)*

PART 3 – RETAIL COMMERCIAL OR LICENSED AREA

Does the organization have a retail commercial area at this location? ☒ Yes ☐ No

If yes, do you operate this area? ☒ Yes ☐ No

What goods or services are sold at the retail commercial area?
Handcrafted items and art are sold on consignment. Art Classes.

For what purpose is the net income from the retail commercial area used?
To offset operational costs

Has an area within the facility been issued a gaming/liquor license?	Class	Area (Sq.Ft)
☐ Yes If yes, enclose copy ☒ No		

PART 4 – PROPERTY USE INFORMATION specific to an arts/museum facility

What facilities are on the property?
1. Two Art Galleries
2. Visitor Information Centre for the Town of Beaverlodge.
3. Artist Studios
4. Tea Room (by donation)
5. Gift Shop

What are the membership requirements including fees? Facility is free to the Public. Any Albertan over 18 years $10/calendar year for artists who wish to show/sell. old can hold a membership

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☒ No

If there are restrictions, explain We prefer art-related activities.

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☒ General Public ☐ Members

PART 5 – CONTACT INFORMATION

Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Harmony Freeman	Executive Director	780 354 3600	
Mailing Address for non profit organization		**Postal Code**	**Fax Number**
PO Box 569 Beaverlodge, AB		T0H 0C0	
President of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Linda Land	780-918-5683		
Treasurer of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Vicki Hotte.	780-933-6030		

PART 6 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments*

1) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any.

2) Copies of:
   - The organizations most current financial statements,
   - Certificate of Title (if applicable),
   - The current lease agreement with the property owner (if applicable),
   - A plan showing the area leased.

3) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.

4) Any available brochures, newsletters or other pertinent information relative to the organization.

5) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Harmony Freeman	07/31/2026	Executive Director	[signature]
Name (Please Print)	Date	Position	Signature

Application for Property Tax Exemption
General

Application deadline November 30th of the year preceding the taxation year

FOR OFFICE USE ONLY

Property Roll Identifier	Taxation Year	Date
1220000	2026	Nov 10/26

Legal Description	Lot	Block	Plan	Part	Sec.	Township	Range	Mer.
(	12	8	7290 EO	SW10.5	-13			

Municipal Property Address: 301 - 10 STREET

Total Assessment	Land Assessment	Building Assessment
228,310	53360	174,950

PART 1 – PROPERTY INFORMATION (*Required no later than February 15th of the taxation year*)

Name of property owner	Telephone Number (Bus)	Telephone Number (Res)
Beaverlodge Senior Citizens Assn	780 354-2065	780-518-4425

Address of property owner	Postal Code	Fax Number
301 - 10 Street	T0H 0C0	N.A.

Address of property for which exemption is requested: 301 - 10 STREET

Portion/Area of the property held by the organization ☑ All ☐ Part Area Occupied is:

Is there an agreement in place that confirms the portion of the property held by the organization?	Date organization took occupancy (mm / dd / yyyy)
☐ Yes If yes, provide expiry date _____ (mm / dd / yyyy) ☐ No	

PART 2 – ORGANIZATION INFORMATION

Name of organization operating the facility	Telephone Number (Bus)	Fax Number
Beaverlodge Senior Citizens Association	780. 354.2065	N/A

Act under which organization is registered as a non-profit organization	Registration Number
Societies	500096797

Organization's objectives/purposes

1. To enrich the retirement of Seniors in our Community
2. A gathering place for activities, and companionship
3.
4.
5.

a)	Are the resources of this organization devoted to the above objectives/purposes?	☑ Yes ☐ No If No, attach explanation
b)	Are there any monetary gains or benefits received by the organization as a result of its provision of services?	☐ Yes If Yes, attach explanation ☑ No
c)	Does your organization expect to move from this property during the following year(s)?	☐ Yes If Yes, attach explanation ☑ No
d)	Is any income or profits from the organization paid to a member or shareholder of the organization other than as wages?	☐ Yes If Yes, attach explanation ☑ No
e)	Are the organization's services similar to any other organization and /or business?	☐ Yes If Yes, attach a sheet providing the organization/business name(s) ☑ No

This information is being collected for property tax exemption purposes in accordance with the Municipal Government Act and Community Organization Property Tax Exemption Regulation (AR281/98) and s.33(c) of the Freedom of Information and Protection of Privacy Act. All personal information will be managed in compliance with the provisions of the FOIP Act. Questions about the collection of this information can be directed to _____ *(Municipality Contact Information)*

PART 3 – RETAIL COMMERCIAL OR LICENSED AREA

Does the organization have a retail commercial area at this location? ☐ Yes ☑ No

If yes, do you operate this area? ☐ Yes ☐ No

What goods or services are sold at the retail commercial area?

For what purpose is the net income from the retail commercial area used?

Has an area within the facility been issued a gaming/liquor license?	Class	Area (Sq.Ft)
☐ Yes If yes, enclose copy ☑ No		

PART 4 – PROPERTY USE INFORMATION

What facilities are on the property?

1. Building 301-10 STREET, BEAVERLODGE - (ALL)
2.
3.
4.
5.

What times are they accessible to the general public?	What are the membership requirements including fees?
AS PER BOOKING	25.00 Per YEAR

Are there any restrictions in place preventing anyone from using the facility? ☐ Yes ☑ No

If there are restrictions, explain

Are the services provided by the organization advertised and promoted to the general public, or primarily to members? ☐ General Public ☑ Members

PART 5 – CONTACT INFORMATION

Contact Name	Position with Organization	Telephone Number (Bus)	Telephone Number (Res)
Kathy Longson	TREASURER	780.518.4425	780.354.8555
Mailing Address for non profit organization		**Postal Code**	**Fax Number**
P.O BOX 924 BEAVERLODGE AB		T0H 0C0	N/A.
President of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
KEN RYCROFT	780.354.2065	Same.	N/A
Treasurer of Organization	**Telephone Number (Bus)**	**Telephone Number (Res)**	**Fax Number**
Kathy Longson	780.518.4425	780.354.8555	N/A.

PART 6 – REQUIRED INFORMATION – *please ensure the following are submitted as attachments*

2) Certificate of Incorporation, current confirmation that the organization is registered in good standing and the Memorandum of Association and the Articles of Association, if any. - attached - 2026 Filing

3) Copies of:

- The organizations most current financial statements, - Dec 31, 2025
- Certificate of Title (if applicable), N/A
- The current lease agreement with the property owner (if applicable), N/A
- A plan showing the area leased. N/A

4) If applicable, a letter from the property owner confirming that he/she is aware of this exemption application and understands that the municipality will estimate taxes on the area occupied by the organization based on methodology that may be different from that used by the landlord.

5) Any available brochures, newsletters or other pertinent information relative to the organization.

6) Any other information that the Assessment Department may deem necessary.

I certify that I am authorized to submit this application on behalf of the organization, and that the information provided on this application form, and as attachments to this form, is true and accurate in every respect, and that all information required under Part 6 of this application is included.

Kathy Longson	2026.10.11	Treasurer	
Name (Please Print)	Date	Position	Signature

MAFP1311 (2004/03)

Town of Beaverlodge
A Place to Build Dreams

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

Request for Decision

Meeting:	Council Meeting
Meeting Date:	November 23, 2026
Title:	Bylaw #1014-2 Amendment to Schedule "A"
Presenter & Position:	Tina Letendre, Development Officer & Deputy CAO
Agenda Category:	New Business

PURPOSE:

To amend Schedule "A" of the Garbage and Recycling Bylaw #1014, as the rate for the Bins has been increased from $75 plus GST to $115 plus GST. The fee change of Schedule "A" is the only amendment to the Bylaw.

PROPOSED RESOLUTION:

THAT COUNCIL gives first reading to Bylaw #1014-2

THAT COUNCIL gives second reading to Bylaw #1014-2

THAT COUNCIL moves to unanimously go to third reading of Bylaw #1014-2

THAT COUNCIL gives third and final reading to Bylaw #1014-2

TOWN OF BEAVERLODGE
BYLAW #1014-2
REVISED GARBAGE AND RECYCLING BYLAW

Being a Bylaw of the Town of Beaverlodge to establish garbage collection, removal, levy, disposal of garbage and refuse, and collection of recyclables in the Town of Beaverlodge.

WHEREAS pursuant to the provisions of the Municipal Government Act, Section 7, being Chapter M-26 of the Statutes of Alberta 2000 and amendments thereto, gives Council authority to pass a bylaw respecting the services provided by or on behalf of the municipality.

WHEREAS the Council of the Town of Beaverlodge deems it necessary to pass a bylaw for the collection and disposal of garbage, and collection of recyclables within the Town of Beaverlodge.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE TOWN OF BEAVERLODGE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. No person, firm or corporation shall deposit, leave, dispose of, or abandon any waste material within the corporate limits of the Town of Beaverlodge, in any location other than the designated disposal places.
2. Council may, at their discretion, employ any person or persons or may contract with any person or persons for regular pick-up or removal of garbage or refuse or recyclables within the Town of Beaverlodge and pay the cost of this service from the general revenue of the Town.
3. No hazardous waste will be picked up.
4. Any person transporting waste material may deposit same in the Regional Landfill Site and in doing so they should not allow any of the waste material to fall off the vehicle while transporting to landfill site. All loads must be tarped or enclosed.
5. No person shall pick over, interfere with, disturb, remove, or scatter any waste material put out for collection or removal.
6. No person shall place a waste container in a manner which interferes with vehicular or pedestrian traffic.
7. No person shall vandalize or willfully damage any waste container. Every person shall be responsible for any damage to their garbage cart or organic waste cart and will be responsible for the cost of replacing or repairing the cart(s) unless the damage is normal wear and tear or was done by the garbage collector.
8. The Town is not responsible for stolen garbage or recycle carts.

9. No person shall place out for collection, or mix with any other solid waste, hazardous waste as per Schedule "C".

10. The owner, lessee, or tenant of a single-family residence, which is considered a household from which garbage or refuse is collected on a weekly basis, shall pay a monthly fee for such services as set out in Schedule "A".

11. Any building housing more than four (4) families must have at least one (1) metal refuse container (commercial dumpster) approved by the Town of Beaverlodge.

12. As per Schedule "A", a fee shall be collected prior to the household obtaining a garbage cart. Upon the collection of the fee and the delivery of the garbage cart, ownership of the cart shall transfer to the property.

13. The Town relinquishes the ownership of the garbage carts that have been delivered to the properties prior to the passage of this Bylaw. All property owners are now the owner of the garbage cart(s).

14. No garbage containers will be emptied unless garbage is contained in bags and tied and the lid on the cart is fully closed.

15. If you have a front street collection, residential bins must be at curb, in the provided cart, by 7:30 a.m. on day of collection and 9:00 a.m. for commercial properties. If you park on the street, remember to park your vehicle in your driveway.

16. If your collection is in your rear lane, place your bin within 3 metres (10 feet) of the rear lane, ensure the waste cans are easily accessible.

17. Bins may not be placed at the curb prior to 6:00 p.m. the day before pick-up and must be removed from the curb by 6:00 a.m. the day after pick-up.

18. All garbage must be at the curb side or rear lane in the provided bin. The lid on the container must be closed. Any additional garbage that does not fit inside the bin with the lid closed must be placed into plastic bags, which should be of tough strength and measure 2ft by 3ft. and be placed beside the bin. Each bag must have an "Additional Bag Tag" affixed to the bag; these tags will be available at the Town Office as per Schedule "A".

19. Garbage pick up shall be Thursdays and Recycling pick up shall be Mondays, according to a schedule to be determined by the Town of Beaverlodge and the provider and may be subject to change.

20. Any business that disposes of food waste must place such refuse in plastic bags, tightly secured, before placing in cart. Owners must ensure the area around garbage carts and dumpsters is clean and clear of refuse to discourage scavengers.

21. Business owners who obtain a commercial garbage bin must ensure the area around the dumpster(s) is clean and clear of refuse to discourage scavengers.

22. Any person failing to comply with any section of this Bylaw shall be guilty of an offence and liable to the Town for any expense, loss or damage occasioned to the Town by reason of such violation.

23. **ENACTMENT**

23.1 This Bylaw shall come into full force and effect on the date it is finally passed by Council.

24. **GENERAL**

A. Schedule "A-1" is hereby deleted in its entirety.
B. Schedule "A-2" is hereby approved and attached as an amendment to bylaw 1014-2:

READ a first time ____day of November, 2026.

READ a second time this ____ day of November, 2026.

READ a third time and finally passed this ____ day of November, 2026.

_____
Mayor Gary Rycroft

_____
CAO Jeff Johnston

SCHEDULE "A-2"

RATE SCHEDULE BYLAW
1014-1

Garbage Rate

All consumers with Town garbage bins shall pay the monthly garbage fee as follows:

a) 1 Garbage Bins (Black)	$16.50
b) 1 set of Recycling Bins (Green & Blue)	$ 7.50
c) Each extra bin	$ 7.50

Other Rates

Bin Replacement	$115.00 plus GST/each bin
Additional Bag Tag	$ 2.00/bag tag

SCHEDULE "B"
Acceptable Materials for Curbside Recycling Collection:

Mixed Paper: (Blue Container)

Newspapers	Magazines	Catalogues
Envelopes	Junk Mail	Phone Books
Brochures	Glossy Flyers	Paper labels
Non foil gift wrap	Note paper	Post it notes
Documents/Forms	Receipts	Invoices

Office/Copy paper – white or coloured
Corrugated Cardboard (moving boxes, furniture boxes, computer boxes, etc.)
Box Board (cereal boxes, cracker boxes, tissue boxes, paper towel rolls, etc.)

*Please ensure your cardboard is clean and dry and ensure all plastic packaging, Styrofoam, twist ties, wood, etc. have been removed prior to recycling.

*Cardboard contaminated with grease and food waste (i.e. pizza boxes) are not recyclable. Any contamination can cause a partial truckload of recycling to be sent to the landfill.

Metal: (Green Container)

Tin/tin cans, tin pie plates	Foil, foil trays, foil wrap
Jar lids	Aluminum

Plastic: (Green Container)

Containers numbered 1 through 7 can be recycled.

*The number can be found in a recycling triangle, often on the bottom of the container. Lids are often made from different kind of plastic and if a lid is not labeled with a number 1 through 7 it is not recyclable. If the plastic item does not have a number on it or is not one of the numbers above, it goes in the garbage, not recycling.

**No Styrofoam, plastic packaging and preferably no plastic garbage bags.

Beverage Containers:

Plastic Drink Bottles – water bottles and soft drink bottles, juice pouches, box wine
Plastic Jugs, Poly Cups & Bottles – clear, coloured and opaque plastic beverage containers
Aluminum Cans – pop, juice, energy drinks & beer
Polycoat Containers – drink boxes, juice, milk, cream, rice & soy drink cartons

SCHEDULE "C"
PROHIBITED WASTE

1. No person shall place out for collection, or mix with any other solid waste, any of thefollowing items:

   a) Household hazardous waste or dangerous goods including solvents, oven cleaners, paints, fuels or lubricants, wet cell batteries, lead acid batteries, oil filters, empty oilcontainers, pesticides, herbicides, aerosol cans or any material commonly referred to as household, commercial or industrial hazardous waste.

   b) Hypodermic needles, sharp objects or broken glass unless packaged in closed,secure, sharps containers.

   c) Pathogenic and biomedical waste.

   d) Light, dusty, or objectional materials included cooled ashes, powders, sawdust, furnace filters, absorbents, and disposal diapers unless placed in closed containersor securely tied bags before being placed in the appropriate waste container.

   e) Animal waste including dead animals, manure, kennel waste, animal parts or excreta, unless the animal excreta are packaged in a securely tied bag before beingplaced in the appropriate waste container.

Town of Beaverlodge
A Place to Build Dreams

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

Request for Decision

Meeting:	Council Meeting
Meeting Date:	November 23, 2026
Title:	Land Use Bylaw #1044
Presenter & Position:	Tina Letendre, Development Officer & Deputy CAO
Agenda Category:	New Business

PURPOSE:

To seek Council's support for an application to the Federation of Canadian Municipalities' (FCM) Green Municipal Fund, Sustainable Municipal Buildings program, for funding to undertake a feasibility study for a proposed new municipal arena.

BACKGROUND:

Administration has received a Land Use Bylaw Amendment Application, dated October 28, 2026, requesting the redesignation of the property located at **901–6th Avenue, Beaverlodge**, legally described as Plan 1190HW, Block 2, Lot S48' of 8.

The applicant is requesting that the property be rezoned from **Residential High Density (R-3)** to **Direct Control Residential (DC-R)**.

In the application, the applicant indicates that the requested rezoning is based on the size and location of the property and what they believe would best serve the needs of the community.

The purpose of the Direct Control Residential (DC-R) District, as outlined in Section 11.14 of Land Use Bylaw No. 1004, is to provide Council with a mechanism to consider unique and innovative residential developments that do not fit within the normal parameters of other residential zones. This district allows Council to establish site-specific regulations to accommodate such developments.

Town of Beaverlodge
A Place to Build Dreams

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

The Development Officer has already sent Rezoning Referral notices to all adjacent landowners within a 150' radius of the property, to date 4 comments have been received, all of which are opposed to the rezoning, these comments will be provided at the time of public hearing.

LAND USE BYLAW AMENDMENT PROCESS:

As per our Land Use Bylaw #1004, Section 8.2 the process for amending the Land Use Bylaw (which includes Rezoning) is that upon receipt of a complete application along with applicable fee, the Development Officer shall refer the application to Council for first reading and to establish a date for public hearing to be held prior to second reading. Granting first reading does not constitute approval of the proposed rezoning. It allows the application to proceed through the required public consultation process before Council makes its final decision.

RECOMMENDATION:

That Council give first reading to Bylaw #1044 and set the date for Public Hearing.

PROPOSED RESOLUTION:

THAT COUNCIL gives first reading to Bylaw #1044 and sets the date for Public Hearing as December 14, 2026.

ATTACHEMENTS:

- Bylaw #1044
- Municipal Development Plan/Land Use Bylaw Amendment Application Form H
- Map of property

BYLAW #1044
TOWN OF BEAVERLODGE

A BYLAW TO AMEND LAND USE BY-LAW #1004 OF THE TOWN OF BEAVERLODGE, IN THE PROVINCE OF ALBERTA.

WHEREAS, Council of the Town of Beaverlodge, in the Province of Alberta had adopted the Land Use By-Law; and

WHEREAS, the Council has the authority under the provisions of the Municipal Government Act, Chapter M-26 and amendments thereto, to amend the Land Use By-Law;

NOW THEREFORE, the Council of the Town of Beaverlodge, duly assembled, enacts as follows:

1) THAT the Land Use ByLaw #1004 is hereby amended as follows:

That the following plans be rezoned from Residential Low Density (R2) to Direct Control Residential (DC-R):

- Plan 1190HW Block 2 Lot S48' of 8

2) THIS bylaw comes into effect upon the date of it finally being passed.

Read a FIRST time this ___ Day of November, 2026.

Read a SECOND time this ___ Day of_____, 2026.

Read a THIRD and FINAL time this ___ Day of _____, 2026.

_____
MAYOR

_____
CHIEF ADMINISTRATIVE OFFICER

MUNICIPAL DEVELOPMENT PLAN/LAND USE BYLAW AMENDMENT APPLICATION FORM H

FOR ADMINISTRATIVE USE

APPLICATION NO.	LUB2026-02
DATE RECEIVED	OCTOBER 28, 2026

Town of Beaverlodge, 400-10th Street, Box 30, Beaverlodge, AB, T0H 0C0
W: beaverlodge.ca | E: development@beaverlodge.ca | T: (780) 354-2201 | F: (877 309-9281

APPLICANT INFORMATION	COMPLETE IF DIFFERENT FROM APPLICANT
NAME OF APPLICANT DAVID SWINTON	NAME OF REGISTERED OWNER 2314066 Alberta Inc
ADDRESS 151 Range Crescent NW	ADDRESS 151 Range Crescent NW
Calgary, Alberta	CALGARY, ALBERTA.
POSTAL CODE T3G 1P5	POSTAL CODE T3G 1P5
EMAIL ADDRESS* firmfoundationdevelopments@gmail.com	EMAIL ADDRESS* firmfoundationdevelopments@gmail.com
*By supplying the Town with an email address, you agree to receive correspondence by email.	
PHONE (CELL) PHONE (RES) PHONE (BUS) 587-202-7855	PHONE (CELL) PHONE (RES) PHONE (BUS) 587-202-7855

AMENDMENT INFORMATION

FORM ADMENDMENT

☒ Land Use Bylaw Map Amendment (Reclassification of Land) ☐ Municipal Development Plan Amendment

Current Land Use District: R3 Proposed Land Use District: DC-R

☐ Text Amendment

Description of Amendment: I wish to have my lot at 901-6 Ave Beaverlodge re-classified from R3 zoning to Direct Control. Zoning. I believe its large size, location and community need is best served by this.

LAND INFORMATION (IF LAND USE BYLAW MAP AMENDMENT)

All/part of Lot: S'48' of 8 Block: 2 Registered Plan No. 1190HW C.O.T No:

All/part of the 1/4 Section Township Range West of the 6th Meridan

Municipal Address (If applicable): 901- 6 Ave Beaverlodge

SIGNATURES

I/We Enclose the required application fee of $ 800 – by email

The following information is to be attached to this application (if the amendment is for the redesignation of land):

On a separate sheet, provide a scaled site plan of the property to be redesignated and the land uses surrounding the subject Property within 90 metre (285 ft) radius of the boundaries of the site.

Current copy of the title.

Copy of the caveats or restrictive covenants registered against the title affecting the land use.

Completed Owner's Authorization (FORM H) where the applicant is the agent for the owner.

The Development Officer may refuse to accept an application to amend the Municipal Development Plan or the Land Use Bylaw if the information required has not been supplied or if, in his/her opinion, it is of inadequate quality to properly evaluate the application.

I/WE HEREBY AUTHORIZE REPRESENTATIVES OF THE TOWN TO ENTER MY/OUR LAND FOR THE PURPOSE OF CONDUCTING A SITE INSPECTION IN CONNECTION WITH THIS APPLICATION

I/WE HEREBY DECLARE THAT THE ABOVE INFORMATION IS, TO THE BEST OF MY/OUR KNOWLEDGE, FACTUAL AND CORRECT

	Oct 27/2026 DATE	SIGNATURE OF APPLICANT
NOTE: Signature of Registered Landowner required if different LANDOWNER/LEASEHOLDER From Applicant	Oct 27/2026 DATE	SIGNATURE OF REGISTERED

FOR ADMINISTRATIVE USE

LAND USE DISTRICT: R2 Residential Low Density BYLAW NO. 1004

FEE ENCLOSED: (YES) NO AMOUNT: 800.00 RECEIPT NO.: 2026016904

FIRST READING DATE: November 23/26 PUBLIC HEARING DATE: December 14/26

SECOND READING DATE: _____ THIRD/FINAL READING DATE: _____

The personal information on this form is collected under the authority of Section 33 (c) of the Freedom of Information and Protection of Privacy Act, Section 642 of the Municipal Government Act and or the Safety Code Act. The information will be used to process your application(s) and your name and or address of where the development is being proposed may be made available to the public upon request or at a public meeting. If you have questions on the collection and use of this information, please contact the Town Office.


5 AVE
6 AVE
7 AVE

Town of Beaverlodge
A Place to Build Dreams

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

November 24, 2026

Linda Nelson, CLGM, CTAJ, ACTAJ™, EMR
Chief Administrative Officer
Town of Sundre

RE: Landrex Letter of Reference

Dear Linda

As Mayor of Beaverlodge, I am pleased to offer my strong support for Landrex Inc. as a prospective partner for the Sundre Campus of Care. This recommendation comes from our direct experience working with Landrex on the Mountview Health Complex and the confidence that relationship has built.

For a small municipality, advancing a healthcare project of this importance requires considerable trust. Council must know that its partner understands what is at stake for residents and will remain engaged when difficult decisions arise. In our experience, Landrex has earned that trust.

What stands out is Landrex's willingness to take ownership of challenges and work toward a resolution. Its leadership has remained accessible, engaged in difficult discussions and focused on moving the project forward. That consistency matters to a municipality undertaking a commitment that will serve generations.

Mountview represents years of effort and a deeply held community aspiration. Landrex has treated that responsibility with the seriousness it deserves. We have valued its determination, its willingness to work alongside the Town and its sustained commitment to making the project a reality.

Our experience has given us confidence in Landrex and their commitment to the communities in which they work. From a municipal perspective, that confidence is one of the strongest recommendations we can offer.

The Town of Sundre must select the partner best suited to its own needs and expectations. We would welcome the opportunity to share our perspective directly with your Council and evaluation committee.

Sincerely,

Gary Rycroft
Mayor, Town of Beaverlodge
grycroft@beaverlodge.ca

OCTOBER 2026 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:** 5

Animal Control - Running at Large:	2
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
Unsightly Premises:	0
Parking:	2
Fire/Permit:	0
Other:	1

4. **Town Priorities:**
   a)
   b)
   c)

Monthly Occurrences By Zone

Reporting Period: 2026-10-01 to 2026-10-31 23:59:59

Printed on:2026-11-02 11:56:18

Muncipality:BEAVERLODGE

Zone	Complaint Type	Occurrences Count
BEAVERLODGE	ANIMAL CONTROL - RAL	2
BEAVERLODGE	NOISE BYLAW	1
BEAVERLODGE	PARKING	2
Total		5

COUNTY OF GRANDE PRAIRIE NO. 1

CONTRACT TIME DETAILS FOR BILLING

REPORTING PERIOD: **2026-10-01 to 2026-10-31**

MUNICIPALITY: **BEAVERLODGE**

ADMINISTRATION 2.00 HOURS

TYPE: **BYLAW OFFICER**

EVENT	START/END	HOURS	MUNICIPALITY	ACTIVITY	LINKED REPORT INCIDENT TYPE	NOTES
1		2.00		ADMINISTRATION		
2	2026-10-01 13:11:00 2026-10-01 13:26:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
3	2026-10-01 14:04:00 2026-10-01 14:19:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
4	2026-10-01 15:28:00 2026-10-01 15:43:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
5	2026-10-02 15:19:00 2026-10-02 16:19:00	1.00	BEAVERLODGE	PATROL		
6	2026-10-03 13:57:00 2026-10-03 14:57:00	1.00	BEAVERLODGE	PATROL		
7	2026-10-05 10:08:00 2026-10-05 11:08:00	1.00	BEAVERLODGE	PATROL		
8	2026-10-06 12:50:00 2026-10-06 13:05:00	0.25	BEAVERLODGE	OCCURRENCE	NOISE BYLAW	
9	2026-10-07 11:07:00 2026-10-07 11:22:00	0.25	BEAVERLODGE	OCCURRENCE	NOISE BYLAW	
10	2026-10-07 11:22:42 2026-10-07 11:37:42	0.25	BEAVERLODGE	PATROL		
11	2026-10-08 11:44:00 2026-10-08 12:14:00	0.50	BEAVERLODGE	PATROL		
12	2026-10-08 14:26:00 2026-10-08 15:26:00	1.00	BEAVERLODGE	PATROL		
13	2026-10-09 15:52:00 2026-10-09 16:52:00	1.00	BEAVERLODGE	PATROL		
14	2026-10-10 13:31:00 2026-10-10 14:31:00	1.00	BEAVERLODGE	PATROL		
15	2026-10-11 10:58:00 2026-10-11 11:58:00	1.00	BEAVERLODGE	PATROL		
16	2026-10-12 10:25:00 2026-10-12 11:25:00	1.00	BEAVERLODGE	PATROL		
17	2026-10-13 10:40:00 2026-10-13 11:40:00	1.00	BEAVERLODGE	PATROL		
18	2026-10-13 15:30:00 2026-10-13 16:30:00	1.00	BEAVERLODGE	PATROL		
19	2026-10-14 10:07:00 2026-10-14 11:07:00	1.00	BEAVERLODGE	PATROL		
20	2026-10-14 16:30:00 2026-10-14 17:00:00	0.50	BEAVERLODGE	PATROL		
21	2026-10-15 11:30:00 2026-10-15 12:30:00	1.00	BEAVERLODGE	PATROL		
22	2026-10-16 12:45:00 2026-10-16 13:45:00	1.00	BEAVERLODGE	PATROL		

23	2026-10-18 16:21:00 2026-10-18 17:21:00	1.00	BEAVERLODGE	PATROL		
24	2026-10-19 16:59:00 2026-10-19 17:59:00	1.00	BEAVERLODGE	PATROL		
25	2026-10-20 10:18:00 2026-10-20 11:03:00	0.75	BEAVERLODGE	PATROL		
26	2026-10-20 10:55:46 2026-10-20 11:55:46	1.00	BEAVERLODGE	PATROL		
27	2026-10-21 09:51:00 2026-10-21 10:06:00	0.25	BEAVERLODGE	PATROL		
28	2026-10-21 10:07:00 2026-10-21 10:22:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
29	2026-10-21 10:07:00 2026-10-21 10:22:00	0.25	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
30	2026-10-21 10:30:00 2026-10-21 10:45:00	0.25	BEAVERLODGE	OCCURRENCE	UNSIGHTLY PREMISES	
31	2026-10-21 16:05:00 2026-10-21 16:20:00	0.25	BEAVERLODGE	PATROL		
32	2026-10-22 09:49:00 2026-10-22 10:34:00	0.75	BEAVERLODGE	PATROL		
33	2026-10-23 10:39:00 2026-10-23 10:54:00	0.25	BEAVERLODGE	PATROL		
34	2026-10-23 10:59:00 2026-10-23 11:14:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
35	2026-10-23 10:59:00 2026-10-23 11:14:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
36	2026-10-23 13:52:00 2026-10-23 14:22:00	0.50	BEAVERLODGE	PATROL		
37	2026-10-24 16:36:00 2026-10-24 16:51:00	0.25	BEAVERLODGE	OCCURRENCE	PARKING	
38	2026-10-26 11:37:00 2026-10-26 12:22:00	0.75	BEAVERLODGE	PATROL		
39	2026-10-27 09:49:00 2026-10-27 10:19:00	0.50	BEAVERLODGE	PATROL		
40	2026-10-27 13:10:00 2026-10-27 14:10:00	1.00	BEAVERLODGE	PATROL		
41	2026-10-28 10:14:00 2026-10-28 10:29:00	0.25	BEAVERLODGE	PATROL		
42	2026-10-29 10:30:00 2026-10-29 11:00:00	0.50	BEAVERLODGE	PATROL		
43	2026-10-29 11:30:00 2026-10-29 11:45:00	0.25	BEAVERLODGE	PATROL		
44	2026-10-29 11:45:00 2026-10-29 12:15:00	0.50	BEAVERLODGE	OCCURRENCE	ANIMAL CONTROL - RAL	
45	2026-10-29 13:55:00 2026-10-29 14:25:00	0.50	BEAVERLODGE	PATROL		
46	2026-10-31 10:00:00 2026-10-31 11:00:00	1.00	BEAVERLODGE	PATROL		

TOTAL HOURS: 30.00
BYLAW OFFICER HOURS: 30.00

TOTAL EVENTS: 46
BYLAW OFFICER PERCENTAGE: 100.0%

County of Grande Prairie No. 1

Monthly Ticket

Reporting Period:2026-10-01 - 2026-10-31

Pay Centre:BEA

Ticket No	Ticket Date	Ticket Time	Charge	Statute	Activity	Pay Centre	Member	Fine Amount

Ticket Count:0 **$0**

Town of Beaverlodge
A Place to Build Dreams

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

Monthly Report to Council

Date: November 16, 2026

From: *Reanna Stockman*
FCSS Program Coordinator

Department: FCSS

Project/Event	Highlights/Concerns
Food Bank	October saw 90 clients for Food Bank with $2,870 handed out in gift cards. Christmas Hamper applications opened November 4, 2026 and close December 4, 2026.
Transportation	October had a total of 101 riders. (9 x Monday riders, 30 x Tuesday riders, 22 x Wednesday Riders, 18 x Thursday riders and 22 private booking riders.) Total of 18 trips were for medical purposes. 14 new riders in October and 6 Hythe riders. We had two private bus bookings for October. There are 5 private bookings for November currently.
Meals on Wheels	October served 43 meals to 3 clients with all deliveries made by CRAVEE.
Fall Programming	• Teen Skills – Self Defense **November 6** – 13 teens attended • Community Scam Presentation **November 10 – 13 residents attended** • Mary Lambert Children's Concert **November 19** • Home Alone **November 20** • Fire Truck Food Round-Up **– November 30**
FCSSAA Conference	I will be attending the annual FCSSAA Conference in Edmonton November 24-27.
Grant Funding	Successfully awarded $20,520 from Healthy Aging for continuing our Assisted Transportation Program for 2027.
Presentation	November 5 - Transportation presentation for the Health Advisory Council 1

Item Number	Subject	Requested On	People Responsible	Item Notes	Status	Target Date of Completion
1	Fixed Income Tax Rebate	27-Apr-26	CAO/Admin	Investigate and research alternative frameworks that may exist for a Property Tax Rebate Program for fixed income residents.	In progress	
2						
3						
4						
5						
6						

Current: November 23, 2026

Town of Beaverlodge
A Place to Build Dreams

Box 30, Beaverlodge, AB T0H 0C0
Phone: 780.354.2201
Fax: 780.354.2207

Monthly Report to Council
Date: October 2026

From: Nick Kebalo Department: PW/H&S

Project/Event	Highlights/Concerns
Health and Safety committee	Met Nov 18th 2026, did site inspection at the Water treatment plant.
Culverts and ditches	Ditch work on 11th is completed for the year, we will go in and seed in the spring.
Street sweeping	Fall street sweeping is complete.
Arena	Working with Acme Heating to try to remedy the heating system in the west side of the building. The old glycol system is not working and not repairable.
Winter equipment maintenance	Mike and the team are working through the last of the scheduled maintenance for our equipment to be ready for winter. Top Dog mechanical currently has the grader, there are some safety issues with the unit that are beyond our capacity to repair. Top dog also noted some other issues that will force us to look at alternative graders in the mid to long term. Once we receive the report from Top Dog, I will speak with Jeff to determine the best course of action for the town.
Sidewalks and curb concrete work	Work is completed for the season.
Pool leak	Repair was not effective, we have secured a alternative engineering firm and are working at identifying potential testing that will further identify where leak is coming from.
Road rehab	Complete

BEAVERLODGE FIRE SERVICES

October 2026 Fire Service Review

For the month of October, Beaverlodge Fire Services responded to a total of 34 incidents. In comparison to 2025, there was a 41.67% increase in call volume.

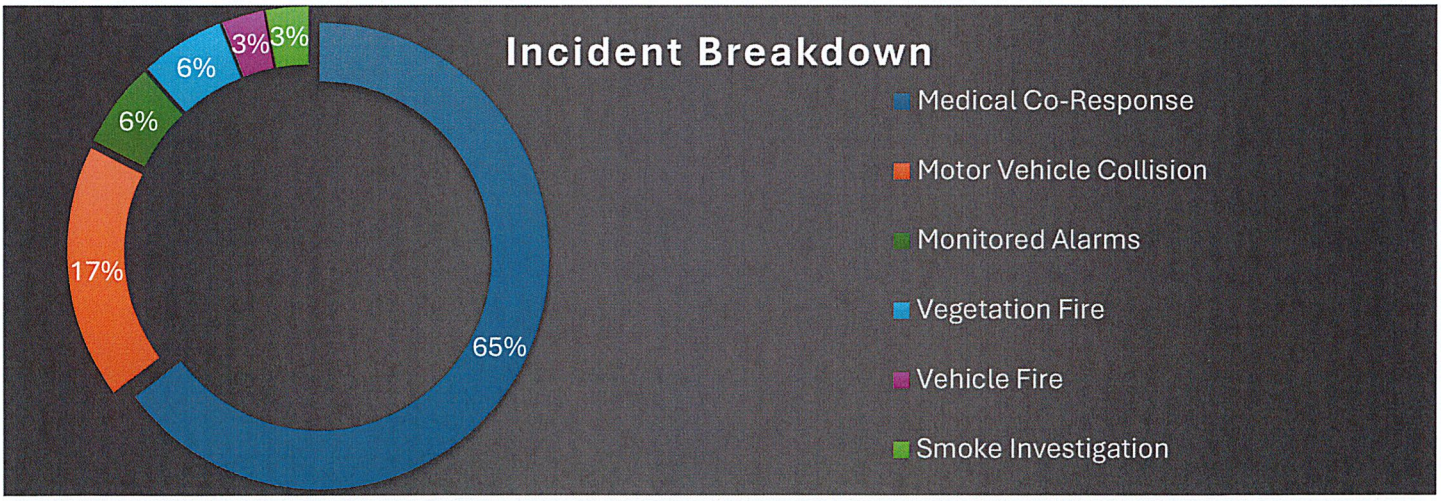
Within town limits: 18 Incidents (52.94% total incident response)

- 16 Medical Co-Response
- 1 Monitored Alarm
- 1 Motor Vehicle Collision

Within the County of Grande Prairie & mutual aid districts: 16 Incidents (47.06% total incident response)

- 6 Medical Co-Response
- 2 Vegetation Fire
- 5 Motor Vehicle Collision
- 1 Monitored Alarm
- 1 Smoke Investigation
- 1 Vehicle Fire

Member average for incident response: 2.77
Daily incident average for the month: 1.1 per day



October Highlights:

- Increase of Motor Vehicle Collisions due to seasonal changes during dawn and dusk.
- Total call volume reached 34 incidents; a 41.67% increase compared to October 2025.
- Medical Co-Response was the leading call type with 22 incidents (16 in town, 6 in the County and mutual aid districts), about 64.7% of all responses.
- Responses were split almost evenly between town limits (18 incidents, 52.94%) and the County of Grande Prairie and mutual aid districts (16 incidents, 47.06%).
- Motor Vehicle Collisions totalled 6 incidents (1 in town, 5 in the County and mutual aid districts), about 17.6% of all responses.
- Fire-related responses were limited to 2 Vegetation Fires and 1 Vehicle Fire, with 1 Smoke Investigation and 2 Monitored Alarms.

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Monthly Report to Council

Date: November 2026

From: Tanya Harvey

Department: Recreation

Project/Event	Highlights/Concerns
NuVista Energy Centre	Aquatics: • Leisure Pool drain line repairs have been completed. We have begun the necessary steps to fill and start circulation. Once the basin is fully operational, we require two clean water sample reports from AHS. • School lessons have begun. • Lifesaving Sport Club has started. • Bronze Medallion was offered in November. Fitness Center & Fitness Programs: • Beaverlodge Regional High School and St. Mary Catholic School have begun bringing their students.
Community Kitchen & Gym	• Pickleball rents the gymnasium twice weekly. • Club Volleyball teams are booked to begin twice-weekly practices beginning in December.
Community Center/Multipurpose Room	• Pickleball runs daily in the Community Centre. • C.S.W. day camps are hosted in the Community Centre. • Ovintiv Open House is schedule for November 18th. The graciously sponsored Public Swim from 4:00-9:00pm. • Roof repairs effected the use of the Community Centre throughout November.
Arena	• School groups have begun filling available daytime ice. • The installation and launch of LiveBarn is complete.
Community Programs	• The Recreation Centre has partnered with FCSS to offer C.S.W. Day Camps for the school year.

Town of Beaverlodge
A Place to Build Dreams

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

Monthly Report to Council

Date: November 16, 2026

From: *Reanna Stockman*
FCSS Program Coordinator

Department: FCSS

Project/Event	Highlights/Concerns
Food Bank	October saw 90 clients for Food Bank with $2,870 handed out in gift cards. Christmas Hamper applications opened November 4, 2026 and close December 4, 2026.
Transportation	October had a total of 101 riders. (9 x Monday riders, 30 x Tuesday riders, 22 x Wednesday Riders, 18 x Thursday riders and 22 private booking riders.) Total of 18 trips were for medical purposes. 14 new riders in October and 6 Hythe riders. We had two private bus bookings for October. There are 5 private bookings for November currently.
Meals on Wheels	October served 43 meals to 3 clients with all deliveries made by CRAVEE.
Fall Programming	• Teen Skills – Self Defense **November 6** – 13 teens attended • Community Scam Presentation **November 10 – 13 residents attended** • Mary Lambert Children's Concert **November 19** • Home Alone **November 20** • Fire Truck Food Round-Up **– November 30**
FCSSAA Conference	I will be attending the annual FCSSAA Conference in Edmonton November 24-27.
Grant Funding	Successfully awarded $20,520 from Healthy Aging for continuing our Assisted Transportation Program for 2027.
Presentation	November 5 - Transportation presentation for the Health Advisory Council 1