



AGENDA FOR THE TOWN OF BEAVERLODGE COUNCIL MEETING  
 TO BE HELD MONDAY JANUARY 9, 2023 AT 7:00 PM  
 IN COUNCIL CHAMBERS #400-10 STREET BEAVERLODGE, AB

1.0	<b><u>CALL TO ORDER:</u></b>	
2.0	<b><u>LAND ACKNOWLEDGEMENT:</u></b>	PP 2
3.0	<b><u>ADOPTION OF AGENDA:</u></b>	
4.0	<b><u>ADOPTION OF MINUTES:</u></b> 4.1 December 12, 2022 - Regular Council Meeting Minutes	PP 3-5
5.0	<b><u>DELEGATIONS:</u></b>  5.1 STARS – Glenna Farnden	PP 6
6.0	<b><u>OLD BUSINESS:</u></b>	
7.0	<b><u>NEW BUSINESS:</u></b>  7.1 STARS Funding Request  7.2 Town Hall Report	PP 7-12
8.0	<b><u>CORRESPONDENCE:</u></b>  8.1 Committee of the Whole Minutes – December 12, 2022	PP 13-14
9.0	<b><u>COMMITTEE AND STAFF REPORTS:</u></b>  9.1 Action List  9.2 Council Reports	PP 15  PP 16-18
10.0	<b><u>CLOSED SESSION:</u></b>	
11.0	<b><u>ADJOURNMENT:</u></b>	



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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**  
**HELD MONDAY DECEMBER 12, 2022 AT 7:00 PM**  
**COUNCIL CHAMBERS 400-10 ST, BEAVERLODGE, ALBERTA**

<b>COUNCIL</b>	Mayor Gary Rycroft Deputy Mayor Hugh Graw, absent Councillor Cal Mosher Councillor Gena Jones	Councillor Cyndi Corbett Councillor Judy Kokotilo-Bekkerus Councillor Cody Moulds
<b>STAFF</b>	Jeff Johnston, CAO	Tina Letendre, Deputy CAO Nichole Young, Legislative Services- absent Iris Arberry, Administrative Assistant

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

**2.0 LAND ACKNOWLEDGEMENT**

*As long as the sun shines, grass grows and the rivers flow – we acknowledge the homeland of the many diverse First Nation and Métis people whose ancestors have walked this land. We are grateful to live, learn and work on the traditional territory of Treaty 8 and we make this acknowledgement as an act of reconciliation and gratitude.*

**3.0 ADOPTION OF AGENDA**

**#303-2022-12-21** Councillor Cody Moulds

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

- Addition of New Business Item 7.4 – Fee Waiver Request Beaverlodge Blades
- Addition of New Business Item 7.5 – Letter of Support for Victim Services
- Addition of New Business Item 7.6 – Letter of Thanks to Coca Cola Company

**4.0 ADOPTION OF MINUTES**

3.1 November 28, 2022 Regular Council Meeting Minutes

**#304-2022-12-12** Councillor Judy Kokotilo-Bekkerus

**CARRIED:** That Council accepts the minutes of the November 28, 2022 Regular Council Meeting as they are presented.

**5.0 DELEGATIONS**

**6.0 OLD BUSINESS**

Nil

## **7.0 NEW BUSINESS**

### 7.1 2023 Interim Budget

**#305-2022-12-12** Councillor Cyndi Corbett

**CARRIED:** That Council approves the interim budget as presented.

### 7.2 Fee Reduction Request – Beaverlodge Petroleum Club

**#306-2022-12-12** Councillor Gena Jones

**CARRIED:** That Council approves the fee reduction of 50% as requested.

### 7.3 Fee Reduction Request – Beaverlodge Rebels Volleyball

**#307-2022-12-12** Councillor Cody Moulds

**CARRIED:** That Council approves a 25% reduction as requested.

### 7.4 Fee Reduction Request – Beaverlodge Blades Christmas Hockey Camp

Councillor Cody Moulds recused himself from this vote.

**#308-2022-12-12** Councillor Gena Jones

**CARRIED:** That Council approves a 100% fee reduction as requested.

### 7.5 Letter of Support for Victim Services – Councillor Jones

No motion made.

### 7.6 Letter of Thanks to Coca Cola for Christmas Truck at Christmas Craze

**#309-2022-12-12** Mayor Gary Rycroft

**CARRIED:** That Council send a letter of thanks to Coca Cola Grande Prairie for participating in Beaverlodge Christmas Craze to be forwarded to Coca Cola Canada.

## **8.0 CORRESPONDENCE:**

### 8.1 Committee of the Whole Minutes – November 28, 2022

**#310-2022-12-12** Councillor Cyndi Corbett

**CARRIED:** That Council approves the minutes from the Committee of the Whole on November 28, 2022 as presented.

## **9.0 COMMITTEE AND STAFF REPORTS**

### 9.1 Action List

**#311-2022-12-12** Councillor Judy Kokotilo-Bekkerus

**CARRIED:** That Council accepts the Action Item List with the removal of item 8 which is now complete.

### 9.2 Council and Staff Reports

**#312-2022-12-12** Councillor Cal Mosher

**CARRIED:** That Council accepts these Council & Staff Reports for information as presented.

**10.0** **CLOSED SESSION**

**No action**

**11.0** **ADJOURNMENT**

Mayor Gary Rycroft adjourned the meeting.

**7:39 PM**

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Mayor, Gary Rycroft

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CAO, Jeff Johnston

DELEGATIONS TO COUNCIL

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

Representing: STARS Foundation (Shock Trauma Air Rescue Service Foundation)

Phone Number: Office: 780-830-7006 or Cell: 780-512-6205

Email: gfarnden@stars.ca

Topic: Annual Update to Council re: Statistics & info relevant to Beaverlodge residents. The presentation includes new innovation and technologies that enhance STARS abilities to ensure a robust health & safety network for Beaverlodge residents, including new happenings at STARS, the new fleet, mission statistics & info relate to Beaverlodge. There will also be a special presentation to Council

Staff Familiar with topic: \_\_\_\_\_

Attached Information: \_\_\_\_\_

Notes: Limit presentation to 15 minutes

Delegate Signature: 

Date: December 9, 2022

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

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

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

FOR OFFICE USE ONLY

Date and Time of Council Meeting to attend: Jan 9, 2023

Approved to Present by:  Date: 19-12-22

## Request for Decision

### September 2022 Town Hall Report

Written by: Jeff Johnston, CAO  
Meeting: Regular Council Meeting  
Meeting Date: January 9, 2023  
Agenda Category: New Business

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#### Executive Summary

The Town held a Town Hall on September 27, 2022. A total of twenty-five (25) people attended the CAO presentation and seventeen (17) stayed for the consultation portion of the session. The consultation resulted in five (5) focus areas including Short-term Action Items (Low Hanging Fruit), Sports and Recreation, Housing, Business and Health. Administration also followed up by emailing the questions from the consultation session to all the original Town Hall invitees.

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#### Background / Proposal

##### The short-term action items included:

- **Hosting a town clean-up.**  
The fall clean-up was held October 29, 2022. The intent is to do both a spring and fall clean-up annually.
- **Hosting a service club showcase / membership drive.**  
This event was held November 24, 2022. The intent is host a similar event at least annually.
- **Hosting a Halloween engagement event.**  
A Halloween Teen Dance was held October 28, 2022. The Town will be looking at other events to engage youth.
- **Ensuring the Town Calendar is current.**  
There has been a focus on having all Town events in the calendar and encouraging (via advertisement media) community groups to submit their events. The intent is to try and make the Calendar as comprehensive as possible.
- **Increasing Wi-Fi access in Town facilities and downtown.**  
The Town is currently working on getting access to fiber-optics for all residents and businesses with a focus on Town facilities. This is far from being low-hanging fruit as supply chain and provider timelines are out of the Town's control.

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### The Sports and Recreation potential action items included:

- **Continuing to develop sports and recreation infrastructure.**  
Administration will continue to focus on renewal of existing facilities including the arena, recreation centre, playgrounds, ball fields and soccer fields. There may be opportunity to partner with the Minor Ball and Soccer associations on additional fields. Any other material capital investment for a new arena and or fieldhouse would be challenging fiscally.
- **Creating a Sports and Recreation Committee.**  
The Town will be conducting a Recreation Master Plan in 2023. The purpose of the plan is to establish the vision for all aspects related to recreation and to create an achievable framework for future investment. A critical part of this plan is stakeholder involvement and input. Once the plan is completed there may be an opportunity to establish a Recreation Advisory Committee to aid in implementing the plan.
- **Creating a sports and recreation hub to capitalize on regional opportunities.**  
As above, Administration is focused on the renewal of existing recreation infrastructure to ensure all facilities are safe and functional. This will establish a baseline for any potential future investment to enhance services. The Town participates as part of the Grande Prairie Regional Recreation Committee whose goal is "Facilitating collaborative recreation in the Grande Prairie region".
- **Developing a regional sport and recreation mandate and mission.**  
As part of the Grande Prairie Regional Recreation Committee the Town is committed to regional sports and recreation.

### The Housing potential action items included:

- **Creating a Residential Development Committee.**  
There is a need for new lots to be developed and houses to be built in the Town. The Town has limited ability to drive land development. Administration has been working with landowners/potential developers. The Town has a responsibility to understand the capacity of its infrastructure as it relates to the water, sanitary and storm utilities and its ability to accommodate new development. A project to model water and sanitary was approved by Council in the fall of 2022. This project is underway and is scheduled to complete in spring of 2023. Administration is currently working on renewed residential tax incentive policies that will go to Council in February 2023. Administration does not support the creation of a Residential Development Committee.
- **Council Continuing to continue to advocate to the Grande Spirit Foundation and Province for additional seniors housing and supports.**  
Council and Administration is invested and continues to advocate for Seniors housing and support services through its participation as a member of the Grande Spirit Foundation and its discussions with the Province. This is aligned with the vision of the Mountview Health Complex and the future development of the property surrounding the complex.



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### The Business potential action items included:

- **Engaging more business owners for economic development activities related to business attraction and retention.**  
The current collaboration between the Town to partner with the Beaverlodge and District Chamber of Commerce has the ability to reach out to and engage with most or all of businesses serving the Town of Beaverlodge. There may be opportunity for tax incentives to help attract new business, Administration will look at this once the residential tax incentive policies have been approved by Council. The Town Economic Development Committee meetings are public and are open to anyone. Administration will promote this for all meetings of Council as part of its strategy to increase community engagement.
- **Developing a relationship between the Economic Development Committee (EDC) and the Beaverlodge and District Chamber of Commerce (BDCC).**  
The Town has Council representation on the board of the BDCC and the BDCC has representation on the Town EDC. Additionally, there is a well established working relationship between the BDCC Executive Director and the Town Chief Administrative Officer. 2022 was one of the most collaborative years between the two organizations.
- **Providing economic development training for the Economic Development Committee.**  
There is value in providing economic development training to the members of the Town EDC. This topic will be put forth as an agenda item at a future EDC meeting

### The Health potential action items included:

- **Continuing to advance the P3 project for the Mountview Health Complex**  
The Mountview Health Complex is moving forward. In December 2022 a Letter of Intent was signed with Alberta Health Services to establish them as the anchor tenant for the facility. The functional planning process is underway with AHS, physicians and nurses as the key stakeholders. Once the functional planning is completed detailed design will commence.
- **Continuing to advocate to ensure the facility is sufficiently staffed.**  
As a member of the South Peace Professional Attraction and Retention Committee the Town is committed to advocating for health professionals for current facilities in the region and specifically the Town of Beaverlodge. It is expected that this is a long-term strategy that will encompass the Mountview Health Complex staffing.
- **Communicating to the community as plans to the new facility progress.**  
The Mountview Health Committee and the Town as a key member of this committee are committed to community information sharing. Since the formal project commenced in early 2021 there has been little opportunity to release details due to the confidential nature of most of the activities. It is expected that there will be more opportunity to distribute information and meet with the community moving forward.

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### Options

Option 1: Approve the report with Administration's follow-up to each action item.

Option 3: Provide direction to Administration to revise its follow-up to any action item and bring back.

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### Source of Funding

N/A

## **Municipal Plans**

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**Strategic Plan:** This project is in alignment with the approved 2022-2026 Strategic Plan – Primary Focus Area No. 1 – Improved Communication and Primary Focus Area 5 – Good Governance.

**Capital Plan:** N/A

## **Communication / Public Participation**

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**Inform** (one-way communication)

Goal: to provide balanced, objective information to citizens.

Tools:            Public Notice                    Article                    Other

**Consult** (two-way communication)

Goal: To obtain feedback, listen and respond to public concerns.

Tools:            Survey                    Open House                    Public Hearing            Other

**Involve** (involve the public to ensure their concerns and aspirations are considered in decision)

Goal: to work with the public through the process

Tools:            Public Notice            Open House    Community Workshop    Other

**Not Applicable**

## **Administrative Recommended Action**

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Administration recommends:

That the Town Hall Report be approved with Administration's follow up to the action items identified through the consultation session of the September 27 Town Hall consultation session and subsequent survey.

## **Attachments**

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Holly Sorgen Beaverlodge Town Hall Summary Report, October 27, 2022

# Beaverlodge Town Hall Report

Tuesday, September 27, 2022

7-9pm, Community Centre



Prepared by: Holly Sorgen, EmPower Up!

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## Summary

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Jeff Johnston, CAO for the Town of Beaverlodge approached Holly Sorgen to facilitate a Town Hall meeting, specifically to consult with the community on a variety of subjects and to reinforce Council's commitment to consistent communication with its residents and business community.

The meeting began with a welcome from the mayor and then Jeff presented an update of the Town and Council's Strategic Goals and Actions. He outlined each area and progress made in each, taking questions along the way. 25 residents attended this portion of the meeting.

Holly then introduced the concept of the consultative portion of the session, including – goals of the session, the process, namely roundtable discussion topics, recording and reporting and Council's commitment to ongoing connections and communication.

The goals of the consultation session included:

- Engage a good cross section of the community and its residents from young families to seniors
- Identify opportunities for the Town
- Close the loop on the conversations
  - Commitment to:
    - Listen
    - Discuss
    - Communicate
    - Act, when able and logical

17 people continued into the consultation portion of the session. The group that participated was a wide cross section of the community, including those representing the recreation sector, business owners and advocacy representatives, young families, and seniors.

8 Questions were asked of the group and each table discussed each question, recording answers and reporting back to the larger group. The following is a breakdown of the high-level trends, commonalities, and recommendations for future action for the Town, residents, and business owners.

## Findings

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Given the beautiful weather that evening, it was a pleasant surprise to have the number of participants who attended and contributed to the session. This is indicative of an engaged community, and the diverse nature of the participants was also a positive as those who attended represented a multitude of interests, backgrounds, experiences, communities, and interest groups.

## *Business*

As a highly engaged group, those in attendance also identified ways the community and the business community could be engaged at higher levels to assist Council and Administration in some of the “work.” One suggestion that came out of the meeting was to create a Residential Development Committee to engage residents, developers, etc. to inform the housing development process.

It was also suggested to strengthen the Economic Development committee, engaging more business owners in informing economic development activities as it relates to business retention, business attraction, import replacement (buy local) and strengthening the overall local business environment. There appears to be strong support in the community for the local Chamber of Commerce so the further development of a relationship between the economic development committee and the Chamber is and should be a priority, especially as it relates to connecting with the business community.

If the committee has not yet engaged in economic development training, a further recommendation may be to engage in economic development training that is offered through many venues included Economic Developers of Alberta, and several post-secondary institutions in Alberta, including SAIT Polytechnic. University of Waterloo offers a designation in Economic Development and have recognized the EDA courses as part of the building blocks to designation. EDA also has a unique offering specific to Elected Officials for Economic Developers.

The Economic Development Committee can then inform Council’s business development strategy specifically related to the areas identified during the consultation – tax incentives, business development incentives, a local procurement policy, etc.

## *Health*

Access to healthcare and healthcare professionals remains a priority for residents, which is the same for the entire Northwest region. With that in mind, it is imperative that council continue to advance the P3 arrangement they are developing to build a new health facility and continue work with PHAC to ensure the facility is sufficiently staffed.

As a regional hub, the Beaverlodge health facility can house primary care, acute care, and tertiary care as a one stop shop and/or the Town can consider create a health and wellness cluster for the community to further develop and full-service regional health cluster that serves all manner of healthcare and wellness needs. Strategic, regular communication to the community is essential as the plans for the new facility advance and progress.

## **Next Steps:**

Given the excellent turn out, engaged group and Council commitment to regular communication and consultation with residents, it is recommended that similar type events are hosted once per year, in Fall, to gather data, feedback and information/recommendations from residents and business owners. Other communication events such as Coffee with Council will also continue to be valuable to the consultation process.



## **COMMITTEE OF THE WHOLE MEETING MINUTES**

### **COUNCIL CHAMBERS 400 10 St, BEAVERLODGE @ 6:00 P.M. December 12, 2022**

<b>COUNCIL</b>	Mayor Gary Rycroft	Deputy Mayor Hugh Graw - absent
	Councillor Gena Jones	Councillor Cal Mosher
	Councillor Cody Moulds	Councillor Cyndi Corbett
	Councillor Judy Kokotilo-Bekkerus	
<b>STAFF</b>	Jeff Johnston, CAO	Tina Letendre, Deputy CAO
	Iris Arberry, Administrative Assistant	Nichole Young, Legislative Services - absent

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

**#108-2022-12-12**     Councillor Cyndi Corbett

**CARRIED:** That the Committee of the Whole accepts the agenda as presented.

**4.0**     **DELEGATION:**

**5.0**     **OLD BUSINESS:**

**6.0**     **NEW BUSINESS:**

6.1 Christmas Craze

Councillor Jones provided an update

6.2 Community Economic Development

Councillor Corbett provided an update and passed around new rack cards which will be Displayed at various tourist information centers in the province.

6.3 Community Enhancement Committee

Councillor Kokotilo-Bekkerus advised December meeting was cancelled. Next meeting in January.

6.4 Walking Trails

Councillor Jones no update next meeting scheduled for January 2023.

6.5 Business Videos  
Councillor Moulds had no update.

7.0 **TOPICS FOR NEXT AGENDA:**  
Nil

8.0 **ADJOURNMENT:** Mayor Rycroft adjourned the meeting.

**6:11PM**

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Mayor Gary Rycroft

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Deputy Mayor Hugh Graw

## Council Action Items

Item Number	Subject	Requested On	People Responsible	Item Notes	Status	Target Date of Completion
1	10A St & Highway 43 (Subway Intersection)	22-Jun-20	CAO/Admin	Intersection has been surveyed - 2023 capital plan. Only \$50K in current budget, rest will be deferred to 2023 due to higher than expected pricing.	ON HOLD	2023-08-01
2	PWSD land	14-Sep-20	Admin	CAO met with Superintendent on Feb 15, 2022.	In progress	Winter 2022
3	Recreation Centre Rate Review	27-Sep-21	CAO/Admin	CAO has received the rates and will review and bring to next Council meeting.	In progress	2022-09-26
4	Grande Prairie & District Catholic School Board	26-Oct-20	Admin	Met with Superintendent and Principal. Requested a meeting between the Board and Council.	In progress	Winter 2022
5	PWSB Joint Agreement	22-Nov-21	CAO	Meeting January 10, 2023	In progress	2023-06-01
6	Selfie Stand @ Beaver Statue	27-Jun-22	Admin	Council directs Admin to look into the cost of installing a Selfie stand	In progress	
7	Final Town Hall Report	28-Nov-22	CAO	CAO to prepare a report noting what items have been completed from the Septembebr Town Hall and what the next steps are.	complete	2023-01-09
8	Coca-Cola Letter	09-Dec-22	CAO	Send a letter of thanks to Coca Cola GP for the truck participating in Beaverlodge Christmas Craze.	complete	2022-12-31

Current as of: **January 9, 2023**



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## Council Activity Report

Period: December 2022

Council Name: Cyndi Corbett		
Dec 2	Christmas Craze	Campground Light Show
Dec 6	IDP	Refresher with County Council
Dec 12	Committee of the Whole	
Dec 12	Town Council Meeting	Regular Council Meeting
Dec 13	WASP	Rack cards handed out
Dec 16	Staff Christmas Lunch	Thank you for all you do for Town





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## Council Activity Report

Period: December 2022

Council Name: Gena Jones		
Dec 1	Community Enhancement	Campsite
Dec 2	Community Enhancement	Christmas Craze
Dec 6	IDP	Meeting with County
Dec 12	Town Council and COW	Regular Meeting
Dec 12	Mountview Health Complex	Stakeholder Meeting
Dec 15	Town of Beaverlodge	Student Candy Canes
Dec 16	Town of Beaverlodge	Staff Christmas Lunch
Dec 23	Town of Beaverlodge	Blades Alumni Game



## Council Activity Report

Period: December, 2022

Council Name: Judy Kokotilo-Bekkerus		
Date	Committee/Meeting Title	Comments/Purpose
Dec 02_2022	Town Council	Christmas Craze - Light up Campground and serve Hot chocolate
Dec 06_2022	Grande Spirit Foundation	GSF Chair, CAO and County Foundation Board Member - Virtual Meeting
Dec 06_2022	Other	ASCHA Member Engagement Working Group
Dec 06_2022	IDP	Town And County Councils Meeting
Dec 07_2022	Other	Fold Newsletters
Dec 07_2022	Grande Spirit Foundation	Virtual Meeting Vice Chair and CAO
Dec 09_2022	Grande Spirit Foundation	TSI 360 Presentation
Dec 12_2022	Mountview Health Complex	Full Steering Committee meeting
Dec12_2022	Town Council	COW and Regular Council Meeting
Dec 14_2022	Grande Spirit Foundation	Out of Scope Staff Christmas Lunch - Chair Address
Dec 15_2022	Grande Spirit Foundation	Friends of the Foundation Funding allocation meeting
Dec 16_2022	Town Council	Town Staff Christmas Appreciation Lunch
Dec 19_2022	Grande Spirit Foundation	Steering Committee Meeting P3CP, NWP, City, GSF
Dec 20_2022	Grande Spirit Foundation	Special Closed Session Meeting
Dec 22_2022	Mountview Health Complex	AHS, MLA and Doctors Meeting