County of Grande Prairie No.1
Regular Council Meeting
Agenda

Monday, June 22, 2026
9:30 AM
County of Grande Prairie No. 1 Administration Building and Microsoft Teams

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Notice of Motion - Pier or Viewing Site Along the Clairmont Lake

6. CLOSED SESSION

6.1. Maskwa Medical Center Update (Access to Information Act, Part 1, Division 2, s. 19, s.29) - Joulia Whittleton, County Manager

6.2. Personnel (Access to Information Act, Part 1, Division 2, s. 29, s. 30) - Lee Brachmann, General Manager, Community Services

7. PUBLIC HEARINGS (TO BEGIN AT 1300 HOURS)

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7.2. Bylaw #2680-26-025 / Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 / Beairsto & Associates Engineering Ltd. / Ryan Curry - Nick Lapp, General Manager, Planning and Development Services 180 - 205

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7.3. Bylaw #3276 – Windsor Area Structure Plan Bylaw - Nick Lapp, General Manager, Planning and Development Services 206 - 326

Bylaw #3276 Windsor Area Structure Plan
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7.3.4 What We Heard Report- Windsor Area Structure Plan
7.3.5 External Agencies Responses
7.3.6 Public Response after Hearing Notice

8. NEW BUSINESS

8.1. 11:00 a.m. - 11:20 a.m. - Development Permit PLDEV20260172 / Pt. NE-18-74-12-W6 / Veresen Midstream General Partner Inc. - Nick Lapp, General Manager, Planning and Development Services 327 - 352

11:00 a.m. - 11:20 a.m. - Development Permit PLDEV20260172 / Pt. NE-18-74-12-W6 / Veresen Midstream General Partner Inc.
8.1.1 PLDEV20260172 Presentation
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8.2. Horse Lake First Nation Partnership Opportunity - Green Municipal Fund Climate-Ready Plans and Processes Program - Rory Tarant, General Manager, Corporate Services and Strategy 353 - 357

Horse Lake First Nation Partnership Opportunity - Green Municipal Fund Climate-Ready Plans and Processes Program
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8.3. Request for Letter of Support – Northwestern Polytechnic's Northern Edge Technology Centre - Rory Tarant, General Manager, Corporate Services and Strategy 358 - 363

Request for Letter of Support – Northwestern Polytechnic's Northern Edge Technology Centre
8.3.1 2026-06-10 Letter of Support Request for Northwestern Polytechnic's Northern Edge Technology Centre (NETC)

8.4. Request for Letter of Support from Sunnybrook and Brookside Community Group in Recognition of their FireSmart Initiative - Lee Brachmann, General Manager, Community Services 364 - 371

Request for Letter of Support from Sunnybrook and Brookside

Community Group for their FireSmart Initiative
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8.5. Council Appointment – Wembley Health & Wellness Society Board of Directors - Rory Tarant, General Manager, Corporate Services and Strategy 372 - 382
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8.5.1 Revised Wembley Health & Wellness Society Bylaws
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8.6. Aquatera Shareholders Meeting Update - Rory Tarant, General Manager, Corporate Services and Strategy 383 - 384
Aquatera Shareholders Meeting Update

9. DELEGATIONS AND APPOINTMENTS

9.1. 11:20 a.m. – 11:40 a.m. – Request to Finish Testing the Bioelectrical Anaerobic Sewage Treatment (BEAST) System - Ryan Konowalyk, General Manager, Transportation and Utilities 385 - 414
11:20 a.m. – 11:40 a.m. – Request to Finish Testing the Bioelectrical Anaerobic Sewage Treatment (BEAST) System
9.1.1 Delegation Request - Elkan Environmental Engineering
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10. EVENTS AND SPONSORSHIPS

10.1. Funding Request from the Canadian Motorcycle Tourism Association (CMTA) for the Veterans Memorial Garden & Interpretive Centre - Lee Brachmann, General Manager, Community Services 415 - 449
Funding Request from the Canadian Motorcycle Tourism Association (CMTA) for the Veterans Memorial Garden & Interpretive Centre
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10.1.3 Canadian Motorcycle Tourism Association 2026 Operating Budget
10.1.4 Canadian Motorcycle Tourism Association 2026 Event Posters
10.1.5 Canadian Motorcycle Tourism Association Balance Sheet December 31, 2025
10.1.6 Canadian Motorcycle Tourism Association Income Statement December 31, 2025
10.1.7 Canadian Motorcycle Tourism Association Hampers for Heroes 2026 Flyer

10.2. Funding Request from the County Brewers for Reduced Rental Fees at the J.D.A. County Sportsplex - Lee Brachmann, General 450 - 465

Manager, Community Services
Funding Request from the County Brewers for Reduced Rental Fees at the J.D.A. County Sportsplex
10.2.1 County Brewers Grant Application - Redacted
10.2.2 County Brewers Grant Budget
10.2.3 County Brewers Facility Agreement 2026

10.3. Exclusive Partner Invitation: Northwestern Polytechnic Speaker Series Featuring the Right Honourable Stephen J. Harper - Joulia Whittleton, County Manager 466 - 469
Exclusive Partner Invitation - NWP Speaker Series Featuring the Right Honourable Stephen J. Harper
10.3.1 2026-06-08 Exclusive Partner Invitation Northwestern Polytechnic Speaker Series Featuring the Right Honourable Stephen J. Harper

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12.1.5 Councillor Karen Rosvold
12.1.6 Councillor Kurt Balderston
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13.1.5 General Manager Report to County Manager - People and Organizational Development - May 2026
13.1.6 General Manager Report to County Manager - Planning and Development Services - June 2026
13.1.7 General Manager Report to County Manager - Transportation and Utilities - June 2026

14. DECISIONS ON DELEGATIONS

15. NOTICE OF MOTION

16. ADJOURNMENT

County of Grande Prairie No. 1

Regular Council Meeting Minutes

Date: Monday, June 8, 2026
Time: 9:30 AM
Location: County of Grande Prairie No. 1 Administration Building and Microsoft Teams

COUNCIL PRESENT:	Reeve Amanda McDonald Deputy Reeve Bob Chrenek (left the meeting at 2:54 p.m.) Councillor Brian Grant Councillor Brian Lieverse Councillor Brian Peterson Councillor Karen Rosvold Councillor Kurt Balderston Councillor Marty Tissington Councillor Terri Beaupre (left the meeting at 2:00 p.m.)
COUNCIL REGRETS:	
STAFF PRESENT:	Joulia Whittleton, County Manager Charlotte Bierman, General Manager, People and Organizational Development Lee Brachmann, General Manager, Community Services Reed Desroches, Acting General Manager, Planning and Development Services Ryan Way, Acting General Manager, Financial and Business Planning Services Rory Tarant, General Manager, Corporate Services and Strategy Ryan Konowalyk, General Manager, Transportation and Utilities
RECORDING SECRETARY:	Mary Kukulski, Legislative Services Officer

1. CALL TO ORDER, QUORUM AND O CANADA

Reeve Amanda McDonald called the meeting to order at 9:30 a.m. and established quorum followed by the playing of O Canada.

2. RECOGNITIONS AND INTRODUCTIONS

2.1. Staff Introductions – Joulia Whittleton, County Manager

Administration introduced to Council the following staff:

Financial and Business Planning Services

- Jessie Vibangsi – Financial Services Summer Student – Cash Control
- Kieran Copley – Business Systems Summer Student – Information Systems

2.2. Long Service Recognition Awards Program – Canadian Association of Municipal Administrators (CAMA) – Reeve Amanda McDonald

Reeve Amanda McDonald and Council recognized Joulia Whittleton, County Manager for 20 years of service in municipal government management roles, under the Canadian Association of Municipal Administrators (CAMA) Long Service Recognition Awards Program.

3. AGENDA APPROVAL

3.1. Agenda Approval

Resolution # CM20260608.001

MOVED by Councillor Brian Lieverse

That the agenda for the June 8, 2026 Regular Council Meeting be approved with the following amendment:

- Addition of Item # 6.7 – Aquatera Directors Compensation - Verbal Update (Access to Information Act, Part 1, Division 2, s. 28, s. 31) – Joulia Whittleton, County Manager

CARRIED

4. MINUTES APPROVAL

4.1. May 22, 2026 Committee of the Whole Meeting Minutes

Resolution # CM20260608.002

MOVED by Councillor Terri Beaupre

That the minutes of the May 22, 2026 Committee of the Whole Meeting be approved as presented.

CARRIED

4.2. May 25, 2026 Regular Council Meeting Minutes

Resolution # CM20260608.003

MOVED by Councillor Kurt Balderston

That the minutes of the May 25, 2026 Regular Council Meeting be approved as presented.

CARRIED

5. UNFINISHED BUSINESS

5.1. Maskwa Medical Center Loan Guarantee Public Engagement Plan Update – Rory Tarant, General Manager, Corporate Services and Strategy

Resolution # CM20260608.004

MOVED by Councillor Karen Rosvold

That Council direct Administration to proceed with the launch of the Maskwa Medical Center Loan Guarantee Public Engagement Plan.

CARRIED

5.2. Bylaw #3280 – Amendment to Bylaw #3232 - Maskwa Medical Facility Lending Bylaw – Joulia Whittleton, County Manager

Resolution # CM20260608.005

MOVED by Councillor Terri Beaupre

That second reading be given to Bylaw #3280 being the Amendment to Bylaw #3232 – Maskwa Medical Facility Lending Bylaw.

CARRIED

Resolution # CM20260608.006

MOVED by Councillor Kurt Balderston

That third and final reading be given to Bylaw #3280 being the Amendment to Bylaw #3232 – Maskwa Medical Facility Lending Bylaw.

CARRIED

5.3. RGE RD 53 and TWP RD 714 Intersection Improvement – Ryan Konowalyk, General Manager, Transportation and Utilities

Resolution # CM20260608.007

MOVED by Councillor Terri Beaupre

That Council award the RGE RD 53 and TWP RD 714 Intersection Improvement Option B contract to Knelsen Sand & Gravel Ltd. in the tender amount of $1,024,452.31, excluding GST. The estimated total cost of the project including contingency and other associated costs is $1,202,821, excluding GST, with funding in the amount of $668,580, as budgeted, and the additional funding in the amount of $534,241 to come from General Capital Reserve.

CARRIED

The Reeve declared a recess at 10:41 a.m.

The Reeve called the meeting back to order at 11:01 a.m.

5.4. Hamlet of Hythe Speed Limit Revision – Ryan Konowalyk, General Manager, Transportation and Utilities

Resolution # CM20260608.008

MOVED by Councillor Brian Peterson

That Council direct Administration to commence the process of reducing the speed limit within the Hamlet of Hythe to 30 kilometers per hour on all County roads, excluding the Willow Grove subdivision and the industrial area.

CARRIED

6. CLOSED SESSION

Resolution # CM20260608.009

MOVED by Councillor Karen Rosvold

That Council move into a Closed Session at 11:31 a.m. to discuss the following:

6.1 Honorarium and Expense Claim Reports (Access to Information Act, Part 1, Division 2, s. 28, s. 31)

6.2 Invest NW Alberta Incorporation – Tri-municipal Partnership (Access to Information Act, Part 1, Division 2, s. 34, s. 26)

6.3 Municipal Land Sale Inquiry for Portion of Public Works Road, Plan 262 0772 (Access to Information and Privacy Act s. 19, s. 30)

6.4 Consideration of an Offer to Purchase NW-29-72-10-W6 (Access to Information and Privacy Act s. 19, s. 30)

6.5 Personnel (Access to Information Act, Part 1, Division 2, s. 29, s. 30)

6.6 Personnel (Access to Information Act, Part 1, Division 2, s. 29, s. 30)

6.7 Aquatera Directors Compensation - Verbal update (Access to Information Act, Part 1, Division 2, s. 28, s. 31)

CARRIED

Resolution # CM20260608.010

MOVED by Councillor Brian Peterson

That Council come out of a Closed Session at 12:04 p.m.

CARRIED

The Reeve declared a recess at 12:05 p.m.

The Reeve called the meeting back to order at 1:00 p.m.

7. PUBLIC HEARINGS (TO BEGIN AT 1300 HOURS)

7.1. Bylaw #2680-26-022 / Pt. SW-16-72-4-W6 / Beairsto & Associates Engineering Ltd. / Tim & Donna Boyne – Reed Desroches, Acting General Manager, Planning and Development Services

Resolution # CM20260608.011

MOVED by Councillor Kurt Balderston

That Council open the Public Hearing at 1:01 p.m. regarding the application to redesignate 4.05 hectares (10 acres) within Pt. SW-16-72-4-W6 from an Agricultural (AG) District to a Highway Industrial (RM-4) District.

CARRIED

Resolution # CM20260608.012

MOVED by Councillor Brian Lieverse

That Council recess the Public Hearing regarding the application to redesignate 4.05 hectares (10 acres) within Pt. SW-16-72-4-W6 from an Agricultural (AG) District to a Highway Industrial (RM-4) District to the July 13, 2026 Regular Council Meeting.

CARRIED

7.2. Bylaw #2680-26-023 / Pt. SE-20-71-3-W6 / Helix Surveys Ltd. / Cunningham McKnight Development Inc. – Reed Desroches, Acting General Manager, Planning and Development Services

Resolution # CM20260608.013

MOVED by Councillor Kurt Baldersto

That Council open the Public Hearing at 1:04 p.m. regarding the application to redesignate 1.78 hectares (4.39 acres) within Pt. SE-20-71-3-W6 from a Country Residential (CR-4) District to a Country Residential (CR-5) District.

CARRIED

Resolution # CM20260608.014

MOVED by Councillor Brian Lieverse

That Council close the Public Hearing at 1:12 p.m.

CARRIED

Resolution # CM20260608.015

MOVED by Councillor Marty Tissington

That first reading be given to Bylaw #2680-26-023 to redesignate 1.78 hectares (4.39 acres) within Pt. SE-20-71-3-W6 from a Country Residential (CR-4) District to a Country Residential (CR-5) District.

CARRIED

Resolution # CM20260608.016

MOVED by Councillor Brian Lieverse

That second reading be given to Bylaw #2680-26-023 to redesignate 1.78 hectares (4.39 acres) within Pt. SE-20-71-3-W6 from a Country Residential (CR-4) District to a Country Residential (CR-5) District.

CARRIED

Resolution # CM20260608.017

MOVED by Councillor Karen Rosvold

That consideration be given to proceed to third reading of Bylaw #2680-26-023 to redesignate 1.78 hectares (4.39 acres) within Pt. SE-20-71-3-W6 from a Country Residential (CR-4) District to a Country Residential (CR-5) District at this meeting.

CARRIED UNANIMOUSLY

Resolution # CM20260608.018

MOVED by Deputy Reeve Bob Chrenek

That third and final reading be given to Bylaw #2680-26-023 to redesignate 1.78 hectares (4.39 acres) within Pt. SE-20-71-3-W6 from a Country Residential (CR-4) District to a Country Residential (CR-5) District.

CARRIED

9. DELEGATIONS AND APPOINTMENTS

9.1. 1:20 p.m. - 1:40 p.m. - Confirmation of 2026 - 2027 Policing Priorities – Grande Prairie Rural – Clairmont RCMP – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.019

MOVED by Councillor Karen Rosvold

That Council direct Administration to submit the following community safety priorities for inclusion in the Grande Prairie Rural / Clairmont RCMP Detachment Community Priorities Plan for the RCMP's 2026 - 2027 fiscal year:

- Relationship building with the community;
- Community engagement;
- Crime prevention; and
- Enhanced service delivery.

CARRIED

9.2. 1:40 p.m. - 2:00 p.m. - Confirmation of 2026 - 2027 Policing Priorities – Beaverloge RCMP – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.020

MOVED by Councillor Brian Grant

That Council direct Administration to submit the following community safety priorities for inclusion in the Beaverlodge RCMP Detachment Community Priorities Plan for the RCMP's 2026 - 2027 fiscal year:

- Crime reduction;
- Traffic/road safety;
- Clear and accountable communication between the RCMP and ratepayers;
- Off Highway Vehicle issues; and
- Trespassing.

CARRIED

6. CLOSED SESSION

Resolution # CM20260608.021

MOVED by Councillor Brian Lieverse

That Council move into a Closed Session at 1:34 p.m. to discuss the following:

6.4 Consideration of an Offer to Purchase NW-29-72-10-W6 (Access to Information and Privacy Act s. 19, s. 30)

6.5 Personnel (Access to Information Act, Part 1, Division 2, s. 29, s. 30) - Transportation and Utilities Organizational Chart Revisions

6.6 Personnel (Access to Information Act, Part 1, Division 2, s. 29, s. 30) - Transportation and Utilities Organizational Chart Revisions

6.7 Aquatera Directors Compensation (verbal update) (Access to Information Act, Part 1, Division 2, s. 28, s. 31)

CARRIED

Resolution # CM20260608.022

MOVED by Councillor Brian Gran

Councillor Terri Beaupre left the meeting at 2:00 p.m.

That Council come out of a Closed Session at 2:34 p.m.

CARRIED

9. DELEGATIONS AND APPOINTMENTS

9.3. 2:00 p.m. - 2:20 p.m. - Sponsorship Request from the Grande Prairie Women's Residence Association for the 2026 GrandeCon Event – Lee Brachmann, General Manager, Community Services

Amy Diaz, Jenna Canavan, Shawn Penny and Mikaela Benson with the Grande Prairie Women's Residence Association, operating as Odyssey House, were in attendance in person and presented Council with a sponsorship request in the amount of $10,000 for the 2026 GrandeCon event.

9.4. 2:20 p.m. - 2:40 p.m. Funding Request from the Rotary Club of Grande Prairie for the Grande Prairie Regional Airshow – Lee Brachmann, General Manager, Community Services

Dallas Pierson, Logistics Director and Amanda Erechook, Airshow Director, were in attendance in person and presented Council with a funding request in the amount of $30,000 for the Grande Prairie Regional Airshow.

6. CLOSED SESSION

6.2. Invest NW Alberta Incorporation – Tri-municipal Partnership (Access to Information Act, Part 1, Division 2, s. 34, s. 26) – Joulia Whittleton, County Manager

Resolution # CM20260608.023

MOVED by Councillor Kurt Balderston

That Council authorize the Reeve and County Manager to proceed with signing the Articles of Association and other applicable incorporation documents establishing Invest NW Alberta Ltd. in partnership with the City of Grande Prairie and Municipal District of Greenview, subject to approval by all members.

CARRIED

Resolution # CM20260608.024

MOVED by Deputy Reeve Bob Chrenek

That Council direct Administration to submit the names of Reeve Amanda McDonald and Councillor Terri Beaupre as the County of Grande Prairie's Director appointees to Invest NW Alberta Ltd. Board of Directors.

CARRIED

6.3. Municipal Land Sale Inquiry for Portion of Public Works Road, Plan 262 0772 (Access to Information and Privacy Act s. 19, s. 30) – Reed Desroches, Acting General Manager, Planning and Development Services

Resolution # CM20260608.025

MOVED by Councillor Marty Tissington

That Council deem a portion of Public Works Road, Plan 262 0772 within NW-25-72-6, approximately 0.37 acres, as surplus and direct Administration to enter into a land sales agreement based on the proposed offer, subject to all legislative requirements being met, including the registration of a road closure bylaw for the purpose of consolidation.

CARRIED

6.4. Consideration of an Offer to Purchase NW-29-72-10-W6 (Access to Information and Privacy Act s. 19, s. 30) – Reed Desroches, Acting General Manager, Planning and Development Services

Resolution # CM20260608.026

MOVED by Councillor Karen Rosvold

That Council take no action on the offer to purchase NW-29-72-10-W6.

CARRIED

6.5. Personnel (Access to Information Act, Part 1, Division 2, s. 29, s. 30) - Transportation and Utilities Organizational Chart Revisions – Ryan Konowalyk, General Manager, Transportation and Utilities

Resolution # CM20260608.027

MOVED by Councillor Brian Lieverse

That Council approve the Transportation and Utilities organizational chart revisions as presented in Closed Session

CARRIED

6.6. Personnel (Access to Information Act, Part 1, Division 2, s. 29, s. 30) – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.028

MOVED by Councillor Marty Tissington

That Council direct Administration to proceed as discussed in Closed Session.

CARRIED

8. NEW BUSINESS

8.1. 2026 Cemetery Improvement Grants – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.029

MOVED by Councillor Karen Rosvol

That Council approve the 2026 Cemetery Improvement Grant requests for a total amount of $40,000 as shown in the table below with funding to come from the 2026 Cemetery Improvement Grant program budget:

Cemetery Name	Grant Amount Approved
Teepee Creek Cemetery	$5,000
Elmworth Cemetery	$5,000
Hythe Cemetery	$5,000
Halcourt Cemetery	$5,000
Riverview Cemetery	$5,000
St. John’s Lutheran Cemetery	$5,000
Valhalla Cemetery	$5,000
Webster Community Cemetery	$5,000
Total	$40,000

CARRIED

Resolution # CM20260608.030

MOVED by Councillor Karen Rosvold

That Council transfer the unallocated funds from the 2026 Cemetery Improvement Grant Program in the amount of $10,000 to the Community Grants Reserve.

CARRIED

8.2. Recreation Advisory Board Recommendations for 2026 Operating Assistance Grants – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.031

MOVED by Councillor Karen Rosvold

That Council approve the 2026 Recreation Advisory Board Operating Assistance grant allocations as presented and recommended by the County's Recreation Advisory Boards for a total amount of $199,395 with funding to come from the 2026 Operating Assistance budget, as shown in the table below:

Recreation Advisory Board	2026 Grant Amount Approved
Clairmont-Bezanson Recreation Advisory Board	$33,670
Sexsmith-La Glace-Teepee Creek Recreation Advisory Board	$27,500
Hythe-Demmitt-Valhalla Recreation Advisory Board	$28,800
Beaverlodge-Elmworth-Huallen Recreation Advisory Board	$33,990
Grande Prairie and Area Recreation Advisory Board	$40,435
Wembley-Dimsdale-Saskatoon Recreation Advisory Board	$35,000
Total	$199,395

CARRIED

Resolution # CM20260608.032

MOVED by Councillor Brian Lieverse

That Council transfer the unallocated funds from the 6 Recreation Advisory Boards in the amount of $42,545 to the Community Grants Reserve.

CARRIED

8.3. Regional Fire Service TC Energy Community Investment Program Grant Application – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.033

MOVED by Councillor Brian Lieverse

If the TC Energy Community Investment Program grant application is successful:

That Council direct Administration to proceed with the purchase of the M400 drone, H30T Camera and 2-year coverage plan for the total amount of $25,000 with funding to come from the TC Energy Community Investment Program grant and training for 2 drone pilots with funding to come from the current Regional Fire Services operational budget.

CARRIED

Resolution # CM20260608.034

MOVED by Councillor Brian Lieverse

If the TC Energy Community Investment Program grant application is not successful:

That Council take no action on the purchase of the M400 drone, H30T Camera and 2-year coverage plan for a total amount of $25,000.

CARRIED

Deputy Reeve Bob Chrenek left the meeting at 2:54 p.m.

8.4. Funding Request from the Hythe Heritage & Historical Society for Completion of Society's Dissolution Requirements – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.035

MOVED by Councillor Brian Peterson

That Council approve the funding request from the Hythe Heritage & Historical Society in the amount of $5,000 to contract a third party to complete the Society's dissolution requirements, with funding to come from the 2026 Community Assistance Grant.

CARRIED

Resolution # CM20260608.036

MOVED by Councillor Brian Peterson

That Council approve Administration to act as the primary contact, as requested by the Hythe Heritage & Historical Society for the third-party contract required to complete the Society's dissolution.

CARRIED

8.5. 2026 Crime Prevention Workplan Review – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.037

MOVED by Councillor Brian Lieverse

That Council approve the 2026 Crime Prevention Work Plan as presented.

CARRIED

8. EVENTS AND SPONSORSHIPS

There were no items under Events and Sponsorships.

9. INFORMATION ITEMS

9.1. 2026 Policy Review Project – Joulia Whittleton, County Manager

Resolution # CM20260608.038

MOVED by Councillor Marty Tissington

That Council direct Administration to bring Policy M3 – Development or Enhancement of Municipal Reserve Land to a future Committee of the Whole Meeting for further discussion and clarification.

CARRIED

10. COUNCIL MEMBER REPORTS

10.1. Reeve and Council Member Reports - Reeve Amanda McDonald

Reeve and Council Member reports were presented to Council for information.

11. ADMINISTRATIVE REPORTS

Administrative Reports are presented to Council at the last Council Meeting of the month.

12. DECISIONS ON DELEGATIONS

9.3. 2:00 p.m. – 2:20 p.m. – Sponsorship Request from the Grande Prairie Women's Residence Association for the 2026 GrandeCon Event – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.039

MOVED by Councillor Kurt Balderston

That Council approve the sponsorship request from the Grande Prairie Women's Residence Association operating as Odyssey House for the 2026 GrandeCon event in the amount of $3,000 (Volunteer Champion) with funding to come from the 2026 Community Assistance Grant.

CARRIED

9.4. 2:20 p.m. - 2:40 p.m. - Funding Request from the Rotary Club of Grande Prairie for the Grande Prairie Regional Airshow – Lee Brachmann, General Manager, Community Services

Resolution # CM20260608.040

MOVED by Councillor Karen Rosvold

That Council approve the funding request from the Rotary Club of Grande in the amount of $12,500 (Platinum sponsorship level) for the Grande Prairie Regional Airshow with funding to come from the 2026 Community Assistance Grant.

DEFEATED

Resolution # CM20260608.041

MOVED by Councillor Brian Lieverse

That Council approve the funding request from the Rotary Club of Grande Prairie in the amount of $7,500 (Gold Sponsor) for the Grande Prairie Regional Airshow with funding to come from the 2026 Community Assistance Grant.

CARRIED

13. NOTICE OF MOTION

There were no notices of motion made.

14. ADJOURNMENT

The Reeve declared the meeting adjourned at 3:59 p.m.

These minutes approved the _____ day of _____ 2026.

Reference # _____.

_____
REEVE

_____
COUNTY MANAGER

Request for Decision

Report Submission Details

Item Number:	**5.1**
Report Title:	**Request for Change of Funding Source for the NE-22-72-6-W6 Land Purchase**
Presenter:	**Rob Beaupertuis, General Manager, Financial and Business Planning Services**
Supported By:	Michelle Rieger, Director, Analysis and Reporting
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Unfinished Business

Recommended Action

Option 1:

That Council approve the change in funding source for the land purchase of NE-22-72-6-W6 from debenture to the General Capital Reserve with the proceeds from the sale of land within Pt. NE-22-72-6-W6 to be transferred to the General Capital Reserve to offset the purchase with the net impact in the amount of $866,262.80.

Previous Council / Committee Action

Resolution # CM20240513.039
MOVED by Councillor Peter Harris

That Council direct Administration to enter into the required land lease agreements within Pt. of NE-22-72-6-W6 to finalize the land purchase as detailed in Closed Session.

CARRIED

Resolution # CM20250609.016

MOVED by Councillor Leanne Beaupre

That Council direct Administration to enlist Velocity Group to assist with the subdivision of the farmstead within NE-22-72-6-W6 and that the proposed parcel be listed for disposal as soon as possible with Administration being authorized to accept offers within or above the granted allowance as discussed in Closed Session. Funding for the subdivision to come from the proceeds of disposal of the farmstead, with the remainder to be allocated to the General Capital Reserve.

CARRIED

Background and Analysis

Discussions regarding a potential RCMP detachment in the Clairmont area predated the Municipal Police Service Agreement (MPSA) requirements and began as early as 2019–2020. According to the 2021 Census, the population of Clairmont reached 5,135 residents, exceeding the population threshold established under the Police Act for a Municipal Police Service Agreement. This milestone further advanced discussions regarding the need for a dedicated RCMP detachment in the area.

A business case was presented as part of the 2022 budget process to evaluate the proposed RCMP facility and the County's potential role in supporting the project.

The County subsequently entered into discussions with the Government of Canada and the RCMP regarding the construction of an RCMP detachment in Clairmont. Following these discussions, it was proposed that the County would purchase the land, construct the facility, and enter into a lease agreement with the RCMP.

In June 2024, the County purchased NE-22-72-6-W6 for $1,879,055. Council approved that all costs associated with the land acquisition and construction of the facility be funded through a debenture. As the County generally does not issue a debenture until the project is complete and final costs are known, the land acquisition was temporarily financed through the General Capital Reserve until long-term financing could be arranged.

Subsequent discussions with the RCMP and other stakeholders resulted in a change in direction. It was ultimately determined that responsibility for the facility would rest with the RCMP rather than the County. Following the decision, Council approved the sale of a portion of NE-22-72-6-W6, which was completed in May 2026.

The land sale generated proceeds of $1,050,000. After deducting selling costs of $37,207.80, the net proceeds totaled $1,012,792.20. Based on the original purchase price of $1,879,055, the County's net remaining investment in the property is $866,262.80.

Administration is recommending that the sale proceeds be transferred to the General Capital Reserve to offset the land acquisition costs and the net funding impact of $866,262.80 be funded from the General Capital Reserve as opposed to drawing a debenture.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council approve the change in funding source for the land purchase of NE-22-72-6-W6 from debenture to the General Capital Reserve with the proceeds from the sale of land within Pt. NE-22-72-6-W6 to be transferred to the General Capital Reserve to offset the purchase with the net impact in the amount of $866,262.80.

Option 2:
As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☐ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☒ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

Not applicable.

☒ Approved by General Manager

☒ Approved by County Manager

Request for Decision

Report Submission Details

Item Number:	**5.2**
Report Title:	**Request for Additional Funding for the Teepee Creek Water Well Drilling Project**
Presenter:	**Ryan Konowalyk, General Manager, Transportation and Utilities**
Supported By:	Dalen Peterson, Director, Municipal Utilities
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Unfinished Business

Recommended Action

Motion 1:

That Council approve the request for additional funding for the Teepee Creek Water Well Drilling project to come from the General Capital Reserve in the amount of $285,000 to be added to the existing approved budget of $650,000 for a total amount of $935,000.

Previous Council / Committee Action

Resolution # CM20260413.030

MOVED by Deputy Reeve Bob Chrenek

That Council direct Administration to decommission the existing water system in Teepee Creek and provide funding for the nine active existing services to have their own well and treatment unit for an estimated total cost in the amount of $550,000 to provide water and treatment and $100,000 to decommission the existing system for a total amount of $650,000 with the additional budget of $70,000 to come from the General Operating Reserve. Additionally, direct Administration to enter into an agreement with the nine existing individual lot owners in exchange for funding their replacement water supply.

CARRIED

Resolution # CM20260504.010

MOVED by Deputy Reeve Bob Chrenek

That Council direct Administration to provide legal notice, effective December 31, 2026, of the decommissioning of the centralized water system in Teepee Creek and have individual residences deliver

the Teepee Creek Water Well Drilling Project to the 9 eligible service location owners, with costs paid for by the County.

CARRIED

Resolution # CM20260504.011

MOVED by Councillor Brian Lieverse

That Council direct Administration to secure standardized pricing for the Teepee Creek Water Well Drilling Project through invite only, from well drilling and water treatment companies and provide the options to the 9 eligible service locations in Teepee Creek.

CARRIED

Resolution # CM20260504.012

MOVED by Deputy Reeve Bob Chrenek

That Council set a deadline of November 30, 2027 for the completed construction and occupation of the house located at 9910 101 Ave, Teepee Creek, for inclusion in the Teepee Creek Water Drilling project.

CARRIED

Resolution # CM20260504.013

MOVED by Councillor Brian Lieverse

That Council set a deadline of November 30, 2027 for completed redevelopment / development and operations at 10002 100 Ave, Teepee Creek, for inclusion in the Teepee Creek Water Drilling project.

CARRIED

Resolution # CM20260504.014

MOVED by Deputy Reeve Bob Chrenek

That Council direct Administration to host an open house format, by invite only, for the 11 landowners impacted by the Teepee Creek Water Well Drilling Project as soon as possible but no later than June 10, 2026.

CARRIED

Resolution # CM20260525.033

MOVED by Councillor Brian Grant

That Council direct Administration to secure standardized pricing for the Teepee Creek Water Well Drilling Project through an invite-only, up to 6 water well drilling companies, and offer the lowest priced proponent to all of the 9 eligible service locations in Teepee Creek.

CARRIED

Resolution # CM20260525.034

MOVED by Councillor Terri Beaupre

That Council accept the information regarding the possible cost variances to complete the Teepee Creek Water Well Drilling Project.

CARRIED

Background and Analysis

Following direction provided at the May 25, 2026 Regular Council Meeting, Administration has completed final scoping for the Teepee Creek Water Well Drilling Project. Based on this and anticipated costs, the total project is anticipated to cost $935,000.

Organizational Capacity and Resourcing

Level of Service: Decrease Level of Service

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council approve the request for additional funding for the Teepee Creek Water Well Drilling project to come from the General Capital Reserve in the amount of $285,000 to be added to the existing approved budget of $650,000 for a total amount of $935,000.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☒ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

External

- Peace Wapiti School Division
- Teepee Creek water customers

Internal

- Regional Fire Services – notification of changes to system. The firehall will be affected by a brief outage as the old fire hall is reconnected to a water well supply

- Planning department – notification of the changes to water supply in the Hamlet of Teepee Creek

Public Engagement and Communication

An invite only meeting with the affected landowners was hosted in the Hamlet of Teepee Creek on June 9, 2026.

Teepee Creek water system customers will be directly contacted during the rollout of the water well drilling project.

Attachments

Not applicable.

☒ Approved by General Manager

☒ Approved by County Manager

Request for Decision

Report Submission Details

Item Number:	**5.3**
Report Title:	**Interprovincial Committee of Municipalities: Peace River Regional District, BC; County of Grande Prairie, Saddle Hills County, Clear Hills County, County of Northern Lights, Municipal District of Greenview No. 17, AB Terms of Reference**
Presenter:	**Joulia Whittleton, County Manager**
Supported By:	N/A
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Unfinished Business

Recommended Action

Option 1:

That Council approve the amended Interprovincial Committee of Municipalities: Peace River Regional District, BC, County of Grande Prairie, Saddle Hills County, Clear Hills County, County of Northern Lights, Municipal District of Greenview No. 17, AB, Terms of Reference as presented.

Previous Council / Committee Action

Resolution # CM20260112.010

MOVED by Councillor Brian Lieverse

That Council approve the Interprovincial Committee Terms of Reference as presented.

CARRIED

Background and Analysis

The Municipal District of Greenview No. 17 and the Northern Lights County were not previously part of the Committee but were invited to participate in late 2025. These municipalities responded favorably to the invitation and now form part of the Committee. Administration is requesting that Council approve the amended Interprovincial Committee of Municipalities: Peace River Regional District, BC; County of Grande

Prairie, Saddle Hills County, Clear Hills County, County of Northern Lights, Municipal District of Greenview No. 17, AB Terms of Reference for the County's records.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council approve the amended Interprovincial Committee of Municipalities: Peace River Regional District, BC, County of Grande Prairie, Saddle Hills County, Clear Hills County, County of Northern Lights, Municipal District of Greenview No. 17, AB, Term of Reference as presented.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☒ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

1. Interprovincial Committee of Municipalities: Peace River Regional District, BC, County of Grande Prairie, Saddle Hills County, Clear Hills County, County of Northern Lights, Municipal District of Greenview No. 17, AB Terms of Reference
2. BC / AB Border Municipalities Group
3. Peace River Regional District Map

☒ Approved by General Manager

☒ Approved by County Manager

Interprovincial Committee of Municipalities:
Peace River Regional District, BC
County of Grande Prairie, Saddle Hills County, Clear Hills County, AB

Established by [Legislation, Bylaw, Policy or Motion # - to be completed upon approvals]

Purpose:

The Interprovincial Committee of Municipalities aims to foster collaboration and share innovative ideas among municipalities in Alberta and British Columbia. By working together, the committee seeks to lobby for mutual interests that benefit communities and businesses on both sides of the border.

Our goal is to enhance the quality of life for residents and support economic growth by addressing common challenges, advocating for shared priorities, and promoting sustainable development. Through this partnership, we strive to serve the people effectively, ensure that their voices are heard in regional and national discussions, and create opportunities for business interests to thrive.

Committee Structure / Membership Type:

- Peace River Regional District (see Schedule A)
- County of Grande Prairie
- Saddle Hills County
- Clear Hills County
- County of Northern Lights
- MD of Greenview No. 17

Meetings Schedule:

The meetings may take place twice per year. The member municipalities shall rotate hosting the meetings.

Meeting Costs:

The host municipality shall absorb the cost of hosting.

The member municipalities shall be responsible for compensating their members respectively.

Administrative Resources:

Chief Administrative Officers or designates and supporting personnel as required.

The host municipality shall be responsible for preparing the agenda, gathering related materials, and taking minutes of the meeting. The draft meeting minutes shall include an action list derived from the meeting, detailing the decisions made and the members responsible for actioning assigned tasks. The draft minutes shall be circulated to the members within a maximum of ten working days following the meeting.

The host municipality is responsible for sending invitations to the meetings to the Members of Legislative Assembly (MLA) and Members of Parliament (MP) on both sides of the border. The host municipality is also responsible for sending invitations to other individuals and agencies as may be desired from time to time.

The **MLAs** from the following constituencies to be invited:

Alberta:

- Grande Prairie
- Grande Prairie-Wapiti
- Central Peace-Notley

British Columbia:

- Peace River North
- Peace River South

The **MPs** from the following federal ridings to be invited:

- MP, Grande Prairie
- MP, Prince George – Peace River – Northern Rockies

Quorum:

A minimum of two (2) elected officials and one member of staff from each member municipality are required.

Term:

There is no specified term. That said, the committee will conduct annual review of its purpose and results to ensure alignment with the evolving needs of the municipalities and their residents. These reviews will help assess the effectiveness of the committee's initiatives and provide insights for continuous improvement. The review shall be included as an item on the agenda once per year.

Authority:

The committee's recommendations are advisory in nature and are intended to guide the decision-making processes of the member municipalities. The committee does not have the authority to make binding decisions on behalf of the municipalities.

Decision Making by Consensus:

The committee will strive to make decisions by consensus, ensuring that all member municipalities have an equal voice in the decision-making process. Consensus decision-making promotes collaboration, mutual respect, and shared ownership of the outcomes. In cases where consensus cannot be reached, the committee will explore alternative solutions and seek to find common ground that aligns with the interests of all parties involved.

Terms of Reference or Other Supporting Documents:

To be completed upon approval by members: refer and attach any bylaws, policies or motions related to each member's approval of the terms or reference and the committee.

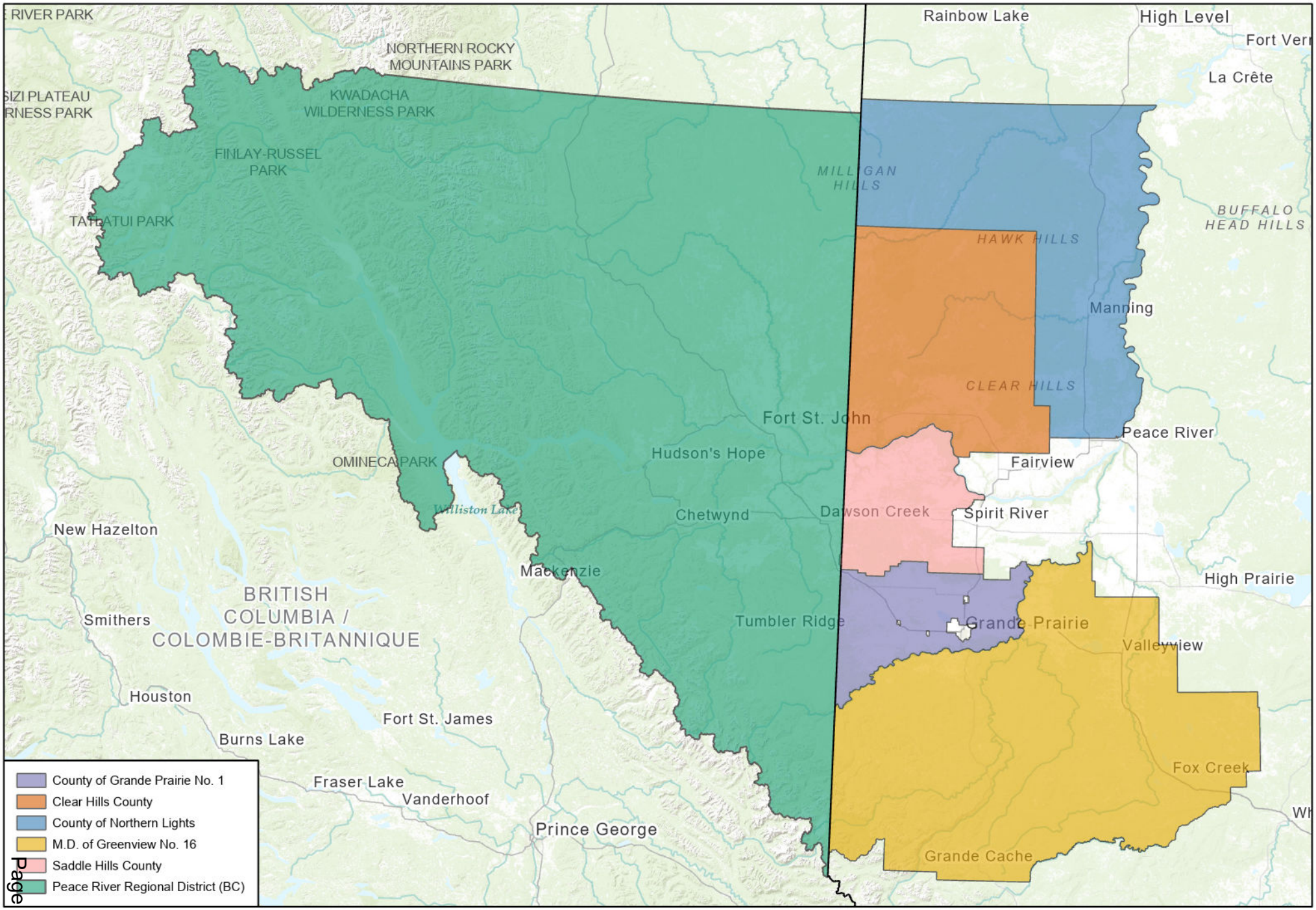
Attachments:
Schedule A – Peace Regional District Communities
Schedule B – Interprovincial Committee Map
Schedule C – Peace Regional District Communities Map

Schedule A

Peace Regional District Communities - for information:

Category	Community	Website
Municipalities	District of Chetwynd	www.gochetwynd.com
	City of Dawson Creek	www.dawsoncreek.ca
	City of Fort St. John	www.fortstjohn.ca
	District of Hudson's Hope	www.hudsonshope.ca
	Village of Pouce Coupe	www.poucecoupe.ca
	District of Taylor	www.districtoftaylor.com
	District of Tumbler Ridge	www.districtoftumblerridge.ca
Unincorporated Communities		
Electoral Area 'B'		
	Altona	
	Buick	
	Cecil Lake	
	Clayhurst	
	Clearview	
	Flatrock	
	Goodlow	
	Montney	
	North Pine	
	Osborn	
	Pink Mountain	
	Prespatou	
	Rose Prairie	
	Sikanni Chief	
	Trutch	
	Upper Cache	
	Upper Halfway	
	Wonowon	
Electoral Area 'C'		
	Baldonnel	
	Grandhaven	
	Charlie Lake	
	Old Fort	
	Clairmont	
	Two Rivers	
Electoral Area 'D'		
	Arras	
	Kilkerran	

Category	Community	Website
	Bessborough	
	One Island Lake	
	Cutbank	
	Rolla	
	Doe River	
	Tomslake	
	Farmington	
	Tower Lake	
	Kelly Lake	
	Tupper	
Electoral Area ‘E’		
	East Pine	
	McLeod	
	Groundbirch	
	Moberly Lake	
	Hasler Creek	
	Pine Valley	
	Jackfish	
	Progress	
	Lone Prairie	
	Sunset Prairie	



Data Sources:
Alberta Municipal Boundaries - Altalis
Regional Districts - Legally Defined Administrative Areas of BC - BC Geographic Warehouse https://catalogue.data.gov.bc.ca/
Basemap - Esri Canada, Canada Topographic and Hillshade.

N

0 50 100 200

Kilometers

Scale: 1:3,000,000

BC/AB Border Municipalities Group

Last Updated: 27-January-2026

NOT RESPONSIBLE FOR ERRORS OR OMISSIONS.

Peace River Regional District

N
W E
S

Alberta
British Columbia
County of Northern Lights
Clear Hills County
Peace River Regional District
Northern Rockies Regional Municipality
Kwadacha
Trutch
Hwy 97 N
Buckinghorse River
Sikanni Chief
Beatton
Nig
Electoral Area B
Tsay Keh Dene
Prespatou
Altona
Peejay
Cypress Creek
Wonowon
Buick Creek
Blueberry River First Nations
Doig River First Nation
Kobes
Murdale
Rose Prairie
Crying Girl Prairie
Upper Halfway
Halfway River First Nation
Montney
North Pine
Electoral Area C
Pineview
Goodlow
Cecil Lake
Fort St John
Taylor
Clayhurst
Cache Creek
Bear Flat
Grand Haven
Charlie
Baldonnel
Attachie
Lake
Golata Creek
Hwy 29 N
Farrell Creek
Worth
Lynx Creek
Tower Lake
Doe River
Hudson's Hope
Hwy 29
Saulteau First Nations
Parkland
Farmington
Sunrise Valley
Sweetwater
Dawson Creek
Moberly Lake
Sunset Prairie
Jackfish Lake
Bond
Groundbirch
Bessborough
West Moberly First Nations
Progress
Arras
Hwy 49
Sundance
East Pine
Fellers Heights
Pouce Coupe
Chetwynd
Pine Valley
Hulcross
Dokkie
Lone Prairie
Twidwell Bend
Upper Cutbank
Tomslake
Hwy 97
Garbitt
Lemoray
Electoral Area E
Hwy 97 S
Hwy 39
Hwy 29 S
Hwy 52 N
Tumbler Ridge
Electoral Area D
Hwy 52 E
Kelly Lake
County of Grande Prairie No. 1
Municipal District of Greenview No. 16
I.D. No. 25 (Willmore Wilderness)
Stikine Region (Unincorporated)
Regional District of Bulkley-Nechako
Regional District of Fraser-Fort George
Clear Hills County
Saddle Hills County

Yukon
Northwest Territories
British Columbia
Alberta

50 25 0 50 100
Kilometers

Universal Transverse Mercator Projection NAD83 DATUM

1:2,000,000

- Rural Community
- Highway
- BC Provincial Boundary
- First Nation Boundary
- PRRD Boundary
- Water Feature
- Lake
- Electoral Area B
- Electoral Area C
- Electoral Area D
- Electoral Area E

Path: PRRD Overview Map 11x17

Compiled and produced by the Peace River Regional District on Feb 20, 2025

Request for Decision

Report Submission Details

Item Number:	**5.4**
Report Title:	**Request for Additional Funding for the FireSmart Vegetation Management Project**
Presenter:	**Lee Brachmann, General Manager, Community Services**
Supported By:	N/A
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Unfinished Business

Recommended Action

Option 1:

That Council approve the additional funding request for the FireSmart Vegetation Management project in the amount of $32,656.70 to be added to the previously approved funding in the amount of $91,193.70 included with the existing Forest Resource Improvement Association of Alberta (FRIAA) Grant in the amount of $199,930 for a total amount of $323,780.40, with funding to come from the General Operating Reserve.

Previous Council / Committee Action

Resolution # CM20251124.008

MOVED by Councillor Kurt Balderston

That Council approve the request for funding for the FireSmart Vegetation Management project to treat 16.94 hectares of land in the total amount of $91,193.70 to be added to the existing Forest Resource Improvement Association of Alberta (FRIAA) Grant in the amount of $199,930 for a total amount of $291,123.70 with funding to come from as follows:

- $42,191 to be reallocated from the Highway 40 Phase 2 Vegetation Management project
- $50,000 to be reallocated from the Wildfire Mitigation Strategy project.

CARRIED

Background and Analysis

The current FireSmart Vegetation Management project was initiated in 2024 funded through a Fire Resource Improvement Association of Alberta (FRIAA) grant. The original scope targeted a treatment area of 41.05 hectares in Priority Area #3 based on the 2015 Wildfire Mitigation Strategy, located west of Highway 40 and south of Grande Prairie. However, due to a combination of factors, including lower than anticipated pricing for the salvaged timber combined with higher than anticipated forestry contractor costs, the scope was reduced to 16.94 hectares. A grant from FRIAA in the amount of $199,930 was provided for this project and, in November 2025, Council authorized $91,193.70 in unexpended funding from two previous FireSmart projects to be reallocated toward this project.

Since project initiation, several factors have contributed to a projected budget shortfall and the request for additional funding.

The treatment area of 16.94 hectares was based on estimated boundaries at the time of planning and tendering. During implementation, several field-based refinements were required:

- A grazing lease holder requested an expanded buffer, which reduced portions of the originally planned treatment area.
- The affected area was re-allocated to widen an access trail, which was not anticipated at the time of project tender but was required to support effective operations.
- Upon completion of treatment, a final drone-based GPS survey conducted by County staff confirmed an additional 0.26 hectares of treated area beyond earlier estimates.

These adjustments reflect on-site refinements necessary in vegetation management projects and do not represent an expansion in project scope.

With respect to timber sales, volumes of sawlogs and pulpwood were lower than anticipated, resulting in some reduced revenue. However, drywood volumes were higher than anticipated and did not require hauling, which resulted in transportation cost savings. While these operational savings partially offset costs, the overall financial position was negatively impacted.

The project also experienced schedule extensions beyond initial timelines, requiring additional technical oversight from the project's consultant to ensure compliance with treatment standards. As a result, additional consulting costs were required to support extended field supervision, quality control, ongoing technical oversight, and prescription compliance.

In May 2026, Alberta Forestry and FRIAA conducted an inspection of the treatment areas and identified that mulch depth exceeded the 5-centimetre maximum standard in some locations. Administration is working with the project consultant to identify and prioritize affected areas and undertake targeted corrective work to bring treatments into compliance. This work is required to ensure the project meets provincial standards and can be formally accepted as complete and is anticipated to bring additional consulting fees.

The project is forecasting a total budget shortfall of approximately $32,656.70. This is representative of a $24,337.75 shortfall and anticipated further consultant costs of $8,318.95.

	Budget	**Actual**
Fuel Treatment	$291,531.27	$295,403.33
Non-Fuel Treatment	$42,967.93	$60,014
Project Expenses	**$334,499.20**	**$355,417.33**
Timber Revenue	$43,375.50	$38,622.50
Timber Dues Credit		$1,333.38
FRIAA Grant	$199,930	$199,930
County Allocation	$91,193.70	$91,193.70

Revenue/Grants	**$336,566**	**$331,079.58**
Project Shortfall	**+$2,066.80**	**-$24,337.75**
Estimated Additional Costs		$8,318.95
Total Estimated Shortfall		**-$32,656.70**

Organizational Capacity and Resourcing

Level of Service: Maintain Level of Service

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council approve the additional funding request for the FireSmart Vegetation Management project in the amount of $32,656.70 to be added to the previously approved funding in the amount of $91,193.70 included with the existing Forest Resource Improvement Association of Alberta (FRIAA) Grant in the amount of $199,930 for a total amount of $323,780.40, with funding to come from the General Operating Reserve.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

2015 County of Grande Prairie Wildfire Mitigation Strategy

2025 County of Grande Prairie Wildfire Mitigation Strategy

Stakeholder Engagement

Stakeholders in the vegetation management area have been engaged throughout the project.

Public Engagement and Communication

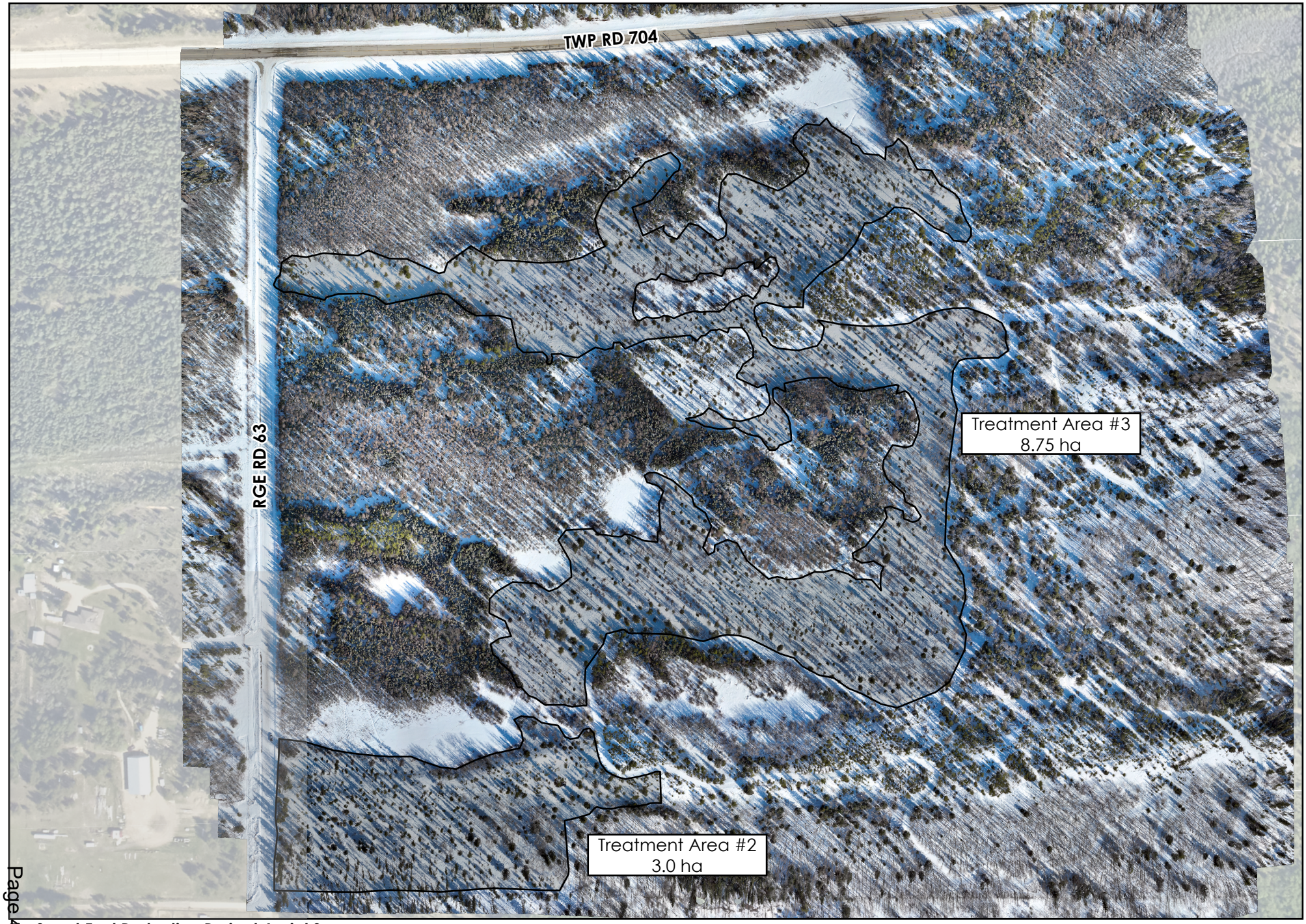
Public communication occurred at the beginning of the project and may be planned following final project completion.

Attachments

1. County Aerial Survey Map – Vegetation Management Treatment Areas

☒ Approved by General Manager

☒ Approved by County Manager



FireSmart Fuel Reduction Project Aerial Survey

Treatment Areas #2 & #3 Trimming
NW-22-70-6-W6M

County of Grande Prairie
Transportation & Utilities
10001-84 Ave Clairmont, AB T8X 5B2

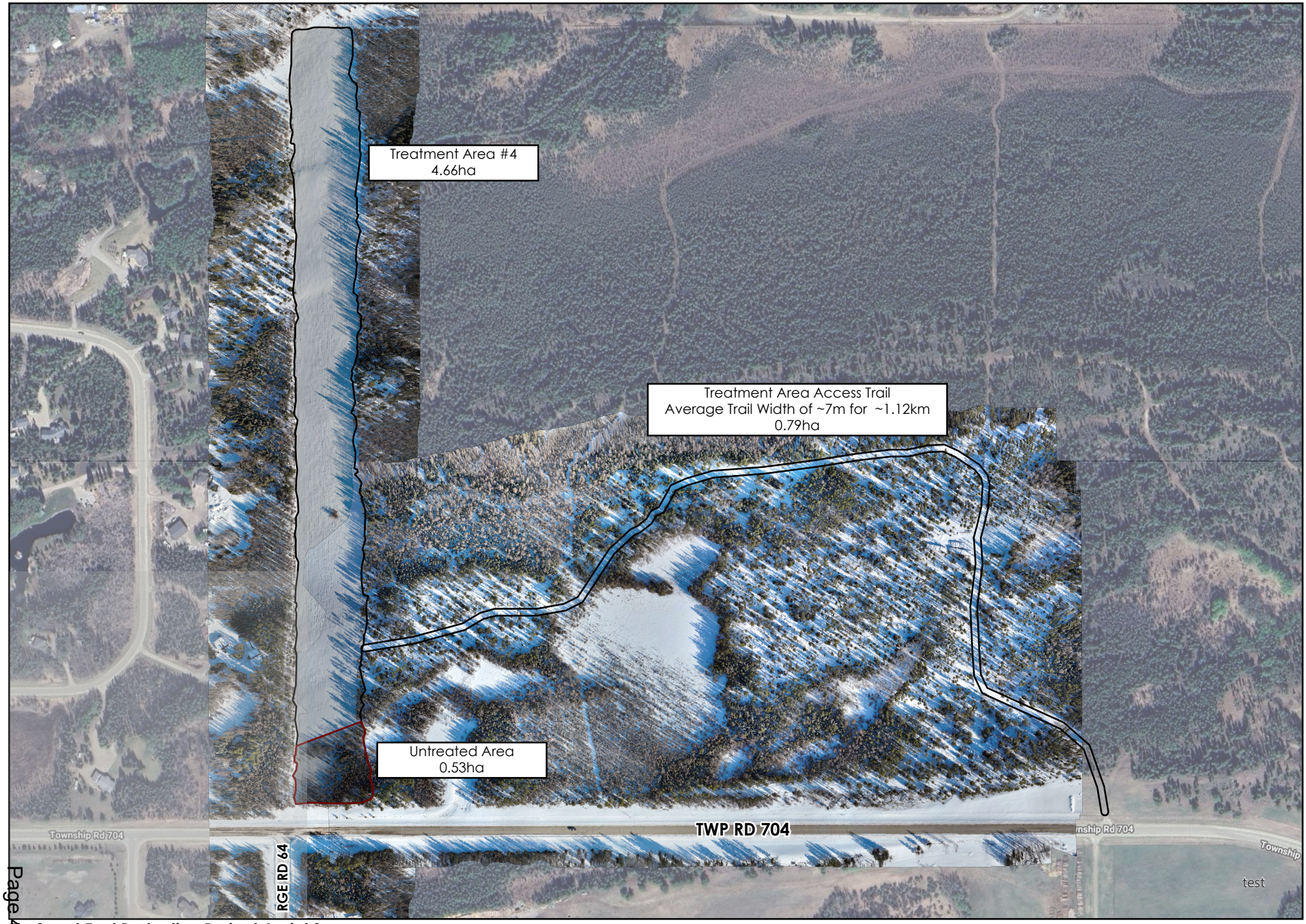
WEB: countygp.ab.ca
EMAIL: info@countygp.ab.ca
PHONE: 780-532-7393

Date:	2026/03/31	**Datum:**	NAD 83 CSRS
Scale:	1:5,000	**Geoid Model:**	CGVD 28
Rev:	1.0	**Coordinate System:**	UTM ZONE 11N
Page:	1/2	**Sample Distance:**	3.22 cm

Legend

Treatment Areas

County of Grande Prairie No. 1
Alberta, Canada



FireSmart Fuel Reduction Project Aerial Survey

Treatment Areas #4 Clearing & Access Route
SW-28-70-6-W6M

County of Grande Prairie
Transportation & Utilities
10001-84 Ave Clairmont, AB T8X 5B2

WEB: countygp.ab.ca
EMAIL: info@countygp.ab.ca
PHONE: 780-532-7393

Date:	2026/03/31	**Datum:**	NAD 83 CSRS
Scale:	1:5,000	**Geoid Model:**	CGVD 28
Rev:	1.0	**Coordinate System:**	UTM ZONE 11N
Page:	2/2	**Sample Distance:**	3.22 cm

Legend

- Treatment Area
- Untreated Area
- Access Route Area

County of Grande Prairie No. 1
Alberta, Canada

Request for Decision

Report Submission Details

Item Number:	**5.5**
Report Title:	**2026 Forest Resource Improvement Association of Alberta FRIAA – Community Fireguard Program Grant Update**
Presenter:	**Lee Brachmann, General Manager, Community Services**
Supported By:	Trevor Grant, Fire Chief
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	New Business

Recommended Action

Option 1:

That the County of Grande Prairie enter into an agreement with Forest Resource Improvement Association of Alberta (FRIAA) under the Community Fireguard Program to complete Priority Areas 1 and 2 as identified in the 2025 County of Grande Prairie Wildfire Mitigation Strategy, additional areas identified for a fireguard and thinning/pruning north of TWP RD 704A and east of Resources Road, with in-kind contributions in the amount $20,250, and funding for consultant services and Indigenous and community engagement costs in the amount of $79,750 to come from the General Operating Reserve, subject to FRIAA project approval. Resolution # CM20260504.043 is hereby rescinded.

Previous Council / Committee Action
Resolution # CM20260504.043

MOVED by Councillor Terri Beaupre

That the County of Grande Prairie enter into an agreement with Forest Resource Improvement Association of Alberta (FRIAA) under the Community Fireguard Program to complete Priority Areas 1 and 2 as identified in the 2025 Wildfire Mitigation Strategy, with in-kind contributions in the amount $20,250, and funding for consultant services and Indigenous and community engagement costs in the amount of $79,750 to come from the General Operating Reserve, subject to FRIAA project approval.

CARRIED

Resolution #CM20251006.066

Moved by Councillor Leanne Beaupre
That Council approve the 2025 Wildfire Mitigation Strategy as presented and recognize it as the framework for future wildfire mitigation projects within the County of Grande Prairie.

CARRIED

Background and Analysis

The 2025 Wildfire Mitigation Strategy was adopted by County of Grande Prairie Council as the framework for future wildfire mitigation projects within the County of Grande Prairie.

Administration submitted an Expression of Interest (EOI) to the Forest Resource Improvement Association of Alberta (FRIAA) under the Community Fireguard Program. Administration's proposal identified a 100-meter-wide fireguard in Priority Areas 1 and 2 south of TWP RD 704A, as identified in the 2025 County of Grande Prairie Wildfire Mitigation Strategy. Administration's proposal also included a 75-meter-wide buffer that could be thinned and pruned to FireSmart standards between the subdivisions to the north and the recommended fireguard. The proposed project was supported by Council on May 4, 2026, and has been selected by FRIAA for a review in advance of a decision on project funding.

Through the proposed project review, the Consultant and FRIAA determined that the scope of the County's submission was not large enough to be successful for Community Fireguard Project funding. As a result, a proposal was made to increase the project scope to include additional areas of fireguard, as well as thinning and pruning that would tie into the fireguard.

The proposed expanded scope would encompass areas east of Resources Road and north of TWP RD 704A aligned with treatment areas identified in the 2025 County of Grande Prairie Wildfire Mitigation Strategy. Work in these areas would include thinning and pruning and additional fireguard construction. The sections of fireguard outside of thinning and pruning would have widths in the range of 200 – 250 meters.

FRIAA has indicated that a geotechnical assessment will be included in the project budget for the fireguard areas south of the Dunes, Dunes on 17, and Tamarack Estates subdivisions, in consideration of residents' concerns about potential slope sloughing associated with significant vegetation removal.

Administration is seeking further direction from Council, as the additions proposed by FRIAA represents a significant increase to the scope previously approved by Council.

Organizational Capacity and Resourcing

Level of Service: Maintain Level of Service

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That the County of Grande Prairie enter into an agreement with Forest Resource Improvement Association of Alberta (FRIAA) under the Community Fireguard Program to complete Priority Areas 1 and 2 as identified in the 2025 County of Grande Prairie Wildfire Mitigation Strategy, additional areas identified for a fireguard and thinning/pruning north of TWP RD 704A and east of Resources Road, with in-kind contributions in the amount $20,250, and funding for consultant services and Indigenous and community engagement costs in the amount of $79,750 to come from the General Operating Reserve, subject to FRIAA project approval. Resolution # CM20260504.043 is hereby rescinded.

Option 2:

That Council direct Administration to take no further action on the 2026 Forest Resource Improvement Association of Alberta (FRIAA) – Community Fireguard Program Grant.

There are no further additional funding implications with these options.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☒ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

2025 County of Grande Prairie Wildfire Mitigation Strategy

Stakeholder Engagement

Several Stakeholders internally and externally were engaged during the Wildfire Mitigation Strategy. Alberta Wildfire has also signed off on the proposed projects.

Public Engagement and Communication

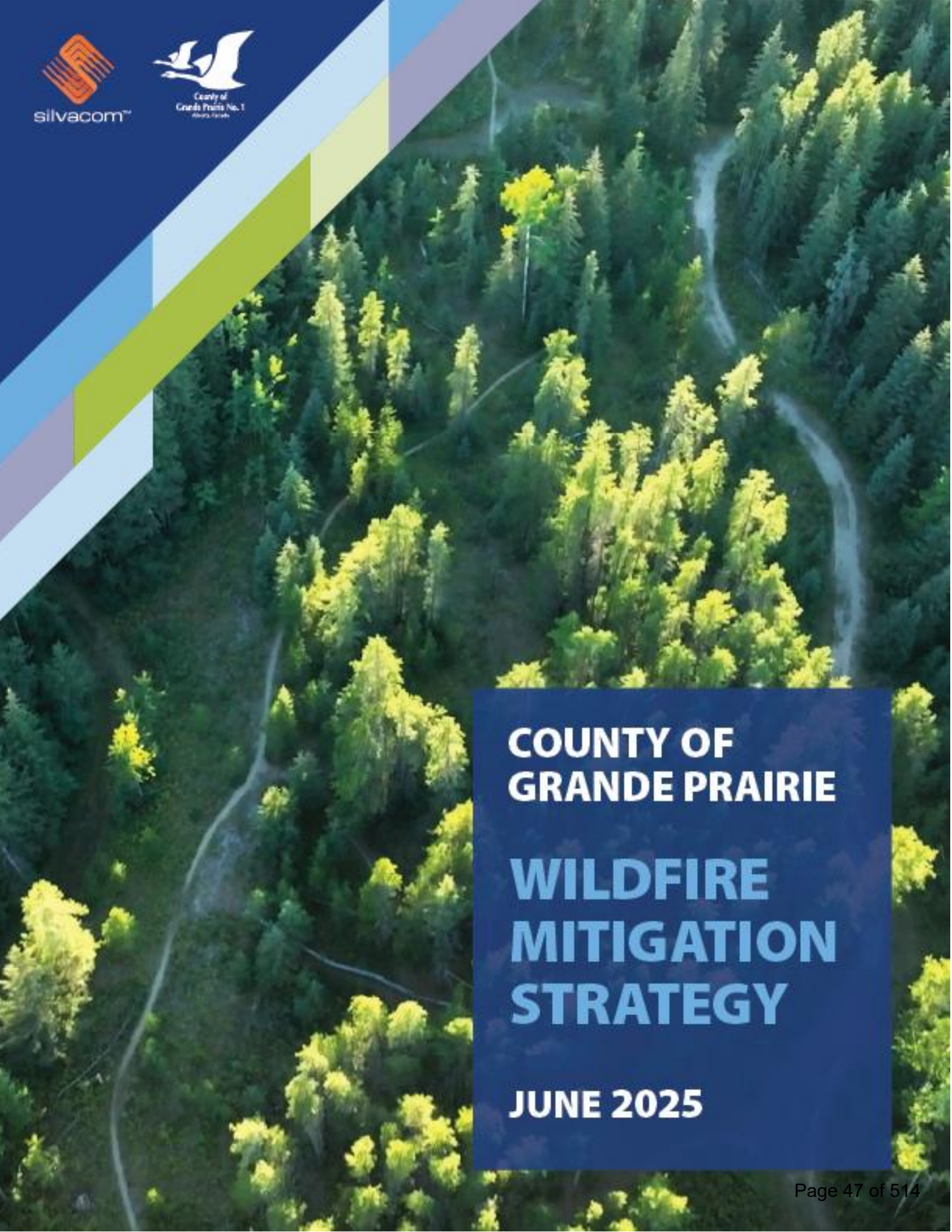
Comprehensive Indigenous and Community consultations have not yet taken place, as discussions are still underway regarding the scope of the proposed fireguard. These consultations will be required once the scope has been finalized and will take place if the project is approved by FRIAA.

Attachments

1. 2025 County of Grande Prairie Wildfire Mitigation Strategy
2. Maps of Proposed Expanded Scope - CONFIDENTIAL

☒ Approved by General Manager

☒ Approved by County Manager



COUNTY OF GRANDE PRAIRIE

WILDFIRE MITIGATION STRATEGY

JUNE 2025

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Introduction

Wildfire continues to be a significant concern for the County of Grande Prairie, with evolving risks driven by population growth, increased development, and changing wildfire conditions. Recognizing the need to build upon the progress made over the past decade, the County has updated its Wildfire Mitigation Strategy to reflect new challenges, best practices, and lessons learned since the 2015 Wildfire Mitigation Strategy[1] was developed.

Since 2015, the County has worked closely with Alberta Forestry and Parks (formerly Alberta Agriculture and Forestry), the Forest Resource Improvement Association of Alberta (FRIAA), and local stakeholders to implement wildfire mitigation projects. These efforts have focused on high-risk areas, particularly in the Wapiti Sand Dunes region, through FireSmart fuel reduction, public education, and community engagement initiatives. While these projects have significantly improved wildfire resilience, the evolving landscape, and greater risk of wildfires necessitates a renewed and comprehensive approach.

The 2025 Wildfire Mitigation Strategy builds on the foundation established in 2015 and aligns with current FireSmart principles and provincial wildfire mitigation strategies. This update incorporates the latest wildfire risk assessments, advances in fire behaviour modeling, and new opportunities for collaboration with residents, businesses, and industry partners. The strategy continues to emphasize fuel management, community preparedness, and public education, while also identifying new priority areas and actionable recommendations to further reduce wildfire risk.

As with the 2015 strategy, implementation of the 2025 Wildfire Mitigation Strategy will rely on strong partnerships between the County, the province, and private landowners. All projects will be subject to funding availability and approvals from relevant authorities. Through this plan, the County remains committed to proactive wildfire mitigation, ensuring that those who live, work, and recreate in forested areas can do so safely for years to come.

Background

The County of Grande Prairie is characterized by a diverse landscape, with expansive prairie and farmland in the central and eastern regions and boreal forest to the north, west, and south. Within the County's boundaries, forested

[1] County of Grande Prairie. (2015). Wildfire Mitigation Strategy. County of Grande Prairie.

areas continue to play a critical role in the region's ecology, economy, and wildfire risk profile. The County's forests have been shaped by historical events such as settlement, homesteading, industrial development, and both natural and human-caused wildfires.

While large wildfires were common in the County's early history, fire suppression efforts since the mid-20th century have significantly reduced the frequency of large-scale burns. However, the accumulation of forest fuels, particularly in coniferous stands, combined with the effects of the Mountain Pine Beetle (MPB) infestation, has led to an increased risk of high-intensity wildfires. These conditions are further exacerbated by rising temperatures, drier conditions, and more frequent extreme weather events linked to climate change.

Human activity in forested areas has also increased over the past decade. Expanded industrial development, recreational use, and residential growth near forested regions have contributed to a growing number of human-caused ignitions. Uncontrolled recreational fires, off-highway vehicle (OHV) use, and industrial operations all pose potential ignition sources that elevate wildfire risk.

While the deciduous forests in the northern and western portions of the County have a lower fire risk, the coniferous-dominated areas in the Wapiti Sand Dunes remain the highest priority for wildfire mitigation. This region, stretching from the Smoky River to Pipestone Creek, consists of mature pine forests with high fuel loads, making it particularly vulnerable to fast-moving wildfires. Recent FireSmart treatments have helped reduce risk, but continued maintenance and expansion of these efforts are essential.

The 2025 Wildfire Mitigation Strategy builds upon the previous plan by incorporating updated wildfire risk assessments, new FireSmart initiatives, and enhanced collaboration with stakeholders. While the Wapiti Sand Dunes remains the highest priority for fuel reduction, the strategy also emphasizes:

- Public education on wildfire prevention and home ignition risks.
- Identification and protection of critical values at risk throughout the County.
- Cooperation with municipalities, industry, and community groups to enhance wildfire resilience.

By taking a proactive and adaptive approach, the 2025 strategy ensures that wildfire mitigation efforts continue to protect residents, infrastructure, and natural resources while supporting the County's long-term sustainability and resiliency.

Planning Area

The County of Grande Prairie is located approximately 460 kilometers northwest of Edmonton in the Peace Country region of Alberta (Figure 1). It is bordered by the Wapiti River to the south, the Smoky River to the east, Saddle Hills to the north, and the British Columbia border to the west. The County covers a total area of 5,863 km^2 and includes several communities, such as the hamlets of Bezanson, Clairmont, Teepee Creek, and La Glace. The City of Grande Prairie and the towns of Beaverlodge, Sexsmith, and Wembley, are also part of the County, bringing the regional population to over 103,000 residents[2]. Neighbouring municipalities include the M.D. of Greenview to the south and east, Saddle Hills County to the north, and Birch Hills County further northeast.

The County is located within the Great Plains Region of Canada, with approximately 40% of the land base classified as prime farmland, particularly in the central and eastern portions. The remaining lands—primarily along the southern, western, and northern borders—consist of farmland, grazing leases, and forested areas. Privately held land accounts for approximately 77% of the total land base, while 23% is public Crown land (Figure 2). The County itself owns a small portion of the total land base, including municipal reserves, parks, and gravel leases.

Although this strategy provides a comprehensive wildfire mitigation approach for the entire County, its primary focus is public Crown land, where wildfire risk is most significant. However, effective wildfire mitigation also requires coordination with private landowners, particularly in areas where private land is adjacent to or embedded within forested Crown land. In such cases, FireSmart initiatives may include fuel reduction treatments, community education, and FireSmart home assessments. Mitigation efforts on private land will be explored in collaboration with landowners and, if pursued, would be undertaken at their discretion and expense.

The 2025 Wildfire Mitigation Strategy recognizes that wildfire risk does not stop at jurisdictional boundaries. As such, the County will continue to work closely with neighbouring municipalities, Indigenous communities, industry, and provincial agencies to ensure a coordinated, landscape-level approach to wildfire risk reduction.

[2] Regional Dashboard, Grande Prairie County No. 1/City of Grande Prairie. 2025. https://regionaldashboard.alberta.ca

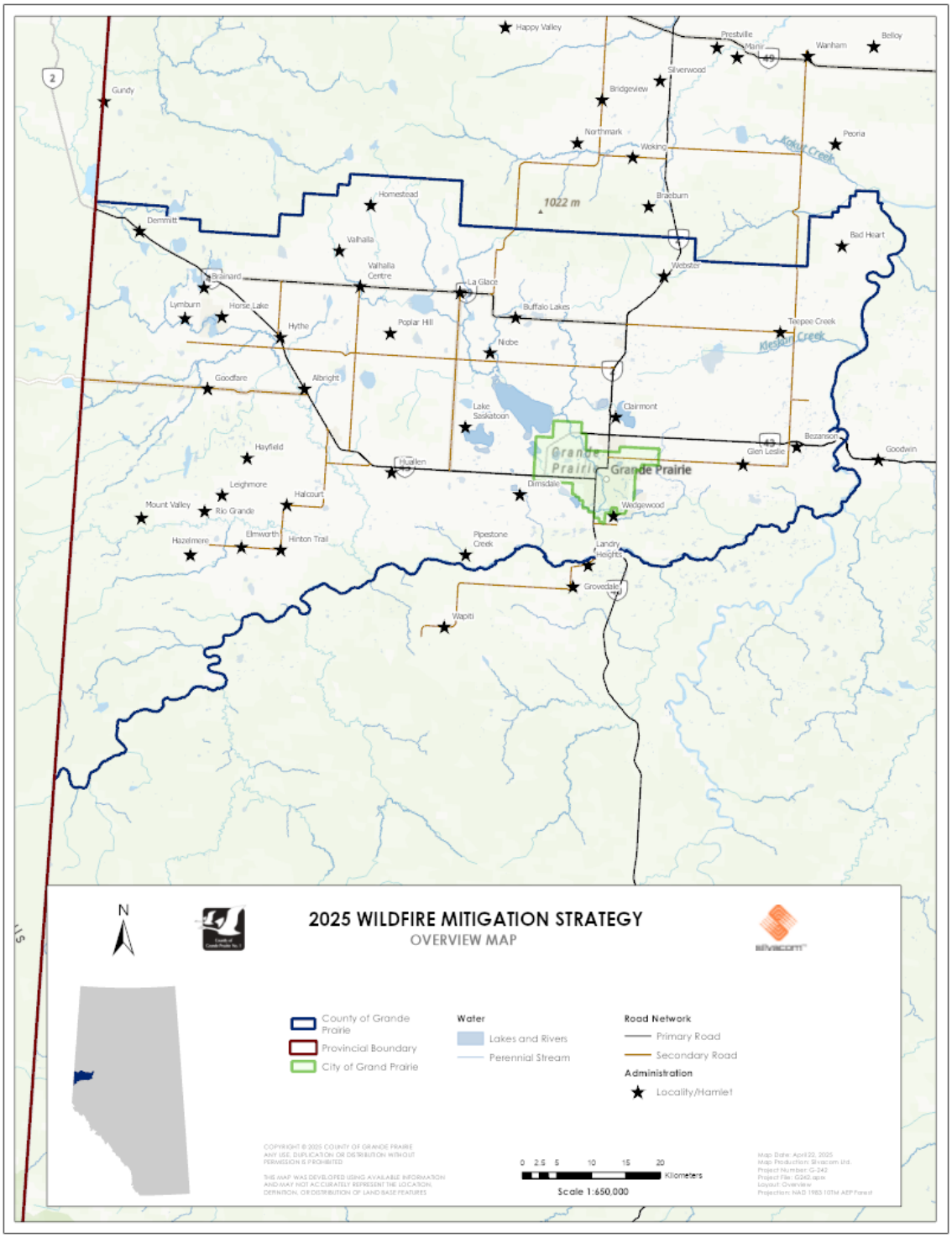

Figure 1 Overview Map, County of Grande Prairie

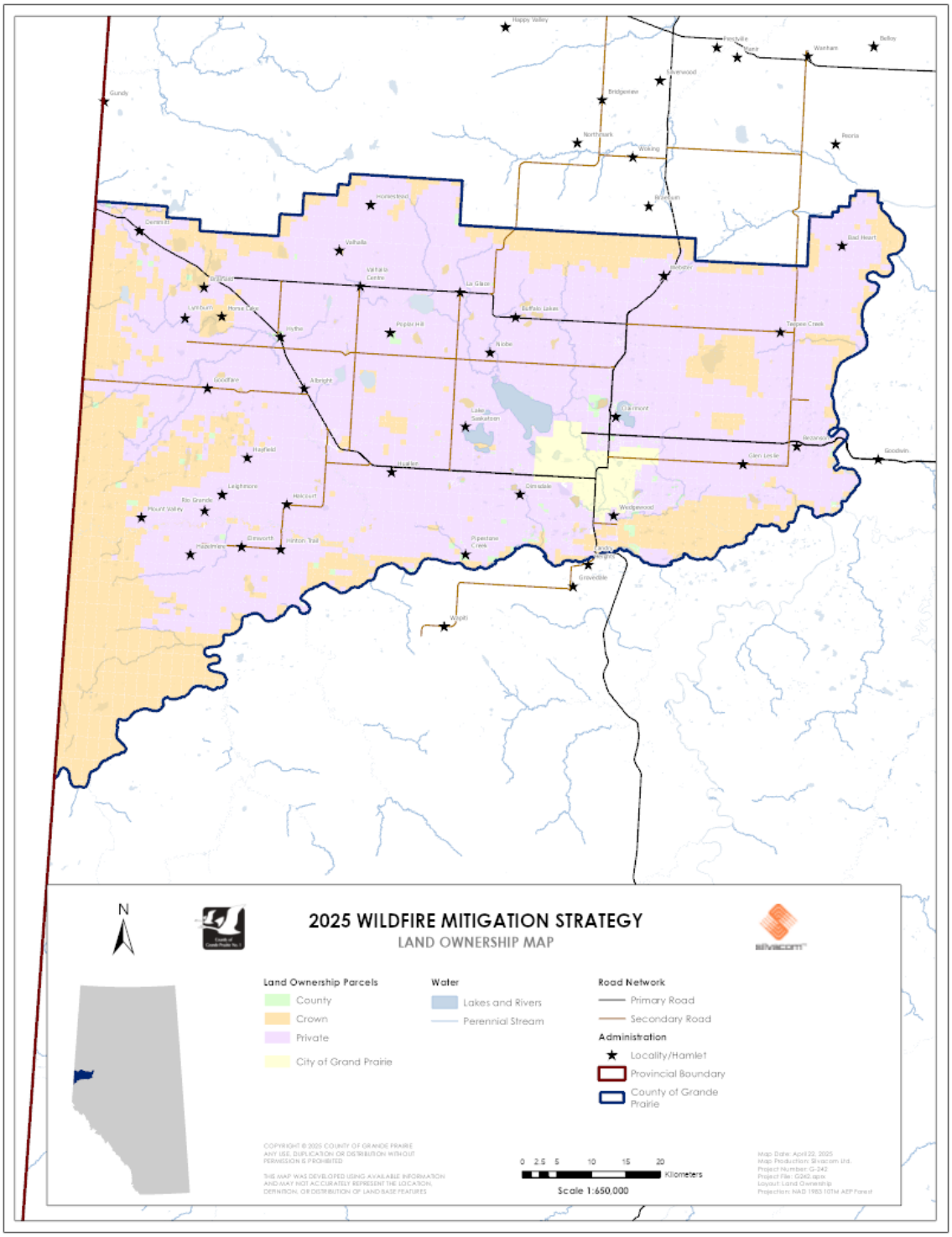

Figure 2 Land Ownership, County of Grande Prairie

Hazard & Risk Assessment

WILDFIRE HISTORY

Table 1 provides a summary of wildfires in the County of Grande Prairie, both within and outside the Forest Protection Area, that met the minimum size requirement for perimeter mapping by the Government of Alberta.

The 2023 fire season saw significant wildfire activity within the County of Grande Prairie. The Dunes West fire was a large fire event that threatened communities and required significant operations and evacuations. Operations on this wildfire included the construction of fireguards within the vicinity of the fire and in strategic locations south of the City of Grande Prairie.

Table 1 Historical Wildfires, County of Grande Prairie[3]

Period	Number of Wildfires	Median Fire Size (ha)	Average Fire Size (Ha)
1995-1999	3	0.9	9.5
2000-2004	1	2.2	2.2
2005-2009	1	11.6	11.6
2010-2014	2	1.7	1.7
2015-2019	3	2.5	12.4
2020-2024	12	19.5	231.5

[3] Government of Alberta. (31 Jan 2025). Wildfire data. Open Government Portal. https://open.alberta.ca/opendata/wildfire-data

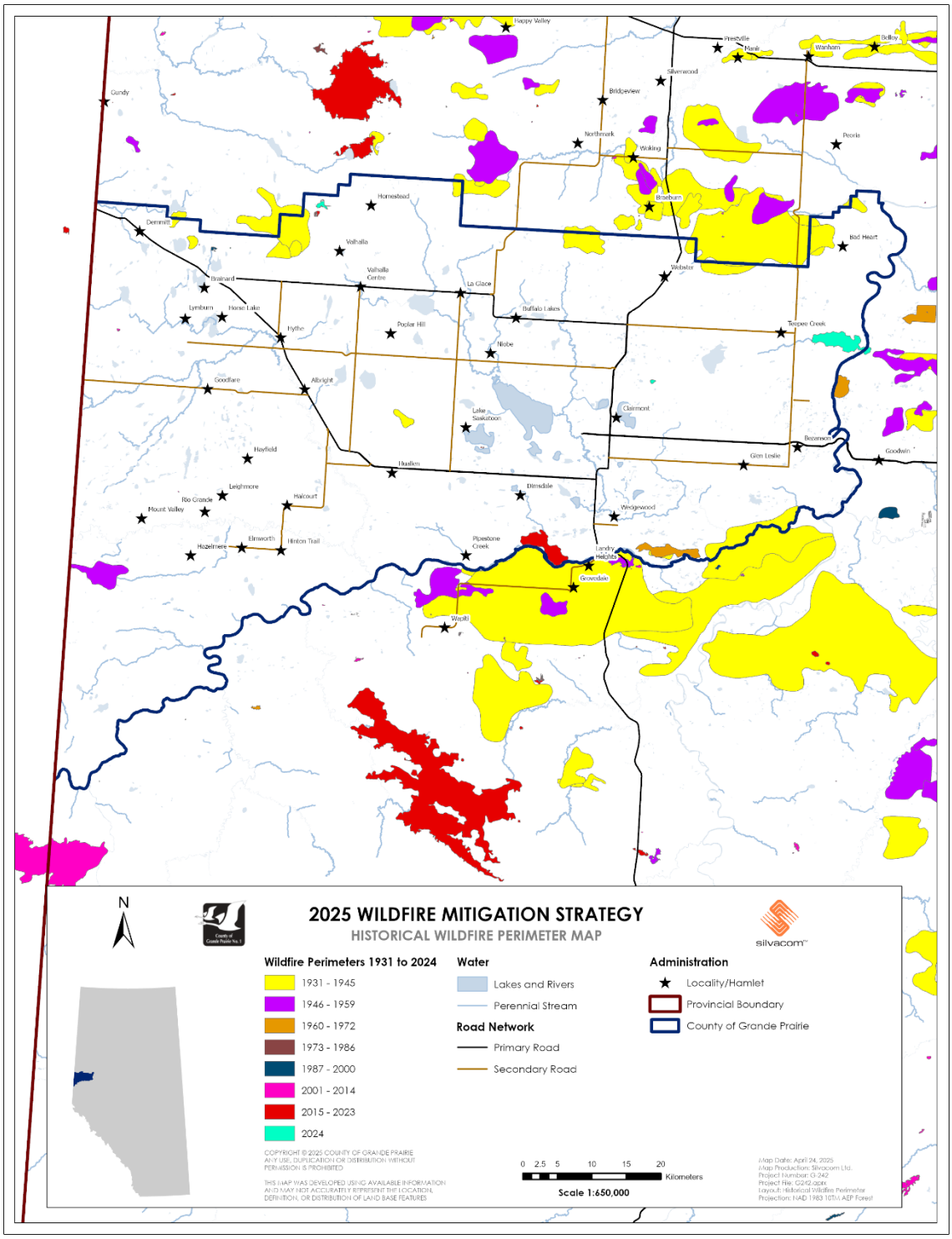

Figure 3 Historical Wildfire Perimeters, County of Grande Prairie

WILDFIRE THREAT ASSESSMENT

FIRE BEHAVIOUR POTENTIAL (FBP) FUEL TYPES

The County of Grande Prairie consists predominantly of grass (O1) fuel types. This fuel type is used to represent both natural grass fields, tame grass fields and some agricultural fields. The North, West and South boundary of the County have more forested fuel types including mature Lodgepole Pine (C3), Boreal Spruce (C2), Leafless (D1) and leaved (D2) deciduous fuels, and Mixedwood (M1 and M2) (Figure 4).

Grass fuels (O-1/O-2) are of greatest importance in the spring and fall. Cured grasses in the spring (prior to the emergence of green new growth) have dried out and carry wildfire quickly. Ignitions from holdover burn piles-burning of waste and agricultural practices-can ignite a wildfire, particularly when vegetation is dry and high winds are present. Management of grass fuels is an ongoing practice generally completed on private land.

Mature Pine (C3) - most of the mature pine stands have been treated since the 2015 Wildfire Mitigation Strategy. These stands were fully or partially harvested depending on their location within the County to manage Mountain Pine Beetle outbreak effects. The management has changed the structure of these stands a thinned/ less dense pine stand. This is being represented in provincial fuel layers as a C5 fuel type. This fuel type reflects the reduced fuel load within the stand.

Boreal Spruce (C2) is the fuel type with the greatest risk of extreme wildfire activity. Within the County these stands exist in low lying areas and are pure stands of dense Black spruce. C2 fuels of concern are found in the Bear Creek Valley, the Wapiti Dunes, and Wapiti River Valley areas.

Deciduous (D1) fuels and Mixedwood fuels (M1) have become a concern within the County over the last 10 years. Extreme fire conditions early in the fire season and persistent dry conditions have increased the observed fire behaviour within these stands. Many of these stands are reaching maturity or have significant amounts of coarse woody debris, increasing the fuel load and fire intensity within the stand during the spring fire season.

The coniferous fuel types are of the highest concern, and those within the Wapiti Dunes area are the most prevalent.

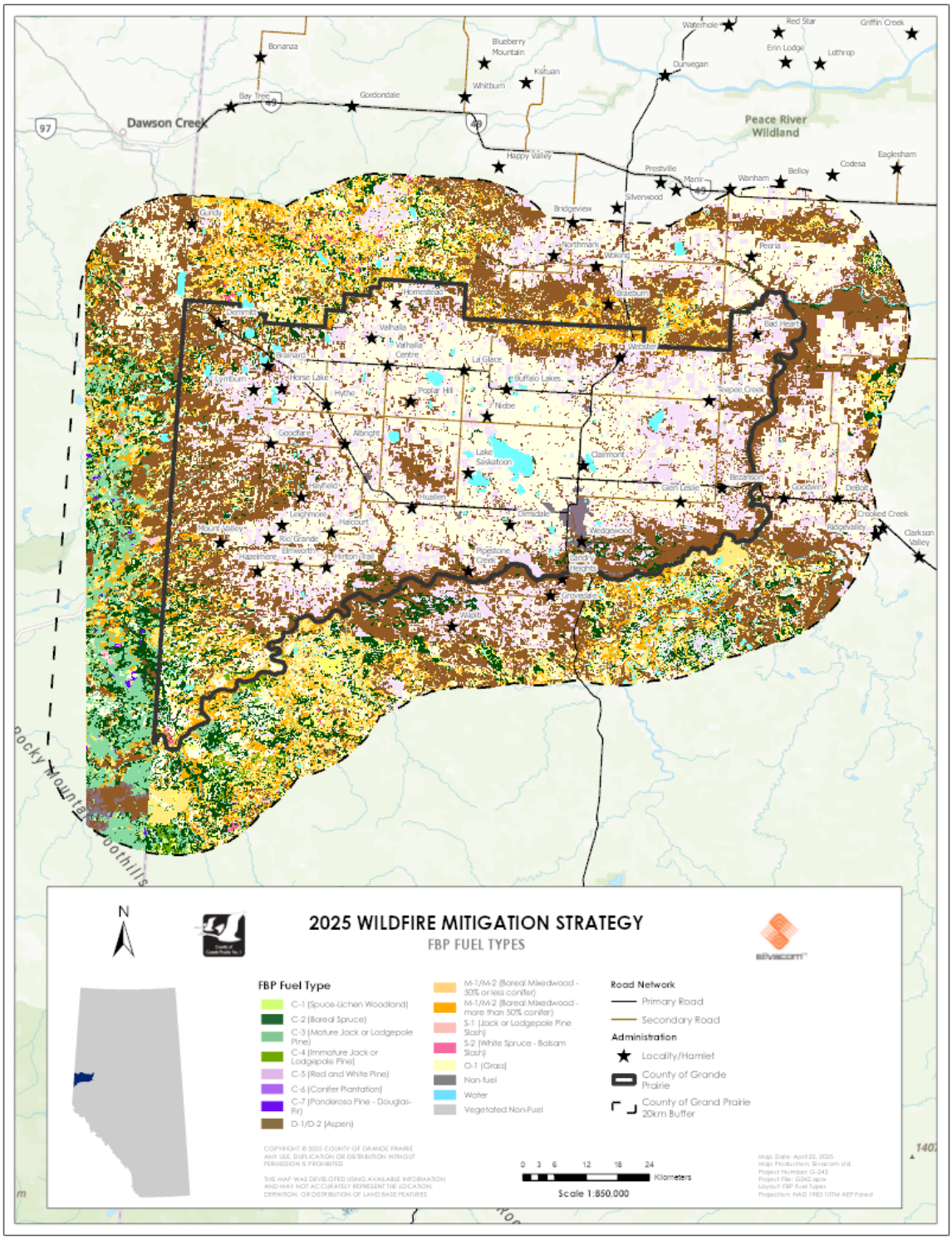

Figure 4 FBP Fuel Types, County of Grande Prairie

IGNITION EXPOSURE ASSESSMENT

The Wildfire Ignition Exposure Assessment[4] is a planning tool used to identify areas where wildfires are most likely to spread. It takes a systematic approach to assess wildfire risk by analyzing surrounding vegetation (fuels) and potential ignition sources. This helps prioritize mitigation efforts in communities and landscapes that are vulnerable to wildfire.

The assessment evaluates risk through four key components:

1. Ignition Zones – Wildfires can ignite and spread through three primary mechanisms:
    - Radiant heat (0.1–30 meters): Direct heat transfer from flames.
    - Short-range embers (0.1–100 meters): Wind-driven burning debris that can ignite nearby fuels.
    - Long-range embers (100.1–500 meters): Embers carried over greater distances, potentially sparking new fires.
2. Hazard Fuel Analysis – Vegetation is categorized into two key groups:
    - Hazard fuels: Highly flammable vegetation such as coniferous trees, dense shrubs, and cured grasses.
    - Non-fuel areas: Natural and man-made firebreaks, including roads, water bodies, and rocky terrain.
3. Mapping Exposure Levels – The final step in the assessment process involves mapping wildfire ignition exposure across the landscape. This is done by overlaying fuel classifications with ignition zones to visualize areas most at risk of ignition. The resulting map provides a clear representation of how wildfire exposure varies across different regions. When combined with an analysis of values at risk, this helps determine which parts of a community or infrastructure are most vulnerable.

In Figure 5, wildfire ignition exposure closely follows the FBP Fuels Map (Figure 4). Since the assessment is fuel-based, areas with dense, flammable vegetation will show higher exposure, while open areas with minimal fuels, such as agricultural land or natural firebreaks, exhibit lower exposure. Exposure is lowest

[4] Beverly et al. (2010). *Wildfire Exposure Assessment*. International Journal of Wildland Fire, 19: 299-313

in the central County, where agriculture and farmland dominate, and highest in the forested areas to the north and southwest.

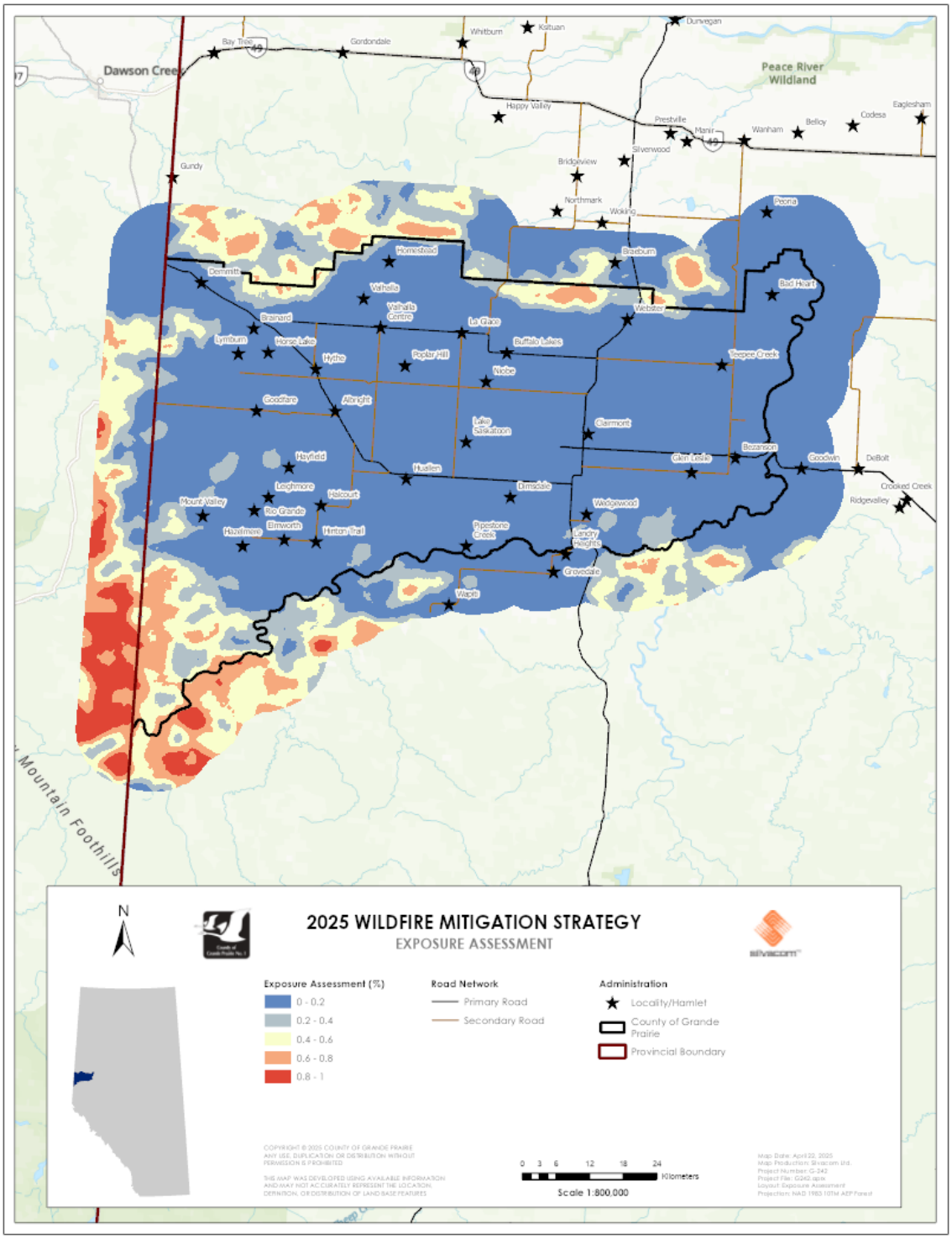

Figure 5 Ignition Exposure Assessment, County of Grande Prairie

	Recommendations	Timing	Responsibility
1	Review Ignition Exposure layer every spring before Fire season	Q1, annually	Regional Fire Service, Community Services
2	Identify and map water sources (large dugouts, lakes, etc.) that could be available for fighting wildfires	Ongoing	Regional Fire Service

Forest Health Concerns

Mountain Pine Beetle (MPB) surveys are conducted annually to assess the status of infestations within the Grande Prairie Forest Protection Area (Figure 6). Surveys from 2022 to 2024 have shown no detectable MPB presence, leading to the conclusion that the outbreak has subsided. Future projections do not anticipate a resurgence, and MPB is no longer considered a significant threat in the region.

The primary forest health concern in the County is aspen mortality, which peaked in 2016 and has been gradually declining[5]. The dieback is primarily attributed to a combination of defoliation and drought stress, affecting large areas north and east of Grande Prairie. Ongoing monitoring efforts aim to track recovery trends and assess the long-term impacts on forest regeneration and ecosystem health.

	Recommendations	Timing	Responsibility
3	Monitor Aspen mortality in areas with values at risk	Ongoing	Community Services, Forestry & Parks

[5] Based on discussion with Forest Health Officer Devin Letourneau, Grande Prairie Forest Area.

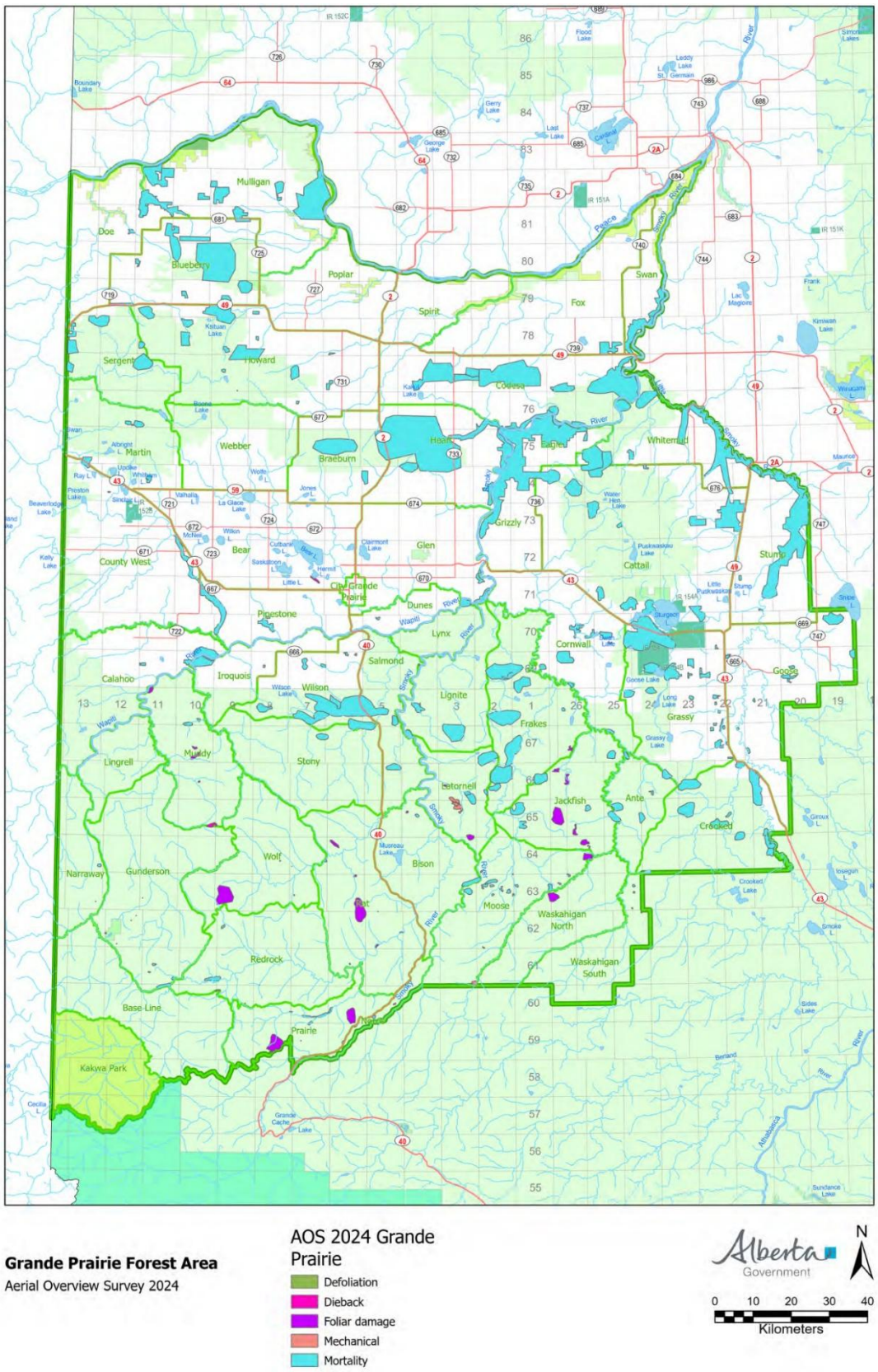

Figure 6 Aerial Overview Survey (AOS) within the County of Grande Prairie

Sub Area Evaluations

In 2015, six sub-areas were identified and analyzed for fire hazard and risk. They were evaluated based on timber type (age and species), topography, population (number and density of residents) and nearby industrial and infrastructure development. The assessment and risk rating were updated in 2025, and no major changes to fire risk were identified.

Webster. This sub-area is located along the northern border of the County at the foot of the Saddle Hills. The northern portion of this sub-area is Crown land and part of Weyerhaeuser's Forest Management Agreement Area (FMA), and private farm land make up the southern portion of this sub-area.

Weyerhaeuser participated in a Mountain Pine Beetle Mitigation Project in Saddle Hills where unmerchantable and infested pine stands are being harvested and piled and burned with the sites eventually being planted. Harvesting took place between 2016 and 2021.

Population in this sub-area is relatively low, and infrastructure consists mainly of roads and utilities serving the farms and residents in the area.

Fire risk for this area: Low

Homestead. This sub-area is located approximately 4km south of Saddle Hills County boundary, and is characterized by mature boreal spruce and pine to the north and private farm land to the south. A significant portion of the remaining mature pine stands in the area were harvested under Weyerhaeuser's MPB program between 2016-2021.

To the south is private farm land with a relatively low population density. Infrastructure primarily consists of roads and utilities serving the farms and residents in the area.

Fire risk for this area: Low

Updike Lake. This sub-area is mostly aspen with some boreal spruce and pine scattered throughout. The area is a mix of Crown land and private farms. The energy sector is a key feature on the landscape with many well sites, pipelines and compressor stations. The area borders Weyerhaeuser's FMA. The majority of the mature pine stands in this area were sequenced and harvested as part of Weyerhaeuser's MPB Mitigation Program, which has greatly reduced the fire hazard for the area by removing fuel and changing the age structure of the forest.

Other infrastructure includes roads and utilities to service the farms, industry and residents in the area. Population is relatively low.

Fire risk for this area: Low to Medium

Calahoo. This sub-area lies within Weyerhaeuser's FMA in the County's southwest corner, north of the Wapiti River and east of the BC border. Most mature pine stands were harvested through Weyerhaeuser's MPB Mitigation Program. To the north, the landscape consists of vacant Crown land with deciduous forest or private farmland.

Fire risk for this area: Low

Red Willow River. This sub-area is located west of the Beaverlodge River and north of the Wapiti River. There is a mixture of Crown land and private farming land. While most MPB infested stands were harvested, there remain scattered conifer stands in the area. Population is low in this sub-area and there is limited infrastructure.

Fire risk for this area: Low to Moderate

Wapiti Sand Dunes

This sub-area is characterized by a unique mix of sand dune ecosystems, wetlands and forested areas. The forest is generally classified as mature pine and boreal spruce (C-3 and C-2 fuel types). It is located in a long band just north of the Wapiti River from the Smoky River to Pipestone Creek.

The Dunes are covered with 80 to 100 year-old pine stands, which experienced significant Mountain Pine Beetle infestation in the past. The steep banks of the Wapiti River are intersected by smaller creeks and ravines, with aspen-dominated slopes transitioning into open grassy area. Salvage harvest of heavily infested pine stands was carried out in 2015, 2016 and 2019 to reduce the hazard in this area. FireSmart fuel management projects were completed from 2017-2018 and in 2024. There are 24 subdivisions adjacent to this area, up from 19 in 2015.

This area includes private recreational cabins on leased land and supports industrial operations, such as industrial parks, mills, and gravel pits. It is home to community groups like the Peace Area Riding for the Disabled Society (PARDS), church and scout camps, and Nordic ski clubs, along with a golf course, campgrounds, and Evergreen Park. Key infrastructure includes highways, a rail line, and utility corridors. Popular for ATV riding, horseback riding, hiking, and

dog walking, the sub-area borders the City of Grande Prairie and is one of the County's more densely populated regions.

Fire risk rating: High

Engagement

Wildfires pose significant risks to communities, ecosystems, and infrastructure in the County of Grande Prairie. As climate change intensifies fire hazards and alters wildfire patterns, local authorities must implement effective wildfire mitigation strategies. Achieving resilient and sustainable outcomes requires the collective efforts of diverse stakeholders, each contributing unique insights, resources, and responsibilities.

In January 2025, the project team identified key stakeholders essential to the wildfire mitigation strategy. Relevant organizations and individuals were contacted via email and online forms to inform them of updates and invite their input throughout the process. Stakeholders were encouraged to provide feedback regarding the updates.

Once the document with updated recommendations is prepared, it will be shared with Indigenous communities and identified stakeholders for additional feedback.

The Grande Prairie Home and Garden Show occurred from April 11-13, 2025. The event served, in part, as the County's first public engagement outreach in 2025 on the Wildfire Mitigation Strategy. Representatives discussed the Mitigation Strategy while gathering public input on proposed initiatives. This event helped raise awareness, gathered input on proposed initiatives, and educated the public on the County's ongoing efforts to reduce wildfire risks. The event also provided an important platform to share practical ways residents can take action to help protect their properties and communities.

Here is a summary of the feedback County representatives heard at the event:

Overall Feedback

- Overall positive feedback from the community about being informed on wildfire mitigation.
- The wildfire mitigation plan was generally well-received, although some people did not fully understand how the mitigation plan directly benefited them or how they could get involved.
- Presenting historical context and maps helped community members better understand past challenges and current fire mitigation efforts.

- Some residents expressed dissatisfaction or had questions about how the Dunes West fire was managed.

Specific Actions or Requests

- Residents asked about mulching ditches and overgrowth in public areas.
    - Residents were encouraged to reach out to their councillors regarding these issues.
- Several inquiries were made about vegetation management in the area.
    - People asked about what was being done.
    - People asked what they could do and what they currently do

Appreciation and Recognition

- Many people appreciated the County's active work on wildfire mitigation.
- City of Grande Prairie residents recognized the County's efforts, acknowledging the benefits also extend to city residents.
- There was positive feedback on the Voyent Alert system, especially from residents involved in the Dunes wildfire evacuation.

Engagement and Support

- Successful distribution of Firesmart booklets to attendees.
- The use of maps and strategy discussions facilitated good conversations with the public.

Finally, the project team engaged with two experts on the stakeholder list to gather their insights on the Wildfire Mitigation Strategy report recommendations and plans. This collaborative approach ensures that a comprehensive understanding of local conditions, challenges, and opportunities for effective wildfire management informs the strategy.

INDIGENOUS COMMUNITIES AND STAKEHOLDERS

Community groups, experts, the forest industry, government agencies, Indigenous communities, major industrial stakeholders, NGOs, local entities, recreational clubs, and the general public are vital to enhancing the County's wildfire preparedness and response initiatives. By fostering collaboration among these groups, the County can develop comprehensive strategies that mitigate wildfire risks while promoting community engagement and stewardship. A detailed list of engaged groups for the Mitigation Strategy is available in *Appendix III Indigenous Communities and Stakeholders.*

The County of Grande Prairie is committed to fostering an inclusive and collaborative approach to wildfire mitigation. The County will conduct further engagement sessions focused on specific projects within the Wildfire Mitigation Strategy. Additionally, the County recognizes the importance of incorporating Indigenous perspectives and knowledge and will ensure meaningful consultation with Indigenous communities to enhance our wildfire management efforts collaboratively.

	Recommendations	Timing	Responsibility
4	Provide copies of the approved Wildfire Mitigation Strategy to all major industrial companies in the County and a letter from Council promoting a cooperative approach to reduce the risk of wildfire	Q3 2025	Community Services
5	Share final document with the City of Grande Prairie	Q2 2025	Community Services
6	Share final Wildfire Mitigation Strategy with all communities in the County, as well as neighbouring municipalities	Q3 2025	Community Services, Communications and Marketing
7	Share subsequent amendments and updates	Ongoing	Community Services
8	Identify stakeholders that are active or have facilities in the highest risk areas; share final document	Q3 2025	Community Services, Planning Services
9	Look for opportunities to encourage FireSmart practices and share information	Ongoing	Community Services, Other County Departments
10	Develop a survey to gather the public's wildfire concerns and knowledge of FireSmart	Q3 2026	Communications and Marketing, Fire Services, Community Services

	Recommendations	Timing	Responsibility
11	Work with Alberta Forestry & Parks on the Wapiti Recreational Trail Management Plan to manage access in the Wapiti Sand Dunes	Q3 2025	Forestry & Parks
12	Incorporate ongoing public input into the strategy and subsequent updates	Annually	Communications and Marketing, Community Services, Regional Fire Service

Values at Risk

GENERAL

Values at risk (VAR) are generally classified into four categories:

- Standard Values – Homes, Schools, Commercial buildings
- Special Values – Cemeteries, Cultural sites
- Dangerous/Hazardous – Sites containing explosives, chemicals, other risks hazardous to responders
- Critical – Critical Infrastructure such as communication towers, hospitals, powerlines

A detailed list of values at risk can be found in *Appendix IV Values at Risk*. This list should be updated before each wildfire season. It is also recommended that a spatial layer be created identifying VAR in the County and is updated annually or as needed.

The main values at risk considered were standard values at risk such as homes and other residential structures, critical infrastructure like power lines and roads, and agriculture, including crops, livestock, and farm equipment.

The fire behaviour potential varies across the County, with the North, West and Southern boundaries having a higher risk for fire starts and spread.

The Crown land along the western border with British Columbia has mature aspen stands with scattered pockets of mature spruce and pine, which can be

problematic during certain times of the year. This region has the fewest anthropogenic values and is best managed at a landscape level. Mountain Pine Beetle infested stands have been harvested and continued management of coniferous fuels through commercial logging is the most efficient methodology to manage these stands.

The forest stands along the Northern boundary also is best managed through landscape level management. Values at risk are also fewer in the northern portion of the County.

Most of the Values at Risk are found south of the City of Grande Prairie within the Wapiti Dunes. Several residential subdivisions (Figure 7), industrial parks, large industry (sawmills) are found in this area. The concentration of values and people mixed with significant forest fuel types make this area a high priority for both vegetation management and education of residents. A combination of previous fires and FireSmart treatments have managed fuels around many of the communities in the West Dunes area. The East Dunes have had fire prevention work both through FireSmart treatments and fireguards. The fireguards were constructed during the 2023 fire season to protect the communities southeast of the City of Grande Prairie.

The most critical season for fire risk is during the spring period between snow melt and green-up, when forest and grass vegetation can be susceptible to fire. Human ignitions are the main concern for wildfire in the County, caused mainly by recreational vehicles, agricultural equipment and grass burning. Lightning is also a potential ignition source, with dry lightning storms pose a risk during periods of hot, dry weather.

Wildfire Preparedness Guides are operational tools that are used in the event of an emergency. They provide immediate, operational information for responding to and managing wildfires when they occur. It is recommended that the County identify rural communities that would benefit from a Wildfire Preparedness Guide.

Rural subdivisions and hamlets were assigned a preliminary risk rating of High, Medium, or Low based on their proximity to hazardous fuels (*Appendix V Community Risk Rating*). This classification offers an initial overview of relative wildfire risk across the County.

To build on this, and in alignment with a Wildfire Preparedness Guide, a more detailed assessment is recommended for each community. This would include evaluating building materials, structures, internal hazards, local values, and the

community's own fire suppression capabilities to better understand potential wildfire impacts.

The results of this assessment can then be used to rank communities based on their relative wildfire risk, helping to prioritize planning, mitigation, and resource allocation efforts.

	Recommendations	Timing	Responsibility
13	Conduct Community Risk Assessments to rank all communities in the County for risk of wildfire including grass fires	Q4 2025	Community Services
14	Continue to update the Fire Behaviour Potential (FBP) Fuel Type map for the County reflecting the change in timber type and condition due to the MPB infestation and subsequent harvest and FireSmart projects	Q3 2025	Forestry & Parks
15	Complete "Wildfire Preparedness Guides" with higher fire-risk communities (see Appendix V)	Q4 2026	Regional Fire Service
16	Create spatial data inventory of Values at Risk within County	Q4 2025	Community Services, GIS Services

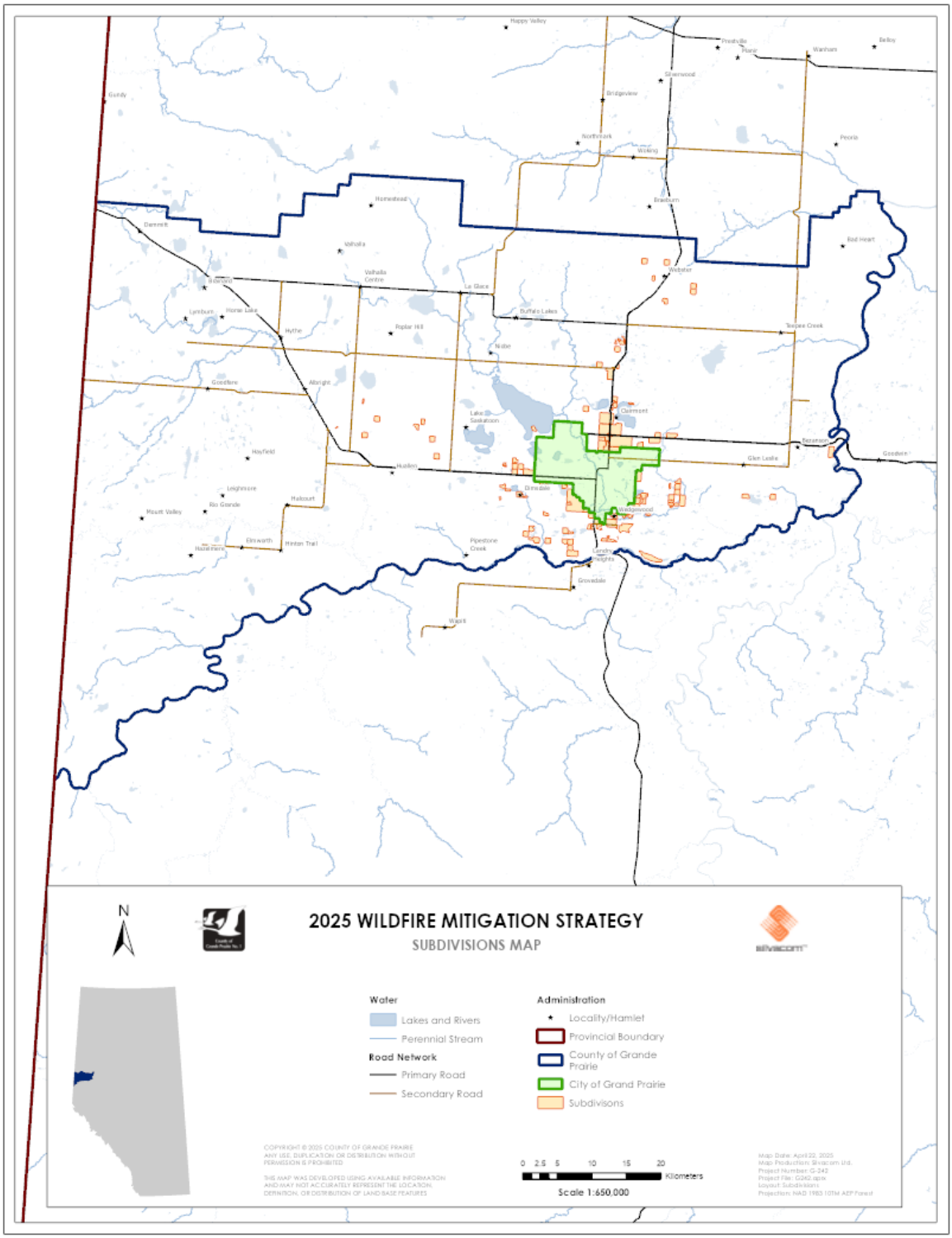

Figure 7 Subdivisions Map, County of Grande Prairie

Education and Communications[6]

PUBLIC EVENTS AND INITIATIVES

Public education, engagement, and communications related to FireSmart principles is a priority for the County. Efforts have focused on increasing awareness, promoting prevention, and equipping residents, businesses, and stakeholders with the tools and knowledge to reduce wildfire risk.

Key accomplishments to date include:

- **Enhanced Public Awareness:** Increased knowledge of FireSmart principles through County-wide education campaigns, workshops, digital media, and community engagement.
- **Awareness through Public Events:** Participation in regional trade shows, County-led annual open houses, and FireSmart Community Champion workshops, along with introducing interactive learning opportunities such as wood-chipping demonstrations and fire mitigation events.
- **Targeted Communications:** Development of accessible FireSmart resources, including brochures, fact sheets, video content, and online information hubs tailored to residents in wildfire-prone areas.
- **FireSmart Community Growth:** Continued engagement with private landowners, businesses, and local organizations to build resilience and reduce wildfire risks across the County.

As the County looks ahead, efforts will focus on enhancing communication consistency, and frequency while expanding digital engagement and public participation.

COMMUNICATIONS & INFORMATION

The County will continue to grow FireSmart public education and outreach through the following channels:

[6] This section submitted by Andrea Holscher, Senior Marketing Advisor, County of Grande Prairie

- Two County initiated wood chipping events per year promoted on County social media channels, assisting residents in reducing wildfire fuel loads on their properties.
- County-led events public engagement opportunities including three open houses in June and additional events throughout the year, such as the Agri-Show and the Home & Garden Show in April.
- Articles in the County of Grande Prairie's triannual newsletter, County Connections (Fall, Winter, Spring) featuring wildfire prevention updates and seasonal FireSmart tips.
- Communicate and highlight Regional Fire Service key activities from the previous year in the County's Annual Report, including other critical initiatives that contribute to community safety.
- Educational videos and digital media campaigns covering fire prevention, FireSmart best practices, mitigation efforts, fire permitting requirements, home assessments, and practical steps for homeowners and businesses to reduce wildfire risks.
- Newspaper and radio advertising to promote FireSmart initiatives and key wildfire safety messages.
- Utilizing the County's subscriber-based notification system, Voyent Alert! to notify residents and businesses on current wildfire status, and public County-led events.

	Recommendations	Timing	Responsibility
17	Maintain and enhance the County's public education and awareness programs, with regular review and updates to ensure continued relevance and impact.	Ongoing	Communications and Marketing, Regional Fire Service
18	Develop a formal and robust FireSmart Communications and Marketing Plan to support the County's wildfire mitigation strategy. The plan will outline timing, budget, target	Q4 2025/Q1 2026	Communications and Marketing

	Recommendations	Timing	Responsibility
	audiences, key messages, and educational content, using tactics such as video, print, and digital outreach.		
19	Include an education and awareness component on grass fire prevention—targeted at high-risk groups such as rural landowners, farmers, and acreage owners—to the County Communications Plan.	Q1 2026	Communications and Marketing, Regional Fire Service
20	Promote sign-ups for the County's Voyent Alert! system by sharing updates on fire status, emergencies, and County events. Also encourage use of Alberta's Fire Bans app for province-wide information.	Ongoing	Communications and Marketing, Regional Fire Service
21	County of Grande Prairie Planning Director or Senior Planner, Fire Chief, Fire Marshal and Marketing and Communications representative (or designates) to attend the annual FireSmart Community Series Workshop	As Available	Community Services
22	Host FireSmart Neighbourhood Recognition Program to engage private landowners	Q1 2026	Regional Fire Service

Continued engagement and consultation with the public and key stakeholders remains essential to the County's FireSmart approach, ensuring that wildfire mitigation efforts are informed, effective, and responsive to evolving risks. Since the development of the 2015 Wildfire Mitigation Strategy, the County has continued to collaborate with wildfire experts, industry stakeholders, and community members to enhance wildfire preparedness and prevention.

The 2015 strategy was developed through consultation with Alberta Forestry and Parks (AFP) for wildfire data and expertise, along with input from major industrial stakeholders. Public engagement also played a key role, with community feedback gathered during a dedicated open house held on March 18, 2015, helping shape the final strategy.

The 2025 Strategy will maintain a strong focus on stakeholder consultation and community engagement through a variety of channels, including participation events, yard waste clean-up activities, the County's triannual newsletter, and digital platforms.

Legislation

PROVINCIAL

Alberta Forestry and Parks (AFP), Alberta Environment and Protected Areas, and the Alberta Energy Regulator (AER) are responsible for dispositions and management activities on public land in Alberta including both the green and white areas.

Within the County, most of the public land is located in the white area[7], except for the southwest corner and sections along the western (BC) border. Wildfire management responsibilities in the County are shared between AFP and the County. Generally, AFP oversee wildfire response in the Forest Protection Area along the western portion of the County (Figure 8), while the County is responsible for fire management across the remaining areas, including the Wapiti Sand Dunes. A mutual aid agreement is in place between the County and AFP for firefighting coordination. Additionally, the County enforces a restrictive burning policy in much of the Wapiti Sand Dunes, requiring burn permits year-round.

The Wapiti Sand Dunes have been identified as a priority area for wildfire mitigation in both the 2015 and 2025 strategies. Increased recreational access and unauthorized activities in the area have raised several concerns, including:

- Littering and illegal dumping
- Unauthorized burning
- Environmental damage to sensitive sand dunes and wetlands
- Higher wildfire risk from ATVs and illegal campfires

[7] The settled portion of Alberta, primarily used for agriculture, residential and industrial purposes.

The growing demand for recreational use in the Wapiti Sand Dunes area highlights the need to manage these activities while reducing wildfire risk and protecting the environment.

In response, the Government of Alberta initiated the development of the Wapiti Recreation and Trail Management Plan[8]. The plan aims to provide a framework for sustainable recreation infrastructure and designated trail networks, helping to manage land use, reduce environmental degradation, and mitigate fire hazards.

This plan, which is currently in the review phase, outlines the long-term management strategies necessary to protect the area's environmental integrity while also reducing wildfire risks and ensuring the region remains accessible for safe recreational use.

[8] Wapiti Recreation and Trail Management Plan. 2024. Government of Alberta.

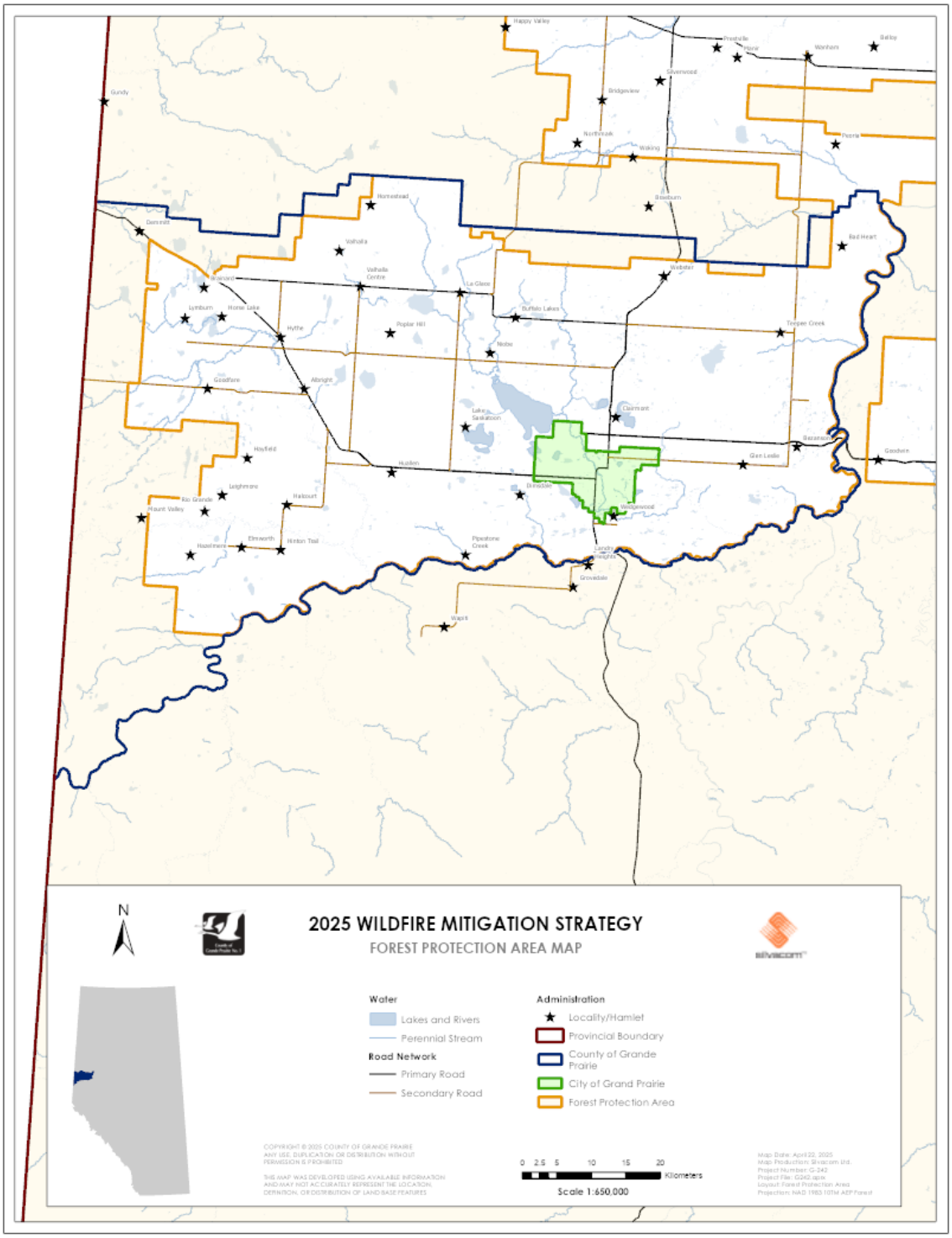

Figure 8 Forest Protection Area Boundary

MUNICIPAL

The 2015 Wildfire Mitigation Strategy recommended that the County explore the feasibility of reclaiming gravel leases for alternative uses while incorporating FireSmart principles. In response, the County, with support from AFP and Alberta Transportation, initiated the development of the Wapiti Recreation Area Management Plan[9].

This initiative, which started in 2016, envisioned "transforming the depleted gravel leases into a site that provides outdoor recreation enjoyment to the citizens of the region"[10]. A draft management plan was completed in 2016, followed by Indigenous consultation in 2017 and public consultation in 2018. The Wapiti Recreation Area Management Plan was subsequently approved, along with the Phase I Concept Plan in 2019.

Note that the pending provincial Wapiti Recreation and Trail Management Plan will operate alongside the County's Wapiti Recreation Area Management Plan, but will take precedence for guiding the development and management of recreation on unoccupied Public Lands in the Wapiti area. Given the remaining gravel leases, the 2015 recommendation is being carried forward in this strategy.

	Recommendations	Timing	Responsibility
23	Continue to investigate the feasibility and practicality of reclaiming gravel leases for other uses while considering FireSmart principles	Q3 2025	Planning Services
24	Investigate and research what other municipalities have done to amend or update their bylaws to reflect FireSmart principles	Ongoing (Q1 2027)	Planning Services

[9] Wapiti Recreation Area Management Plan, 2019-2040. 2018. County of Grande Prairie.
[10] Ibid, 2018.

Development

The County's Fire Marshal reviews all rezoning and subdivision applications, ensuring that rural developments include two access points for safety. Their feedback helps shape administrative recommendations presented to County Council or the Municipal Planning Commission. Meanwhile, the County's Planning Department manages Development Permit approvals, verifying adherence to the Alberta Building Code, which prioritizes building safety but does not incorporate FireSmart principles.

	Recommendations	Timing	Responsibility
25	Include or consider FireSmart principles in the scheduled review of the County's Land Use Bylaw	Q2 2027	Planning Services
26	Maintain hydrants, water tanks, or emergency water sources (including still wells) near developments	Ongoing	Planning Services
27	Require a minimum 30m defensible space (fuel-free or low-fuel zones) around new residential neighborhoods	Q4 2025 (Ongoing)	Planning Services
28	Incorporate FireSmart guidelines into building permits and development approvals	Ongoing	Planning Services
29	Continue to provide information with new development permits when issued, and consider development of a comprehensive (FireSmart) information package	Ongoing	Community Services, Planning Services

Vegetation Management

2015 FIRESMART TREATMENT STATUS

The 2015 priority treatment areas identified for FireSmart vegetation management activities are displayed in Figure 9. These areas were selected based on wildfire risk and their proximity to values-at-risk, such as homes, infrastructure, and other key assets. The County used these priority blocks as the foundation for its vegetation management plan, with the boundaries serving as a roadmap to guide treatment efforts. Each area was ranked by priority to help focus resources and actions where they were needed most.

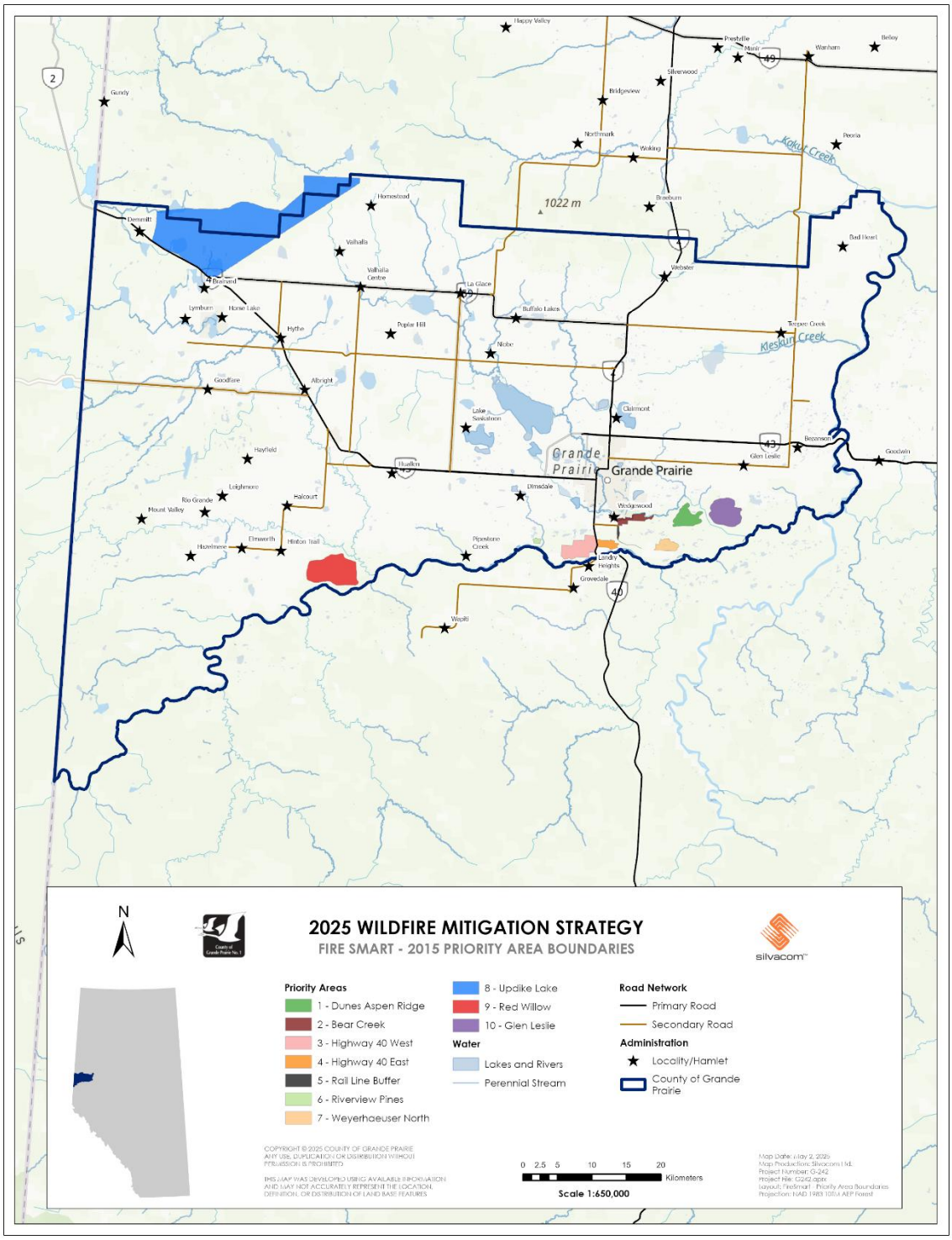

Figure 9 2015 Priority Area Boundaries

Vegetation management in the 2015 report focused on addressing mature pine stands within the County that could contribute to an increased potential for extreme fire events if affected by Mountain Pine Beetle. These mature pine stands were addressed through commercial logging practices that could utilize the harvested timber. In more remote areas of the County these stands were targeted with a clear cut. Within the Wapiti Dunes, mature pine stands were thinned to remove the trees most susceptible to Mountain Pine Beetle. These actions also thinned the pine stands, while maintaining some vegetative cover for the Dunes. This thinning process provides a fuel reduction benefit for an important area.

Table 2 and Figure 10 summarize the status of the treatment blocks recommended in 2015. As shown, treatments in Priority Areas 1 and 2 have been completed. Figure 10 provides a visual overview of the current vegetation management status for each block, using color coding to indicate whether treatment is complete, planned, or still outstanding. *Appendix II 2015 Recommendations - Status* provides a more detailed table showing the status of the 2015 recommendations.

Table 2 2015 Treatment Block Status

Priority Area	Priority Area - Name	Status of 2015 Plan
1	Dunes Aspen Ridge	Complete
2	Bear Creek	Complete
3	Highway 40 West	In Progress
4	Highway 40 East	Not complete
5	Rail Line Buffer	Not complete
6	Riverview Pines	Impacted by Dunes West Fire
7	Weyerhaeuser North	Pine Stands harvested due to MPB control
8	Updike Lake	Significant Harvesting
9	Red Willow	Not Complete
10	Glen Leslie	Not Complete

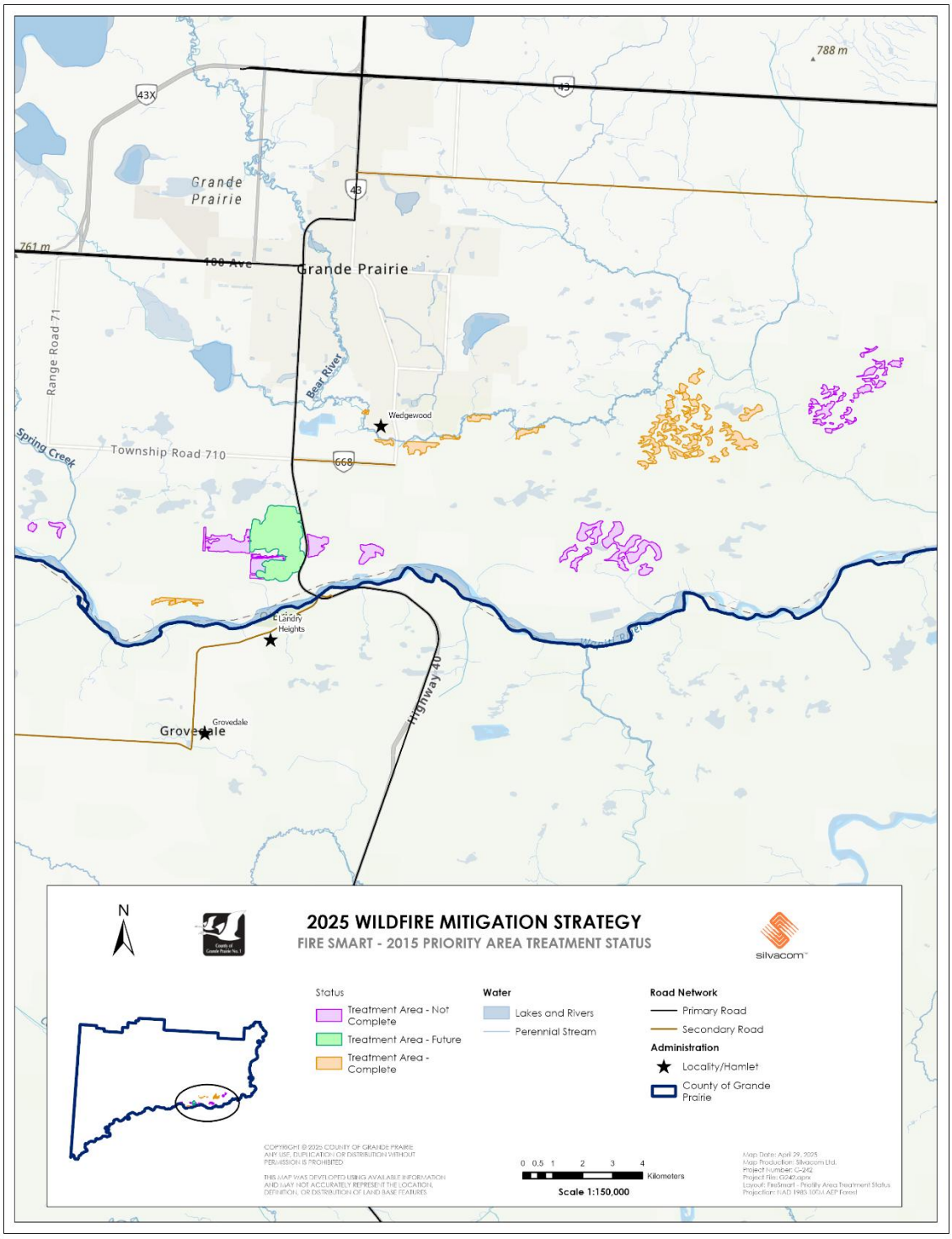

Figure 10 2015 Priority Treatment Area – Status

In addition to the pre-planned treatments outlined in the 2015 strategy, several additional vegetation management activities were undertaken in response to active wildfires and are important to highlight.

Following the Dunes West Wildfire, the Province collaborated with the County and the City of Grande Prairie to construct the Southeast Grande Prairie fireguard. This fireguard stretches approximately 30 kilometers and reaches widths of up to 200 meters in key strategic areas (Figure 11). It is primarily situated on Crown land, extending east from Evergreen Park, north to Aspen Ridge, south to the Wapiti River, and west to Highway 40.

In response to the Wapiti River Wildfire, a series of dozer guards were also established south of the City of Grande Prairie. These lines removed standing vegetation but were smaller in scale compared to the full fireguards.

The design and placement of the 2015 treatment blocks, along with the location of these fireguards, helped inform the 2025 recommended vegetation management activities outlined in the following section.

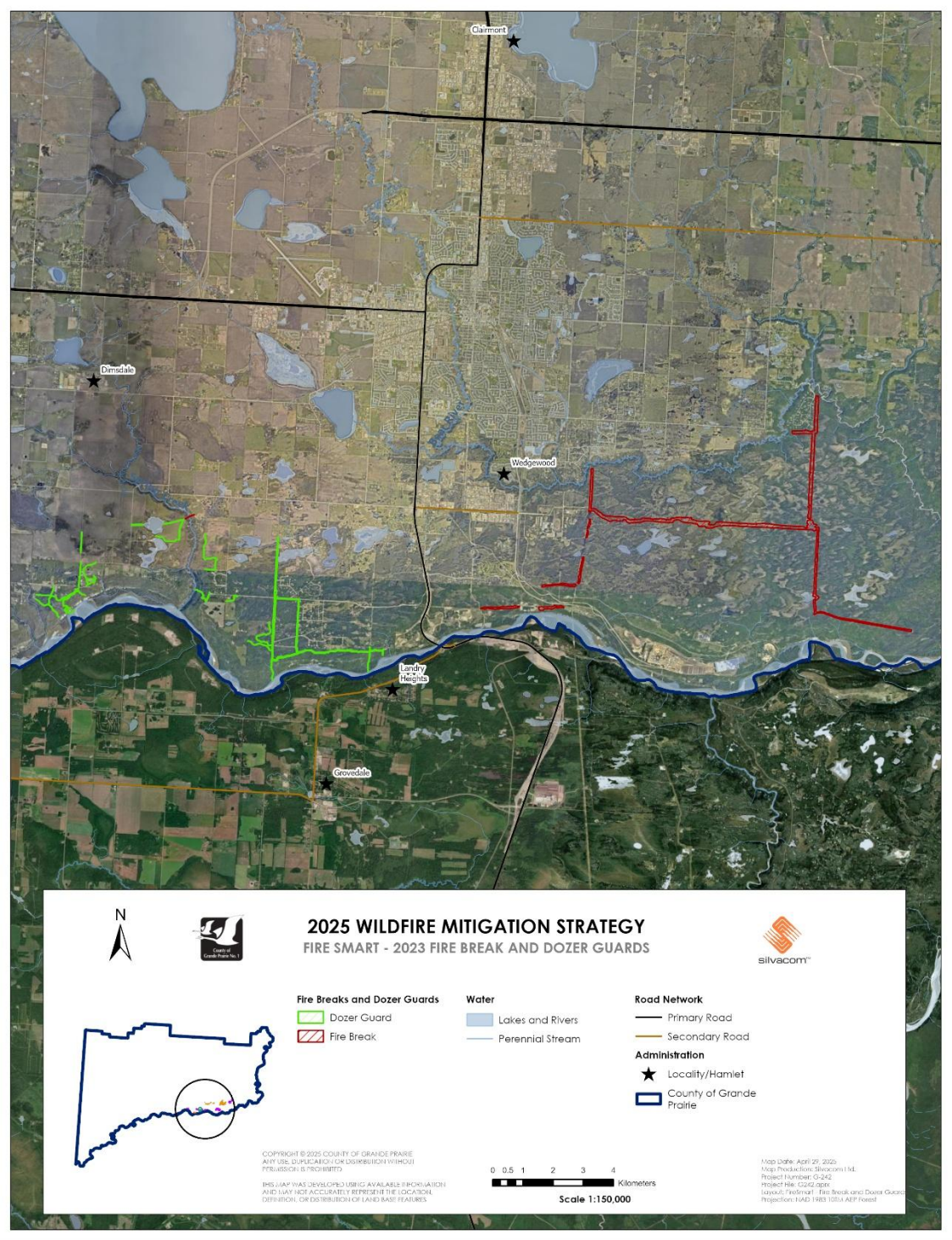

Figure 11 Strategic Fireguard and Dozer Guards, south of the City of Grande Prairie

2025 RECOMMENDED FIRESMART TREATMENTS

The Wapiti Dunes continue to pose the greatest wildfire threat to infrastructure within the County. While Mountain Pine Beetle (MPB) was once a significant concern, declining beetle populations and past control efforts have reduced its impact in this area. These treatments altered some of the high-risk C3 fuel types; however, they did not address adjacent C2 Boreal Spruce stands in the lower-lying areas of the Dunes, which still present a risk of extreme wildfire behavior.

The Dunes West Fire also affected a large portion of previously identified hazardous fuels. While the fire removed some surface fuels, it left behind stands of dead trees that will eventually fall, increasing fuel loads and posing a hazard to people and nearby values. Managing this burnt timber through removal or other treatments will reduce these risks.

In the 2015 Wildfire Mitigation Strategy, MPB-infested pine stands were prioritized for treatment across the County. Although the MPB threat has declined, strategic harvesting of coniferous stands remains important to reduce the risk of large-scale wildfires—particularly in less populated areas of the western and northern County.

This updated strategy revises the approach to prioritization. Instead of designating strict treatment priority zones, treatment blocks are now categorized by implementation timelines: near-term (0–5 years), medium-term (5–10 years), and long-term (10–15 years). This flexible approach allows for adaptation based on seasonal access, funding availability, and evolving wildfire risk.

The recommended vegetation management strategy builds on the pine stands that have been thinned since 2015, and shifts the focus toward black spruce stands to create larger, continuous areas of modified fuels. This will reduce the number of fire wicks—areas where fire can bypass natural or human-made firebreaks—and enhance wildfire protection. Re-entering previously thinned pine stands to bring them up to FireSmart standards is also recommended. The result will be a more cohesive network of fuel-modified areas near key infrastructure, while making use of existing treated stands (Figure 12, Figure 13). This strategic approach would help protect subdivisions in the Wapiti Dunes and the City of Grande Prairie from wildfire threats originating from the south and southeast.

To support implementation, the County intends to seek funding from the Forest Resource Improvement Association of Alberta (FRIAA). Completion of these activities will be contingent on securing FRIAA funding and adhering to associated timelines.

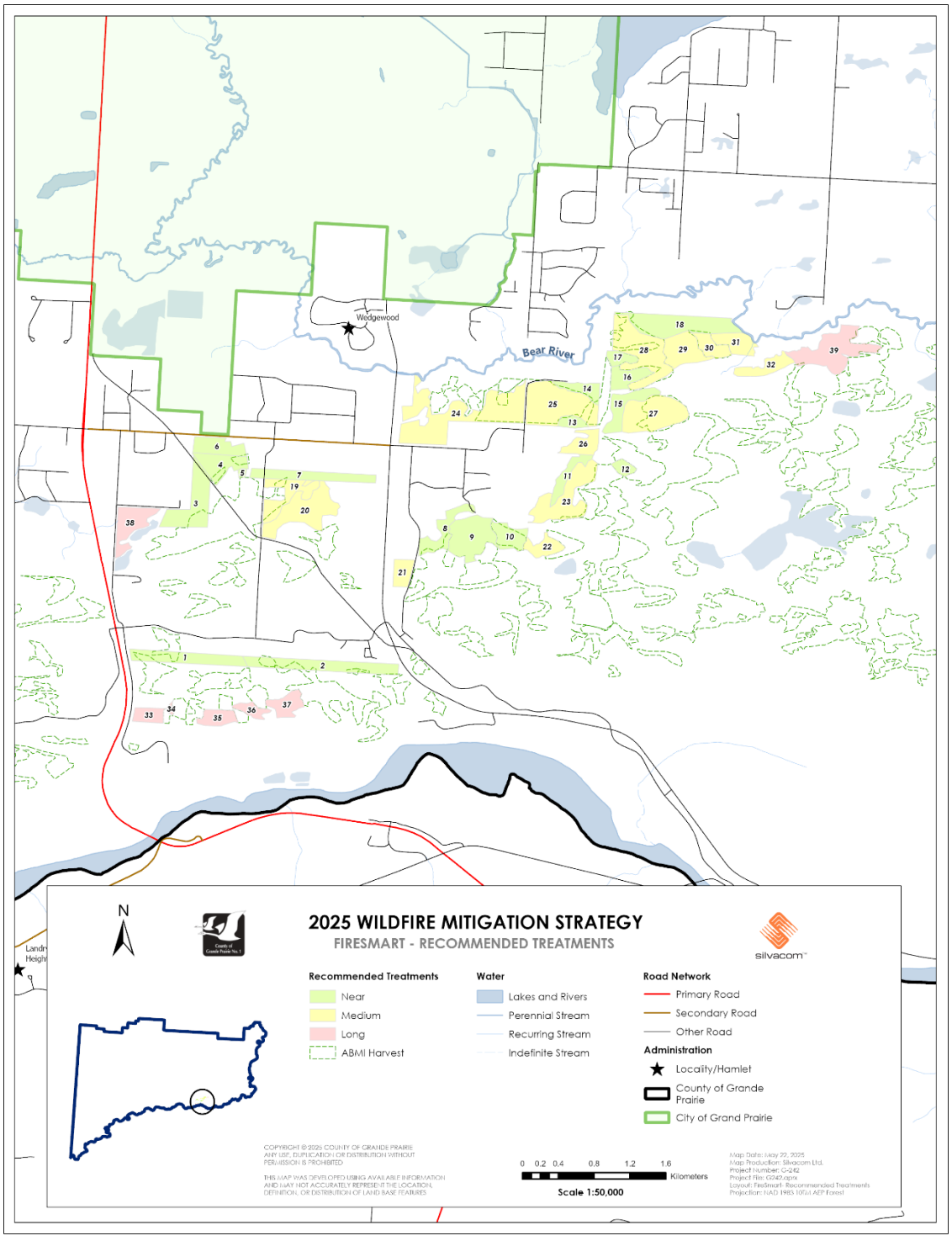

Figure 12 Recommended Treatment Overview Map

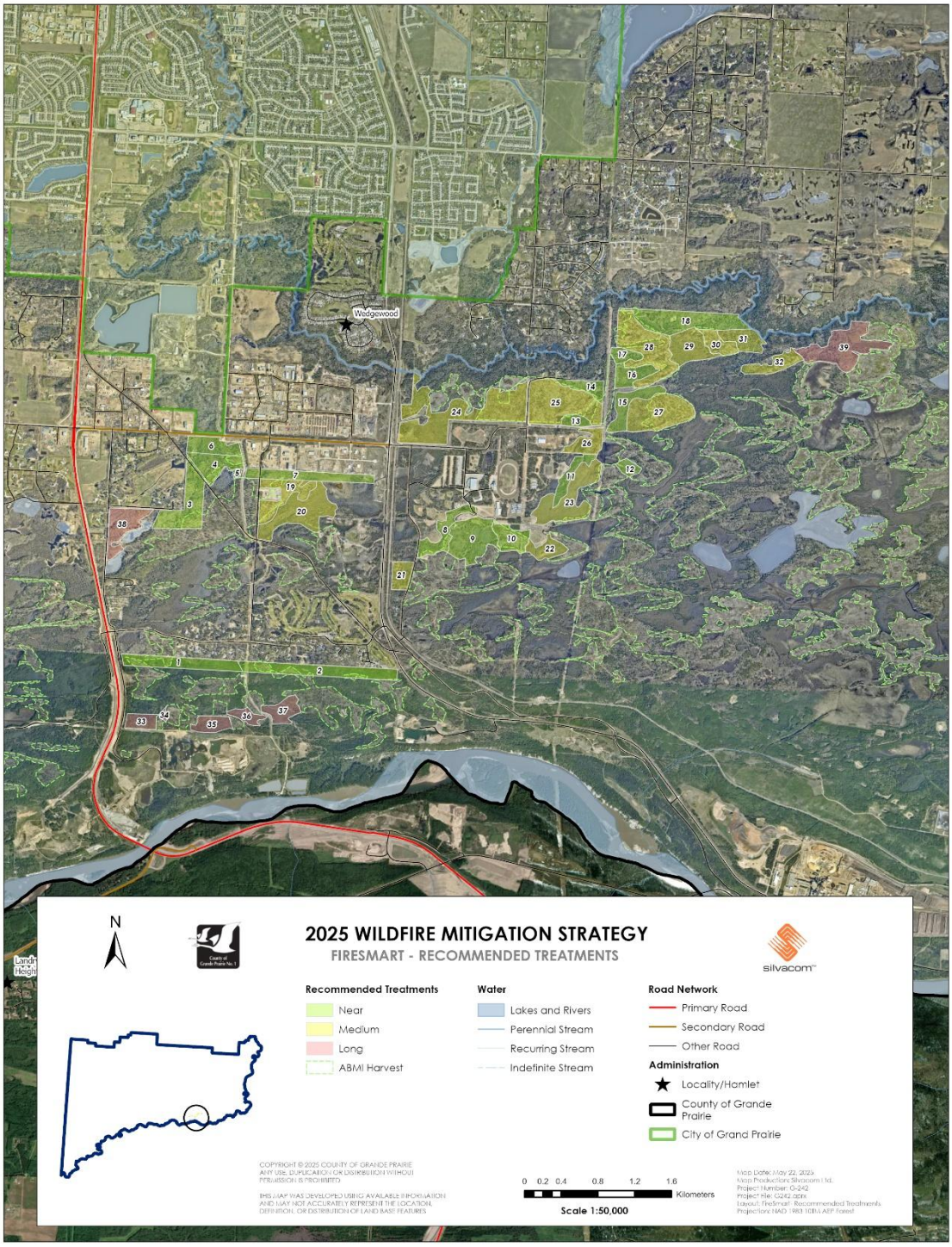

Figure 13 Recommended Treatment Overview Map – Imagery

Table 3 Recommended Treatment Blocks

Block Number	Priority	Recommended Treatment	Previously Treated
1	Near	Fireguard	No
2	Near	Fireguard	No
3	Near	Fireguard	No
4	Near	Thin and Prune	No
5	Near	Fireguard	No
6	Near	Fireguard	No
7	Near	Fireguard	No
8	Near	Thin and Prune	No
9	Near	Thin and Prune	No
10	Near	Thin and Prune	Yes
11	Near	Thin and Prune	No
12	Near	Thin and Prune	No
13	Near	Thin and Prune	No
14	Near	Thin and Prune	No
15	Near	Thin and Prune	No
16	Near	Thin and Prune	No
17	Near	Thin and Prune	No
18	Near	Thin and Prune	No
19	Medium	Thin and Prune	Yes
20	Medium	Thin and Prune	Yes

21	Medium	Thin and Prune	Yes
22	Medium	Thin and Prune	No
23	Medium	Thin and Prune	Yes
24	Medium	Thin and Prune	Yes
25	Medium	Thin and Prune	No
26	Medium	Thin and Prune/Mulch	No
27	Medium	Thin and Prune	No
28	Medium	Thin and Prune	No
29	Medium	Thin and Prune	No
30	Medium	Thin and Prune	No
31	Medium	Thin and Prune	No
32	Medium	Thin and Prune	No
33	Long	Thin and Prune	No
34	Long	Thin and Prune	No
35	Long	Thin and Prune	No
36	Long	Thin and Prune	No
37	Long	Thin and Prune	No
38	Long	Thin and Prune	No
39	Long	Thin and Prune	No

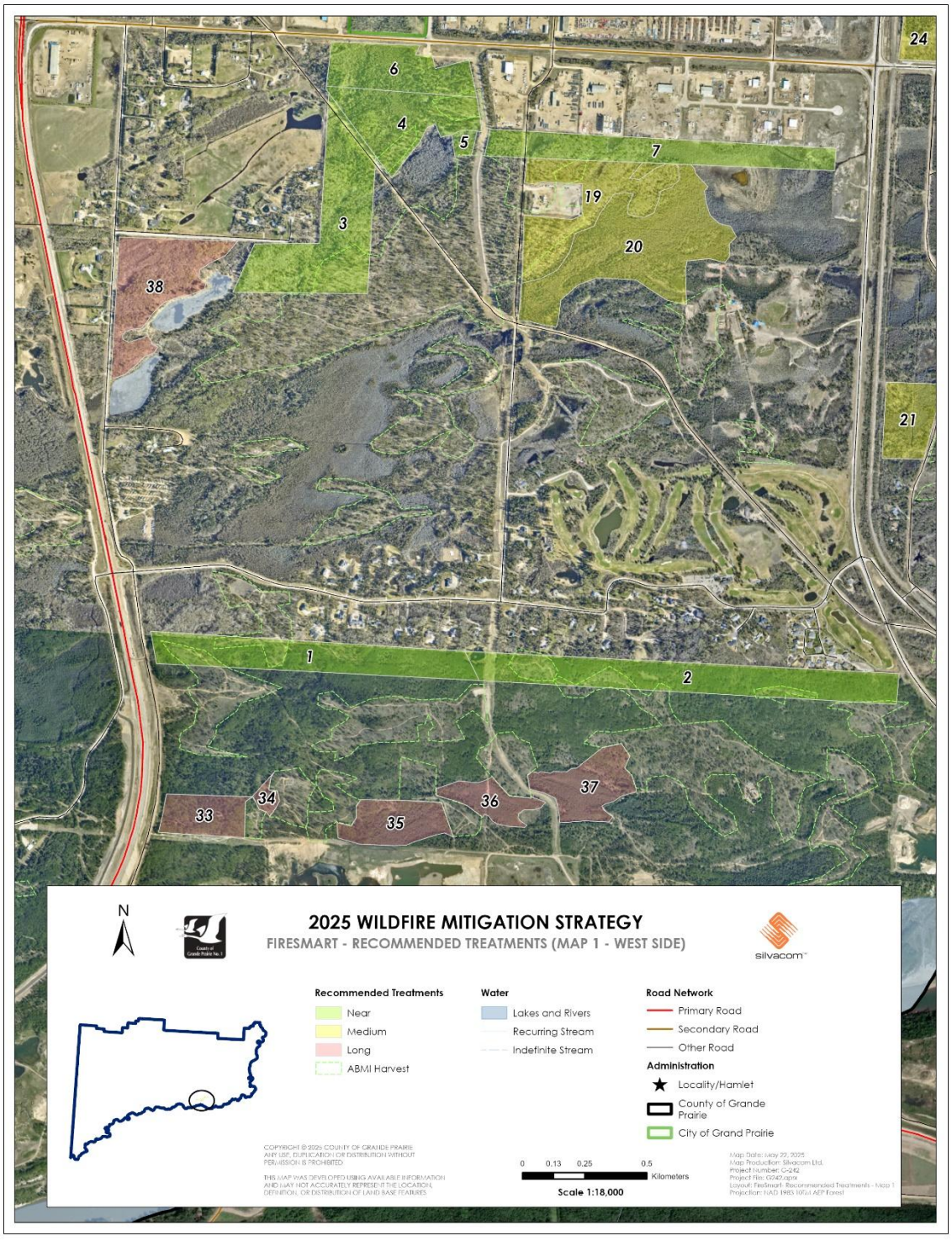

Figure 14 2025 Recommended Treatment Blocks – West Side

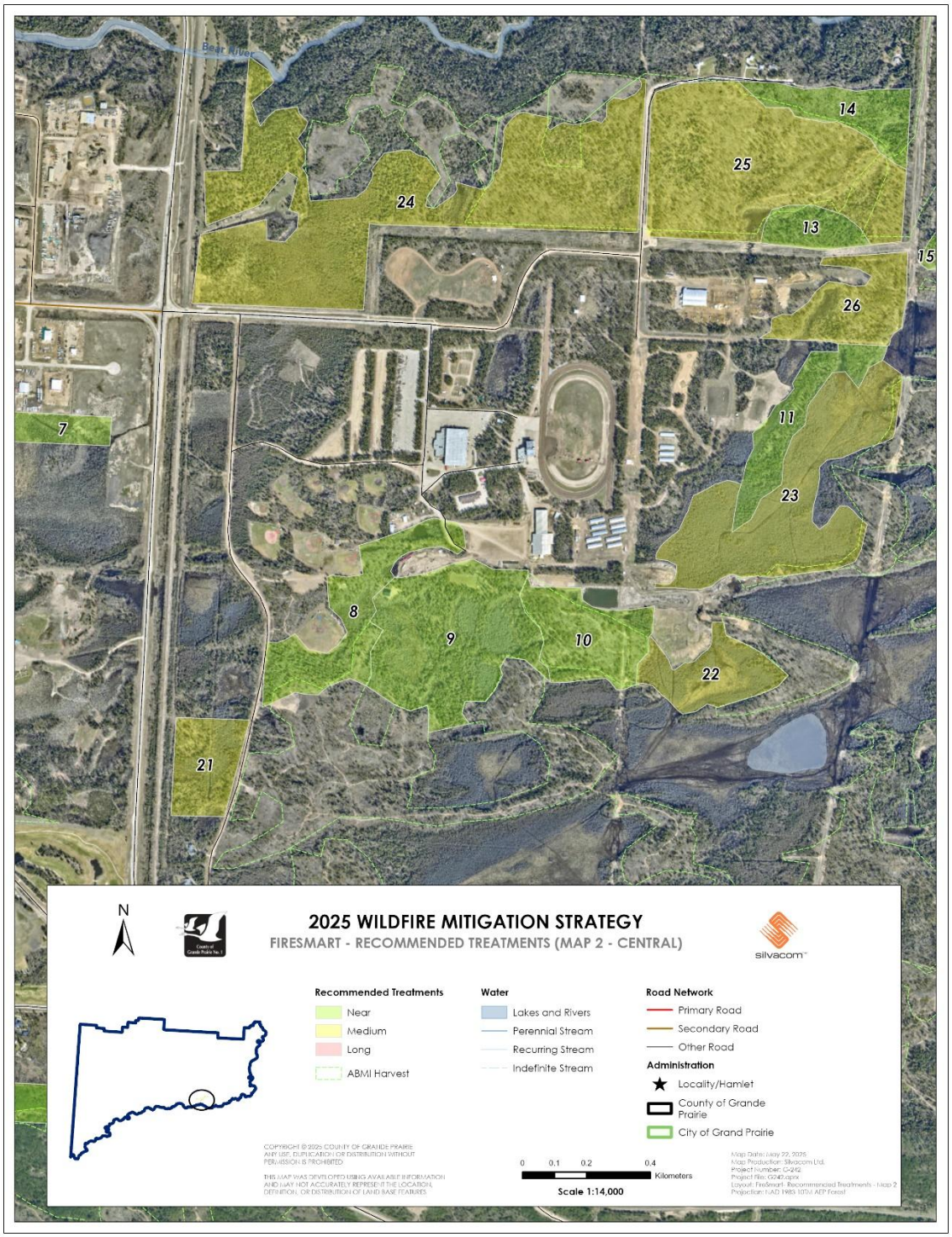

Figure 15 2025 Recommended Treatment Blocks - Central

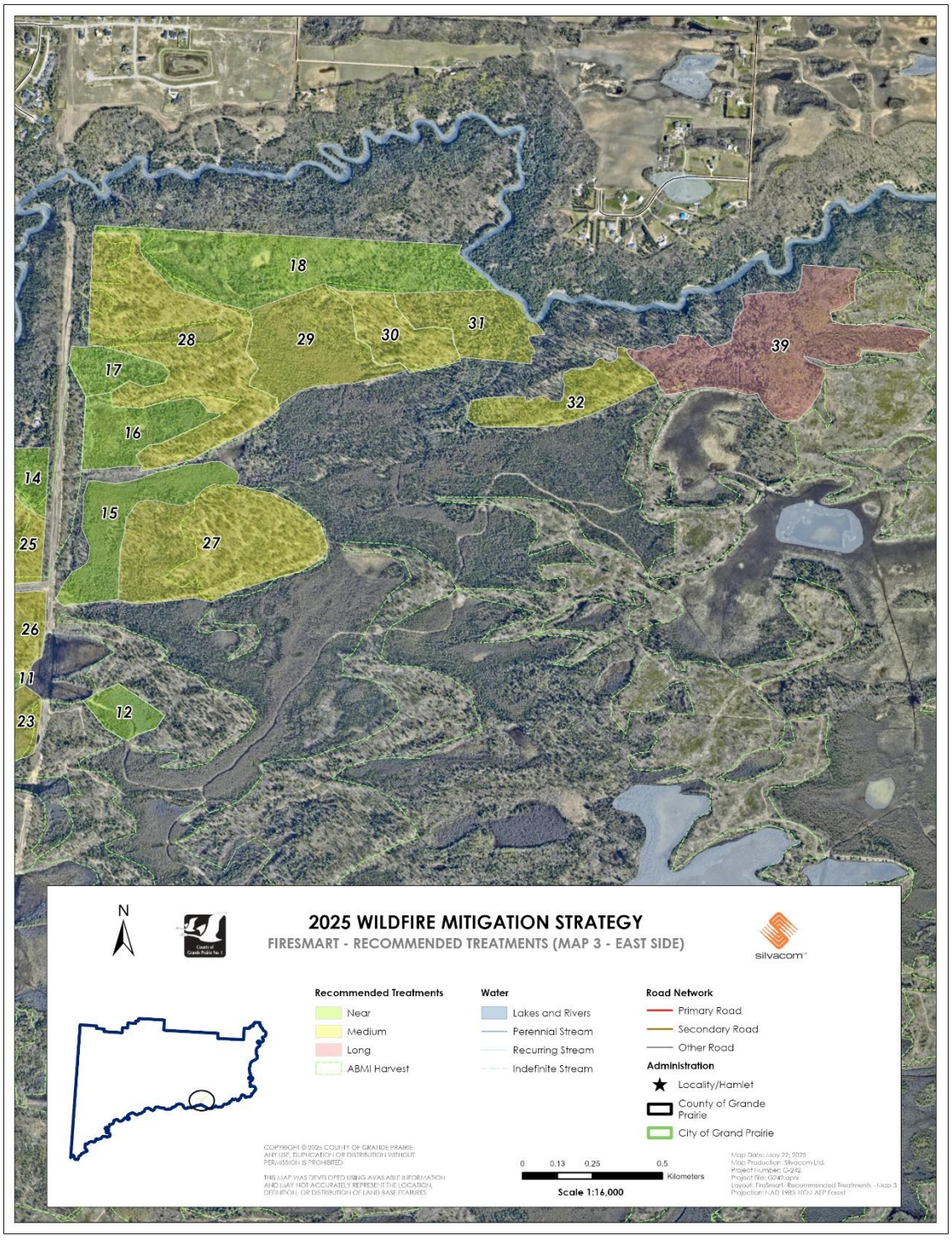

Figure 16 2025 Recommended Treatment Blocks – East Side

There is growing concern about spring wildfires burning in D1 fuel types. Prolonged dry conditions and increasing accumulations of coarse woody debris are contributing to more intense fires in these areas. Many of these deciduous stands are located on private land, making public education and continued chipping events essential. These education efforts should focus on removing hazardous fuels from properties.

The burned areas from the Dunes West Fire offer an additional opportunity to address fuel buildup. As trees fall and dead, dry fuels accumulate near communities, they pose risks to both recreational users and nearby properties. Targeted fuel management, including removal and chipping in high-use areas, can help reduce the risk of injury while also addressing hazardous fuel loads.

	Recommendations	Timing	Responsibility
30	Propose fuel reduction/modification project – Near Term Blocks	Q4 2025-2030	Community Services
31	Propose fuel reduction/modification project – Medium Term Blocks	Q4 2030-2035	Community Services
32	Propose fuel reduction/modification project – Long Term Blocks	Q4 2035-2040	Community Services
33	Assess burnt stands for hazard reduction treatments within the fire boundary	Q3 2025	Community Services
34	Investigate and identify possible firewood sites in the County for both private and commercial use	Q4 2025	Community Services
35	Set up areas for firewood production on Crown land (in County)	Q1 2026	Forestry & Parks
36	Continue FireSmart Chipping Days	Q1, annually	Community Services

Interagency Cooperation and Cross Training

MUTUAL AID AGREEMENTS AND PLANS

As of 2025, the County of Grande Prairie continues to collaborate with Alberta Forestry and Parks under a Mutual Aid Fire Control Agreement, originally established on June 11, 2009. This agreement is supported by an Annual Mutual Aid Fire Control Plan that outlines operating procedures and responsibilities across all lands within the County. A significant aspect of the agreement is the delineation of mutual aid operations within two primary zones:

- Zone 1: Forest Protection Area
- Zone 2: Towns, Hamlets, and all other areas of the County outside the Forest Protection Area

The agreement and its Annual Fire Control Plan address several key components, including:

- Contact information
- Mutual aid request procedures
- Cost recovery and invoicing
- Meetings and communications
- Fire permits
- Fire control orders
- Cooperative prevention initiatives
- Shared detection efforts
- Prescribed burning
- Wildland/Urban interface management
- Cooperative pre-suppression activities
- Hazard and resource information sharing
- Provision of manpower and equipment
- Training programs

In 2022, the County and the City of Grande Prairie formalized a Fire Mutual Aid Agreement, enhancing their collaborative emergency response capabilities[11]. This agreement allows each municipality to request resources from the other to assist with emergency operations when needed. It also introduces an auto-aid component, ensuring that the closest station responds to a call, regardless of jurisdiction, in select predetermined areas.

[11] City and County of Grande Prairie Fire Mutual Aid Agreement Now in Effect. 2022. City of Grande Prairie. https://www.cityofgp.ca

Additionally, the County maintains Mutual Aid Agreements with neighbouring municipalities, including the towns of Beaverlodge, Sexsmith, Wembley, and Horse Lake First Nation. Following the dissolution of the Village of Hythe in 2021 the area was incorporated into the County of Grande Prairie and officially became a Hamlet in 2021[12].

	Recommendations	Timing	Responsibility
37	Explore feasibility of establishing a wildfire support agreement between Wildfire Services and Transportation & Utilities	Q3 2025	Regional Fire Service
38	Create a standardized vendor qualification checklist that outlines the required criteria for inclusion on the wildfire support vendor list	Q4 2025	Regional Fire Service
39	Develop a list of private contractors/equipment to be used for fighting wildfire, updated annually	Ongoing	Regional Fire Service
40	Monitor current Mutual Aid Agreements and update as required	Ongoing	Regional Fire Service
41	Carry out mock wildfire emergency exercise	Q1 2026	Regional Fire Service

[12] Hythe Transition. County of Grande Prairie. https://www.countygp.ab.ca/en/county-government/hythe-transition.aspx

Emergency Planning

CURRENT PLANS, PROTOCOLS AND EQUIPMENT

The Grande Prairie Regional Emergency Partnership (GPREP) is a collaborative agreement among five municipalities to provide coordinated emergency planning, preparedness, mitigation, response, and recovery efforts for disasters or emergencies affecting one or more member communities[13]. As of 2025, the participating municipalities include:

- County of Grande Prairie
- City of Grande Prairie
- Town of Beaverlodge
- Town of Sexsmith
- Town of Wembley

The Hamlet of Hythe, previously a member, was incorporated into the County of Grande Prairie.

GPREP's responsibilities include coordinating emergency response exercises and providing training opportunities to prepare municipalities for various large-scale disasters. GPREP has also been involved in responding to wildfires affecting the region. For instance, during the 2023 Dunes West and 2024 Kleskun Creek wildfires, GPREP established a command center and executed response plans, demonstrating its capability to manage such emergencies.

	Recommendations	Timing	Responsibility
42	Modify and renew existing plan on an as needed basis	Ongoing	Community Services

Implementation Plan

Once approved by County Council, County staff will be responsible for implementing the Wildfire Mitigation Strategy in accordance with its outlined recommendations. Any recommendations requiring funding will be subject to the County's standard budgeting process and allocation protocols. The Plan will be

[13] Grande Prairie Regional Emergency Partnership. https://www.gprep.ca

subject to regular review and updated as necessary, particularly in response to significant changes to the landscape or high-priority values at risk.

Updates and Plan Maintenance

The strategy will undergo an annual review and be updated every five years or as needed in response to significant landscape changes, such as new infrastructure, shifting values at risk, or fuel distribution changes. Council may also request an update at any time to address unforeseen circumstances or changes in the County's fire risk.

	Recommendations	Timing	Responsibility
43	Establish a quarterly meeting cycle for the FireSmart Committee to ensure the ongoing annual review and timely updates of the FireSmart strategy	Q1, annually	Community Services
44	Establish a dedicated FireSmart position to support and coordinate the implementation of FireSmart initiatives within the County	Ongoing	Community Services, Regional Fire Service

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Appendix I 2025 Recommendations

	Recommendations	Timing	Responsibility
1	Review Ignition Exposure layer every spring before Fire season	Q1, annually	Regional Fire Service, Community Services
2	Identify and map water sources (large dugouts, lakes, etc.) that could be available for fighting wildfires	Ongoing	Regional Fire Service
3	Monitor Aspen mortality in areas with values at risk	Ongoing	Community Services, Forestry & Parks
4	Provide copies of the approved Wildfire Mitigation Strategy to all major industrial companies in the County and a letter from Council promoting a cooperative approach to reduce the risk of wildfire	Q3 2025	Community Services
5	Share final document with the City of Grande Prairie	Q2 2025	Community Services
6	Share final Wildfire Mitigation Strategy with all communities in the County, as well as neighbouring municipalities	Q3 2025	Community Services, Communications and Marketing
7	Share subsequent amendments and updates	Ongoing	Community Services
8	Identify stakeholders that are active or have facilities in the highest risk areas; share final document	Q3 2025	Community Services, Planning Services
9	Look for opportunities to encourage FireSmart practices and share information	Ongoing	Community Services, Other County Departments

	Recommendations	Timing	Responsibility
10	Develop a survey to gather the public's wildfire concerns and knowledge of FireSmart	Q3 2026	Communications and Marketing, Regional Fire Service, Community Services
11	Work with Alberta Forestry & Parks on the Wapiti Recreational Trail Management Plan to manage access in the Wapiti Sand Dunes	Q3 2025	Forestry & Parks
12	Incorporate ongoing public input into the strategy and subsequent updates .	Annually	Communications and Marketing, Community Services, Regional Fire Service
13	Conduct Community Risk Assessments to rank all communities in the County for risk of wildfire including grass fires	Q4 2025	Community Services
14	Continue to update the Fire Behaviour Potential (FBP) Fuel Type map for the County reflecting the change in timber type and condition due to the MPB infestation and subsequent harvest and FireSmart projects	Q3 2025	Forestry & Parks
15	Complete “Wildfire Preparedness Guides” with higher fire-risk communities (see Appendix V)	Q4 2026	Regional Fire Service
16	Create spatial data inventory of Values at Risk within County	Q4 2025	Community Services, GIS Services

	Recommendations	Timing	Responsibility
17	Maintain and enhance the County's public education and awareness programs, with regular review and updates to ensure continued relevance and impact.	Ongoing	Communications and Marketing, Regional Fire Service
18	Develop a formal and robust FireSmart Communications Plan to support the County's wildfire mitigation strategy. The plan will outline timing, budget, target audiences, key messages, and educational content, using tactics such as video, print, and digital outreach.	Q4, 2025/Q1 2026	Communications and Marketing
19	Include an education and awareness component on grass fire prevention—targeted at high-risk groups such as rural landowners, farmers, and acreage owners—to the County Communications Plan.	Q1 2026	Communications and Marketing, Regional Fire Service
20	Promote sign-ups for the County's Voyent Alert! system by sharing updates on fire status, emergencies, and County events. Also encourage use of Alberta's Fire Bans app for province-wide information.	Ongoing	Communications and Marketing, Regional Fire Service
21	County of Grande Prairie Planning Director or Senior Planner, Fire Chief, Fire Marshal and Marketing and Communications representative (or designates) to attend the annual FireSmart Community Series Workshop	As Available	Community Services

	Recommendations	Timing	Responsibility
22	Host FireSmart Neighbourhood Recognition Program workshops to engage private landowners	Q1 2026	Regional Fire Service
23	Continue to investigate the feasibility and practicality of reclaiming gravel leases for other uses while considering FireSmart principles	Q3 2025	Planning Services
24	Investigate and research what other municipalities have done to amend or update their bylaws to reflect FireSmart principles	Ongoing (Q1 2027)	Planning Services
25	Include or consider FireSmart principles in the scheduled review of the County's Land Use Bylaw	Q3 2027	Planning Services
26	Maintain hydrants, water tanks, or emergency water sources (including still wells) near developments	Ongoing	Planning Services
27	Require a minimum 30m defensible space (fuel-free or low-fuel zones) around new residential neighborhoods	Q4 2025 (Ongoing)	Planning Services
28	Incorporate FireSmart guidelines into building permits and development approvals	Ongoing	Planning Services
29	Continue to provide information with new development permits when issued, and consider development of a	Ongoing	Community Services, Planning Services

	Recommendations	Timing	Responsibility
	comprehensive (FireSmart) information package		
30	Propose fuel reduction/modification project – Near Term Blocks	Q4 2025-2030	Community Services
31	Propose fuel reduction/modification project – Medium Term Blocks	Q4 2030-2035	Community Services
32	Propose fuel reduction/modification project – Long Term Blocks	Q4 2035-2040	Community Services
33	Assess burnt stands for hazard reduction treatments within the fire boundary	Q3 2025	Community Services
34	Investigate and identify possible firewood sites for both private and commercial use	Q4 2025	Community Services
35	Set up areas for firewood production on Crown land (in County)	Q1 2026	Forestry & Parks
36	Continue FireSmart Chipping Days	Q1, annually	Community Services
37	Explore feasibility of establishing a wildfire support agreement between Wildfire Services and Transportation & Utilities	Q3 2025	Regional Fire Service
38	Create a standardized vendor qualification checklist that outlines the required criteria for	Q4 2025	Regional Fire Service

	Recommendations	Timing	Responsibility
	inclusion on the wildfire support vendor list		
39	Develop a list of private contractors/equipment to be used for fighting wildfire, updated annually	Ongoing	Regional Fire Service
40	Monitor current Mutual Aid Agreements and update as required	Ongoing	Regional Fire Service
41	Carry out mock wildfire emergency exercise	Q1 2026	Regional Fire Service
42	Modify and renew existing plan on an as needed basis	Ongoing	Community Services
43	Establish a quarterly meeting cycle for the FireSmart Committee to ensure the ongoing annual review and timely updates of the FireSmart strategy	Q1, annually	Community Services
44	Establish a dedicated FireSmart position to support and coordinate the implementation of FireSmart initiatives within the County	Ongoing	Community Services, Regional Fire Service

Appendix II 2015 Recommendations - Status

	Recommendation	Status	Responsibility	Notes
1	Complete an assessment of all fuel management and other FireSmart projects to date to determine the effect on fuel types, fire hazard and risk and protecting identified values at risk as outlined in this strategy	Not complete	Community Services, Forestry & Parks (formerly Agriculture & Forestry)	
2	Provide copies of the approved Wildfire Mitigation Strategy to all major industrial companies in the County and a letter from Council promoting a cooperative approach to reduce the risk of wildfire	Complete	Community Services	
3	Share final document to the City of Grande Prairie	Complete	Community Services	
4	Share subsequent amendments and updates	Ongoing	Community Services	
5	Rank all communities in the County for risk of wildfire including grass fires	Partially complete	Community Services	2014-15 risk assessment completed for communities along wapiti corridor; some

	Recommendation	Status	Responsibility	Notes
				communities remain (hamlets and subdivisions are the focus)
6	Identify communities that require a “Wildfire Preparedness Guide” that would support the overall County strategy	Not complete	Community Services	City of Grande Prairie and MD of Greenview have guides in place
7	Complete “Wildfire Preparedness Guides” with communities identified in Recommendation 5; and include a “values-at-risk assessment”	Not complete	Community Services	
8	Share final Wildfire Mitigation Strategy with all communities in the County, as well as neighbouring municipalities	Not complete	Community Services	
9	Share subsequent amendments and updates	Not complete	Community Services	
14	Identify stakeholders that are active or have facilities in the highest risk areas; share final document	Complete	Community Services	Final document shared with relevant stakeholders

	Recommendation	Status	Responsibility	Notes
15	Look for opportunities to encourage FireSmart practices and share information	Complete	Community Services, Other County Departments	
17	Update the FBP Fuel Type map for the County reflecting the change in timber type and condition due to the MPB infestation and subsequent harvest and FireSmart projects	Ongoing	Forestry & Parks (formerly Agriculture & Forestry)	County of Grande Prairie GIS Department working on this
20	Provide firefighting training to all equipment operators in Public Works (Transportation & Utilities)	Ongoing	Regional Fire Service	
21	Identify and map water sources (large dugouts, lakes, etc.) that could be available for fighting wildfires	Ongoing	Regional Fire Service	An initial assessment was completed, and now an annual verification is in place; GIS layer available
24	Develop a list of private contractors/equipment to be used for fighting wildfire, updated annually	Ongoing	Regional Fire Service	
25	Provide ongoing public input into the strategy and subsequent updates	Ongoing	Communications and Marketing	Information is made available at the annual open house and

	Recommendation	Status	Responsibility	Notes
	during the County's annual open houses.			during FireSmart engagement activities
26	Continue all public education and awareness initiatives and programs that have been implemented within the County of Grande Prairie, regularly assessing and updating them.	Ongoing	Communications and Marketing, Regional Fire Service	See "Past Public Events and Initiatives"
27	Develop a formal FireSmart Communications Plan to support the FireSmart Program within the County. This plan will identify target audiences, key messages, education/communication methods and tools, timing and budget.	Not complete	Communications and Marketing	
30	County of Grande Prairie Planning Director or Senior Planner, Fire Chief, Fire Marshal and Communications Manager or designates to attend the annual FireSmart Community Series Workshop.	Ongoing	Community Services	

	Recommendation	Status	Responsibility	Notes
31	Host a FireSmart Community Series Workshop in the region for developers, realtors, homebuilders, elected officials and various County staff departments to equip them with the tools, expertise, and contacts they need to help build a FireSmart region.	Not complete	Community Services	
33	Host FireSmart Community Champion workshops to engage private landowners	Complete	Regional Fire Service	
36	Investigate and research what other municipalities have done to amend or update their bylaws to reflect FireSmart principles	Complete	Planning Services	Bylaw update in progress
37	Include or consider FireSmart principles in the scheduled review of the County's Land Use Bylaw	Partially complete	Planning Services	The focus has been on safety measures within a building (Alberta Building Code) - not FireSmart. New recommendation to focus on FireSmart home protection principles

	Recommendation	Status	Responsibility	Notes
38	Continue to provide information with new development permits when issued, and consider development of a comprehensive information package	In progress	Community Services, Planning Services	Began in Q1 2016
47	Work with land owners to develop FireSmart projects on private land - Priority Area 3	Ongoing	Community Services	Public information webinar, recorded & posted, engagement page on website, final report shared publicly; completed June 2021. Implementing FS principles on private properties
48	Propose fuel reduction/modification project - Priority Area 3	In progress	Community Services	Treatment of the first 19.09 ha completed in June 2024; Approximately 41.05 ha under current vegetation management grant (proposed completion 2025-2026); potentially another ~70 ha TFA in 2025 (not specifically a FS project)
69	Investigate and identify possible firewood sites for both private and commercial use	Not complete	Community Services	Campground wood purchased directly in previous years

	Recommendation	Status	Responsibility	Notes
70	Set up areas for firewood production (in County)	Not complete	Forestry & Parks (Agriculture & Forestry)	
71	Monitor current Mutual Aid Agreements and update as required	Ongoing	Regional Fire Service	
73	Modify and renew existing plans on expiration	Complete	Community Services	
74	Form a FireSmart Committee responsible for the annual review of the strategy and any updates	Ongoing	Community Services	Project based taskforces set up; consider dormant role in between strategies

Appendix III Indigenous Communities and Stakeholders

Category	Organizations/Entities	Relevance to Wildfire Mitigation
Expert	Brian Reid (Infinite Forestry Consulting)	Provides expertise in forestry management and mitigation strategies.
Expert	Wes Nimco (FRIAA)	FRIAA focuses on forest resource improvement, offering insights for sustainable management and fire prevention. Wes has been involved in many mitigation efforts for in the County.
Forest Industry	CanFor	Influences risk and management of forested areas.
Forest Industry	International Paper	Influences risk and management of forested areas.
Forest Industry	West Fraser	Influences risk and management of forested areas.
Forest Industry	Weyerhaeuser GP	Influences risk and management of forested areas.
Government Agencies	Alberta Forestry and Parks	Manages forestry resources and enforces regulations for fire management strategies.
Government Agencies	Wildfire Management Branch	Responsible for wildfire prevention and management.

Category	Organizations/Entities	Relevance to Wildfire Mitigation
Government Agencies	Wapiti Recreation and Trail Management Plan Group	Planning the recreation and trails for the Wapiti Dunes
Indigenous Communities	Duncan's First Nation	Traditional Ecological Knowledge vital for understanding fire behaviour and land stewardship.
Indigenous Communities	Grande Prairie Metis District	Traditional Ecological Knowledge vital for understanding fire behaviour and land stewardship.
Indigenous Communities	Horse Lake First Nation	Traditional Ecological Knowledge vital for understanding fire behaviour and land stewardship.
Indigenous Communities	Sturgeon Lake Cree Nation	Traditional Ecological Knowledge vital for understanding fire behaviour and land stewardship.
Major Industrial Stakeholders	Aquatera	Water and wastewater treatment in the County with fire safety considerations.
Major Industrial Stakeholders	ATCO	Provides electricity and natural gas services and participates in plans ensuring industrial safety.
Major Industrial Stakeholders	Cenovus	Involved in energy production, contributing to regional emergency preparedness.
Major Industrial Stakeholders	CN (Canadian National Railway)	Plays a role in transportation safety, potentially critical during wildfire activities.

Category	Organizations/Entities	Relevance to Wildfire Mitigation
Major Industrial Stakeholders	Evergreen Park	The recreational facilities provide an excellent opportunity to collaborate with users to encourage responsible behaviour during high-risk fire conditions.
Major Industrial Stakeholders	Knelsen Sand and Gravel	Involved in resource extraction, influencing land management practices.
Major Industrial Stakeholders	Pembina Pipelines	Engages in energy transportation, contributing to infrastructure resilience planning.
Major Industrial Stakeholders	TC Energy	Involved in energy production, contributing to regional emergency preparedness.
Major Industrial Stakeholders	Tourmaline Oil	Involved in energy production, contributing to regional emergency preparedness.
Major Industrial Stakeholders	Wapiti Sand and Gravel	Involved in resource extraction, influencing land management practices.
NGOs	Mighty Peace Watershed Alliance	Promotes watershed health and community engagement in ecological risk management.
Other Entities	Beaverlodge RCMP	Local law enforcement contributing to community safety and emergency preparedness.

Category	Organizations/Entities	Relevance to Wildfire Mitigation
Other Entities	GP RCMP	Local law enforcement contributing to community safety and emergency preparedness.
Other Community Representatives	Birch Hills County	Local governance contributing to land use planning and wildfire preparedness.
Other Community Representatives	City of GP	Local governance contributing to land use planning and wildfire preparedness.
Other Community Representatives	GP Fire Department	Plays a crucial role in firefighting, emergency response, and community education.
Other Community Representatives	MD of Greenview No. 16	Local governance contributing to land use planning and wildfire preparedness.
Other Community Representatives	Saddle Hills County	Local governance contributing to land use planning and wildfire preparedness.
Recreational Clubs	Wapiti Nordic Ski Club	Engages the community in outdoor activities while promoting responsible land use.
Recreational Clubs	Wapiti Off-Road Association	Critical in the discussion about wildfire safety.

Appendix IV Values at Risk

STANDARD VALUES AT RISK

Name	Location (legal)	Owner	Type of Facility
Wapiti Ridge	SE 20,70,3,W6	private	subdivision
Crystal Creek Acres	parts SW,SE 24, 71,4,W6	private	subdivision
Aspen Ridge	W 13,71,5,W6	private	subdivision
Sunridge Estates	SE 13,71,5,W6	private	subdivision
Arthur Lane	SE 14,71,5,W6	private	subdivision
Bear Ridge Estates	parts SE 9,71,5,W6	private	subdivision
Taylor Estates	SW 8,71,5,W6	private	subdivision
Pine Valley Estates	NW 5,71,5,W6	private	subdivision
Wedgewood Estates	NE 1,71,6,W6	private	subdivision
Dunes	parts NW,NE 25, 70,6,W6	private	subdivision
Dunes on 17th	NE 25,70,6,W6	private	subdivision
Tamarack Estates	parts NE 6,70,6,W6	private	subdivision
Sandy Lane Estates	NW 35,70,6,W6	private	subdivision
Mandalay Estates	NE 25, 70,6,W6	private	subdivision

Name	Location (legal)	Owner	Type of Facility
Dunes West	SW 21,SE 20,70, 6,W6	private	subdivision
The Ranch	NE 20,70,6,W6	private	subdivision
Deer Ridge Estates	SE 29,70,6,W6	private	subdivision
Mystik Ridge	SW 29,70,6,W6	private	subdivision
Sunrise Estates	NE 34 70 6 W6	private	subdivision
Wapiti Heights Estates	NE,27,70,7,W6	private	subdivision
Bearspaw Estates	NE 11,71,5, W6	private	subdivision
The Banks at Spring Creek	SE 25 70 7 W6	private	subdivision
River Road Estates	NW,35,70,6 W6	private	subdivision
Pinebrook Estates	NE,6,71,5 W6	private	subdivision
Riverview Pine Estates	parts SE,SW26, 70,7,W6	private	subdivision
Wapiti Nordic Ski Club	Parts SW,SE27, NW,NE22,70,6,W 6	Wapiti Nordic Ski Club	recreation
Scouts Canada	SW 27, 70,6,W6		Summer camp
Pineridge Camp	NE 27, 70,6,W6	Grande Prairie Church of Christ	summer camp

Name	Location (legal)	Owner	Type of Facility
Camp Wapiti	SE 25,70,6,W6	Mclaurin Baptist Church	summer camp
Camp Tamarack	parts NW26,70,6,W6	Camp Tamarack Association	camp
Wapiti Shooters Club	SE 36,70,6,W6	Wapiti Shooters Club	recreation
Evergreen Park	31, W32,70,5,W6	Grande Prairie Regional Agricultural & Exhibition Society	-
PARDs	parts SW5,71,5,W6		-
McGovern's RV & Marine Campground	NW 31,70,5,W6	Grande Prairie Regional Agricultural & Exhibition Society	recreation
Archery Range	NW 31,70,5,W6	Game County Archers	recreation
Peace Draft Horse Club	NW 31,70,5,W6	Peace Draft Horse Club	recreation

Name	Location (legal)	Owner	Type of Facility
Grande Prairie Minor Baseball Association	NW 31,70,5,W6	Grande Prairie Minor Baseball Association	recreation
Evergreen Centre for Resource Excellence and Innovation	NW 31,70,5,W6	Grande Prairie Regional Agricultural & Exhibition Society	research
Dunes Golf and Winter Club	NE 25, 70,6,W6	private	recreation
Camp Tamarack RV Park	NW 26, 70,6,W6	private	recreation
Minhas Industrial Park	NW, NE 36, 70,5,W6	private	industrial
County Industrial Park	SW, SE 1, 71,6,W6	private	industrial
Grande Prairie Golf and Country Club	SE 12, 71,6,W6	Grande Prairie Golf and Country Club	recreation
Paved hiking/walking trails	NW,NE 25, SE,NE 35, NW,SW 36, 70,6,W6	County	-

Name	Location (legal)	Owner	Type of Facility
Weyerhaeuser	parts 14, 15, 16; 21,22,SE,SW,NW 23,70,5,W6	private	industrial
International Paper	parts 14-16 and 21-23, 05, W6	private	industrial

CRITICAL VALUES AT RISK

Name	Owner	Type of Facility
Main Transmission Line	ATCO	
Water Treatment Plant	Aquatera Utilities	
Water pipeline	Aquatera Utilities	
Electrical power sub-station	ATCO	
Communications Tower		
CN rail and bridge across the Wapiti River	CN	Private rail and bridge
Hwy 40 Bridge	Alberta	Public bridge
Weyerhaeuser Bridge	Weyerhaeuser	Private bridge
Canfor/Wapiti Gravel Bridge	Canfor and Wapiti Gravel	Private bridge

SPECIAL VALUES AT RISK

Name	Location (legal)	Owner
Bear Creek Cemetery	parts NW6,71,5, W6	County
ACA Conservation Site	Parts SE18,NE 18, SE19,70 6 W6	Alberta Conservation Society

Appendix V Community Risk Rating

HIGH RISK

Autumn Wood Estates	Dunes On 17
Hillside Estates	JD Renton Estates
Bear Ridge Estates	Sandy Lane Estates
Deer Run Estates	Maple Grove
Aspen Ridge	Mystic Ridge
JD Barr Estates	Wapiti Heights Estates
Weyerhaeuser And IPP	Spring Creek Estates
Taylor Estates	Morgans Mountain
Tamarack Estates	Riverview Pines Estates
Minhas	Mandalay Estates
Sunridge Estates	Wedgewood
Pinebrook Estates	Deer Ridge Estates
Sunrise Estates	Dunes West
Core 40 Industrial Park	Park Meadows
Crystal Creek Acres	River Road Estates
Dunes	The Banks At Spring Creek
Pine Valley Estates	Evergreen Park
Meadow Brook Estates	Wapiti Ridge
Arthur Lane	Bearspaw Estates
The Ranch	Sunrise II Estates
County Industrial Park	

MEDIUM RISK

Grandview Heights	Triple L Mobile
JD Willis Estates	Spring Mountain Estates
Mountain Side Estates	Woodlake Estates
Lawra Estates	Hilltop Estates
Willowood Estates	Sunnybrook
Saskatoon Mountain Acreages	Rio Bend Estates
Eastland Acres	Windwood Lane
Woodland Acres	Jersey Meadows
Green Acres	Bezanson
Maple Ridge	Demmitt
Sandy Ridge Estates	Halcourt
Brookside	Lymburn
Spruce Villa Estates	

LOW RISK

Dunkley Meadows	Mountain View Estates
Shannon Park	Westmount South Industrial Park
Althen Corner	Hwy 43 West Industrial Park
Peregrine Business Park	Westridge Estates
Juggers Landing	Centennial Subdivision
Hwy 40 Industrial Park	Silver Pointe
Kestrel Business Park	Hwy 43 East Industrial Park
Crossroads North	Canon Lake Estates
Clear Water Subdivision	Lakeview Trailer Park
Elizabeth Estates	Northgate Industrial Park
Lake Pointe Properties	Flyingshot Lake Settlement
Westview	Willow Grove
Heritage Pointe	Crossroads 53 South
Old Town	Crossroads 53 North
Silver Pointe	Grandeview Estates
Parkview	West 70 Estates
Westlake Village	Foxstone Meadows
Willow Estates	Whispering Ridge
Spring Ridge	Lakeview Meadows
Rycroft Ridge	Wynngate
Catherine Estates	Northfield Landing
Painted Sky	Bridgewater
Crossroads South	Smallwood Estates
Lakeview Estates	Werk
Sprucewood Park	Buffalo Lake
Redtail Business Park	Clairmont
Carriage Lane Estates	Dimsdale
Emerson Trail Industrial Park	Elmworth
Forest Grove	Goodfare
Westmount North Industrial Park	Huallen
Goldenrod Estates	Hythe
Richmond Hill Estates	La Glace
Dimsdale Industrial Park	Teepee Creek
Hawker Industrial Park	Valhalla Center
Whispering Ridge	

Request for Decision

Report Submission Details

Item Number:	**5.6**
Report Title:	**Policy B18 – Flag Protocol**
Presenter:	**Rory Tarant, General Manager, Corporate Services and Strategy**
Supported By:	Tatiana Catana, Supervisor, Legislative Services
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Unfinished Business

Recommended Action

Option 1:

That Council approve Policy and Procedure B18 – Flag Protocol as presented.

Previous Council / Committee Action

Resolution # BM20251210.035

MOVED by Councillor Terri Beaupre

That Council defer Business Case FAC030 — Flag Poles County Firehalls in the amount of $41,960 to the 2026 final budget and direct Administration to bring proposed amendments to Policy B18 — Flag Protocol to a future Regular Council Meeting for review and consideration.

CARRIED

Resolution # BM20260422.016

MOVED by Councillor Brian Peterson

That Council defer Business Case FAC030 – Flag Poles County Firehalls in the amount of $41,960 until review and approval of Policy B18 – Flag Protocol.

CARRIED

Background and Analysis

Administration will present to Council amendments to both Policy and Procedure B18 for final review and approval.

Following Council's direction, Administration reviewed Policy and Procedure B18 to ensure that all flags at municipal facilities/properties are flown and displayed in a consistent and appropriate manner.

Administration is proposing the following amendments to Policy B18:

- Section 2 was updated to remove County owned facilities, campgrounds, and cemeteries.
- Addition of 3 tier levels of facilities to differentiate the level of service provided for flag protocol as outlined in the Policy.
- Addition of a new section to include third-party managed facilities or leased County-owned facilities or lands.
- Removed the CAO (current) from the list of titles for which flags are lowered upon death. Already covered under "A County employee (current)".

Flags are changed typically at least twice a year. Replacement costs range from $40 - $80 per flag.

Of note is that if the amendments to Policy B18 are passed by Council, the flag poles at the Glen Leslie and Teepee Creek cemeteries will require either to be removed or the responsibility to maintain the flag poles and the flags be transferred to the organizations operating the cemeteries. Additionally, a business case will be brought back to interim budget deliberations to reflect the cost of the additional poles needed to be in alignment with Policy B18.

Please note that Procedure B18 was also updated, as attached, to reflect current process and align with the changes to the Policy and the organization overall.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council approve Policy and Procedure B18 – Flag Protocol as presented.

Costs associated with the installation of flag poles at all County firehalls are as per the attached Business Case FAC030 - Flag Poles County Firehalls.

Option 2:

That Council approve Policy and Procedure B18 – Flag Protocol with the following amendment(s):

- [list of amendment(s)]

Option 3:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☐ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☒ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Policy and Procedure B18 were presented to General Managers on January 21, 2026 and were circulated to Directors for feedback.

Public Engagement and Communication

Not applicable.

Attachments

1. Policy B18 – Flag Protocol (red-lined copy)
2. Procedure B18 – Flag Protocol (red-lined copy)
3. Policy B18 – Flag Protocol (clean copy)
4. Procedure B18 – Flag Protocol (clean copy)
5. Additional Information on Flag Poles
6. Business Case FAC030 - Flag Poles County Firehalls

☒ Approved by General Manager

☒ Approved by County Manager

Flag Protocol

Legislative Services
Policy B18

Policy:	B18 – Flag Protocol
Policy Department(s):	Legislative Services
Adoption Date:	February 27, 2012
Adoption Reference:	02-142-12
Effective Date:	February 27, 2012
Last Amended:	July 14, 2025

Policy Purpose

To establish the process for ensuring proper protocol for Canadian, Provincial, County, and other flags is followed by the County of Grande Prairie and to ensure that all flags at municipal facilities/properties are flown and displayed in a consistent and appropriate manner.

Policy Statement

That National Flag of Canada and the flags of the provinces, territories and cities are symbols of honor and pride for all Canadians. The manner in which flags may be displayed in Canada is not governed by legislation but is established practice. This policy sets guidelines for the County of Grande Prairie to ensure that thewe treat flags we displayed are treated with respect and follow customs and etiquette recommended by the federal government.

~~All flags, including the National flag of Canada, the Union Jack, the flags of each province and the County of Grande Prairie flag are symbols of honor and pride for our citizens and should be treated with respect.~~

Commented [TC1]: Repetitive information.

Definitions

"CAO" also known as "County Manager" or "Chief Administrative Officer" means the person, or delegate appointed by Council to the position of Chief Administrative Officer under the Municipal Government Act for the County.

"County" means the municipality of the County of Grande Prairie No.1 having jurisdiction under the Municipal Government Act and other applicable legislation.

"Half–Mast" means the position of the flag when flying at half-mast will depend on its size, the length of the mast and its location; but, as a general rule, the centre of the Flag should be halfway down the mast. When hoisted to or lowered from half-mast position, a flag should be first raised to the masthead.

"National Flag" means the National Flag of Canada as approved by Parliament and proclaimed by Her Majesty Queen Elizabeth II, Queen of Canada, on February 15, 1965.

"Provincial Flag" means the Flag of Alberta as officially adopted on June 1, 1968, with the proclamation of the Flag Act.

"Tier 1 Level" means the County Administration and Community Services buildings and fire halls.

"Tier 2 Level" means County campgrounds ~~and cemeteries~~with year-round park hosts.~~.~~

"Tier 3 Level" means cemeteries managed by the County.

Policy Guidelines

Displaying Flags

1. Flags shall be in excellent condition (no holes, tears, or frayed edges) and a fringe on a flag is not permitted.

2. ~~There shall be three (3) flag poles in the front of~~ Tier 1 Level facilities~~County owned facilities, campgrounds, cemeteries, and fire halls~~ shall have 3 flag poles that shall fly the National Flag, the Provincial Flag, and the County Flag and must follow the Half-Mast protocol as outlined in this Policy.

3. Tier 2 Level facilities shall have ~~3~~4 flag poles flying the National Flag, the Provincial Flag, and the County Flag and will not follow the Half-Mast protocol as outlined in this Policy.

~~3.~~4. Tier 3 Level facilities shall have 2 flag poles flying the National Flag and the Provincial Flag and will not follow the Half-Mast protocol as outlined in this Policy

~~4.~~5. The County of Grande Prairie flag takes precedence over all community and/or ethnic flags.

~~5.~~6. Flags should always be shown, represented, or used in a dignified manner. They should not be used as a table or seat cover, to mask boxes or other items or to cover a statue, monument, or plaque for an unveiling ceremony. When used on the occasion of unveiling a monument, table, picture, etc. the flag should be properly draped and prevented from falling to the ground or floor.

~~6.~~7. The National Flag, Provincial Flag and County Flag shall fly day and night.

~~7.~~8. The National Flag takes precedence over all other flags when flown in Canada. No other flag shall be flown at a higher height than the National Flag and when flown with other flags, it should be raised first and lowered last unless all are being raised and lowered simultaneously.

~~8.~~9. When ~~two (~~2~~)~~ ~~flags~~ or more ~~than three~~ nation's flags are flown, use separate staffs of the same height. In procession, carry the National Flag on the marching right.

~~9.~~10. When several other flags are carried abreast, carry the National Flag in front of the centre of the line.

~~10.~~11. When suspended vertically in the middle of the street, the upper part of the flag should face north in an east-west street and face east in a north-south street.

~~11.~~12. When sharing the same base in an arrangement of ~~three (~~3~~)~~ flags, the National Flag shall be placed left of centre, or highest point. In a ~~two (~~2~~)~~ base arrangement, the National Flag shall be placed left of centre.

~~12.~~13. There are ~~three (~~3~~)~~ flags displayed on the north end of the Council Chamber, to the left of the portrait of the King (from left to right) Alberta, Canada, and the County.

~~13.~~14. When used to cover a casket at funerals, the canton should be draped over the upper left corner of the casket. The flag should be removed before the casket is lowered. The flag should be 4.5 feet x 9 feet (1.4m x 2.8m).

~~14.~~15. Municipal, Provincial, Canadian, and special occasion flags are flown or displayed at many municipally-owned buildings. Care should be taken when a group of flags are flown or displayed together that the proper etiquette is followed.

~~15.~~16. The County may require any third party that manages or leases County-owned facilities or lands, including but not limited to lease holders, facility operators, and contracted service providers, to comply with this Policy and to coordinate with the County for any flag-related activities, such as raising, lowering, or changing flags, to ensure adherence to established protocols. Where applicable, the County shall include a clause within the relevant agreement or lease requiring the third party to observe all provisions of this Policy, including the proper display, maintenance, and handling of flags on County property.

~~16.~~17. Any person or organization who purchases a County Flag should follow the proper protocol and etiquette as outlined in this P~~p~~olicy, when displaying and disposing of the flag. Persons or organizations purchasing County Flags are not required to follow the Half-Masting dates outlined in this P~~p~~olicy.

Flags Flown at Half-Mast for Mourning

~~17.~~18. To Half-Mast the flag as a sign of mourning, the flag is brought to the Half-Mast position by first raising it to the top of the mast and then immediately lowering it slowly to the Half-Mast position.

~~18.~~19. The Canadian Flag, Provincial Flag and County Flag in front of Tier 1 Level facilities ~~properties/facilities~~ shall be lowered to Half-Mast from the time of notification of death until after the funeral. The flags shall be raised to full-mast 1800 hours on the day of the funeral.

~~19.~~20. On the occasion of death of:

~~19.1.~~20.1. The Sovereign and the Sovereign's family;

~~19.2.~~20.2. The Governor General (past and present);

~~19.3.~~20.3. The Prime Minister (past and present);

~~19.4.~~20.4. Chief Justice of Canada and Members of the Canadian Ministry (current);

~~19.5.~~20.5. Lieutenant Governors (current);

~~19.6.~~20.6. Privy Councillors or Senators (current);

~~19.7.~~20.7. Members of the House of Commons (current);

~~19.8.~~20.8. The Premier of Alberta (past or present);

~~19.9.~~20.9. A Member of the Legislative Assembly or a Member of Parliament representing the County of Grande Prairie No.1;

~~The CAO (current);~~

~~19.10.~~20.10. The Reeve or Member of Council (past or present);

~~19.11.~~20.11. A County employee (current);

~~19.12.~~20.12. A County volunteer firefighter (current);

~~19.13.~~20.13. An RCMP Officer serving within the County; or

~~19.14.~~20.14. Volunteer when death occurs in the line of duty in serving the County the flags shall be flown at Half-Mast.

~~20.~~21. The Reeve or CAO shall have at their discretion the authority to lower the flags to Half-Mast for other circumstances of such nature or magnitude that would deem it appropriate in which this Policy does not address.

~~21.~~22. The Government of Canada - Canadian Heritage provides direction as to occasions when the National Flag is to be flown at Half-Mast.

~~22.~~23. It is the responsibility of General Managers and Directors to notify the CAO and Legislative Services of a death of a County employee (current), a County volunteer firefighter (current), or a volunteer when death occurs in the line of duty in serving the County.

Flags Flown at Half-Mast for Mourning - Special Circumstances

~~23.~~24. The flags will be flown at Half-Mast for a period of ~~three (~~3~~)~~ days commencing on the day of notification and being raised to full mast at 1800 hours on the third day under special circumstances such as:

~~23.1.~~24.1. When the memorial service is delayed due to family members having to travel long distances to attend the memorial service or the illness of a surviving spouse.

~~23.2.~~24.2. When the repatriation of the deceased is required.

~~23.3.~~24.3. Under any other special circumstances as recognized by the Reeve or CAO.

Dates When Flags are Flown at Half-Mast

~~24.~~25. April 28, Day of Mourning for Persons Killed or Injured in the Workplace (Workers' Mourning Day), sunrise to sunset.

~~25.~~26. June 23 National Day of Remembrance for Victims of Terrorism.

~~26.~~27. Second Sunday in September, Firefighters' National Memorial Day.

~~27.~~28. Last Sunday in September, Police and Peace Officers' National Memorial Day, sunrise to sunset, unless Half-Masting occurs near the place where a memorial is being observed, then Half-Masting can occur according to the prescriber order of service, until sunset.

~~28.~~29. September 30, National Day for Truth and Reconciliation.

~~29.~~30. November 11, Remembrance Day, unless Half-Masting occurs at the National War Memorial or a place where remembrance is being observed, then Half-Masting can occur at 11:00 a.m. or according to the prescribed order of service, until sunset.

~~30.~~31. December 6, National Day of Remembrance and Action on Violence Against Women, sunrise to sunset.

~~31.~~32. To commemorate the death of a member of the Canadian Forces (Albertan). In a show of respect for members of Canadian Forces born or stationed in Alberta, on the day(s) of the funeral(s).

~~32.~~33. When the date of Half-Masting falls on a weekend or statutory holiday, the flags may be lowered to Half-Mast on the last business day prior to the holiday/weekend and raised on the first business day following the holiday/weekend.

Special Occasion Flags

~~33.~~34. The County of Grande Prairie may fly special occasion flags to celebrate a particular date or event of significance to the County. Council shall decide which flags shall be flown for special occasions by motion.

~~34.~~35. The County may fly flags of community groups, charitable or non-profit organizations upon approval by Council by motion.

~~35.~~36. These flags are flown below the County flag.

~~36.~~37. Ethnic or community groups or organizations shall request in writing to Legislative Services for authorization to fly a flag at the Administration Building and specify a date and time they are requesting to:

County of Grande Prairie
10001 - 84 Avenue, Clairmont, AB T8X 5B2

legislativeservices@countygp.ab.ca
Phone: 780-532-9722 Fax: 780-539-9880

~~37.~~38. If the request meets the guidelines of the ~~County of Grande Prairie Flag~~this Policy and is approved by Council by motion, Legislative Services shall proceed with the implementation of the flag raising.

~~38.~~39. Legislative Services shall contact the requesting group to confirm timelines for flag delivery, time, date, and other support required.

~~Legislative Services shall determine the appropriate flag pole to be used the support required~~.

Disposal of Flags

~~39.~~40. Flags shall be inspected and changed as required~~ semi-annually. in conjunction with the Provincial time change dates~~. When a flag becomes tattered or faded and is no longer in a suitable condition for use, it should be destroyed in a dignified way by burning it privately.

Etiquette Procedures

~~40.~~41. Flags on the ~~three (~~3~~)~~ flagpoles at the County facilities (Tier 1, Tier 2 and Tier 3 Levels) ~~are~~ shall be raised and lowered by designated County staff.

~~41.~~42. Flags flown for special occasions, groups, or events shall be flown on the flagpole reserved for the County flag. At no time shall the National, Provincial or County Flag be replaced by a special occasion flag.

~~42.~~43. Legislative Services shall act as a resource on the subject of flag etiquette.

~~43.~~44. Legislative Services consults with the Government of Canada - Canadian Heritage and Government of Alberta Protocol Office in situations requiring flags and protocol.

~~44.~~45. Legislative Services shall confer with the CAO in situations where further discussion or decisions shall be made regarding displaying or raising flags.

Attachments

N/A

References

Legal Authorities	Government of Canada Canadian Heritage Government of Alberta Protocol Office
Related Plans, Bylaws, Policies, Etc.	Policy B1 – Policy Development Procedure B18 – Flag Protocol
Other	National Flag Protocol: https://www.canada.ca/en/canadian-heritage/services/flag-canada-etiquette/flying-rules.html

Flag Protocol

Legislative Services
Policy B18

Revision History

Review Date	Description
July 14, 2025	Reviewed and Amended CM20250714.019
August 28. 2023	Reviewed and Amended CM20230828.005
January 24, 2022	Reviewed and Amended CM20220124.008
April 23, 2016	Reviewed and Amended CM20180423.1010
July 18, 2016	Reviewed and Amended CM20160718.1068
December 23, 2015	Reviewed and Amended CAO Approval
February 11, 2013	Reviewed and Amended 02-138-13
February 27, 2012	Adoption Date 02-142-12

Flag Protocol Procedure

Legislative Services
Associated Policy B18

Procedure:	B18 – Flag Protocol
Associated Policy:	Policy B18 – Flag Protocol
Procedure Department(s):	Legislative Services, Communications
Adoption Date:	January 12, 2022
Effective Date:	January 12, 2022
Last Amended:	March 27, 2024

Purpose

To establish the procedure of lowering and raising ~~and lowering~~ flags at County Administration and Community Services buildings ~~owned facilities, campgrounds, cemeteries~~ and fire halls in accordance with Policy B18 - Flag Protocol.

Procedure

1. On the dates specified in Policy B18, flags are to be lowered to Half-Mast at County ~~owned facilities, campgrounds, cemeteries,~~Administration and Community Services buildings and fire halls by the department as specified under~~in~~ the Roles and Responsibilities section.

~~Legislative Services will send an email to the Flag Protocol email distribution group the day prior to the half-masting date and include the reason for half-masting of flags, to advise when flags should be lowered to half-mast, and when they should be raised.~~

2. For any unscheduled events requiring half-masting that occur outside ~~of~~ the dates specified in Policy B18 (i.e., death of an employee), Legislative Services will ~~send an email~~ notify ~~to~~ the Flag Protocol ~~email distribution~~ group by email as soon as reasonably possible. The email ~~and~~ will ~~include~~ outline the reason for half-masting ~~of flags~~, ~~to~~ advise when the flags ~~should~~ are to be lowered to half-mast, and if known, when they ~~should~~ are to be raised. Where the date for raising the flags is not yet determined, a follow-up email will be sent to the Flag Protocol group once that information becomes available. ~~If the date for raising the flags is unknown, a separate email will be sent to the Flag Protocol email distribution group to advise when flags should be raised.~~

Roles and Responsibilities

3. The following departments are responsible to lower flags at the locations noted:

   3.1. Administration Building: Facilities

   3.2. Community Services Building: Recreation and Culture~~Infrastructure Coordinator~~

   ~~Campgrounds: Campground Caretakers~~

   ~~Cemeteries: Parks and Recreation~~Recreation and Culture ~~Department~~

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3.3. Fire Halls: Fire Station Captains

~~3.3.~~3.4. Tier 2 and Tier 3 Levels: Recreation and Culture

~~County Sportsplex: Sportsplex General Manager~~

4. Legislative Services is responsible for ~~posting to~~publishing information in the News ~~area~~ section of the County's intranet (Buddy)~~,~~ to inform staff of the reason for half-masting of flags ~~to ensure County staff are aware~~.

   ~~Legislative Services is responsible for ensuring that the Flag Protocol email distribution group is kept up to date and will advise Information Systems of any changes required~~.

5. The Communications and Marketing department is responsible for publishing information ~~posting~~ to social media to inform the public of the reason for half-masting of flags ~~to ensure the public are aware~~.

6. Department Supervisors or Directors are responsible for notifying Information Systems of staffing changes that may affect the Flag Protocol distribution list. As the department leaders are best positioned to be aware of staff movements within their departments, they will ensure updates are communicated promptly to maintain the accuracy and integrity of the distribution list.

References

Legal Authorities	Government of Canada - Canadian Heritage Government of Alberta - Protocol Office
Related Plans, Bylaws, Policies, Etc.	Policy B18 – Flag Protocol
Other	National Flag Protocol: https://www.canada.ca/en/canadianheritage/services/flag-canada-etiquette/flying-rules.html

Revision History

Review Date	Description
March 27, 2024	Reviewed and Amended GM20240327003
January 12, 2022	New Procedure

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Flag Protocol

Legislative Services
Policy B18

Policy:	B18 – Flag Protocol
Policy Department(s):	Legislative Services
Adoption Date:	February 27, 2012
Adoption Reference:	02-142-12
Effective Date:	February 27, 2012
Last Amended:	July 14, 2025

Policy Purpose

To establish the process for ensuring proper protocol for Canadian, Provincial, County, and other flags is followed by the County of Grande Prairie and to ensure that all flags at municipal facilities/properties are flown and displayed in a consistent and appropriate manner.

Policy Statement

That National Flag of Canada and the flags of the provinces, territories and cities are symbols of honor and pride for all Canadians. The manner in which flags may be displayed in Canada is not governed by legislation but is established practice. This policy sets guidelines for the County of Grande Prairie to ensure that the flags displayed are treated with respect and follow customs and etiquette recommended by the federal government.

Definitions

”CAO” also known as “County Manager” or “Chief Administrative Officer” means the person, or delegate appointed by Council to the position of Chief Administrative Officer under the Municipal Government Act for the County.

“County” means the municipality of the County of Grande Prairie No.1 having jurisdiction under the Municipal Government Act and other applicable legislation.

“Half-Mast” means the position of the flag when flying at half-mast will depend on its size, the length of the mast and its location; but, as a general rule, the centre of the Flag should be halfway down the mast. When hoisted to or lowered from half-mast position, a flag should be first raised to the masthead.

“National Flag” means the National Flag of Canada as approved by Parliament and proclaimed by Her Majesty Queen Elizabeth II, Queen of Canada, on February 15, 1965.

“Provincial Flag” means the Flag of Alberta as officially adopted on June 1, 1968, with the proclamation of the Flag Act.

“Tier 1 Level” means the County Administration and Community Services buildings and fire halls.

"Tier 2 Level" means County campgrounds with year-round park hosts.

"Tier 3 Level" means cemeteries managed by the County.

Policy Guidelines

Displaying Flags

1. Flags shall be in excellent condition (no holes, tears, or frayed edges) and a fringe on a flag is not permitted.
2. Tier 1 Level facilities shall have 3 flag poles that shall fly the National Flag, the Provincial Flag, and the County Flag and must follow the Half-Mast protocol as outlined in this Policy.
3. Tier 2 Level facilities shall have 3 flag poles flying the National Flag, the Provincial Flag, and the County Flag and will not follow the Half-Mast protocol as outlined in this Policy.
4. Tier 3 Level facilities shall have 2 flag poles flying the National Flag and the Provincial Flag and will not follow the Half-Mast protocol as outlined in this Policy
5. The County of Grande Prairie flag takes precedence over all community and/or ethnic flags.
6. Flags should always be shown, represented, or used in a dignified manner. They should not be used as a table or seat cover, to mask boxes or other items or to cover a statue, monument, or plaque for an unveiling ceremony. When used on the occasion of unveiling a monument, table, picture, etc. the flag should be properly draped and prevented from falling to the ground or floor.
7. The National Flag, Provincial Flag and County Flag shall fly day and night.
8. The National Flag takes precedence over all other flags when flown in Canada. No other flag shall be flown at a higher height than the National Flag and when flown with other flags, it should be raised first and lowered last unless all are being raised and lowered simultaneously.
9. When 2 or more nation's flags are flown, use separate staffs of the same height. In procession, carry the National Flag on the marching right.
10. When several other flags are carried abreast, carry the National Flag in front of the centre of the line.
11. When suspended vertically in the middle of the street, the upper part of the flag should face north in an east-west street and face east in a north-south street.
12. When sharing the same base in an arrangement of 3 flags, the National Flag shall be placed left of centre, or highest point. In a 2 base arrangement, the National Flag shall be placed left of centre.

13. There are 3 flags displayed on the north end of the Council Chamber, to the left of the portrait of the King (from left to right) Alberta, Canada, and the County.

14. When used to cover a casket at funerals, the canton should be draped over the upper left corner of the casket. The flag should be removed before the casket is lowered. The flag should be 4.5 feet x 9 feet (1.4m x 2.8m).

15. Municipal, Provincial, Canadian, and special occasion flags are flown or displayed at many municipally-owned buildings. Care should be taken when a group of flags are flown or displayed together that the proper etiquette is followed.

16. The County may require any third party that manages or leases County-owned facilities or lands, including but not limited to lease holders, facility operators, and contracted service providers, to comply with this Policy and to coordinate with the County for any flag-related activities, such as raising, lowering, or changing flags, to ensure adherence to established protocols. Where applicable, the County shall include a clause within the relevant agreement or lease requiring the third party to observe all provisions of this Policy, including the proper display, maintenance, and handling of flags on County property.

17. Any person or organization who purchases a County Flag should follow the proper protocol and etiquette as outlined in this Policy, when displaying and disposing of the flag. Persons or organizations purchasing County Flags are not required to follow the Half-Masting dates outlined in this Policy.

Flags Flown at Half-Mast for Mourning

18. To Half-Mast the flag as a sign of mourning, the flag is brought to the Half-Mast position by first raising it to the top of the mast and then immediately lowering it slowly to the Half-Mast position.

19. The Canadian Flag, Provincial Flag and County Flag in front of Tier 1 Level facilities shall be lowered to Half-Mast from the time of notification of death until after the funeral. The flags shall be raised to full-mast 1800 hours on the day of the funeral.

20. On the occasion of death of:

    20.1. The Sovereign and the Sovereign's family;

    20.2. The Governor General (past and present);

    20.3. The Prime Minister (past and present);

    20.4. Chief Justice of Canada and Members of the Canadian Ministry (current);

    20.5. Lieutenant Governors (current);

    20.6. Privy Councillors or Senators (current);

    20.7. Members of the House of Commons (current);

20.8. The Premier of Alberta (past or present);

20.9. A Member of the Legislative Assembly or a Member of Parliament representing the County of Grande Prairie No.1;

20.10. The Reeve or Member of Council (past or present);

20.11. A County employee (current);

20.12. A County volunteer firefighter (current);

20.13. An RCMP Officer serving within the County; or

20.14. Volunteer when death occurs in the line of duty in serving the County the flags shall be flown at Half-Mast.

21. The Reeve or CAO shall have at their discretion the authority to lower the flags to Half-Mast for other circumstances of such nature or magnitude that would deem it appropriate in which this Policy does not address.

22. The Government of Canada - Canadian Heritage provides direction as to occasions when the National Flag is to be flown at Half-Mast.

23. It is the responsibility of General Managers and Directors to notify the CAO and Legislative Services of a death of a County employee (current), a County volunteer firefighter (current), or a volunteer when death occurs in the line of duty in serving the County.

Flags Flown at Half-Mast for Mourning - Special Circumstances

24. The flags will be flown at Half-Mast for a period of 3 days commencing on the day of notification and being raised to full mast at 1800 hours on the third day under special circumstances such as:

24.1. When the memorial service is delayed due to family members having to travel long distances to attend the memorial service or the illness of a surviving spouse.

24.2. When the repatriation of the deceased is required.

24.3. Under any other special circumstances as recognized by the Reeve or CAO.

Dates When Flags are Flown at Half-Mast

25. April 28, Day of Mourning for Persons Killed or Injured in the Workplace (Workers' Mourning Day), sunrise to sunset.

26. June 23 National Day of Remembrance for Victims of Terrorism.

27. Second Sunday in September, Firefighters' National Memorial Day.

28. Last Sunday in September, Police and Peace Officers' National Memorial Day, sunrise to sunset, unless Half-Masting occurs near the place where a memorial is being observed, then Half-Masting can occur according to the prescriber order of service, until sunset.

29. September 30, National Day for Truth and Reconciliation.

30. November 11, Remembrance Day, unless Half-Masting occurs at the National War Memorial or a place where remembrance is being observed, then Half-Masting can occur at 11:00 a.m. or according to the prescribed order of service, until sunset.

31. December 6, National Day of Remembrance and Action on Violence Against Women, sunrise to sunset.

32. To commemorate the death of a member of the Canadian Forces (Albertan). In a show of respect for members of Canadian Forces born or stationed in Alberta, on the day(s) of the funeral(s).

33. When the date of Half-Masting falls on a weekend or statutory holiday, the flags may be lowered to Half-Mast on the last business day prior to the holiday/weekend and raised on the first business day following the holiday/weekend.

Special Occasion Flags

34. The County of Grande Prairie may fly special occasion flags to celebrate a particular date or event of significance to the County. Council shall decide which flags shall be flown for special occasions by motion.

35. The County may fly flags of community groups, charitable or non-profit organizations upon approval by Council by motion.

36. These flags are flown below the County flag.

37. Ethnic or community groups or organizations shall request in writing to Legislative Services for authorization to fly a flag at the Administration Building and specify a date and time they are requesting to:

County of Grande Prairie
10001 - 84 Avenue, Clairmont, AB T8X 5B2
legislativeservices@countygp.ab.ca
Phone: 780-532-9722 Fax: 780-539-9880

38. If the request meets the guidelines of the this Policy and is approved by Council by motion, Legislative Services shall proceed with the implementation of the flag raising.

39. Legislative Services shall contact the requesting group to confirm timelines for flag delivery, time, date, and other support required.

Disposal of Flags

40. Flags shall be inspected and changed as required.. When a flag becomes tattered or faded and is no longer in a suitable condition for use, it should be destroyed in a dignified way by burning it privately.

Etiquette Procedures

41. Flags on the 3 flagpoles at the County facilities (Tier 1, Tier 2 and Tier 3 Levels) shall be raised and lowered by designated County staff.

42. Flags flown for special occasions, groups, or events shall be flown on the flagpole reserved for the County flag. At no time shall the National, Provincial or County Flag be replaced by a special occasion flag.

43. Legislative Services shall act as a resource on the subject of flag etiquette.

44. Legislative Services consults with the Government of Canada - Canadian Heritage and Government of Alberta Protocol Office in situations requiring flags and protocol.

45. Legislative Services shall confer with the CAO in situations where further discussion or decisions shall be made regarding displaying or raising flags.

Attachments

N/A

Flag Protocol

Legislative Services
Policy B18

References

Legal Authorities	Government of Canada Canadian Heritage Government of Alberta Protocol Office
Related Plans, Bylaws, Policies, Etc.	Policy B1 – Policy Development Procedure B18 – Flag Protocol
Other	National Flag Protocol: https://www.canada.ca/en/canadian-heritage/services/flag-canada-etiquette/flying-rules.html

Revision History

Review Date	Description
July 14, 2025	Reviewed and Amended CM20250714.019
August 28. 2023	Reviewed and Amended CM20230828.005
January 24, 2022	Reviewed and Amended CM20220124.008
April 23, 2016	Reviewed and Amended CM20180423.1010
July 18, 2016	Reviewed and Amended CM20160718.1068
December 23, 2015	Reviewed and Amended CAO Approval
February 11, 2013	Reviewed and Amended 02-138-13
February 27, 2012	Adoption Date 02-142-12

Flag Protocol Procedure

Legislative Services
Associated Policy B18

Procedure:	B18 – Flag Protocol
Associated Policy:	Policy B18 – Flag Protocol
Procedure Department(s):	Legislative Services, Communications
Adoption Date:	January 12, 2022
Effective Date:	January 12, 2022
Last Amended:	March 27, 2024

Purpose

To establish the procedure of lowering and raising flags at County Administration and Community Services buildings and fire halls in accordance with Policy B18 - Flag Protocol.

Procedure

1. On the dates specified in Policy B18, flags are to be lowered to Half-Mast at County Administration and Community Services buildings and fire halls by the department as specified under the Roles and Responsibilities section.

2. For any unscheduled events requiring half-masting that occur outside the dates specified in Policy B18 (i.e., death of an employee), Legislative Services will notify the Flag Protocol group by email as soon as reasonably possible. The email will outline the reason for half-masting, advise when the flags are to be lowered to half-mast, and if known, when they are to be raised. Where the date for raising the flags is not yet determined, a follow-up email will be sent to the Flag Protocol group once that information becomes available.

Roles and Responsibilities

3. The following departments are responsible to lower flags at the locations noted:

    3.1. Administration Building: Facilities

    3.2. Community Services Building: Recreation and Culture

    3.3. Fire Halls: Fire Station Captains

    3.4. Tier 2 and Tier 3 Levels: Recreation and Culture

4. Legislative Services is responsible for publishing information in the News section of the County's intranet (Buddy) to inform staff of the reason for half-masting of flags.

5. The Communications and Marketing department is responsible for publishing information to social media to inform the public of the reason for half-masting of flags.

6. Department Supervisors or Directors are responsible for notifying Information Systems of staffing changes that may affect the Flag Protocol distribution list. As the department leaders are best positioned to be aware of staff movements within their departments, they

will ensure updates are communicated promptly to maintain the accuracy and integrity of the distribution list.

References

Legal Authorities	Government of Canada - Canadian Heritage Government of Alberta - Protocol Office
Related Plans, Bylaws, Policies, Etc.	Policy B18 – Flag Protocol
Other	National Flag Protocol: https://www.canada.ca/en/canadianheritage/services/flag-canada-etiquette/flying-rules.html

Revision History

Review Date	Description
March 27, 2024	Reviewed and Amended GM20240327003
January 12, 2022	New Procedure

Policy B18 - Flag Protocol Impacts

If the amendments to Policy B-18 are passed by Council, there would be the following impacts to County properties:

Properties with No Changes Required

1. Administration Building
2. Community Services, Fire Station 14 combined
3. Phillip J Currie Museum
4. JDA Sportsplex
5. Station 17 Dunes
6. Pipestone Park
7. Hommy Park
8. Kleskun Park
9. Bear Lake Park
10. Hythe Cemetery
11. Demmitt Campground
12. Hythe Municipal Campground

Properties Requiring Pole Additions

1. La Glace Fire Station 3 poles
2. Hythe Fire Station 3 poles
3. Teepee Creek (old fire hall has 1 pole - new hall will have 3 poles installed)
4. Bezanson Fire Station 2 poles (currently has 1)
5. Emerson Cemetery 2 poles

Properties Requiring Removal or Transfer of Responsibility

1. Glen Leslie Cemetery
2. Teepee Creek Cemetery

Cost estimate for pole additions would be approx. $48,000. If Flag Protocol policy is approved, these costs would be brought forward in a business case at interim budget deliberations. Pole removal would be completed internally.

Planning and Development Services

		Type	Service Impact	Priority	2026 Financial Impact
LDS019	Land Registry Technician - Position Extension	Position	Enhance	P2 - Essential (Should do)	$132,400
LDS020	Planning and Development Services Software	Operating	Enhance	P3 - Important (Could do)	$411,814
PLN021	Regional Intermunicipal Area Structure Plans	Operating	Enhance	P1 - Imperative (Must do)	$150,000
FAC028	Air Quality Sensors for Office Buildings	Operating	Enhance	P1 - Imperative (Must do)	$19,200
FAC029	Emergency Operations Center Cooling Project	Operating	Enhance	P2 - Essential (Should do)	$20,690
FAC030	Flag Poles County Firehalls	Capital	New	P3 - Important (Could do)	$41,960
FAC031	Power Rail Improvements - Transportation and Utilities Yard	Capital	Enhance	P1 - Imperative (Must do)	$79,380
FAC032	Software Implementation - Computerized Maintenance Management System	Operating	New	P3 - Important (Could do)	$8,000
FAC033	J.D.A Sportsplex - Cooling Tower	Operating	Maintain	P1 - Imperative (Must do)	$130,100
FAC034	J.D.A Sportsplex - Utility Consumption Optimization	Operating	Maintain	P2 - Essential (Should do)	$36,500
FAC035	LAN Room Cooling Upgrade	Operating	Enhance	P1 - Imperative (Must do)	$18,150
FAC036	Install Overhead Door Sensors Fire Station 14	Operating	Maintain	P3 - Important (Could do)	$9,900
Total Business Cases					**$1,058,094**

Business Case

Business Case Number:	FAC030
Request:	Flag Poles County Firehalls
Service Area:	Planning and Development Services
Department:	Facilities
Requestor:	Clint Diederich, Director of Facilities
Prioritization Matrix:	P3 - Important (Could Do) Projects that benefit the community but may be delayed without detrimental effects to basic services
Financial Impact:	One Time Cost
Service Impact:	New
Budget Year:	Interim Budget, 2026

I. Executive Summary

Flag protocol policy B18 under Policy guidelines states:

2. There shall be three (3) flag poles in the front of County owned facilities, campgrounds, cemeteries, and fire halls that shall fly the National Flag, the Provincial Flag, and the County Flag.

There are facilities within the County that do not comply with policy B18.

II. Justification

a) Business Need

To follow County Policy B18 – Flag Protocol and have Facilities with same standard.

b) Business Outcomes

To establish the process for ensuring proper protocol for Canadian, Provincial, County, and other flags is followed by the County of Grande Prairie and to ensure that all flags at municipal facilities/properties are flown and displayed in a consistent and appropriate manner.

c) Drivers for Change

Regulatory: No

Algins with Policy B18 – Flag Protocol.

d) Space Needs Considerations

Not applicable.

III. Council Strategic Plan

Governance & Leadership

Following Policy direction and showing the high standards of honoring our Flags that represent Country, Province, and our Municipality.

IV. Business Plan

Business plan to identify and upgrade or finish incomplete buildings and or projects as identified 2025, 2026, and 2027 operational business plan.

V. Implementation Timelines

Estimated Project Start Date: 2026-06-01

Estimated Project End Date: 2026-09-30

VI. Impacts of Deferral

No impact other then not following the County's Policy.

Business Case

VII. Financial Impact

Type	Description	2026	2027	2028
	Total Revenue	**-**	**-**	**-**
Capital	Site Improvements - Flagpoles	13,151		
Capital	Site Improvements - Installation	26,828		
Capital	Contingency 5%	1,981		
	Total Expense	**41,960**	**-**	**-**
	Net Impact	**(41,960)**	**-**	**-**

VIII. Other

Not applicable.

Request for Decision

Report Submission Details

Item Number:	**5.7**
Report Title:	**Hythe Brine Line Project Update**
Presenter:	**Lee Brachmann, General Manager, Community Services**
Supported By:	Nora-Lee Gilkyson, Supervisor, Recreation and Culture and Clint Diederich, Director, Facilities
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Unfinished Business

Recommended Action

For information.

Previous Council / Committee Action

Resolution # CM20260525.005

MOVED by Councillor Brian Lieverse

That Council accept the verbal update on the Hythe Brine Line Project for information and approve Administration to access up to $300,000 in additional funding from General Operating Reserve to complete the remediation requirements for the project, with Administration to provide Council with a detailed cost analysis once further information becomes available.

CARRIED

Resolution # CM20260223.029

MOVED by Deputy Reeve Bob Chrenek

That Council establish and ad-hoc committee pursuant to Bylaw #3205 County Owned Facilities Building Committee Bylaw for the Hythe Brine Line Building Project comprised of three (3) Councilors appointed for the duration of their term or the project, whichever comes first.

CARRIED

Resolution # CM20260223.030

MOVED by Councillor Brian Lieverse

That Council appoint Councillor Karen Rosvold, Councillor Brian Lieverse, and Councillor Brian Peterson to the Hythe Brine Line Building Project for the duration of their term or the project, whichever comes first.

CARRIED

Resolution # CM20260223.031

MOVED by Councillor Karen Rosvold

That Council direct Administration to provide information regarding options for the disposal of concrete from the Hythe Arena Brine Line demolition at no cost to the association to a future Council meeting.

CARRIED

Resolution # CM20260413.012

MOVED by Councillor Brian Peterson

That Council authorize the Hythe Athletic Association to offer the removed concrete slabs to the public "as is" for personal reuse, from the Hythe Memorial Arena parking lot for a two week period following public notice in April 2026, subject to the public signing a Release of Liability/Assumption of Risk Waiver acknowledging potential contamination and accepting full responsibility for transportation, loading, and use. Any remaining slabs will be removed and disposed at the Clairmont landfill, as soon as operationally feasible in 2026, with disposal fees waived, at a cost in the amount up to $28,622 (based on estimate provided to Clairmont landfill) with funding to come from general taxation.

CARRIED

Background and Analysis

Administration will provide Council with a verbal project status update for the Hythe Brine Line Project.

Organizational Capacity and Resourcing

Level of Service: Maintain Level of Service

Additional resources required: Yes ☐ No ☐

Not applicable.

Options Analysis and Financial Implications

For information.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☒ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

1. Hythe Brine Line Project Budget Sheet

☒ Approved by General Manager

☒ Approved by County Manager

CAPITAL PROJECT BUDGET

Project Name:	Hythe Brine Line Project	**Project ID:**	
Project Manager:	Dana Lockhart/Clint D	**Department:**	
Start Date:		**Status:**	
End Date:		**Approval Date:**	

BUDGET SUMMARY

Total Budget:	$1,233,972.25	**Contingency (10%):**	$123,397.23
Total Spent:	$351,693.25	**Budget Variance:**	$882,279.00
Remaining:	$882,279.00	**% Complete:**	28.5%

BUDGET LINE ITEMS

Item #	Category	Description	Vendor	Unit Cost	Budgeted Amount	Actual Spent	Variance
1	Brine Line Retro fit	Invoice #ICE2268 deposit + #ICE2280 prog	Brysand Arena LTD	$220,370.70	$933,972.25	$208,250.32	$725,721.93
	Brine Line Retro fit						
	Brine Line Retro fit						
	Brine Line Retro fit						
	Brine Line Retro fit						
	Brine Line Retro fit						
	Brine Line Retro fit						
	Brine Line Retro fit						
	Remediation costs	Remaining Concrete Disposal	R360.	Outstanding			
	Remediation costs	Jun 5 disposal fees	R360 - $33/Ton - 12 loads	Outstanding		$8,316.00	
	Remediation costs	May 28 disposal fees	R360 - $33/Ton - 547.26 tonnes	Outstanding		$18,059.58	
	Remedation costs	contaminated soil disposal fees	R360 -33/ton- 1431.39 tonnes	$33.00		$47,235.87	$0.00
	Remedation costs	transporation of contaminated soil	Thatchwood Ventures Ltd	$10,080.00		$10,080.00	$0.00
209575	Remedation costs	Clay for Backfill	D.Ray Construction Ltd.	$1,874.25		$1,874.25	
209576	Remedation costs	Clay for Backfill	D.Ray Construction Ltd.	$3,638.25			
	Remedation costs	Clay for Backfill	D.Ray Construction Ltd.	$7,620.00		$7,620.00	$0.00
209620	Remedation costs	Gravel 1" Base	D.Ray Construction Ltd.	$2,897.12		$2,897.12	$0.00
209603	Remedation costs	Gravel 1" Base	D.Ray Construction Ltd.	$10,074.31		$10,074.31	$0.00
209604	Remedation costs	Gravel 1" Base	D.Ray Construction Ltd.	$6,075.10			
209611	Remedation costs	Gravel 1" Base	D.Ray Construction Ltd.	$1,090.71			
14339	Remedation costs	Snowy Owl	Snowy Owl Contracting INC	$835.80		$835.80	$0.00
211-P3014.00001	Remedation costs	Initial testing Enviromental Testing	SLR Consluting	$7,450.00		$7,450.00	$0.00
	Remedation costs	Drilling of additional testing holes				$29,000.00	$0.00
	Remedation costs	Compaction testing	Parkland Geo	Outstanding			$0.00
	Remedation costs	Soil removal from building	Hi Drive Contracting	Outstanding			$0.00
Council approved	Remedation costs Total to date				**$300,000.00**	**$143,442.93**	**$156,557.07**
							$0.00
				TOTALS:	**$933,972.25**	**$351,693.25**	**$882,279.00**

NOTES & COMMENTS

Prepared By:		**Approved By:**	
Date:	_____	**Date:**	_____

CAPITAL PROJECT BUDGET

Project Name:		**Project ID:**	
Project Manager:		**Department:**	
Start Date:		**Status:**	
End Date:		**Approval Date:**	

BUDGET SUMMARY

Total Budget:	$81,470.60	**Contingency (10%):**	$8,147.06
Total Spent:	$0.00	**Budget Variance:**	$81,470.60
Remaining:	$81,470.60	**% Complete:**	0.0%

BUDGET LINE ITEMS

Item #	Category	Description	Vendor	Unit Cost	Budgeted Amount	Actual Spent	Variance
1	Electrical Work	Gift in Kind	Ultimate Energy Controls		$1,498.40	$0.00	
	Concrete Removal	Removal in Exchange for Slabs	Pete Tofteland		$28,622.00	$0.00	$28,622.00
	Contaminated soil transportation	Trucks to take soil to R360 site	County GP				$0.00
	Contaminated soil disposal fees	Society secured Sponosrship 221 tonnes	R360	$33.00	$7,293.00	$0.00	$7,293.00
	Contaminated soil disposal fees	Society secured Sponosrship 355.8 tonnes	Secure	$34.00	$12,097.20	$0.00	$12,097.20
	Contaminated soil transportation	Trucks to take soil to R360 site- 15 loads	Thatchwood Ventures	$840.00	$12,600.00	$0.00	$12,600.00
		Loading and removal of soil/concrete from building	Hi-Drive Contracting				$0.00
	Volunteer Work Bee	Remove scoreclock and haul work bee deb	Solution Services	$2,000.00	$4,000.00		$0.00
	Melting ice/Permafrost	Melting Ice sucking out water	Solution Services	$3,000.00	$9,000.00		$0.00
	Contaminated Soil Disposal Fees	Hydrovac to remove water on contaminatio	Solution Services	$3,000.00	$3,000.00		$0.00
	Pad Rebuild	Smooth Compactor and Operator	H F Nodes Construction				$0.00
	Melting ice/Permafrost	Heaters/Fans	R/T Rentals				$0.00
	Melting ice/Permafrost	Fuel	South Peace Distributors				$0.00
	Melting ice/Permafrost	Fuel	Hi- Drive Contracting				$0.00
	Contaminated soil transportation	Truck to take soil to R360	D & A Tofteland Trucking	$840.00	$3,360.00		$0.00
	Entire Project	Contractor Services	Dana Lockhart				$0.00
	Volunteer Work Bee	Workers to prepare building for RENO = 250 man Hours minimum					$0.00
	Volunteer Work Bee	Provide Boom Lift for the weekend	Foremost				$0.00
	Volunteer Work Bee	Disposal of all rotten and garbage wood	Fosters Seed & Feed				$0.00
							$0.00
				TOTALS:	**$81,470.60**	**$0.00**	**$60,612.20**

NOTES & COMMENTS

Prepared By:		**Approved By:**	
Date:	_____	**Date:**	_____

Request for Decision

Report Submission Details

Item Number:	**5.8**
Report Title:	**Notice of Motion - Pier or Viewing Site Along the Clairmont Lake**
Presenter:	**Joulia Whittleton, County Manager**
Supported By:	Tatiana Catana, Supervisor, Legislative Services
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Unfinished Business

Recommended Action

Option 2:

As Council directs.

Previous Council / Committee Action

Procedural Bylaw #3275 states:

- A notice of motion may be given at any Council Meeting but may not be dealt with at that meeting.
- A notice of motion shall be given verbally and/or in writing to all members of Council present. A copy of such notice of motion shall be given to the County Manager and Legislative Services upon adjournment of the meeting at which the notice is given.
- Every notice of motion shall precisely specify the entire content of the motion to be considered and shall be on the agenda for the next Regular Council Meeting unless otherwise specified.

Background and Analysis

At the April 13, 2026 Regular Council Meeting Councillor Kurt Balderston presented a Notice of Motion that Council consider directing Administration to explore setting up a pier or viewing site along the Clairmont Lake by identifying and evaluating a suitable location and estimated costs and bring back the findings to a future Regular Council Meeting.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council direct Administration to explore setting up a pier or viewing site along the Clairmont Lake by identifying and evaluating a suitable location and estimated costs and bring back the findings to a future Regular Council Meeting.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☐ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☒ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

Not applicable.

☒ Approved by General Manager

☒ Approved by County Manager

Request for Decision

Report Submission Details

Item Number:	**7.1**
Report Title:	**Bylaw #2680-26-024 / Pt. NW-21-74-5-W6 / Helix Surveys Ltd. / Victoria and Earnest Kean**
Presenter:	**Nick Lapp, General Manager, Planning and Development Services**
Supported By:	Chetna Sidhu, Planner
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Public Hearings

Recommended Action

Option 1:
That all 3 readings be given to Bylaw #2680-26-024 with the following motions:

Motion 1:
That first reading be given to Bylaw #2680-26-024 to redesignate 4.37 hectares (10.79 acres) within Pt. NW-21-74-5-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

Motion 2:
That second reading be given to Bylaw #2680-26-024 to redesignate 4.37 hectares (10.79 acres) within Pt. NW-21-74-5-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

Motion 3: (requires unanimous consent)
That consideration be given to proceed to third reading of Bylaw #2680-26-024 to redesignate 4.37 ha (10.79 acres) within Pt. NW-21-74-5-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District at this meeting.

Motion 4:

That third and final reading be given to Bylaw #2680-26-024 to redesignate 4.37 hectares (10.79 acres) within Pt. NW-21-74-5-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

Previous Council / Committee Action

Not applicable.

Background and Analysis

Bylaw Number: 2680-26-024

File Number: PLLUB20260164

Council Division: 9

Current Zoning: Agricultural (AG) District

This application proposes to redesignate approximately 4.37 hectares (10.79 acres) within Pt. NW-21-74-5-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District to accommodate the subdivision of 1 residential lot.

The subject land is located east of RGE RD 54 and south of TWP RD 744, approximately 6 miles north of the Town of Sexsmith.

The purpose of the Country Residential (CR-5) District is to provide a residential district in which major home-based businesses will co-exist with residential uses on larger parcels of land. The proposed rezoning size meets the requirements of the CR-5 District in the County's Land Use Bylaw.

The Municipal Development Plan (MDP) designates this area as Residential. Section 5.2 of the MDP applies to residential development in the Rural Area and permits Country Residential Subdivisions, Rural Estate subdivisions, and Manufactured Home Communities in areas identified for residential land use on Map 3 - Rural Land Use Concept. Residential designation means the area has been identified for residential development to provide a variety of residential options while managing land use conflicts and infrastructure impacts and the MDP supports additional residential development in the Residential area. The proposed rezoning aligns with the Residential designation in the MDP and its relevant policies.

The surrounding area is primarily characterized by Agricultural (AG), Country Residential (CR-2), (CR-4) and (CR-5) districts. Administration anticipates minimal land use conflict should this application be approved.

Approval of the Bylaw would enable the applicant to proceed with a subdivision application for 1 residential lot which will be brought to a future Municipal Planning Commission (MPC) Meeting for the Board's consideration.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:
That all 3 readings be given to Bylaw #2680-26-024 with the following motions:

Motion 1:
That first reading be given to Bylaw #2680-26-024 to redesignate 4.37 hectares (10.79 acres) within Pt. NW-21-74-5-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

Motion 2:
That second reading be given to Bylaw #2680-26-024 to redesignate 4.37 hectares (10.79 acres) within Pt. NW-21-74-5-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

Motion 3: (requires unanimous consent)
That consideration be given to proceed to third reading of Bylaw #2680-26-024 to redesignate 4.37 hectares (10.79 acres) within Pt. NW-21-74-5-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District at this meeting.

Motion 4:

That third and final reading be given to Bylaw #2680-26-024 to redesignate 4.37 hectares (10.79 acres) within Pt. NW-21-74-5-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☐ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☒ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Bylaw #3255 - Municipal Development Plan

Stakeholder Engagement

Adjacent landowners: No concerns received.

County Lands and Services department: No concerns for the proposed rezoning.

No concerns, subject to standard comments: Alberta Transportation, Alberta Environment and Protected Areas, Alberta Energy Regulator, Alberta Health Services (AHS), ATCO Electric, ATCO Gas and TELUS, County Recreation and Culture department, and County Development Engineering department.

Public Engagement and Communication

In accordance with Section 606 of the Municipal Government Act (MGA) and the County's Land Use Bylaw (LUB), the application referral and public hearing notices have been circulated to all relevant agencies, and adjacent landowners to provide comments on the proposal. Notice of the Public Hearing was also advertised in accordance with the requirements of Section 606 of the MGA and the County's Bylaw #3096 being the Advertising Bylaw through publication in the local Town and Country News newspaper and posting on the County's website.

Attachments

1. Bylaw #2680-26-024 Presentation
2. Bylaw #2680-26-024 Attachments
3. Bylaw #2680-26-024

4. Schedule A – Bylaw #2680-26-024 Rezoning Plan

☒ Approved by General Manager

☒ Approved by County Manager

Bylaw #2680-26-024

Pt. NW-21-74-5-W6
Helix Surveys Ltd.
Earnest and Victoria Kean

What is Bylaw #2680-26-024?

To rezone 4.37 ha (10.79 acres) from Agricultural (AG) District to the Country Residential (CR-5) District.

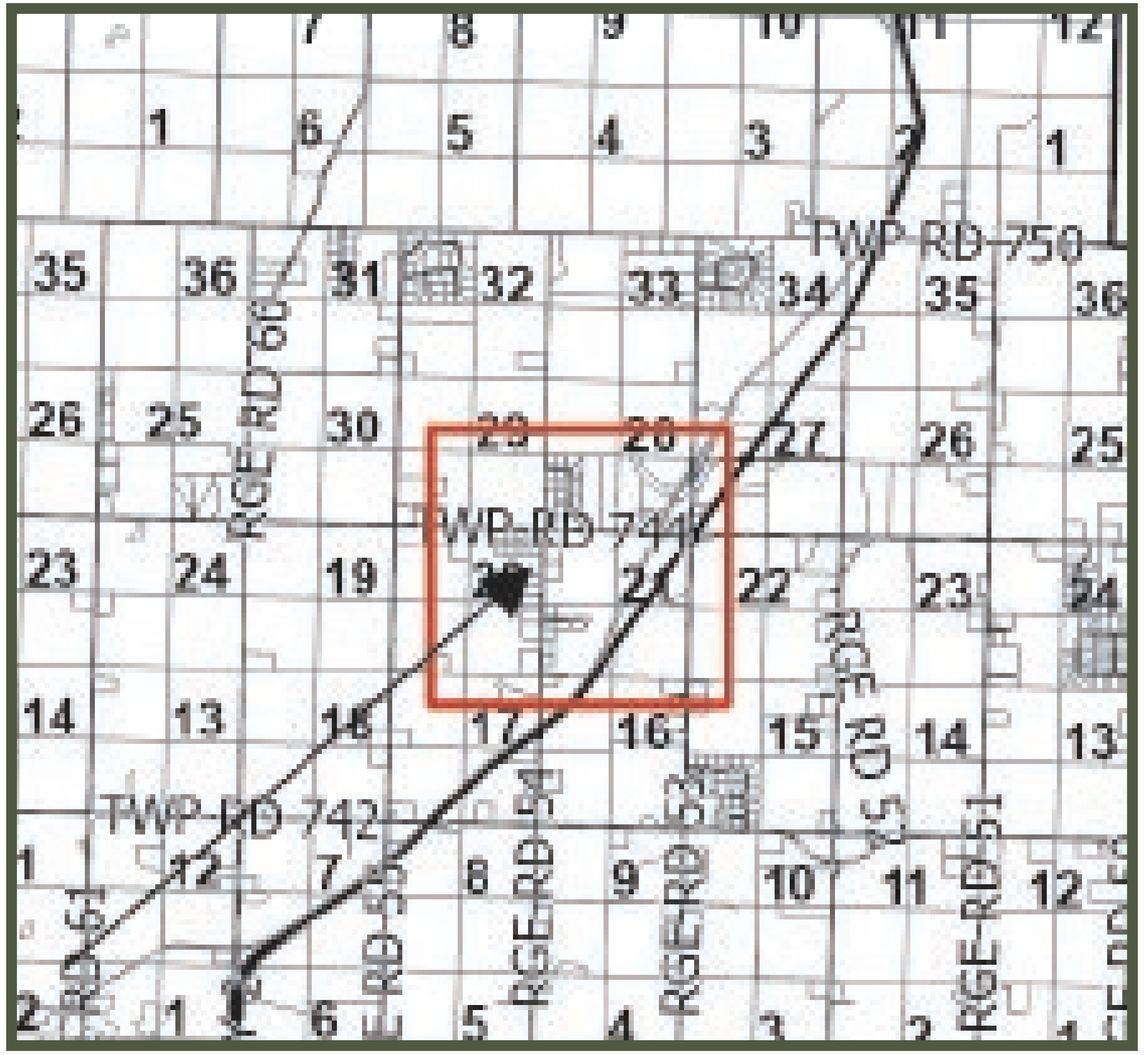
What will adopting this lead to?

Proposed subdivision of 1 Country Residential (CR-5) lot from Pt. NW-21-74-5-W6.

What is the purpose of the CR-5 district?

To provide for a residential district in which major home-based businesses will co-exist with residential uses on larger parcels of land.

Location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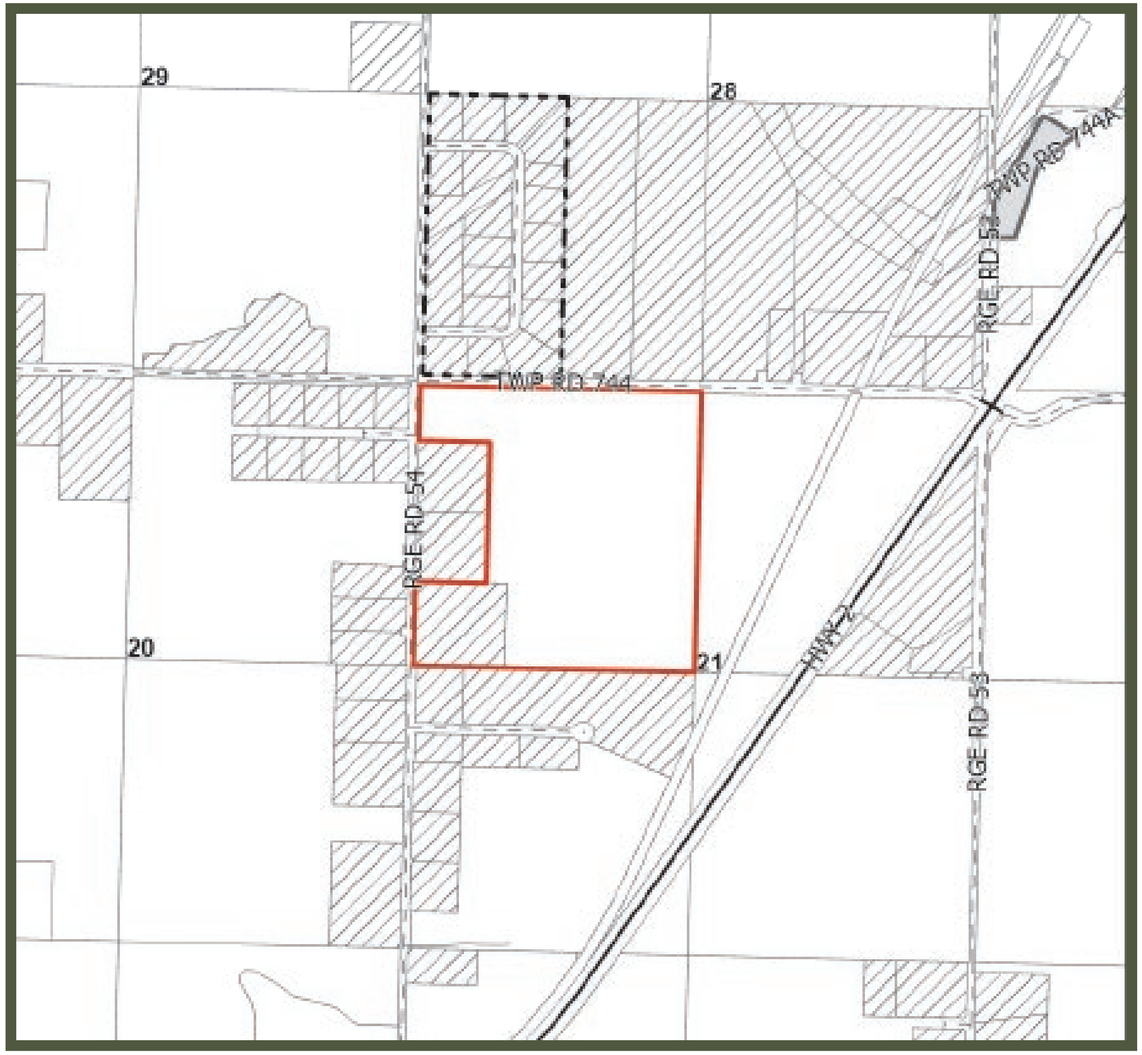
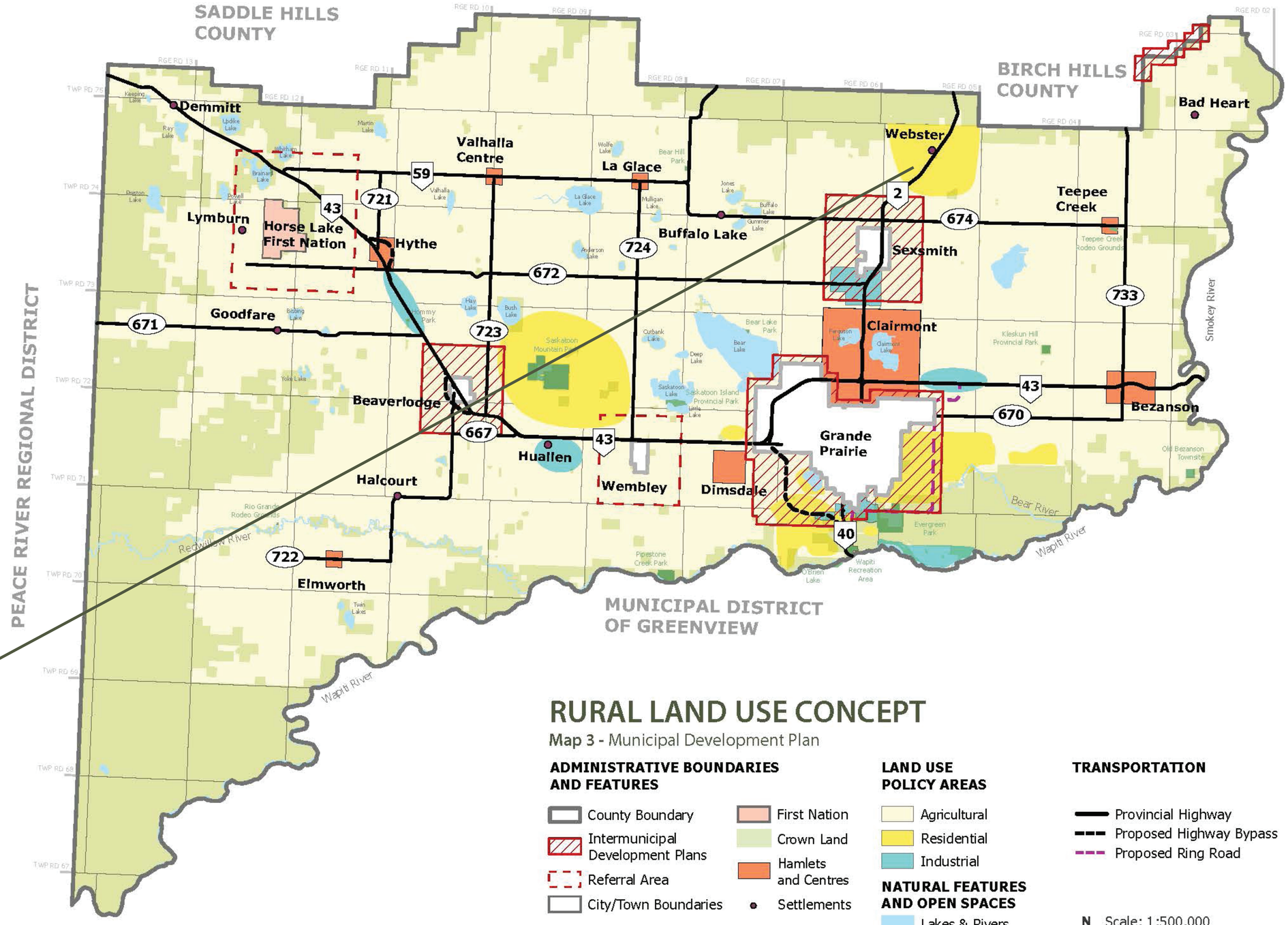
TWP RD 744
TWP RD 742
RGE RD 66
RGE RD 54
RGE RD 53
RGE RD 52
RGE RD 51
RGE RD 55


29
28
20
21
TWP RD 744
TWP RD 744A
RGE RD 54
RGE RD 53
RGE RD 52
HWY 2

MDP Designation

RESIDENTIAL

Pt. NW-21-74-5-W6 is located approximately here.



RURAL LAND USE CONCEPT

Map 3 - Municipal Development Plan

ADMINISTRATIVE BOUNDARIES AND FEATURES

- County Boundary
- Intermunicipal Development Plans
- Referral Area
- City/Town Boundaries
- First Nation
- Crown Land
- Hamlets and Centres
- Settlements

LAND USE POLICY AREAS

- Agricultural
- Residential
- Industrial

NATURAL FEATURES AND OPEN SPACES

- Lakes & Rivers
- Recreation Areas

TRANSPORTATION

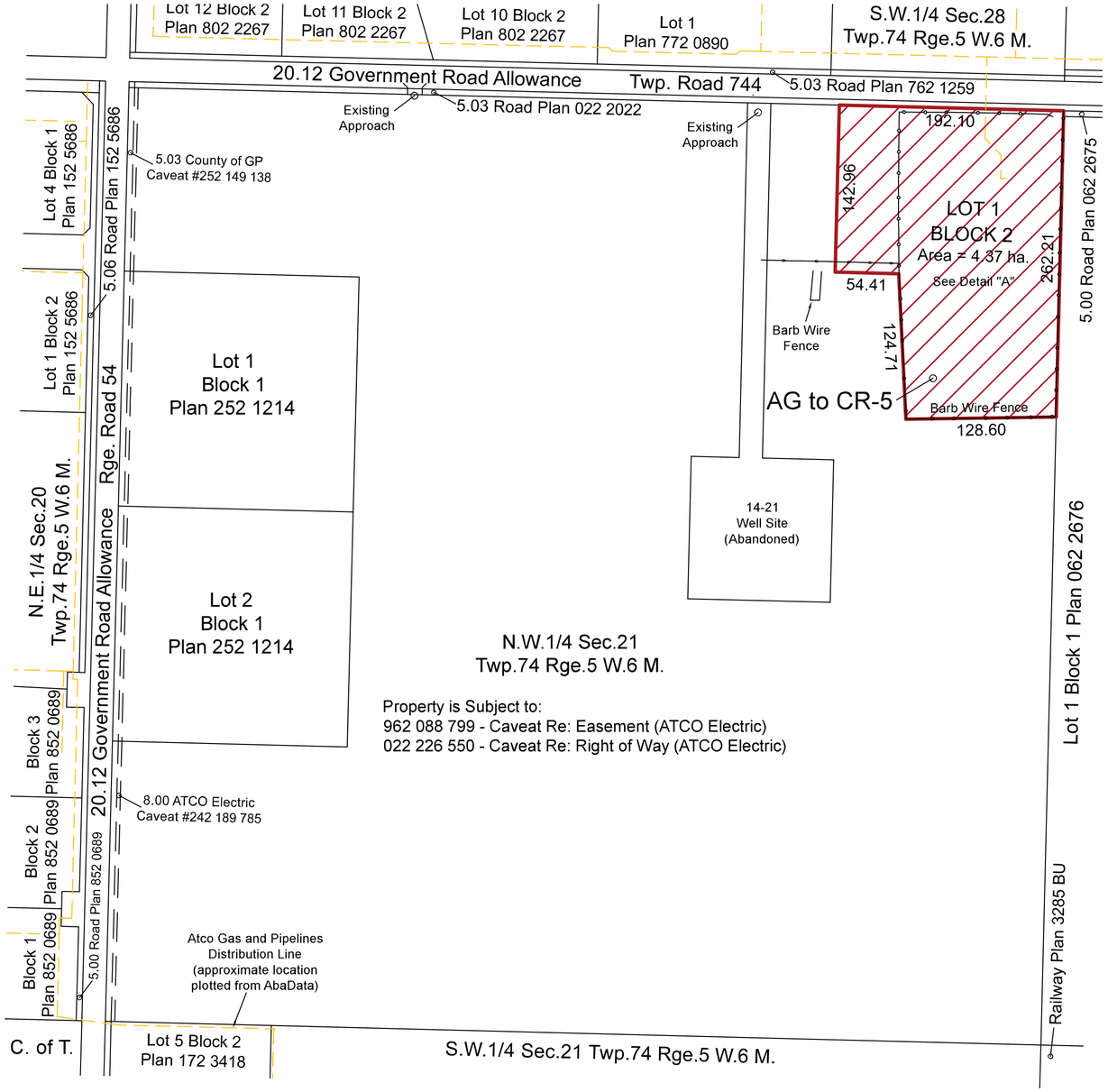
- Provincial Highway
- Proposed Highway Bypass
- Proposed Ring Road

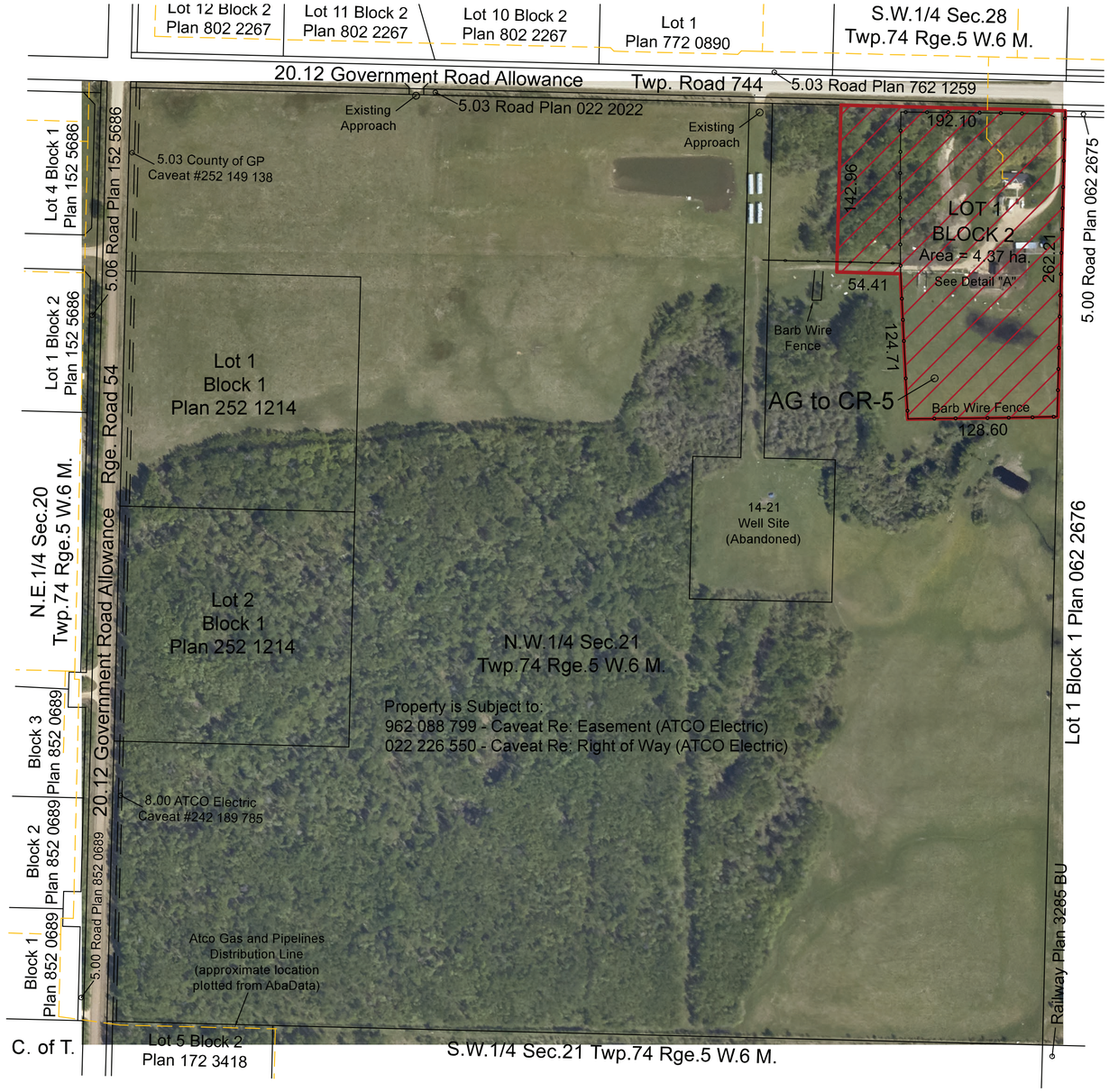
N

Scale: 1:500,000

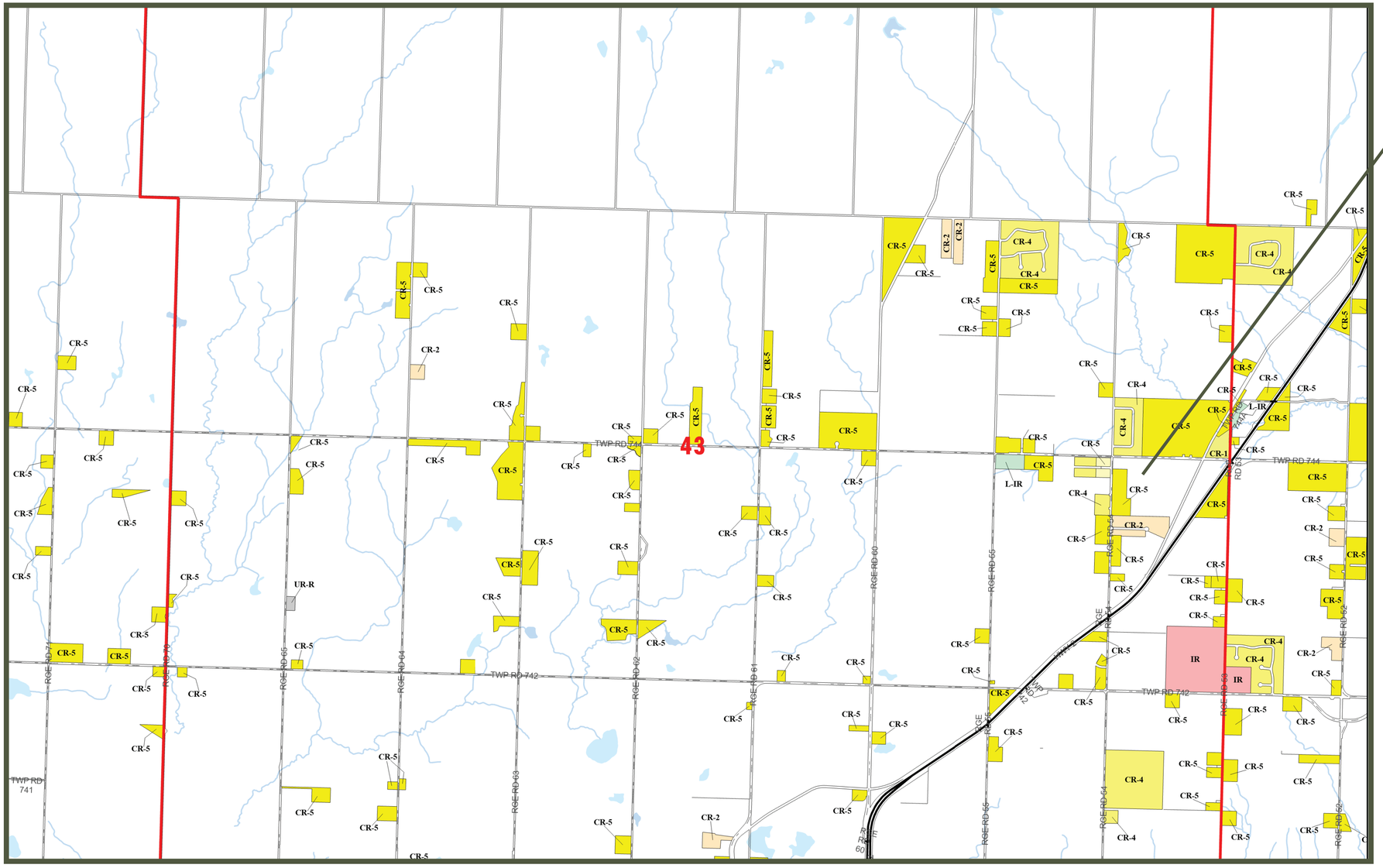
Date: 2025-12-22

Proposed Rezoning





Surrounding Land Uses



Pt. NW-21-74-5-W6 is located approximately here.

Zoning

- AG
- CR-1
- CR-2
- CR-3
- CR-4
- CR-5
- IR
- L-IR
- UR-R
- LUB Grid
- Other Municipalities

RoadNetwork

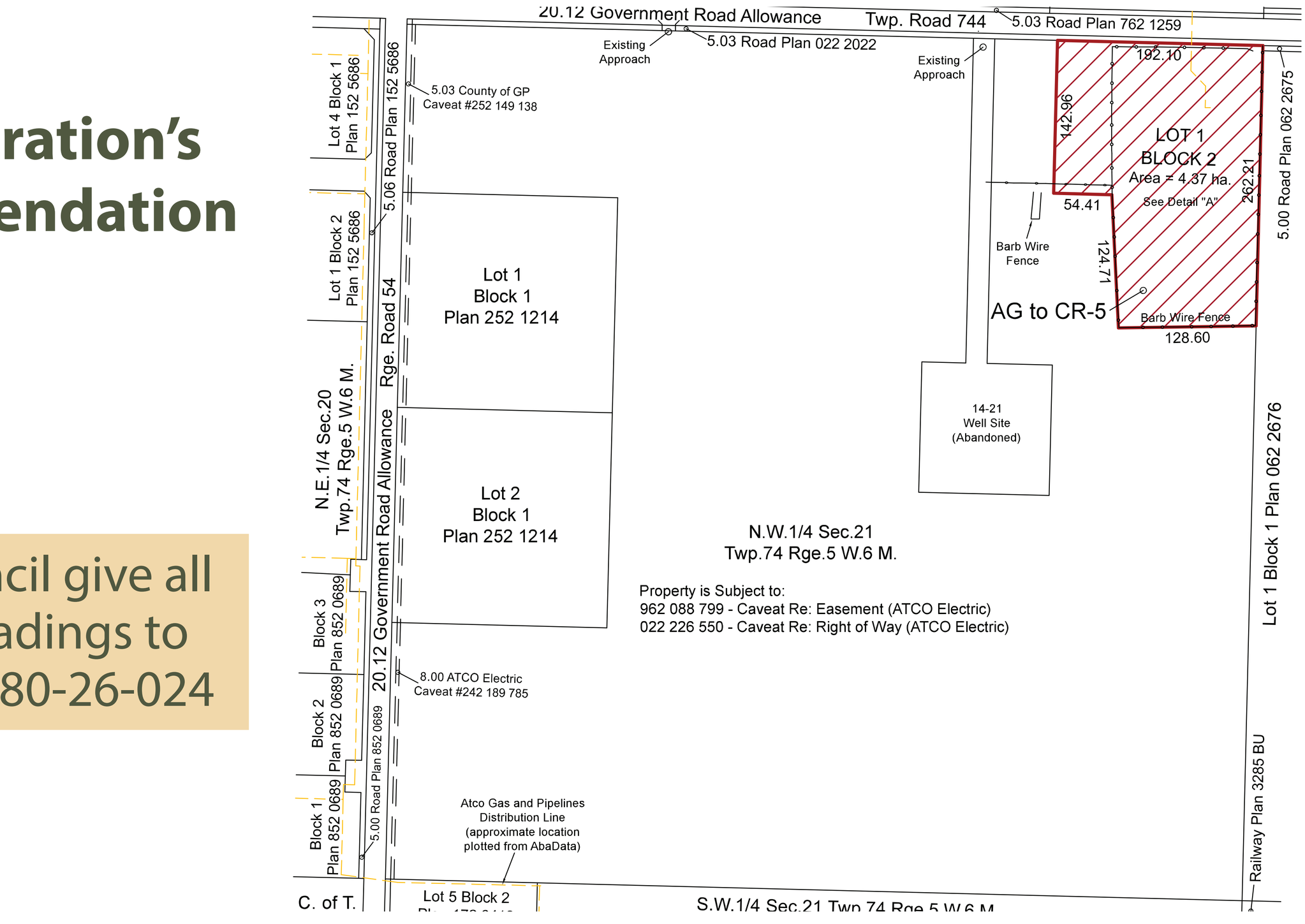
- County Roads
- Provincial Roads

Stakeholder Engagement

The application was circulated to adjacent landowners and relavent agencies and no concerns were received.

Administration's Recommendation

That Council give all thress readings to Bylaw #2680-26-024



COUNTY OF GRANDE PRAIRIE NO. 1
10001 - 84 Avenue
Clairmont, AB T0H 0W0
Phone: (780) 513-3950
Fax: (780) 539-7686

COUNTY OF GRANDE PRAIRIE NO.1

FORM H

LAND USE BYLAW AMENDMENT

File No.: PLLUB20260164

I/We hereby make application to amend the Land Use Bylaw.

Applicant:

Name: Helix Surveys Ltd. Telephone: 780-532-5731

Address: #202 10514 67 Ave, Grande Prairie, AB Postal Code: T8W 0K8

Owner of Land:

Name: Earnest Kean & Victoria Kean Telephone:

Address: Postal Code:

Land Description: NW Section 21 Township 74 Range 5 W6M

Lot Block Plan No.

Certificate of Title: 252 149 139+2

Amendment Proposed

FROM AG TO CR-5

Reasons in support of Application for Amendment (use another sheet of paper, if necessary):

to support Subdivision Application

If applying for a text amendment, please provide the proposed text, the relevant Section if any, and an explanation of, and reason for the proposed text amendment (these can be provided separately, if necessary):

I/We enclose $ 1565.00 being the application fee.

DATE: April 15, 2026 SIGNED:

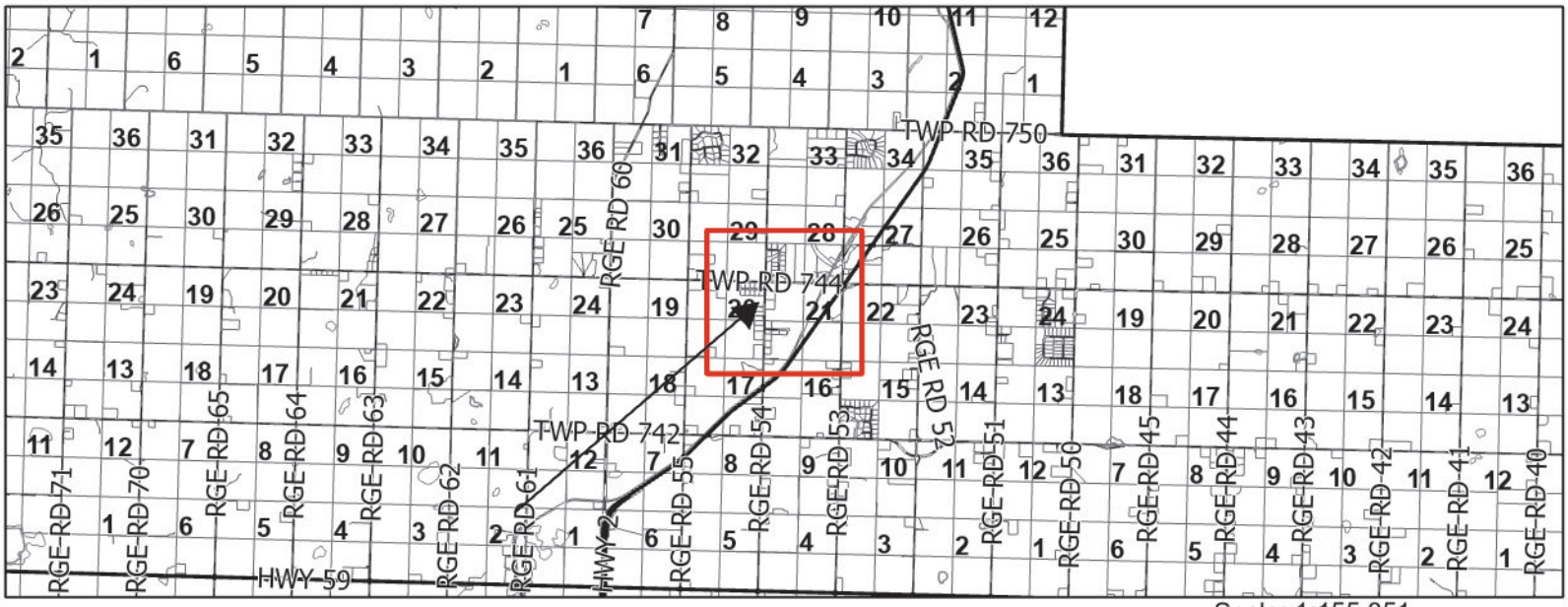
The personal information requested on this form is being collected for the processing of a land use bylaw amendment application, under the authority of the Municipal Government Act (MGA) and is protected by the Freedom of Information and Protection of Privacy (FOIP) Act. If you have any questions about the collection, contact our FOIP Coordinator at (780) 532-9722.

File No.: PLSUB20260165

Legal Description:
NW-21-74-5-W6

COUNCIL DIVISION: 9

Location



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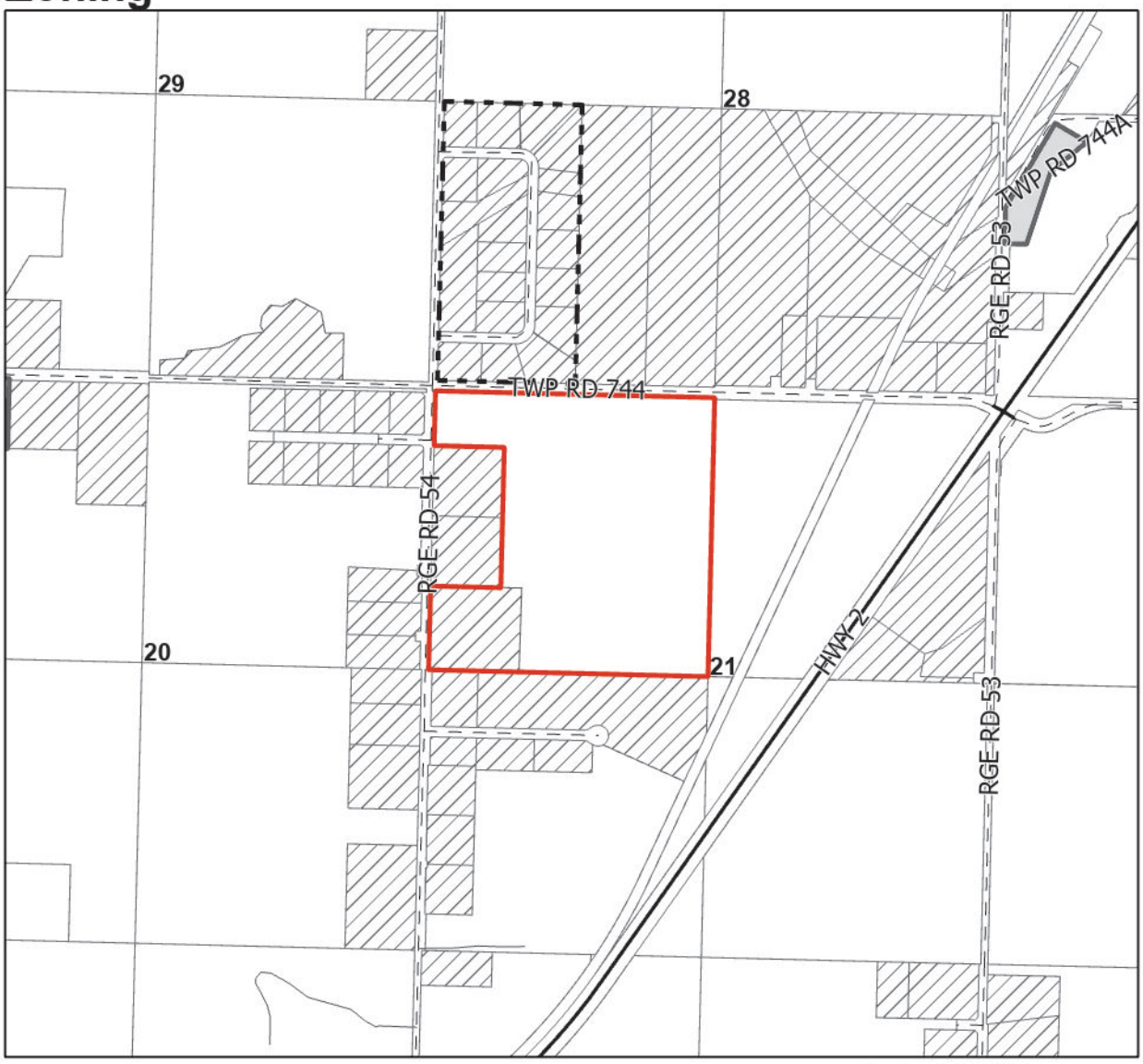
Zoning



N

Local Area Map Information

Parcel of Interest

Zoning

- Agricultural
- Country Residentail
- Industrial
- Other
- Named Subdivisions

This GIS product is comprised of many layers of information that are maintained by other external data providers. The County of Grande Prairie assumes no responsibility nor liability for the accuracy or completeness of these data layers. The County of Grande Prairie makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and The County of Grande Prairie shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent to the County of Grande Prairie.
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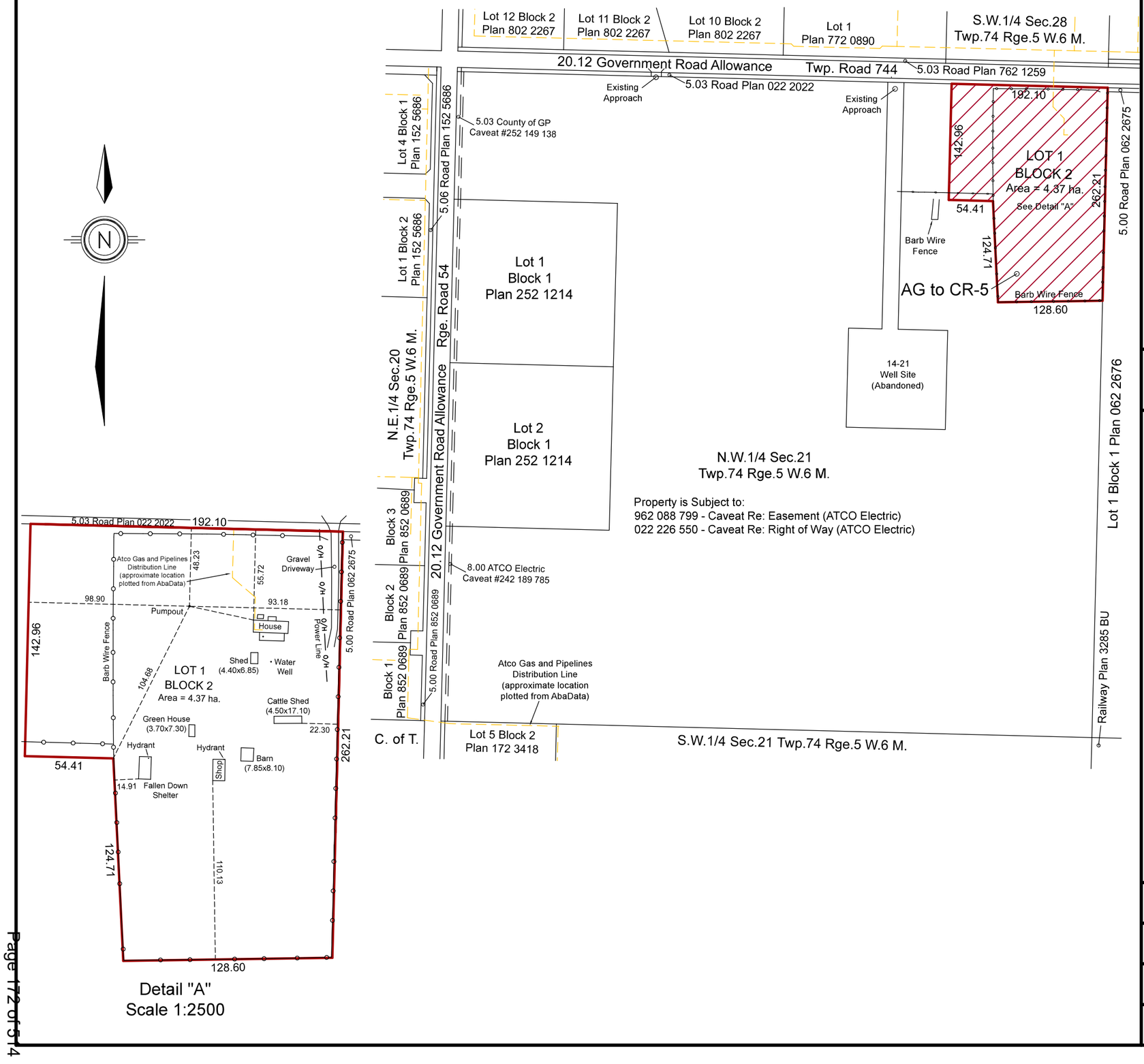
Scale: 1:20,000



PLAN SHOWING PROPOSED

LAND USE BYLAW AMENDMENT

OF PART OF

N.W.1/4 SEC.21 TWP.74 RGE.5 W.6 M.
AG to CR-5

COUNTY OF GRANDE PRAIRIE NO.1

ALBERTA

SCALE 1:5000

100 50 0 50 100 200

SUBDIVISION AUTHORITY	OWNER
County of Grande Prairie	Ernest Kean Victoria Kean

LEGEND

Area to be rezoned shown outlined thus and contains 4.37 ha.

Distances shown on the plan are ground and are in meters and decimals thereof

NOTES

Proposed Subdivision contains 1 Lot.

Boundaries are based on existing Land Title Office records and are subject to change upon legal survey

Land is currently zoned Agricultural (AG)

ABBREVIATIONS

C.of T.	Certificate of Title	Rge.	range
E.	East	S.	South
ha.	hectare	Sec.	section
M.	meridian	Twp.	township
N.	North	W.	West

SCALE: 1:5000

FILE No.: 5410-002

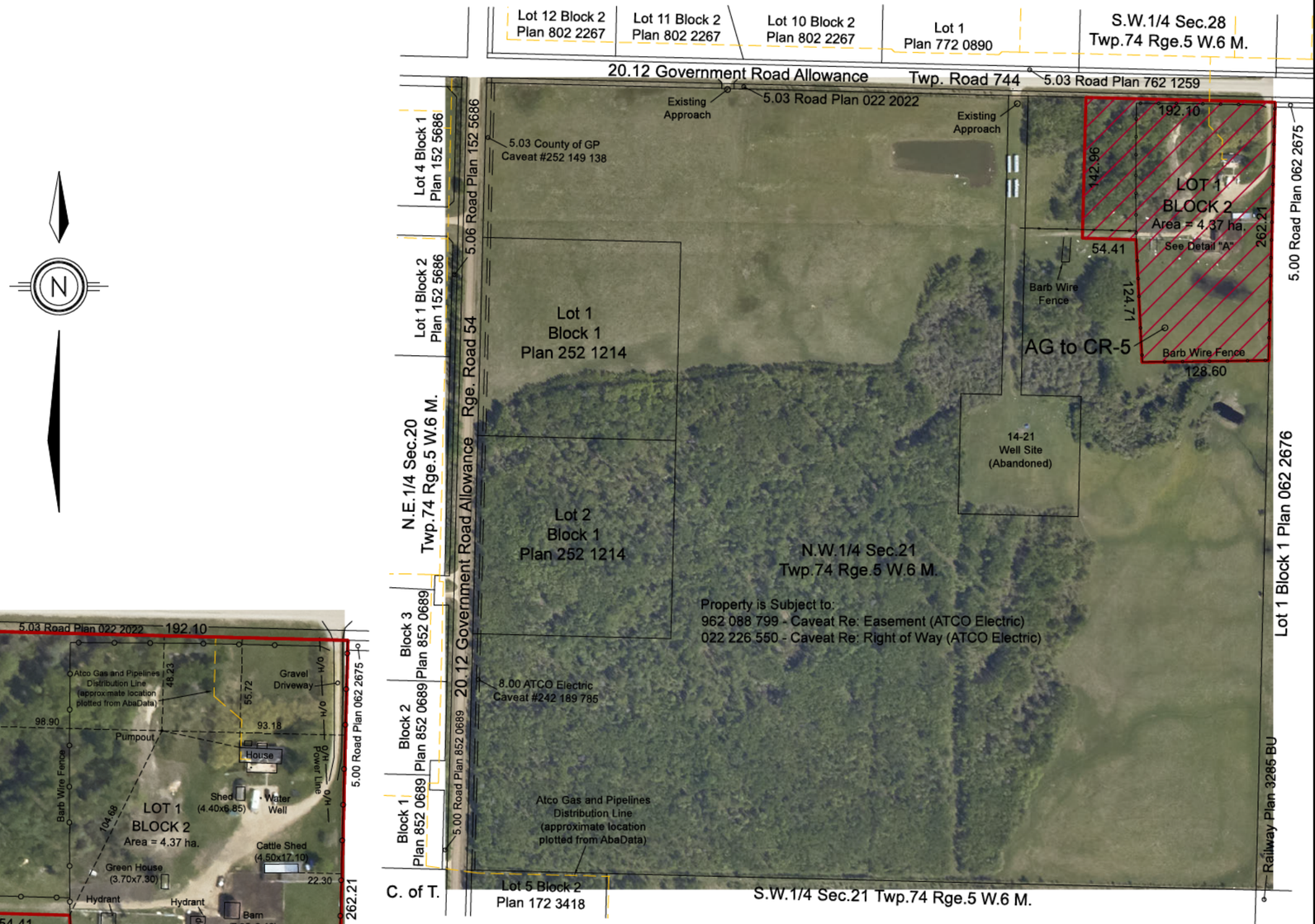
DWG.: 5410-002-LUB

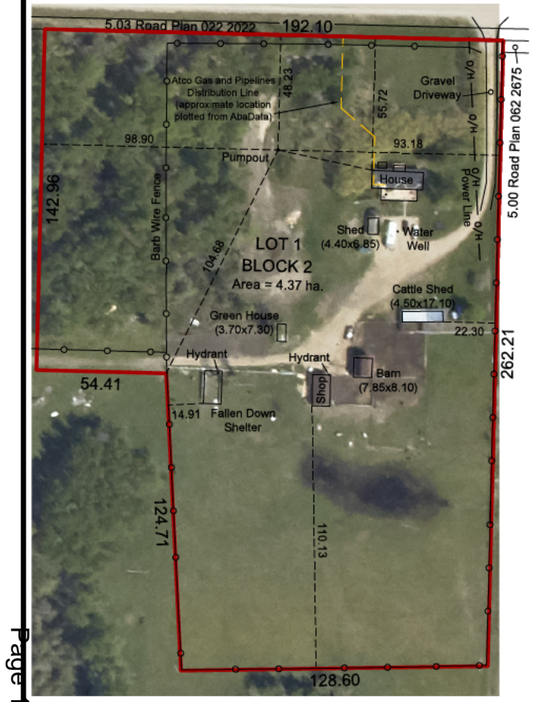
DRAWN BY: TA CHECKED BY: HLR

#202, 10514-67th Ave.
Grande Prairie, AB.
T8W 0K8

HELIX Surveys Ltd.

P: 780.532.5731
F: 780.532.5824





Detail "A"
Scale 1:2500

PLAN SHOWING PROPOSED

LAND USE BYLAW AMENDMENT

OF PART OF

N.W.1/4 SEC.21 TWP.74 RGE.5 W.6 M.
AG to CR-5

COUNTY OF GRANDE PRAIRIE NO.1
ALBERTA

SCALE
1:5000

100 50 0 50 100 200

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E.	East	S.	South
ha.	hectare	Sec.	section
M.	meridian	Twp.	township
N.	North	W.	West

SCALE: 1:5000

FILE No.: 5410-002

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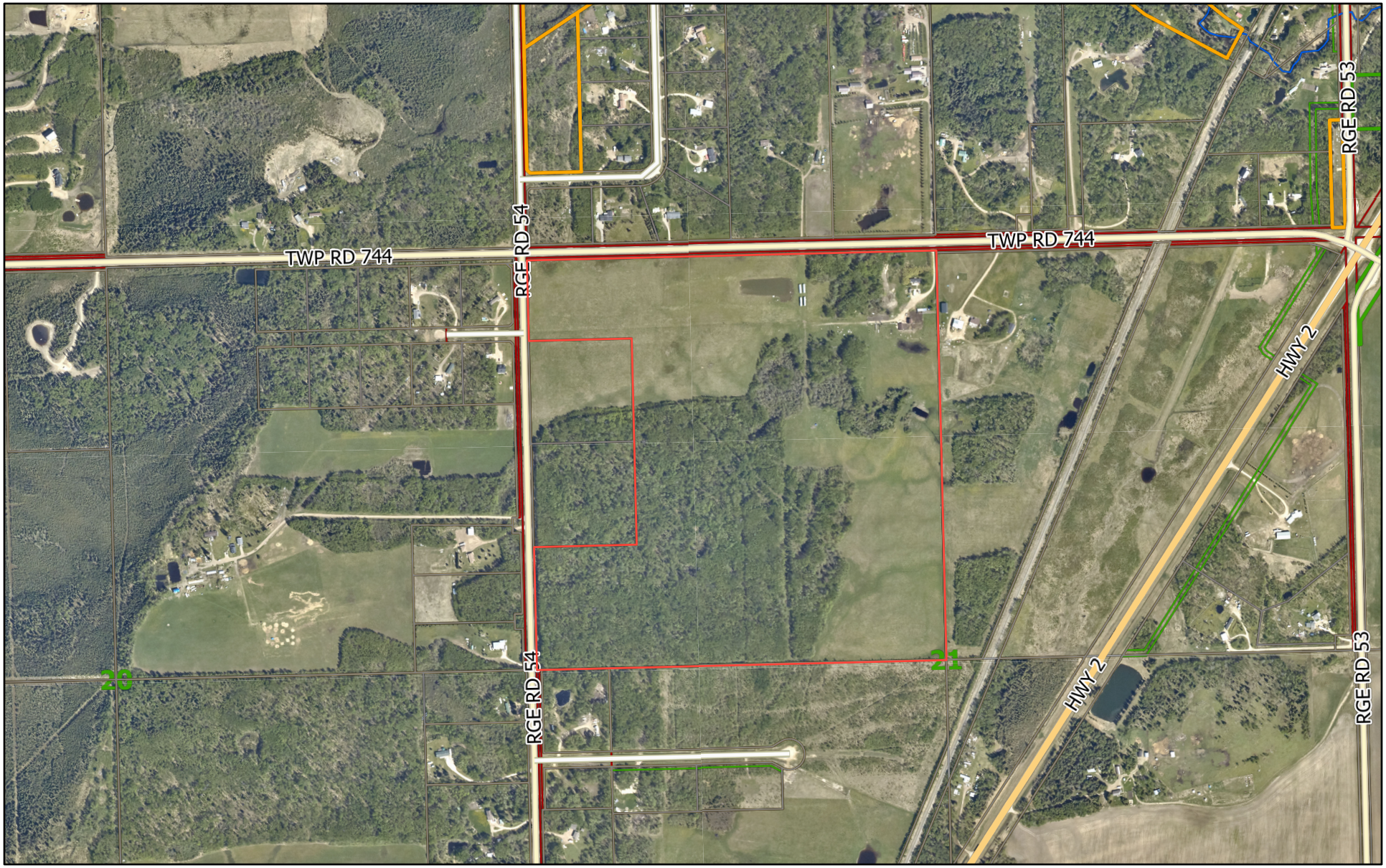
#202, 10514-67th Ave.
Grande Prairie, AB.
T8W 0K8

HELIX Surveys Ltd.

P: 780.532.5731
F: 780.532.5824

ArcGIS Web Map



2026-06-03, 11:32:04 a.m.

Roads
- Highway
- Major
- Local

Parcel Fabric - Outlines
- Private
- County
- Crown

Cadastral Lines
- METES Descriptions
- Plan - Registered Boundary
- Dimensions
- Metes and Bounds Linework
- Block Lines - Surveyed
- Lot Boundary
- Right of Way - Boundary
- Hydrographic Boundary

Municipal Boundary
- Municipal Boundary

- Quarter Section Labels
- Quarter Section Grid

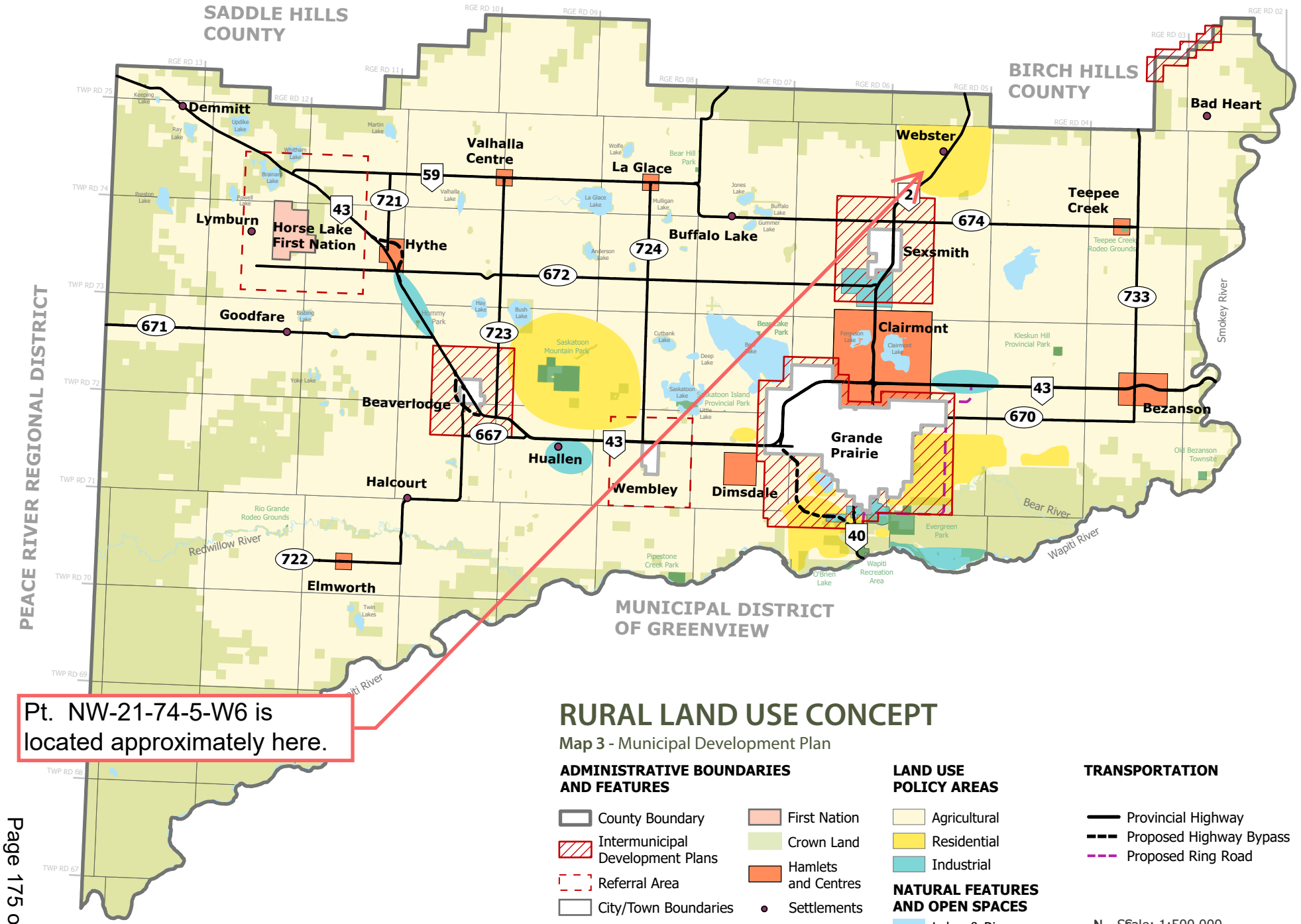
regional_ap_2022.DBO.CountyofGrandePrairie_Overall
- Red: Band_1
- Green: Band_2
- Blue: Band_3

1:18,642

0 0.07 0.15 0.3 mi

0 0.13 0.25 0.5 km

ALTALIS, County of Grande Prairie / ALTALIS



Pt. NW-21-74-5-W6 is located approximately here.

RURAL LAND USE CONCEPT

Map 3 - Municipal Development Plan

ADMINISTRATIVE BOUNDARIES AND FEATURES

- County Boundary
- Intermunicipal Development Plans
- Referral Area
- City/Town Boundaries
- First Nation
- Crown Land
- Hamlets and Centres
- Settlements

LAND USE POLICY AREAS

- Agricultural
- Residential
- Industrial

NATURAL FEATURES AND OPEN SPACES

- Lakes & Rivers
- Recreation Areas

TRANSPORTATION

- Provincial Highway
- Proposed Highway Bypass
- Proposed Ring Road

N

Scale: 1:500,000

Date: 2025-12-22

ZONING

County of Grande Prairie No. 1
Alberta, Canada

ADOPTION DATE: 04/18/2016
REVISION DATE: 2025-09-08

Page Name: 43

1:54,000

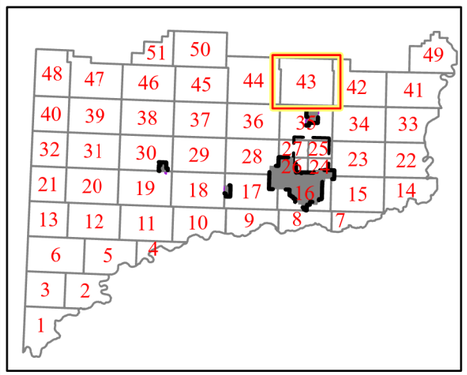
N
W E
S

Zoning

- AG
- CR-1
- CR-2
- CR-3
- CR-4
- CR-5
- IR
- L-IR
- UR-R
- LUB Grid
- Other Municipalities

RoadNetwork

- County Roads
- Provincial Roads



Pt. NW-21-74-5-W6 is located approximately here.

The zoning information contained of this page is for information purposes only.

BYLAW #2680-26-024

Land Use Bylaw Amendment

A bylaw of the County of Grande Prairie No. 1 in the Province of Alberta for the purpose of amending the Land Use Bylaw.

WHEREAS: the Council of the County of Grande Prairie No. 1 has adopted the County of Grande Prairie No. 1 Land Use Bylaw #2680; and

WHEREAS: pursuant to the Municipal Government Act, RSA 2000, c. M-26 and amendments thereto, a Council may amend the Land use Bylaw; and

WHEREAS: the County of Grande Prairie No. 1 wishes to amend the Land Use Bylaw.

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the County of Grande Prairie No. 1, in the Province of Alberta, hereby enacts as follows:

1. That Pt. NW-21-74-5-W6 be redesignated from an AGRICULTURAL (AG) DISTRICT to a COUNTRY RESIDENTIAL (CR-5) DISTRICT as indicated in red hatching on the attached Schedule A.

INTERPRETATION

2. This Bylaw shall be cited as the “Land Use Bylaw Amendment #2680-26-024”.
3. Headings in this Bylaw are for reference purposes only.
4. Words in the masculine gender will include the feminine gender whenever the context so requires and vice versa.
5. Words in the singular shall include the plural or vice versa whenever the context so requires.

SEVERABILITY

6. Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

EFFECTIVE DATE

7. This Bylaw shall come into force and effect on the third and final reading thereof.

PUBLIC HEARING held this _____ day of _____, 2026.

Read a FIRST time this _____ day of _____, 2026.

Read a SECOND time this _____ day of _____, 2026.

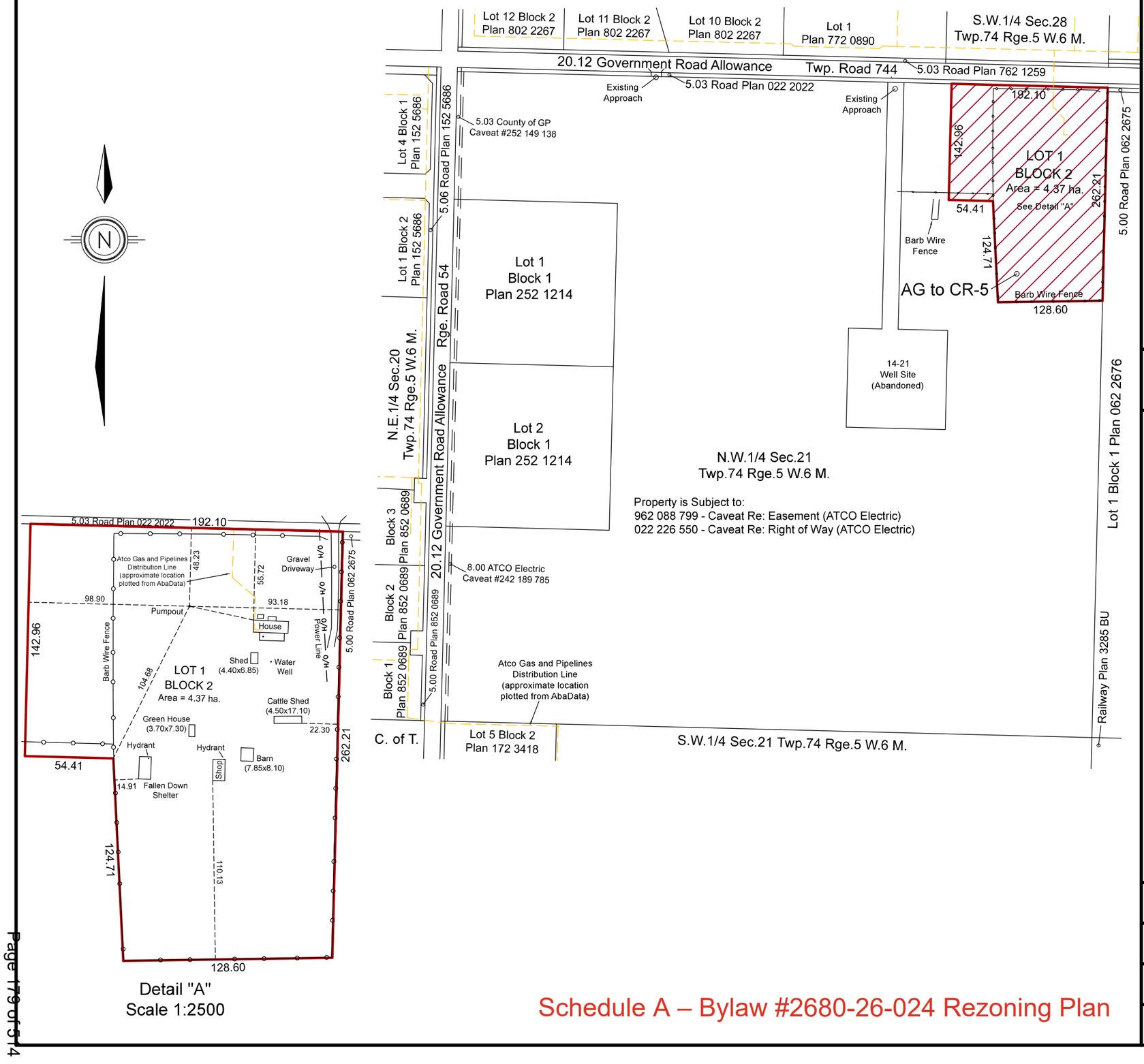
Read a THIRD time and finally passed this _____ day of _____, 2026.

Amanda McDonald
Reeve

Joulia Whittleton
County Manager

ATTACHMENTS

Schedule A – Bylaw #2680-26-024 Rezoning Plan



Detail "A"
Scale 1:2500

PLAN SHOWING PROPOSED

LAND USE BYLAW AMENDMENT

OF PART OF

N.W.1/4 SEC.21 TWP.74 RGE.5 W.6 M.
AG to CR-5

COUNTY OF GRANDE PRAIRIE NO.1
ALBERTA

SCALE
1:5000

100 50 0 50 100 200

SUBDIVISION AUTHORITY	OWNER
County of Grande Prairie	Ernest Kean Victoria Kean

LEGEND

Area to be rezoned shown outlined thus and contains 4.37 ha.

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ABBREVIATIONS

C.of T.	Certificate of Title	Rge.	range
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ha.	hectare	Sec.	section
M.	meridian	Twp.	township
N.	North	W.	West

Schedule A – Bylaw #2680-26-024 Rezoning Plan

SCALE: 1:5000

FILE No.: 5410-002

DWG.: 5410-002-LUB

DRAWN BY: TA CHECKED BY: HLR

#202, 10514-67th Ave.
Grande Prairie, AB.
T8W 0K8

HELIX Surveys Ltd.

P: 780.532.5731
F: 780.532.5824

Request for Decision

Report Submission Details

Item Number:	**7.2**
Report Title:	**Bylaw #2680-26-025 / Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 / Beairsto & Associates Engineering Ltd. / Ryan Curry**
Presenter:	**Nick Lapp, General Manager, Planning and Development Services**
Supported By:	Chetna Sidhu, Planner
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Public Hearings

Recommended Action

Option 1:
That all 3 readings be given to Bylaw #2680-26-025 with the following motions:

Motion 1:
That first reading be given to Bylaw #2680-26-025 to redesignate 21.28 hectares (52.60 acres) within Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District.

Motion 2:
That second reading be given to Bylaw #2680-26-025 to redesignate 21.28 hectares (52.60 acres) within Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District.

Motion 3: (requires unanimous consent)
That consideration be given to proceed to third reading of Bylaw #2680-26-025 to redesignate 21.28 hectares (52.60 acres) within Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District at this meeting.

Motion 4:

That third and final reading be given to Bylaw #2680-26-025 to redesignate 21.28 hectares (52.60 acres) within Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District.

Previous Council / Committee Action

Not applicable.

Background and Analysis

Bylaw Number: 2680-26-025

File Number: PLLUB20260170

Council Division: 2

Current Zoning: Agricultural (AG) District

This application proposes to redesignate approximately 21.28 hectares (52.60 acres) within Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District.

The subject land is located east of RGE RD 63 and north of HWY 672, approximately 4 miles southwest of the Town of Sexsmith in the Emerson Trail Industrial Area.

The purpose of the Rural Medium Industrial (RM-2) District is to provide for industries and businesses that require larger open storage areas and/or may create a nuisance by reason of noise, smell, and appearance but are generally not considered to be hazardous.

The subject lands lie within the Intermunicipal Development Plan (IDP) area with the Town of Sexsmith. The IDP designates this area as Rural Industrial and Section 2.7 of the IDP is most relevant. The application is consistent with the IDP.

The MDP designates this area as Industrial and Section 8 of the MDP is most relevant. Policy 8.4 of the MDP states that areas identified as Rural Industrial should be developed as rural industrial parks in accordance with an Area Structure Plan. The subject lands are located within an established industrial area and as such, this application is consistent with the MDP.

The subject lands are located within the Emerson Trail Area Structure Plan, which identifies the area for general industrial development where uses under the Rural Light Industrial (RM-1) and Rural Medium Industrial (RM-2) Districts can be approved. As such, this application is consistent with the ASP.

The surrounding area is primarily characterized by Agricultural (AG), Country Residential (CR-5), Rural Medium Industrial (RM-2) and Highway Industrial (RM-4) districts. Administration anticipates minimal land use conflict should this application be approved as the subject lands are located within an identified industrial area designated for industrial development under the MDP and ASP and are located near other existing and planned industrial lands.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:
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Motion 3: (requires unanimous consent)
That consideration be given to proceed to third reading of Bylaw #2680-26-025 to redesignate 21.28 hectares (52.60 acres) within Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District at this meeting.

Motion 4:
That third and final reading be given to Bylaw #2680-26-025 to redesignate 21.28 hectares (52.60 acres) within Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☐ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☒ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

1. Bylaw #3157 – Town of Sexsmith / County of Grande Prairie Inter-Municipal Development Plan
2. Bylaw #3255 – Municipal Development Plan (MDP)
3. Bylaw #2857 – Emerson Trail Area Structure Plan (ASP)

Stakeholder Engagement

Adjacent landowners: No concerns received.

County Lands and Services department: No concerns for the proposed rezoning.

No concerns, subject to standard comments: Alberta Transportation, Alberta Environment and Protected Areas, Alberta Energy Regulator, Alberta Health Services (AHS), ATCO Electric, ATCO Gas and TELUS, County Recreation and Culture department, and County Development Engineering department.

Public Engagement and Communication

In accordance with Section 606 of the Municipal Government Act (MGA) and the County's Land Use Bylaw (LUB), the application referral and public hearing notices have been circulated to all relevant agencies, and adjacent landowners to provide comments on the proposal. Notice of the Public Hearing was also advertised in accordance with the requirements of Section 606 of the MGA and the County's Bylaw #3096 being the Advertising Bylaw through publication in the local Town and Country News newspaper and posting on the County's website.

Attachments

1. Bylaw #2680-26-025 Presentation
2. Bylaw #2680-26-025 Attachments
3. Bylaw #2680-26-025
4. Schedule A – Bylaw #2680-26-025 Rezoning Plan

☒ Approved by General Manager

☒ Approved by County Manager

Bylaw #2680-26-025

Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1

Beairsto & Associates Engineering Ltd.

Ryan Curry

What is Bylaw #2680-26-025?

To rezone 121.28 ha (52.60 acres) from Agricultural (AG) to Rural Medium Industrial (RM-2).

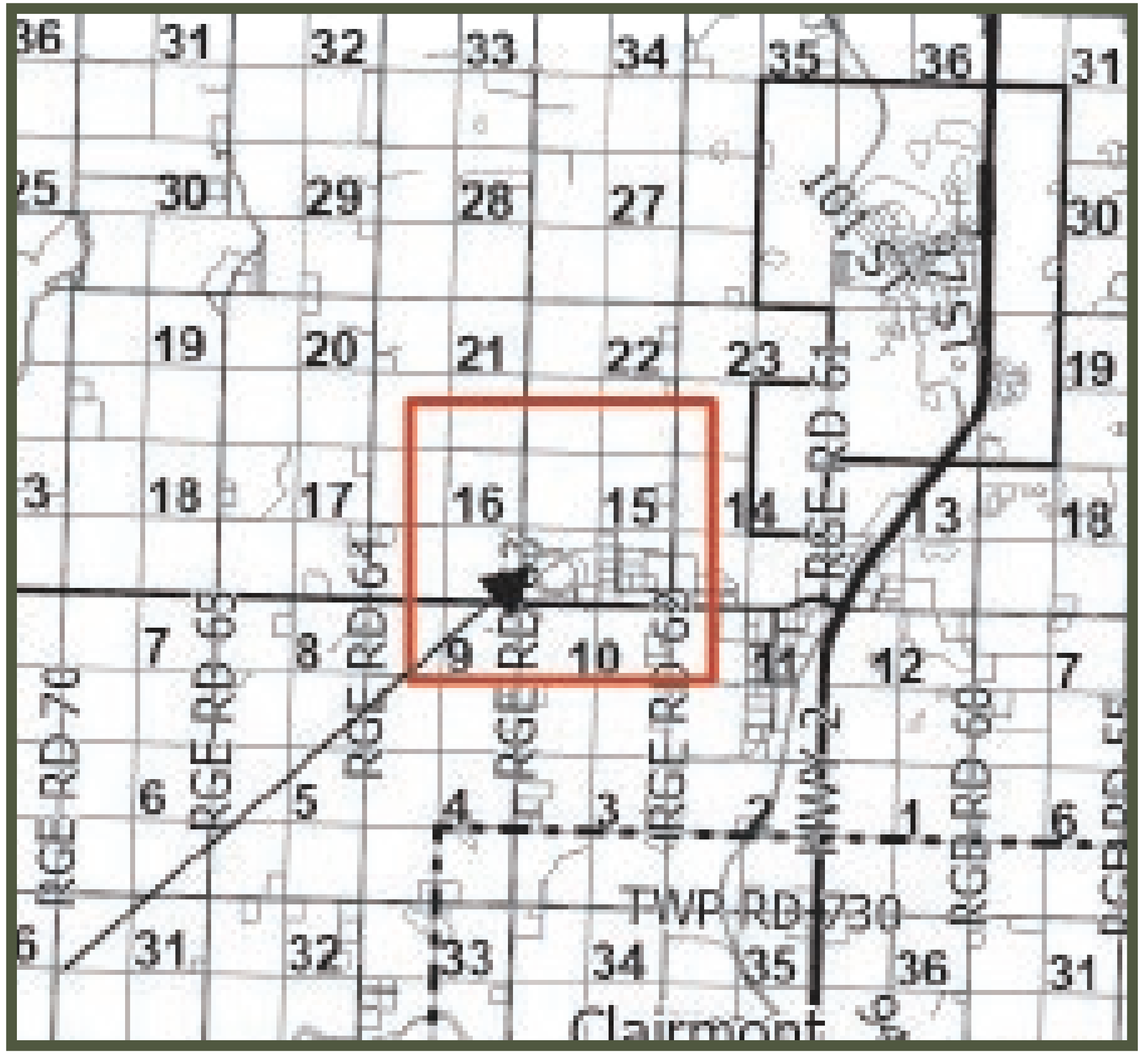
What will adopting this lead to?

Proposed subdivision and development of industrial (RM-2) lots in the future.

What is the purpose of an RM-2 district?

To provide for industries and businesses that require larger open storage areas and/or may create a nuisance by reason of noise, smell, and appearance but are generally not considered to be hazardous.

Location

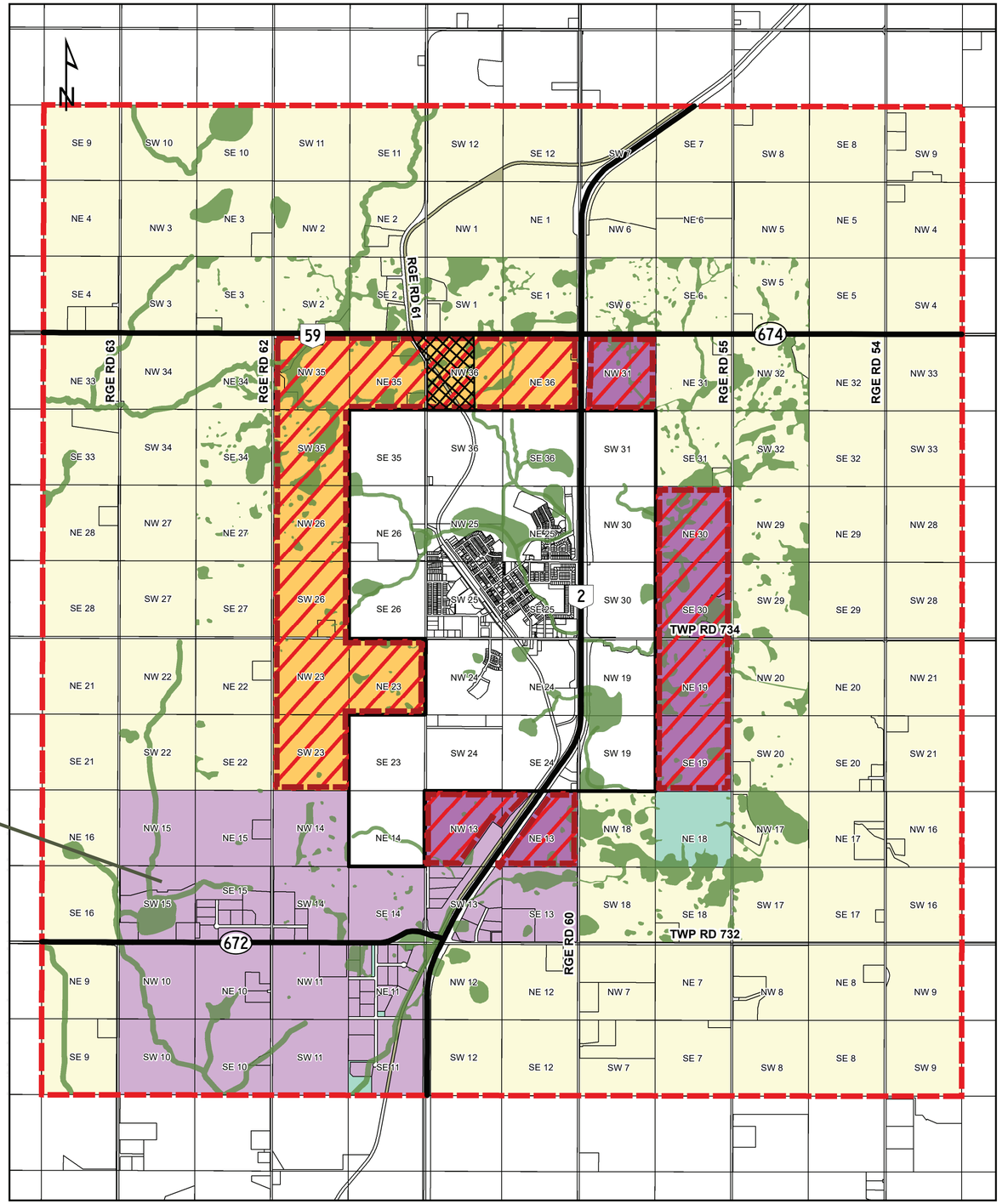

RGE RD 70
RGE RD 65
RGE RD 64
RGE RD 63
RGE RD 62
RGE RD 61
RGE RD 60
TWP RD 730
Clairmont

RGE RD 63
RGE RD 62
Redtail Industrial Park RD
TWP RD 730

Town of Sexsmith / County of Grande Prairie Inter-municipal Development Plan

RURAL INDUSTRIAL

Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 is located approximately here.

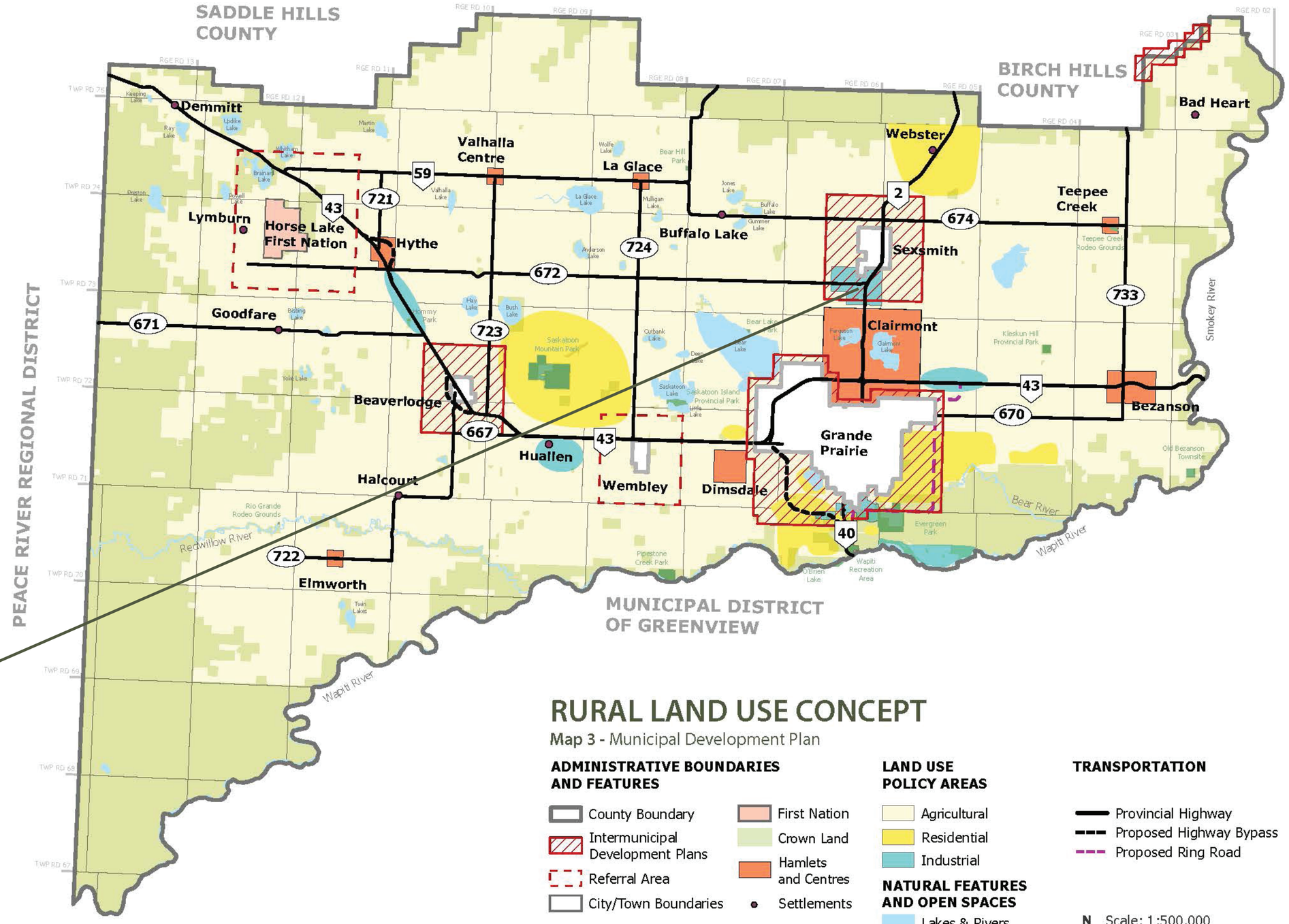


- Future Growth Area
- IDP Boundary
- Municipal Boundary
- Future Study Area (Railside Development Opportunity)
- Agriculture
- Urban Residential
- Urban Industrial
- Rural Industrial
- Public Utility
- Railway
- Environmentally Sensitive Lands

MDP Designation

INDUSTRIAL

Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 is located approximately here.



RURAL LAND USE CONCEPT

Map 3 - Municipal Development Plan

ADMINISTRATIVE BOUNDARIES AND FEATURES

- County Boundary
- Intermunicipal Development Plans
- Referral Area
- City/Town Boundaries
- First Nation
- Crown Land
- Hamlets and Centres
- Settlements

LAND USE POLICY AREAS

- Agricultural
- Residential
- Industrial

NATURAL FEATURES AND OPEN SPACES

- Lakes & Rivers
- Recreation Areas

TRANSPORTATION

- Provincial Highway
- Proposed Highway Bypass
- Proposed Ring Road

N

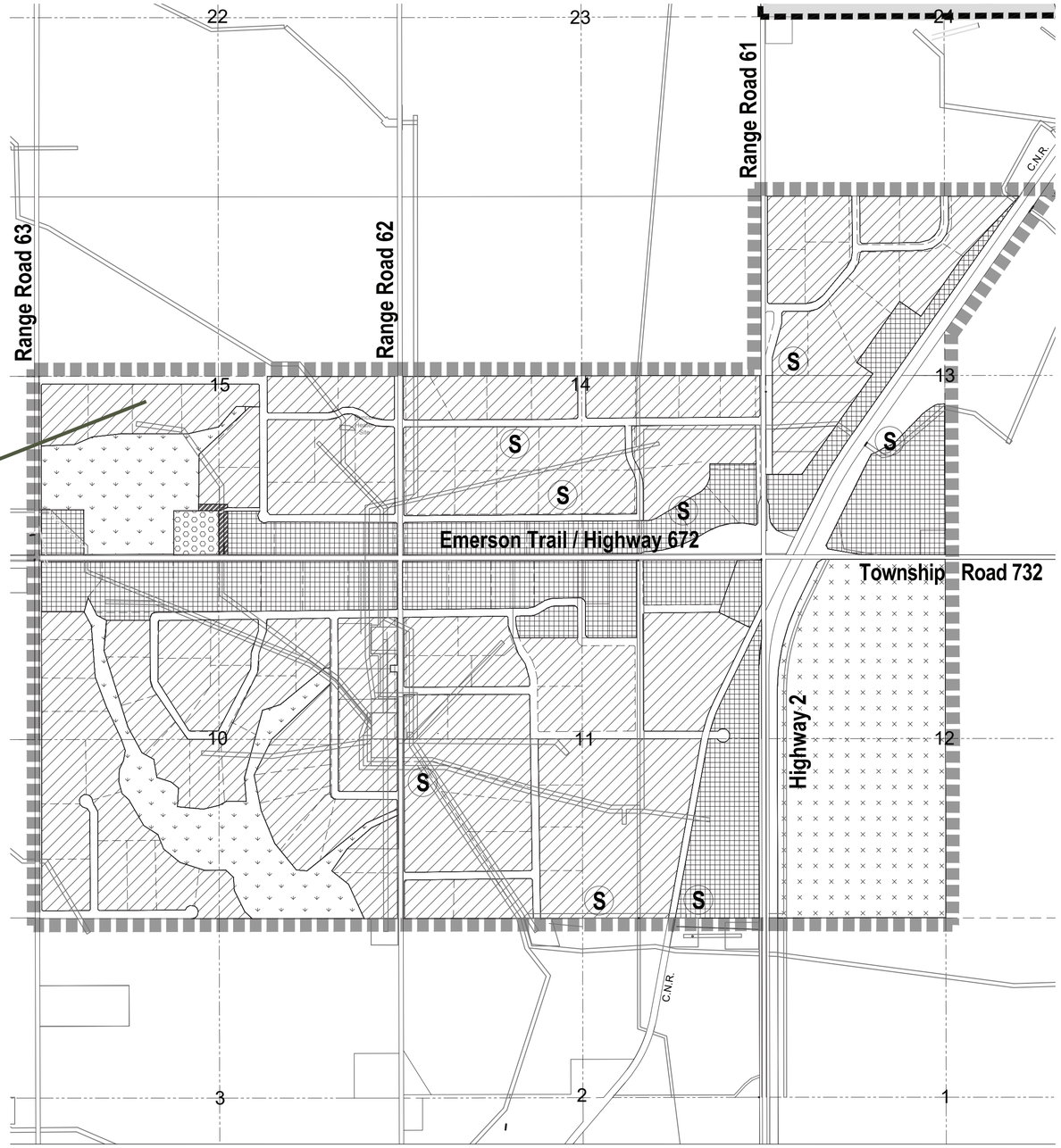
Scale: 1:500,000

Date: 2025-12-22

Emerson Trail ASP

GENERAL INDUSTRIAL

Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 is located approximately here.



Map 4 - Future Development Concept

County of Grande Prairie No. 1, Alberta, Canada

ISL Engineering and Land Services

S Storm Pond

Municipal Reserve

Environmental Reserve

General Industrial

Highway Industrial

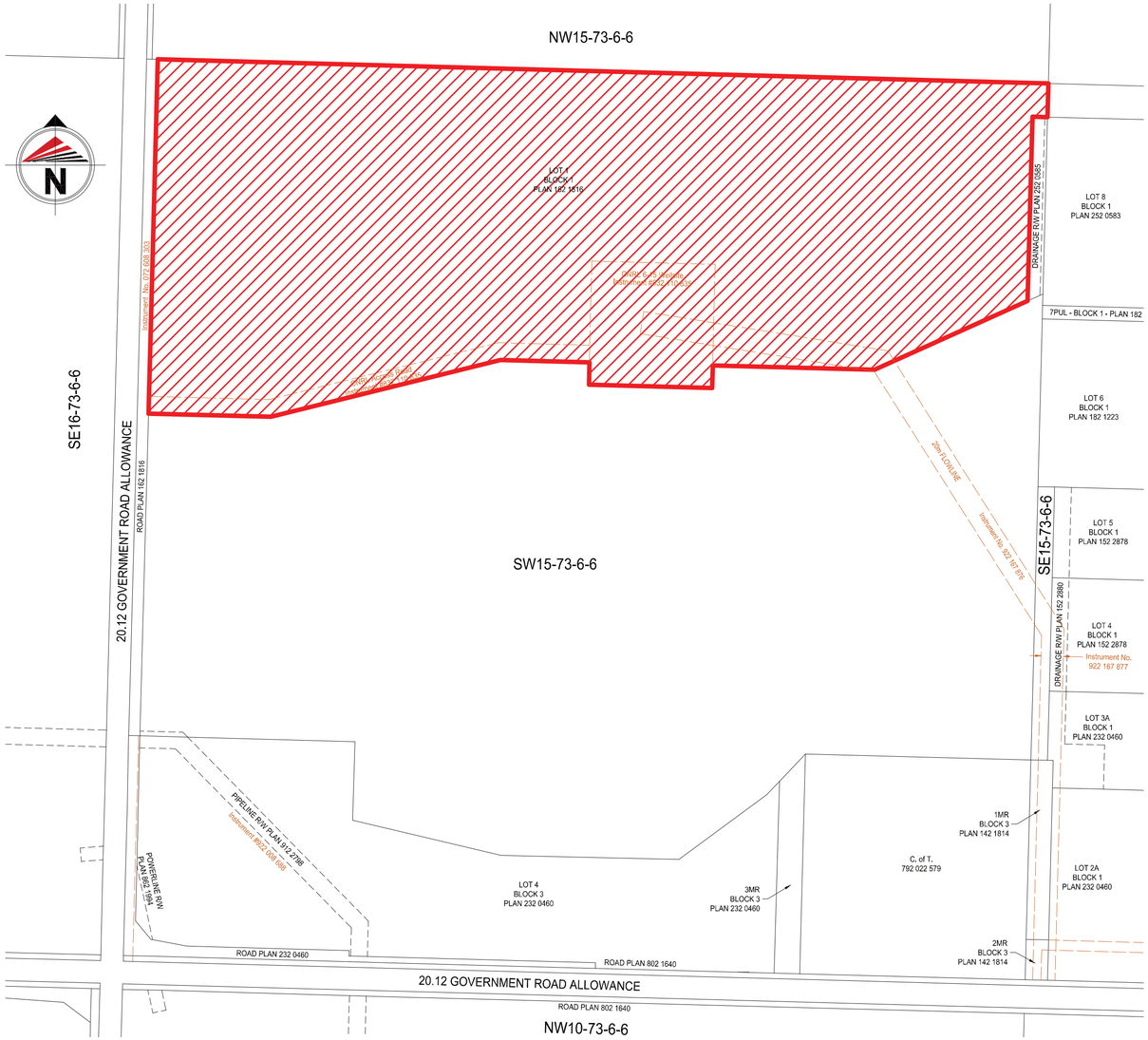
Agriculture

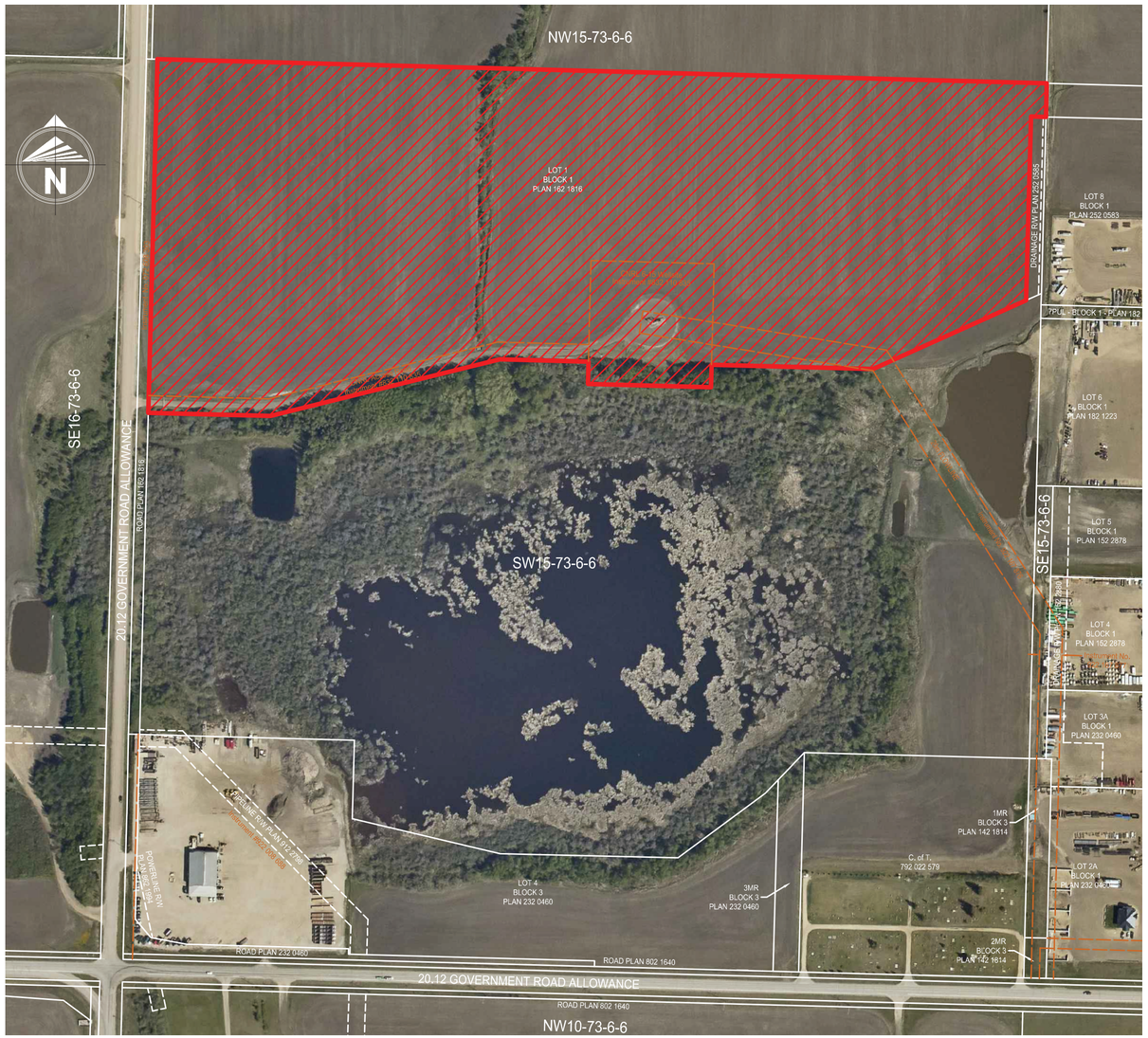
Cemetery

Plan Boundary

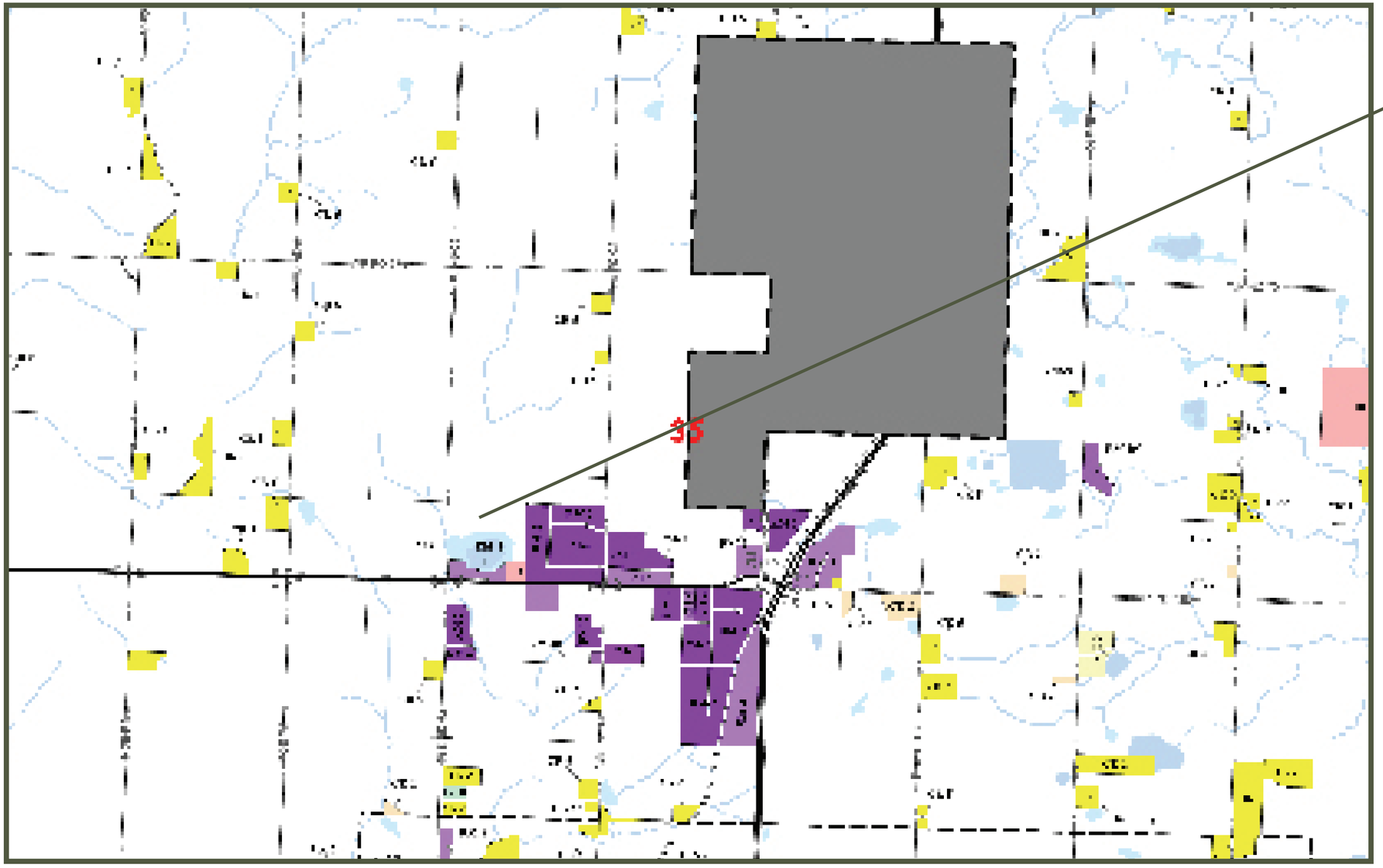
N

Proposed Rezoning





Surrounding Land Uses



Pt. SW-15-73-6-W6; Plan 1621816; Block 1; Lot 1 is located approximately here.

Zoning
- AG
- CR-2
- CR-4
- CR-5
- IR
- L-IR
- RM-1
- RM-DC
- RR-1
- LUB Grid
- Hythe Landuse Bylaw

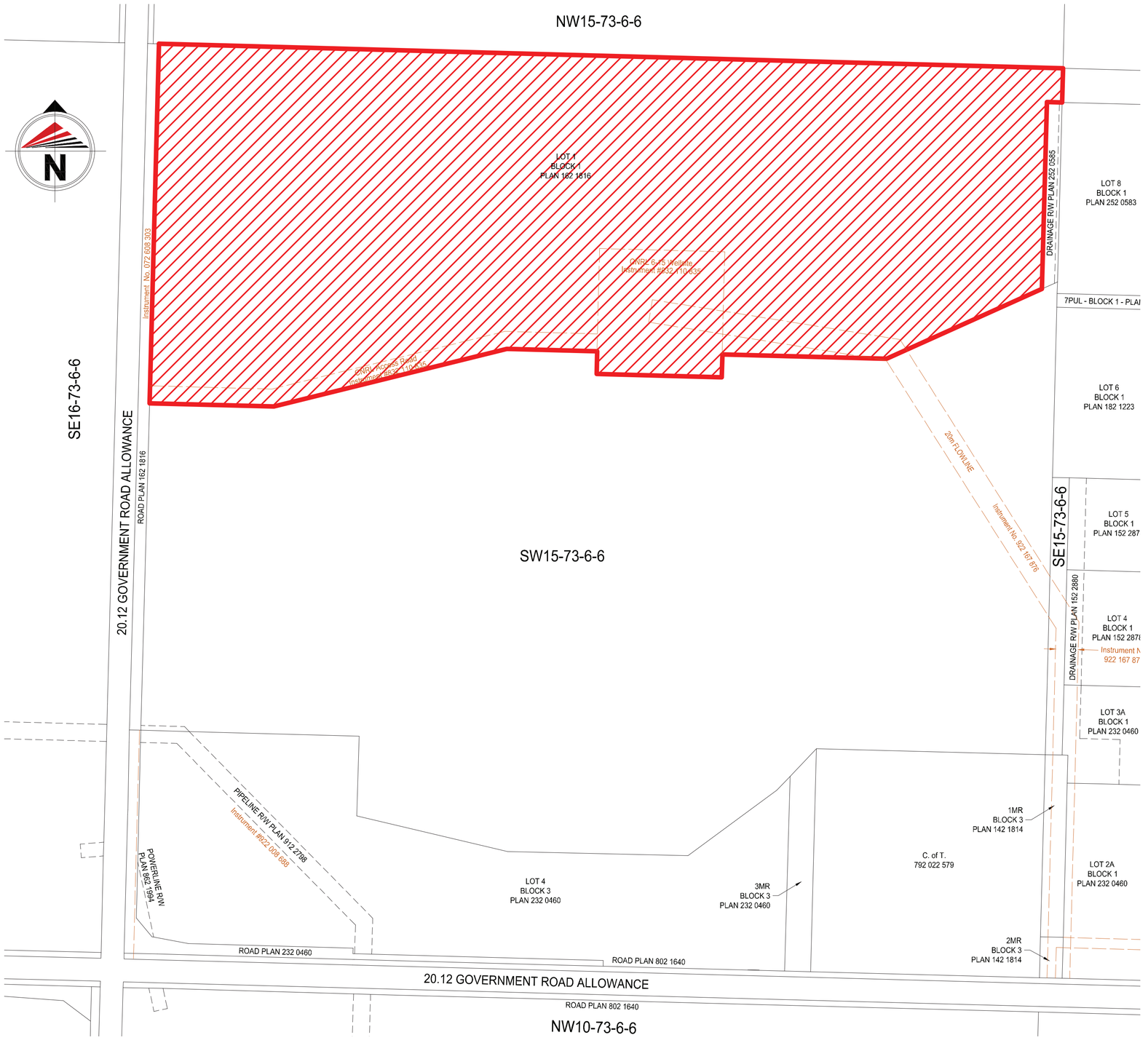
RoadNetwork
- County Roads
- Provincial Roads

Stakeholder Engagement

The application was circulated to adjacent landowners and relavent agencies and no concerns were received.

Administration's Recommendation

That Council give all three readings to Bylaw #2680-26-025



COUNTY OF GRANDE PRAIRIE NO. 1
10001 84 Avenue
CLAIRMONT, AB T8X 5B2
Phone: (780) 513-3950
Fax: (780) 539-7686

COUNTY OF GRANDE PRAIRIE NO.1

FORM H

LAND USE BYLAW AMENDMENT

I/We hereby make application to amend the Land Use Bylaw.

Applicant:

Name: BEAIRSTO & ASSOCIATES ENGINEERING LTD. Telephone: 780-532-4919

Address: 10940 - 92 AVE GRANDE PRAIRIE AB Postal Code: T8V 6B5

Owner of Land:

Name: CHRISTOPHER & PAMELA BALDERSTON & RYAN CURRY Telephone: [redacted]

Address: [redacted]

Land Description: SW Section 15 Township 73 Range 6 W6M

Lot 1 Block 1 Plan No. 1621816

Certificate of Title: _____

Amendment Proposed

FROM AG TO RM-2 .

Reasons in support of Application for Amendment (use another sheet of paper, if necessary):

TO ACCOMODATE FOR FUTURE DEVELOPMENT.

If applying for a text amendment, please provide the proposed text, the relevant Section if any, and an explanation of, and reason for the proposed text amendment (these can be provided separately, if necessary):

I/We enclose $ 1,565.00 being the application fee.

DATE: APRIL 22, 2026 SIGNED: [redacted]

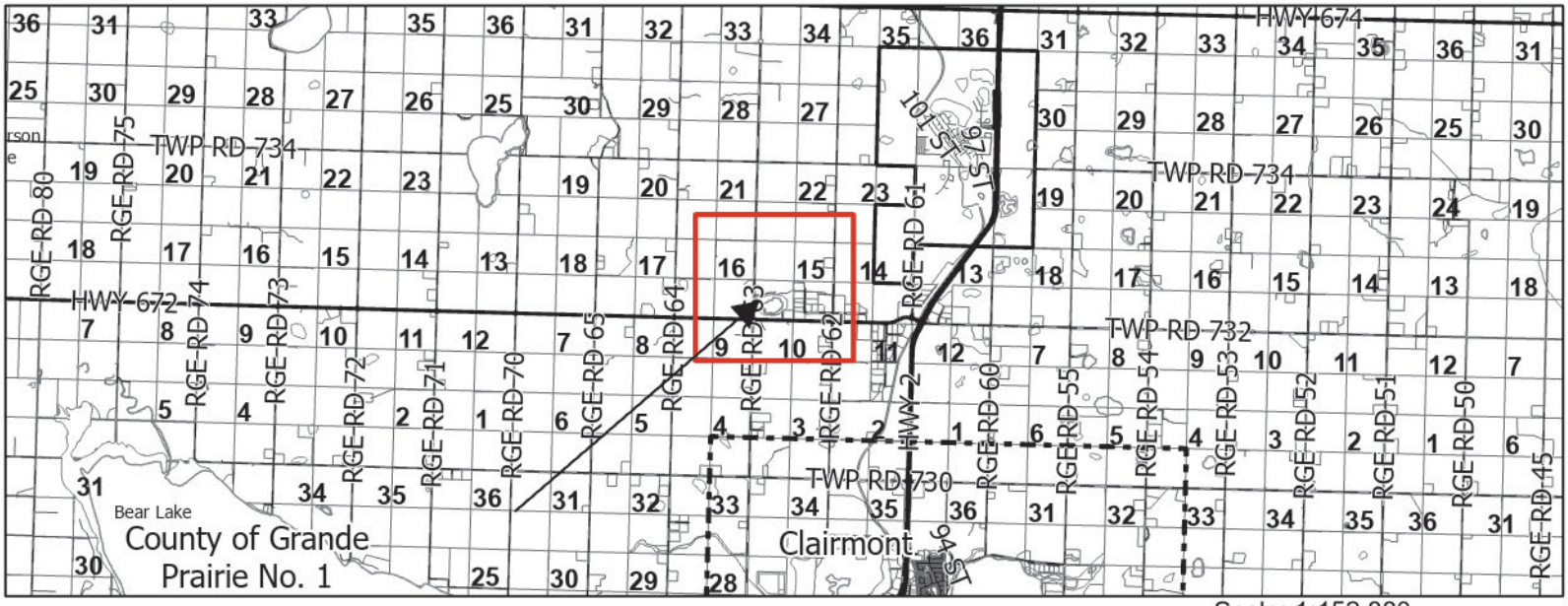
The personal information requested on this form is being collected for the processing of a land use bylaw amendment application, under the authority of the Municipal Government Act (MGA) and is protected by the Freedom of Information and Protection of Privacy (FOIP) Act. If you have any questions about the collection, contact our FOIP Coordinator at (780) 532-9722.

File No.: PLLUB20260170

Legal Description: 1621816;1;1
SW-15-73-6-W6

COUNCIL DIVISION: 2

Location



Scale: 1:152,880

Zoning

N

Local Area Map Information

- Parcel of Interest

Zoning

- Agricultural
- Country Residentail
- Industrial
- Other
- Named Subdivisions

Scale: 1:20,000

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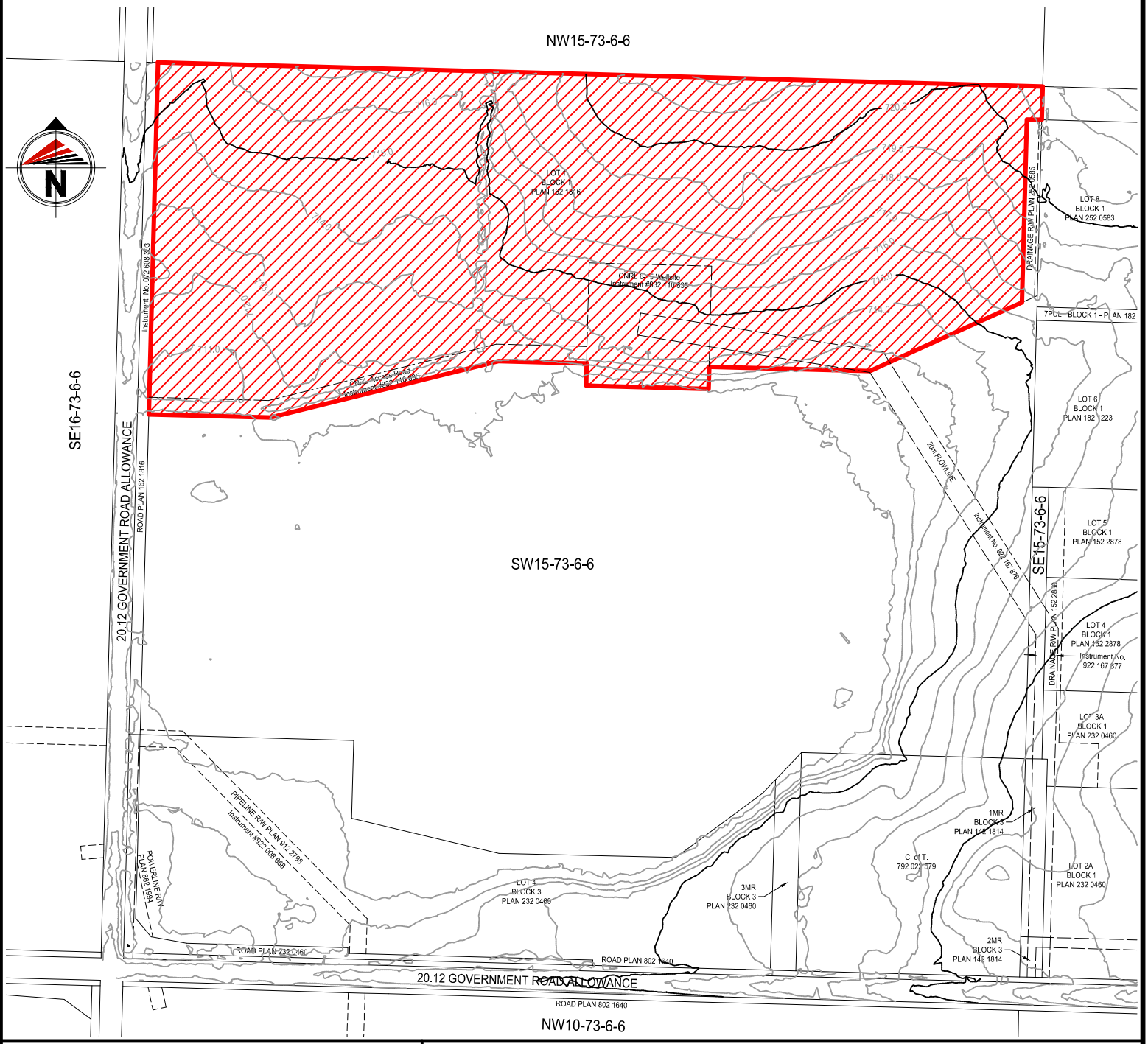
60 YEARS

REZONING PLAN WITH LIDAR DATA

FILE No.: 26GLML7035
SHEET 1 OF 2



COUNTY OF GRANDE PRAIRIE NO. 1

REZONING PLAN

SHOWING PROPOSED REZONING OF
LOT 1, BLOCK 1, PLAN 162 1816
ALL WITHIN THE
N.W. 1/4 SEC. 15, TWP. 73, RGE. 6, W.6M.

AG to RM-2

LAND DEALT WITH BY THIS
PLAN IS SHOWN OUTLINED THUS:
AND CONTAINS: 21.28 HECTARES (52.59 ACRES)

SCALE: 1:5000

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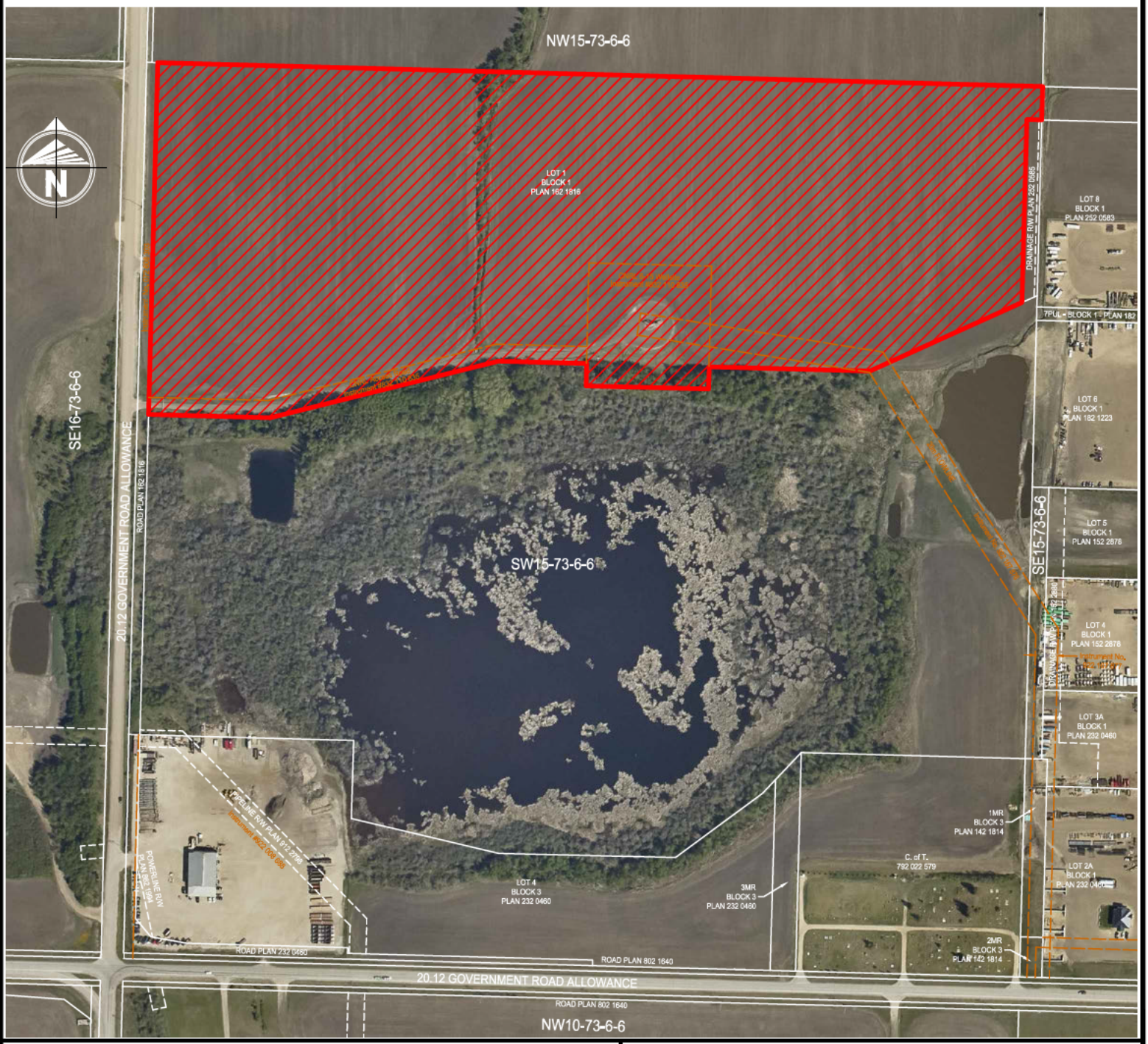
60 YEARS

REZONING PLAN WITH AIRPHOTO

FILE No.: 26GLML7035
SHEET 2 OF 2



*NO FIELD SURVEY WAS UNDERTAKEN TO PRODUCE THIS PLAN
*CONTAINS INFORMATION LICENSED UNDER THE
'OPEN GOVERNMENT LICENSE' - COUNTY OF GRANDE PRAIRIE NO. 1

BURIED PIPE CONTAINING
VARIOUS SUBSTANCE:
SOUR SUBSTANCE:
ABANDONED:
DISCONTINUED:

- Power Pole
- Anchor
- Light
- Pedestal
- Water Course

PROJECT DETAILS		REVISIONS		
SURVEYOR:	BRUCE C. E. TATTRIE, A.L.S.	1		
PROJECT:	TOWER SERVICES	2		
DRAFTED BY:	JEREMY LEE	3		
CHECKED BY:	CODY BEARSTO	4		
DATE:	MARCH 5, 2026	5		
SCALE: 1:5000		6		

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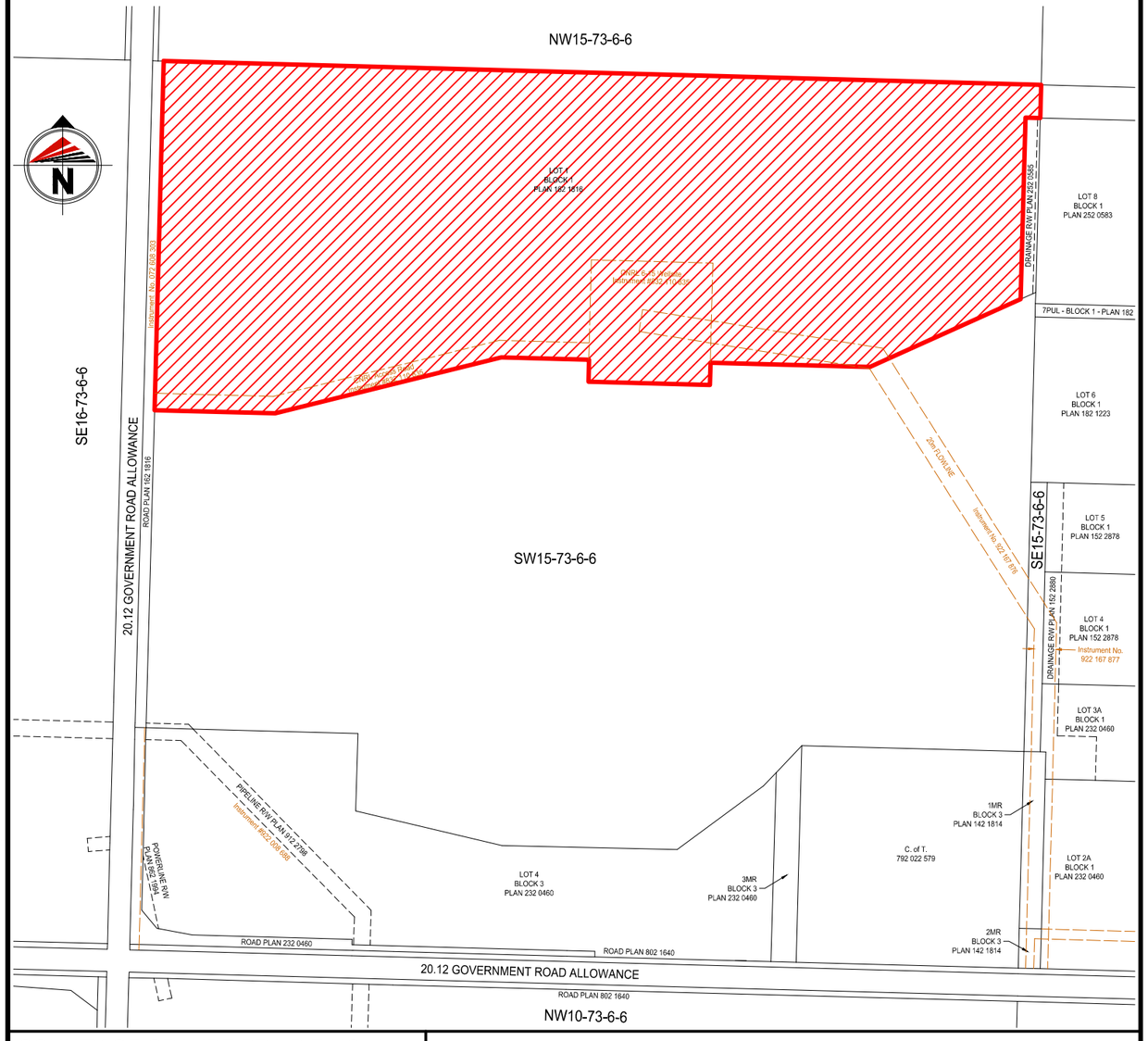
REZONING PLAN

FILE No.: 26GLML7035
SHEET 1 OF 2



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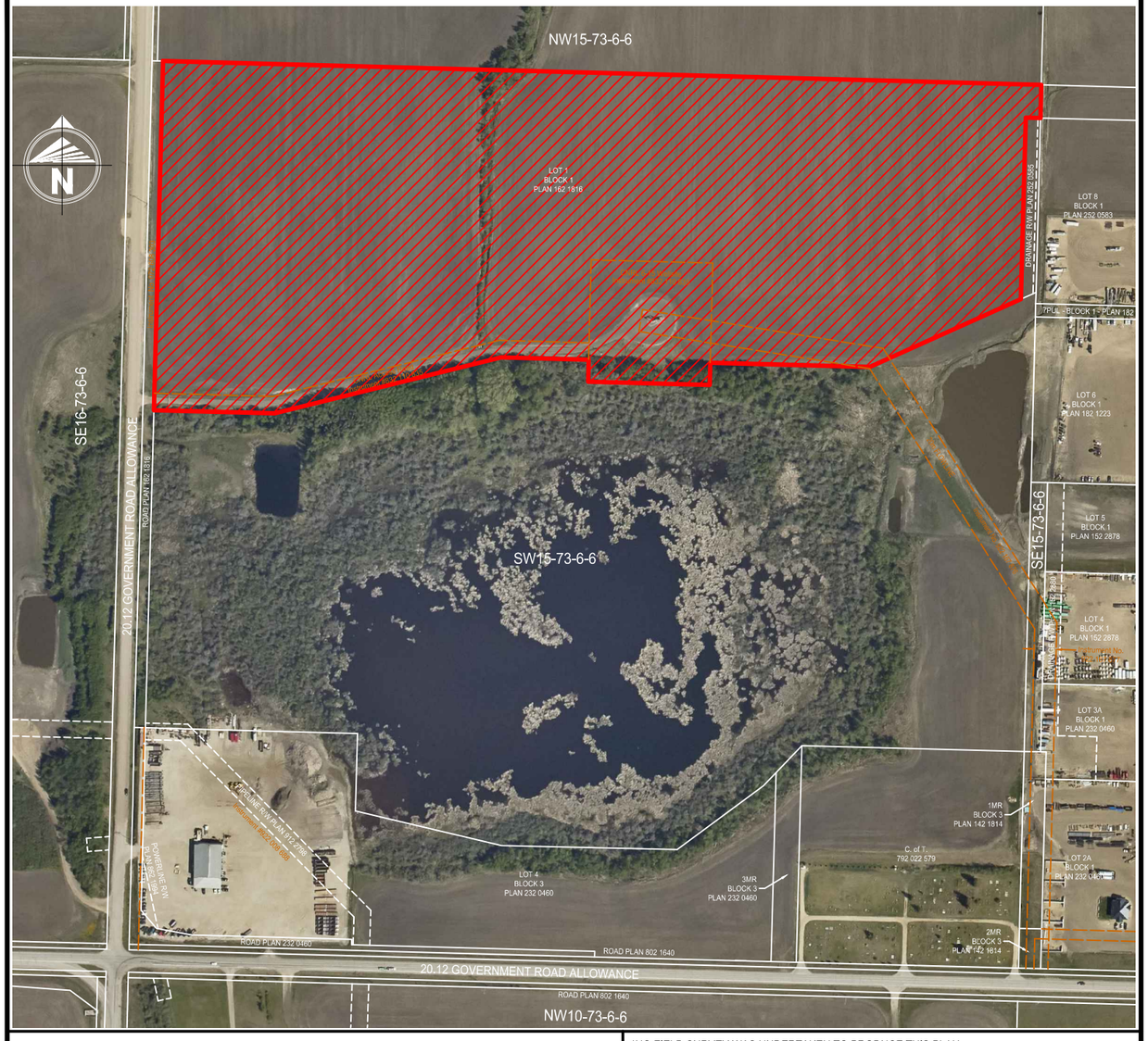
REZONING PLAN WITH AIRPHOTO

FILE No.: 26GLML7035
SHEET 2 OF 2



*NO FIELD SURVEY WAS UNDERTAKEN TO PRODUCE THIS PLAN
*CONTAINS INFORMATION LICENSED UNDER THE
'OPEN GOVERNMENT LICENSE' - COUNTY OF GRANDE PRAIRIE NO. 1

BURIED PIPE CONTAINING
VARIOUS SUBSTANCE:
SOUR SUBSTANCE:
ABANDONED:
DISCONTINUED:

Power Pole
Anchor
Light
Pedestal
Water Course

PROJECT DETAILS		REVISIONS		
SURVEYOR:	BRUCE C. E. TATTRIE, A.L.S.	1		
PROJECT:	TOWER SERVICES	2		
DRAFTED BY:	JEREMY LEE	3		
CHECKED BY:	CODY BEAIRSTO	4		
DATE:	MARCH 5, 2026	5		
SCALE: 1:5000		6		

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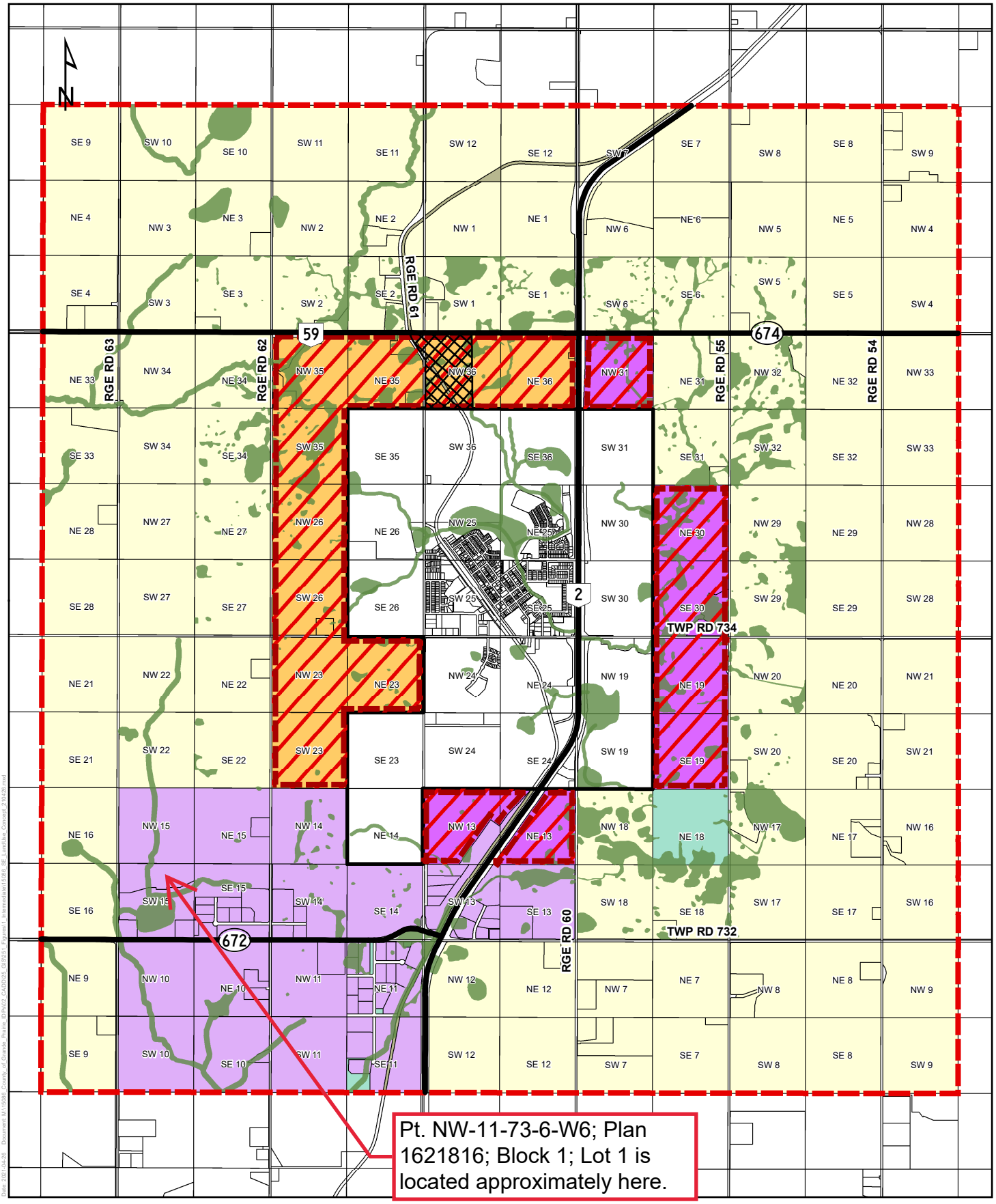


County of Grande Prairie No. 1

SEXSMITH ALBERTA

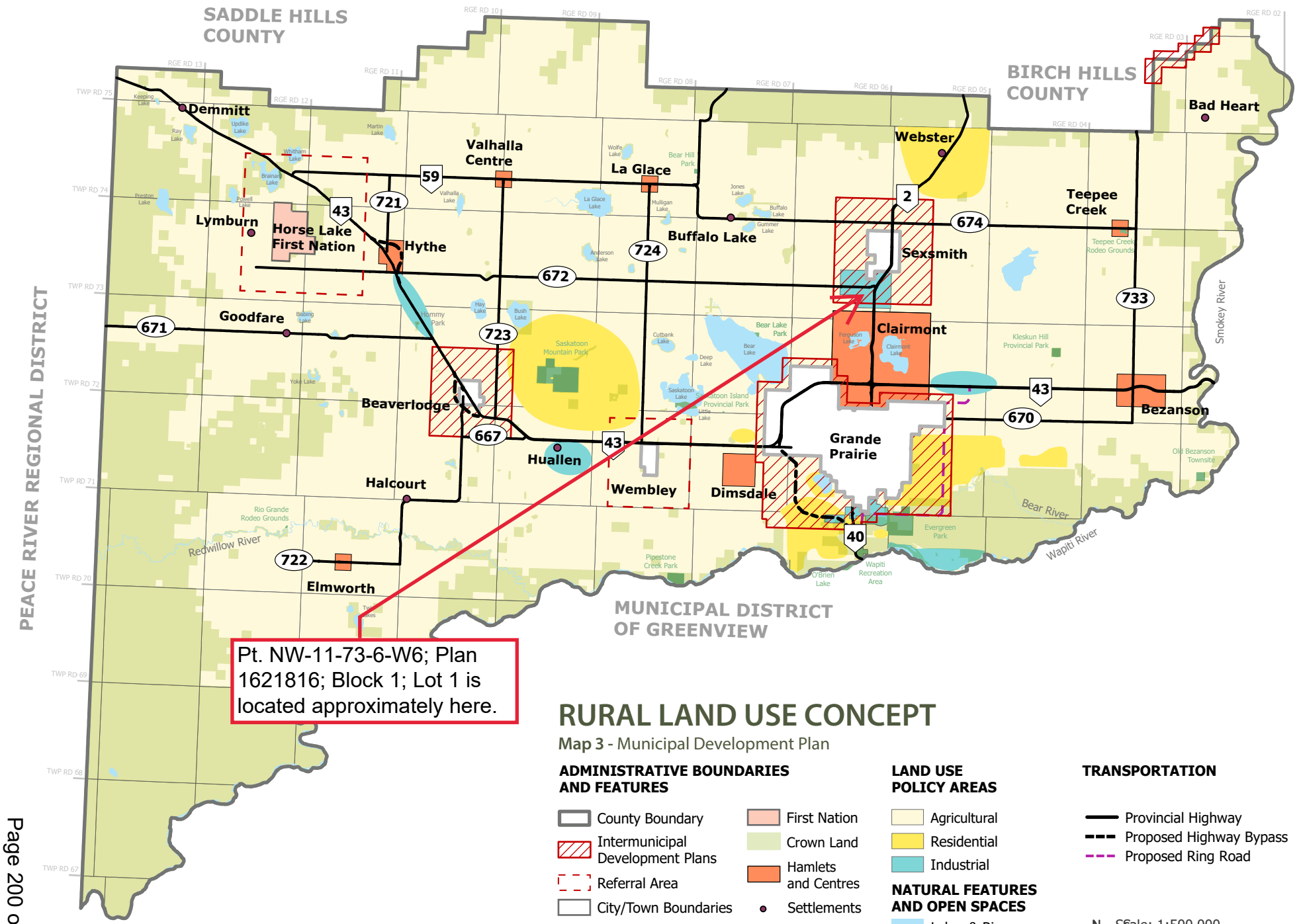
- Future Growth Area
- IDP Boundary
- Municipal Boundary
- Future Study Area (Railside Development Opportunity)
- Agriculture
- Urban Residential
- Urban Industrial
- Rural Industrial
- Public Utility
- Railway
- Environmentally Sensitive Lands

0 0.25 0.5 1 1.5 2 km

NAD 1983 10TM CM115 1:55,000

TOWN OF SEXSMITH / COUNTY OF GRANDE PRAIRIE NO. 1 INTERMUNICIPAL DEVELOPMENT PLAN

MAP 2: FUTURE PREDOMINANT LAND USE



RURAL LAND USE CONCEPT

Map 3 - Municipal Development Plan

ADMINISTRATIVE BOUNDARIES AND FEATURES

- County Boundary
- Intermunicipal Development Plans
- Referral Area
- City/Town Boundaries
- First Nation
- Crown Land
- Hamlets and Centres
- Settlements

LAND USE POLICY AREAS

- Agricultural
- Residential
- Industrial

NATURAL FEATURES AND OPEN SPACES

- Lakes & Rivers
- Recreation Areas

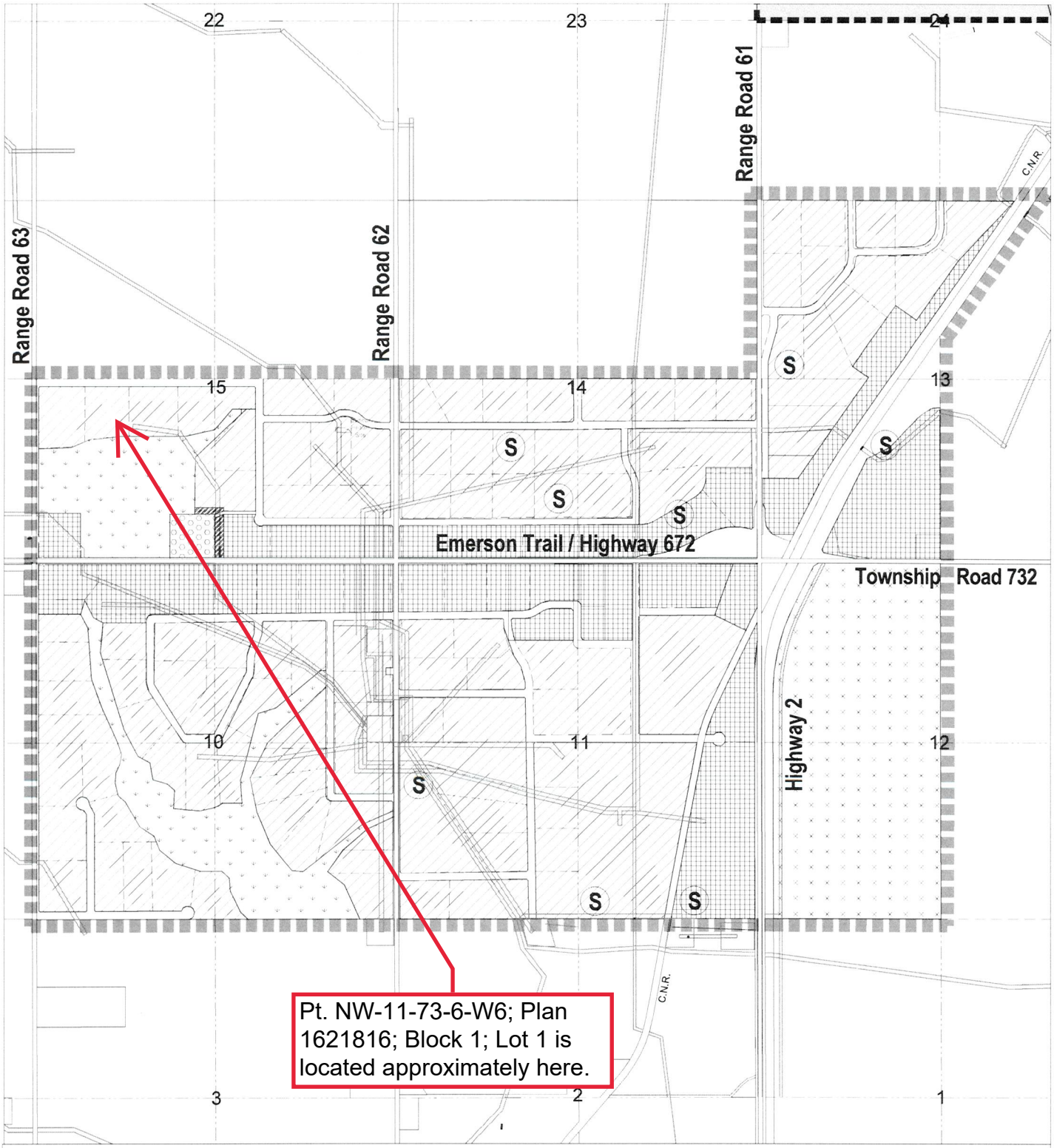
TRANSPORTATION

- Provincial Highway
- Proposed Highway Bypass
- Proposed Ring Road

N

Scale: 1:500,000

Date: 2025-12-22



Map 4 - Future Development Concept

ISL Engineering and Land Services

S Storm Pond
Municipal Reserve
Environmental Reserve
General Industrial
Highway Industrial
Agriculture
Cemetery
Plan Boundary
N

County of Grande Prairie # 1
EMERSON TRAIL AREA STRUCTURE PLAN

Scale: NTS
May 2008

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ZONING

County of Grande Prairie No. 1
Alberta, Canada

ADOPTION DATE: 04/18/2016
REVISION DATE: 2025-09-08

Page Name: 35

1:48,000

N
W E
S

35

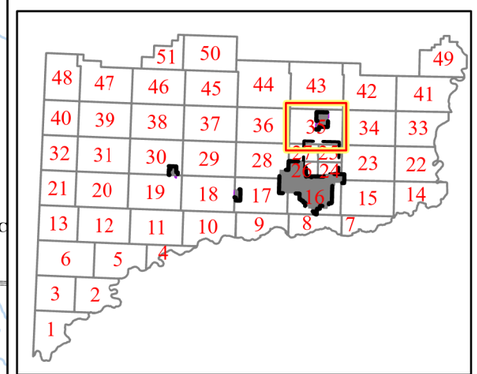
Pt. NW-11-73-6-W6; Plan 1621816; Block 1; Lot 1 is located approximately here.

Zoning

- AG
- CR-2
- CR-3
- CR-4
- CR-5
- GC
- HDR
- IR
- L-IR
- MDR
- MU-1
- RM-1
- RM-2
- RM-4
- RM-DC
- RR-1
- RR-2
- RR-3
- RR-4
- UR
- UR-R
- LUB Grid
- Other Municipalities

RoadNetwork

- County Roads
- Provincial Roads



The zoning information contained of this page is for information purposes only.

BYLAW #2680-26-025

Land Use Bylaw Amendment

A bylaw of the County of Grande Prairie No. 1 in the Province of Alberta for the purpose of amending the Land Use Bylaw.

WHEREAS: the Council of the County of Grande Prairie No. 1 has adopted the County of Grande Prairie No. 1 Land Use Bylaw #2680; and

WHEREAS: pursuant to the Municipal Government Act, RSA 2000, c. M-26 and amendments thereto, a Council may amend the Land use Bylaw; and

WHEREAS: the County of Grande Prairie No. 1 wishes to amend the Land Use Bylaw.

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the County of Grande Prairie No. 1, in the Province of Alberta, hereby enacts as follows:

1. That Pt. SW-15-73-6-W6 be redesignated from an AGRICULTURAL (AG) DISTRICT to a RURAL MEDIUM INDUSTRIAL (RM-2) DISTRICT as indicated in red hatching on the attached Schedule A.

INTERPRETATION

2. This Bylaw shall be cited as the “Land Use Bylaw Amendment #2680-26-025”.
3. Headings in this Bylaw are for reference purposes only.
4. Words in the masculine gender will include the feminine gender whenever the context so requires and vice versa.
5. Words in the singular shall include the plural or vice versa whenever the context so requires.

SEVERABILITY

6. Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

EFFECTIVE DATE

7. This Bylaw shall come into force and effect on the third and final reading thereof.

PUBLIC HEARING held this _____ day of _____, 2026.

Read a FIRST time this _____ day of _____, 2026.

Read a SECOND time this _____ day of _____, 2026.

Read a THIRD time and finally passed this _____ day of _____, 2026.

Amanda McDonald
Reeve

Joulia Whittleton
County Manager

ATTACHMENTS

Schedule A – Bylaw #2680-26-025 Rezoning Plan

Bearsto & Associates
60 YEARS
ENGINEERING & SURVEY
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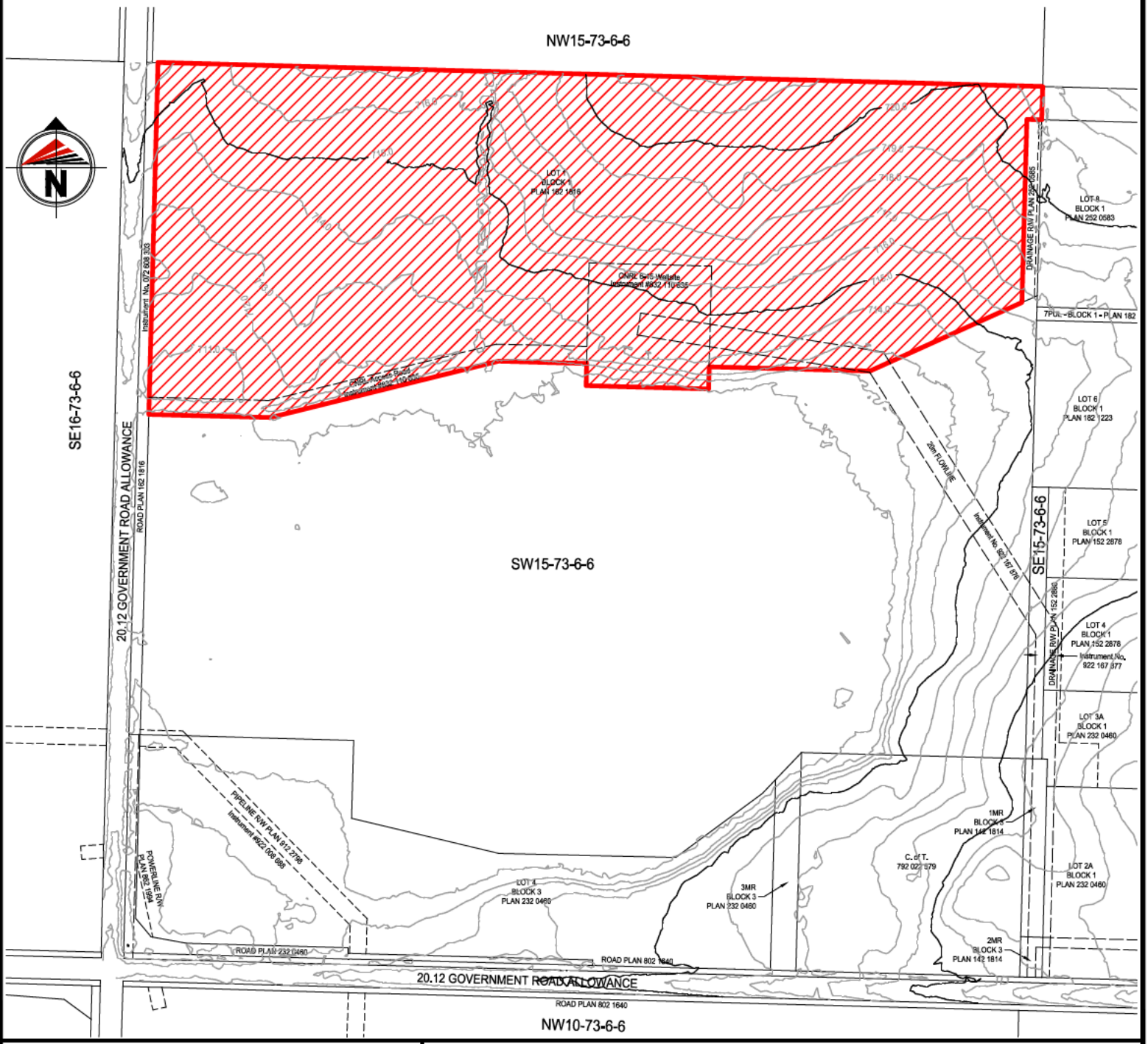
REZONING PLAN WITH LIDAR DATA

FILE No.: 26GLML7035
SHEET 1 OF 2



COUNTY OF GRANDE PRAIRIE NO. 1

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SCALE: 1:5000

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Request for Decision

Report Submission Details

Item Number:	**7.3**
Report Title:	**Bylaw #3276 – Windsor Area Structure Plan Bylaw**
Presenter:	**Nick Lapp, General Manager, Planning and Development Services**
Supported By:	Taofeek Oladipo, Planner
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Public Hearings

Recommended Action

Option 1:

That Council give first and second readings to Bylaw #3276, being the Windsor Area Structure Plan Bylaw, and direct Administration to submit the bylaw for Ministerial approval prior to Council's consideration of third reading.

Motion 1:

That first reading be given to Bylaw #3276, being the Windsor Area Structure Plan Bylaw.

Motion 2:

That second reading be given to Bylaw #3276, being the Windsor Area Structure Plan Bylaw.

Motion 3:

That Council direct Administration to submit Bylaw #3276 being the Windsor Area Structure Plan Bylaw, for Ministerial approval, and that the bylaw be brought back to a future Regular Council Meeting for consideration of third and final reading following Ministerial approval.

Previous Council / Committee Action

Not applicable.

Background and Analysis

Bylaw Number: 3276

File Number: PLOPA20190720

Landowner(s): Multiple

Land Description: The Plan Area of the Windsor Area Structure Plan is located within the Hamlet of Clairmont, immediately south of HWY 43, between RGE RD 62 (108 ST) and RGE RD 63 (116 ST). The Plan Area borders the City of Grande Prairie to the south and forms part of Grande Prairie's Intermunicipal Development Plan Area. The Plan Area comprises 6 quarter sections of land, including all of Section 10-72-6-W6 and the north half of Section 3-72-6-W6, totaling approximately 372 hectares.

Council Division**:** 2

The purpose of this report is to present the Windsor Area Structure Plan for Council's consideration. The proposed bylaw would adopt the Windsor Area Structure Plan as a statutory planning document to guide future subdivision, land use, servicing, transportation, and development decisions within the Plan Area.

The Windsor Area Structure Plan was originally known in draft form as the Southwest Clairmont Area Structure Plan. The Plan was renamed the Windsor Area Structure Plan in 2022 to commemorate Her Late Majesty Queen Elizabeth II's Platinum Jubilee, honouring her 70 years of service. The ASP was initiated in September 2017 and continued through to Spring 2026.

The Windsor Area Structure Plan was prepared in collaboration with Beairsto & Associates Engineering Ltd., who supported the preparation of the plan, technical review, mapping, and presentation materials. Representatives from the consulting team will be in attendance to provide an overview of the Plan and supporting maps as part of the Council presentation.

The Windsor Area Structure Plan establishes a long-term vision for a complete, connected, and livable community. The Plan provides direction for future residential, commercial/Industrial, institutional, parks, trails, greenways, stormwater management, transportation, and servicing components within the Plan Area. As part of the Clairmont Urban Area and adjacent to the City of Grande Prairie, the Plan Area is intended to be developed to urban standards, including full municipal water and sanitary sewer services.

The ASP has been prepared in accordance with Section 633 of the Municipal Government Act, which allows municipalities to adopt an area structure plan to provide a framework for future subdivision and development. The Plan addresses the required matters, including proposed land uses, sequence of development, population density, transportation routes, and public utilities.

Approval of the Windsor Area Structure Plan does not authorize subdivision or development. Future development within the Plan Area will still require the applicable planning approvals, including land use bylaw amendments, subdivision approvals, development permits, detailed engineering review, servicing agreements, and any required provincial or agency approvals. The ASP will provide the policy framework used to guide those future decisions.

The proposed ASP has also been reviewed and drafted in relation to, and in alignment with, the County's applicable planning documents, including the County's Municipal Development Plan, the Grande Prairie Intermunicipal Development Plan, and the Land Use Bylaw.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council give first and second readings to Bylaw #3276, being the Windsor Area Structure Plan Bylaw, and direct Administration to submit the bylaw for Ministerial approval prior to Council's consideration of third reading.

Motion 1:

That first reading be given to Bylaw #3276, being the Windsor Area Structure Plan Bylaw.

Motion 2:

That second reading be given to Bylaw #3276, being the Windsor Area Structure Plan Bylaw.

Motion 3:

That Council direct Administration to submit Bylaw #3276 being the Windsor Area Structure Plan Bylaw, for Ministerial approval, and that the bylaw be brought back to a future Regular Council Meeting for consideration of third and final reading following Ministerial approval.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☒ Theme 2 | Economy
- ☒ Theme 3 | Transportation
- ☒ Theme 4 | Land Use and Management
- ☒ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

The proposed Windsor ASP aligns with the adopted Grande Prairie's Intermunicipal Development Plan, County's Municipal Development Plan and Land Use Bylaw.

Stakeholder Engagement

The drafting and review of the ASP included an extensive consultation process involving Council, landowners, the public, technical stakeholders and the City of Grande Prairie. Consultation methods included open houses and workshops to gather feedback from participants. Communication efforts also included email newsletters and the project engagement website.

Administration used the feedback received to develop and refine the proposed plan so that it supports efficient development while reflecting community values. The consultation methods and feedback received are summarized in the What We Heard Report that is attached for Council's review.

The draft ASP was also circulated to external agencies, internal departments and the City of Grande Prairie for review and comments. Responses received through the circulation process are attached for Council's review, and revisions were made to the draft ASP where appropriate.

Public Engagement and Communication

In accordance with Section 606 of the Municipal Government the proposed bylaw referral and public hearing notices have been circulated to all relevant agencies to provide comments on the proposal. Notice of the Public Hearing was also advertised in accordance with the requirements of Section 606 of the Municipal Government Act and the County's Bylaw #3096 being the Advertising Bylaw through publication in the local Town and Country Newspaper and posting on the County's website.

Additional comments were received from members of the public following issuance of the public hearing notice and circulation of the final draft ASP. These comments are also attached for Council's review.

Attachments

1. Bylaw #3276 – Windsor Area Structure Plan
2. Schedule A – Draft Windsor Area Structure Plan
3. Bylaw #3276 – Windsor Area Structure Plan Presentation
4. What We Heard Report – Windsor Area Structure Plan
5. External Agencies Responses
6. Public Responses after Public Hearing Notice

☒ Approved by General Manager

☒ Approved by County Manager

BYLAW # 3276

Windsor Area Structure Plan

A Bylaw of the County of Grande Prairie No. 1 in the Province of Alberta for the purpose of adopting the Windsor Area Structure Plan.

WHEREAS: pursuant to the Municipal Government Act, RSA 2000, c. M-26 and amendments thereto, a Council may adopt an Area Structure Plan by way of Bylaw; and

WHEREAS: the County of Grande Prairie wishes to establish the Windsor Area Structure Plan.

NOW THEREFORE, under the authority of the Municipal Government Act, the Council of the County of Grande Prairie No. 1, in the Province of Alberta, hereby enacts as follows:

1. That the Windsor Area Structure Plan document is attached to this Bylaw as Schedule "A" and forms part of this Bylaw.

INTERPRETATION

2. This Bylaw shall be cited as the "Windsor Area Structure Plan".

3. Headings in this Bylaw are for reference purposes only.

4. Words in the masculine gender will include the feminine gender whenever the context requires and vice versa.

5. Words in the singular shall include the plural or vice versa whenever the context so requires.

SEVERABILITY

6. Every provision of this bylaw is independent of all other provisions and if any provision is declared invalid by a Court, then the invalid provisions shall be severed and the remainder provisions shall remain valid and enforceable.

EFFECTIVE DATE

7. This Bylaw shall come into force and effect on the third and final reading thereof.

PUBLIC HEARING held this _____ day of _____, 2026.

Read a FIRST time this _____ day of _____, 2026.

Read a SECOND time this _____ day of _____, 2026.

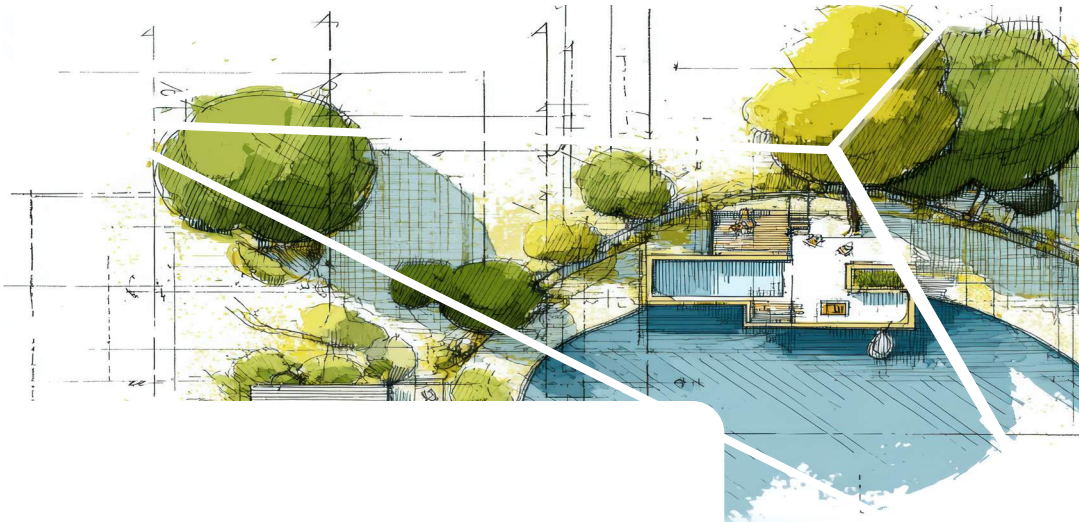
Read a THIRD time and finally passed this _____ day of _____, 2026.

Amanda McDonald
Reeve

Joulia Whittleton
County Manager

ATTACHMENTS

Schedule A – Windsor Area Structure Plan



WINDSOR

Area Structure Plan

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2 1.3 Historical Development

3 1.4 Plan Area

3 1.5 Enabling Legislation

3 1.6 Planning Process

4 1.7 Community Consultation

4 1.8 Plan Organization

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6 2.2 Intermunicipal Development Plan, Bylaw No. 3085

6 2.3 Municipal Development Plan, Bylaw No. 3174

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9 3.4 Protective and Emergency Services

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13 4.5 Concept for NE-10-72-6-W6M

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15 4.7 Concept for SE-10-72-6-W6M
15 4.8 Concept for NW-3-72-6-W6M
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APPENDICES

APPENDIX A : ESTIMATED LAND-USE AREAS

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1.0 INTRODUCTION

1.1 Background

The Windsor Area Structure Plan (ASP) encompasses approximately 372 hectares of land within the Hamlet of Clairmont in the County of Grande Prairie No. 1. Located immediately south of Highway 43, between Range Road 62 (108 Street) and Range Road 63 (116 Street), the Plan Area occupies a highly strategic location adjacent to the City of Grande Prairie (see **Map 1 – Location**). This area has experienced increasing development interest in recent years due to its proximity to major regional transportation corridors, access to municipal infrastructure, and its importance in supporting residential, commercial, and institutional growth within the region.

Historically, the lands within the Plan Area were primarily used for agricultural purposes, with some scattered residential and industrial development. However, continued regional growth and ongoing investment in infrastructure and services have shifted land use demand in the area. The need for a thoughtfully designed and comprehensively planned community to accommodate this growth has led to the preparation of the Windsor ASP.

The Windsor ASP establishes a development vision for a complete, connected, and livable community that integrates a mix of residential densities, commercial nodes, schools, parks, trails, and supporting municipal infrastructure. The Plan provides a clear framework to guide subdivision, zoning, and servicing decisions, ensuring development proceeds in a coordinated, efficient, and sustainable manner.

Originally known in draft form as the Southwest Clairmont ASP, the Plan was renamed the Windsor Area Structure Plan in 2022 to commemorate Her Late Majesty Queen Elizabeth II's Platinum Jubilee, honouring her 70 years of service.

1.2 Objectives

The specific objectives of the Windsor Area Structure Plan (ASP) are to:

a. Provide a clear framework to guide the subdivision and development of the subject lands as part of the Clairmont Urban Area.

b. Create a comprehensively planned residential community with ample public and recreational spaces that promote social interaction and community well-being.

c. Establish a connected greenway system that supports both recreational use and stormwater management functions.

d. Identify and protect significant environmental features to minimize potential impacts from development.

e. Assess servicing constraints and evaluate the costs associated with required mitigation measures.

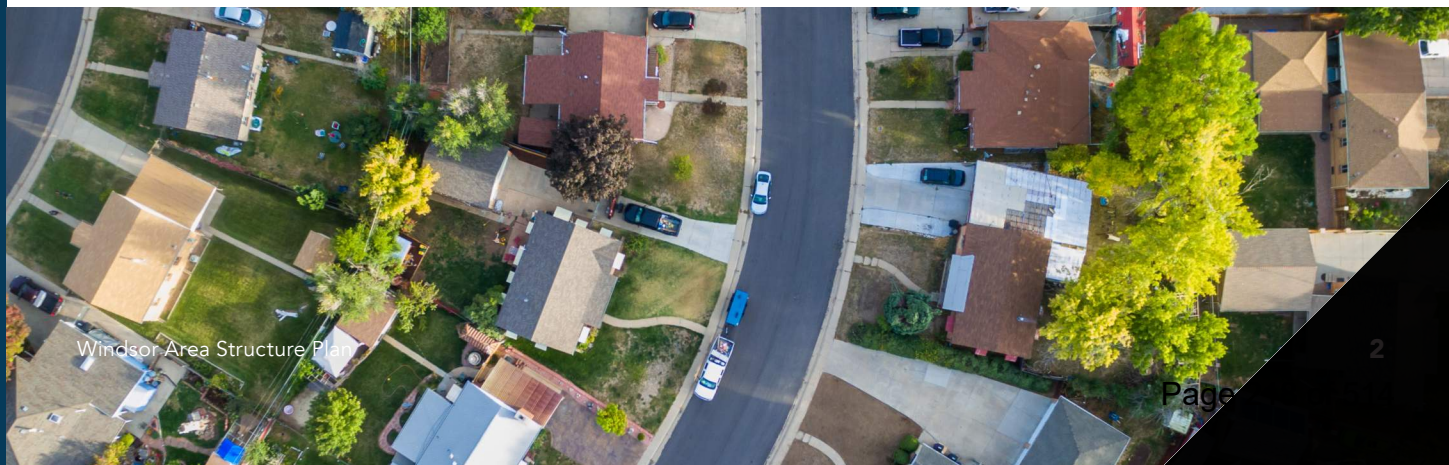
As part of the Clairmont Urban Area and adjacent to the City of Grande Prairie, the Plan Area will be designed and developed to urban standards, including the provision of full municipal water and sanitary sewer services.

1.3 Historical Development

With the arrival of the Edmonton, Dunvegan and British Columbia Railway in 1916, two townsites were subdivided along the line: Benville (now known as Sexsmith) and Clairmont, which was named after the adjacent Clairmont Lake. Before long, Clairmont developed into a prototypical northern farming community featuring grain elevators, stores, blacksmiths, lumber yards, and churches. Growth was so rapid that Clairmont became the second village to be incorporated in the Grande Prairie region on May 31, 1917.

In 1943, the Rural Municipality of Bear Lake No. 740 and the Rural Municipality of Grande Prairie amalgamated to form the new Municipal District of Grande Prairie. Residents of the district were instrumental in lobbying the provincial government to adopt the County system of local government, resulting in the creation of the County of Grande Prairie No. 1—the first County established in Alberta.

By the late 1970s, the County experienced significant growth accompanied by increasing demand for country residential development. Industrial and residential expansion within the Hamlet of Clairmont led to boundary extensions through the 2000s, while development within the City of Grande Prairie advanced northward. Today, growth from both municipalities is beginning to converge between the two urban areas.



1.4 Plan Area

The land affected by this Area Structure Plan (ASP) is located immediately south of Highway 43, between Range Road 62 (108 Street) and Range Road 63 (116 Street), within the Hamlet of Clairmont. **Map 1 – Location** identifies the Plan Area boundaries. The Plan Area comprises six quarter sections of land, including all of Section 10-72-6-W6M and the north half of Section 3-72-6-W6M, totaling approximately 372 hectares.

1.5 Enabling Legislation

The Windsor Area Structure Plan has been prepared in accordance with Section 633 of the Municipal Government Act (MGA) (Revised Statutes of Alberta, 2000, Chapter M-26). The MGA allows municipalities to adopt area structure plans to provide a framework for the development of an area and future subdivisions. The MGA stipulates the following:

633 (2) An area structure plan:

a. must describe:

   i. the sequence of development proposed for the area;

   ii. the land uses proposed for the area, either generally or with respect to specific parts of the area;

   iii. the density of population proposed for the area either generally or with respect to specific parts of the area; and

   iv. the general location of major transportation routes and public utilities.

b. may contain any other matters the council considers necessary.

1.6 Planning Process

The Windsor Area Structure Plan was prepared in four phases, beginning in September 2017 and continuing through to Summer 2025. Opportunities for stakeholder and public engagement were provided throughout each phase of the process.

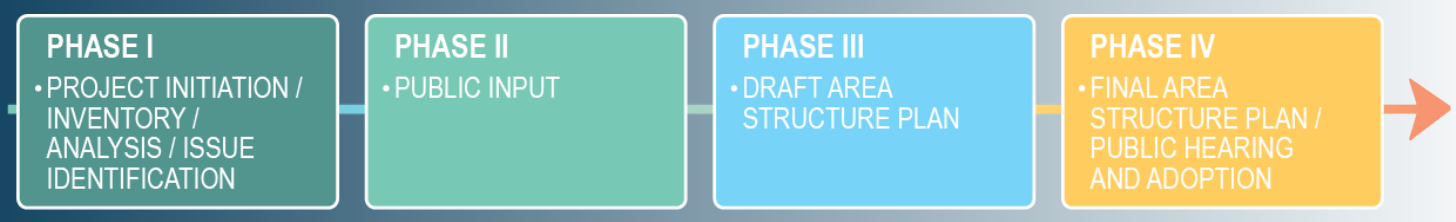


Figure 1: Planning Process

1.7 Community Consultation

Community and stakeholder engagement played a key role in shaping the Windsor Area Structure Plan (ASP). Engagement efforts included direct communication with landowners within the Plan Area to gather site-specific feedback and to better understand individual interests, opportunities, and concerns.

Public engagement also included open house events designed to involve the broader community. These sessions provided opportunities for participants to review draft concepts, ask questions, and share their perspectives. Feedback received during this process informed revisions to the draft plan and helped ensure the final document reflects a balance between local values and long-term planning objectives.

The consultation process was further supported by a review of guiding policy documents, including the Alberta Land-Use Framework, the Intermunicipal Development Plan, and the Municipal Development Plan, to ensure consistency with broader regional and municipal goals.

1.8 Plan Organization

The Windsor Area Structure Plan (ASP) is organized into the following sections:

Section 1.0 – Introduction: Provides an overview of the ASP, including background, purpose, vision, and public consultation activities undertaken during the planning process.

Section 2.0 – Statutory Plan and Policy Context: Summarizes the higher-level planning policy documents and their influence on the development of this ASP.

Section 3.0 – Site Context and Development Considerations: Profiles existing site conditions, including the physical environment, constraints, and existing land uses.

Section 4.0 – Development Concept: Presents the overall development concept based on planning principles, opportunities, and constraints.

Section 5.0 – Parks, Open Space and Trails: Describes the provision of parks, open space, and trail connections, as well as policies related to environmental reserve dedication.

Section 6.0 – Transportation: Outlines the external and internal roadway network and establishes road development standards for the ASP area.

Section 7.0 – Municipal Services: Details the proposed servicing strategy, including water distribution, sanitary sewer, stormwater management, shallow utilities, and lot grading.

Section 8.0 – Implementation: Identifies implementation actions, including phasing, subdivision and rezoning requirements, and procedures for plan amendments.

2.0 STATUTORY PLAN & POLICY CONTEXT

2.1 Alberta Land-Use Framework

The Alberta Land-Use Framework (LUF) provides a province-wide approach to managing growth and sustaining Alberta's economy while balancing social and environmental priorities. It establishes a coordinated system for managing both public and private lands and natural resources to achieve long-term economic, environmental, and social objectives. The LUF serves as a blueprint for land-use management and decision-making across Alberta, guiding how future development should occur in a manner consistent with regional plans and the principles of Smart Growth.

The Framework identifies seven key strategies to improve land-use decision-making in Alberta:

1. Develop seven regional land-use plans based on seven new land-use regions.
2. Create a Land-Use Secretariat and establish a Regional Advisory Council for each region.
3. Implement cumulative effects management at the regional level to address development impacts on land, water, and air.
4. Develop a conservation and stewardship strategy for both private and public lands.
5. Promote efficient land use to minimize the human footprint on Alberta's landscape.
6. Establish an information, monitoring, and knowledge system to support continuous improvement in land-use planning and decision-making.
7. Ensure the inclusion of Indigenous peoples in land-use planning processes.

The County of Grande Prairie, including the Windsor ASP area, is located within the Upper Peace Regional Plan boundary. This regional plan has not yet been developed.

2.2 Intermunicipal Development Plan, Bylaw No. 3085

The Windsor Area Structure Plan (ASP) conforms with the policies and objectives of the 2024 Intermunicipal Development Plan (IDP) adopted under Bylaw No. 3085. The IDP emphasizes coordinated growth, compatible land use transitions, integrated infrastructure planning, and environmental stewardship within the intermunicipal area. The Windsor ASP supports these objectives by identifying future residential and commercial land uses that align with the IDP's Future Land Use Concept and by establishing development patterns that complement adjacent land uses within both the County and the City. It promotes orderly growth through logical phasing, coordinated transportation networks, and integration with regional servicing strategies.

The ASP also reflects key IDP policies related to environmental management, parks and recreation, and transportation. It provides open space linkages and trail connections in accordance with Policy 6.2.4 of the IDP, which encourages an integrated trail network linking Clairmont and the City of Grande Prairie. Stormwater and utility servicing within the ASP area are designed to be self-contained and compatible with regional systems, consistent with Policies 6.5.1 and 6.5.4 within the IDP.

Furthermore, the Windsor ASP has been prepared in accordance with the requirements for a local ASP as outlined in Section 7.4 of the IDP, ensuring it functions as a detailed, site-specific plan that advances the broader objectives of intermunicipal coordination, responsible land use, and sustainable regional growth.

2.3 Municipal Development Plan, Bylaw No. 3174

The County of Grande Prairie No. 1 Municipal Development Plan (MDP), Bylaw No. 3174, was adopted in 1998 and has been amended periodically since. The County is currently undertaking a comprehensive update to the MDP to reflect evolving development trends, regional partnerships, and long-term growth objectives. Until the updated MDP is adopted, Bylaw No. 3174 remains the guiding policy document for land use and development within the County. In accordance with the Municipal Government Act, all statutory plans must be consistent with the MDP; therefore, the Windsor ASP has been prepared in alignment with its policies and direction.

Section 5 of the MDP identifies the Clairmont Urban Area as the County's primary growth node, intended to accommodate long-term, urban-scale development. The MDP establishes an expanded Hamlet boundary for Clairmont to support comprehensive planning and coordinated infrastructure investment. Within this context, the Windsor ASP area is designated in MDP Map 3 as predominantly residential, with commercial and light industrial uses strategically located along Highway 43 and Range Road 63 (116 Street) to provide appropriate land use transitions and support local and regional economic activity.

The MDP also emphasizes the creation of vibrant, complete communities. Policy 5.13 encourages the inclusion of neighbourhood focal points within residential areas, such as park spaces, commercial nodes, and medium- or high-density housing. The Windsor ASP reflects this direction through its mixed-use nodes and integrated open space network, ensuring each neighbourhood has a defined centre that promotes walkability, social interaction, and access to community amenities.

The Windsor ASP is consistent with the current MDP and remains adaptable to align with the County's emerging policies as part of the ongoing MDP update process.

2.4 Land Use Bylaw, No. 2680

The County of Grande Prairie No. 1 Land Use Bylaw (LUB) regulates day-to-day land use and development within the County. It establishes a range of land use districts, each with defined permitted and discretionary uses, development regulations, and standards. These districts provide the regulatory framework that will guide future zoning as subdivision and development proceed within the Windsor ASP area.

The anticipated zoning includes districts appropriate for serviced residential, commercial, and light industrial development. The residential areas will support a range of housing forms and densities, while the commercial and light industrial areas will accommodate business, retail, and employment uses that complement the surrounding community. Some areas may initially remain under a holding or transitional designation until detailed planning and servicing are in place.

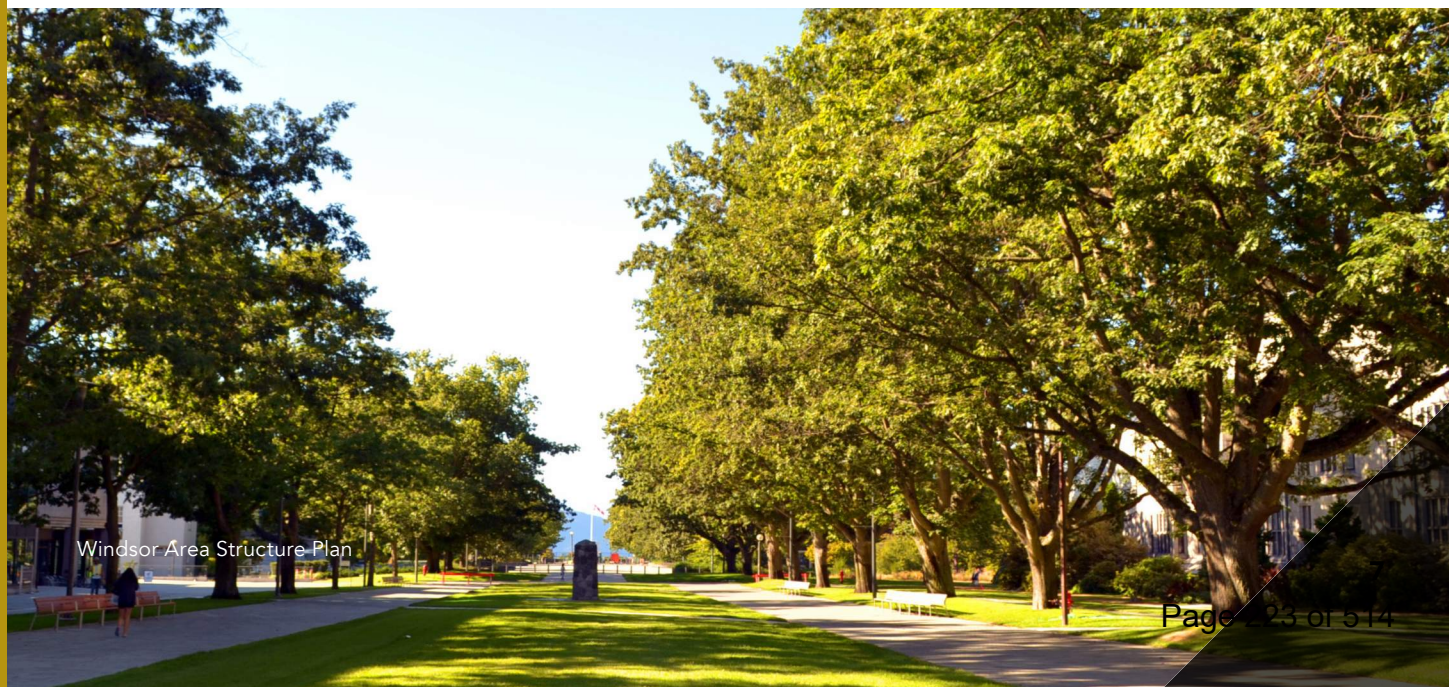
No new or site-specific land use districts are proposed at this time. Development will proceed under the framework of the existing LUB.

Map 3 - Existing Land Use and Zoning identifies the current zoning within the Plan Area. These existing districts will remain in effect until subdivision or rezoning is initiated. At that time, lands proposed for development will be rezoned to the appropriate district(s) to accommodate the intended use and density. For the purposes of this ASP, proposed land uses and density assumptions are conceptual, and zoning boundaries illustrated within the Plan are general in nature and may be refined through future subdivision or rezoning applications.

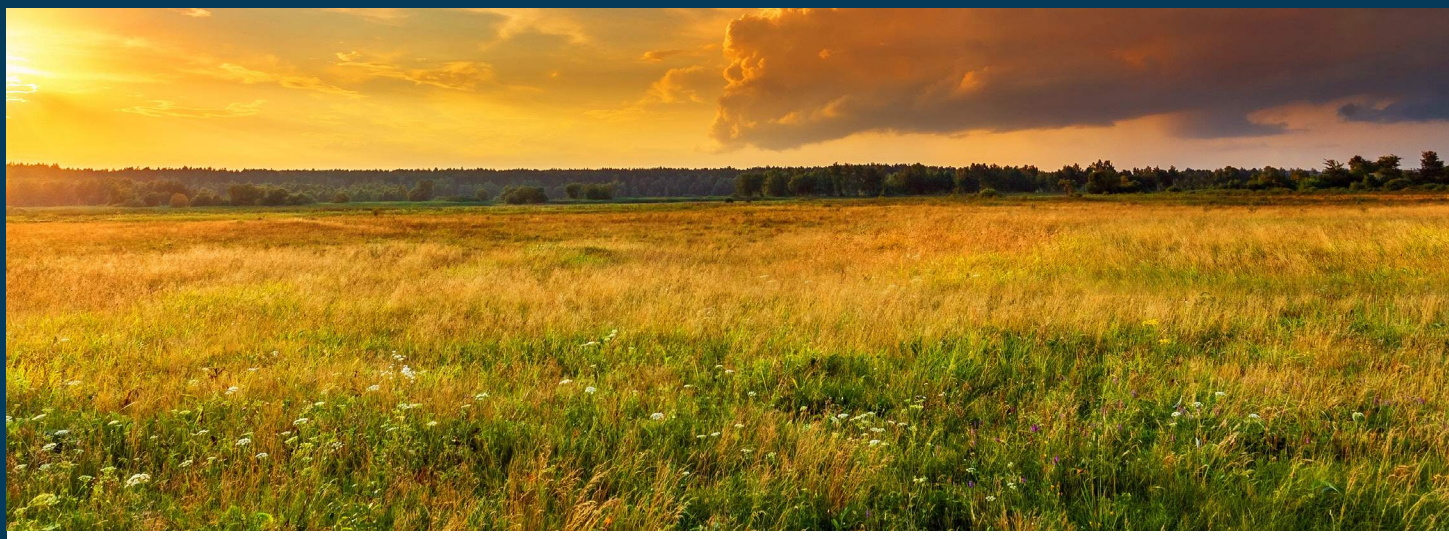
Until development begins, most lands within the ASP area will continue to be used for agriculture and other existing rural activities. These uses are expected to remain in place under their current zoning designations until such time as development proceeds and the lands are redesignated to align with the land uses identified in this Plan.

2.5 Matters Related to Subdivision and Development Regulation

The preparation of this Plan is consistent with Section 14 of the Matters Related to Subdivision and Development Regulation under the Province of Alberta. It is intended that the Plan receive approval from the Minister of Transportation and Economic Corridors in accordance with this section.



3.0 SITE & DEVELOPMENT CONSIDERATIONS



3.1 Land Suitability and Physical Conditions

The Plan Area generally slopes from northeast to southwest, with gently undulating topography. The highest elevations occur in the southeast corner, while the lowest areas are located in the southwest portion of the Plan Area. As the land is largely cultivated, areas that may be unsuitable for development are primarily those that are low-lying and function as natural water retention zones. Much of this land is situated in the southwest portion of the Plan Area adjacent to Bear Creek. In addition, several smaller low-lying pockets that tend to retain water are located along Range Road 63 (116 Street). It is intended that many of these areas will be incorporated into the stormwater management system, taking advantage of their natural drainage features and ecological functions.

Map 2 – Topography illustrates existing conditions and the natural features of the area. Beyond the identified lowlands, drainage courses are generally delineated by vegetation such as tree stands. Overall, there are few significant constraints to development within the Plan Area.

A biophysical inventory of the subject lands was completed by Matrix Solutions Inc. in April 2017. The study identified various wetland classifications within the Plan Area and concluded that the anticipated development of residential and commercial lands, along with the proposed stormwater management systems in N½ 3-72-6-W6M and 10-72-6-W6M, would result in the permanent loss of approximately 14.28 hectares of wetlands. As part of the mitigation strategy, two existing wetlands are proposed to be integrated into two of the six stormwater management (SWM) ponds, each designed to include approximately 20% littoral zone to provide partial wetland replacement.

No changes are anticipated to the species composition of aquatic flora and fauna or to surface water quality in wetlands located outside the Plan Area. The use of these wetlands for stormwater discharge will help ensure they continue to receive runoff from the broader catchment area including adjacent agricultural lands and the business park, thereby maintaining natural wetland hydrology.

In addition, a geotechnical investigation conducted by Parkland Geotechnical Ltd. in 2016 found no significant soil constraints that would limit development potential within the Plan Area.

3.2 Land Ownership

The Windsor Area Structure Plan is comprised entirely of privately owned lands, and those landowners were consulted throughout the planning process in the preparation of this document.

3.3 Existing Land Use and Zoning

The Plan Area currently contains a range of land uses. The predominant use is agriculture, with a significant portion of the land remaining under active cultivation. Associated with these agricultural operations are farm-related uses such as residences, barns, and storage buildings.

In the northwest corner of the Plan Area, at the junction of Range Road 63 (116 Street) and Highway 43, there are two residential properties with several associated outbuildings. Access to these properties is provided via an existing service road.

Three existing industrial uses are located along the west side of the Plan Area adjacent to Range Road 63 (116 Street). One of these sites currently has direct access to the roadway, while the others are accessed via internal subdivision roads.

Bear Creek traverses the southwest corner of NW-3-72-6-W6M, defining the Plan Area boundary within this quarter section.

Along Range Road 62 (108 Street), the southern portion of the Plan Area remains under active cultivation. Moving north into SE-10-72-6-W6M, three residential parcels have been subdivided over time, reducing agricultural operations on that quarter. Several residences and accessory buildings are located within this area, along with limited pasture lands.

In NE-10-72-6-W6M, a farmstead occupies the southern portion of the quarter section, with the remainder largely cultivated.

Surrounding land uses are as follows:

- **West:** Lands within the City of Grande Prairie, identified in the Bear Creek North Area Structure Plan, currently used for agriculture but planned for future residential and commercial development.
- **South:** The Bear Creek Golf Course and the City's Arbour Hills residential area.
- **East:** Residential subdivisions of Whispering Ridge and Westlake Village, located within the County. Existing plans identify Whispering Ridge as extending southward toward the City.
- **North:** Highway 43, with lands north of the highway designated for future industrial development.

There is one identified historical oil and gas well within the Plan Area.

3.4 Protective and Emergency Services

The safety and well-being of residents and businesses within the Plan Area depend on the availability of efficient and reliable protective and emergency services. This subsection provides an overview of the current policing, emergency medical, and fire protection services available to the Hamlet of Clairmont, as well as anticipated future service needs associated with population growth and development in the area.

Policing: The Hamlet of Clairmont is currently policed and patrolled by the Grande Prairie Rural RCMP, operating from the detachment located in the City of Grande Prairie. Current staffing levels are considered adequate for the existing population. However, as the population increases by an estimated 9,700 people, additional human resources will be required, including both police officers and administrative support staff.

Emergency Medical Services: The Plan Area is located approximately 1.75 miles (2.82 kilometers) north of the Grande Prairie Regional Hospital. Range Road 62 (108 Street) provides a nearly direct connection between the Plan Area and the hospital. Current service capacity is adequate and generally based on regional EMS demand. Should demand in the region exceed existing capacity, the establishment of a new EMS station will be considered.

Fire Services: Fire protection services for the Hamlet of Clairmont are provided by the County of Grande Prairie No. 1 Fire Department. The nearest fire hall is located in the Community Services Building in Clairmont, approximately three miles from the Plan Area. With the anticipated future construction of a flyover at Range Road 62 (108 Street) and Highway 43, travel distance will be reduced to approximately two miles.

Fire protection remains a high priority for Clairmont residents. The County's fire services are considered adequate at this time; however, service requirements may evolve as the Hamlet's population exceeds 10,000 residents. The estimated response time from the nearest fire hall to the Plan Area is approximately five minutes.

3.5 Historic Resources

A search of the Government of Alberta's Listing of Historic Resources was conducted by the Heritage Division of Alberta Culture and Community Services in April 2025. The department advised that a Historic Resources Impact Assessment (HRIA) may be required prior to development proceeding on certain lands within the Plan Area. All development proposals within the Windsor ASP area must be referred to the Historic Resources Management Branch for review and clearance prior to approval.

4.0 DEVELOPMENT CONCEPT

4.1 Overview

Map 4 – Development Concept illustrates the overall development pattern for the Plan Area, while Maps 4A through 4F provide more detailed concepts for each quarter section. This Plan establishes a general framework to guide future subdivision and development, with exact land use boundaries and configurations to be confirmed at subsequent planning stages. The intent is to create a high-quality residential community that meets or exceeds County standards for servicing, accessibility, and recreation, while incorporating sustainable and environmentally responsible design practices.

Given the proximity to Highway 43 and Range Road 63 (116 Street), there are opportunities for commercial development along these corridors. Municipal Reserve areas will accommodate trails, parks, and school sites, and may also serve as buffers between residential and commercial uses. Low-lying lands prone to flooding will be designated as Environmental Reserve, and drainage courses will be protected through easements or Public Utility Lots (PULs) where appropriate.

A quarter-by-quarter breakdown of proposed land uses is provided below.

4.2 Goal

To develop the Windsor ASP area into a desirable, family-friendly urban community where residents enjoy a high quality of life.

4.3 Objectives

a. Provide a clear and consistent planning framework to guide the future development of the Plan Area in alignment with the goals of the County of Grande Prairie No. 1 and the Clairmont Urban Area.

b. Support the continued growth of the Clairmont area through the development of a balanced mix of residential and commercial land uses.

c. Foster a strong sense of community through an integrated mix of complementary land uses.

d. Accommodate a variety of residential densities to support housing diversity and choice.

e. Incorporate the natural landscape into the design of the community, taking advantage of existing topography and environmental features.

f. Establish an efficient, economical, and sustainable development concept for the Plan Area.

g. Ensure that new development integrates compatibly with adjacent lands and existing uses beyond the Plan boundary.

h. Develop a safe and efficient transportation system that serves the mobility needs of the community and connects seamlessly with the surrounding network.

4.4 Concept for NW-10-72-6-W6M

The majority of this quarter section is identified for future low-density residential development. The final zoning designation will be confirmed at the time of subdivision approval. The detailed development concept for this quarter section is illustrated in **Map 4A – Development Concept – NW-10-72-6-W6M**.

Given the proximity to Range Road 63 (116 Street), Highway 43, and the proposed interchange at this location, lands adjacent to these key transportation corridors are intended for commercial development to serve both local residents and highway traffic.

An existing service road bisects the quarter section, forming a logical boundary between the primary residential area and the Highway 43/Range Road 63 (116 Street) interface. Lands west and north of this service road are identified for commercial development, with some additional commercial / industrial uses anticipated along the west side of the service road leading into the neighbourhood. Existing country residential in this area are expected to transition over time, with future development emphasizing commercial uses compatible with adjacent residential areas.

The Plan also includes medium-density housing along major collector roads and near the proposed roundabout in proximity to the joint school site. This area may include a range of housing forms such as townhomes, duplexes, and multi-unit dwellings, with opportunities for seniors housing depending on market demand.

Existing low-lying areas will be integrated into the stormwater management system for this quarter section. Further details are provided in **Section 7 – Municipal Services** and in the Windsor Stormwater Management Strategy.

Municipal Reserve (MR) will be dedicated in a manner that provides accessible parks and open spaces for local residents. It is anticipated that 100% of the MR requirement will be provided as land, and all park spaces developed on MR lands will be constructed to County standards.

A portion of the MR dedication will be directed to the southeast portion of this quarter to help assemble a larger site for school development, utilizing MR allocations from both NW-10 and SW-10.

4.5 Concept for NE-10-72-6-W6M

This quarter section is planned primarily for low-density residential development, similar to the adjacent quarter section in NW-10-72-6-W6M. A service road divides the quarter, creating a logical boundary for a commercial buffer between residential uses and Highway 43. The detailed development concept for this quarter section is illustrated in **Map 4B – Development Concept – NE-10-72-6-W6M**.

Lands south of the service road are intended for low-density residential use. The final zoning designation will be determined at the time of subdivision approval in accordance with the County's Land Use Bylaw.

Two medium-density residential areas are identified adjacent to Range Road 62 (108 Street) at the main entrances to the Plan Area and near the proposed elementary school site. These locations may also support seniors housing, taking advantage of their proximity to the future school and the complementary relationship between these land uses. A range of housing forms such as duplexes, townhomes, and multi-unit dwellings may be accommodated depending on market demand.

Lands along Highway 43 and north of the service road are identified for commercial development. This area may accommodate a mix of retail, service commercial, business park, or light industrial uses, given its high visibility and access to major transportation corridors, including the planned Range Road 62 (108 Street) flyover.

An alternate or temporary stormwater management facility may be required within this quarter section and is proposed in the southwest corner. This configuration would allow the proposed joint school site in NW-10-72-6-W6M to extend across the quarter boundary, forming a larger shared park and stormwater feature. Final sizing of the facility will be confirmed through detailed design.

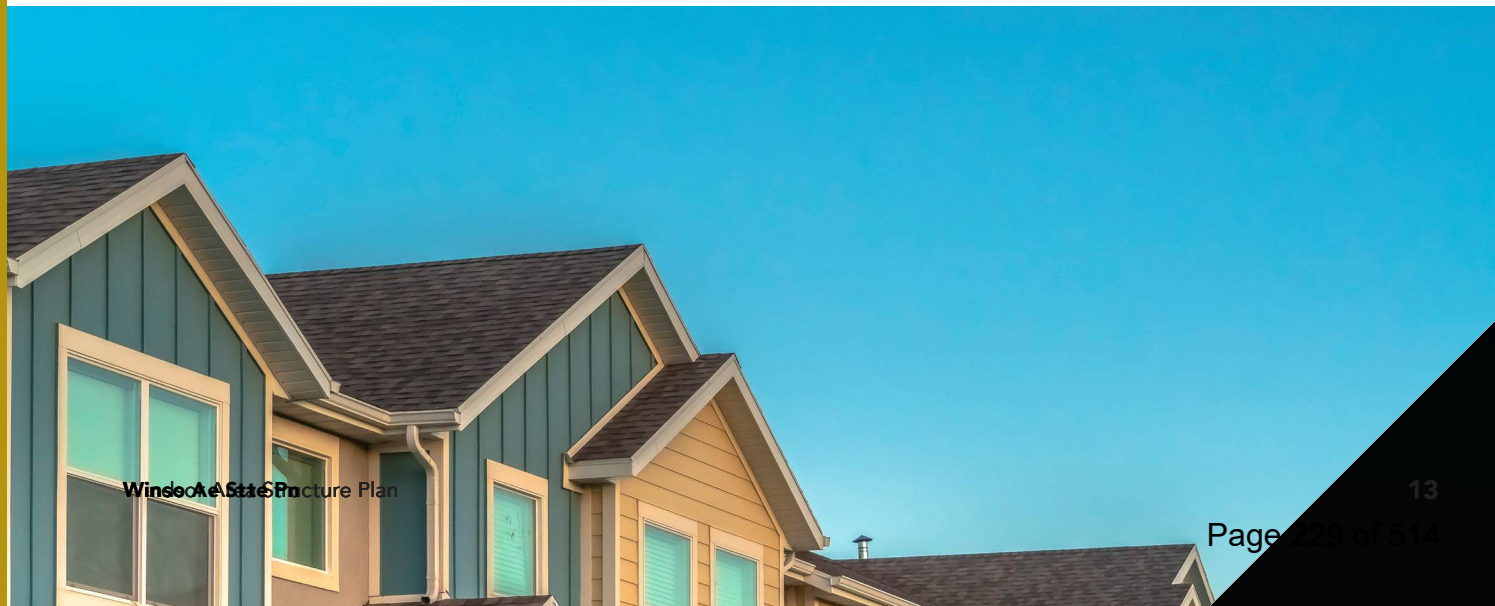
Municipal Reserve (MR) will be allocated throughout the quarter to provide local parks and green spaces. All parks and playgrounds will be developed to County standards. A school site is proposed in the eastern portion of the quarter, adjacent to Range Road 62 (108 Street) and the internal collector roadway.

4.6 Concept for SW-10-72-6-W6M

This quarter section presents several challenges for residential and commercial development due to existing industrial land uses along Range Road 63 (116 Street). These industrial sites are currently serviced by an internal subdivision road. The detailed development concept for this quarter section is illustrated in **Map 4C – Development Concept – SW-10-72-6-W6M**.

As the Windsor Area Structure Plan (ASP) area is primarily residential in nature, there is potential for land use conflict between existing industrial operations and future residential neighbourhoods.

While the ASP recognizes the continued operation of existing industrial uses, expansion of industrial activity in this area is not supported. A transition between industrial and residential areas will be achieved through the introduction of green spaces, roadway systems, and landscaped berms to provide effective buffering (see **Figure 2: Industrial Buffer Concept**).



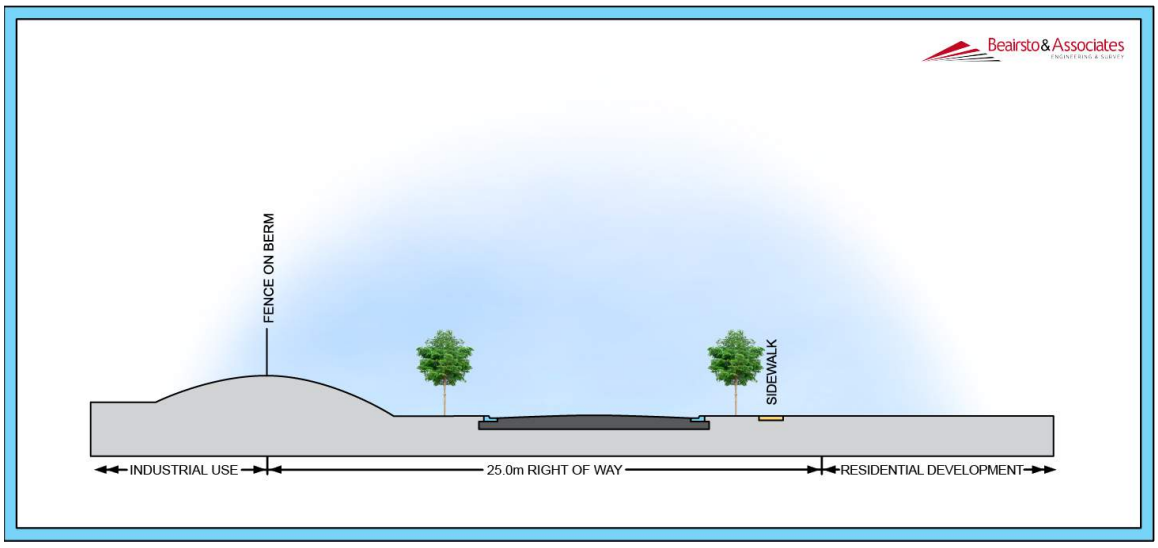


Figure 2: Industrial Buffer Concept

In the longer term, as the external road network expands and regional traffic volumes increase, it is anticipated that industrial demand in this area will decline while commercial opportunities will become more viable. The transition from industrial to commercial uses is supported without requiring an amendment to this ASP. The proposed buffering between residential and industrial uses will also function effectively between residential and commercial developments.

Residential development within this quarter will occur at low density, with the final zoning designation to be determined at the time of subdivision approval in accordance with the County's Land Use Bylaw.

Commercial development within this quarter will be focused along major transportation corridors and key intersections to serve both local residents and regional traffic.

Existing low-lying and wet areas along Range Road 63 (116 Street) will be incorporated into the stormwater management system for this area.

Municipal Reserve (MR) dedication will be directed toward the northeast portion of the quarter to contribute to the joint school site, and will also align with the stormwater corridor (Windsor Parkway) traversing the southeast portion of the quarter. Additional neighbourhood park space is proposed in the northern area of the quarter to complement these larger MR parcels. Further details regarding the stormwater corridor are provided in Section 7 – Municipal Services.

4.7 Concept for SE-10-72-6-W6M

The majority of this quarter section is identified for low-density residential development. The final zoning designation will be determined at the time of subdivision approval in accordance with the County's Land Use Bylaw. The detailed development concept for this quarter section is illustrated in **Map 4D – Development Concept – SE-10-72-6-W6M.**

This quarter contains the primary drainage outlet for lands to the east, which will form an integral part of the stormwater management system for the overall Plan Area. A stormwater management pond will be located on the west side of the quarter, serving as part of the proposed stormwater corridor. This corridor will also function as a green space and trail network, linking multiple areas within the Plan Area.

To reflect the importance of this drainage corridor and the opportunity it presents as a multi-purpose park and stormwater facility, the area will be known as Windsor Parkway. Neighbourhood parks will be located adjacent to Windsor Parkway to enhance connectivity and maximize open space. All Municipal Reserve (MR) sites will be developed to County standards.

A Neighbourhood Commercial site is proposed in the southeast corner of the quarter section, adjacent to the primary collector road through SE-10, Range Road 62 (108 Street), and the proposed school site within the adjacent quarter section to the south.

4.8 Concept for NW-3-72-6-W6M

The NW-3-72-6-W6M quarter section is bounded by Range Road 63 (116 Street) to the west and Bear Creek to the south. The proximity to Bear Creek, combined with the area's topography, presents certain development challenges. Lands adjacent to Bear Creek and those within the flood fringe will be preserved in their natural state through dedication as Environmental Reserve (ER). The detailed development concept for this quarter section is illustrated in **Map 4E – Development Concept – NW-3-72-6-W6M**.

Similar to the rest of the Plan Area, the majority of this quarter is identified for low-density residential development. Should any manufactured housing be proposed, it will be appropriately buffered and screened from adjacent land uses to ensure compatibility with surrounding residential development.

Existing development within this quarter is limited. A single detached dwelling is located in the southwest corner, and an irregularly shaped parcel containing a shop also exists within the quarter section.

Stormwater management for this area includes the extension of Windsor Parkway from the north. A stormwater management pond will be located near the flood fringe to take advantage of the natural topography. Final pond sizing and outflow design will be determined at the detailed design and subdivision stages, based on the established outflow elevation to Bear Creek.

Due to the area's topography, overland stormwater conveyance will be required for lands located south of the major collector roadway. Further detail is provided in the Southwest Clairmont Stormwater Management Strategy Report.

A major collector road connecting to Range Road 63 (116 Street) traverses this quarter. The intersection of this roadway with Range Road 63 (116 Street) serves as a primary entrance to the Plan Area and offers an opportunity for high-quality commercial development. Every effort should be made to create an attractive gateway with attention to the design and character of municipal infrastructure. The remaining frontage along Range Road 63 (116 Street) is also intended for commercial uses, taking advantage of its exposure to this major arterial corridor. Commercial development in this area should demonstrate a high standard of building design and landscaping, consistent with the County's Design Guidelines.

There is an opportunity to establish a trail corridor along the Bear Creek area, with pedestrian linkages connecting development within the County to that of the City. The ASP supports collaboration with the City of Grande Prairie to integrate these connections into the broader regional trail network.

4.9 Concept for NE-3-72-6-W6M

This quarter section contains the highest elevation within the overall development area. Similar to other lands in the Plan Area, the predominant land use will be low-density residential. The detailed development concept for this quarter section is illustrated in **Map 4F – Development Concept – NE-3-72-6-W6M**.

A large Municipal Reserve (MR) site is identified in the northeast corner of the quarter section to accommodate a joint school site, consisting of a Public Division High School and a Separate Division Elementary School. To assemble this joint site, additional MR allocation from other lands owned by the same landowner will be required. As a result, this quarter section will contain more than 10% MR dedication, while other lands held by the same landowner will contain proportionately less.

The drainage course running westward will be protected and integrated into the stormwater management system for this area. It will also serve as a trail and open space corridor, providing pedestrian connectivity to Whispering Ridge, located east of the Plan Area.

A small area of medium-density residential development is identified in the southeast portion of the quarter, adjacent to the major collector road and its intersection with Range Road 62 (108 Street).

Lands located adjacent to the south boundary of the Plan Area, illustrated as white (unshaded) lands on the Development Concept, may present opportunities for future residential development. These lands have the potential to connect to the Arbour Hills Area Structure Plan within the City of Grande Prairie. Should annexation occur, they may ultimately form part of the Arbour Hills development area. Alternatively, the lands may be developed for residential purposes within the County, subject to a developer proceeding under the applicable municipal planning framework.

4.10 Residential Policies

The predominant land use within the Plan Area will be single-detached (low-density) residential development. Any manufactured home development within the Plan Area will be appropriately buffered and screened from adjacent land uses to ensure compatibility.

Select areas will accommodate medium-density residential development, the timing and extent of which will depend on market conditions. The ASP identifies locations best suited for medium-density housing, which may include duplexes, triplexes, row housing, and other similar forms, as well as seniors housing where appropriate.

Low-Density Residential: The majority of the ASP area will be developed as low-density, single-detached housing. These areas will provide a variety of lot sizes and housing options designed to complement the surrounding rural character while allowing for efficient servicing and logical subdivision design.

Medium-Density Residential: Medium-density housing will be strategically located near the intersections of collector and arterial roadways to enhance accessibility and support walkability. These areas will accommodate a range of housing forms and densities that contribute to neighbourhood diversity and provide opportunities for affordable and alternative housing types.

4.11 Commercial Policies

Commercial development within the Plan Area will occur in two primary forms, each serving a distinct purpose within the broader community framework.

Corridor Commercial: Lands designated along the north and west boundaries of the Plan Area, adjacent to Highway 43 and Range Road 63 (116 Street), are intended to accommodate high-visibility, corridor-oriented commercial uses that serve both regional traffic and local needs. These areas may include professional offices, small-scale retail outlets, service stations, and other complementary commercial services within a well-designed, visually cohesive setting.

Neighbourhood Commercial: Additional neighbourhood-scale commercial development is anticipated to serve local residents. While specific locations have not yet been finalized, one potential site has been identified along Range Road 62 (108 Street), though this may be refined or expanded as market conditions evolve. Limited local commercial uses may also be accommodated at key intersections of collector roads and other significant routes within the Plan Area. These neighbourhood commercial uses will not require an amendment to this ASP.

Commercial sites located at major entrances to the Plan Area will be required to achieve a high standard of design and landscaping in accordance with the County's Design Guidelines. Building design, site layout, and landscaping will be reviewed at the development permit stage to ensure that entryway commercial sites contribute positively to neighbourhood character, aesthetics, and visual appeal.

4.12 Industrial Policies

There are a limited number of existing industrial uses within the Plan Area, primarily located in the southwest and northwest portions. Significant areas for industrial development have already been identified elsewhere within the Hamlet of Clairmont; therefore, this ASP does not contemplate additional industrial development beyond the recognition of existing sites.

Given that the predominant land use within the Plan Area is residential, industrial activity will remain restricted to existing locations, with no expansion permitted.

Appropriate transition measures—such as green space buffers, berms, and roadway separation—will be incorporated between existing industrial sites and new residential development to ensure compatibility and visual screening.

Should existing industrial operations cease, the affected lands are expected to transition to commercial use, supporting future redevelopment that aligns with the surrounding commercial and residential character of the area.

4.13 Population Projections

Based on the land area designated for low-density and medium-density housing, the projected population yield within the Windsor Area Structure Plan (ASP) area is approximately 9,600 residents.

The population projections are derived from assumptions informed by the most recent Statistics Canada Census, which identifies an average household size of 2.9 persons per dwelling for low-density housing and 2.6 persons per dwelling for medium-density housing.

For calculation purposes, residential density factors of 18 units per hectare for low-density housing and 44 units per hectare for medium-density housing were applied.

4.14 School Enrollment Projections

School enrollment projections for the Windsor Area Structure Plan (ASP) are based on the following assumptions:

a. Enrollment is divided between Public and Separate (Catholic) systems, with approximately two-thirds (2/3) of students attending Public schools and one-third (1/3) attending Catholic schools.

b. The school-age population is estimated at 22% of the total projected population.

c. Schools are organized under K–8 and 9–12 grade configurations.

d. The total population at full build-out is projected to be approximately 9,600 residents.

Based on these assumptions, total school enrollment at full build-out is projected to be approximately 2,112 students, with 1,408 students in the Public system and 704 students in the Catholic system.

TABLE 1: TOTAL SCHOOL ENROLLMENTS		
	PUBLIC (PEACE WAPITI)	SEPARATE (GP CATHOLIC)
K-8	986	493
9-12	422	211
TOTAL	1,408	704

To accommodate the projected student population within the Windsor ASP area:

- The Public system will require two K–8 schools, each with a capacity of approximately 500 students.
- The Separate system will require one K–8 school of similar capacity.
- Public Division high school students (Grades 9–12) will be accommodated in a proposed Public High School site located in NE-3-72-6-W6M. This facility will also serve a larger attendance area beyond the Windsor ASP and is preliminarily designed for 1,200 students.
- GP Catholic high school students will be accommodated at St. John Paul II Catholic High School, located approximately 400 metres south of the Windsor ASP area.

Site requirements:

- K–8 schools: Minimum of 7–8 acres per site.
- 9–12 school: Minimum of 14 acres.

4.15 Estimated Land Use Areas

TABLE 2: LAND USE STATISTICS – NW-10-72-6-W6M (SEE MAP 4A)		
LAND USE TYPE	**HECTARES**	**% OF NET DEVELOPABLE AREA**
MUNICIPAL RESERVE	7.27	11.2 %
ROADWAYS	16.75	25.9 %
RESIDENTIAL - LOW DENSITY	19.80	30.6 %
RESIDENTIAL - MEDIUM DENSITY	1.59	2.5 %
COMMERCIAL / INDUSTRIAL	17.00	26.3 %
STORMWATER MANAGEMENT	2.29	3.5 %
TOTAL NET DEVELOPABLE AREA	64.70	100 %

RESIDENTIAL TYPE	AREA (HA)	UNITS	POPULATION	DENSITY	PERSONS / UNIT
LOW DENSITY	19.80	356	1,032	18 UPH	2.9 PPL/UNIT
MEDIUM DENSITY	1.59	70	182	44 UPH	2.6 PPL/UNIT
TOTAL	21.39	426	1,214	-	-

TABLE 3: LAND USE STATISTICS – NE-10-72-6-W6M (SEE MAP 4B)		
LAND USE TYPE	**HECTARES**	**% OF NET DEVELOPABLE AREA**
MUNICIPAL RESERVE	5.87	9.1 %
ROADWAYS	16.15	25.0 %
RESIDENTIAL LOW DENSITY	27.41	42.4 %
RESIDENTIAL MEDIUM DENSITY	2.73	4.2 %
RESIDENTIAL - REDEVELOPMENT[1]	1.86	2.9 %
COMMERCIAL	10.69	16.5 %
TOTAL NET DEVELOPABLE AREA	64.71	100 %

RESIDENTIAL TYPE	AREA (HA)	UNITS	POPULATION	DENSITY	PERSONS / UNIT
LOW DENSITY	29.27	527	1,528	18 UPH	2.9 PPL/UNIT
MEDIUM DENSITY	2.73	120	312	44 UPH	2.6 PPL/UNIT
TOTAL	32.00	647	1,840	-	-

[1] *Residential – Redevelopment lands are included within Low Density Residential for calculation purposes.*

TABLE 4: LAND USE STATISTICS – SW-10-72-6-W6M (SEE MAP 4C)		
LAND USE TYPE	**HECTARES**	**% OF NET DEVELOPABLE AREA**
MUNICIPAL RESERVE	7.91	12.2 %
ROADWAYS	12.89	20.0 %
RESIDENTIAL - LOW DENSITY	25.12	38.8 %
COMMERCIAL / INDUSTRIAL	14.20	22.0 %
STORMWATER MANAGEMENT	4.57	7.1 %
TOTAL NET DEVELOPABLE AREA	64.69	100 %

RESIDENTIAL TYPE	AREA (HA)	UNITS	POPULATION	DENSITY	PERSONS / UNIT
LOW DENSITY	25.12	452	1,311	18 UPH	2.9 PPL/UNIT
TOTAL	25.12	452	1,311	-	-

TABLE 5: LAND USE STATISTICS – SE-10-72-6-W6M (SEE MAP 4D)		
LAND USE TYPE	**HECTARES**	**% OF NET DEVELOPABLE AREA**
MUNICIPAL RESERVE	4.64	7.2 %
ROADWAYS	12.02	18.5 %
RESIDENTIAL LOW DENSITY	28.20	43.6 %
RESIDENTIAL - REDEVELOPMENT[1]	13.01	20.1 %
COMMERCIAL	2.06	3.2 %
STORMWATER MANAGEMENT	4.81	7.4 %
TOTAL NET DEVELOPABLE AREA	64.74	100 %

RESIDENTIAL TYPE	AREA (HA)	UNITS	POPULATION	DENSITY	PERSONS / UNIT
LOW DENSITY	41.21	742	2,151	18 UPH	2.9 PPL/UNIT
TOTAL	41.21	742	2,151	-	-

[1]*Residential – Redevelopment lands are included within Low Density Residential for calculation purposes.*

TABLE 6: LAND USE STATISTICS – NW-3-72-6-W6M (SEE MAP 4E)		
LAND USE TYPE	**HECTARES**	**% OF NET DEVELOPABLE AREA**
GROSS DEVELOPABLE AREA	64.77	
ENVIRONMENTAL RESERVE	10.28	
TOTAL NET DEVELOPABLE AREA	54.49	100 %
MUNICIPAL RESERVE	5.18	9.5 %
ROADWAYS	10.51	19.3 %
RESIDENTIAL LOW DENSITY	20.58	37.8 %
RESIDENTIAL - REDEVELOPMENT[1]	4.64	8.5 %
COMMERCIAL / INDUSTRIAL	6.32	11.6 %
STORMWATER MANAGEMENT	7.26	13.3 %

RESIDENTIAL TYPE	AREA (HA)	UNITS	POPULATION	DENSITY	PERSONS / UNIT
LOW DENSITY	25.22	454	1,316	18 UPH	2.9 PPL/UNIT
TOTAL	25.22	454	1,316	-	-

[1]*Residential – Redevelopment lands are included within Low Density Residential for calculation purposes.*

TABLE 7: LAND USE STATISTICS – NE-3-72-6-W6M (SEE MAP 4F)		
LAND USE TYPE	**HECTARES**	**% OF NET DEVELOPABLE AREA**
MUNICIPAL RESERVE	4.00	7.7 %
ROADWAYS	13.83	26.8 %
RESIDENTIAL LOW DENSITY	27.60	53.4 %
RESIDENTIAL - MEDIUM DENSITY	2.96	5.7 %
STORMWATER MANAGEMENT	3.30	6.4 %
TOTAL NET DEVELOPABLE AREA	51.69	100 %

RESIDENTIAL TYPE	AREA (HA)	UNITS	POPULATION	DENSITY	PERSONS / UNIT
LOW DENSITY	27.60	497	1,441	18 UPH	2.9 PPL/UNIT
MEDIUM DENSITY	2.96	130	338	44 UPH	2.6 PPL/UNIT
TOTAL	30.56	627	1,779	-	-

5.0 PARKS, TRAILS AND OPEN SPACE

5.1 Overview

A network of interconnected parks and open spaces contributes significantly to the livability and sustainability of the Windsor community. Park sites with playfields are incorporated as part of school sites within the Plan Area and are complemented by smaller pocket parks and tot lots located throughout residential neighbourhoods.

A central parkway corridor traverses much of the Plan Area from northeast to southwest, integrating stormwater management facilities, passive recreation areas, and an interconnected trail system. This corridor provides the framework for an extensive multi-use trail network that supports walking, cycling, and cross-country skiing in winter, linking residential areas with parks, schools, and the regional trail system.

The general size and location of all school sites identified in this ASP were determined in consultation with the County of Grande Prairie No. 1, the Peace Wapiti Public School Division, and the Grande Prairie Catholic School Division. Each school site has been planned to include appropriate playfields and playgrounds to support active recreation.

5.2 Goals

a. Provide opportunities for recreation, education, and social gathering within the ASP area, interconnected through a comprehensive multi-use trail network.

b. Establish connections between the parks and open space system, school sites, and the multi-use trail network, linking them to the broader regional trail system.

5.3 Objectives

a. Locate schools, playfields, parks, and community facilities so they are highly visible and easily accessible through a well-designed, interconnected network of roads, trails, and open space.

b. Provide opportunities for both indoor and outdoor recreation, including parks, gathering spaces, and social areas that can accommodate community events and activities.

5.4 Community Open Space Framework

Neighbourhood Parks: Neighbourhood parks, shown on **Map 5 – Parks, Trails and Open Space Concept**, are strategically distributed throughout the ASP area to ensure that most residents are within a five-minute walk of a park or school site.

Windsor Parkway: A multi-purpose parkway follows the stormwater management facilities and swales within the ASP area. The parkway is designed to preserve natural areas, accommodate stormwater management, provide trail connections and passive recreation opportunities, and maintain wildlife corridors.

Trail Systems: The multi-use trail network connects amenity areas, parks, schools, and open spaces across the ASP area, forming an integrated system that enhances accessibility and community connectivity.

5.5 School Sites

The Windsor Area Structure Plan (ASP) provides a comprehensive framework for accommodating future educational needs within the community. School sites have been strategically located to ensure accessibility, visibility, and integration with adjacent neighbourhoods, parks, and the multi-use trail network.

Elementary Schools:

- A total of four elementary school sites (Kindergarten to Grade 8) are proposed within the Plan Area.
- The first site is situated in the southeast portion of the Plan Area, adjacent to the proposed high school site and Range Road 62 (108 Street).
- The second site is located in the northeast portion of the Plan Area, adjacent to Range Road 62 (108 Street) and two collector roadways, directly across from existing residential areas within Westlake Village.
- A large, centrally located joint school site in the northern half of the Plan Area will accommodate two additional elementary schools, designed to serve multiple neighbourhoods and provide strong pedestrian connectivity via the trail and open space network.

High School:

- The proposed high school site is located in the southeast portion of the Plan Area, adjacent to Range Road 62 (108 Street). This location provides excellent accessibility from both local neighbourhoods and the surrounding rural area. The site is designed to serve not only Windsor residents but also a broader regional student population.

5.6 Municipal Reserve

At the time of subdivision, 10 percent of the developable land shall be dedicated as Municipal Reserve (MR) in accordance with the Municipal Government Act (MGA). All MR shall be taken as land, unless it can be demonstrated that the acceptance of cash-in-lieu or deferral will not compromise the provision of parks, recreation areas, or school sites required to meet the long-term needs of the community.

Municipal Reserve shall be provided in accordance with Sections 666, 667, and 668 of the Municipal Government Act, and Section 17 of the Matters Related to Subdivision and Development Regulation.

The provision of parks, playgrounds, and trail systems is an essential component of creating complete and desirable neighbourhoods. Parks and playgrounds will be strategically located to best serve residents, and the trail and pathway system will link all parts of the development both internally and externally to adjacent trail networks, offering a broad range of recreation and active transportation opportunities.

As the predominant land use within the Plan Area is residential, the ASP proposes a comprehensive system of parks, playgrounds, and trails to serve local residents. All such amenities will be designed and constructed to County standards.

With the dedication of MR required for the proposed high school site in the southeast portion of the Plan Area, additional MR land will be acquired through a combination of cash-in-lieu contributions from elsewhere in the County and deferred MR obligations from the landowner of NE-3-72-6-W6M to ensure sufficient reserve for the school site.

It is anticipated that the majority of MR will be dedicated as land rather than cash-in-lieu. However, final subdivision design may recommend an alternative strategy that combines land dedication and cash-in-lieu, where doing so provides a more efficient or practical reserve allocation within the Plan Area.

Planning for parks, playgrounds, schools, and trails will ensure an integrated system of MR areas that link residential neighbourhoods both within the Plan Area and to adjacent developments on surrounding lands.

Approximate school site sizes within the Plan Area are as follows:

- Joint school site (Section 10-72-6-W6M): 6.42 ha
- Elementary school site (NE-3-72-6-W6M): 3.9 ha
- High school site (NE-3-72-6-W6M): 9.14 ha
- Elementary school site (NE-10-72-6-W6M): 3.25 ha

Trails within the Plan Area shall connect to the regional trail network being developed by the City of Grande Prairie and the County of Grande Prairie No. 1, allowing users to access trails throughout the City and extending south through The Dunes to the Wapiti River and the MD of Greenview No. 16.

The development of the Windsor Parkway will serve as a major recreational feature and aesthetic amenity within the Plan Area, enhancing the community's open space system and overall livability.

5.7 Environmental Reserve

The only area within the Plan Area identified for Environmental Reserve (ER) designation is located in the southwest portion of the Plan Area along Bear Creek. The Bear Creek Corridor Assessment established a flood fringe elevation of 659.55 metres. Development is generally not suitable below this elevation; therefore, these areas have been identified as Environmental Reserve lands.

Stormwater management facilities will be developed adjacent to the ER area. It is the intent that all Environmental Reserve lands remain in their natural state and be used only in accordance with the provisions of the Municipal Government Act (MGA).

5.8 Crime Prevention Through Environmental Design

The County and Developers shall apply Crime Prevention Through Environmental Design (CPTED) principles at the subdivision and development stages to ensure streets, public spaces, and parking areas are well-lit, visible, and designed for safe year-round use.

6.0 TRANSPORTATION

6.1 Overview

The road network serving the Plan Area consists of several classifications of roads. Highway 43, located along the north boundary, forms part of the international CANAMEX and Alaska Highway systems. Range Roads 62 and 63 (108 Street and 116 Street, respectively) function as major arterial roads, providing important regional connections between the County and the City of Grande Prairie. Notably, Range Road 62 (108 Street) provides a direct arterial link to the Grande Prairie Regional Hospital site.

Internal collector and local road systems will serve neighbourhoods within the Plan Area and connect to surrounding lands, as outlined below. As illustrated on **Map 6 – Transportation Concept**, roads within the Plan Area will be developed to the following standards: Urban Arterial, Collector, Residential Local, Pedestrian, and Bicycle Trails.

6.2 Goal

Provide an effective and efficient transportation network for the Plan Area that supports multi-modal travel options, including walking, cycling, and future transit opportunities.

6.3 Objectives

a. Establish a hierarchy of roads—including arterials, collectors, and local roads—to ensure efficient vehicular movement and accommodate future public transit.

b. Plan proactively to support future public transit access both to and within the Plan Area.

c. Provide infrastructure that encourages walking and cycling, enhancing connectivity and active transportation.

d. Incorporate a parkway along major drainage corridors to serve as a multi-functional transportation and recreational link.

e. Ensure pedestrian connectivity throughout the Plan Area by linking schools, residential neighbourhoods, and commercial areas through a system of interconnected multi-use pathways and sidewalks

6.4 Roadway Construction Standards

Unless otherwise specified in this ASP, all roadway upgrades within or adjacent to the Plan Area shall be constructed in accordance with the County of Grande Prairie Minimum Design Standards or to the satisfaction of Alberta Transportation and Economic Corridors (ATEC).

6.5 Highway 43

Highway 43 serves as the north boundary of the Plan Area. The highway is part of the Provincial North-South trade corridor and is the bypass for the City of Grande Prairie.

The ASP does not provide for any direct access to the Highway 43. However, there are four access points from Range Road 62 (108 Street) and two access points from Range Road 63 (116 Street). Only Range Road 63 (116 Street) will have direct access to the highway through the existing traffic circle.

The noise factor generated by the traffic on the highway will be addressed in the planning area through land use design which will create a transition between the highway and future residential areas in the form of commercial development. In addition, the use of noise abatement measures such as berms and sound attenuation walls may be developed, as necessary.

The long-term plans for the highway contemplates a full interchange at Range Road 63 (116 Street) and Highway 43. In the short term, the intersection will be treated with a traffic circle with the long-term plan for a full interchange. All the right of way requirements for the interchange have been acquired by Alberta Transportation to accommodate the interchange.

The major impact of the interchange will be the requirement for sufficient land on which to construct the interchange which will impact some existing uses. However, as the highway system develops and the planning area is subdivided, the existing uses will transition to commercial which is compatible with the interchange.

Lastly, the County transportation plans identify a flyover along Range Road 62 (108 Street) connecting the north side of roadway with the south side. Sufficient right of way will be required to be provided at the time of subdivision to accommodate the flyover.

No direct access to Highway 43 will be allowed.

6.6 Arterial Roadways

The two primary access routes serving the Plan Area are Range Road 62 (108 Street) and Range Road 63 (116 Street). The terms Range Road and Street are used interchangeably throughout this ASP.

Both roads are paved two-lane arterials that currently serve as key transportation corridors for both the City and the County, which accounts for the difference in naming conventions. Long-term transportation plans for both municipalities identify these routes as major arterial roadways that will ultimately be upgraded to four lanes.

The total right-of-way requirement for Range Road 63 (116 Street) is 60.0 metres. The lands west of Range Road 63 (116 Street) are located within the City of Grande Prairie, while the County retains ownership and jurisdiction over the roadway itself.

The total right-of-way requirement for Range Road 62 (108 Street) is 45.0 metres.

6.7 Range Road 62 (108 Street)

Range Road 62 (108 Street) forms the eastern boundary of the Plan Area and is currently paved to a two-lane rural standard within the County. The roadway is closed at Highway 43, but continues south into the City of Grande Prairie as 108 Street. The County's Transportation Master Plan identifies this roadway for future widening to a four-lane standard as traffic volumes increase, as well as the construction of a flyover over Highway 43 to connect the north and south segments of Range Road 62 (108 Street). No timeline has yet been established for the overpass construction.

Additional rights-of-way will be required from the Plan Area to accommodate both the future widening and the proposed flyover. The total right-of-way (ROW) width will be 45.0 metres, to be acquired equally from both sides of the roadway. The County has registered caveats on affected properties within the Plan Area to protect for future road widening.

Access to the Plan Area from Range Road 62 (108 Street) will be provided only at strategic, pre-determined locations, aligned with existing and future access points to the east. No direct lot access from individual parcels will be permitted, and existing approaches will be removed as development occurs.

The County also requires the construction of pedestrian trails along both the east and west sides of Range Road 62 (108 Street). Trail construction on the east side has already begun as part of the broader regional trail network. To enhance pedestrian safety, signalized intersections will be incorporated at key crossing points along the roadway.

6.8 Range Road 63 (116 Street)

Range Road 63 (116 Street) forms the western boundary of the Plan Area and functions as a major arterial roadway, serving as a bypass around the City of Grande Prairie. It provides a continuous paved connection from the Correction Line in the south to the Emerson Trail in the north, and serves as the only access point to Highway 43 west of Four Mile Corner.

The long-term transportation plan identifies Range Road 63 (116 Street) for widening to a four-lane arterial standard, with upgrades to occur as traffic volumes increase. At the time of subdivision, the County will acquire land as required to accommodate the future road widening. The total ROW requirement is 60.0 metres, to be obtained equally from both sides of the roadway.

The County also requires the development of a pedestrian trail system along Range Road 63 (116 Street). It has been determined that this trail will be constructed on the east side of the road to serve future residential neighbourhoods.

In accordance with County policy, developers will be responsible for either upgrading the roadway or paying off-site levies toward future improvements.

6.9 Internal Transportation Network

The internal road system within the Plan Area will be developed by the developer to either collector or local road standards. Collector roads will provide access from arterial roads into and throughout the Plan Area, while local roads will serve individual residential lots.

To maintain safety and traffic efficiency, direct residential access to collector roads should be avoided or minimized. However, non-residential developments may be permitted direct access where appropriate.

All internal roads will be constructed to County standards. Collector roads will require a 24.0 m ROW, while local roads will require an 18.0 m ROW with a 13.0 m pavement width.

6.10 Collector Roadways

As shown on **Map 6 – Transportation Concept**, collector roadways are distributed throughout the Plan Area, providing key connections to Range Road 63 (116 Street) and Range Road 62 (108 Street). Parking along collector roads will depend on traffic volumes, adjacent land uses, and development intensity. On-street parking may also be restricted along future public transit routes.

A typical Collector Roadway Cross Section is illustrated in **Figure 3: Collector Roadway Cross Section**.

6.11 Local Roadways

A network of local roadways will provide direct access to individual residential lots, as outlined on **Map 6 – Transportation Concept**. This network will be finalized at the subdivision and detailed design stages. The orientation and layout of local roads will be based on market demand and site conditions, with access generally provided via front driveways, as illustrated in **Figure 5: Residential Local Road (Front Driveway Access) Cross Section**. Where rear lanes are incorporated, access shall be taken from the lane, as shown in **Figure 4: Residential Local Road (Rear Lane Access) Cross Section**.

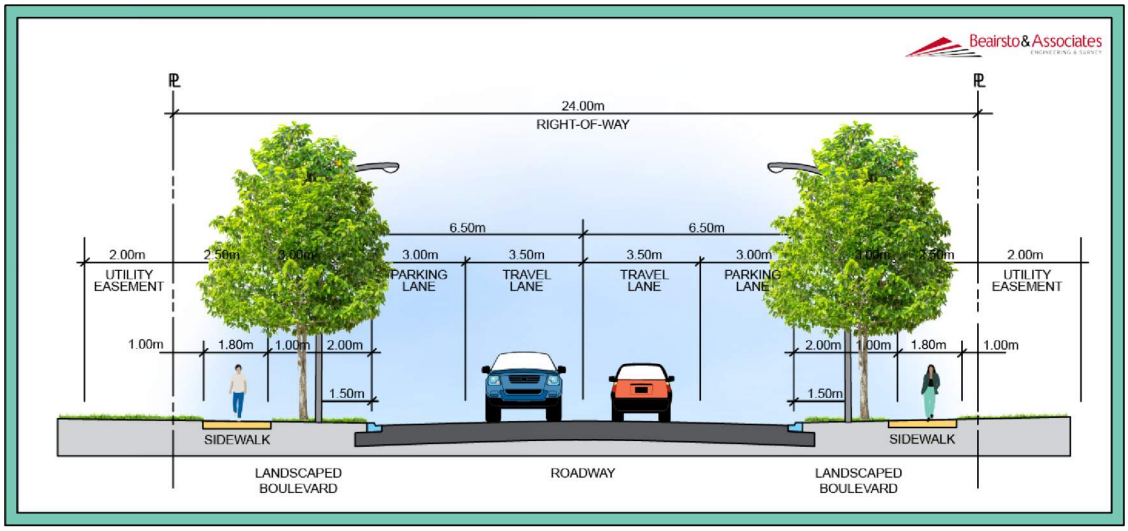


Figure 3: Collector Roadway Cross Section

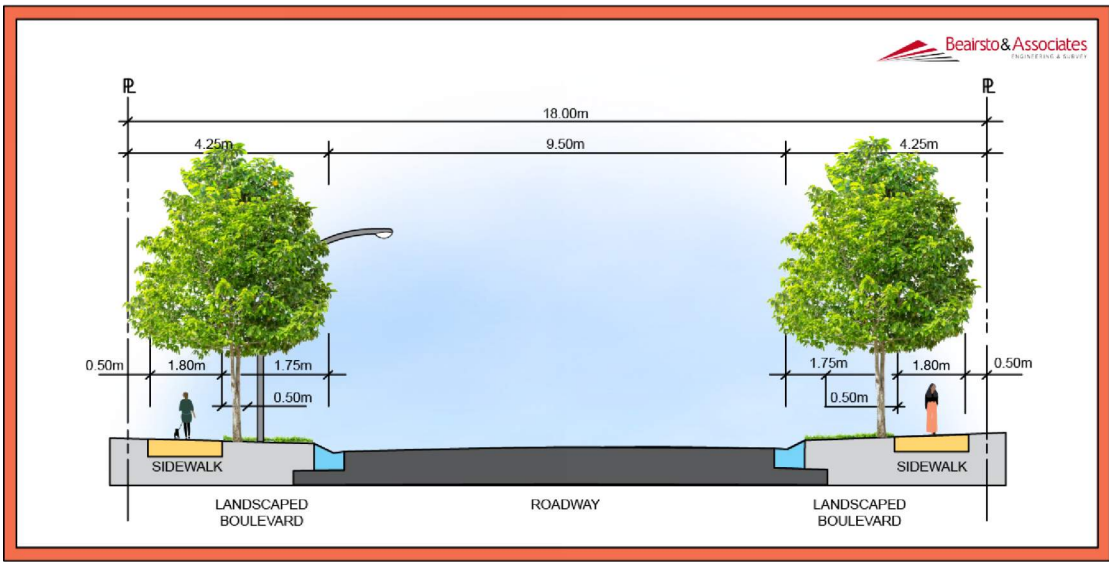


Figure 4: Residential Local Road (Rear Lane Access) Cross Section

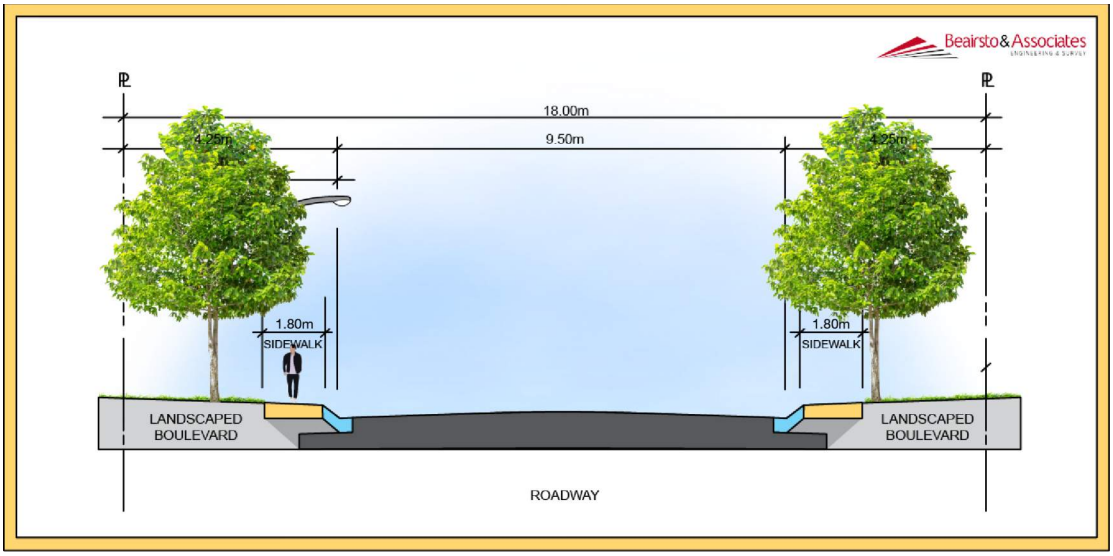


Figure 5: Residential Local Road (Front Driveway Access) Cross Section

At the time of development, the County of Grande Prairie No. 1 should ensure that all local roads are designed as "complete streets", providing safe, convenient, and efficient movement for pedestrians, cyclists, and vehicles.

6.12 Service Road (162 Avenue)

The Service Road, also known as 162 Avenue, functions as a collector roadway constructed to a rural standard to provide access to commercial developments within the Plan Area.

6.13 Transit Ready Design

The collector roadway network shall be planned and designed to accommodate future public transit stops within a short walking distance of the majority of residential areas.

6.14 Pedestrian Trails and Corridors

A key recreational feature of the Plan Area will be the development of an integrated pedestrian and bicycle trail network. These trails will serve as corridors linking neighbourhoods, schools, parks, and open spaces, while also connecting to the regional trail system being developed collaboratively by the City of Grande Prairie, the County of Grande Prairie No. 1, and the Municipal District of Greenview No. 16. The proposed trail network is illustrated on **Map 5 – Parks, Trails and Open Space Concept**.

6.15 Traffic Impact Assessments

Traffic Impact Assessments (TIAs) may be required at the subdivision stage to evaluate the impact of proposed development on the surrounding transportation network. The ASP identifies all road right-of-way requirements, which may be refined based on findings from supplemental TIAs to ensure consistency with the County Roads Study and applicable road design standards.

6.16 Addressing

The road network within the Plan Area primarily follows a curvilinear design, which will require the use of named roads for several collector and local streets. Road names shall be assigned in accordance with **Map 10 – Named Roadways**. In areas where a road is not identified as a named roadway, the standard addressing grid for streets and avenues may be applied.

7.0 MUNICIPAL SERVICES

7.1 Overview

As the Plan Area lies within the Hamlet of Clairmont, and more specifically within the Clairmont Urban Area, all development will be fully serviced with municipal infrastructure. While the provision of these services presents certain challenges, this section outlines the overall strategy for the efficient and coordinated delivery of municipal servicing to the area.

7.2 Goal

Provide municipal services in an efficient, economical, environmentally responsible, and coordinated manner.

7.3 Objectives

a. Establish a staging plan to guide the orderly, efficient, and cost-effective extension of roadways and utility services.

b. Coordinate the phasing of school site development with the progression of surrounding residential neighbourhoods.

c. Plan utilities and servicing infrastructure comprehensively and collaboratively with utility providers to ensure compatibility and long-term sustainability.

7.4 Sanitary Services

The proposed approach to sanitary servicing for the Plan Area follows the guiding principles of this ASP — to provide efficient, economical, and sustainable municipal infrastructure. According to the Southwest Clairmont ASP Sanitary Basin Study (Helix Engineering Ltd., January 2021), multiple servicing options are available to accommodate development within the Windsor (formerly Southwest Clairmont) area. The study identifies two primary scenarios:

Scenario 1 – Base + FMC

In this scenario, sanitary sewer service is proposed to be provided as follows:

- The northeast portion of the Plan Area (NE-10-72-6-W6M) can be serviced through the existing Four Mile Corner (FMC) Lift Station, located in Westlake Village. Sewage from this area would flow north to the Clairmont Lagoon.
- The majority of the Plan Area, which naturally drains to the southwest, will be serviced by directing flows to a new lift station located in the southwest corner of the Plan Area. This lift station would pump effluent south via a forcemain to the existing Range Road 63 (116 Street) Sanitary Trunk.

Scenario 2 – Base

The alternative scenario considers the elimination of the FMC Lift Station, with its flows redirected to the proposed Windsor system by constructing oversized sanitary mains. All sanitary flows would be conveyed to the new lift station in the southwest corner, which would discharge to the Range Road 63 (116 Street) Sanitary Trunk.

All sanitary systems will be designed and constructed to County standards. Alternative servicing strategies may also be considered at the time of development, provided they meet the servicing objectives of this Plan and satisfy Aquatera's requirements. The base sanitary servicing concept is illustrated on **Map 7 – Sanitary Sewer Concept**.

7.5 Water Services

A full urban municipal water system is proposed to service the Plan Area. The primary water connections will extend from existing and planned developments to the east and south, creating a fully looped system capable of providing adequate fire flows throughout the area. The proposed water servicing network is illustrated on **Map 8 – Water Servicing Concept**.

7.6 Stormwater Management

A Stormwater Management Strategy has been prepared to identify the system and design requirements necessary to accommodate stormwater runoff within the Plan Area. In general, all stormwater will be conveyed to Bear Creek as the ultimate discharge location, consistent with existing drainage patterns.

All stormwater management systems will be developed in accordance with the Water Act and designed to address both quantity and quality control objectives:

- Quantity control is required to mitigate potential impacts of increased runoff on drainage ditches and watercourses (e.g., erosion, flooding during major storm events).
- Quality control is required to reduce the potential for environmental contamination of nearby surface water.

Drainage across the Plan Area generally flows north to south and east to west. The proposed regional stormwater management system will incorporate a series of drainage corridors and ponds that also serve as recreational amenities. This system will form a key element of the Windsor Parkway, combining stormwater infrastructure with trails and open space to create a multi-purpose linear parkway feature. To maintain proper drainage patterns, Public Utility Lots (PULs) will be provided to accommodate overland flows, as shown on **Map 9 – Stormwater Management Concept**. All stormwater ponds will be designated as PULs.

Any development that increases post-development runoff beyond pre-development levels or modifies existing highway drainage ditches will require the approval of Alberta Transportation and Economic Corridors (ATEC), and such modifications shall be undertaken at no cost to ATEC.

All stormwater management facilities shall be designed and constructed to County standards.

7.7 Shallow Utilities

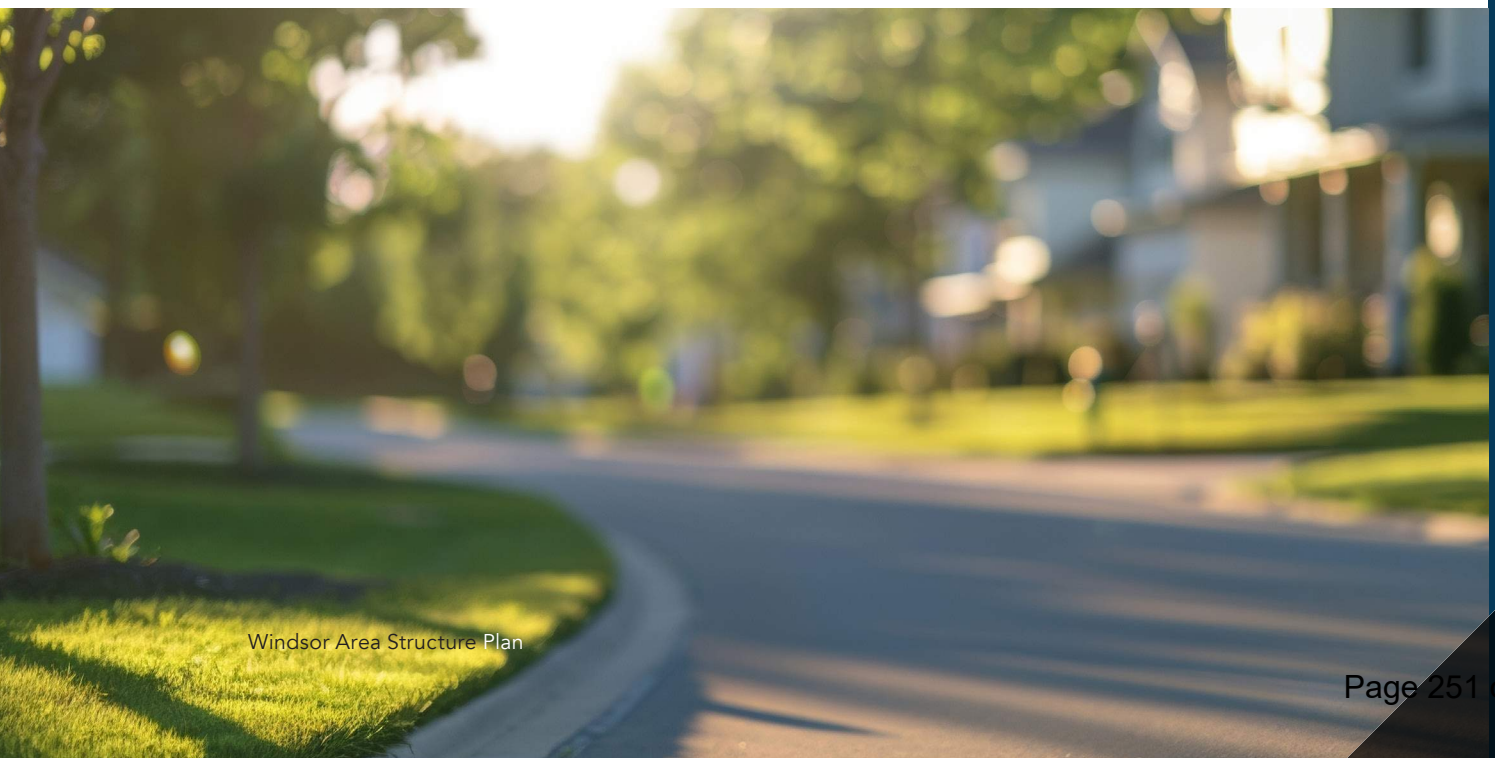
All shallow utilities, including natural gas, power, and telecommunications, will be extended into the Plan Area by the respective franchise holders as required. Fibre optic infrastructure and associated conduits will be installed by the developer at the time of subdivision.

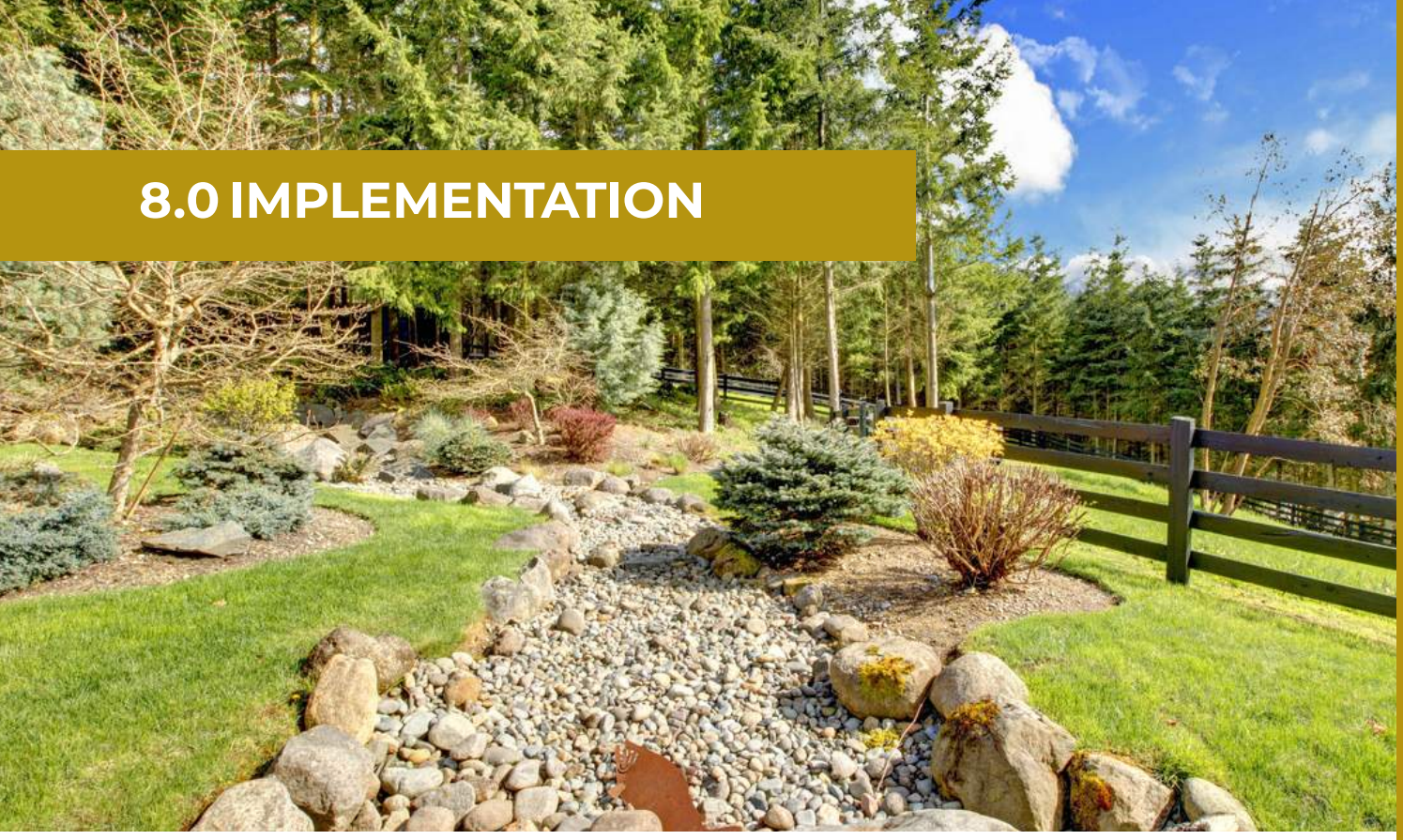
Shallow utilities may be located outside of road rights-of-way within easements registered in the name of the County.

Overhead power lines adjacent to residential areas that are 25 kV or less shall be relocated or installed underground at the developer's expense. Power lines exceeding 25 kV and located adjacent to other land uses may remain overhead, unless otherwise required by the County to be placed underground, in which case costs will be borne by the utility provider.

7.8 Lot Grading

A grading plan for each subdivision shall be prepared by the developer, in accordance with County standards, prior to subdivision approval. The intent of the grading plan is to ensure surface drainage from all lots is properly directed to the stormwater management facilities and that future building elevations conform to the approved design.





8.0 IMPLEMENTATION

8.1 Overview

The Windsor Area Structure Plan (ASP) provides a framework to guide County Council, administration, developers, landowners, and other stakeholders in making informed decisions regarding the future growth and development of the Windsor area. Implementation will occur through a combination of statutory and non-statutory planning tools, consistent with the provisions of the Municipal Government Act (MGA).

All planning approvals should align with the vision, goals, objectives, and policies contained within this ASP. Stakeholder and public engagement will continue throughout subsequent stages of planning and development, including rezoning, subdivision, and the design of infrastructure, parks, trails, and community amenities.

8.2 Goal

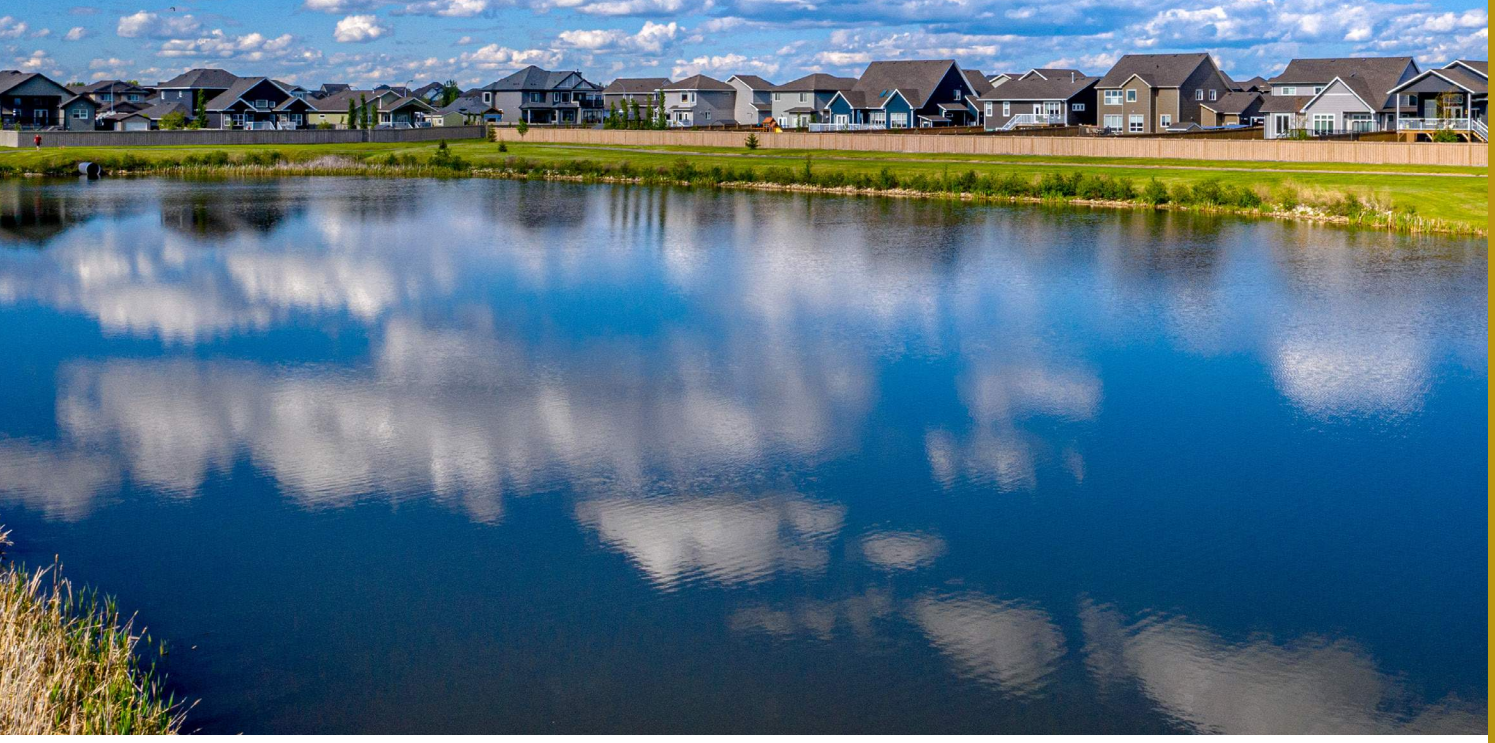
To effectively implement the Windsor Area Structure Plan through the Land Use Bylaw (LUB), capital investment in public infrastructure, and the orderly subdivision of land to create a livable and sustainable urban community.

8.3 Objectives

a. Implement the policies of this ASP to guide decision-making related to land use, zoning, subdivision, and capital investment in infrastructure and community amenities.

b. Maintain the ASP as a current and relevant planning tool through regular review and amendment as needed.

c. Define the requirements and responsibilities of individual developers and landowners in advancing detailed zoning, subdivision, and servicing agreements.



8.4 Phasing

The timing of development within the Plan Area will depend on market conditions, the extension of municipal services, and the readiness of individual landowners to pursue development opportunities. The most logical areas for initial development are the southeast and northeast portions of the Plan Area. Actual subdivision and development will ultimately be guided by landowner interest and servicing availability.

8.5 Future Planning Requirements for Adjacent Parcels

Lot A; Plan 8721271, Pt. SW-3-72-6-W6M and Pt. SE-3-72-6-W6M are located within the County along the northern boundary of the City of Grande Prairie. These parcels are not included within the Plan area; therefore, any future development will be required to follow the appropriate planning processes, including but not limited to an amendment to this Plan and any technical studies/reports required by the County. Access for Pt. SE-3-72-6-W6M will need to be coordinated through the roadway network identified in the Arbour Hills 1 Outline Plan approved by the City of Grande Prairie, as access from 108 Street within City limits will not be permitted. No access permitted from Pt. NW-3-72-6-W6M to 116 Street within City Limits.

Given the shared municipal boundary and the potential for neighbouring developments to influence one another, the County of Grande Prairie No. 1 will require the technical studies and reports needed to evaluate future development, consistent with the types of studies typically required by the City for similar development, and the City of Grande Prairie will receive applicable technical studies/reports as they become available. This collaboration will help ensure coordinated planning and successful development for both municipalities.

8.6 Land Use Bylaw Amendments

Developers are responsible for submitting applications to amend the Land Use Bylaw (LUB) within the ASP boundary, where necessary, to rezone land to the appropriate land use district prior to subdivision approval.

8.7 Subdivision and Development

Developers shall obtain approval for a Tentative Plan of Subdivision in accordance with the Municipal Government Act (MGA), the Matters Related to Subdivision and Development Regulation, and applicable County policies and procedures.

a. All developers must enter into development agreements with the County as a condition of subdivision approval. These agreements will address, but not be limited to, the provision of roads and municipal services, landscaping, construction of stormwater management facilities, and the payment of off-site levies.

b. Developers shall submit detailed engineering design reports, drawings, and specifications for roads, water, sanitary sewer, and stormwater systems. These must be reviewed and approved by the County prior to subdivision endorsement and registration.

c. Where municipal infrastructure benefits lands outside the ASP boundary, the County will assist in recovering a proportionate share of costs from benefiting lands at the time of their subdivision or development.

d. All levies identified in this ASP shall be collected at the time of subdivision approval.

e. Following subdivision registration, development permit applications for approved land uses may be submitted.

f. All subdivisions and developments must conform to County Design Standards.

8.8 Development Agreements

Development agreements will be required between the County and developers as a condition of most subdivision approvals, in accordance with Section 655 of the Municipal Government Act. Developers shall prepare detailed engineering design drawings confirming that proposed infrastructure meets County standards. On-site and off-site costs associated with new roadways and infrastructure will be borne by the developer through development charges and levies, as outlined in the applicable development agreement.

8.9 Amending the Plan

An amendment to this Area Structure Plan (ASP) shall be required if, in the opinion of the Approving Authority, a proposed Land Use Bylaw amendment or subdivision application would result in any of the following substantive changes to the Plan:

a. A change to the general land use pattern within the Plan Area;

b. A change in the size or location of a school site or major park;

c. The elimination, reclassification, or significant realignment of proposed collector roads, or the relocation of intersections with major collector roads; or

d. Significant modifications to the location of major utility networks or stormwater management systems.

APPENDIX A

ESTIMATED LAND USE AREAS

Appendix A : Estimated Land Use Areas

TABLE 8
ESTIMATED LAND-USE AREAS

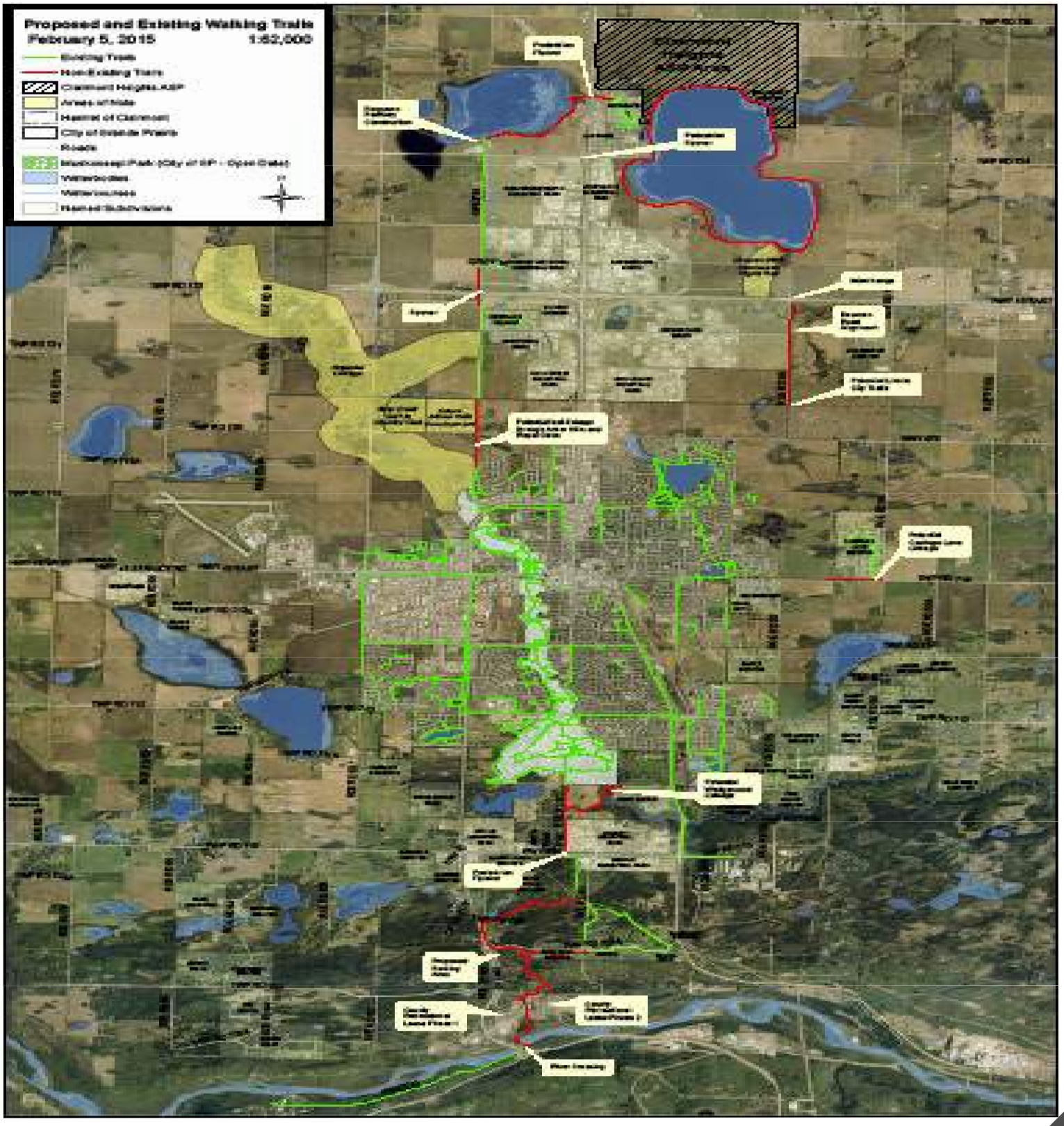
(HECTARES)

	NW-10	NE-10	SW-10	SE-10	NW-3	NE-3	Total	% of NA
Gross Area	64.70	64.71	64.69	64.74	64.77	51.69	375.30	
Environmental Reserve (ER)	0	0	0	0	10.28	0	10.28	
Net Area (NA)	64.70	64.71	64.69	64.74	54.49	51.69	372.02	100.0%
Municipal Reserve	7.27	5.87	7.91	4.64	5.18	4.00	44.02	11.7%
Roadways	16.75	16.15	12.89	12.02	10.51	13.83	84.59	22.5%
Arterials	3.29	0.97	1.01	0.60	0.40	1.27	7.54	2.0%
Collectors & Local Roads	13.46	15.18	11.88	11.42	10.11	12.56	77.05	20.5%
Residential	21.39	32.00	25.12	41.21	25.22	30.56	175.57	46.6%
Low Density	19.80	27.41	25.12	28.20	20.58	27.60	148.92	39.5%
Medium Density	1.59	2.73	0	0	0	2.96	7.14	1.9%
Re-development of Existing Country Residential	0	1.86	0	13.01	4.64	0	19.51	5.1%
Commercial / Industrial	17.00	10.69	14.20	2.06	6.32	0	50.27	13.3%
Stormwater Management & Public Utility Lots	2.29	0	4.57	4.81	7.26	3.30	22.23	5.9%
Total:	64.70	64.71	64.69	64.74	54.49	51.69	372.02	100%

APPENDIX B

REGIONAL TRAIL CONCEPT MAP

Appendix B : Regional Trail Concept Map



APPENDIX C

REFERENCES

Appendix C : References

County of Grande Prairie No.1, Bylaw No. 2680, *Land Use Bylaw* (June 2003)

County of Grande Prairie No. 1, Bylaw No. 2360, *Municipal Development Plan* (April 1998)

County of Grande Prairie No. 1, *Minimum Design Standards* (2003)

Delcan Corporation (October 12, 2010), *Functional Plan Report Clairmont Lake Stormwater Management Design and Engineering*

Environmental Dynamics Inc. (September 2007), *Parks and Open Space Study*

Infrastructure Systems Ltd. (November 13, 2003), *Clairmont Open Space Final Draft*

Infrastructure Systems Ltd. (August 2006), *Grande Prairie-Clairmont Corridor 2005 Wastewater Collection System Master Plan*

Infrastructure Systems Ltd. (September 2006), *Water System Master Plan – Grande Prairie-Clairmont Corridor*

McElhanney Consulting Services Ltd. (November 2024), *Highway 2 and 43 Transportation / Access Study*

Province of Alberta (December 2008), *Land Use Framework*

Wiebe Administrative Services (December 2005), *The Facility Needs of the Clairmont Community*

APPENDIX D

GLOSSARY OF TERMS

Appendix D: Glossary Of Terms

AREA STRUCTURE PLAN: An intermediate level statutory plan, adopted by bylaw, which details the intended land uses, road patterns, utilities and municipal services for subdivision and development of a specified area within the Municipality.

BUFFER: A natural or designed linear area of trees, shrubs, grass, earth berms, or fencing providing visual or physical separation and/or noise attenuation between water bodies, lots, roads and other land uses.

COLLECTOR ROADWAYS: Collector roadways are designed to direct traffic from local areas toward the arterial roadways. The collector roadways also provide a transition between various types of development and draw higher density development along their perimeters and at major intersections.

DENSITY: A measure of the number of units (lots, dwellings, people, etc.) within a specified area. This Area Structure Plan often refers to density expressed as the number of units per hectare.

DWELLING UNIT: A complete building or self-contained portion of a building used or designed to be used by a household, containing independent and separate sleeping, cooking and sanitary facilities intended as a permanent residence and having an independent entrance either directly from the outside of the building or through a common area inside the building.

ENVIRONMENTAL RESERVE: A lot created by a plan of subdivision, as required under the Municipal Government Act, which is not suitable for development because of slope instability, groundwater, steep valley banks, flooding, soil conditions, pollution concerns, etc. Environmental reserve lots may consist of a swamp, gully, ravine, coulee or natural drainage course, or a strip of land abutting the bed and shore of any lake, river, stream or other body of water in order to provide public access.

GOAL: Goals are high-level statements that provide the overall context for what the project is trying to accomplish, or the desired end result.

GREENWAY: Open space linkages that include environmental preservation areas, ravines, municipal and environmental reserves, trails, wildlife habitats and woodlands. Greenways connect various land uses through-out the community, thus serving as recreational destinations and transportation corridors.

HIGHWAY: A road that is designated as a primary or secondary highway pursuant to the Public Highways Development Act.

APPENDIX E

SUPPLEMENTARY REPORTS

Appendix E : Supplementary Reports

ParklandGEO Ltd. - *SW Clairmont Geotechnical Investigation*

Beairsto & Associates Engineering Ltd. - *Windsor Storm Water Management Strategy*

Beairsto & Associates Engineering Ltd. - *SW Clairmont Traffic Impact Assessment*

Matrix Environmental Technologies Inc. - *Biophysical Assessment*

Aquatera Utilities Inc. - *SW Clairmont Sanitary Sewer Design Report*

APPENDIX F

MAPS

Appendix F : Maps

Map 1: Location

Map 2: Topography

Map 3: Existing Land Use and Zoning

Map 4: Development Concept

Map 4A: Development Concept: NW-10-72-6-W6M

Map 4B: Development Concept: NE-10-72-6-W6M

Map 4C: Development Concept: SW-10-72-6-W6M

Map 4D: Development Concept: SE-10-72-6-W6M

Map 4E: Development Concept: NW-3-72-6-W6M

Map 4F: Development Concept: NE-3-72-6-W6M

Map 5: Parks, Trails and Open Space

Map 6: Transportation Concept

Map 7: Sanitary Sewer Concept

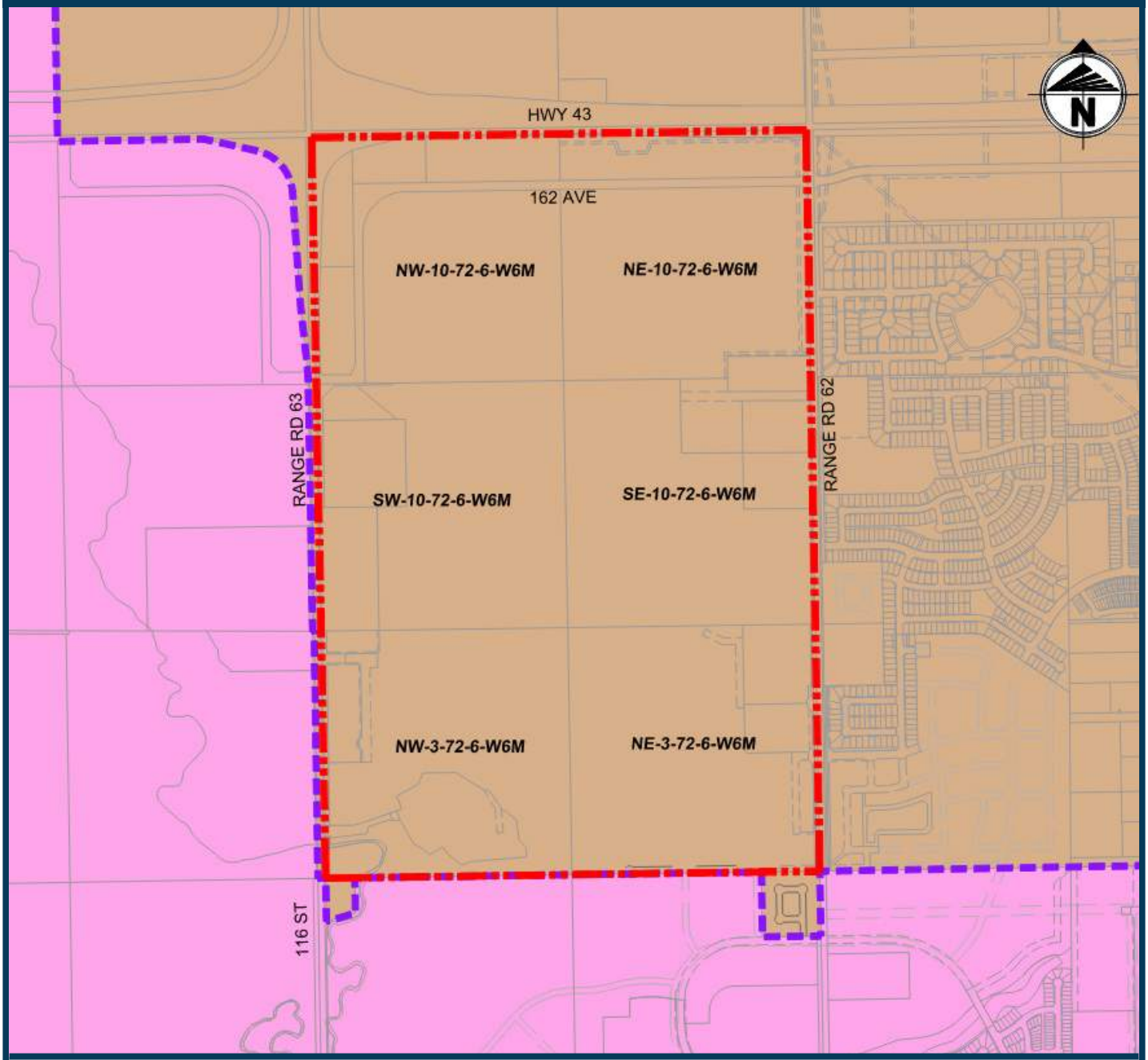
Map 8: Water Servicing Concept

Map 9: Stormwater Management Concept

Map 10: Named Roadways

Windsor Area Structure Plan

April 2026



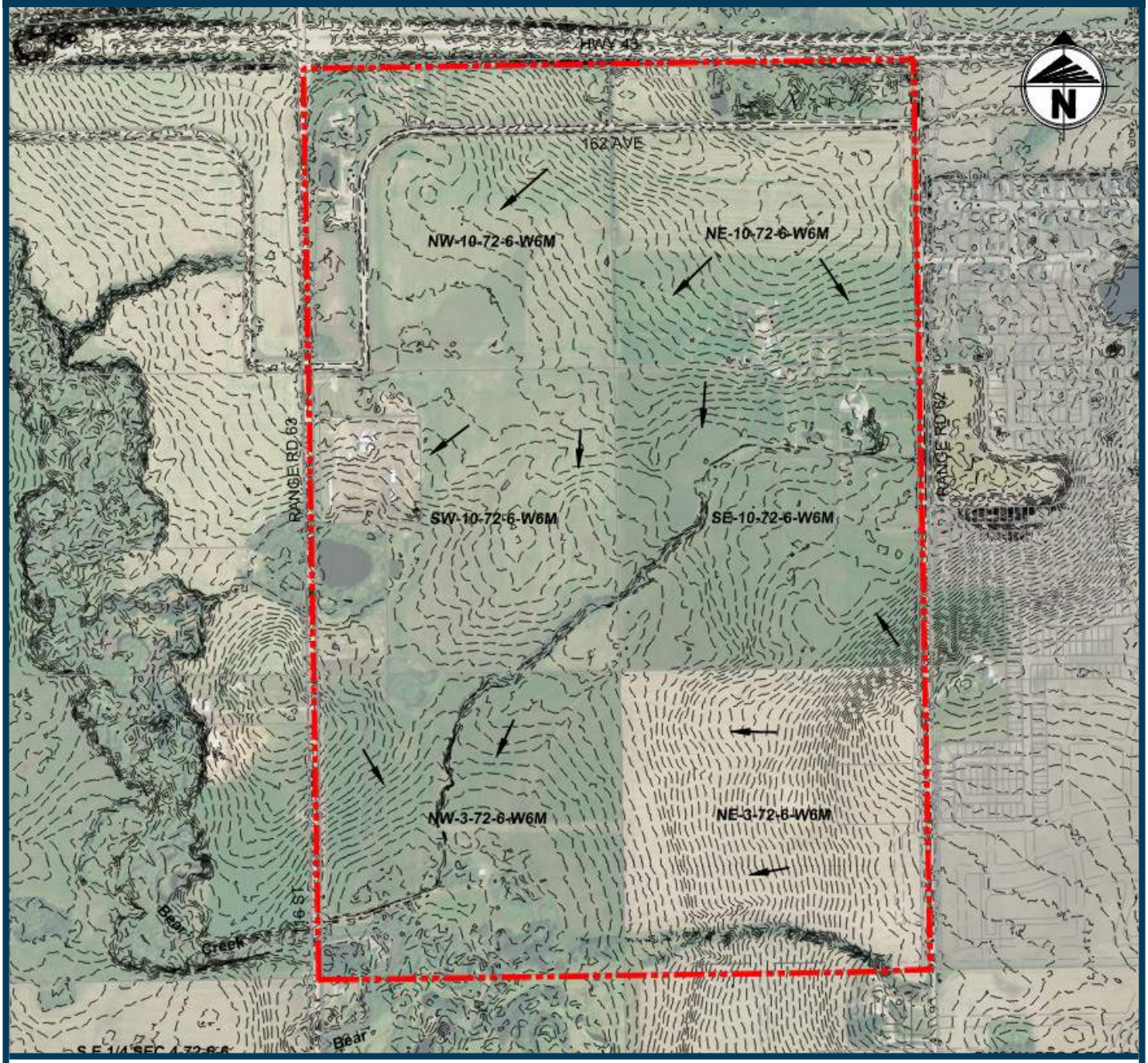
Map 1 - Location

- Intermunicipal Boundary
- Plan Boundary
- County of Grande Prairie No. 1
- City of Grande Prairie

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



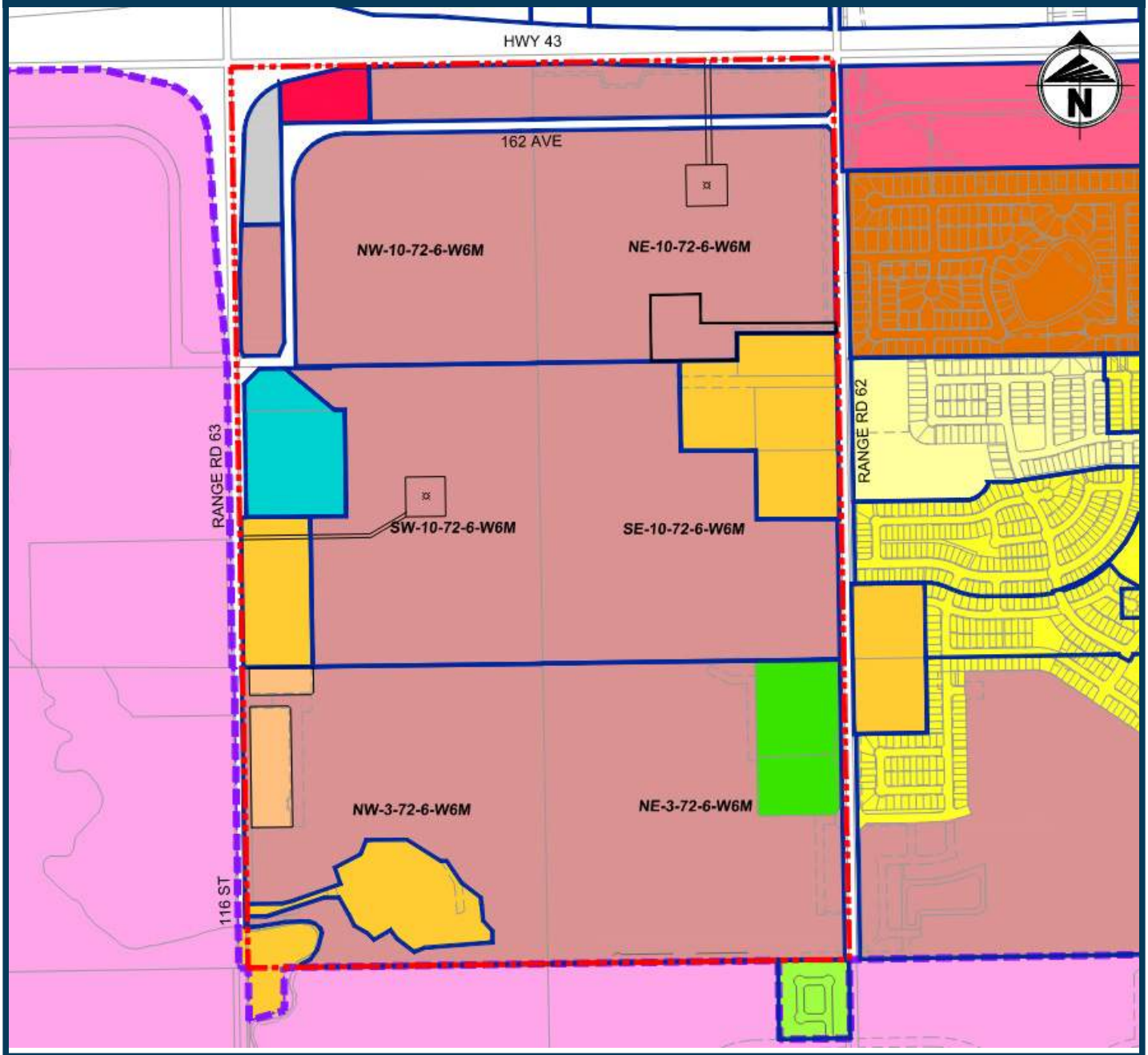
Map 2 - Topography

Plan Boundary

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



Map 3 - Existing Land Use

- Intermunicipal Boundary
- Plan Boundary
- Agricultural (AG)
- Gateway Commercial (GWC)
- Comprehensive Commercial (CC)
- Country Residential (CR-5)
- Limited Institutional Recreational
- Limited Rural Industrial (RM-1)
- Rural Light Industrial (RM)
- Urban Reserve Residential (UR-R)
- Rural Residential (RR-1)
- Rural Residential (RR-2)
- Rural Estate
- City of Grande Prairie

Windsor Area Structure Plan

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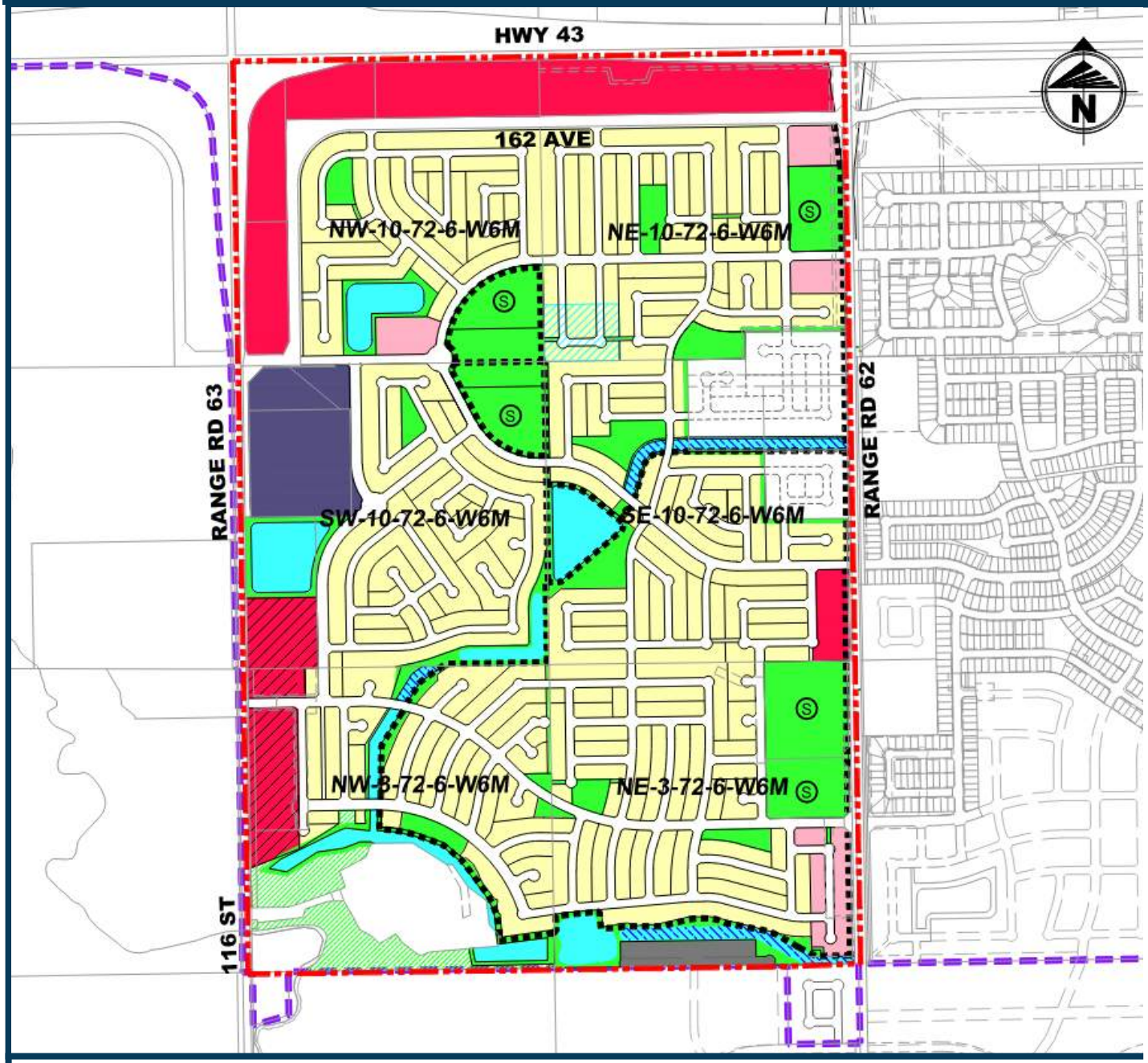


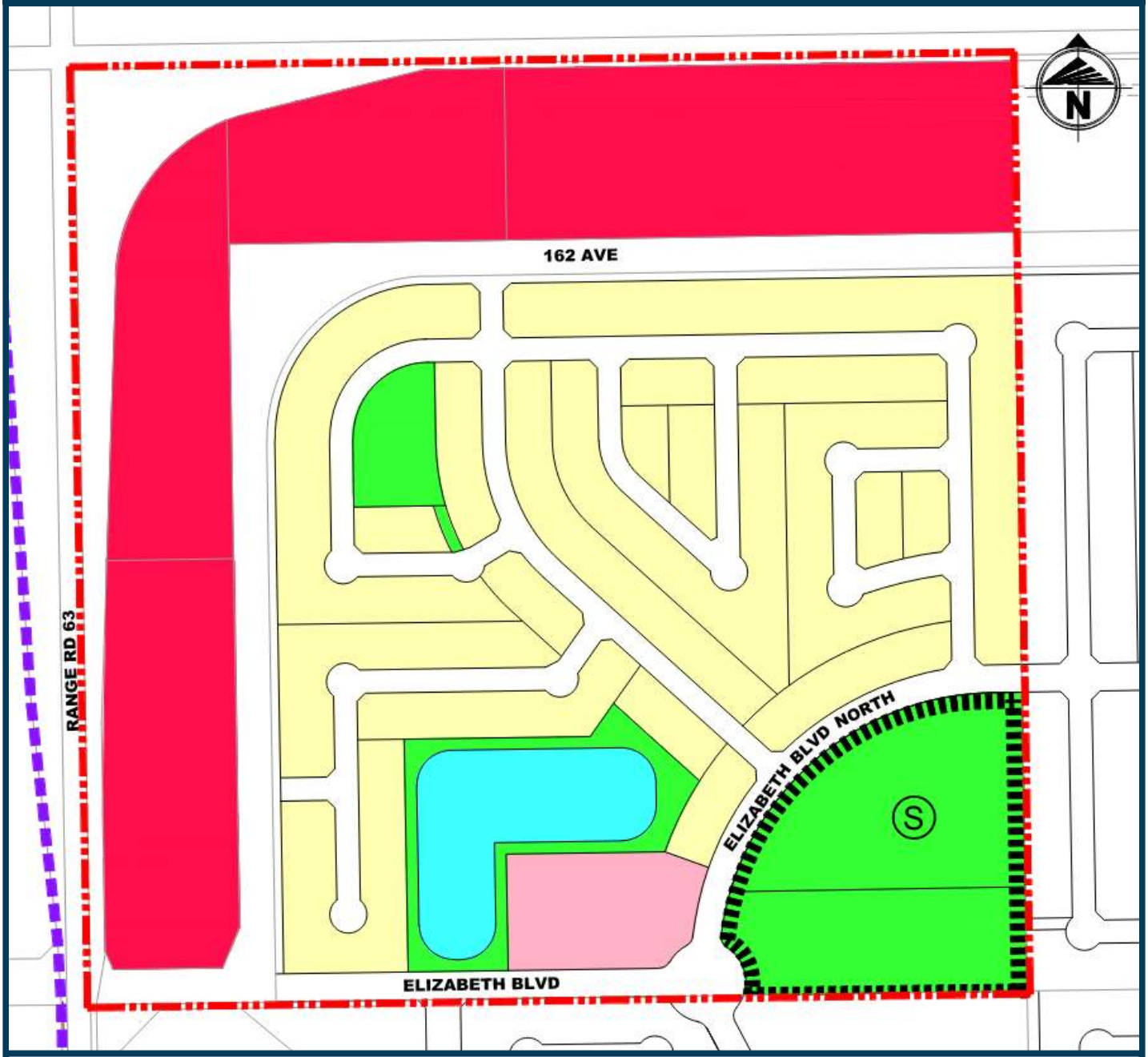
Map 4 - Development Concept

- Intermunicipal Boundary
- Plan Boundary
- Commercial
- Commercial / Industrial
- Medium Density Residential
- Low Density Residential
- Industrial
- Green Space
- Stormwater Management Facility
- Alternate Stormwater Facility
- Dry Ditch
- Environmental Reserve
- School Site
- Trail System
- Future Developable Lands

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



Map 4A - Development Concept - NW-10-72-6-W6M

- Intermunicipal Boundary
- Plan Boundary
- Commercial
- Medium Density Residential
- Low Density Residential
- Green Space
- Stormwater Management Facility
- School Site
- Trail System

Windsor Area Structure Plan

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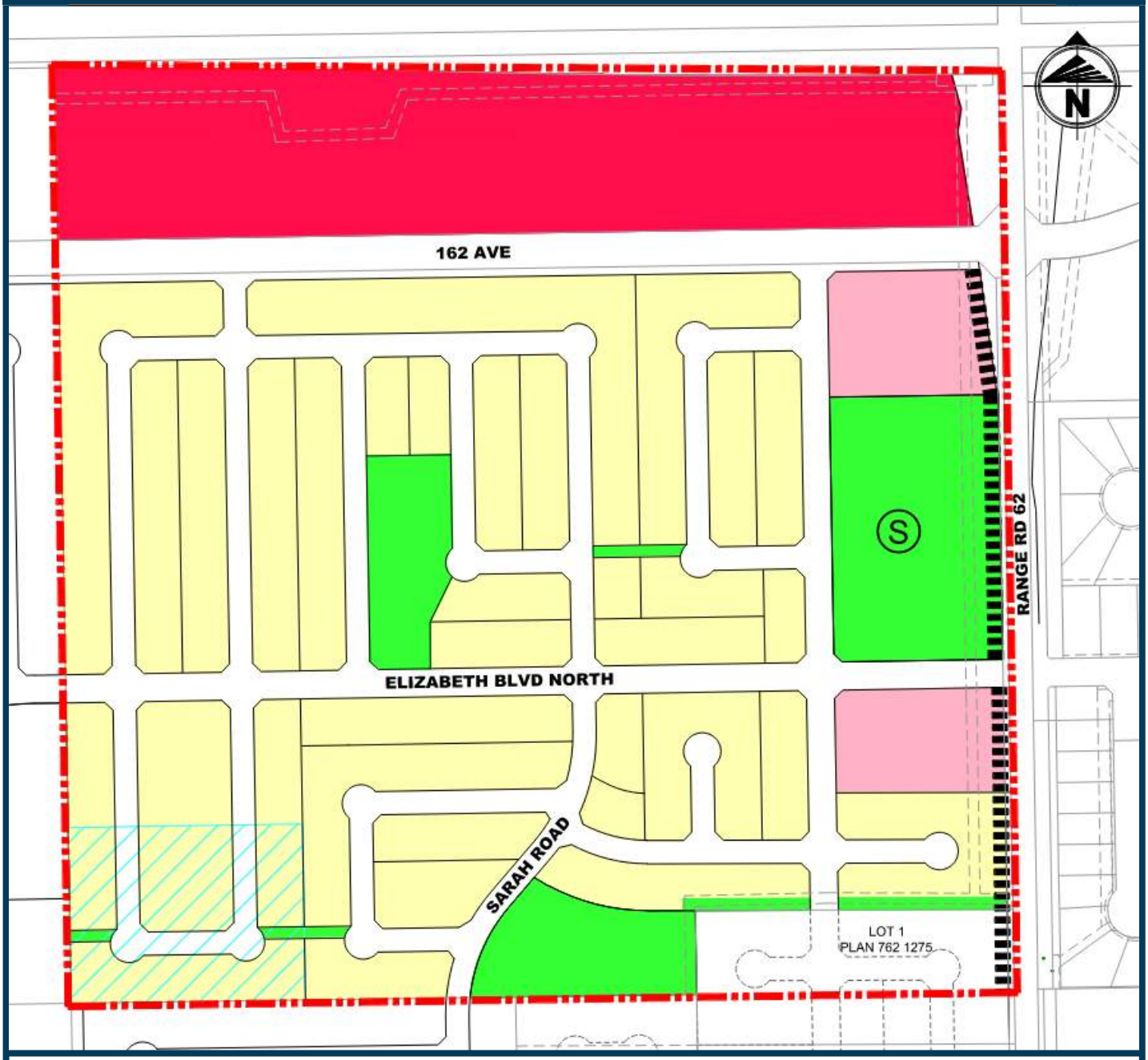

Map 4B - Development Concept - NE-10-72-6-W6M

- Plan Boundary
- Commercial
- Medium Density Residential
- Low Density Residential
- Green Space
- Alternate Stormwater Management Facility
- School Site
- Trail System

Windsor Area Structure Plan

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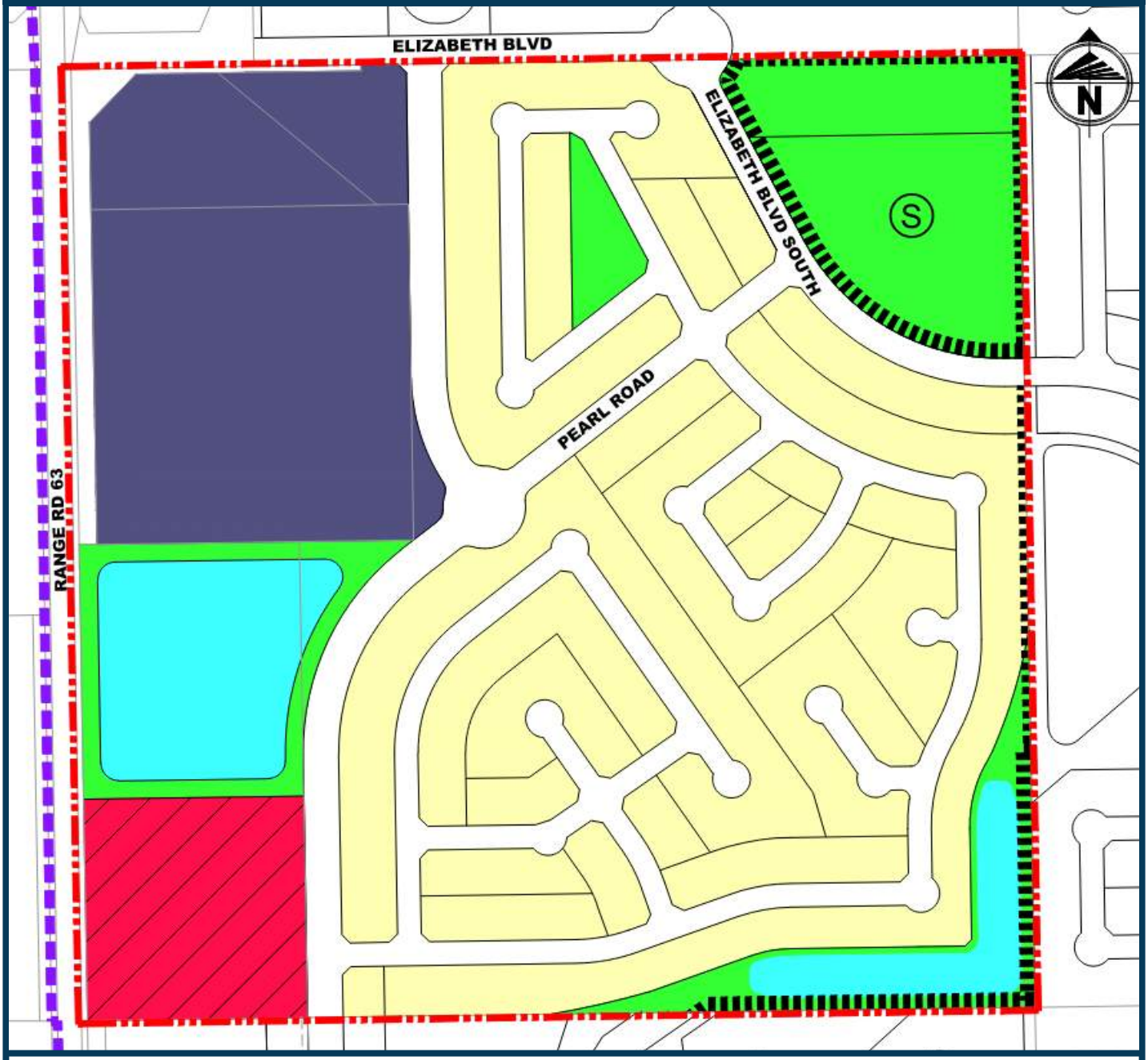

Map 4C - Development Concept - SW-10-72-6-W6M

- Intermunicipal Boundary
- Plan Boundary
- Low Density Residential
- Commercial / Industrial
- Industrial
- School Site
- Trail System
- Green Space
- Stormwater Management Facility

Windsor Area Structure Plan

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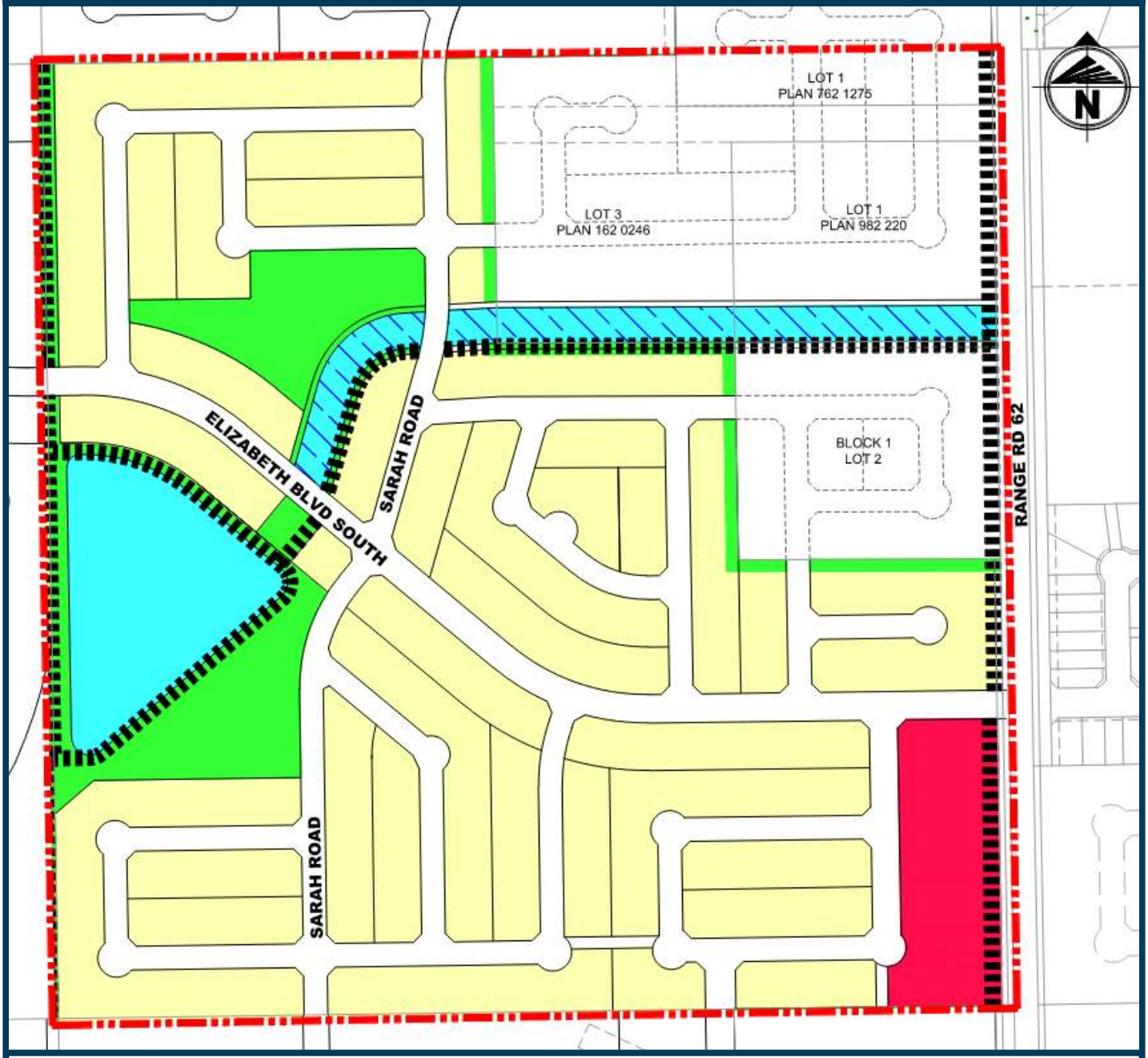

Map 4D - Development Concept - SE-10-72-6-W6M

- Plan Boundary
- Commercial
- Low Density Residential
- Green Space
- Stormwater Management Facility
- Dry Ditch
- Trail System
- School Site

Windsor Area Structure Plan

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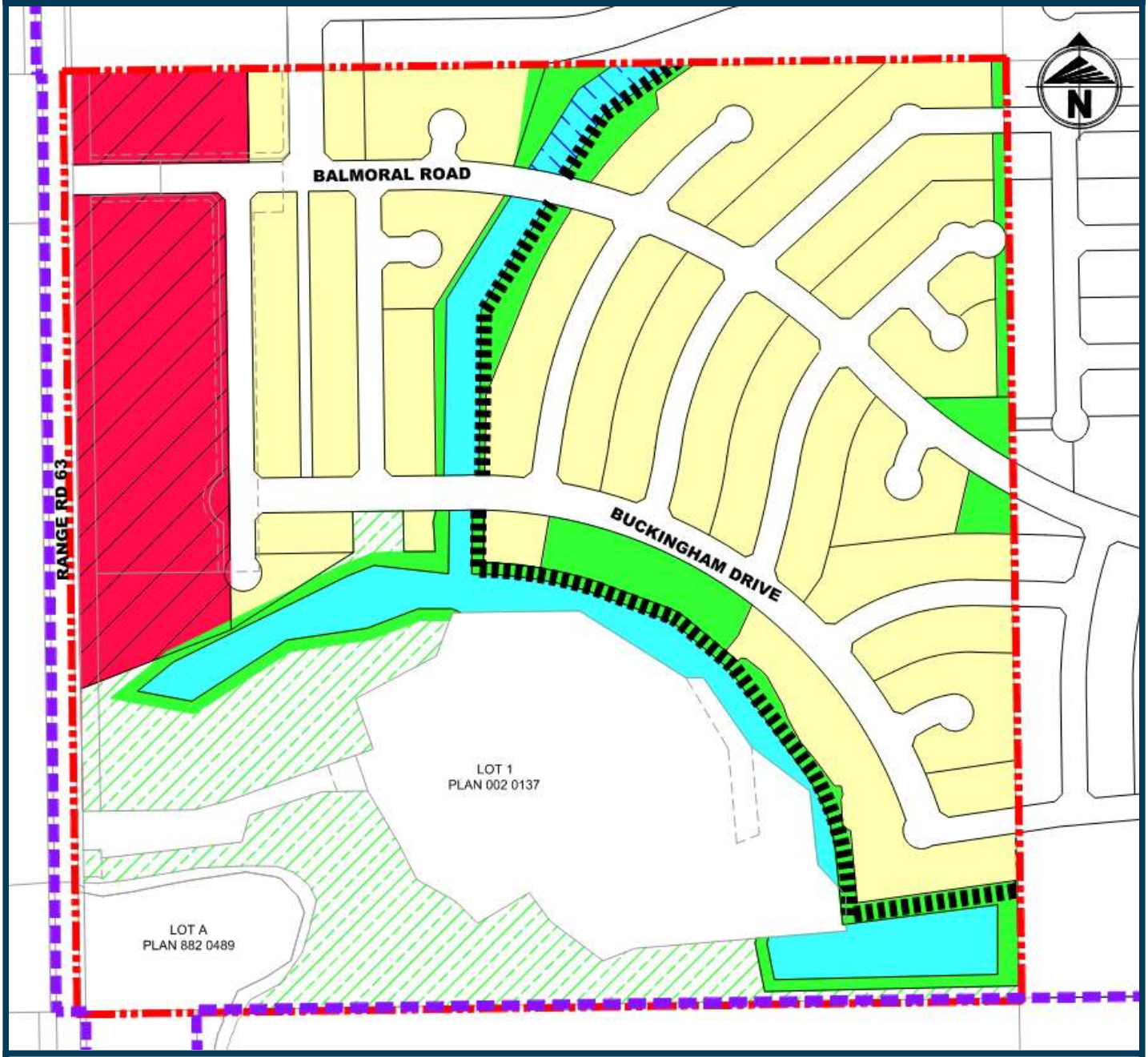


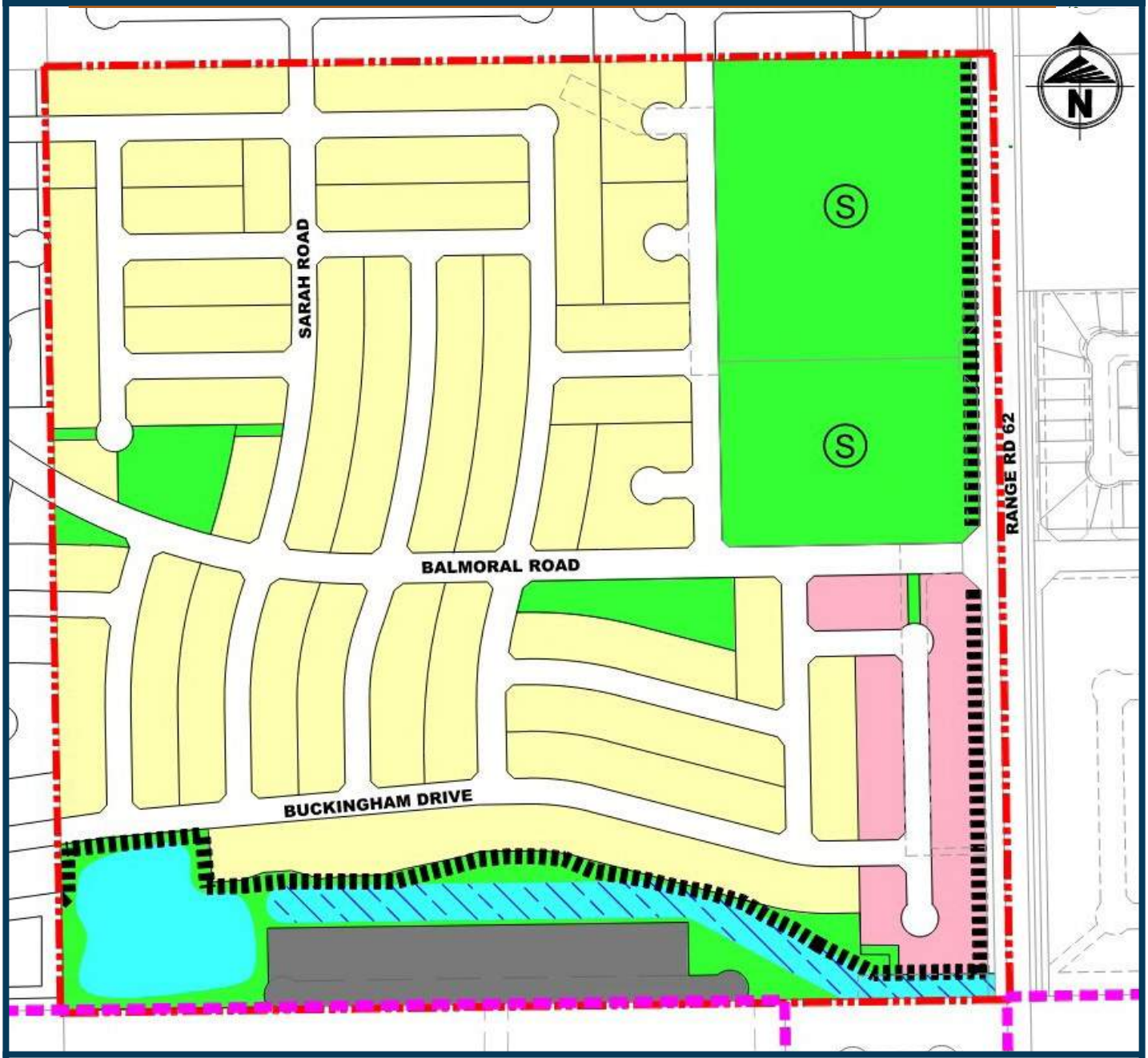
Map 4E - Development Concept - NW-3-72-6-W6M

- Intermunicipal Boundary
- Plan Boundary
- Low Density Residential
- Commercial / Industrial
- Green Space
- Environmental Reserve
- Stormwater Management Facility
- Dry Ditch
- Trail System

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



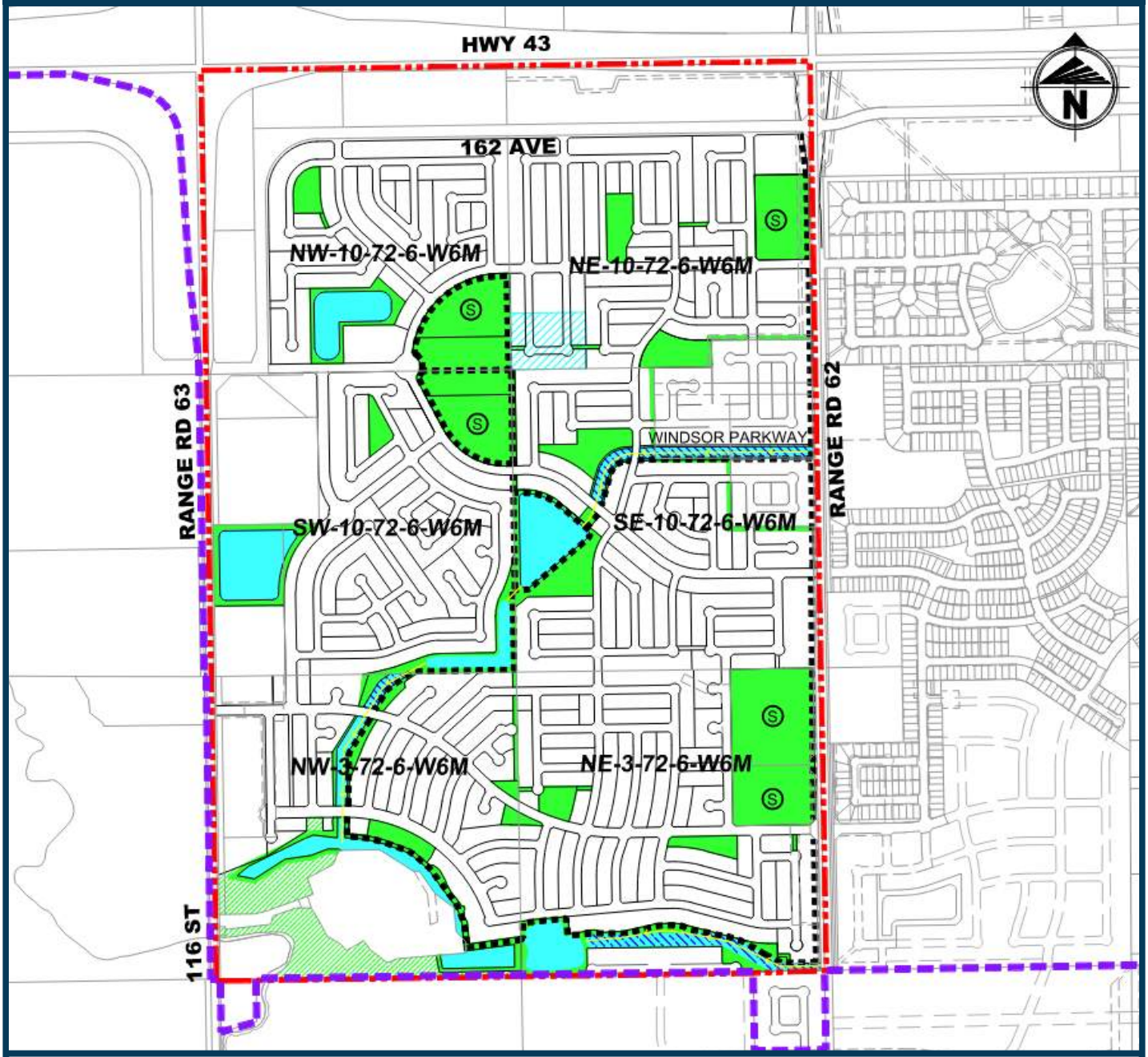
Map 4F - Development Concept - NE-3-72-6-W6M

- Intermunicipal Boundary
- Plan Boundary
- Low Density Residential
- Medium Density Residential
- Green Space
- School Site
- Stormwater Management Facility
- Dry Ditch
- Trail System
- Future Developable Lands

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



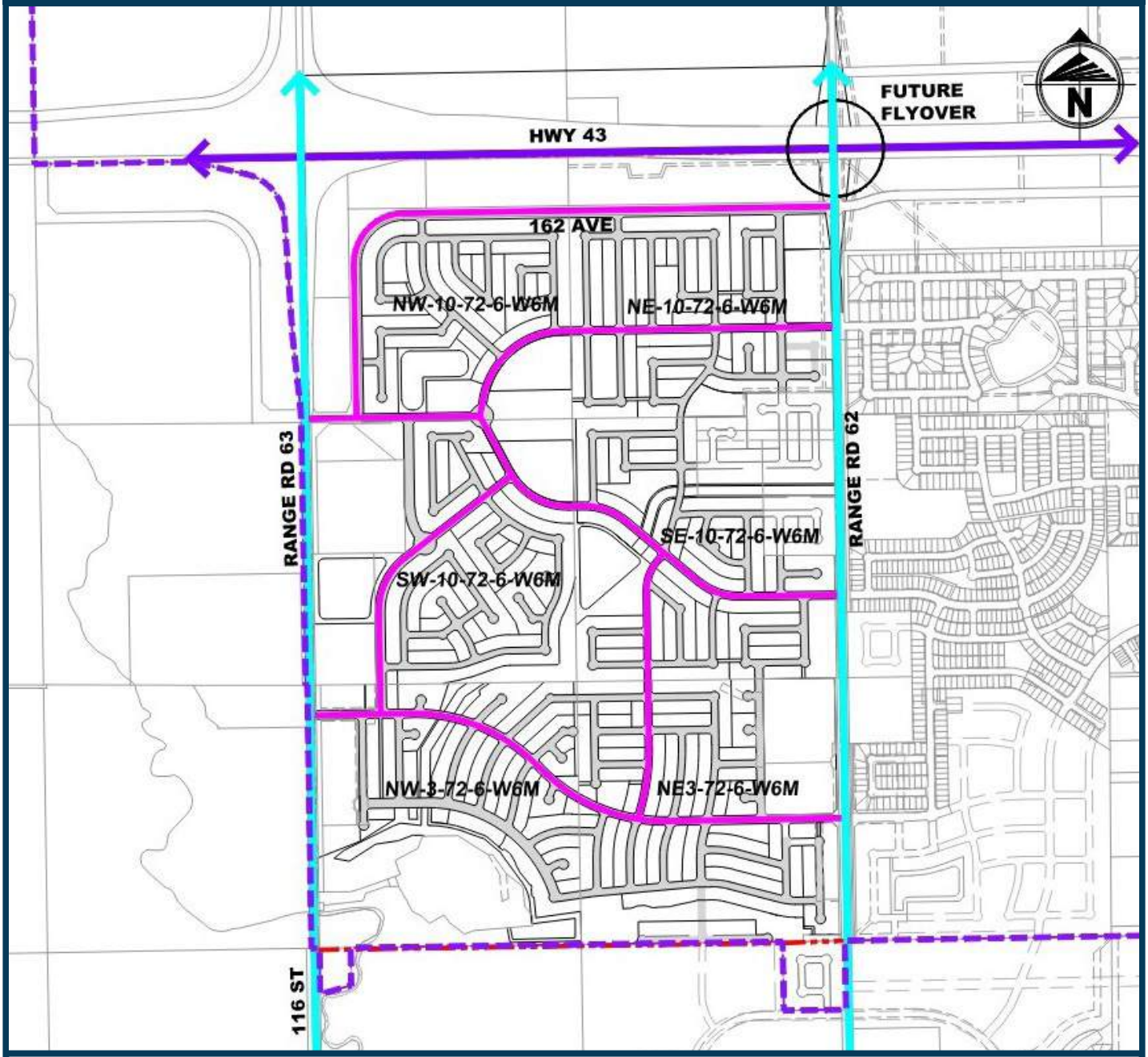
Map 5 - Parks, Trails and Open Space

- Intermunicipal Boundary
- Plan Boundary
- Green Space
- School Site
- Trail System
- Stormwater Management
- Stormwater Swale
- Dry Ditch
- Environmental Reserve
- Alternate Stormwater Management Facility

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1

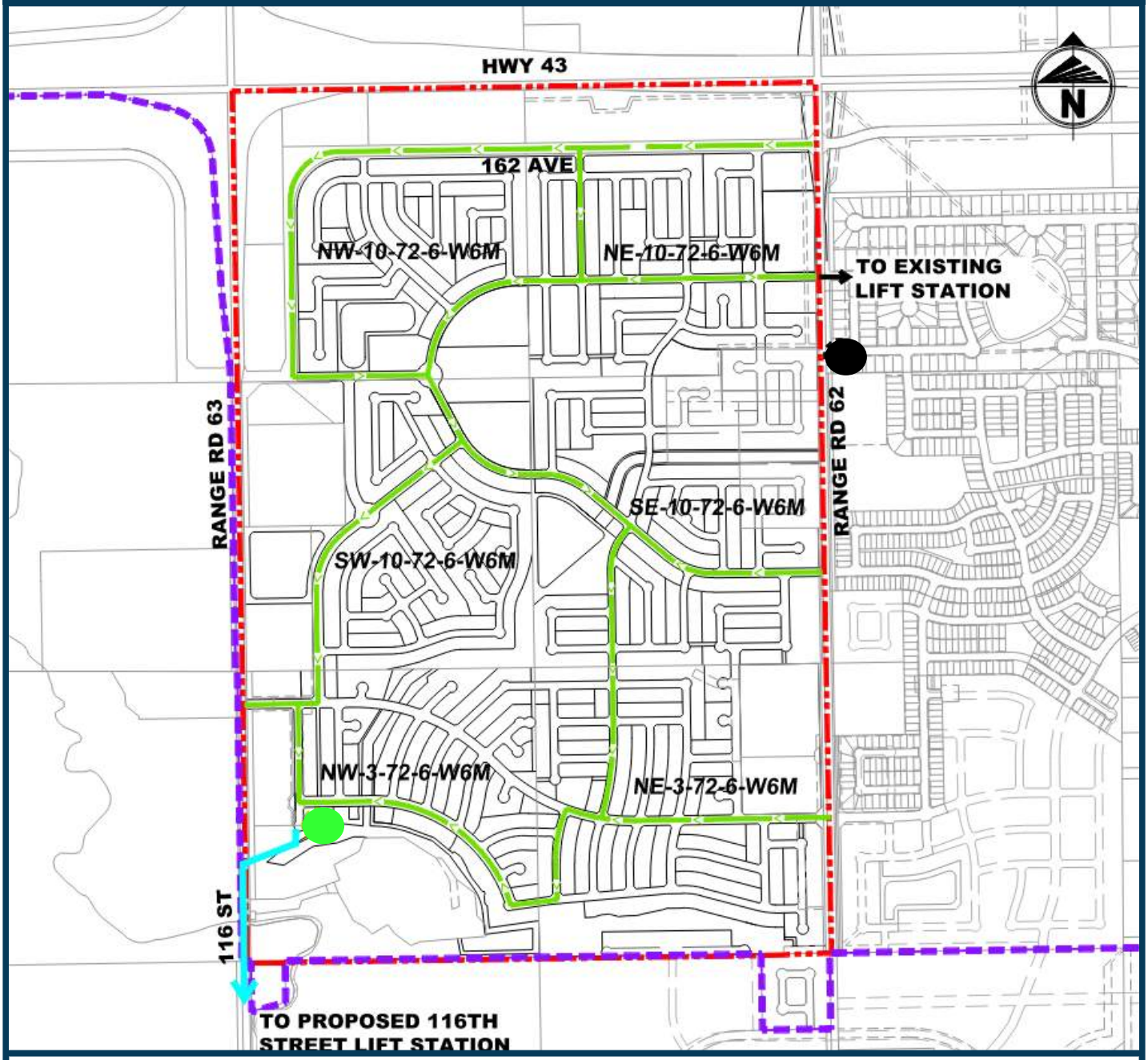


Map 6 - Transportation Concept

- Intermunicipal Boundary
- Plan Boundary
- Provincial Highway
- Arterial Road
- Collector Road
- Local Road

Windsor Area Structure Plan

April 2026

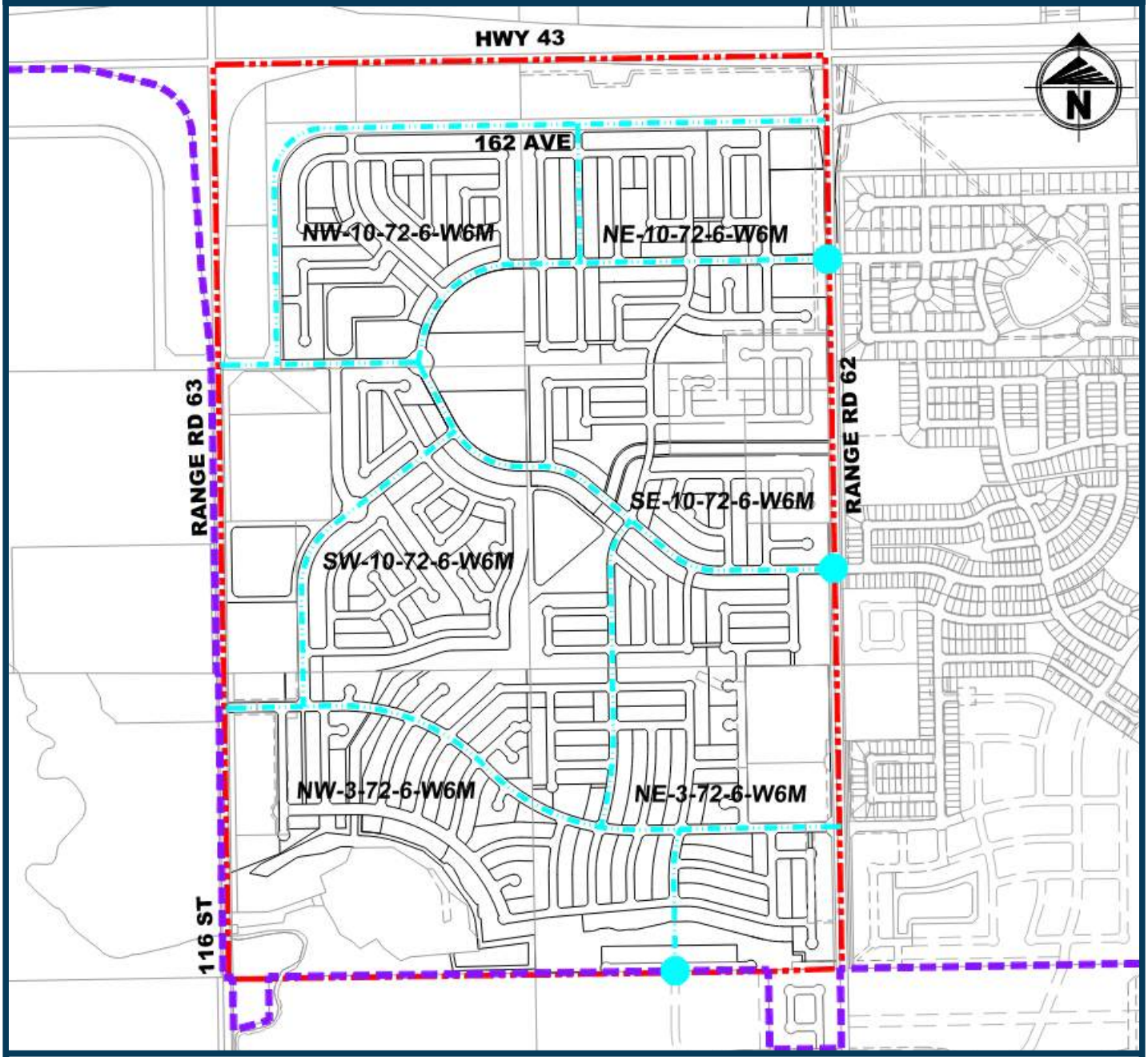


Map 7 - Sanitary Servicing Concept

- Intermunicipal Boundary
- Plan Boundary
- Proposed Forcemain
- Proposed Sanitary Sewer Line
- Proposed Sanitary Sewer - Dedicated to Proposed 116th Street Lift Station
- Proposed Lift Station
- Proposed Sanitary Sewer - Dedicated to Existing Lift Station
- Existing Lift Station

Windsor Area Structure Plan

April 2026



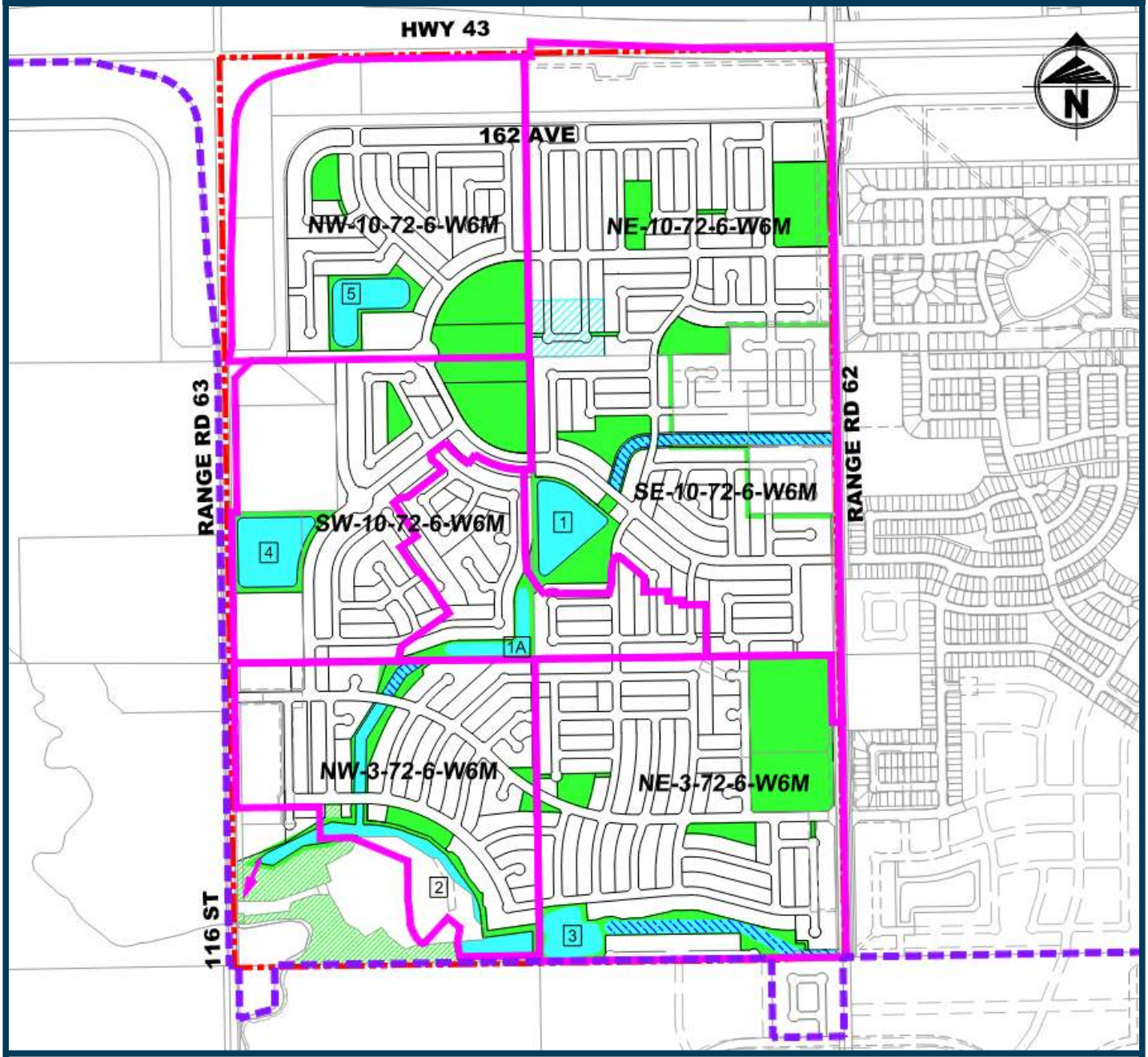
Map 8 - Water Servicing Concept

- Intermunicipal Boundary
- Plan Boundary
- Proposed Water Main Line
- Water Connection

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



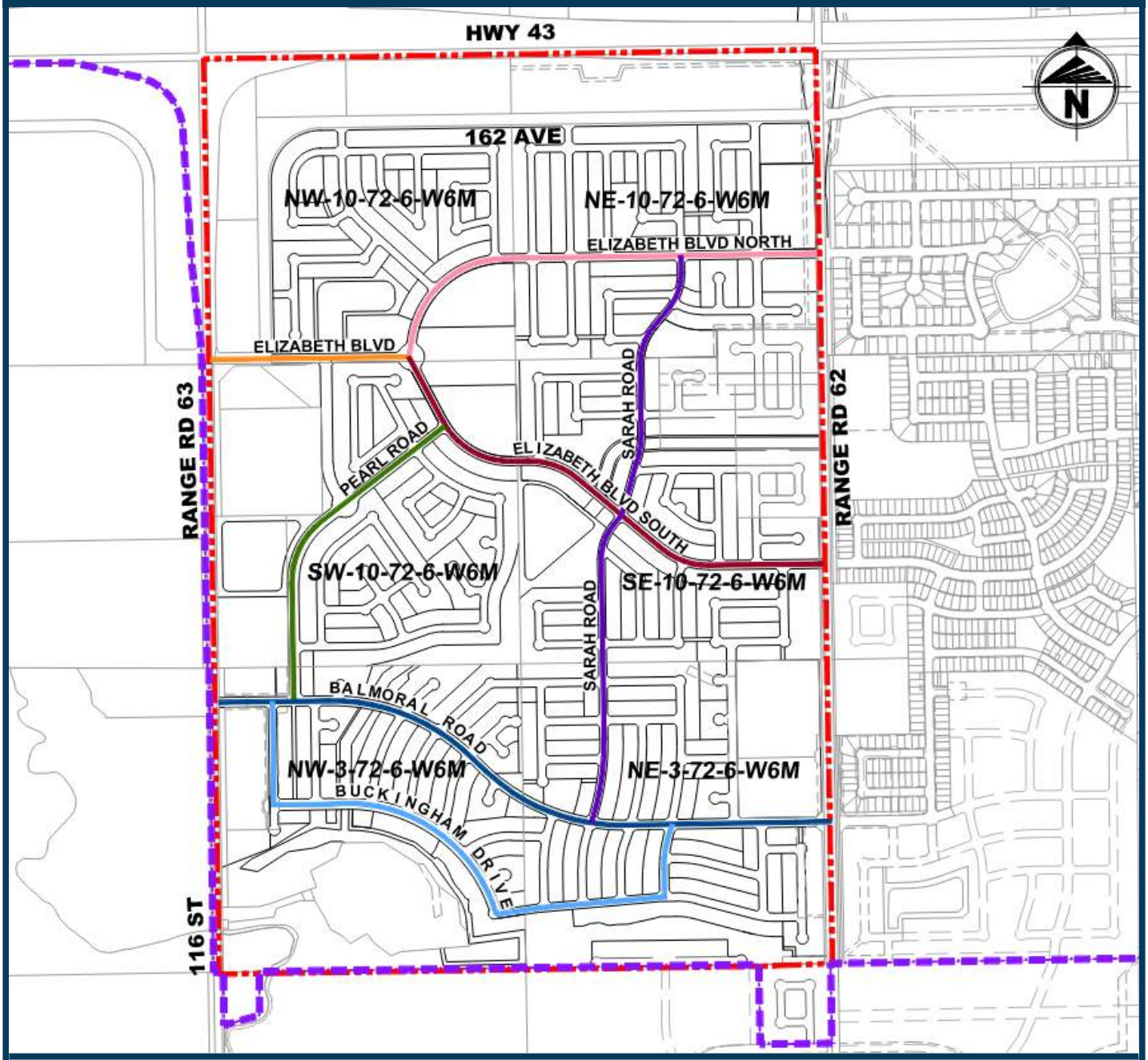
Map 9 - Stormwater Management Concept

- Intermunicipal Boundary
- Plan Boundary
- Municipal Reserve
- Storm Pond
- Catchment Area Boundaries
- 3 Storm Pond Number
- Outlet to Bear Creek
- Stormwater Piping System
- Alternate Stormwater Management Facility
- Dry Ditch
- Environmental Reserve

Windsor Area Structure Plan

April 2026

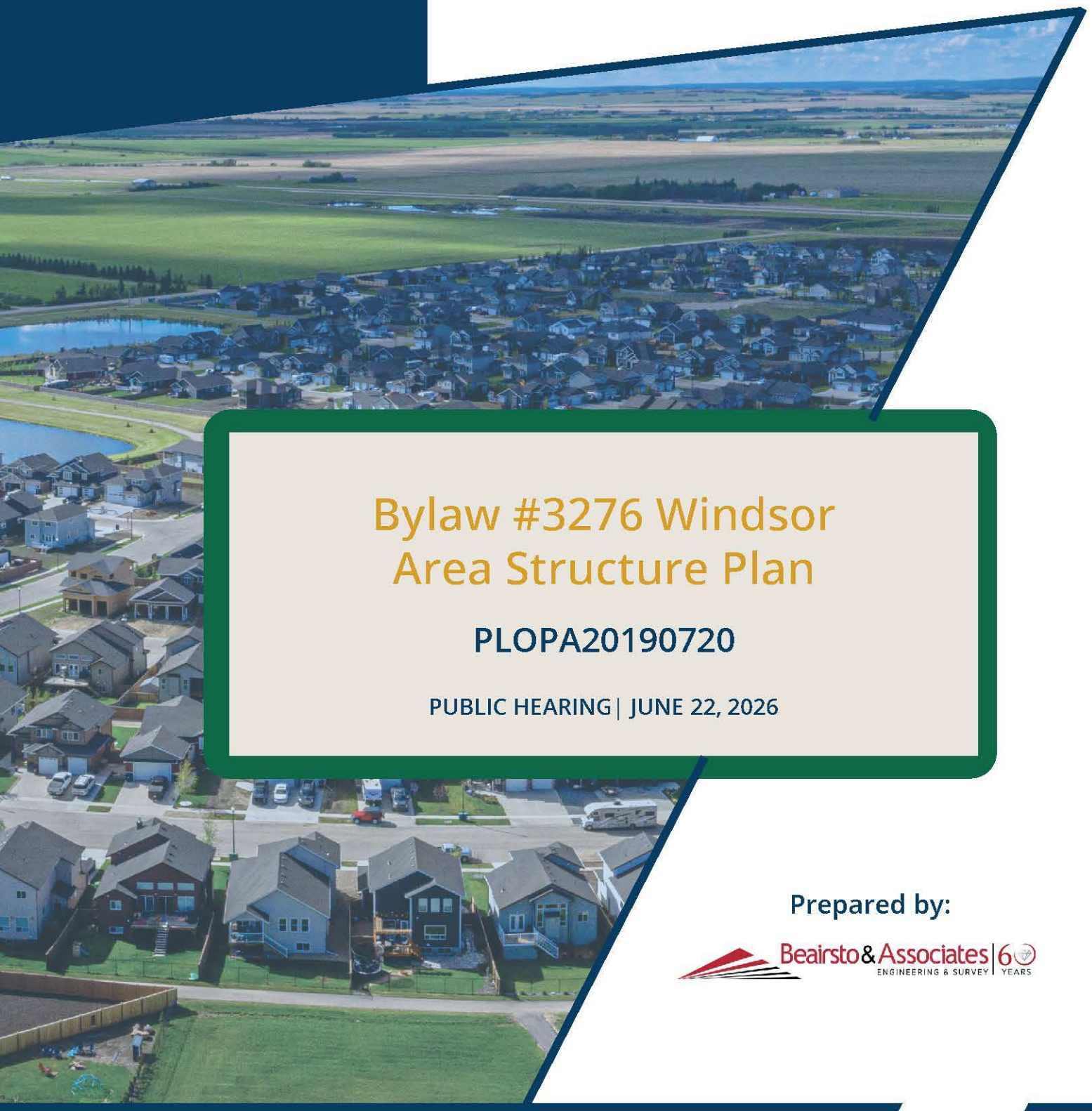
County of Grande Prairie No. 1



Map 10 - Named Roadways

Intermunicipal Boundary

Plan Boundary



Bylaw #3276 Windsor Area Structure Plan

PLOPA20190720

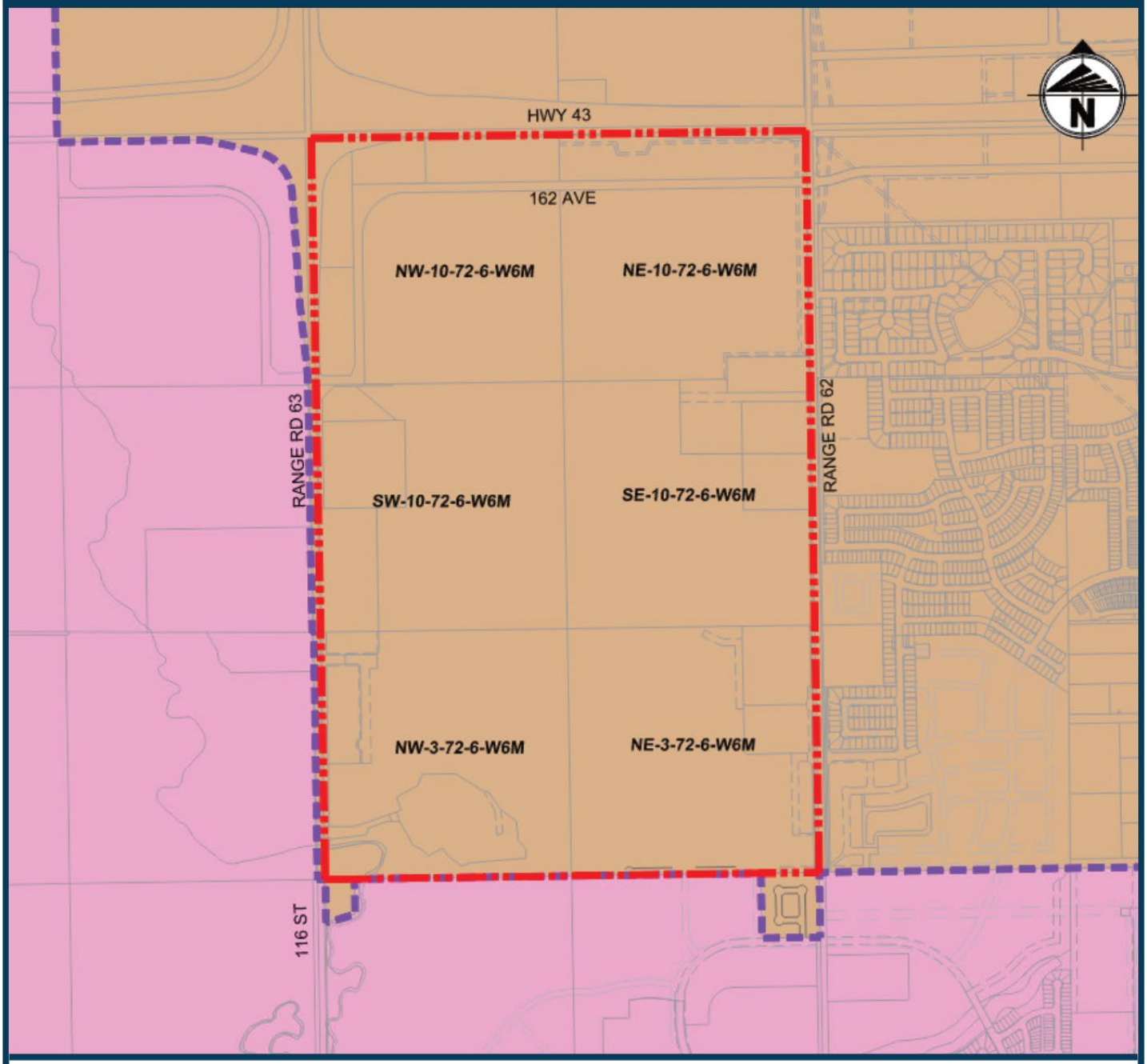
PUBLIC HEARING | JUNE 22, 2026

Prepared by:

Beairsto & Associates | 60 YEARS ENGINEERING & SURVEY

Windsor Area Structure Plan

April 2026



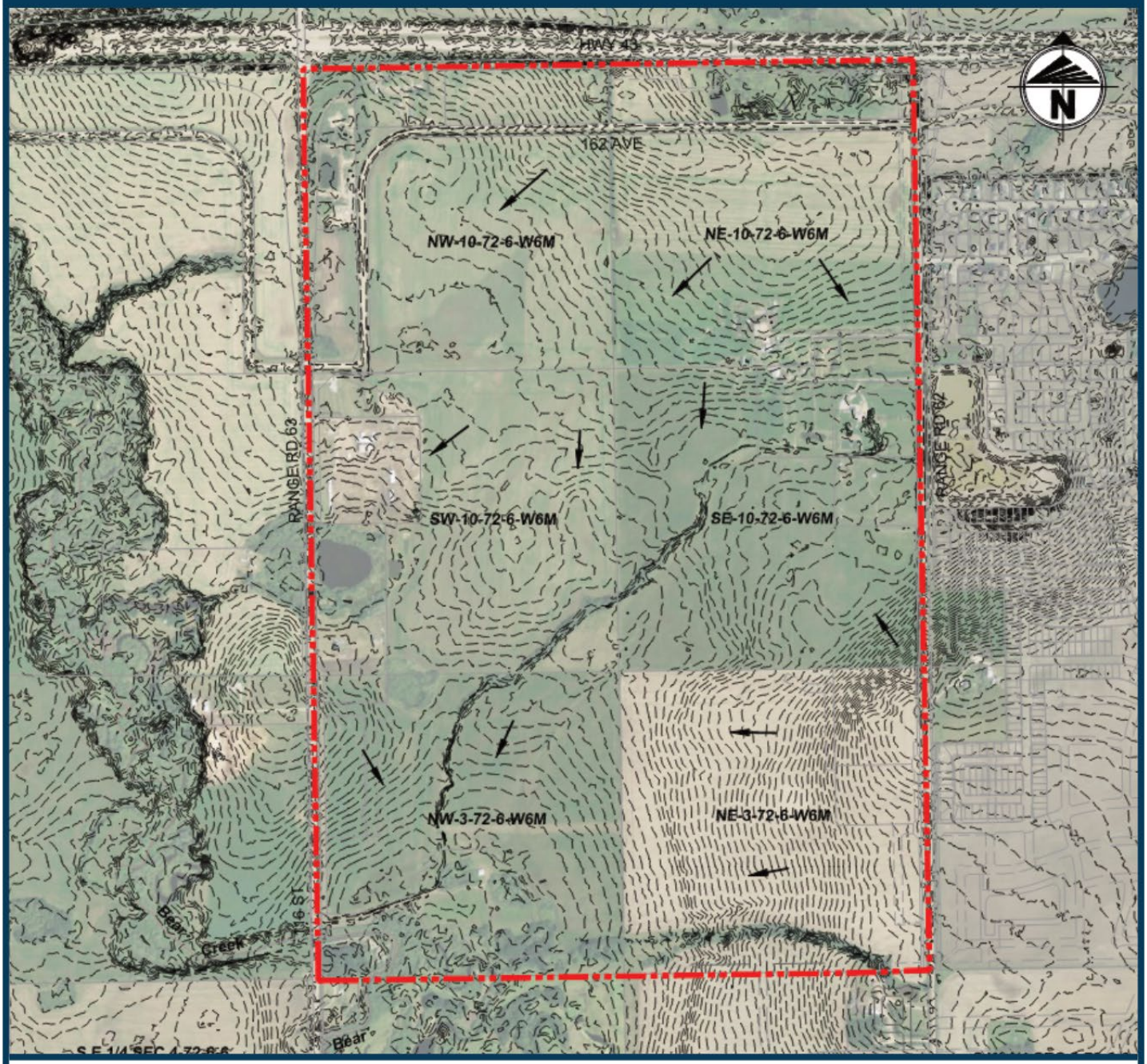
Map 1 - Location

- Intermunicipal Boundary
- Plan Boundary
- County of Grande Prairie No. 1
- City of Grande Prairie

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



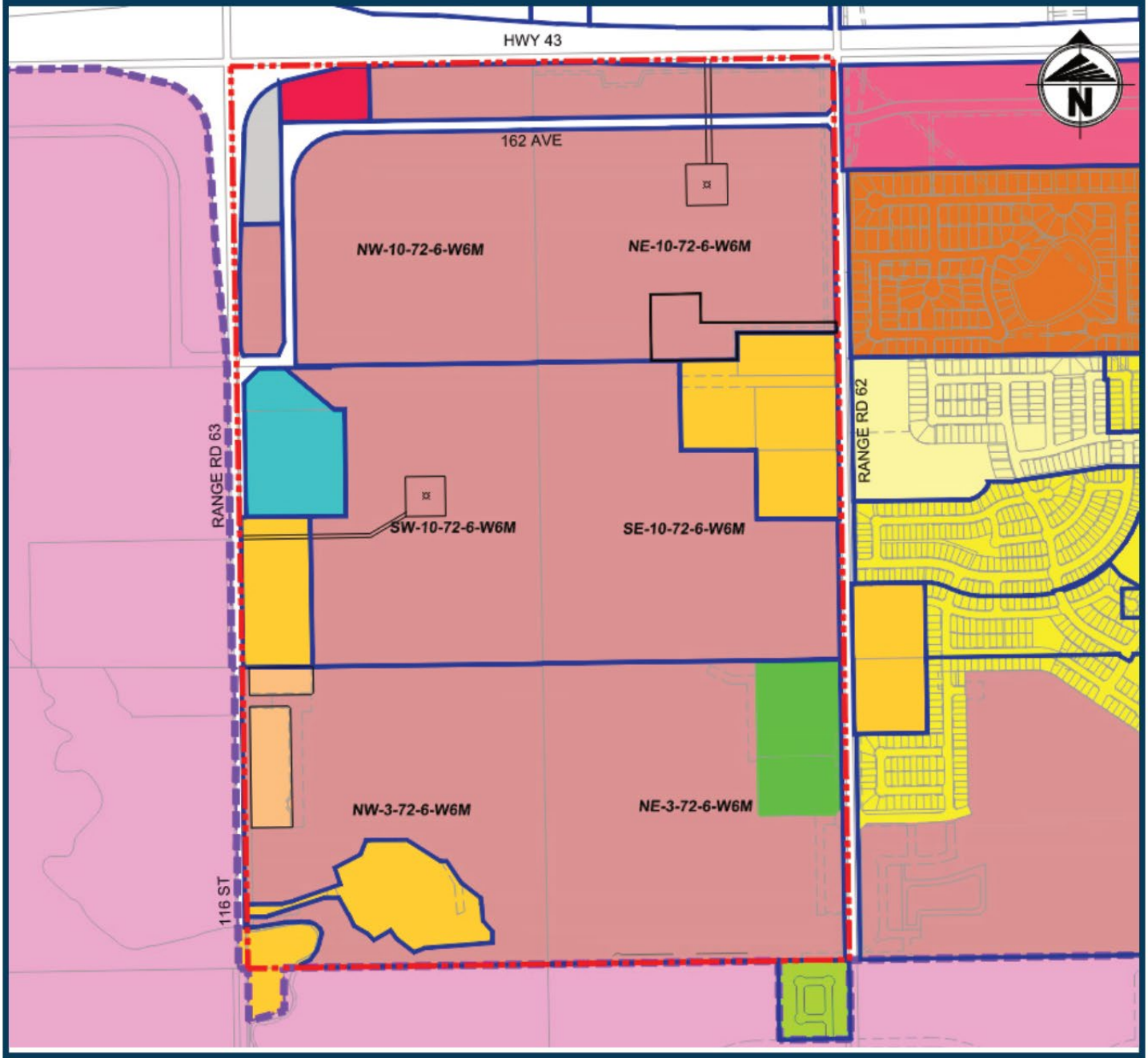
Map 2 - Topography

Plan Boundary

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



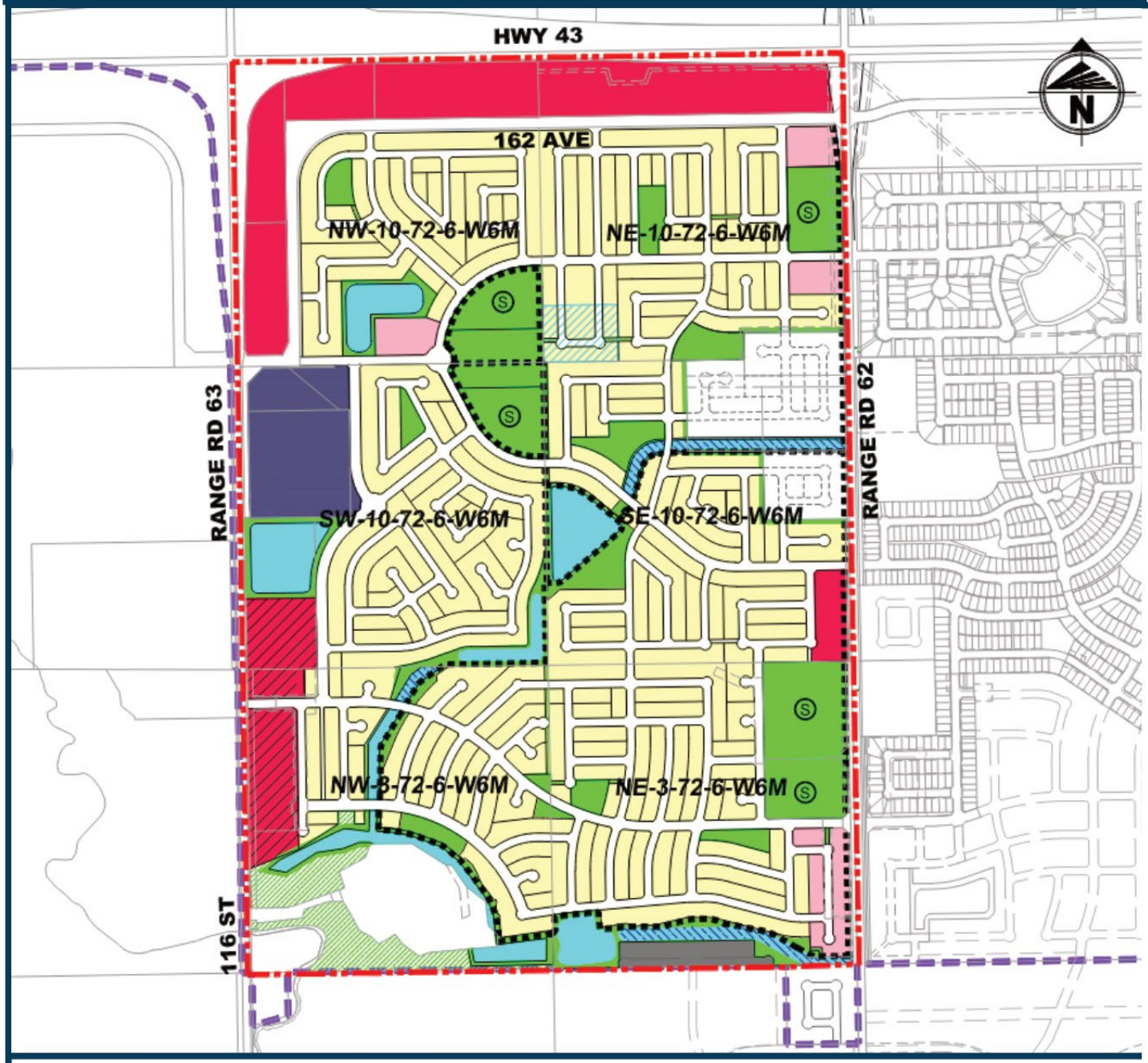
Map 3 - Existing Land Use

- Intermunicipal Boundary
- Plan Boundary
- Agricultural (AG)
- Gateway Commercial (GWC)
- Comprehensive Commercial (CC)
- Country Residential (CR-5)
- Limited Institutional Recreational
- Limited Rural Industrial (RM-1)
- Rural Light Industrial (RM)
- Urban Reserve Residential (UR-R)
- Rural Residential (RR-1)
- Rural Residential (RR-2)
- Rural Estate
- City of Grande Prairie

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



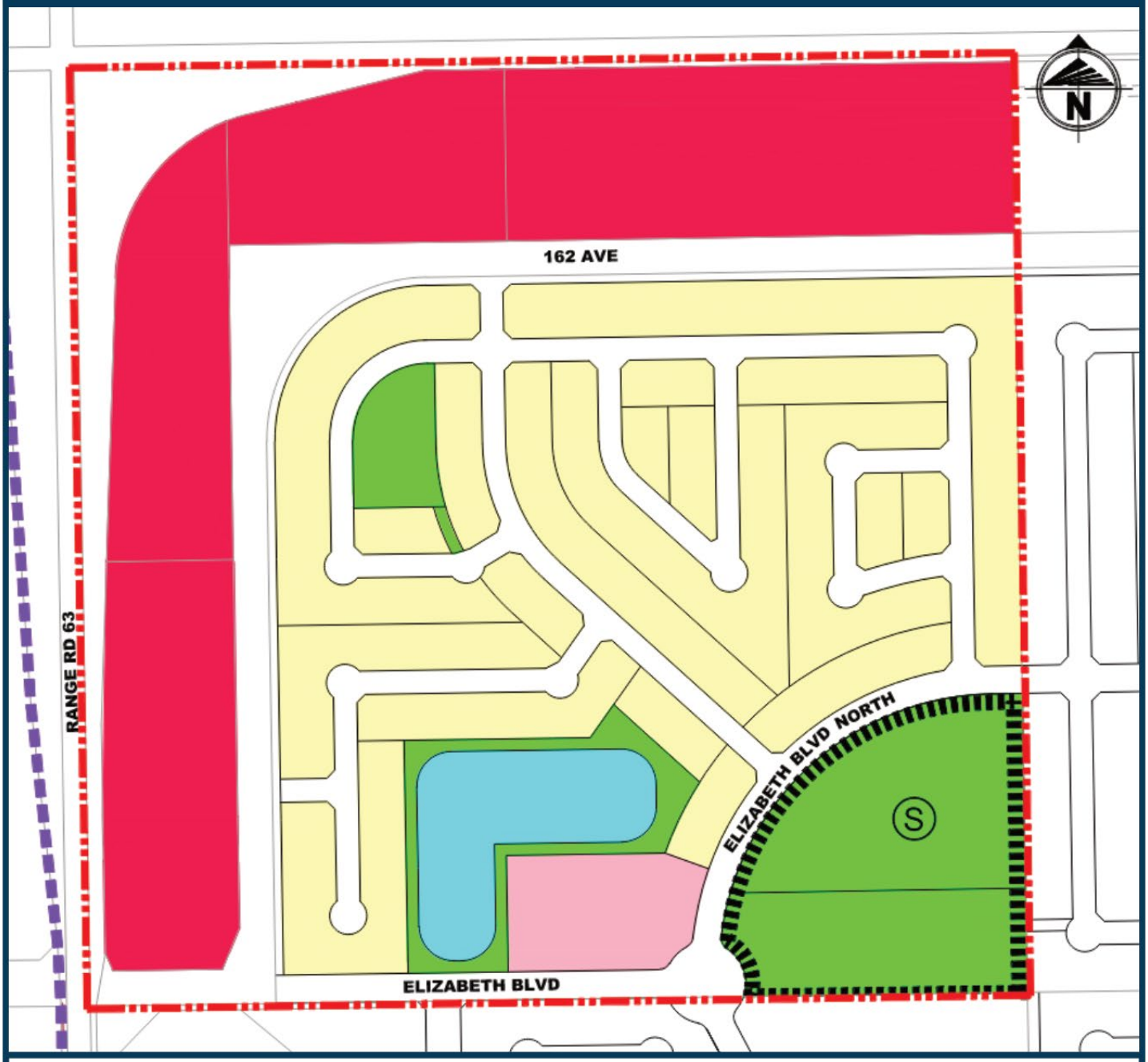
Map 4 - Development Concept

- Intermunicipal Boundary
- Plan Boundary
- Commercial
- Commercial / Industrial
- Medium Density Residential
- Low Density Residential
- Industrial
- Green Space
- Stormwater Management Facility
- Alternate Stormwater Facility
- Dry Ditch
- Environmental Reserve
- School Site
- Trail System
- Future Developable Lands

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



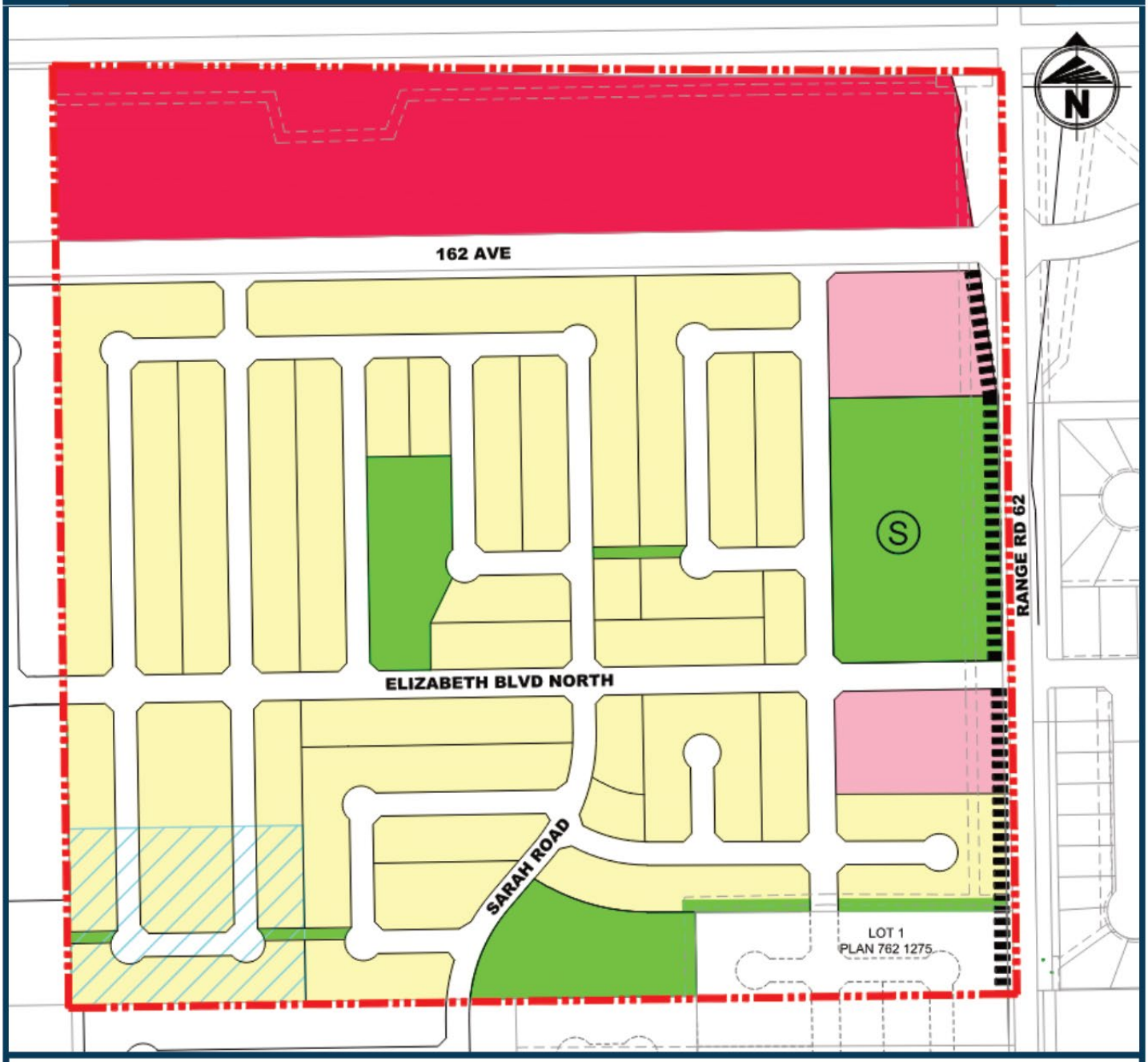
Map 4A - Development Concept - NW-10-72-6-W6M

- Intermunicipal Boundary
- Plan Boundary
- Commercial
- Medium Density Residential
- Low Density Residential
- Green Space
- Stormwater Management Facility
- School Site
- Trail System

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



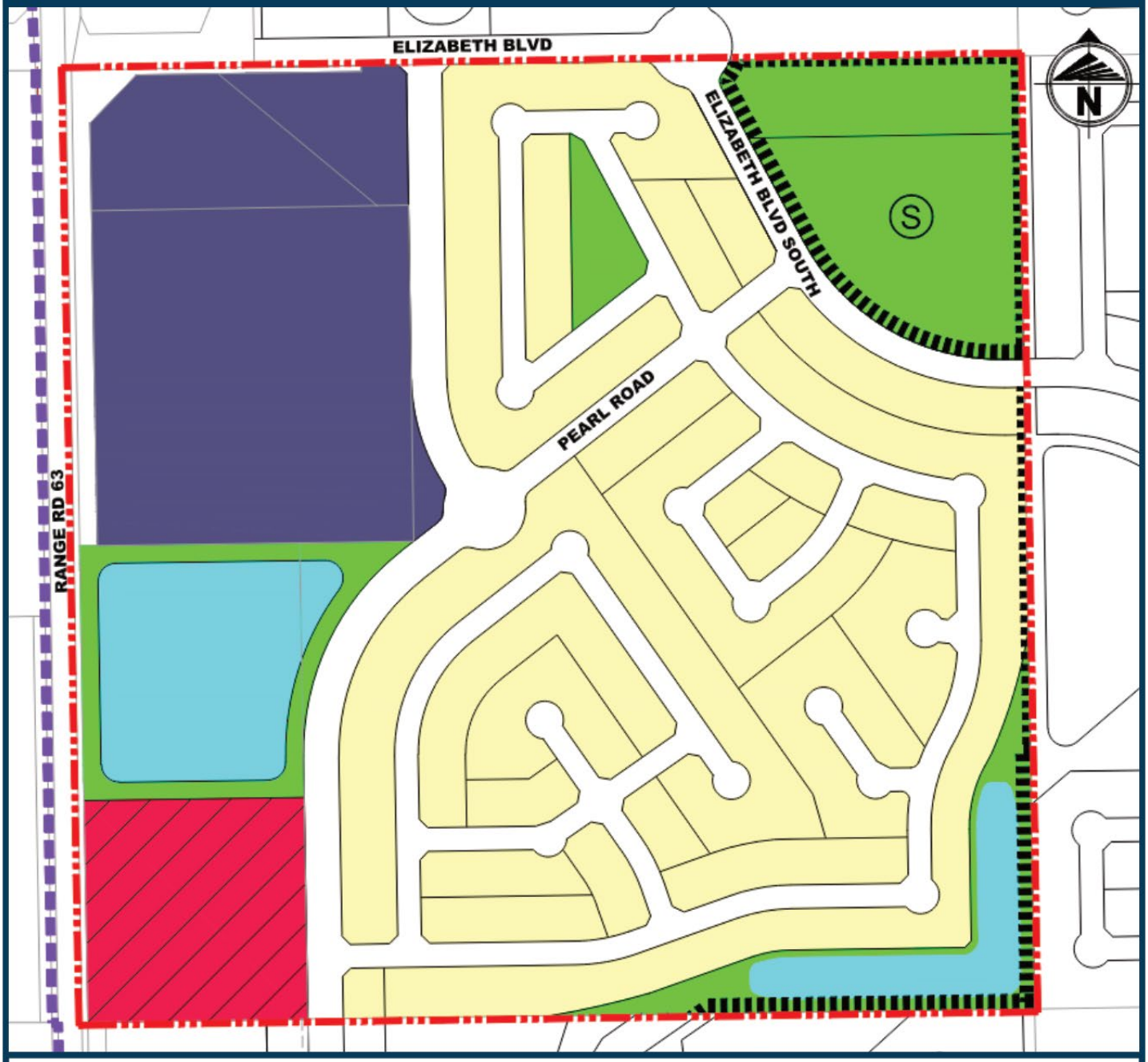
Map 4B - Development Concept - NE-10-72-6-W6M

- Plan Boundary
- Commercial
- Medium Density Residential
- Low Density Residential
- Green Space
- Alternate Stormwater Management Facility
- School Site
- Trail System

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



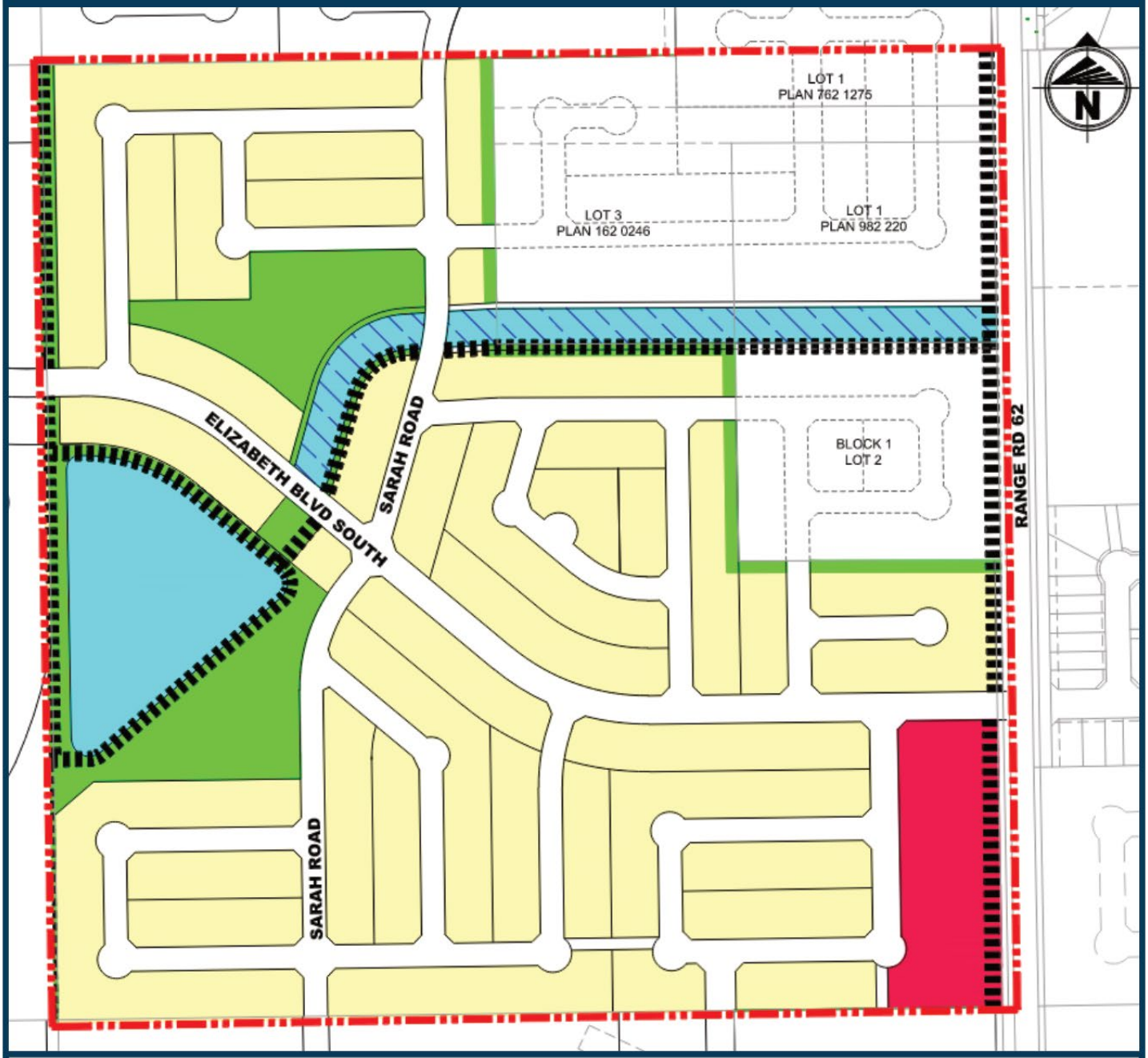
Map 4C - Development Concept - SW-10-72-6-W6M

- Intermunicipal Boundary
- Plan Boundary
- Low Density Residential
- Commercial / Industrial
- Industrial
- School Site
- Trail System
- Green Space
- Stormwater Management Facility

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



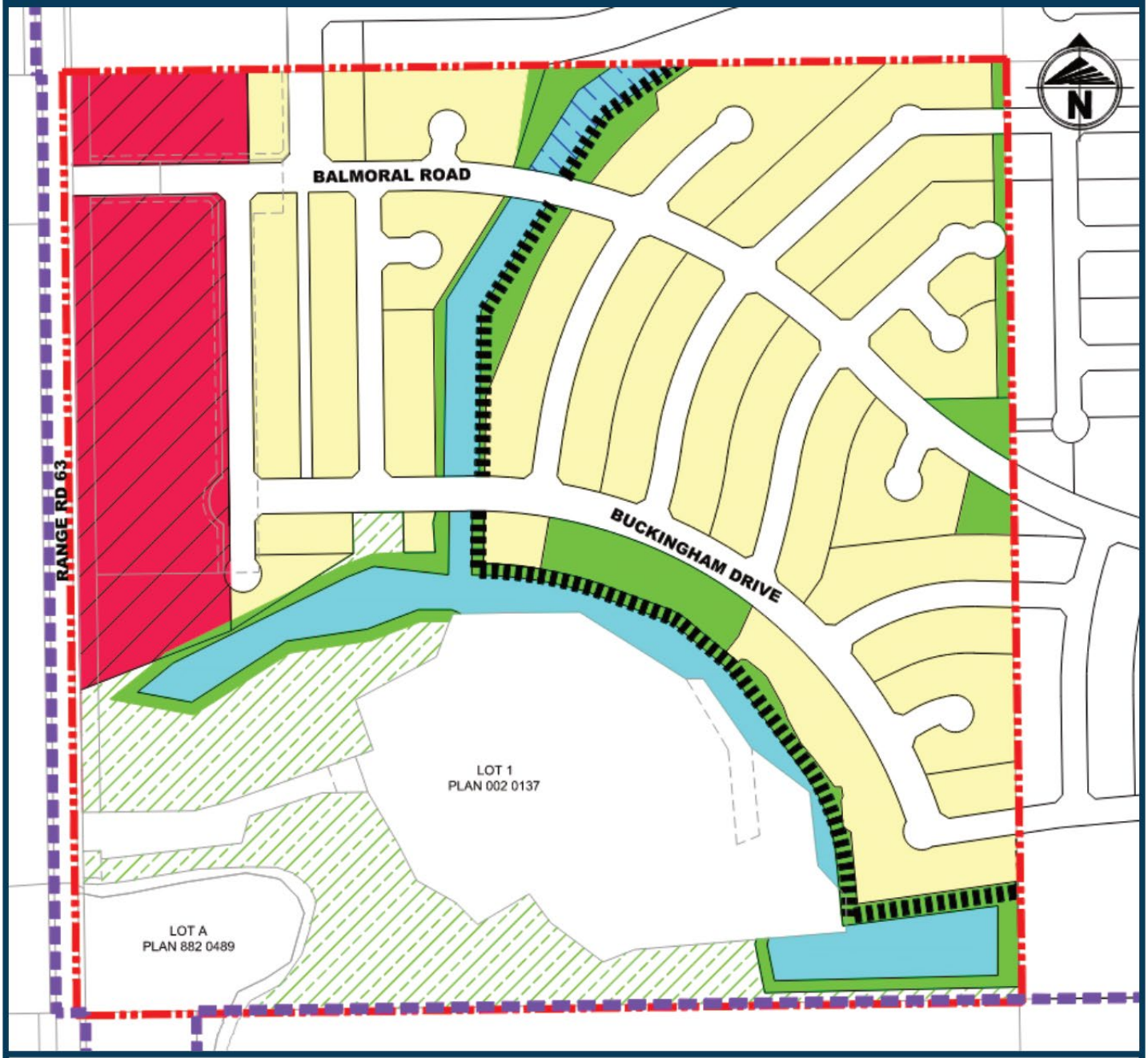
Map 4D - Development Concept - SE-10-72-6-W6M

- Plan Boundary
- Commercial
- Low Density Residential
- Green Space
- Stormwater Management Facility
- Dry Ditch
- Trail System
- School Site

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



Map 4E - Development Concept - NW-3-72-6-W6M

- Intermunicipal Boundary
- Plan Boundary
- Low Density Residential
- Commercial / Industrial
- Green Space
- Environmental Reserve
- Stormwater Management Facility
- Dry Ditch
- Trail System

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1

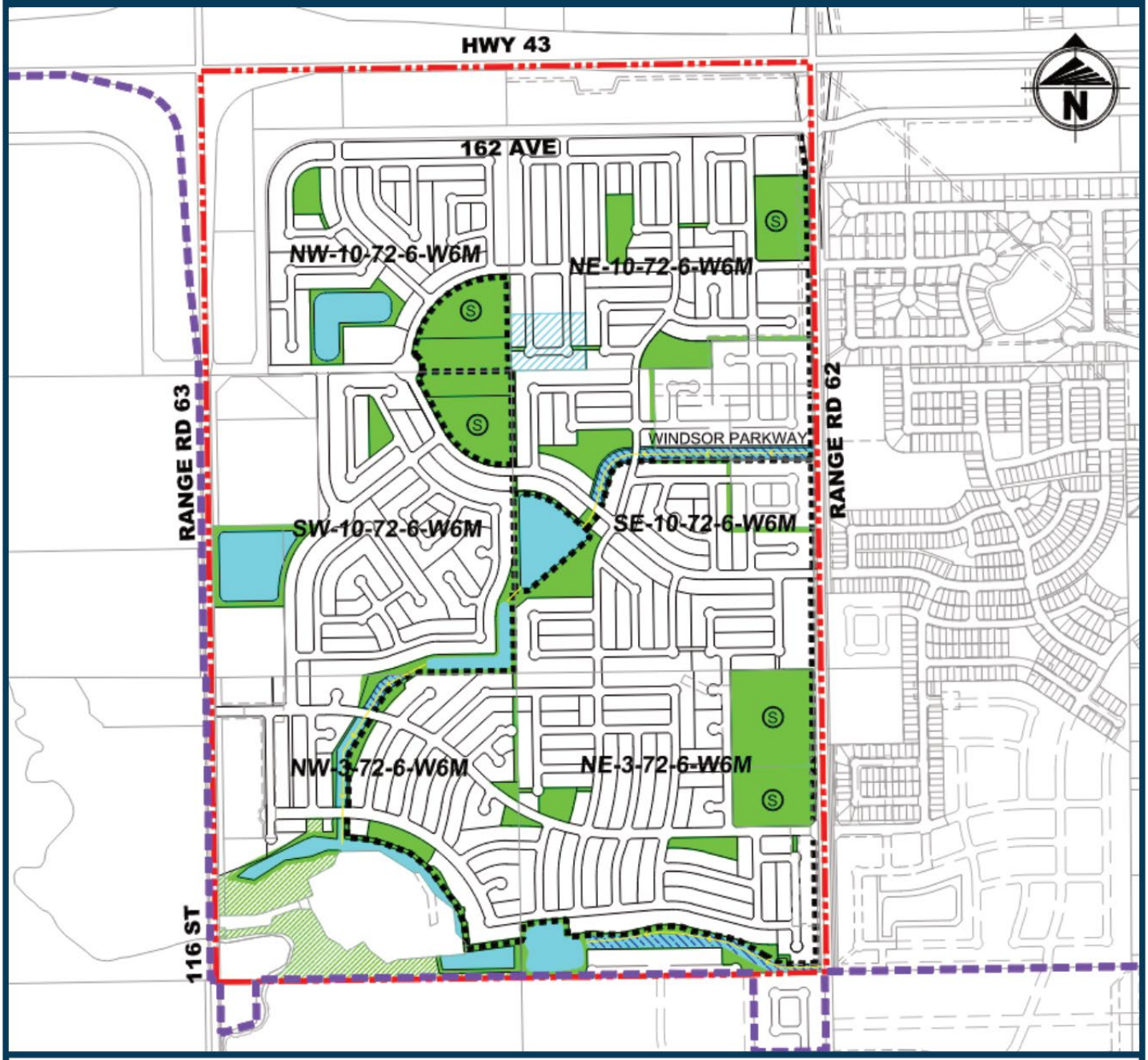
Map 4F - Development Concept - NE-3-72-6-W6M

- Intermunicipal Boundary
- Plan Boundary
- Low Density Residential
- Medium Density Residential
- Green Space
- School Site
- Stormwater Management Facility
- Dry Ditch
- Trail System
- Future Developable Lands

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



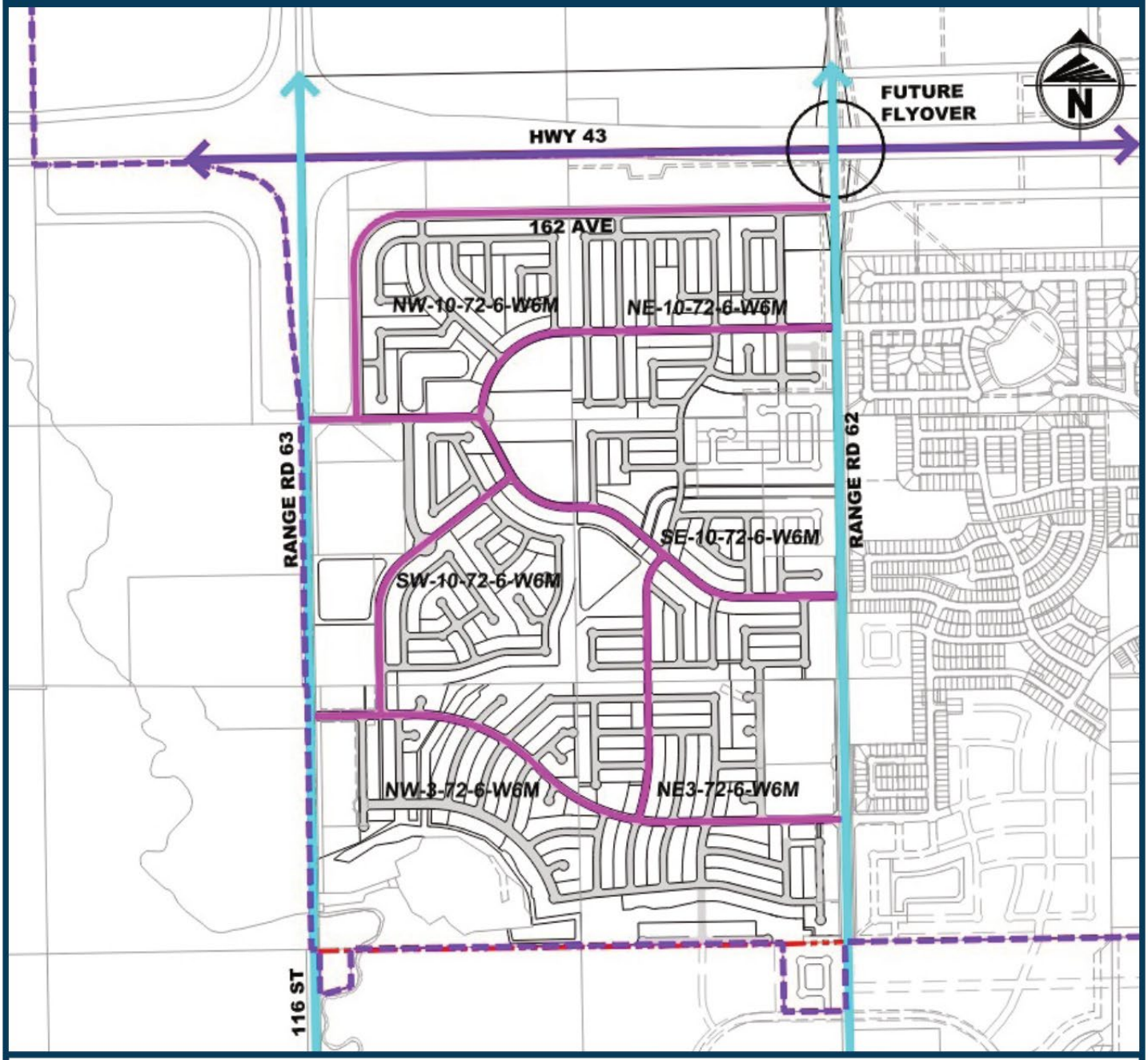
Map 5 - Parks, Trails and Open Space

- Intermunicipal Boundary
- Plan Boundary
- Green Space
- School Site
- Trail System
- Stormwater Management
- Stormwater Swale
- Dry Ditch
- Environmental Reserve
- Alternate Stormwater Management Facility

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



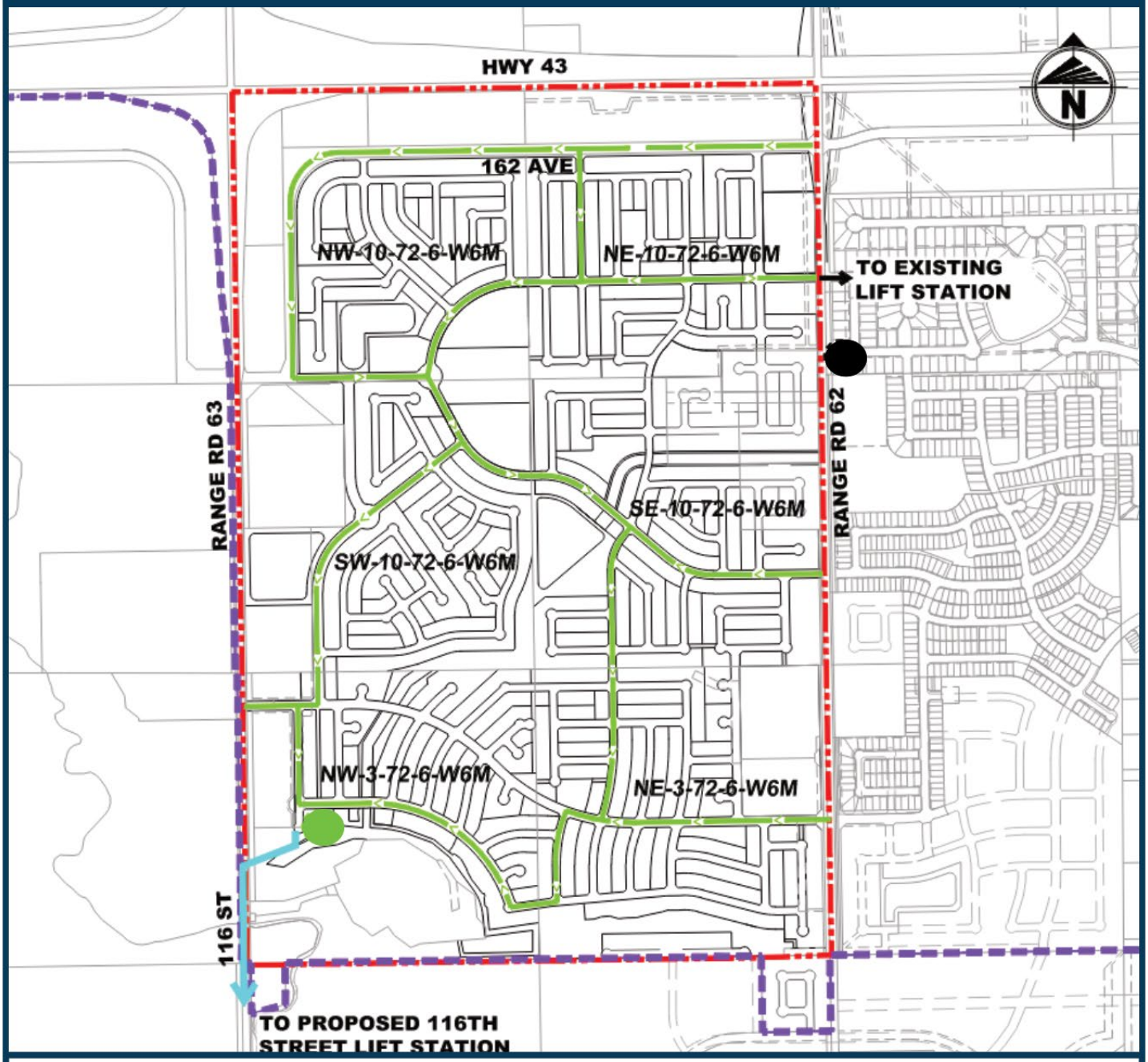
Map 6 - Transportation Concept

- Intermunicipal Boundary
- Plan Boundary
- Provincial Highway
- Arterial Road
- Collector Road
- Local Road

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



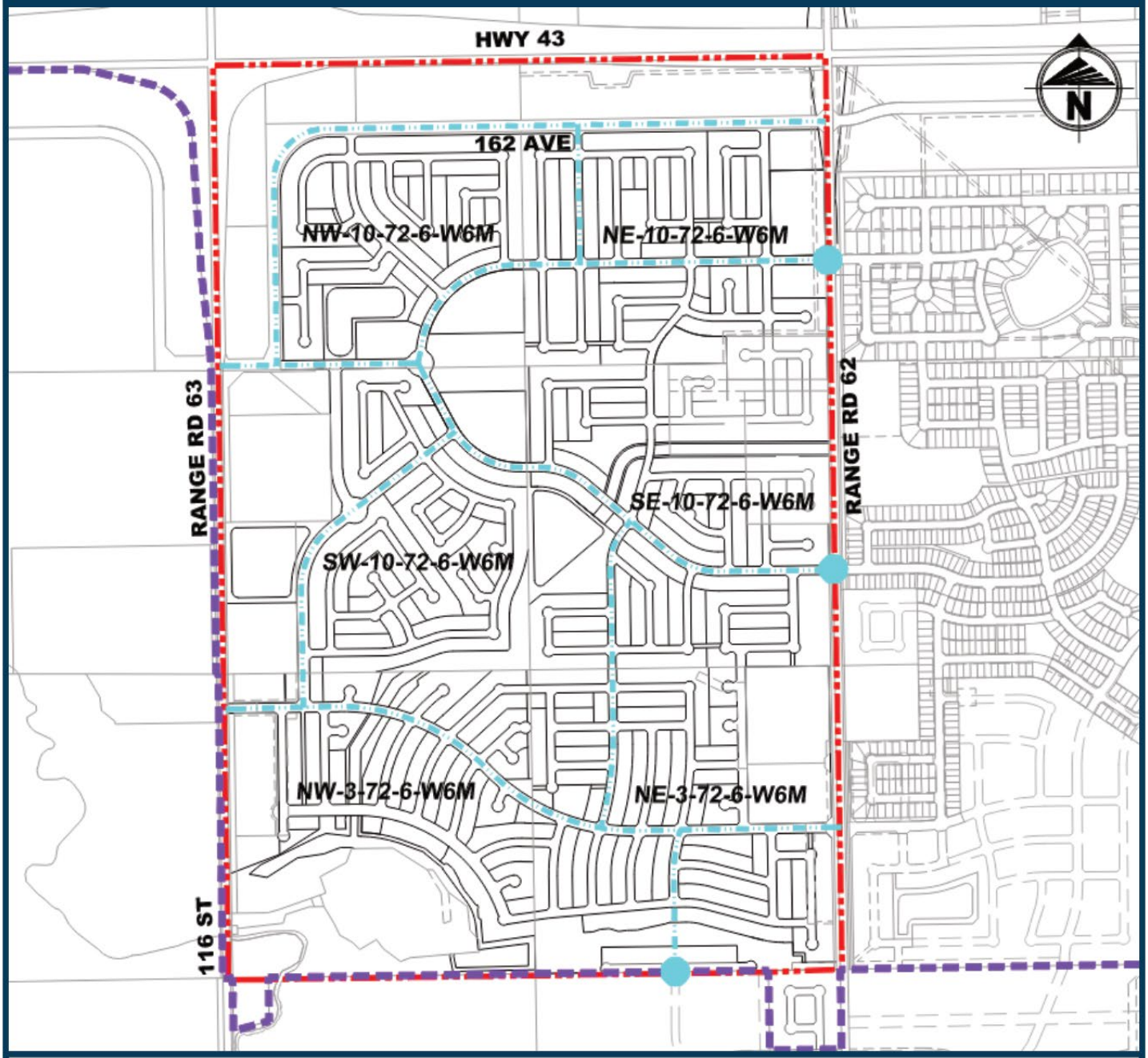
Map 7 - Sanitary Servicing Concept

- Intermunicipal Boundary
- Plan Boundary
- Proposed Forcemain
- Proposed Sanitary Sewer Line
- Proposed Sanitary Sewer - Dedicated to Proposed 116th Street Lift Station
- Proposed Lift Station
- Proposed Sanitary Sewer - Dedicated to Existing Lift Station
- Existing Lift Station

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



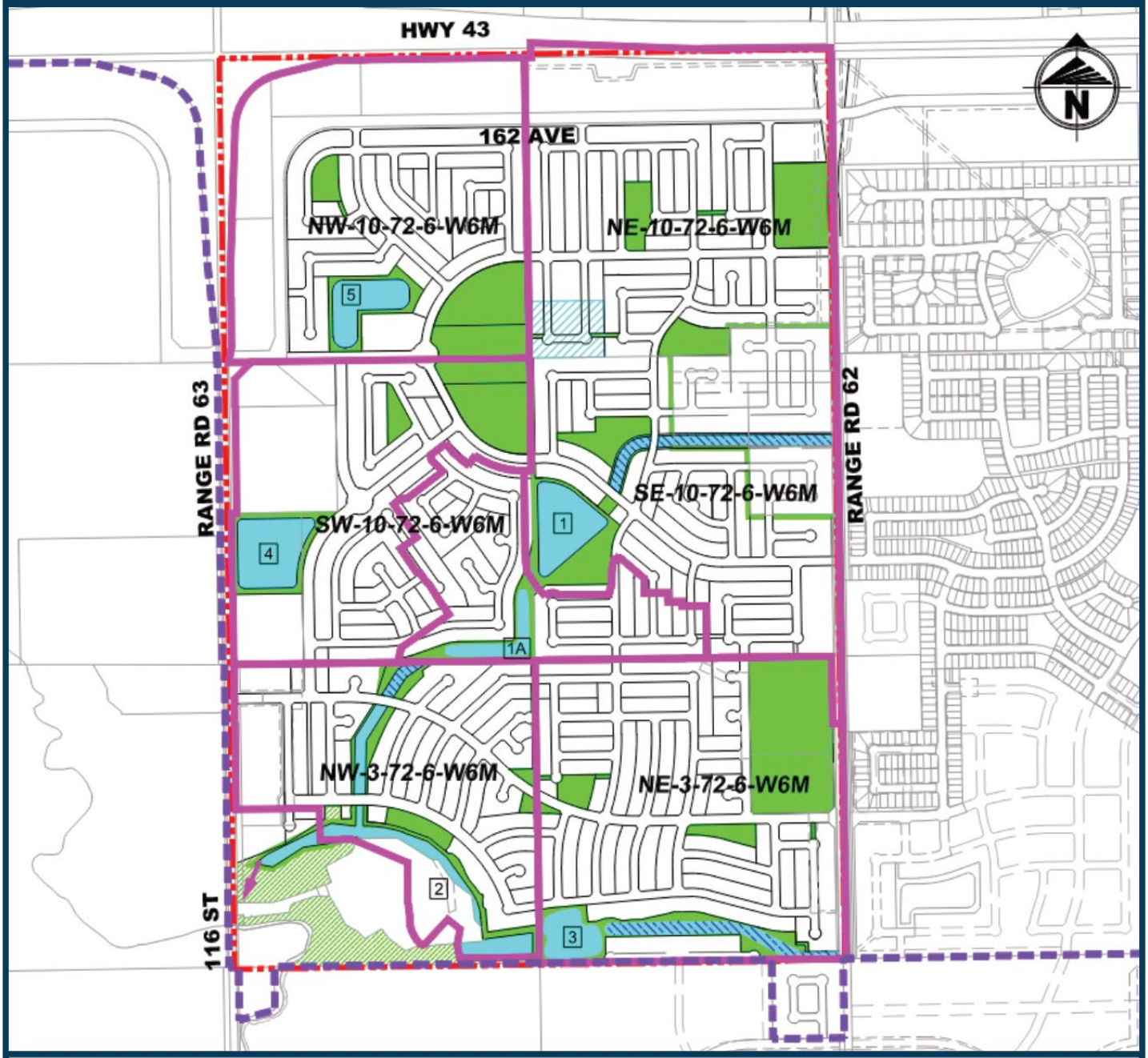
Map 8 - Water Servicing Concept

- Intermunicipal Boundary
- Plan Boundary
- Proposed Water Main Line
- Water Connection

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



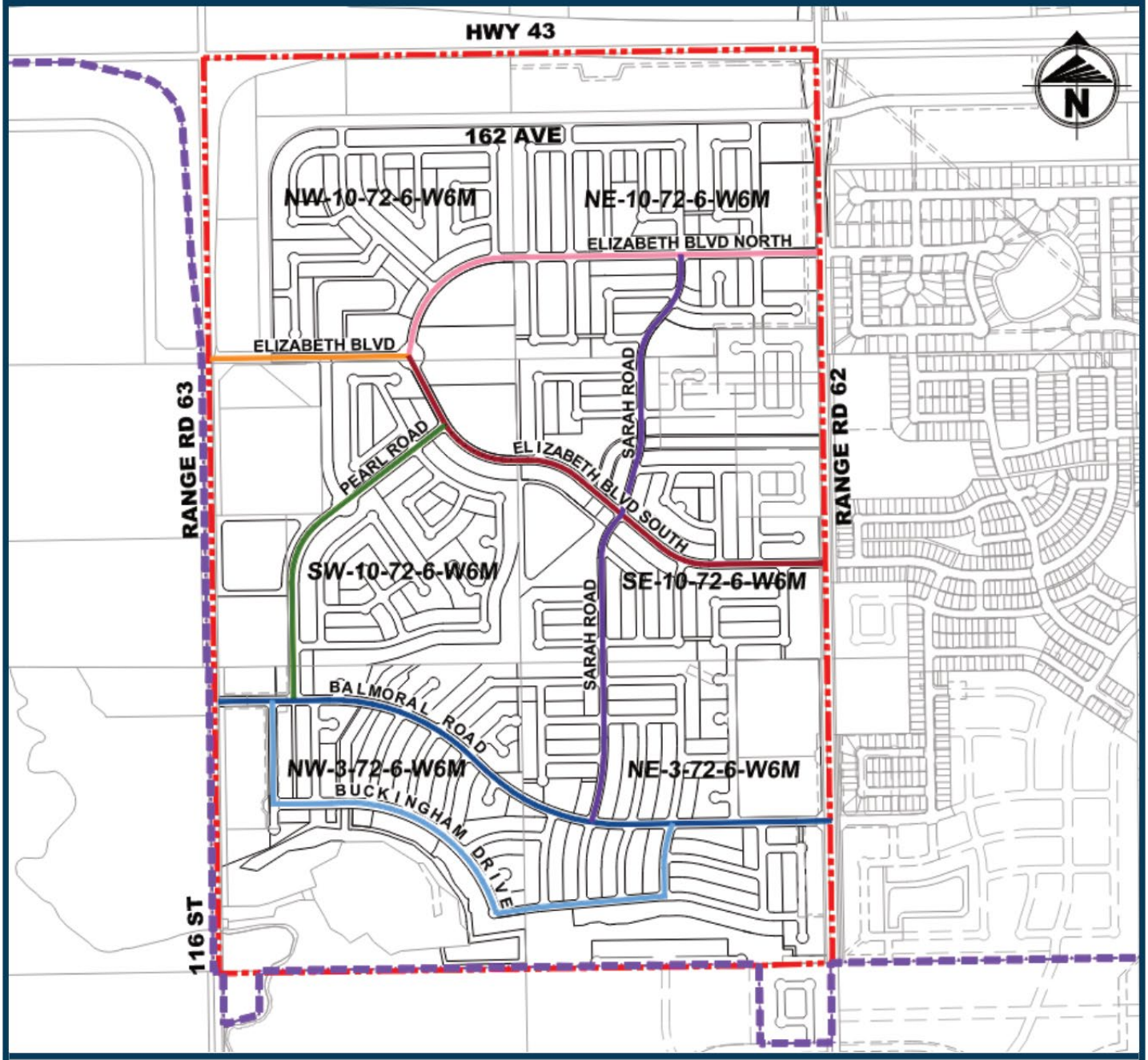
Map 9 - Stormwater Management Concept

- Intermunicipal Boundary
- Plan Boundary
- Municipal Reserve
- Storm Pond
- Catchment Area Boundaries
- 3 Storm Pond Number
- Outlet to Bear Creek
- Stormwater Piping System
- Alternate Stormwater Management Facility
- Dry Ditch
- Environmental Reserve

Windsor Area Structure Plan

April 2026

County of Grande Prairie No. 1



Map 10 - Named Roadways

Intermunicipal Boundary

Plan Boundary

Windsor Area Structure Plan

What We Heard Report

Public Engagement Results | February 3, 2026

Prepared by:

Beairsto & Associates ENGINEERING & SURVEY | 60 YEARS

Introduction

The County of Grande Prairie No. 1 is committed to shaping the future of the Windsor community through thoughtful, long-term planning supported by meaningful public engagement. The Windsor Area Structure Plan (ASP) establishes a comprehensive framework to guide future growth within the Hamlet of Clairmont, focusing on coordinated land use, infrastructure planning, parks and open space, transportation, and the creation of complete, connected neighbourhoods that support a high quality of life.

As part of the Windsor ASP planning process, the County and Beairsto & Associates Engineering Ltd., partnered in hosting a public engagement open house, providing residents, landowners, and stakeholders with an opportunity to review the draft plan, ask questions, and share their perspectives. The open house included a series of maps, which are featured in the draft Area Structure Plan, illustrating the proposed land use framework, transportation network, parks and open space system, and key development concepts. Printed copies of the draft Plan were available in limited quantities to attendees who requested one. Attendees were also invited to provide feedback through written comment cards, by writing directly on the maps, and through direct conversations with the project team.

This What We Heard Report summarizes the feedback received during the public engagement process and identifies key themes, questions, and suggestions raised by participants. The input collected has been carefully considered and has informed refinements to the Windsor Area Structure Plan to ensure it reflects community values while balancing long-term growth objectives and technical requirements.

Open House Overview

A public open house for the Windsor Area Structure Plan was held on **February 3, 2026**, from **4:00 p.m. to 7:00 p.m.** at **Whispering Ridge Community School** within the **Hamlet of Clairmont**. The purpose of the open house was to provide residents, landowners, and stakeholders with an **opportunity to review** the draft Windsor Area Structure Plan, **ask questions**, and **provide feedback** directly to the project team.

A total of **57** people attended the open house. **Key topics** raised during the event included **multi-family** land use, **site-specific land use requests** from landowners, the proposed **flyover** at Range Road 62, traffic and noise considerations, school locations, construction **standards**, **drainage**, and **parks**, **open space**, and **trail connections**.

Key Themes & Feedback

Flyover on Range Road 62

Feedback Received

Participants shared both positive feedback and concerns related to the proposed flyover at Range Road 62. Positive comments focused on **improved connectivity**, particularly direct access to the **Sportsplex**, which is currently perceived as **difficult to reach** due to Highway 43. Some residents noted that the flyover could **improve access** for youth and teenagers, potentially reducing reliance on vehicle trips by parents. Interest was also expressed in **pedestrian connectivity** across the flyover, particularly to **support trail connections** between residential areas and the Sportsplex.

Concerns were raised regarding **increased traffic** volumes on Range Road 62, the potential for increased **industrial** truck traffic, and associated **noise** impacts, particularly for residents of Westlake Village. Questions were also raised regarding whether the flyover would provide direct access to **Highway 43**.

Further clarification was provided following the open house to **distinguish** between the proposed flyover and the Windsor Area Structure Plan. The flyover is a **separate** infrastructure project being considered by the County and is **not** being driven by, nor **contingent upon**, the Windsor ASP.

The Windsor ASP is a long-term land use planning document intended to guide future growth and development within the plan area. While the plan acknowledges the **broader** transportation network, including potential **future** infrastructure, it **does not rely** on the flyover to proceed. Development within the ASP may occur **independently** of the flyover project.

Discussion at the Open House

Conversations at the open house focused on explaining the **function** of the flyover and its **role** within the County's l**ong-term transportation network**. The flyover was described as a north–south connection intended to **improve local** and **regional mobility**, rather than providing direct access to Highway 43. Discussion also included general information about how traffic impacts are assessed over time and how **mitigation measures** may be considered as traffic volumes increase.

Key Themes & Feedback

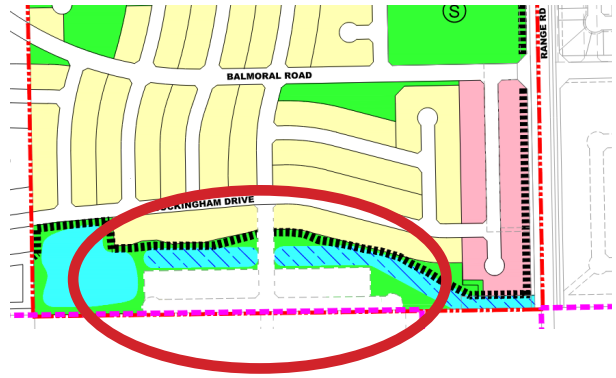
Future Development Opportunities (South of Plan Area)

Feedback Received

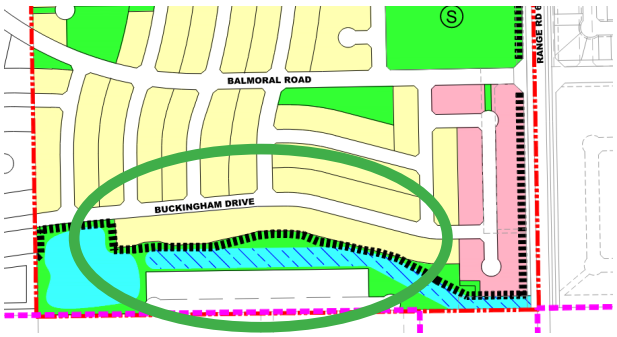
Questions were raised regarding lands located immediately south of the plan area boundary and how these lands may develop over time.

Discussion with Developer

Lands located adjacent to the south boundary of the Plan Area may present **opportunities** for future residential development. These lands are not currently within the Windsor ASP boundary but are recognized as logical areas for **long-term** growth.



These lands may ultimately connect to the Arbour Hills Area Structure Plan within the City of Grande Prairie. Should annexation occur in the future, they may **form** part of the City's Arbour Hills development area. Alternatively, the lands may be developed for **residential purposes** within the County, subject to future planning and development applications under the applicable municipal framework.



This approach ensures **flexibility** in how these lands are developed **over time** while maintaining compatibility with **surrounding** development patterns.

Key Themes & Feedback

Traffic on Range Road 62

Feedback Received

Traffic on Range Road 62 was one of the **most frequently** discussed topics at the open house. Residents expressed concern about future **traffic volumes**, particularly as development progresses and traffic from the industrial park increases. **Noise impacts** and **safety** at intersections were also noted as concerns.

Discussion at the Open House

Discussions highlighted that Range Road 62 is identified as a **major arterial roadway** within the County's transportation network and is **designed** to **accommodate higher traffic volumes** over time. It was noted that roadway **upgrades**, including widening to **four lanes** and the installation of **signalized intersections**, are typically evaluated and implemented as traffic demands warrant. While these explanations addressed some questions, a degree of **skepticism** remained among some attendees regarding the timing and effectiveness of future upgrades.

Land Use Requests and Multi-Family Development

Feedback Received

Several residents from **Westlake Village** expressed concerns about the location of **multi-family land uses** adjacent to their neighbourhood. Comments suggested that multi-family development could affect neighbourhood **character**, **views**, and **property values**. Specific concerns were raised about the **potential scale** of development, including the possibility of apartment-style buildings up to four storeys in height. Five residents requested that **both** multi-family sites identified within NE-10-72-6-W6M be shown in the Development Concept **low density** residential.

A site-specific land use request was also raised by the landowner of Lot 1, Plan 0023827, Pt. NW-10-72-6-W6M, who noted that the property is currently zoned **industrial** and requested that it be shown as **Commercial/Industrial** rather than solely Commercial in the future land use concept.

Discussion at the Open House

Discussions with attendees focused on explaining the intent of identifying **a range of housing forms** within the ASP and the **conceptual** nature of land use designations at this stage. It was noted that **market demand**, **detailed design**, and **future rezoning** applications would further refine development **outcomes** over time. Following the open house, further consideration was given to the feedback received regarding the multi-family locations within NE-10-72-6-W6M.

Key Themes & Feedback

Medium Density = Rural Residential (RR-4)

Feedback Received

Some attendees expressed interest in understanding how the proposed **medium density** residential areas would be developed, including questions about the **types of housing**, potential for **seniors-oriented** development, and whether these lands would be restricted to a specific **demographic** (e.g., 55+).

RURAL RESIDENTIAL MIXED (RR-4) DISTRICT

Discretionary Uses

(a) Accessory Building, Structure or Use
(b) Duplex
(c) Group Care Facility
(d) Park
(e) Public Use
(f) Semi-detached Dwelling
(g) Senior Citizen's Complex
(h) Sign

Discussion at the Open House

It was clarified that the Medium Density or Rural Residential (RR-4) District provides direction on **built form**, including permitted **housing types**, **site design**, and **setbacks**. The designation regulates how development occurs rather than who it is intended for.

While the RR-4 District does contemplate uses such as a **seniors housing** complex as a discretionary use, this represents a type of use, not a **land use designation** or **density category**. As such, identifying "seniors housing" on the Area Structure Plan Development Concept would not be appropriate, as it is not a **distinct residential density** or **zoning district**.

Development within the RR-4 areas may be marketed toward a range of **demographics**, including seniors, families, or other groups, depending on the **developer's vision** and **market demand**. The Area Structure Plan and associated land use framework cannot restrict development to a specific demographic, as planning policy is based on **land use, form**, and **density**—not the intended **occupants**.

Key Themes & Feedback

School Locations

Feedback Received

The proposed Peace Wapiti **High School** generated significant **interest** and generally **positive** feedback. Attendees expressed **support** for **proactive** planning for **future school needs** and appreciated that potential school sites were being identified **early**.

Concerns were raised regarding the **potential school site** located **adjacent to Range Road 62** and **Westlake Village**. Some residents expressed apprehension about **increased traffic**, **loss of views**, and changes to the **existing character** and **sense of serenity** experienced by Westlake residents.

Discussion at the Open House

Conversations clarified that school sites identified within the ASP are **conceptual** and intended to provide **long-term options** to **accommodate projected growth**. Final decisions regarding school construction, timing, and design would be subject to further planning by **school authorities** and additional approvals.

Construction Standards

Feedback Received

Residents raised concerns about the **quality** of **road construction** in **existing neighbourhoods**, particularly within **Whispering Ridge**. Issues such as **frost heaving**, **uneven pavement**, and overall road condition were cited as examples of construction standards that residents felt could be **improved**. There was a **strong** desire expressed that **future roads** within the Windsor ASP area be constructed to a **higher standard** and maintained over time. Requests were also made for **sidewalks** on **both sides** of roadways where feasible.

Discussion at the Open House

Discussions focused on the County's role in **setting** and **enforcing construction standards** through subdivision and development processes, and how **road design** and construction requirements are applied to **new development** areas.

Key Themes & Feedback

Parks, Open Space, Trails, and Drainage

Feedback Received

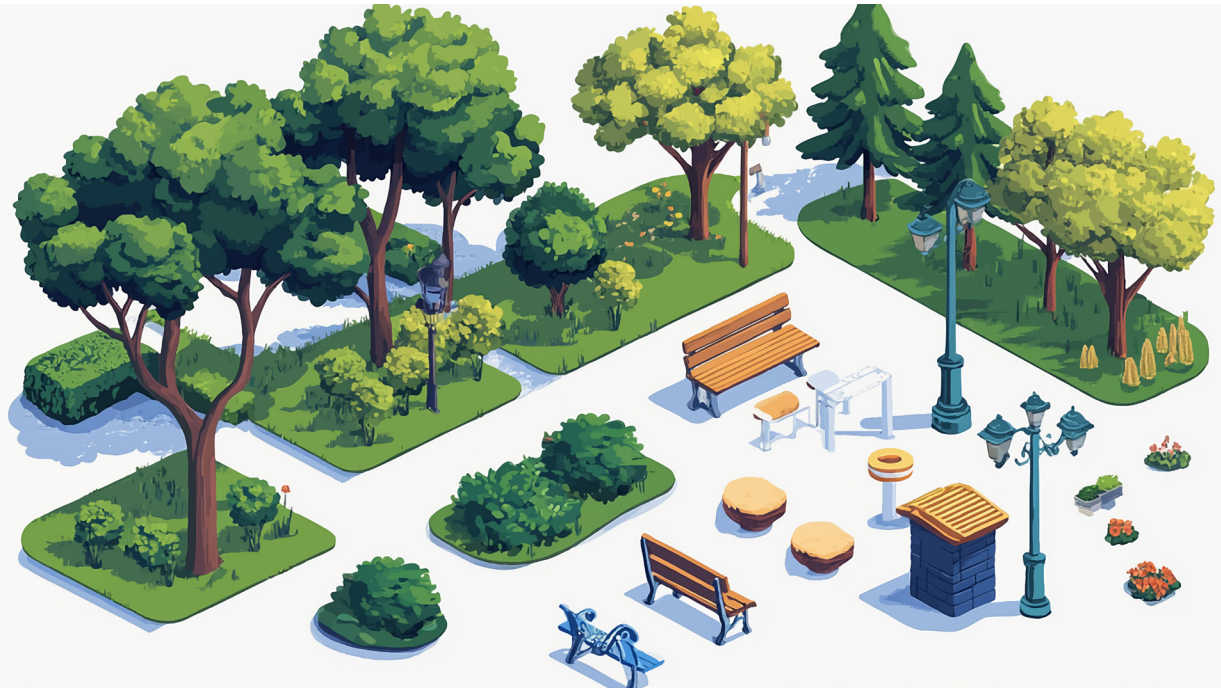
Feedback regarding parks, open space, and trails was **largely positive**. Residents commented favourably on the **amount of park space** proposed and the **connectivity** of green spaces through an **integrated trail network**. The trail connections along Range Road 62 on **both sides** of the roadway were specifically noted as a **strong feature** of the plan.

Residents also expressed interest in seeing **recreational amenities** planned **early**, such as **ice rinks**, **pickleball courts**, and **off-leash areas** for dogs, to **ensure** these facilities are delivered as **development occurs**. There were requests for **inclusive recreational spaces** that accommodate a **wide range of ages** and **abilities**, including **children with special needs**.

Drainage and stormwater management were also discussed, with residents noting that the placement of **stormwater ponds** throughout the plan area appeared **logical** and **responsive** to existing drainage patterns.

Discussion at the Open House

Conversations emphasized the **conceptual nature** of park and drainage planning at the ASP level and how **detailed design**, **phasing**, and **future studies** would inform the **exact location** and **type of recreational amenities** over time.



Area Structure Plan Referral Notice

File Number: **PLOPA20190720**

Date: February 2, 2026

Regarding:

Legal: See Attached Schedule "A"

Proposed ASP: Windsor Area Structure Plan

Applicant: County of Grande Prairie

Application Details

Please find attached information pertaining to the draft Windsor Area Structure Plan (formerly SW Clairmont) which has been prepared by the County of Grande Prairie and covers lands within Section 10-72-6-W6M and the north half of Section 3-72-6-W6M. To view the full document visit https://engagecountygp.ca/windsor-area-structure-plan or scan the QR code below..

Comments

Please provide your comments within **thirty (30) days** of the referral date to County of Grande Prairie, Planning and Development Services, 10001 - 84 Avenue, Clairmont AB, T8X 5B2 or email plan@countygp.ab.ca. Comments received are deemed public information. Attach additional pages if required.

Signature: _____ Date: _____

Name: _____

Distribution List

Encumberances:

- ATCO Gas and Pipelines Ltd.; ATCO Electric; Bridgewater Bank; Alberta Government Telephones, Charlene Lynn Althen, InvestorGroup Trust Ltd., Royal Bank of Canada, Servus Credit Union, Paula & Myrna Lemay; The Bank of Nova Scotia

E-Mail:

Internal Referral:

- Regional Fire Services
- Development Engineering
- Safety Codes Services
- Operations Programs
- Recreation & Culture
- Regional Enforcement Services
- Assessment
- Land and Development Services
- Agricutural Services
- Municipal Utilities
- Capital Delivery
- FCSS

External Referral

- Alberta Health Services
- GPNetworks: Kobus De Jager - Eastlink
- Peace Wapiti School Division #76 - B.Stewart
- Energy Resources Conservation Board: Operations Group
- Grande Prairie & District Catholic School District #28
- Land Use Planning Section Historical Resource Management Branch, Alberta Culture and Community Spirit, Government of Alberta
- Alberta Transportation
- Alberta Environment & Parks: AEP Water Approvals
- Alberta Environment & Parks: Mike Russell: Area Wildlife Biologist
- Alberta Environment & Parks: Stacey Boeyenga: Alberta Public Lands
- Alberta Environment & Parks: Marsha Trites-Russell, Wetland Specialist
- Alberta Environment & Parks: Nikki Homberger, Land Management Specialist
- City of Grande Prairie
- Grande Prairie Airport
- Canada Post: David Kruger, Edmonton
- Energy Resources Conservation Board: Senior Field Support
- ATCO Electric
- ATCO Gas
- ATCO Pipelines
- Telus Communications
- Aquatera

SCHEDULE “A”

NW-10-72-6-W6
Lot 1 Plan 9622135; NW-10-72-6-W6
Lot 1 Plan 0023827; NW-10-72-6-W6
NE-10-72-6-W6
Lot 1 Plan 7621275; NE-10-72-6-W6
SE-10-72-6-W6
Lot 3 Block 1 Plan 1620246; SE-10-72-6-W6
Lot 2 Block 1 Plan 0320498; SE-10-72-6-W6
Lot 1 Plan 9822220; SE-10-72-6-W6
SW-10-72-6-W6
C of T 002 157 926, Pt. SW-10-72-6-W6
Lot 1 Block 1 Plan 1423525; SW-10-72-6-W6
Lot 2 Block 1 Plan 1423525; SW-10-72-6-W6
NE-3-72-6-W6
Lot 1SR Block 1 Plan 2322594; NE-3-72-6-W6
Lot 2MR Block 1 Plan 2322594; NE-3-72-6-W6
NW-3-72-6-W6
Lot 2 Block 2 Plan 2421524; NW-3-72-6-W6
Lot 4 Block 2 Plan 2521151; NW-3-72-6-W6
Lot 3 Block 2 Plan 2421524; NW-3-72-6-W6
Block A Plan 8820489; NW-3-72-6-W6

Outlook

RE: Draft Windsor Area Structure Plan

From FieldOpsNorthwest <FieldOperationsNW@aer.ca>
Date Mon 2/2/2026 6:52 AM
To Plan <plan@countygp.ab.ca>

CAUTION, EXTERNAL EMAIL - Do not click links or open attachments unless you recognize the sender and know the contents are safe.

Good day,

We have nothing to add to this file.

Caroline Porter
Senior Field Support, Field Operations Northwest, Regulatory Compliance
Alberta Energy Regulator
e caroline.porter@aer.ca **tel** 780-538-5669 **fax** 780-538-5582
#204, 9906 – 106 Street, Grande Prairie, Alberta T8V 6L6
inquiries 1-855-297-8311 **24-hour emergency** 1-800-222-6514 www.aer.ca

Field centre email addresses have been updated to reflect the centres' operational areas. All emails to GrandePrairie.FieldCentre@aer.ca and HighLevel.FieldCentre@aer.ca are being redirected to FieldOpsNorthwest@aer.ca. Please use the updated contact information going forward.

Security Classification: Protected A

From: Plan <plan@countygp.ab.ca>
Sent: January 30, 2026 3:32 PM
To: Alberta Environment; Alberta Health Services (NorthZone.EnvironmentalHealth@albertahealthservices.ca) <NorthZone.EnvironmentalHealth@albertahealthservices.ca>; Aquatera Circulations (Dev&Sub-Circulations@aquatera.ca) <Dev&Sub-Circulations@aquatera.ca>; B. Stewart - Peace Wapiti School Division # 76 (pwsdplan@pwpsd.ca) <pwsdplan@pwpsd.ca>; circulations <circulations@telus.com>; David Kruger, Canada Post <david.kruger@canadapost.postescanada.ca>; Eastlink <eastlinktvgp@eastlink.ca>; FieldOpsNorthwest <FieldOperationsNW@aer.ca>; historical.lup <historical.lup@gov.ab.ca>; kobus <kobus@coool.ca>; land.admin <land.admin@atco.com>; LandInquiries <LandInquiries@atcoelectric.com>; Persona (western-planning@personainc.ca) <western-planning@personainc.ca>; Planning Department, City of GP (planning@cityofgp.com) <planning@cityofgp.com>; Setbackreferrals <SetbackReferrals@aer.ca>; Arlen Miller <amiller@countygp.ab.ca>; Baily Nagy <BNagy@countygp.ab.ca>; Bill Rogan <brogan@countygp.ab.ca>; Cassandra Chabot-Madlung <cchabot@countygp.ab.ca>; Cate Porterfield <cporterfield@countygp.ab.ca>; Chris Gardner <cgardner@countygp.ab.ca>; Dale Van Volkingburgh <dvan@countygp.ab.ca>; Don Hogg <dhogg@countygp.ab.ca>; Jeremy Dela Cruz <jdelacruz@countygp.ab.ca>; Ken Atamanchuk <katamanchuk@countygp.ab.ca>; Lynda Caron <lcaron@countygp.ab.ca>; Matthew Konowalchuk <mkonowalchuk@countygp.ab.ca>; Megan Schur <mschur@countygp.ab.ca>; Nick Lapp <nlapp@countygp.ab.ca>; Rob Naugler <rnaugler@countygp.ab.ca>; Robert Renschler <rrenschler@countygp.ab.ca>; Shane Kessler <skessler@countygp.ab.ca>; Shayne Conway

Alberta Health Services
Environmental Public Health

Environmental Public Health Inspector

Grande Prairie

Ph: 5879194992

abiola.badamosi@ahs.ca

March 13, 2026

Shelly Page

Planning Clerk, Land and Development Services

County of Grande Prairie

Sent via E-mail to: plan@countygp.ab.ca

Re: Windsor Area Structure Plan Section 10-72-6-W6M and the north half of Section 3-72-6-W6M

Thank you for inviting our comments on the above-referenced application.

Alberta Health Services - Safe Healthy Environments (AHS-SHE) understands that this application PLOPA20190720, for Windsor Area Structure Plan Section 10-72-6-W6M and the north half of Section 3-72-6-W6M.

AHS-SHE has reviewed the application and understands the following:

1. The plan area is: 388 hectares.

2. Proposed use of land: Mix of residential densities, commercial nodes, schools, parks, trails, and supporting municipal infrastructure.

Upon reviewing this application, AHS-SHE has concerns at this time; the following comments are for your consideration:

1. According to the Alberta Energy Regulator OneStop website the property is not on a high-risk watershed.

2. According to the Alberta Energy Regulator's Abandoned Well Map Viewer, two recertified wells are located in 10-72-6-W6M - one in the southwest quadrant and one in the northeast quadrant. An additional recertified well is located in the southwest of 10-72-6-W6M.

3. Water well records show multiple wells within the surrounding area of 10-72-6-W6M and 3-72-6-W6M. Specifically, there is one water well in NW-10-72-6-W6M, three in NE-10-72-6-W6M, two in SE-10-72-6-W6M, and four in SW-10-72-6-W6M. In addition, one water well is located in NE-3-72-6-W6M, and three wells are present in NW-3-72-6-W6M. Any existing and/or proposed well(s) must comply with all setback distances indicated within the Alberta Public Health Act, Nuisance and General Sanitation Regulation (AR 243/2003). Please consult with a certified professional drilling company

and Alberta Environment and Parks for any assessments, installation requirements and setback distances as required.

4. Sewage disposal type is indicated as municipal sewer on the application. Any existing and/or proposed private sewage disposal system(s), must be completely contained within the proposed property boundaries, and must comply with all setback distances outlined in the most recent Alberta Sewage Systems Standard of Practice. Prior to installation of any sewage disposal system(s), a proper geotechnical assessment should be conducted by a qualified professional engineer and the system should be installed in an approved manner.

5. Please ensure the property is maintained in accordance with the Alberta Public Health Act,

Nuisance and General Sanitation Regulation (AR 243/2003) which states:No person shall create, commit or maintain a nuisance. A person who creates, commits or maintains any condition that is or might become injurious or dangerous to public health or that might hinder in any manner the prevention or suppression of disease is deemed to have created, committed or maintained a nuisance.

If any evidence of contamination or other issues of public health concern are identified at any phase of development, AHS-SHE wishes to be notified.

Please call 5879194992 or e-mail abiola.badamosi@ahs.ca if you have any questions.

Sincerely,

Abiola Badamosi

Public Health Inspector

Environmental Public Health

Alberta Health Services – North Zone

Outlook

RE: Draft Windsor Area Structure Plan

From Abhilash Santebachalli Jagadeesh <ajagadeesh@aquatera.ca>
Date Thu 2/19/2026 1:08 PM
To Plan <plan@countygp.ab.ca>
Cc Brad Vall <bvall@aquatera.ca>

You don't often get email from ajagadeesh@aquatera.ca. Learn why this is important

CAUTION, EXTERNAL EMAIL - Do not click links or open attachments unless you recognize the sender and know the contents are safe.

Good afternoon,

Aquatera does not have any concerns or comments with the draft Windsor Area structure plan.

Thanks,

Abhilash Santebachalli Jagadeesh, E.I.T | M.Eng
Operations Engineer
P: 780-357-5917 | C: 403-650-7586

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Alberta's TOP 80 EMPLOYERS 2024

From: Plan <plan@countygp.ab.ca>
Sent: January 30, 2026 3:32 PM
To: Alberta Environment; Alberta Health Services (NorthZone.EnvironmentalHealth@albertahealthservices.ca) <NorthZone.EnvironmentalHealth@albertahealthservices.ca>; Aquatera DP&Sub-Circulations <DP&Sub-Circulations@aquatera.ca>; B. Stewart - Peace Wapiti School Division # 76 (pwsdplan@pwpsd.ca) <pwsdplan@pwpsd.ca>; circulations <circulations@telus.com>; David Kruger, Canada Post <david.kruger@canadapost.postescanada.ca>; Eastlink <eastlinktvgp@eastlink.ca>; FieldOpsNorthwest <FieldOpsNorthwest@aer.ca>; historical.lup <historical.lup@gov.ab.ca>; kobus <kobus@coool.ca>; land.admin <land.admin@atco.com>; LandInquiries <LandInquiries@atcoelectric.com>; Persona (western-planning@personainc.ca) <western-planning@personainc.ca>; Planning Department, City of GP (planning@cityofgp.com) <planning@cityofgp.com>; SetbackReferrals <SetbackReferrals@aer.ca>; Arlen Miller <amiller@countygp.ab.ca>; Baily Nagy <BNagy@countygp.ab.ca>; Bill Rogan <brogan@countygp.ab.ca>; Cassandra Chabot-Madlung <cchabot@countygp.ab.ca>; Cate Porterfield <cporterfield@countygp.ab.ca>; Chris Gardner <cgardner@countygp.ab.ca>; Dale Van Volkingburgh <dvan@countygp.ab.ca>; Don Hogg

I NSP/ASP/ Land Use Bylaw Amendment/ Subdivision Conditions of Approval/Development Permit

Engineer	Hossain Shahnewaz	Date of Response Required:	
ATCO Gas File #	0000005223_PLOPA20190720	Response to Attention of:	plan@countygp.ab.ca
Outside File #	PLOPA20190720	Fax/Email/Address of Recipient:	
RE:		CC: Name/Fax/Email/Address	
Plan Sheet #		Date:	March 20, 2026

A: Support-No Objections — **Department** — **Reviewer**

☐ **If no further comments**
The Engineering Design Department of ATCO Gas has reviewed the above named plan and has no objections to the proposed work.
☐ Distribution ☐ Land ☐ Other_____

☐ **If not in franchise area**
This project is not in ATCO Gas franchise area.
☐ Distribution ☐ Land ☐ Other_____

☐ **If no pipelines in area**
There are no ATCO Gas pipelines in the proposed area.
☐ Distribution ☐ Land ☐ Other_____

B: Non-Support Objections Exist — **Department** — **Reviewer**

☐ **Add comments on objections**
☐ Distribution ☐ Land ☐ Other_____

C: Support With Conditions — **Department** — **Reviewer**

The Engineering Design Department of ATCO Gas has reviewed the above named plan and has the following conditions:

☐ **For any appropriate Neighborhood Structure Plan/Area Structure Plan**
ATCO Gas requires that a suitable alignment be provided within the boulevards of all arterial and major roads for the ATCO Gas feeder mains.
☐ Distribution ☐ Land ☐ Other_____

If right of way is required

☐ The owner/developer shall contact ATCO Gas Distribution Engineer **Choose Engineer** to determine and comply with ATCO Gas right-of-way and road alignment requirements prior to the registration of this subdivision. Please note, all cost associated with obtaining the right-of-way will be borne by the developer/owner.

☐ Distribution
☐ Land
☐ Other_____

For existing rights-of-way in proposed area

☒ ATCO Gas existing right-of-way or other land rights shall be carried forward and registered on any newly created lots. Any work of any nature whatsoever (i.e. paving, stockpiling, landscaping, berms, etc.) affecting the surface of ATCO Gas right-of-way must first receive prior written consent from **ATCO Gas Land Administration Department** at **780-420-8012** or email crossings@atcogas.com.

☒ Distribution
☐ Land
☐ Other_____

HS

For an existing service in the vicinity of proposed area

☒ There is an existing ATCO Gas service in the area. If it should be necessary to lower, relocate, or make any alteration to our existing service due to this proposal, please contact **ATCO Gas Service Admin Coordinator** at **780-420-7514** to discuss a service alteration. Note all alteration costs will be borne by the developer / owner.

☒ Distribution
☐ Land
☐ Other_____

HS

For existing mains, services, reg boxes, valves, etc. in vicinity of proposed area.

☒ There are existing ATCO Gas facilities in the area. Drainage for any of ATCO Gas above ground appurtenances must be maintained. If it should be necessary to lower, relocate or make any alterations to the existing facilities and/or appurtenances due to this project, please contact ATCO Gas Distribution Engineer **gpnaturalgasengineering@atco.com** to enable an adequate and timely response by ATCO Gas. Note all alteration costs will be borne by the developer / owner.

☒ Distribution
☐ Land
☐ Other_____

HS

It WILL require a main installation - front lot easements required, cross out what may not apply

☐ A gas main installation will be required. ATCO Gas requires front lot rights-of-way to serve the newly created lots. It is recommended that the owner / developer contact ATCO Gas Distribution Engineer **Choose Engineer** prior to approval of the subdivision if there's any question regarding the right-of-way requirements. ATCO Gas's Distribution Engineer may require plans suitable for registration showing the rights-of-way before the design work can begin from which it may take a minimum 4 months to design and obtain the necessary approvals for the gas main installation. All surveyor costs will be borne by the developer/owner.

☐ Distribution
☐ Land
☐ Other_____

It WILL require a main installation - NO land/easement required in the proposed area

☐ A gas main installation will be required. It is required the owner / developer contact ATCO Gas Distribution Engineer **Choose Engineer** Note: a minimum 4 months to design and obtain the necessary approvals for the gas main installation is required.

☐ Distribution
☐ Land
☐ Other_____

If requesting a gas sleeve in advance

☐ To avoid open cutting of road and conflicts with other utilities during construction, ATCO Gas requires that a PVC sleeve be provided by the developer / owner at the proposed road crossing locations. The locations will be confirmed at the same time any right-of-way requirements are identified. To ensure proper depth of cover, ATCO Gas cannot begin construction until the site is within 150mm of final grade along its alignments.

☐ Distribution
☐ Land
☐ Other_____

For services crossing property lines require an alteration/relocation or right-of-way covering portion of service

☐ It appears the existing service line crosses a proposed property line. The owner / developer must contact ATCO Gas Distribution Engineer **Choose Engineer** to ensure a right-of-way is registered over that portion of service line, or to arrange for a service alteration. Note all survey/alteration costs will be borne by the owner / developer.

☐ Distribution
☐ Land
☐ Other_____

For new services only, residential or commercial

☐ If gas service is required, to avoid delays, the owner / developer should contact an **ATCO Gas Service Admin Coordinator** at **780-420-7514**, or their local ATCO Gas agency office at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum notice of 4 months is recommended. Note, each lot / unit is to have a separate service line.

☐ Distribution
☐ Land
☐ Other_____

For new large commercial services only, option to send directly to Commercial Admin Coordinator

☐ If commercial gas service is required, the owner / developer should contact **ATCO Gas Commercial Service Admin Coordinator** at **780-420-7749** or email commercial.contracts@atcogas.com at their earliest convenience to discuss the service contract, gas load requirements, timing details and any associated costs. To avoid delays a minimum 4-month notice is recommended. ATCO Gas will require a detailed site plan and mechanical drawings with the gas load breakdown in order to design and size the gas service. Note, each lot/unit is to have a separate service line.

☐ Distribution
☐ Land
☐ Other_____

For possible main installation / upgrade for new developments i.e large commercial / industrial developments

☒ Due to this proposal, a gas main upgrade may be required to the existing distribution system. It is required that the owner/developer contact ATCO Gas Engineer **gpnaturalgasengineering@atco.com**.

☒ Distribution
☐ Land
☐ Other_____ HS

Any building additions/expansions that should have existing service checked

☐ Due to the expansion/addition, the existing service size, meter space, and main size will need to be reviewed by ATCO Gas. It is recommended that the owner contact **ATCO Gas Service Admin Coordinator** at **780-420-7749** at their earliest convenience with their existing and future gas load and pressure requirements to enable adequate lead time to review if a service or main upgrade is required, the associated costs, and if necessary proceed with design and installation process.

☐ Distribution
☐ Land
☐ Other_____

☒ **Contact Utility Safety Partners where there's any excavation**
Please contact Utility Safety Partners at 1-800-242-3447 to have the gas lines located at least 48 hours prior to excavation.

☒ Distribution
☐ Land
☐ Other_____
HS

May want to adjust clearances i.e. depending if shallow or deep utilities, etc

Deep Utilities: Maintain a minimum of 0.3m vertical clearance and a 2.0m horizontal clearance between ATCO Gas distribution gas lines and your facilities.

☒ **All Other Facilities**: Maintain a minimum of 0.3m vertical clearance and a 1.0m horizontal clearance between ATCO Gas distribution gas lines and your facilities.

☒ Distribution
☐ Land
☐ Other_____
HS

Above Ground Facilities: Maintain a 1.5m horizontal clearance between ATCO Gas's distribution gas lines and your above ground facilities.

If deviations are required please contact **gpnaturalgasengineering@atco.com**

For landscaping

Clearance requirements from ATCO Gas pipelines for trees are as follows:

- minimum of 1 meter from tree spade (hand expose the pipeline)
- if work must be carried out on a line with trees above it, the trees must be removed
- to minimize damage, root balls should clear the buried pipeline by 1.2 meters
- shrubs may be planted in gas rights-of-ways, but trees are not permitted to be planted on gas rights-of-way
- Maintain a minimum clearance of 1.2meters from planted trees, prior written consent should be obtained through **ATCO Gas Land Administration Department** at **780-420-8012** or email crossings@atcogas.com

☒ ☒ Distribution
☐ Land
☐ Other_____
HS

For Abandoned lines

☒ There are abandoned ATCO Gas facilities in the work area. Please contact **Tim Boutilier (780) 831-5234** to confirm status of the gas lines at least 48 hours prior to excavation.

☒ Distribution
☐ Land
☐ Other_____
HS

For Abandoned Wells

☐ There is an abandoned well in the area. **Please contact 403-245-7339** for the exact location of the well as soon as possible as it can take up to a month to determine the location. No permanent structures are permissible over an abandoned well.

☐ Distribution
☐ Land
☐ Other_____

For Projects in the Area

☐ ATCO Gas has planned work in the area. Contact **Choose Engineer** , at your earliest convenience to coordinate construction. Ref: **FILL IN PROJECT NUMBER**

☐ Distribution
☐ Land
☐ Other_____

☐ There are ATCO Gas stopper fittings in the area circled in **Green** on the attached drawing. Extra attention needed for sudden depth change.

☐ Distribution
☐ Land
☐ Other_____

☐	ATCO Gas has valves in the area circled in **Blue** on the attached drawing. 1.0m clearance must be maintained at all times, and above ground access must be maintained during and after construction.	☐ Distribution ☐ Land ☐ Other_____
☐	There are ATCO Gas sensitive mechanical coupling (dresser) fittings in the area circled in **Purple** on the attached drawing. Do not perform any vibratory compaction work within 1.5m of the dresser fittings. If hydrovacing is required, please avoid exposing gas lines where dresser fittings have been identified if possible. If a dresser fitting is exposed at any time, please contact **Choose OPs Contact** immediately.	☐ Distribution ☐ Land ☐ Other_____

D: Sale/Lease Comments		**Department**	**Reviewer**
☐	A 3.0m easement is to be provided for the gas line as shown on the attached plan. All the cost associated with obtaining the necessary easement/right-of-way will be borne by the purchaser/owner.	☐ Distribution ☐ Land ☐ Other_____	
☐	The City shall make the purchaser / lessee aware of ATCO Gas line and easement.	☐ Distribution ☐ Land ☐ Other_____	
☐	The existing ground cover over ATCO Gas line shall not be reduced. A minimum of 0.8m shall be maintained over ATCO Gas lines.	☐ Distribution ☐ Land ☐ Other_____	
☐	No trees, bushes, shrubs, or structures are permitted on the gas easement.	☐ Distribution ☐ Land ☐ Other_____	
☐	Any necessary lowering or alteration of any kind to the gas line shall be done at the expense of the purchaser / lessee.	☐ Distribution ☐ Land ☐ Other_____	
☐	ATCO Gas requires an opportunity to review a draft copy of the proposed Lease or Agreement of Sale prior to our approval.	☐ Distribution ☐ Land ☐ Other_____	
☐	ATCO Gas requires a letter of confirmation from the developer / owner that they will comply with all conditions and requirements as outlined by ATCO Gas prior to proceeding with the proposed development, as it impacts our facilities.	☐ Distribution ☐ Land ☐ Other_____	

E: Additional Conditions/Comments:	Department	Reviewer
☐	☐ Distribution ☐ Land ☐ Other_____	

Attachments: Yes ☐ No ☐

Transportation and Economic Corridors Referral
Statutory Plan in Proximity of a Provincial Highway

Municipality File Number:		**Highway(s):**	2, 43
Legal Land Location:	-072-06 6	**Municipality:**	County of Grande Prairie No. 1
Decision By:	Mary Crowley	**Issuing Office:**	Peace Region / Grande Prairie
Issued Date:	February , 2026	**AT Reference #:**	RPATH00696
Description of Development:			

This will acknowledge receipt of your circulation regarding the above noted proposal. Transportation and Economic Corridors primary concern is protecting the safe and effective operation of provincial highway infrastructure, and planning for the future needs of the highway network in proximity .
Thank you for the opportunity to review and provide comments on

Issued by **Mary Crowley, Development & Planning Tech,** on **February , 2026** on behalf of the Minister of Transportation and Economic Corridors

-

After reviewing both the Windsor Area Structure Plan and the "What We Heard" report, I remain opposed to the Plan in its current form. The report clearly shows that residents raised concerns about medium-density housing, increased traffic on Range Road 62, the proposed flyover, school locations, and construction impacts affecting the Westlake and Whispering Ridge area. However, the final Plan appears to remain largely unchanged. It is difficult to see how public feedback meaningfully influenced the development concept. The process appears to have focused more on explaining the Plan than modifying it in response to resident concerns. I support responsible growth, but growth should be orderly, compatible with existing neighbourhoods, and responsive to public input. The current Plan lacks sufficient transition policies, meaningful phasing requirements, and protections for established communities. I encourage the County to revise the Plan before Council approval and clearly demonstrate how resident feedback has been incorporated into the final development framework.

-

Added by **Carter Diederich**

Click here to view the feedback

This is an auto-generated email sent when a contribution is added to your site on Sentiment & Feedback. If you do not wish to receive this email in the future, you can configure your tool to not send emails.

This would ruin the neighbourhood

ded by **e.megan1993**

Click here to view the feedback

Let's be entirely clear: the proposed Windsor Area Structure Plan is a blatant, ill-conceived attempt to maximize high-density tax revenue at the direct expense of the residents who actually built, paid for, and live in this community. We did not invest our hard-earned capital into this specific area of Clairmont to look out our windows at compressed, cookie-cutter medium-density housing, commercial strip malls, and industrial backlots. We invested here for large yards, space, privacy, and peace and quiet. This predatory plan completely suffocates and destroys the exact lifestyle we bought into. I am registering my total and uncompromising opposition to this bylaw based on the following failures: 1. Decimating Property Values and High-End Appeal Our neighborhood is defined by premium, low-density properties with actual space. Shoving a high-density urban grid right next to us ruins the market standard. This plan compromises our property values by transforming a premium rural-residential pocket into a congested, sprawling suburb. 2. Obliterating Peace and Quiet The inclusion of industrial and commercial zoning on the north and west borders is a massive middle finger to local homeowners. This council expects us to quietly accept the introduction of semi-truck traffic, light pollution, commercial garbage bins, and localized noise. We bought here to escape the noise of the city, not to have the County deliberately zone it into our backyards. 3. Traffic Chaos and Infrastructure Failure Your development concept map shows an absurdly dense web of roads feeding onto Range Road 63, 116 St, and 162 Ave. Packing hundreds of medium-density units, retail spaces, and school zones into 1,280 acres will turn our local roads into a high-volume bottleneck. Our current infrastructure cannot handle this influx, and the safety of our rural roads will be completely compromised. 4. Total Incompatibility with Existing Residents This plan makes zero effort to transition or blend into the existing community. It simply drops a concrete, high-density blueprint right over our heads. Industrial and high-density residential properties do not belong mixed into an area that has established its identity around quiet, premium acreage-style living. The County's job is to protect and serve its existing taxpayers, not to act as a clearinghouse for aggressive developers looking to squeeze the maximum number of roofs onto a piece of land. I demand that Council reject Bylaw #3206 in its entirety. If the County insists on developing this land, the entire concept must be scrapped and rewritten from scratch to enforce strictly low-density housing, large estate-style lots, and massive green-space buffers that actually respect the existing neighborhood. We will not sit back and watch our peace and quiet be sacrificed for a short-sighted tax grab.

-

Added by **s.sauer**

Click here to view the feedback

I am requesting that the Windsor Area Structure Plan publish a site-specific wildlife and wetland review addressing swan habitat in and around the ASP lands. The County's own project page states that the Windsor ASP covers approximately 388 hectares between Range Road 62 and Range Road 63, south of Highway 43 to the City of Grande Prairie boundary, and that the plan will guide future land use, roads, water, sewer, stormwater, parks, trails, and other infrastructure. That scale of development is significant, especially where swans are known or observed in the surrounding area. Trumpeter Swans are not ordinary incidental wildlife in Alberta planning. Alberta lists the Trumpeter Swan as **Sensitive** and as a **Species of Special Concern**. Alberta's operating standards for known or identified Trumpeter Swan waterbodies and watercourses state that no activities are to occur within **500 metres** of the bed and shore, and that between **April 1 and September 30**, no activities are to occur within **800 metres** of the bed and shore of a known or identified Trumpeter Swan watercourse or waterbody. Federal law also protects migratory birds, eggs, and nests. The Migratory Birds Regulations, 2022 prohibit capturing, killing, injuring, or harassing migratory birds, disturbing or destroying eggs, and damaging, destroying, removing, or disturbing nests unless properly authorized. For that reason, the ASP should be revised to include clear environmental constraints before adoption. At minimum, the County should: 1. Identify and map all wetlands, waterbodies, watercourses, drainage features, stormwater facilities, and known/observed swan-use areas within and adjacent to the ASP boundary. 2. Confirm whether any proposed residential, commercial, industrial, road, trail, school, stormwater, or recreation development falls within 500 metres or 800 metres of known or identified Trumpeter Swan habitat. 3. Add enforceable development setbacks and restricted activity periods into the ASP itself, not leave them to later subdivision or development-permit review. 4. Require a qualified wildlife biologist and wetland professional assessment before any clearing, grading, stripping, road work, stormwater construction, or trail construction occurs near swan habitat. 5. Preserve wetlands, treed buffers, riparian areas, and quiet habitat areas as Environmental Reserve or conservation lands where they support swan use or wetland function. 6. Prohibit construction disturbance within applicable Trumpeter Swan buffers during the April 1 to September 30 sensitive period unless the appropriate regulator has reviewed and approved a site-specific mitigation plan. The County should not approve a statutory plan that creates future development expectations before confirming whether the proposed land uses conflict with swan habitat, wetland protection requirements, or migratory bird protections. This should be addressed now, at the ASP stage, because once roads, density, stormwater facilities, trails, and land-use patterns are approved, meaningful avoidance becomes much harder. I support responsible planning, but the Windsor ASP should be revised to clearly demonstrate that swan habitat, wetlands, and migratory bird protections have been considered and incorporated into the development framework. Sources: County of Grande Prairie — Windsor Area Structure Plan: https://engagecountygp.ca/windsor-area-structure-plan Alberta Wild Species Status Search — Trumpeter Swan status: https://www.alberta.ca/lookup/wild-species-status-search.aspx Alberta Energy Regulator — OSE Standard Condition Template, Trumpeter Swan conditions 1950-AS and 1951-AS: https://www.aer.ca/media/18733/download Government of Canada — Migratory Birds Regulations, 2022, section 5: https://laws-lois.justice.gc.ca/eng/regulations/SOR-2022-105/section-5.html Government of Alberta — Alberta Wetland Policy implementation: https://www.alberta.ca/alberta-wetland-policy-implementation

-

Added by **john**

Click here to view the feedback

Request for Decision

Report Submission Details

Item Number:	**8.1**
Report Title:	**11:00 a.m. - 11:20 a.m. - Development Permit PLDEV20260172 / Pt. NE-18-74-12-W6 / Veresen Midstream General Partner Inc.**
Presenter:	**Nick Lapp, General Manager, Planning and Development Services**
Supported By:	Chetna Sidhu, Planner
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	New Business

Recommended Action

Option 1:

That Development Permit application PLDEV20260172 for a Discretionary Industry, Petro Chemical, Expansion to Existing Sour Gas Processing Plant: Cryogenic Natural Gas Liquids Extraction Plant and 3 Dugouts be approved subject to the following conditions:

1. The site is developed as per the site plan submitted. Should changes occur or any new development be proposed, the landowner must re-apply.
2. The development conforms to the district requirements of the Rural Industrial - Direct Control (RM-DC) District.
3. The applicant shall obtain Safety Code permits to ensure the development complies with the Alberta Fire Code and Alberta Building Code. The applicant shall work with the County Planning and Development department and the Regional Fire Service department to ensure compliance with all codes.
4. All outdoor lighting shall be located and arranged so that no direct rays of light are pointed at any adjoining properties, interfere with the use and enjoyment of neighbouring lands, or interfere with the effectiveness of any traffic control device. Outdoor site lighting fixtures shall be installed with the light directed and deflected away from public roads. These lighting fixtures shall not be more than 9 metres above finished grade.
5. All construction debris to be contained within an enclosed area by way of waste bins and/or temporary fencing to be prevented from blowing onto neighbouring lands. All debris is to be removed from the site within 1 month of completion of construction. During the construction of the development works, the developer, agents, and contractors shall cause all work to be conducted diligently, in a workmanlike manner, according to the requirements and specifications of the County

of Grande Prairie No. 1 and so as to not cause more inconvenience to the other residents of the County than is necessary in the circumstances.

6. The applicant shall contact the relevant pipeline operator on the subject property prior to any ground disturbance within the prescribed area or as otherwise required by the pipeline operator. The applicant is responsible for obtaining all required written consents, or permissions from the pipeline operator and/or any other applicable regulatory authority prior to commencing work. Approval of this Development Permit does not replace or exempt the applicant from any requirements of the pipeline operator, the Canadian Energy Regulator, or any other applicable legislation or regulation.

Previous Council / Committee Action

Resolution # CM20240129.012

MOVED by Deputy Reeve Brian Peterson

That Development Permit application PLDEV20230535 for a Discretionary: Industry, Petro Chemical, Expansion to Existing Sour Gas Processing Plant: Cryogenic Natural Gas Liquids Extraction Plant. Three Dugouts be approved subject to the following conditions:

1. The site is developed as per the site plan submitted. Should changes occur or any new development be proposed, the landowner must re-apply.
2. The development conforms to the district requirements of the Rural Industrial - Direct Control (RM-DC) District.
3. The applicant shall obtain Safety Code permits to ensure the development complies with the Alberta Fire Code and Alberta Building Code. The applicant shall work with the County Planning and Development department and the County Fire Services department to ensure compliance with all codes.
4. All outdoor lighting shall be located and arranged so that no direct rays of light are pointed at any adjoining properties, interfere with the use and enjoyment of neighbouring lands, or interfere with the effectiveness of any traffic control device. Outdoor site lighting fixtures shall be installed with the light directed and deflected away from public roads. These lighting fixtures shall not be more than 9.0 metres above finished grade.
5. All construction debris to be contained within an enclosed area by way of waste bins and/or temporary fencing to be prevented from blowing onto neighbouring lands. All debris is to be removed from the site within one (1) month of completion of construction. During the construction of the development works, the Developer, agents, and contractors shall cause all work to be conducted diligently, in a workmanlike manner, according to the requirements and specifications of the County of Grande Prairie No. 1 and so as to not cause more inconvenience to the other residents of the County than is necessary in the circumstances.

CARRIED

Background and Analysis

File Number: PLDEV20260172

Landowner: Veresen Midstream General Partner Inc.

Applicant: Veresen Midstream General Partner Inc.

Legal Description: Pt. NE-18-74-12-W6, located approximately 4 miles northwest of Horse Lakes 152B Reserve, 1 mile south of HWY 43, adjacent to RGE RD 125.

Council Division: 7

Current Zoning: Rural Industrial - Direct Control (RM-DC) District

This development permit application is for an Industry, Petro Chemical, Expansion to Existing Sour Gas Processing Plant: Cryogenic Natural Gas Liquids Extraction Plant and 3 Dugouts.

The Land Use Bylaw designates this parcel as Rural Industrial - Direct Control (RM-DC) District. As per Section 2.3(h) of the Land Use Bylaw, any proposed developments located within an RM-DC District must be approved by Council. The purpose of the RM-DC District is to establish rules and regulations for industrial operations that have significant potential impacts on adjacent lands and land uses.

As per Section 2.15(h) of the Land Use Bylaw '*A development permit becomes void twelve (12) months from the date of approval if the development has not commenced. The Development Authority may approve an extension, not to exceed six (6) months. Those portions of the development that are incomplete twenty-four (24) months from the date of approval shall be deemed to be no longer approved for development and the relevant sections of the development permit shall become void.*'

Council approved a Development Permit for a Petro Chemical Facility – Cryogenic Natural Liquids Extraction Plant and 3 Dugouts for this site in January 2023, but the development has still not been completed after 24 months. As such, the application is being presented to Council again for a second approval to allow the applicant more time to complete the development.

The applicant has received a facility license from the Alberta Energy Regulator regarding this facility (License No. F53592 and F21911). As per Section 619(2) of the Municipal Government Act (MGA), where an application is received by a municipality for a development permit and the application is consistent with a license or other authorization granted by the AER, the municipality must approve the application to the extent that it complies with the license or authorization granted.

Land uses within the area consist of Country Residential (CR-5) and Agricultural (AG) districts. Administration anticipates minimal impact to adjacent land uses.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Development Permit application PLDEV20260172 for a Discretionary Industry, Petro Chemical, Expansion to Existing Sour Gas Processing Plant: Cryogenic Natural Gas Liquids Extraction Plant and 3 Dugouts be approved subject to the following conditions:

1. The site is developed as per the site plan submitted. Should changes occur or any new development be proposed, the landowner must re-apply.

2. The development conforms to the district requirements of the Rural Industrial - Direct Control (RM-DC) District.
3. The applicant shall obtain Safety Code permits to ensure the development complies with the Alberta Fire Code and Alberta Building Code. The applicant shall work with the County Planning and Development department and the Regional Fire Service department to ensure compliance with all codes.
4. All outdoor lighting shall be located and arranged so that no direct rays of light are pointed at any adjoining properties, interfere with the use and enjoyment of neighbouring lands, or interfere with the effectiveness of any traffic control device. Outdoor site lighting fixtures shall be installed with the light directed and deflected away from public roads. These lighting fixtures shall not be more than 9 metres above finished grade.
5. All construction debris to be contained within an enclosed area by way of waste bins and/or temporary fencing to be prevented from blowing onto neighbouring lands. All debris is to be removed from the site within 1 month of completion of construction. During the construction of the development works, the developer, agents, and contractors shall cause all work to be conducted diligently, in a workmanlike manner, according to the requirements and specifications of the County of Grande Prairie No. 1 and so as to not cause more inconvenience to the other residents of the County than is necessary in the circumstances.
6. The applicant shall contact the relevant pipeline operator on the subject property prior to any ground disturbance within the prescribed area or as otherwise required by the pipeline operator. The applicant is responsible for obtaining all required written consents, or permissions from the pipeline operator and/or any other applicable regulatory authority prior to commencing work. Approval of this Development Permit does not replace or exempt the applicant from any requirements of the pipeline operator, the Canadian Energy Regulator, or any other applicable legislation or regulation.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☐ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☒ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Adjacent Landowners: Administration received one letter of concern was received from an adjacent landowner. They expressed concerns regarding the plant's past compliance with an existing agreement with them and indicated that they do not support additional development until the plant fulfills its current commitments.

Matters relating to private agreements between the operator and nearby residents are outside the scope of the development permit decision. This development permit is a new permit application for the same development previously approved by Council and administration has no concerns with the application.

No concerns, subject to standard comments: County Development Engineering department, County Transportation and Utilities, Regional Fire Services department, Alberta Environment and Protected Areas, Alberta Energy Regulator.

Public Engagement and Communication

In accordance with Section 606 of the Municipal Government Act (MGA) and the County's Land Use Bylaw (LUB), the application has been circulated to all relevant agencies, and adjacent landowners to provide comments on the proposal.

Attachments

1. PLDEV20260172 Presentation
2. PLDEV20260172 Attachments

☒ Approved by General Manager

☒ Approved by County Manager

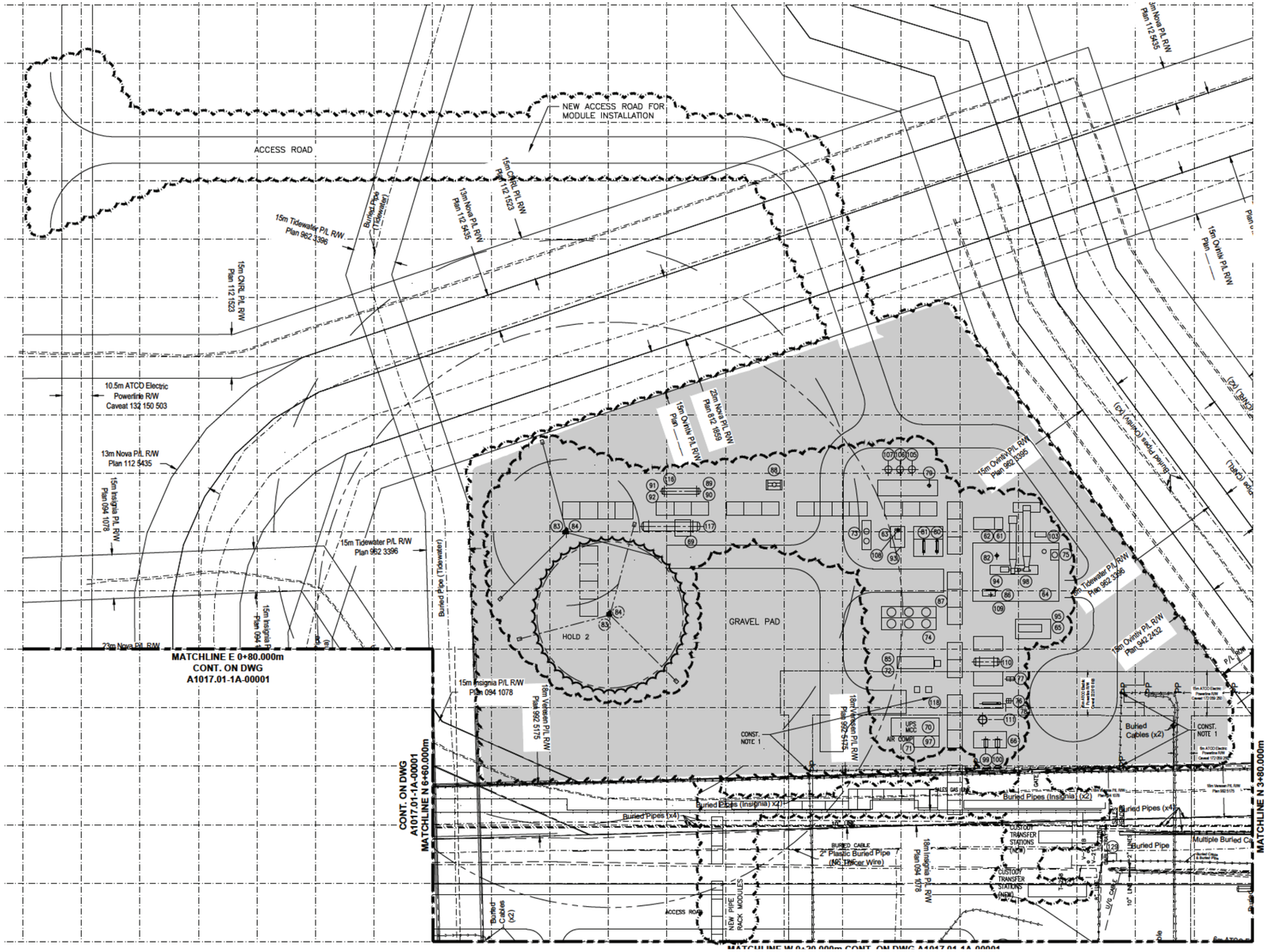
PLDEV20260172

Pt. NE-18-74-12-W6
Veresen Midstream General Partner Inc.

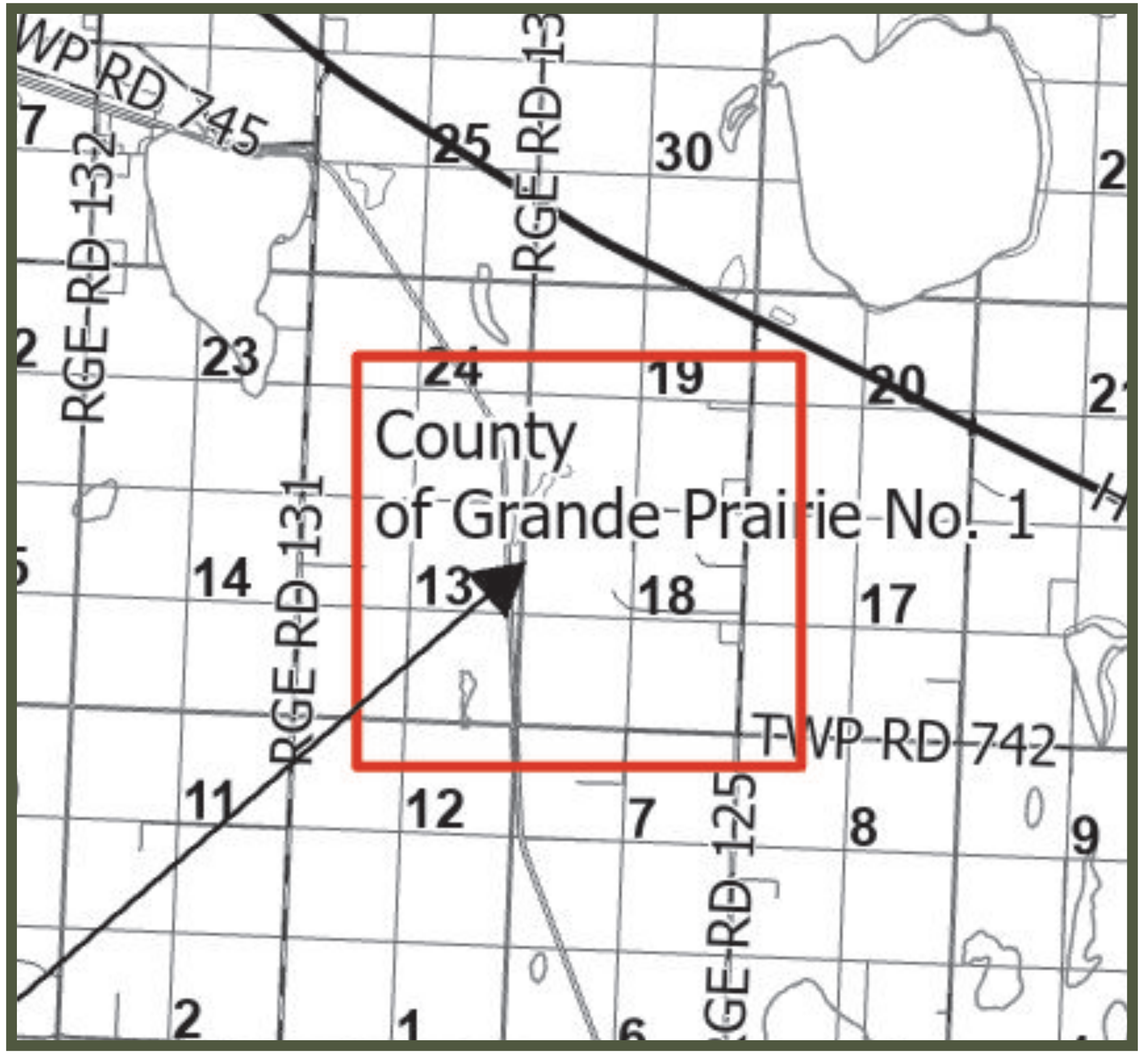
Development Permit Application

What is this application for?

Discretionary: Industry, Petro Chemical, Expansion to Existing Sour Gas Processing Plant: Cryogenic Natural Gas Liquids Extraction Plant and three (3) Dugouts



Location


WP RD 745
RGE RD 132
RGE RD 131
RGE RD 13
RGE RD 125
TWP RD 742
County
of Grande Prairie No. 1
25
30
23
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20
14
13
18
17
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24
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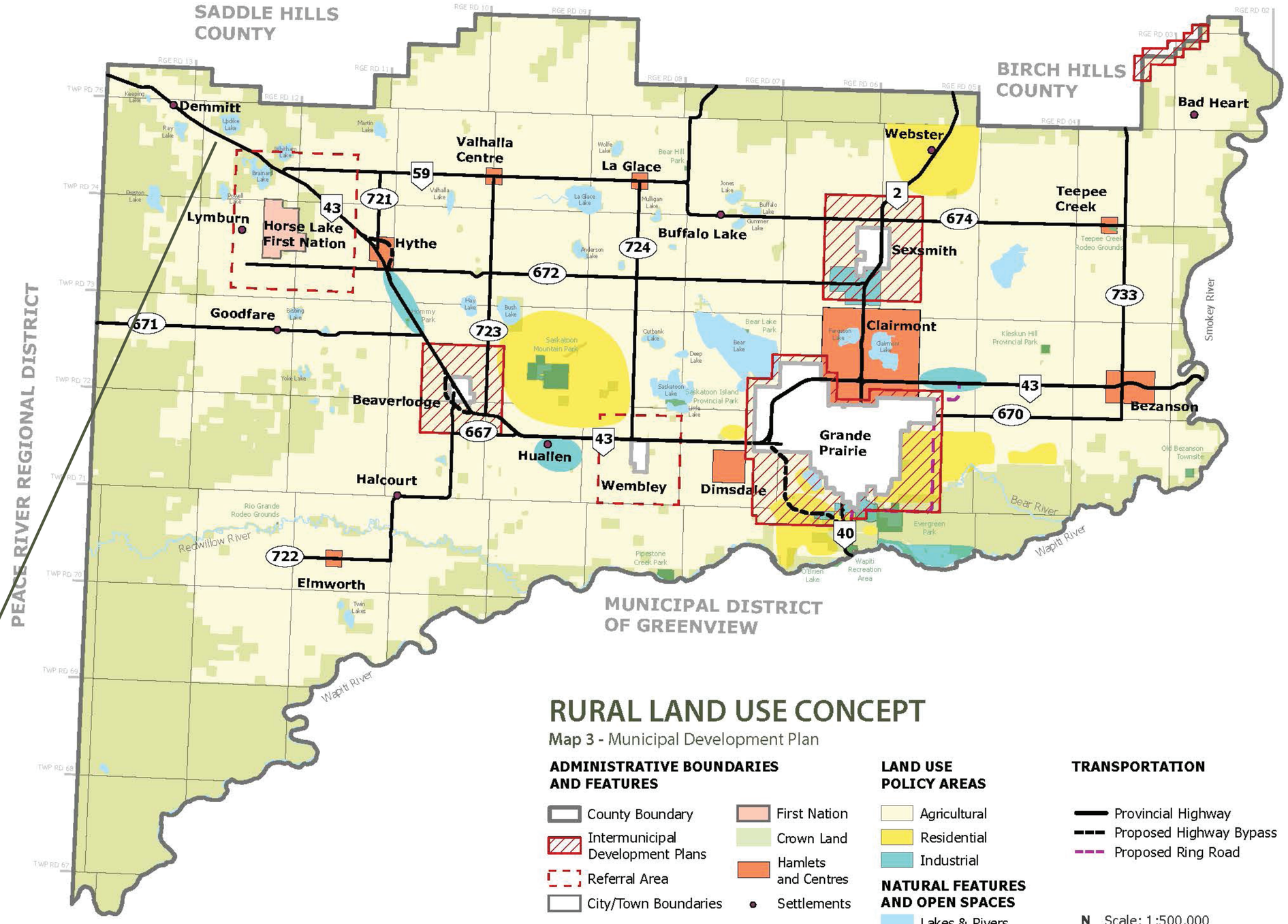
13
18
RGE RD 125
TWP RD

MDP Designation

RURAL

Subject property is located approximately here.



RURAL LAND USE CONCEPT

Map 3 - Municipal Development Plan

ADMINISTRATIVE BOUNDARIES AND FEATURES

- County Boundary
- Intermunicipal Development Plans
- Referral Area
- City/Town Boundaries
- First Nation
- Crown Land
- Hamlets and Centres
- Settlements

LAND USE POLICY AREAS

- Agricultural
- Residential
- Industrial

NATURAL FEATURES AND OPEN SPACES

- Lakes & Rivers
- Recreation Areas

TRANSPORTATION

- Provincial Highway
- Proposed Highway Bypass
- Proposed Ring Road

N

Scale: 1:500,000

Date: 2025-12-22

Current Zoning

Rural Industrial - Direct Control (RM-DC) District

Section 2.3.h of the Land Use Bylaw

The Development Officer shall refer all development applications in a Direct Control District to the Municipal Council, unless Council has specifically delegated approval authority to the Development Authority.

What is the purpose of the RM-DC district?

To establish rules and regulations for industrial operations that have significant potential impacts on adjacent lands and land uses.

Industry, Petro Chemical

means a facility or industry that processes or refines gas, oil, or any other petro-chemical product from its raw state into a more refined state suitable for transport to market.

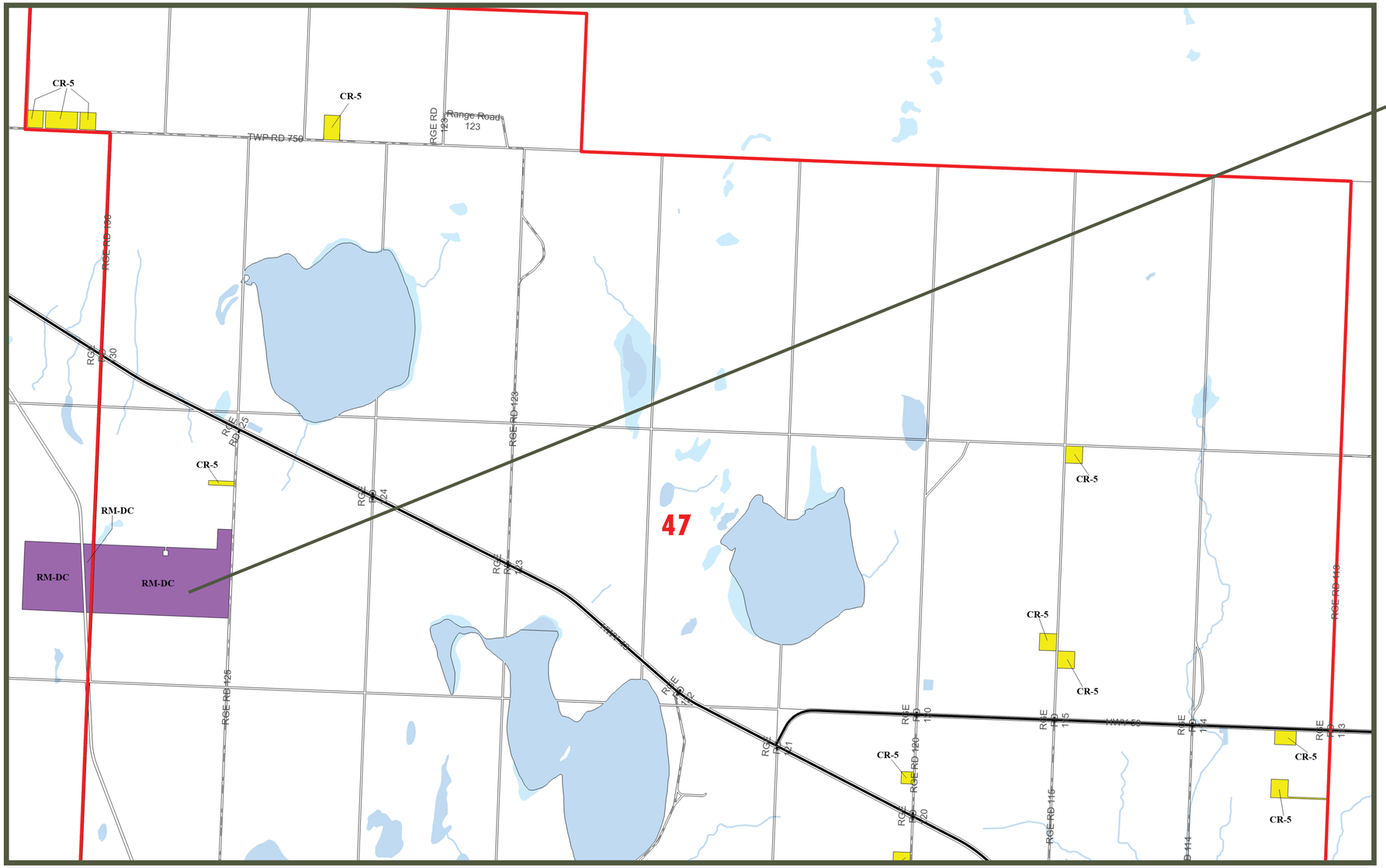
Section 2.15(h) of the Land Use Bylaw

A development permit becomes void twelve (12) months from the date of approval if the development has not commenced. The Development Authority may approve an extension, not to exceed six (6) months. Those portions of the development that are incomplete twenty-four (24) months from the date of approval shall be deemed to be no longer approved for development and the relevant sections of the development permit shall become void.

PLDEV20230535

Council approved a Development Permit for a Petro Chemical Facility – Cryogenic Natural Liquids Extraction Plant and Three (3) Dugouts for this site in January 2024, but the development has still not been completed after 24 months. As such the application is in front of Council again for a second approval which will give the applicant more time to finished the development.

Surrounding Land Uses



Subject property is located approximately here.

Zoning

- AG
- CR-5
- IR
- RM-DC
- LUB Grid

RoadNetwork

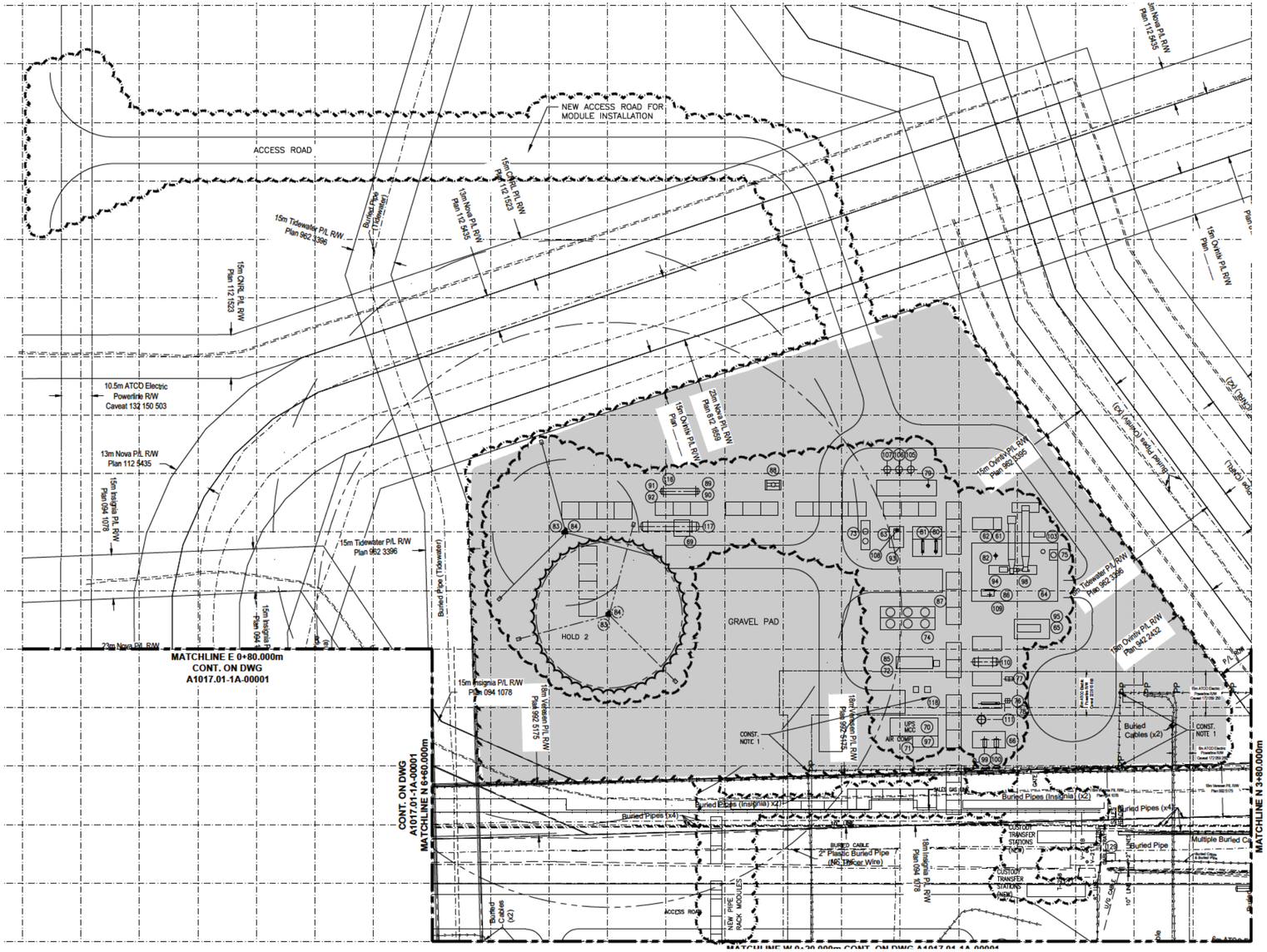
- County Roads
- Provincial Roads

Stakeholder Engagement

The application was circulated to adjacent landowners and relavent agencies and no concerns were received from agencies. One letter of concerns was received from an adjacent landowner about the plant's previous permit and an existing agreement with nearby residents.

Administration's Recommendation

That Council approves PLDEV20260172 with the proposed 6 conditions



Administration's Recommendation

That Development Permit application PLDEV20260172 is approved subject to the following conditions:

1. *The site is developed as per the site plan submitted. Should changes occur or any new development be proposed, the landowner must re-apply.*
2. *The development conforms to the district requirements of the Rural Industrial - Direct Control (RM-DC) District.*
3. *The applicant shall obtain Safety Code permits to ensure the development complies with the Alberta Fire Code and Alberta Building Code. The applicant shall work with the County Planning and Development department and the Regional Fire Services department to ensure compliance with all codes.*
4. *All outdoor lighting shall be located and arranged so that no direct rays of light are directed at any adjoining properties, interfere with the use and enjoyment of neighbouring lands, or interfere with the effectiveness of any traffic control device. Outdoor site lighting fixtures shall be installed with the light directed and deflected away from public roads. These lighting fixtures shall not be more than 9.0 metres above finished grade.*
5. *All construction debris to be contained within an enclosed area by way of waste bins and /or temporary fencing to be prevented from blowing onto neighbouring lands. All debris is to be removed from the site within one month of completion of construction. During the construction of the development works, the Developer, agents, and contractors shall cause all work to be conducted diligently, in a workmanlike manner, according to the requirements and specifications of the County of Grande Prairie No. 1 and so as to not cause more inconvenience to the other residents of the County than is necessary in the circumstances.*
6. *The applicant shall contact the relevant pipeline operator on the subject property prior to any ground disturbance within the prescribed area or as otherwise required by the pipeline operator. The applicant is responsible for obtaining all required written consents, or permissions from the pipeline operator and/or any other applicable regulatory authority prior to commencing work. Approval of this Development Permit does not replace or exempt the applicant from any requirements of the pipeline operator, the Canadian Energy Regulator, or any other applicable legislation or regulation.*

Development Permit Application

Permit Number: PLDEV 20260172

I hereby make application under the provisions of the Land Use Bylaw for a Development Permit in accordance with the plans and supporting information submitted herewith and which form part of this application.

Applicant: Verseen Midstream General Partner Inc.

Mailing Address: [redacted]

City: [redacted] Province [redacted]

Post Primary P

Other Phone: Fax:

Email: *(By providing email address you authorize Planning and Development Services to contact you via email)* [redacted]

Registered Owner: Verseen Midstream General Partner Inc.

Mailing Address: [redacted]

(If same as above please write "same as above")

City: Province: [redacted]

Posta Primary P

Other Phone: Fax:

Email: *(By providing email address you authorize Planning and Development Services to contact you via email)* [redacted]

Legal: Lot: N/A Block: N/A Plan: N/A

Part of: NE 1/4 Sec: 18 Twp: 74 Rng: 12 W6M

Civic/Rural Address: 742080 Rge Rd 125 **Subdivision Name:** N/A

Proposed Development: ***(Attach Completed Applicable Form(s))***

- ☐ Dwelling Unit *(Form A)*
- ☐ Second Residence *(Form A)*
- ☐ Manufactured/Modular/RTM *(Form A)*
- ☐ Multi-Family Residential *(Form A)*
- ☐ Accessory Building/Use/Deck *(Form A)*
- ☐ Home Occ - Agriculture / Ag Industry *(Form B)*
- ☐ Home Occupation - Minor *(Form B)*
- ☐ Home Occupation - Major *(Form B)*
- ☑ Commercial or Industrial *(Form C)*
- ☐ Additions *(Form A or E)*
- ☐ Agricultural Pursuit, Major *(Form D)*
- ☐ Agricultural Pursuit, Minor *(Form D)*
- ☐ Dugout *(Form A, B, C, or E)*
- ☐ Variance *(Form A, C or E)*
- ☐ Other *(Form E)*

Describe Proposed Use of Site: ***(If additional space is required please attach sheet)***

Industrial (Oil and Gas) facility. Project Site will be a cryogenic natural gas liquids extraction plant (Also known as a "Deep Cut" or "Straddle" plant).

Existing Use of Site: Forested, agriculture (hay) **Present Use(s) of Adjacent Properties:** Rural industrial direct control, agriculture

The personal information provided by you is being collected under the authority of the *Municipal Government Act* and will be used for the purposes under that Act. The personal information that you provide may be made public, subject to the provisions of the *Freedom of Information and Protection of Privacy Act*.

I authorize the staff of the County of Grande Prairie No.1 or other agencies as designated under Section 542 of the Municipal Government Act; to enter upon the subject land for the purpose of a conducting a site inspection and evaluation in respect to this development permit application.

I SWEAR / AFFIRM THAT THE INFORMATION CONTAINED IN THIS APPLICATION IS TRUE TO THE BEST OF MY KNOWLEDGE, AND THAT NO FURTHER PROGRESS WILL [redacted] UNTIL A DECISION ON THE PERMIT HAS BEEN RENDERED.

Applicant's Signature: [redacted] **Registered Owner Signature:** [redacted]

Applicant (print): **Registered Owner (print):**

Date: **Date:**

OFFICE USE ONLY

Date Received: April 24, 2026 **Date Deemed Complete:**

Roll Number: 1037800 **Zoning:** RM-DC **Area:** 160 AC

Application Fee: 700.00 **Rural Addressing Fee:**

Notes:

NOTE: This is NOT a building permit. Any approvals granted regarding this application does not excuse the applicant from complying with the requirements of any Federal, Provincial or other Municipal Legislation, or the conditions of any easement, restrictive covenant or agreement affecting the buildings or lands.

Commercial/Industrial Development

Form C **Permit Number: PLDEV** 20260172

County of Grande Prairie No. 1
Alberta, Canada

Plot plan attached including:

- ☒ Legal description of the site;
- ☒ Dimensions of the site and all structures; Dimensions are scalable on the plot plan drawing.
- ☒ Setbacks from all property boundaries for new and existing development; Dimensions are scalable on the plot plan drawing.
- ☒ Indicate distances between structures; Dimensions are scalable on the plot plan drawing.
- ☒ Identify all easements, right of ways, and restrictive covenants;
- ☒ Location of existing and proposed wells, septic tanks and systems, culverts, and crossings;
- ☒ Drainage and site grading;
- ☐ Location of outdoor storage areas; N/A
- ☐ Identify any parking area; N/A
- ☐ Location of any signage; and Signage will be placed at the plant gates and on the buildings.
- ☐ Landscaping N/A

Estimated Start Date: June 2026 **Estimated Completion Date:** March 2028

Construction Value: $ 95 million **NAICS Code** (see list attached): 211

Name of Business: Veresen Midstream General Partners Inc.

Description of Business: Veresen Midstream General Partners Inc. is a natural gas and natural gas liquids (NGL) midstream business that processes gas from natural gas producers prior to the gas entering transmission and distribution.

Is the land swampy or subject to seasonal wetness?

☒ No ☐ Yes, explain

Is any part of the land used for agricultural purposes?

☐ No ☒ Yes, explain The potential borrow pit to the east of the proposed facility (also in NE-18-74-12 W6) is in an area used for agriculture activity.

How is the site accessed?

Existing	Proposed		Existing	Proposed	
☒	☐	Provincial Highway	☐	☐	Undeveloped Road Allowance
☒	☐	County/Municipal Road	☐	☐	Private Road (i.e. Condominium)
☒	☐	Internal Subdivision Road	☐	☐	Other,

How is the site to be serviced?

Water Supply: Is the system ☒ Existing or ☐ Proposed

- ☐ Publicly owned and operated pipes water system
- ☐ Privately owned and operated communal piped water system
- ☒ Privately owned and operated individual well
- ☐ Surface water supply
- ☐ Other,

Sewage Disposal: Is the system ☒ Existing or ☐ Proposed

- ☐ Publicly owned and operated sanitary sewage system
- ☐ Privately owned and operated communal sewage system
- ☒ Privately owned and operated individual sewage system (specify type)
- ☐ Other,

Is this a spec building? ☒ No or ☐ Yes

Please refer to the Land Use Bylaw No. 2680 for minimum and/or maximum requirements:

Building Height:		**Building Area:**	
Number of Units:		**Driveway Width:**	
Number of Parking Spaces:		**Number of Loading Spaces:**	
Landscaped Open Space (%):		**Lot Coverage (%):**	

Is a variance required?

☒ No ☐ Yes, explain

Commercial/Industrial Development (Form C) Continued **Permit Number:** PLDEV

Is an accessory building required for the business? ☐ No or ☐ Yes, Existing or ☒ Yes, Proposed (L x W x H)

MCC building (16.20m L x 6.14m W x 5.475m H), Turbo Expander building (12m L X 6.8m W x 3.40 m H), Analyzer building (2.99m L x 3.98m W x 4.60m H), Regen Compressor building (7.19m L x 4.67m W x 5.39m H), Emergency Generator building (9.75m L x 4.26m W x 3.65m H), Instrument Air building (8.48m H x 3.90m W x 5.42m H), Electrical building (7.01m L X 3.98m H x 4.43m H). Residue Gas Comp Building (29.10m L x 18.20m W x 14.20m H) Demethanizer Pumps Building (11.40m L x 5.60m W x 5.80m H), HP Flare Knock out drum pump Building (20.06m L x 5.48m W x 6.32m H). Note that all heights (H) are Ridge Height.

Is outdoor storage required for the business? ☐ No or ☒ Yes, explain Outdoor storage for salvaged topsoil with the plant area. Temporary laydown areas to be utilized during construction.

Is equipment required for the business? ☐ No or ☒ Yes, explain Natural gas process equipment including compressors, heaters, heat exchangers, umps, pressure vessels, towers, flare and utilities.

Number of Passenger Vehicles: 20/day (Approx) Number of Tandem Axle Trucks: 20/day (approx) Number of Truck & Trailer Units: 20/day (approx)

Is signage required for the business? ☐ No or ☐ Yes (show location on plot plan and provide renderings, description & size)

☐ Fascia ☐ Pylon ☒ Ground Mount ☐ Illuminated ☐ LCD/LED ☐ Other

Dugout: ☒ No or ☐ Yes, Depth: See Note 1 Below Length x Width: Approx 120 m x 120 m

Days and Hours of Operation:

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
24	24	24	24	24	24	24

Traffic Impact: (Total Number of round trips per day)

Passenger Vehicle(s)	☐ 1-5	☐ 6-10	☒ 11+
Tandem Axle Truck(s)	☒ 1-5	☐ 6-10	☐ 11+
Truck & Trailer Unit (s)	☐ 1-5	☒ 6-10	☐ 11+

Number of Employees: **Working Onsite** 30-100 (construction) **and/or Working Offsite** N/A

Note 1

The project will require to source suitable material for site fill and construction of facility roads. This material will be sourced from within NE-18-074-12 W6M to reduce costs and construction traffic. There are three potential pits required for this project; they are:

- QTY 1 borrow pit within 16-18-074-12 W6M (see "PEMBINA_FINAL_DEVELOPMENT PLAN_N18-74-12-W6_REV1_2023-11-30_180070").
- QTY 2 borrow pits within 10-18-074-12 W6M (see "Deep Cut Grading Plan PPL23001-FIG-001 rB.pdf").

While these are not considered dugouts, the requirement for borrow pits have been communicated for clarity

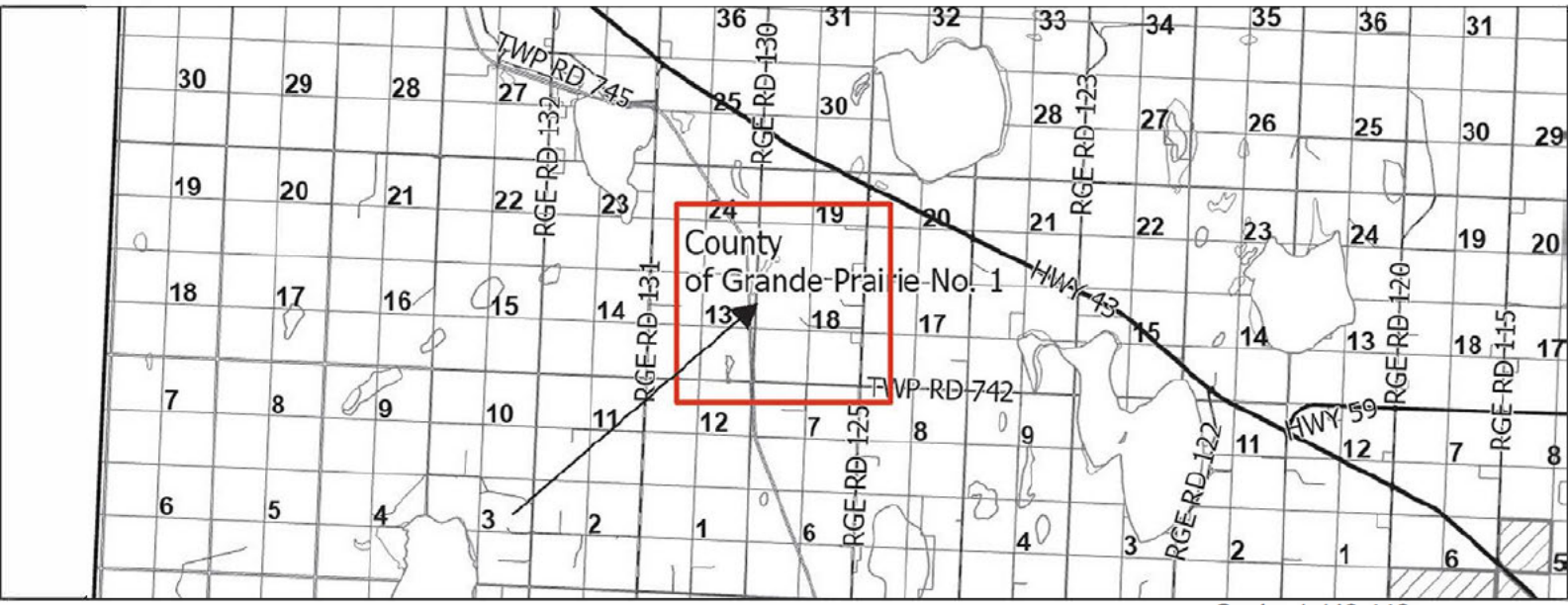
OFFICE USE ONLY

File No.: PLDEV20260172

Legal Description:
NW-18-74-12-W6

COUNCIL DIVISION: 7

Location



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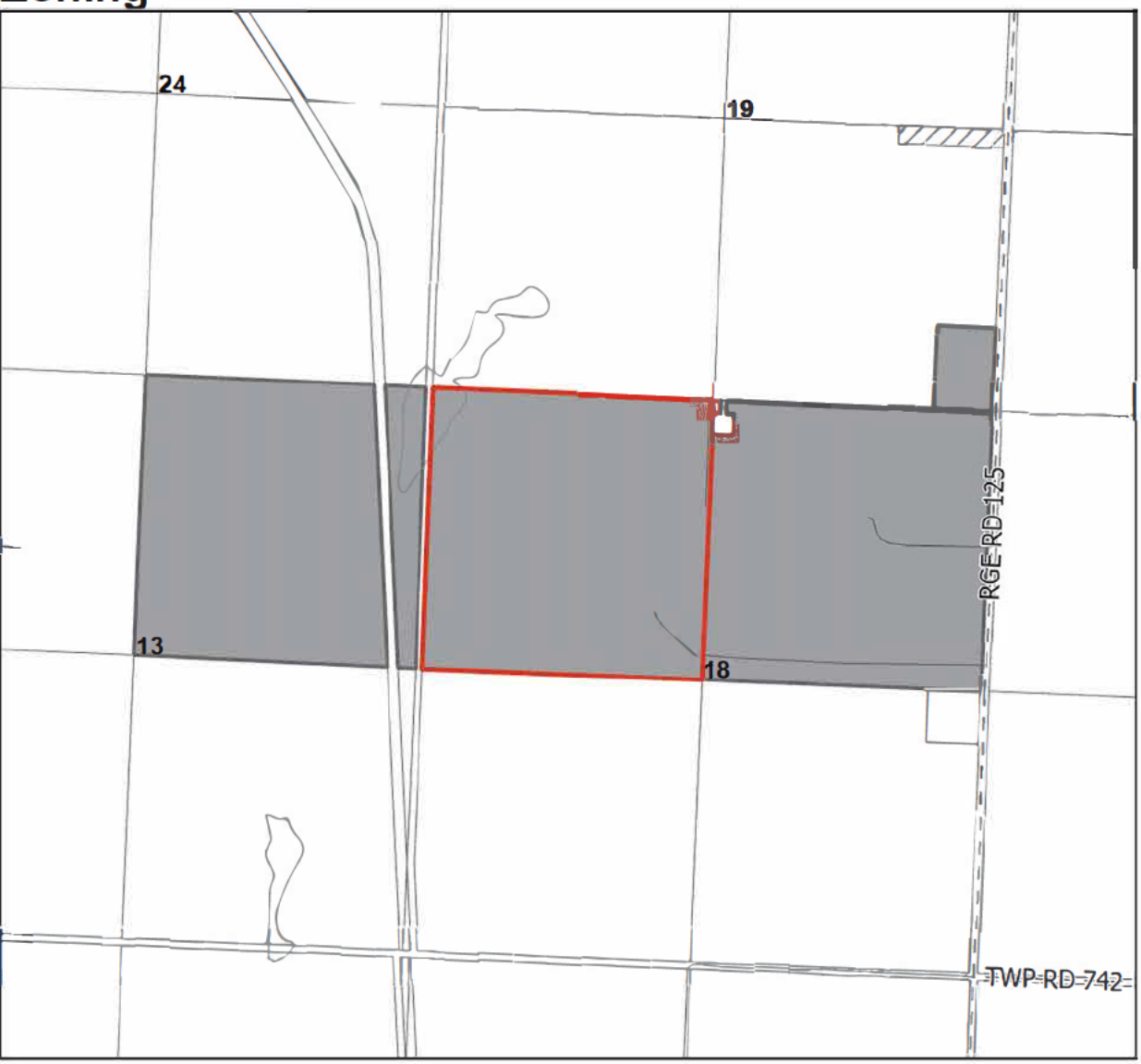
Zoning



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Local Area Map Information

Parcel of Interest

Zoning

- Agricultural
- Country Residentail
- Industrial
- Other
- Named Subdivisions

This GIS product is comprised of many layers of information that are maintained by other external data providers. The County of Grande Prairie assumes no responsibility nor liability for the accuracy or completeness of these data layers. The County of Grande Prairie makes no representation or warranties regarding the information contained in this document, including without limitation, whether said information is accurate or complete. Persons using this document do so solely at their own risk, and The County of Grande Prairie shall have no liability to such person for any loss or damage whatsoever. This document shall not be copied or distributed to any person without the express written consent to the County of Grande Prairie.
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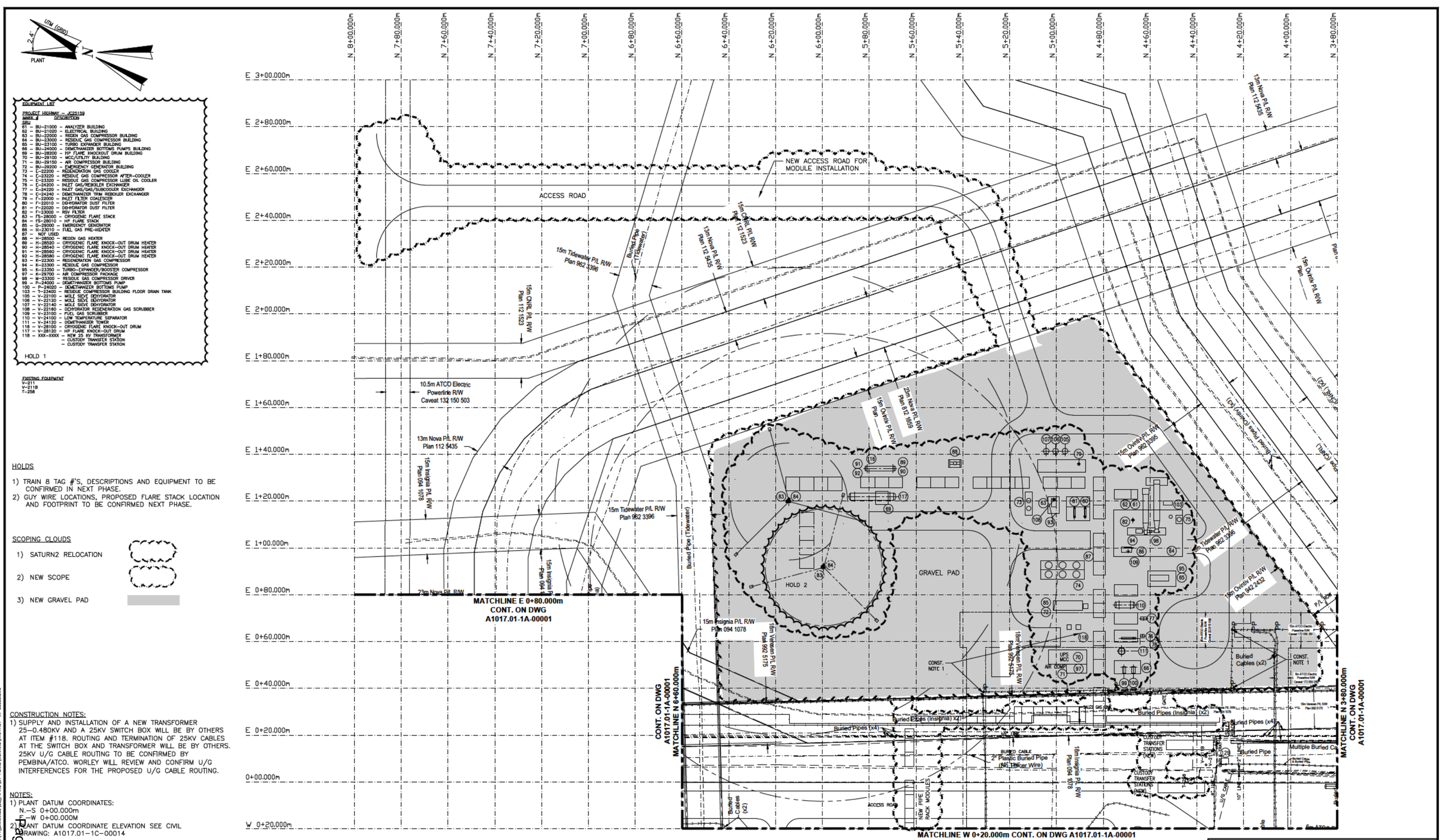
Scale: 1:20,000



"THIS DRAWING IS PREPARED FOR THE USE OF THE CONTRACTUAL CUSTOMER OF WORLEY CANADA SERVICES LTD ("WORLEY") AND WORLEY ASSUMES NO LIABILITY TO ANY OTHER PARTY FOR ANY REPRESENTATIONS CONTAINED IN THIS DRAWING."

REV.													
	B	ISSUED FOR APPROVAL	JC25159		WORLEY	217011–00584	DLA	HF	JH	2026.04.08	DESIGNED	–
A1017.01–1A–00001	A	ISSUED FOR REVIEW	JC25159		WORLEY	217011–00584	DLA	HF	JH	2026.03.19	APPROVED	J. HUSSAIN
REFERENCE DRAWING NO.	NO.	REVISION	AFE/CC	MOC	EPC/CO.	EPC PROJECT NO.	DRAWN	CHK.	APPR.	YYYY.MM.DD	PROJECT	PROJECT HIGHWAY

DATE 2026.03.19
DRAWN D. ANHORN
CHECKED H. FRITZ
PEMBINA GAS INFRASTRUCTURE
PLANT AREA – SCALE
UNIT NO. 1:750

HYTHE GAS PLANT
PLOT PLAN
TRAIN 8

LSD 11–18–074–12 W6M
LEGACY NO. –
DRAWING NO. A1017.01–1A–00033
REV. B

APPROVAL ISSUE 2026.04.08

NOTES

FILE: H:\PEMBINA\2026 JOBS\217011–00584\11_DRAWINGS\05_PIPING\01 PLANS\WORKING\A1017.01–1A–00033.DWG

ArcGIS Web Map

2026-06-03, 11:08:12 p.m.

Roads
- Major
- Local

Parcel Fabric - Outlines
- Private
- Crown

Municipal Boundary
- Municipal Boundary

Quarter Section Labels
- Quarter Section Grid

regional_ap_2022.DBO.CountyofGrandePrairie_Overall
- Red: Band_1
- Green: Band_2
- Blue: Band_3

1:22,210

0 0.1 0.2 0.4 mi

0 0.15 0.3 0.6 km

County of Grande Prairie / ALTALIS

ZONING

County of Grande Prairie No. 1
Alberta, Canada

ADOPTION DATE: 04/18/2016
REVISION DATE: 2025-09-08

Page Name: 47

1:55,000

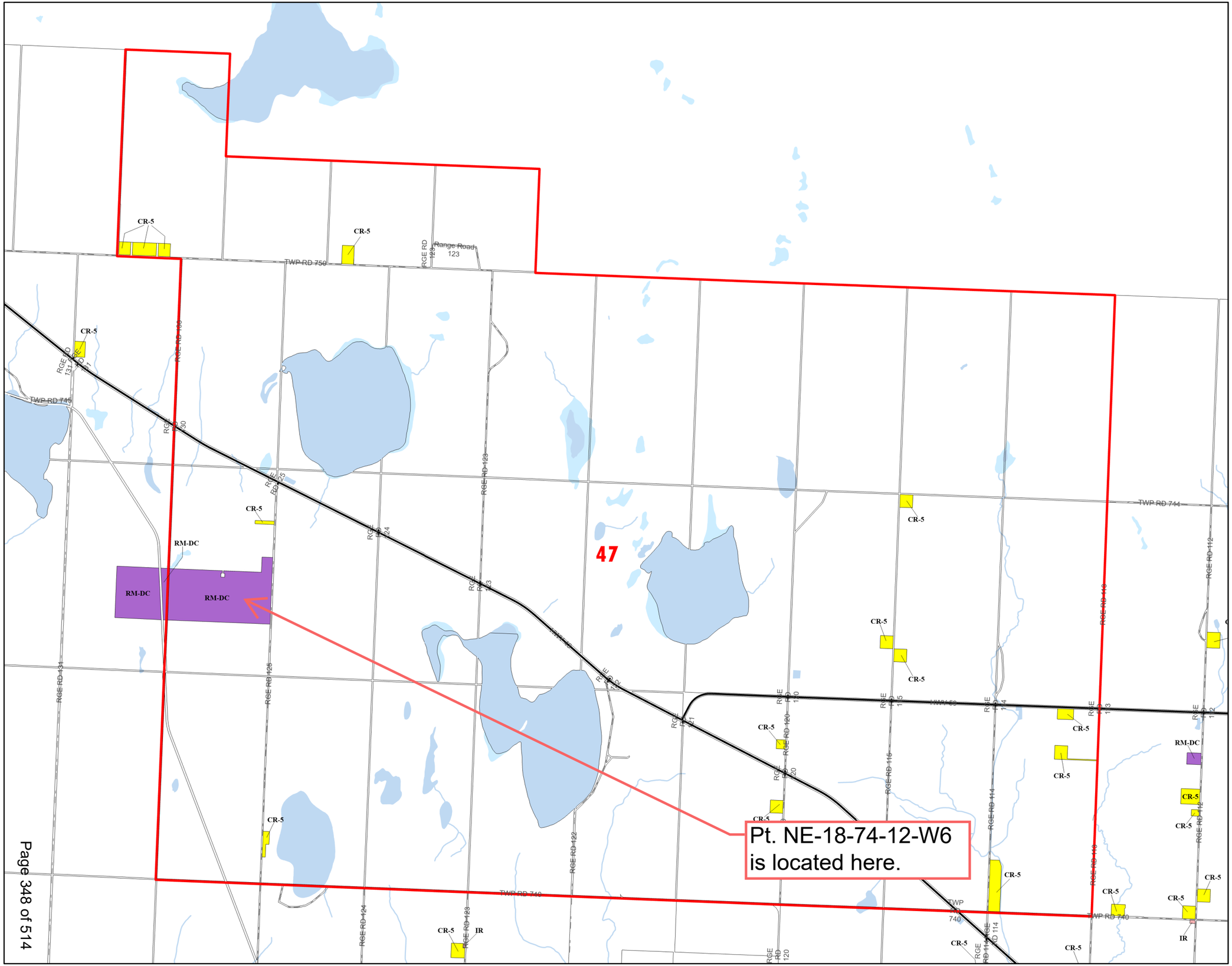
N
W E
S

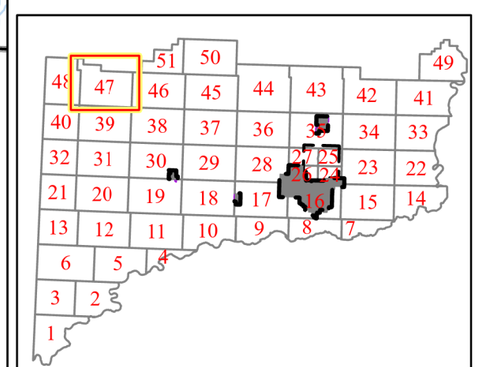
Zoning

- AG
- CR-5
- IR
- RM-DC
- LUB Grid

RoadNetwork

- County Roads
- Provincial Roads





The zoning information contained of this page is for information purposes only.

SECTION 28: RURAL INDUSTRIAL-DIRECT CONTROL (RM-DC) DISTRICT

1. PURPOSE

The purpose of this district is to establish rules and regulations for industrial operations that have significant potential impacts on adjacent lands and land uses.

2. USES

No person shall use any lot or erect, alter or use any building or structure for any purpose except one or more of the following:

Discretionary Uses

(a) Accessory Buildings and Structures
(b) Communications Tower
(c) Dugouts
(d) Bulk Fuel and Chemical Storage
(e) Caretaker's Residence
(f) Electricity Production
(g) Industry, Forest Based
(h) Industry, Hazardous
(i) Industry/Manufacturing, Large Scale
(j) Industry, Petro Chemical
(k) Industry/Manufacturing, Small Scale
(l) Natural Resource Extraction Industry
(m) Offices accessory to the principal industrial use of the land or building
(n) Public Uses
(o) Railroad Yard
(p) Resource Extraction Operation
(q) Sign
(r) Storage, Outdoor
(s) Temporary Work Camp ***(Bylaw no.: 2680-05-040)***
(t) Utilities

3. DISTRICT REQUIREMENTS

In addition to the General Land Use Provisions contained in Section 3, the following regulations shall apply to every development in this district.

Minimum Lot Area:	4 ha
Minimum Lot Width:	100 metres
Maximum Lot Density:	At the discretion of the Development Authority.
Minimum Front Yard:	30 metres
Minimum Rear Yard:	30 metres
Minimum Side Yard:	30 metres
Maximum Height:	At the discretion of the Development Authority.
Minimum Landscaped Area:	10%

4. SPECIAL REQUIREMENT: BUILDING HEIGHT

Building height shall be at the discretion of the Development Authority.

5. SPECIAL REQUIREMENT: LANDSCAPING

Further to the landscaping requirements found in Section 3 – General Regulations, landscaping shall be a special requirement and shall be determined as follows:

(a) A buffer strip of 30 metres shall be provided along any boundary of this district that is immediately adjacent to a primary or secondary highway or watercourse as well as any Land Use District other than the RM-1, RM-2, RM-3, and RM-4 Land Use Districts, as well as any other RM-DC District. This buffer strip shall be provided on private lands unless an alternative has been provided as part of the subdivision review process and is acceptable to the Development Authority.

(b) The minimum landscaped area shall be concentrated in the front yards, but additional landscaping may be required in other yards to separate uses or to provide buffers or screening from other uses or roads. All landscaping shall be identified on the site plan.

(c) Any additional landscaping requirements shall be to the satisfaction of the Development Authority.

6. SPECIAL REQUIREMENT: STORAGE AREAS

All storage, freight or trucking yards shall be enclosed or completely screened by buildings, trees, landscaping features or fences or a combination of all to the satisfaction of the Development Authority.

7. SPECIAL REQUIREMENT: SIGNAGE

A single entrance or direction sign may be permitted by the Development Authority.

Outlook

Proposed development, file number: pldev20260172

From [redacted]
Date Fri 6/12/2026 11:42 AM
To Plan <plan@countygp.ab.ca>

You don't often get email from [redacted] Learn why this is important

CAUTION, EXTERNAL EMAIL - Do not click links or open attachments unless you recognize the sender and know the contents are safe.

Attention: Chetna Sindu

Good morning, my name is Bruce Thomas am I am a retired resident land owner in Demmitt, ab.
Residing [redacted]
As a local resident living directly next door to the proposed development , both my wife (Marlene Thomas) and I are currently under an agreement with the plant that is slated to be completed no later then early dec 2026.
Given the gas plants constant record of being very inconsistent with our current agreement we are NOT in favour of any new proposals the plant may feel it requires in which to fulfill its current schedule as per our current agreement.
Due to the timing in which we received the counties "proposed development notice " it has left very little time in which to allow us an opportunity in which to prepare a formal effort on our part other then this email.
I made some phone calls to a number of other very nearby Neighbors last night and of the 4 most affected by the gas plants activities, 1 did Not receive any notice from the county and are definitely not happy about it, 2 are greatly apposed and the forth one indicated that "there's nothing that can be done", "the plant gets what the plant wants, so why bother".
Of the 4 local residents most affected, 3 of us are retired.
I did forward a copy of my notice to the residents that did not receive any notice of this proposal so they'd be able to at least be brought up to speed however at this moment I have not received anything back from them.
At this point I am requesting, if it's possible all the full details as per this proposal such as the current development permit and the date of which it expires.
If the plant is looking for an extension on this permit, how long are they looking for that extension to last?
If this is a new permit they are after, then I am requesting the full details of all the information available as per exactly what they are planning to do.
Thank you for your attention to our concerns
Bruce & Marlene Thomas

[redacted]

Request for Decision

Report Submission Details

Item Number:	**8.2**
Report Title:	**Horse Lake First Nation Partnership Opportunity - Green Municipal Fund Climate - Ready Plans and Processes Program**
Presenter:	**Rory Tarant, General Manager, Corporate Services and Strategy**
Supported By:	Rayne Petteplace, Municipal Intern Administrative
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	New Business

Recommended Action

Motion 1:

Option 1:

That the County of Grande Prairie enter into a partnership agreement with Horse Lake First Nation for the purpose of applying for funding through the Federation of Canadian Municipalities' Green Municipal Fund – Climate - Ready Plans and Processes and assign (Councillor (name) or Administration [as determined by Council]) as the municipal contact for the application.

Previous Council / Committee Action

Not applicable.

Background and Analysis

The Climate-Ready Plans and Processes (CRPP) program, administered by the Federation of Canadian Municipalities (FCM) under its Green Municipal Fund (GMF), supports climate adaptation planning initiatives. For Indigenous communities applying with a municipal partner, the program covers 100% of eligible project costs.

Successful completion of a CRPP project would position the applicant to pursue additional GMF funding in future rounds, including Adaptation in Action Feasibility funding (up to $70,000) and Implementation funding (up to $1,000,000) to support the actual capital build.

Horse Lake First Nation is preparing an application for CRPP funding to deliver the Horse Lake Road Flood Risk and Adaptation Plan. The project will map flood-prone segments of access roads connecting HLFN reserve lands (Horse Lakes 152B and Clear Hills 152C) to surrounding County infrastructure and identify adaptation options such as small reservoirs, native tree planting, and improved natural drainage.

Horse Lake First Nation would serve as lead applicant, responsible for administration, financial management and FCM reporting, and has identified the County as its preferred municipal partner.

This application is independent of any current or future GMF applications the County may pursue. FCM's 2026 CRPP intake closes June 25, 2026.

The County would be required to submit to the Province under the Provincial Priorities Act. The Provincial Priorities Act requires all federal funding agreements with municipal entities to be approved by the province. This includes all federal grant applications over $100,000 in value, whether in partnership or not, and applies to municipalities, health authorities, public agencies, and other provincially regulated entities.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Motion 1:

Option 1:

That the County of Grande Prairie enter into a partnership agreement with Horse Lake First Nation for the purpose of applying for funding through the Federation of Canadian Municipalities' Green Municipal Fund - Climate-Ready Plans and Processes and assign (Councillor or Administration [as determined by Council]) as the municipal contact for the application.

Option 2:

That Council take no action on the partnership agreement with Horse Lake First Nation for the purpose of applying for funding through the Federation of Canadian Municipalities' Green Municipal Fund - Climate Ready Plans and Processes.

Option 3:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☒ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

1. Partnership Support Agreement – Climate-Ready Plans and Processes Funding Application – Horse Lake Road Flood Risk and Adaptation Plan

☒ Approved by General Manager

☒ Approved by County Manager

Zoho Sign Document ID: 199C9EFFD9-1YQL51FYPMFVBS-CJPPUE3L5Q6W8_7QBCLVPB_ZMYQ0

Partnership Support Agreement

Schedule of clauses · CRPP funding application · Horse Lake Road Flood Risk and Adaptation Plan

Clause 1.1 **Parties**	This Agreement is entered into between **Horse Lake First Nation** ("HLFN"), located at PO Box 303, Hythe, Alberta T0H 2C0, as lead applicant, and **County of Grande Prairie No. 1**, located at County of Grande Prairie No. 1, Clairmont, Alberta, as municipal partner.
Clause 1.2 **The Project**	Horse Lake First Nation, with the County of Grande Prairie No. 1 as municipal partner, will deliver a community-scale flood risk assessment and a Council-endorsed adaptation plan for the road network connecting HLFN reserve lands to surrounding County infrastructure. The work is grounded in the Nation's Knowledge Keeper authority and delivers a Council-endorsed Adaptation Plan with a prioritized action list.
Clause 1.3 **Program**	FCM requires Indigenous community applicants to hold a municipal partnership under the Federation of Canadian Municipalities Green Municipal Fund Climate-Ready Plans and Processes program (the "CRPP Program"). The County has agreed to serve in that role on a strictly administrative basis.
Clause 2.1 **Nation as Lead Applicant**	Horse Lake First Nation is the sole lead applicant. The Nation shall prepare and submit the CRPP application package, hold any contribution agreement that follows, manage all consultants and budgets, direct community engagement, retain decision-making authority over project scope and methodology, and submit all reporting required by FCM through to project close.
Clause 2.2 **County as Municipal Partner**	The County shall (a) designate a single staff or elected official as municipal contact, (b) pass a council resolution recording the CRPP partnership, and (c) provide a certified copy of that resolution to the Nation in time for the FCM submission. The County shall make no financial contribution, shall not direct project scope or delivery, and shall retain its full independent eligibility to apply to the Green Municipal Fund on its own behalf.
Clause 3.1 **Grant Flow**	If FCM approves funding, all grant funds shall flow directly from FCM to Horse Lake First Nation. The County receives no portion of any approved grant and bears no financial obligation under this Agreement under any circumstance.
Clause 3.2 **Term**	Effective on the date of the last signature below; continues through FCM's review and, if funding is approved, through to project close and final reporting to FCM.
Clause 4.1 **Knowledge and Findings Stewardship**	All findings, deliverables, and intellectual property produced through this project, including the flood risk assessment, the adaptation plan, hazard maps, reports, community data, and Indigenous knowledge contributed by the Nation's Knowledge Keepers, remain solely under Horse Lake First Nation's authority and stewardship. The Nation has sole discretion over use, sharing, and publication. The County makes no claim to any project outputs.

Zoho Sign Document ID: 199C9EFFD9-1YQL51FYPMFVBS-CJPPUE3L5Q6W8_7QBCLVPB_ZMYQ0

Clause 4.2 **Governing Law**	This Agreement is governed by the laws of the Province of Alberta and the federal laws of Canada applicable in that Province.
Clause 4.3 **Independence and Amendments**	Nothing in this Agreement creates a joint venture, agency, or employment relationship between the parties. Any amendment is binding only if in writing and signed by an authorized representative of each party.
Clause 4.4 **Counterparts and Authority**	The parties may execute this Agreement in counterparts, including by scanned electronic signature. Each signatory represents that they hold the authority to bind the party they represent.

For Horse Lake First Nation (Chief signs):

Name: Dallas Ferguson

Title: Chief, Horse Lake First Nation

Signature: Chief Dallas Ferguson

Date: Jun 04 2026 12:36 PDT

For County of Grande Prairie No. 1:

Name: _____

Title: Reeve (or Chief Administrative Officer)

Signature: _____

Date: _____

Request for Decision

Report Submission Details

Item Number:	**8.3**
Report Title:	**Request for Letter of Support – Northwestern Polytechnic's Northern Edge Technology Centre**
Presenter:	**Rory Tarant, General Manager, Corporate Services and Strategy**
Supported By:	Rayne Petteplace, Municipal Intern Administrative, Corporate Services and Strategy
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	New Business

Recommended Action

Option 1:

That Council provide a letter of support for Northwestern Polytechnic's Northern Edge Technology Centre (NETC).

Previous Council / Committee Action

This request is in accordance with Policy B29 – Letter of Support.

Background and Analysis

Administration received a request from Northwestern Polytechnic to provide a letter of support for the Northern Edge Technology Centre (NETC).

The centre will provide learning environments for Allied Health Technology, Engineering Technology, and Skilled Trades programs, including opportunities to introduce new trades training not currently available in Northwest Alberta. The NETC will help address critical labour shortages, strengthen healthcare services, support regional industries, retain local talent, and create new pathways for students to build rewarding careers while contributing to the growth and resilience of rural, regional, and northern communities.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council provide a letter of support for Northwestern Polytechnic's Northern Edge Technology Centre (NETC).

Option 2:

That Council take no action on the request for a letter of support for Northwestern Polytechnic's Northern Edge Technology Centre (NETC).

There are no financial implications with this request.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☒ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

1. 2026-06-10 Letter of Support Request for Northwestern Polytechnic's Northern Edge Technology Centre (NETC)
2. Draft Letter of Support for Northwestern Polytechnic's Northern Edge Technology Centre (NETC)

☒ Approved by General Manager

☒ Approved by County Manager

Request for Letter of Support Form

Your request should be submitted for Council's consideration Four (4) weeks in advance of when the letter is required. This will allow Administration time to research, evaluate, and present the request to Council for endorsement in accordance with Policy B29 – Letter of Support.

Requesting Organization Information

(By completing this form you acknowledge that you are the delegated authority to submit this request)

Organization/Group Name *

Northwestern Polytechnic

Contact Person *

Cindy Park

Do you acknowledge that you are the delegated authority to submit this request? *

☑ I acknowledge that I am the delegated authority to submit this request.

Organization Street Address *

10726 106Ave, Grande Prairie, AB. T8V 4C4

Organization City *

Grande Prairie

Organization Postal Code *

T8V 4C4

Email *

cpark@nwpolytech.ca

Telephone *

780 402-0537

Groups Status

Other Organization

Recipient Organization Information

Organization Name (Name of the organization, that oversees the event or grant, to which the Letter of Support will be addressed to) *

Alberta Advanced Education

Organization Address *

107 Legislature Building, 10800 - 97Ave, Edmonton, AB. T5K 2B6

Organizations Phone *

(780) 422-5400

Organization Email *

myles.mcdougall@gov.ab.ca

Request Information

Date Required *

6/23/2026

Name of Project, Program, Event, or Initiative support requested: *

Northwestern Polytechnic's Northern Edge Technology Centre (NETC)

Purpose of Request (Brief statement of the work being proposed, who will be served, by what activities, over what time period, using what resources, in coordination with whom, what geographical area. As well as, how it would benefit the County):

The Northern Edge Technology Centre (NETC) is Northwestern Polytechnic's proposed flagship training facility designed to expand workforce development capacity and support the long-term economic and social prosperity of northern Alberta. The purpose built centre will provide state-of-the-art learning environments for Allied Health Technology, Engineering Technology, and Skilled Trades programs, including opportunities to introduce new trades training not currently available in Northwest Alberta. By increasing access to industry connected education and training close to home, the NETC will help address critical labour shortages, strengthen healthcare services, support regional industries, retain local talent, and create new pathways for students to build rewarding careers while contributing to the growth and resilience of rural, regional, and northern communities.

Are you applying for a grant as well? *

- ○ Yes
- ◉ No

Please indicate additional grant opportunities you are applying for:

- ☐ Provincial
- ☐ Federal
- ☐ Other Municipalities
- ☐ Private Sector
- ☐ Other (Please specify)

A draft letter of support must be attached (please note that the County reserves the right to amend the draft) *

File Name
Letter of Support.docx 16.0 KB

Please add additional information you may have, including a detailed list of other funding partners, on a separate sheet and attach all supporting letters, documents or materials.

Privacy statement:

This information shall become public information unless deemed by the CAO to be confidential and "Closed Session" as per the Procedural Bylaw.

Personal information collected on this form will be used for the purpose of receiving public participation in municipal decision-making and scheduling speakers for Council or Council Committee meetings. This collection is authorized by Section 4(c) of the Protection of Privacy Act and the information collected will also be subject to the Access to Information Act. Please be advised that all Council and Committee meeting presentations become part of the public record and you will be listed as a presenter on the Agenda and Minutes of the meeting. For questions about this collection of personal information by the County of Grande Prairie, contact the Access and Privacy Officer at AccessPrivacy@countygp.ab.ca or call 780-532-9722.

Thank you for submitting your request for a letter of support.

Your request will be reviewed and Legislative Services team member will be in touch to discuss the next steps.

In the mean time if you have any questions or concerns please contact legislativeservices@countygp.ab.ca

Request for Decision

Report Submission Details

Item Number:	**8.4**
Report Title:	**Request for Letter of Support from Sunnybrook and Brookside Community Group in Recognition of their FireSmart Initiative**
Presenter:	**Lee Brachmann, General Manager, Community Services**
Supported By:	Trevor Grant, Fire Chief
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	New Business

Recommended Action

Option 1:

That Council provide a letter of support to the Sunnybrook and Brookside Community Group in Recognition of their FireSmart initiative.

Previous Council / Committee Action

This request is in accordance with Policy B29 – Letter of Support.

Background and Analysis

Residents of the Sunnybrook and Brookside Community Group have worked collaboratively to meet the requirements under FireSmart Canada to be recognized as a FireSmart Community. The initiative involved having every residence in the 2 neighborhoods adhere to the principles of FireSmart and ensure that they completed the steps to protect their properties from wildfire.

On May 23, 2026, the Community Group had an event where they received a plaque by FireSmart Alberta recognizing their efforts.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council provide a letter of support to the Sunnybrook and Brookside Community Group in recognition of their FireSmart initiative.

Option 2:

That Council take no action on the request for letter of support from the Sunnybrook and Brookside Community Group in recognition of their FireSmart initiative.

Option 3:
As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☒ Theme 4 | Land Use and Management
- ☒ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

2025 County of Grande Prairie Wildfire Mitigation Strategy

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

1. 2026-06-05 Letter of Support Request for Sunnybrook and Brookside Community Group
2. County Draft Letter of Support Sunnybrook and Brookside Community Group

☒ Approved by General Manager

☒ Approved by County Manager

Request for Letter of Support Form

Your request should be submitted for Council's consideration Four (4) weeks in advance of when the letter is required. This will allow Administration time to research, evaluate, and present the request to Council for endorsement in accordance with Policy B29 – Letter of Support.

Requesting Organization Information

(By completing this form you acknowledge that you are the delegated authority to submit this request)

Organization/Group Name *

Sunnybrook and Brookside Community Group

Contact Person *

Terry Loraine Vavrek-Froland

Do you acknowledge that you are the delegated authority to submit this request? *

☑ I acknowledge that I am the delegated authority to submit this request.

Organization Street Address *

[redacted]

Organization City *

County of GP

Organization Postal Code *

T8X4G7

Email *

[redacted]

Telephone *

[redacted]

Groups Status

Other Organization

Recipient Organization Information

Organization Name (Name of the organization, that oversees the event or grant, to which the Letter of Support will be addressed to) *

Sunnybrook and Brookside Community Group

Organization Address *

[redacted]

Organizations Phone *

[redacted]

Organization Email *

[redacted]

Request Information

Date Required *

6/6/2026

Name of Project, Program, Event, or Initiative support requested: *

FireSmart Recognition

Purpose of Request (Brief statement of the work being proposed, who will be served, by what activities, over what time period, using what resources, in coordination with whom, what geographical area. As well as, how it would benefit the County):

We would like a letter from the County congratulating our Neighbourhoods from becoming the First FireSmart Community in the County. Sunny Brook and Brookside have applied , been assessed by the County Fire Marshall, did lots of work to help our neighbourhood and our own acreages be fire aware and prepared should a fire happen near us and educated many of our neighbours with 3 such FireSmart education sessions. All this was Recognized by FireSmart Canada, Our county Counsellor, County Fire Personnel, and Wildfire personnel. This has taken 3 years. And We Did It!!
We hope to be a trend setter for the County. We are featured in the Videos being produced by the County.

Are you applying for a grant as well? *

- ○ Yes
- ◉ No

Please indicate additional grant opportunities you are applying for:

- ☐ Provincial
- ☐ Federal
- ☐ Other Municipalities
- ☐ Private Sector
- ☐ Other (Please specify)

A draft letter of support must be attached (please note that the County reserves the right to amend the draft) *

File Name
FireSmart Letter for County Request.docx 13.3 KB

Please add additional information you may have, including a detailed list of other funding partners, on a separate sheet and attach all supporting letters, documents or materials.

Privacy statement:

This information shall become public information unless deemed by the CAO to be confidential and "Closed Session" as per the Procedural Bylaw.

Personal information collected on this form will be used for the purpose of receiving public participation in municipal decision-making and scheduling speakers for Council or Council Committee meetings. This collection is authorized by Section 4(c) of the Protection of Privacy Act and the information collected will also be subject to the Access to Information Act. Please be advised that all Council and Committee meeting presentations become part of the public record and you will be listed as a presenter on the Agenda and Minutes of the meeting. For questions about this collection of personal information by the County of Grande Prairie, contact the Access and Privacy Officer at AccessPrivacy@countygp.ab.ca or call 780-532-9722.

Thank you for submitting your request for a letter of support.

Your request will be reviewed and Legislative Services team member will be in touch to discuss the next steps.

In the mean time if you have any questions or concerns please contact legislativeservices@countygp.ab.ca

Sunny Brook and Brookside Communities

To Whom it May Concern,

We, the County of Grande Prairie is please to congratulate your communities on becoming the first communities in our County to be Recognized as a FireSmart Community by FireSmart Canada.

Way to go! Thanks for doing your part!

County of Grande Prairie

June 22, 2026

Sunnybrook and Brookside Communities
County of Grande Prairie No. 1

Dear Residents of Sunnybrook and Brookside,

On behalf of Reeve and Council, it is our honour to extend our sincere congratulations to the residents of Sunnybrook and Brookside on your recognition as FireSmart Communities by FireSmart Canada. Achieving this designation as the first communities in the County of Grande Prairie to receive this recognition is a significant accomplishment and a testament to your leadership, commitment, and collective action.

Wildfire risk continues to be a growing concern across our region, and the importance of proactive mitigation cannot be overstated. Your efforts to implement FireSmart principles—through vegetation management, property preparedness, and community engagement—demonstrate a strong commitment to protecting lives, property, and the resilience of your neighbourhoods. These actions align with broader County initiatives to promote wildfire mitigation, public education, and community preparedness.

This achievement reflects the power of community collaboration. By working together, residents, volunteers, and local partners have set a new standard for what can be accomplished through shared responsibility and a commitment to safety. Your leadership serves as a model for other communities across the County and beyond, showing that meaningful risk reduction begins at the local level.

Council also wishes to recognize that becoming a FireSmart Community is not a one-time effort but an ongoing commitment. We commend you for embracing this long-term approach and for continuing to strengthen your neighbourhoods against wildfire risk. Your success contributes to a safer, more resilient County for all residents.

Once again, congratulations on this milestone achievement. We look forward to building on this success together as we continue advancing FireSmart initiatives across the County of Grande Prairie.

Sincerely,

Reeve and Council
County of Grande Prairie No. 1

Request for Decision

Report Submission Details

Item Number:	**8.5**
Report Title:	**Council Appointment – Wembley Health & Wellness Society Board of Directors**
Presenter:	**Rory Tarant, General Manager, Corporate Services and Strategy**
Supported By:	Rayne Petteplace, Municipal Intern Administrative, Corporate Services and Strategy
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	New Business

Recommended Action

Option 1:

That Council appoint Councillor _____ as the County of Grande Prairie representative on the Wembley Health & Wellness Society Board of Directors for a term expiring October 31, 2026.

Previous Council / Committee Action

Not applicable.

Background and Analysis

Administration received correspondence from Wembley Health & Wellness Society requesting that the County appoint a member of Council to serve as a representative on the Board of Directors of the Society.

The Board of Directors shall consist of up to 7 members:

- 2 representatives from the Town of Wembley
- 1 representative from the County of Grande Prairie
- 4 community members-at-large, residing in the Town of Wembley or County of Grande Prairie.

The Wembley Health & Wellness Society focuses on supporting accessible, timely, and holistic healthcare services for the Wembley community and surrounding region, while addressing identified gaps in rural healthcare.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council appoint Councillor _____ as the County of Grande Prairie representative on the Wembley Health & Wellness Society Board of Directors for a term expiring October 31, 2026.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

1. Revised Wembley Health & Wellness Society Bylaws
2. 2026-05-29 Request for County Council Representation on the Wembley Health & Wellness Society

☒ Approved by General Manager

☒ Approved by County Manager

Bylaws of the Wembley Health & Wellness Society

Article 1: Name and Purpose

1.1 Name: The name of the society shall be Wembley Health & Wellness Society.

Article 2: Membership

2.1 Eligibility:

Membership is open to any individual aged 18 or older residing in Alberta who supports the society's mission.

2.2 Admission:

Membership is granted upon submission of an application and approval by the Board of Directors.

2.3 Fees:

Membership fees, if there are any, shall be determined annually by the members at the Annual General Meeting.

2.4 Rights and Responsibilities:

- Members may vote at general meetings.
- Members are expected to uphold the society's values and participate in its activities.

2.5 Termination:

Membership may be terminated by written notice or by majority vote of the Board for cause.

Article 3: Board of Directors

3.1 Composition:

The Board of Directors shall consist of up to seven (7) members, appointed or elected as follows:

- Two (2) representatives from the Town of Wembley
- One (1) representative from the County of Grande Prairie
- Four (4) community members-at-large, residing in the Town of Wembley or County of Grande Prairie

3.2 Duties:

The Board shall oversee the strategic direction, financial management, and operational effectiveness of the society, ensuring alignment with its mission to provide health and wellness services.

3.3 Election and Term

- Executive positions (Chair, Vice Chair, Treasurer, Secretary) shall be elected for a term of two (2) years, with eligibility to serve up to two consecutive terms.
- Member-at-Large positions shall initially be elected for a one (1) year term. Subsequent terms shall be for two (2) years, with eligibility for re-election. Municipal representatives shall be appointed by their respective councils or designated bodies.

3.4 Meetings:

- The Board shall meet at least quarterly, with additional meetings as needed. Special meetings may be called by the President or any two directors.

3.5 Quorum:
A quorum shall consist of a majority of current board members, including at least one municipal representative.

3.6 Removal of Directors A Director may be removed from office before the expiration of their term under the following conditions:

1. **Without Cause**: A Director may be removed without cause by a two-thirds (2/3) vote of the Board of Directors present at a duly called meeting where quorum is met.
2. **With Cause**: A Director may be removed for cause, including but not limited to:
    - Breach of fiduciary duty
    - Failure to attend three consecutive board meetings without valid reason
    - Conduct detrimental to the organization's mission or reputation
    - Conflict of interest violations

    Removal for cause requires:
    - Written notice of the proposed removal and reasons
    - An opportunity for the Director to respond, either in writing or in person
    - A majority vote of the Board of Directors present at a duly called meeting

3.7 Powers of the Board of Directors: The Board of Directors shall have the authority to:

1. **Govern the Organization**: Establish and oversee the strategic direction, mission, and policies of the organization.
2. **Financial Oversight**:
    - Approve annual budgets and financial statements.
    - Authorize expenditures and financial commitments.
3. **Personnel Oversight**:
    - Hire, evaluate, and, if necessary, terminate the Executive Director or equivalent senior staff.
4. **Legal and Ethical Compliance**:
    - Ensure the organization complies with all applicable laws, regulations, and ethical standards.
5. **Risk Management**:
    - Identify and mitigate organizational risks.
6. **Amend Bylaws**:
    - Propose and vote on amendments to the bylaws.
7. **Appoint Officers and Committees**:
    - Elect officers and establish committees as needed to carry out board functions.
8. **Meetings**:
    - Call regular and special meetings of the board and members.

3.8 Remuneration: Board Members will not be remunerated

Article 4: Officers

4.1 Positions:

The officers of the Board shall include the following:

- Chair
- Vice Chair
- Treasurer
- Secretary
- Member at Large

4.2 Election and Term:

Officers shall be elected by the Board from among its members for a term of one (1) year. Officers may be re-elected for subsequent terms.

4.3 Powers and Duties of the Board: Officers shall be appointed by the Board and shall have the following responsibilities:

A. Chair
- Preside over board meetings.
- Serve as the primary liaison between the board and executive staff.
- Represent the organization in official capacities.

B. Vice-President/Vice-Chair
- Assist the President and assume duties in their absence.

C. Secretary
- Maintain accurate records of board and member meetings.
- Ensure proper notice of meetings and filing of organizational documents.

D. Treasurer
- Oversee financial management and reporting.
- Ensure proper accounting procedures and fiscal responsibility.

E. Member at Large: Participates in Board discussions and decisions, representing the interests of the community without holding a specific officer role.

Officers shall perform their duties in good faith, with due diligence, and in the best interests of the organization.

4.4 Removal of Officers An Officer may be removed from their position by a majority vote of the Board of Directors at any regular or special meeting. Grounds for removal include:
- Failure to perform assigned duties
- Misconduct or negligence
- Violation of organizational policies

4.5 Remuneration: Officers of the Board will not be remunerated

Article 5: Meetings of Members

5.1 Annual General Meeting (AGM): Held once per year within 90 days of the fiscal year-end.

5.2 Special Meetings: May be called by the Board or by written request of 10% of members.

5.3 Notice: Members shall receive at least 14 days' notice of meetings.

5.4 Notice Method: Notice for Annual General Meetings and Special Meetings shall be sent via email.

5.5 Quorum: Quorum for Annual General Meetings shall be 25% , or a minimum of 3 members in good standing.

5.6 Voting: Voting at Annual General Meetings and Special Meetings shall be conducted by a show of hands.

Article 6: Financial Matters

6.1 Fiscal Year: The fiscal year shall end on December 31.

6.2 Audit: Financial statements shall be audited annually by an independent auditor, Accountant or Qualified Reviewer.

6.3 Banking: All funds shall be deposited in the name of the society in a recognized financial institution.

6.4: Inspection of Books: Members may inspect the society's books and records by request to the Chair and Treasurer, with books and records being shared via email.

Article 7: Amendments

7.1 These bylaws may be amended by a three quarters (75%) vote of members present at a general meeting, provided notice of the proposed amendment was given at least 21 days in advance, in accordance with Section 15 and definition of special resolution of Societies Act.

Article 8: Board Member Qualifications

To ensure effective governance and alignment with the society's mission, all board members shall meet the following qualifications:

- Must be a resident of the Town of Wembley or reside within a 30-kilometer radius of the town.
- Should possess experience working with or serving in nonprofit organizations.
- Demonstrated involvement in community initiatives or volunteer activities.
- Ability to understand and analyze financial statements and budgets.
- Familiarity with board governance principles and responsibilities.
- Commitment to the long-term success and sustainability of Wembley Health & Wellness Society.
- Board Member shall join the board in two ways:
    - Municipal Councils Appointment– Town of Wembley and County of Grande Prairie shall appoint members to the BOD
    - Member at Large Application - applications will be requested prior to AGM; the membership will review all applications and use secret ballots to approve new board members

Article 9: Borrowing Resolution

9.1 Authorization to Borrow:
The Board of Directors of the Wembley Health & Wellness Society is authorized to borrow funds for operational, capital, or programmatic purposes that support the mission and activities of the Society.

9.2 Member Approval Requirement:
Any borrowing that exceeds $10,000 CAD shall require approval by a majority vote of the members at a duly called general meeting.

9.3 Financial Oversight:
All borrowing activities shall be subject to financial oversight by the Treasurer and reviewed by the Board. The Board shall ensure that borrowed funds are used responsibly and in alignment with the Society's strategic goals.

9.4 Reporting Requirements:
The Treasurer shall provide regular updates to the Board and members on the status of any outstanding loans, including repayment schedules, interest rates, and financial impact. A summary of borrowing activities shall be included in the annual financial report presented at the Annual General Meeting.

Article 10: Conflict of Interest

10.1 Definition: A conflict of interest arises when a board member's personal, professional, or financial interests interfere or appear to interfere with their duty to act in the best interests of Wembley Health & Wellness Society.

10.2 Disclosure: Board members must disclose any actual or potential conflicts of interest to the Board of Directors as soon as they arise.

10.3 Recusal: Any board member with a conflict of interest must recuse themselves from discussions and voting on matters related to the conflict.

10.4 Board Review: The Board of Directors shall review disclosed conflicts and determine appropriate actions to ensure transparency and integrity in decision-making.

10.5 Documentation: All disclosures and recusals shall be documented in the meeting minutes.

Article 11: Board Ethics and Accountability

Board members of the Wembley Health & Wellness Society are expected to uphold the highest standards of ethical conduct and accountability.

This includes:

- Acting with integrity, honesty, and fairness in all society-related matters.
- Maintaining confidentiality of sensitive information obtained through board service.
- Ensuring transparency in decision-making and financial oversight.
- Avoiding conflicts of interest and disclosing any potential conflicts promptly.
- Being accountable to the membership and stakeholders for actions and decisions.
- Committing to the society's mission and long-term success.

- Board members who fail to adhere to these principles may be subject to review and disciplinary action by the Board.

Article 12: Distribution of Assets and Dissolving the Society

12.1 The Society does not pay any dividends or distribute its assets among its members.

12.2 If the Society is dissolved, any funds or assets remaining after paying all debts shall revert to the Town of Wembley. In no event do any members receive any assets of the Society.

Glossary of Terms

BOD: Board of Directors

Board Member: appointed or voted in via AGM election

AGM – Annual General Meeting

Termination for Cause: cause shall include fraud, criminal activity, confidentiality breach, and so on

BYLAWS:

The bylaws may be rescinded, altered or added to by a "Special Resolution."

Date: November 3, 2025

Signature: _____ Print Name: Kelly Peterson	Address: PO Box 603 City/Town WEMBLEY Province AB Postal Code T0H 3S0
Signature: _____ Print Name: Rebecca Ketchum	Address: City/Town Province Postal Code
Signature: _____ Print Name: Rey Gabriel	Address: City/Town Province Postal Code
Signature: _____ Print Name: Leanne Beaupre	Address: 704063 RR61 City/Town Co of GP Province AB Postal Code T8W 5B2
Signature: _____ Print Name: Robert Marshall	Address: City/Town Province Postal Code

WEMBLEY HEALTH AND WELLNESS SOCIETY
Box 89, Wembley, AB T0H 3S0/Email: admin@wembleyhealth.ca

May 29, 2026

Re: Request for County Council Representation on the Wembley Health & Wellness Society

Dear Members of Council:

On behalf of the Board of Directors of the Wembley Health & Wellness Society, I would like to formally request that the County of Grande Prairie appoint a member of County Council to serve as a representative on our Board of Directors.

The Wembley Health & Wellness Society was established to support the long-term sustainability of accessible, timely, and holistic healthcare services for the Wembley community and surrounding region. As outlined in our recently completed Strategic Plan, the Society is focused on developing a sustainable, community-driven healthcare model that aligns with evolving provincial healthcare priorities while addressing identified gaps in rural healthcare delivery.

Our governance framework specifically recognizes the importance of municipal and County partnerships and includes provision for County representation within the Board structure. We believe that having a County Council member participate directly on the Board would strengthen communication, improve regional collaboration, and ensure continued alignment between community healthcare priorities and broader municipal objectives.

The Society is currently advancing several important initiatives, including:

- Development of a regional health and wellness centre;
- Expansion of nurse practitioner-led healthcare services;
- Advocacy and partnership development with healthcare stakeholders;
- Community engagement and education initiatives; and
- Long-term planning for sustainable healthcare infrastructure and service delivery.

County participation at the Board level would provide valuable insight and perspective as we continue to build a collaborative and responsive healthcare model for our region.

We respectfully ask Council to consider appointing one of its members to serve as a liaison and active participant on the Wembley Health & Wellness Society Board of Directors. We would welcome the opportunity to meet with Council to discuss this request further and provide additional information regarding the Society's strategic direction and governance structure.

Thank you for your consideration and for your continued support of healthcare initiatives within our region.

Sincerely,

Robert (Bob) Marshall
Board Chair

Request for Decision

Report Submission Details

Item Number:	**8.6**
Report Title:	**Aquatera Shareholders Meeting Update**
Presenter:	**Rory Tarant, General Manager, Corporate Services and Strategy**
Supported By:	N/A
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	New Business

Recommended Action

For information.

Previous Council / Committee Action

Not applicable.

Background and Analysis

A verbal update will provided to Council on the recent Aquatera Shareholders Meeting held on June 16, 2026.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Not applicable.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☐ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☒ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

Not applicable.

☒ Approved by General Manager

☒ Approved by County Manager

Request for Decision

Report Submission Details

Item Number:	**9.1**
Report Title:	**11:20 a.m. – 11:40 a.m. – Request to Finish Testing the Bioelectrical Anaerobic Sewage Treatment (BEAST) System**
Presenter:	**Ryan Konowalyk, General Manager, Transportation and Utilities**
Supported By:	Dalen Peterson, Director, Municipal Utilities
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Delegations and Appointments

Recommended Action

Option 1:

That Council take no action on the request to finish testing the Bioelectrical Anaerobic Sewage Treatment (BEAST) system.

Previous Council / Committee Action

Resolution # WWC20250402.005

MOVED by Reeve Bob Marshall

That the Water and Wastewater Committee direct Administration to proceed with the long-term wastewater treatment plan as discussed in closed session and bring a report back to a future Committee of the Whole meeting for discussion.

CARRIED

Resolution # CM20250609.019

MOVED by Councillor Peter Harris

That Council approve getting the relocation of the lagoon system for the Hamlet of Bezanson to a tender ready state and direct Administration to apply for a grant with 75% of funding to come from grant proceeds with a maximum cost of $7,500,000 and the remaining balance to be identified by Council direction.

CARRIED

Background and Analysis

Rhonda Hewko, Principal Engineer with Elkan Environmental Engineering, will be in attendance in person to present a request to Council to support Elkan Environmental Engineering in finishing testing of Bioelectrical Anaerobic Sewage Treatment (BEAST) system.

In June 2025, the County transitioned its plan for wastewater treatment in the Hamlet of Bezanson from the BEAST to a lagoon relocation project. Subsequently, the BEAST was removed from operations in late 2025, and no further resources were allocated towards it until its decommissioning that will be included with the lagoon relocation project.

Elkan Environmental Engineering's (Elkan) request to resume operations of the BEAST cannot be accomplished without allocating County resources to the work. If operations are to resume, Alberta Environment and Protected Areas (EPA) require the County to continue to be the owner of the EPA Approval as it is a part of the Bezanson Wastewater system. Therefore, administrative oversight is required to ensure that Elkan operates the BEAST in compliance with the County's wastewater system Approval. Municipal Utilities has limited capacity to work through the oversight and due diligence that will be required in having a third party continue operations of the BEAST under the County's Approval.

Elkan is drafting an agreement under which all costs associated with continuing operations of the BEAST will be assumed by Elkan. Further, Administration has consulted with EPA regarding available options and has determined that environmental liability risk is minimal. Should operations of the BEAST continue, Administration recommends that it be re-evaluated annually, following the Approval's reporting deadline to EPA with results presented to Council at a future Council meeting.

Organizational Capacity and Resourcing

Level of Service: Enhance Level of Service

Additional resources required: Yes ☒ No ☐

Administration will be required to extend the term of the Transportation and Utilities Summer Student, Municipal Utilities to March 31, 2027 to accommodate the request.

Options Analysis and Financial Implications

Option 1:

That Council take no action on the request to finish testing of the Bioelectrical Anaerobic Sewage Treatment (BEAST) system.

Option 2:

Motion 1:

That the County of Grande Prairie enter into an agreement with Elkan Environmental Engineering (Elkan) for the continued operations of the Bioelectrical Anaerobic Sewage Treatment (BEAST) with all associated costs of the operations to be assumed by Elkan.

Motion 2:

That Council direct Administration to extend the term of the Transportation and Utilities Summer Student, Municipal Utilities to March 31, 2027.

Motion 3:

That Council direct Administration to bring back a report on the resumed operations of the Bioelectrical Anaerobic Sewage Treatment (BEAST) to a future Regular Council Meeting in March 2027 for Council's consideration on continuing further operations of the BEAST.

Option 3:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☐ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☒ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

External Stakeholders

- Elkan Environmental Engineering
- Alberta Environment and Protected Areas

Public Engagement and Communication

Not applicable.

Attachments

1. Delegation Request – Elkan Environmental Engineering
2. Elkan Environmental Engineering Presentation

☒ Approved by General Manager

☒ Approved by County Manager

Council Meeting Delegation Request (Individual-General)

Please note that any person(s) wishing to present to the County of Grande Prairie No. 1 Council must complete the form below.

Once the form has been submitted to Legislative Services, the request is reviewed by Administration and once approval has been received, Legislative Services will contact the person(s) to schedule the presentation for the appropriate meeting.

All presentations are allotted 10-20 minutes in duration, inclusive of questions from members of council.

Please fill out the following information. If you have any questions or concerns, you can contact the Legislative Services at legislativeservices@countygp.ab.ca

Applicant Information

Primary Contact First & Last Name *

Rhonda Hewko

Address *

116 11025 89 Ave.

City *

Grande Prairie

Province *

Alberta

Postal Code *

T8V 5B9

Phone Number *

780 605-0539

Email *

rhewko@elkanenviro.com

Application Information

Reason for requesting an appointment with Council *

To request Council support Elkan in finishing testing of Bioelectrical Anaerobic Sewage Treatment (BEAST) system.

Please provide a short background on the matter you wish to speak to. *

The BEAST was commissioned near the lagoon in 2021. It was re-designed in 2024 and re-commissioned in 2025. Some of the testing to prove the design modifications was completed in 2025. The remaining testing is needing to be completed to finish confirming the modifications before commercializing the technology.

Have you been in contact with County Staff/Council regarding your matter of interest? *

- (•) Yes
- ( ) No

If yes, with whom, and what was the outcome of your discussion? *

Dalen Peterson. Dalen said he spoke with Alberta Environment who said that the Approval cannot be transferred from the County to Elkan Environmental Enginering.

Please provide a brief outline of your suggested outcome: *

The 2025 results of the design modification were very positive. Although we had some delays in addressing startup issues from the system being shut down for 2 years, we greatly anticipate more favorable results as we check the design capabilities of the system. This is a solid invention designed by National Research Council of Canada that we have had to make work in a field setting, and although, challenging, we expect that the modifications will result in a hydraulic retention time 1.5 times faster than the original design with better effluent quality than we had in the initial testing with the original design.

Will you be providing any additional information (i.e. presentation) and/or any supporting documentation beyond your summary above? *

- ( ) Yes
- (•) No

Privacy statement:

This information shall become public information unless deemed by the CAO to be confidential and "Closed Session" as per the Procedural Bylaw.

Personal information collected on this form will be used for the purpose of receiving public participation in municipal decision-making and scheduling speakers for Council or Council Committee meetings. This collection is authorized by Section 4(c) of the Protection of Privacy Act and the information collected will also be subject to the Access to Information Act. Please be advised that all Council and Committee meeting presentations become part of the public record and you will be listed as a presenter on the Agenda and Minutes of the meeting. For questions about this collection of personal information by the County of Grande Prairie, contact the Access and Privacy Officer at AccessPrivacy@countygp.ab.ca or call 780-532-9722.

Thank you for submitting your request to speak with Council.

Your request will be reviewed and a Legislative Services team member will be in touch to discuss the next steps.

In the mean time if you have any questions or concerns please contact legislativeservices@countygp.ab.ca

Request for Approval to Resume BEAST Testing

Rhonda Hewko – Elkan Environmental Engineering
Boris Tartakovsky – National Research Council
Yehuda Kleiner – National Research Council

Client Driven - Innovative Solutions - Competent People

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

SUMMARY - REQUEST

- Elkan requests permission to restart the BEAST reactor
- Elkan will provide labour, operation, testing, and reporting at its own expense
- Elkan will assume operational responsibilities under an agreement with the County
- The purpose is to complete testing of the 2024 design modifications

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

SUMMARY - BENEFIT TO COUNTY

- No capital investment required
- No operating cost to the County
- Opportunity to support development of a Made-in-Alberta wastewater technology

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

Request to Re-Start the BEAST:

- Elkan is requesting the County to approve re-commissioning of the BEAST
- Elkan proposes to supply all labour and costs in order to finish testing its design modifications

Addressing Approval Requirements:

- Elkan will prepare all necessary reports for submission to Alberta Environment
- Elkan will work to keep the BEAST within compliance with Alberta Environment

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

HISTORY of BEAST

- Originally developed through collaboration involving the NRC and County
- Testing was suspended following two H2S exposure incidents
- Design modifications, H2S monitoring, operational procedures, and revised safety protocols have since been implemented

Client Driven - Innovative Solutions - Competent People

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

H2S MITIGATION:

- Root causes identified
- Reactor modified
- Continuous H2S monitoring installed
- Operational procedures revised
- Emergency response procedures developed
- Elkan operational oversight.

Client Driven - Innovative Solutions - Competent People

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

COUNTY RISK EXPOSURE:

Safety Risk:

- Controlled through monitoring, procedures, and emergency protocols

Liability:

- To be addressed through a formal agreement

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

COUNTY RISK EXPOSURE:

Financial Risk:

- None - Elkan funds all testing

Operational Risk:

- Managed through operating procedures and monitoring

Regulatory Risk:

- Elkan prepares required reporting

Client Driven - Innovative Solutions - Competent People

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

WHY THIS MATTERS TO THE COUNTY:

- Supports local innovation
- Supports NRC-developed Canadian technology.
- Enhances County reputation as a leader in innovation.
- Generates operational data at no cost to the County.

Elkan environmental engineering

County of Grande Prairie No. 1, Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

WHY THE COUNTY WAS CHOSEN:

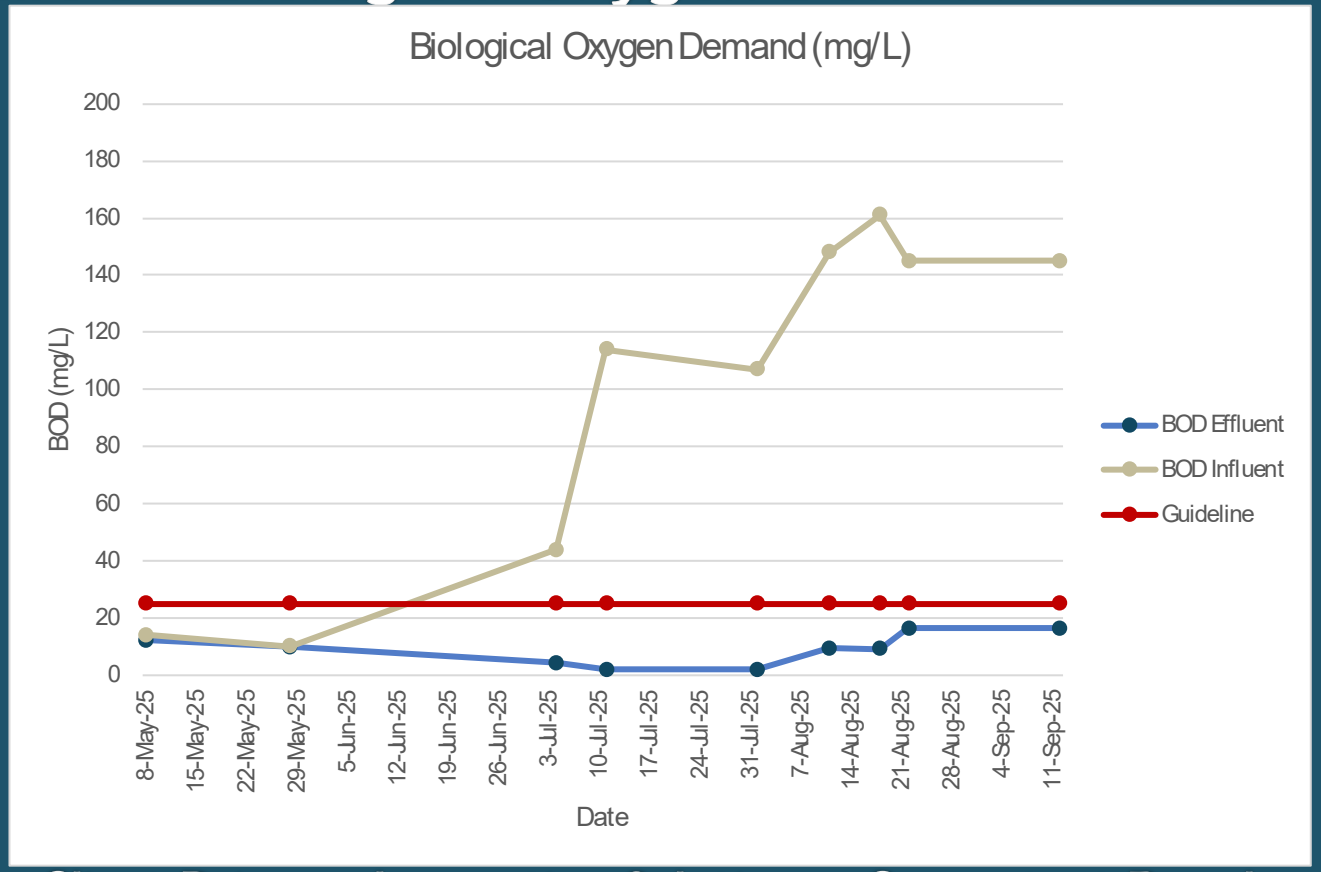
- Existing infrastructure easily accessible
- Historical partnership between the County and NRC
- Lowest-cost path to complete testing
- Great County representatives to work with

WHY CONTINUE TESTING:

- Testing conducted in 2025 demonstrated significant improvement in treatment performance/capacity following implementation of the design modifications
- Elkan expects that it can start commercialization once it can finish proving the design modifications

Client Driven - Innovative Solutions - Competent People

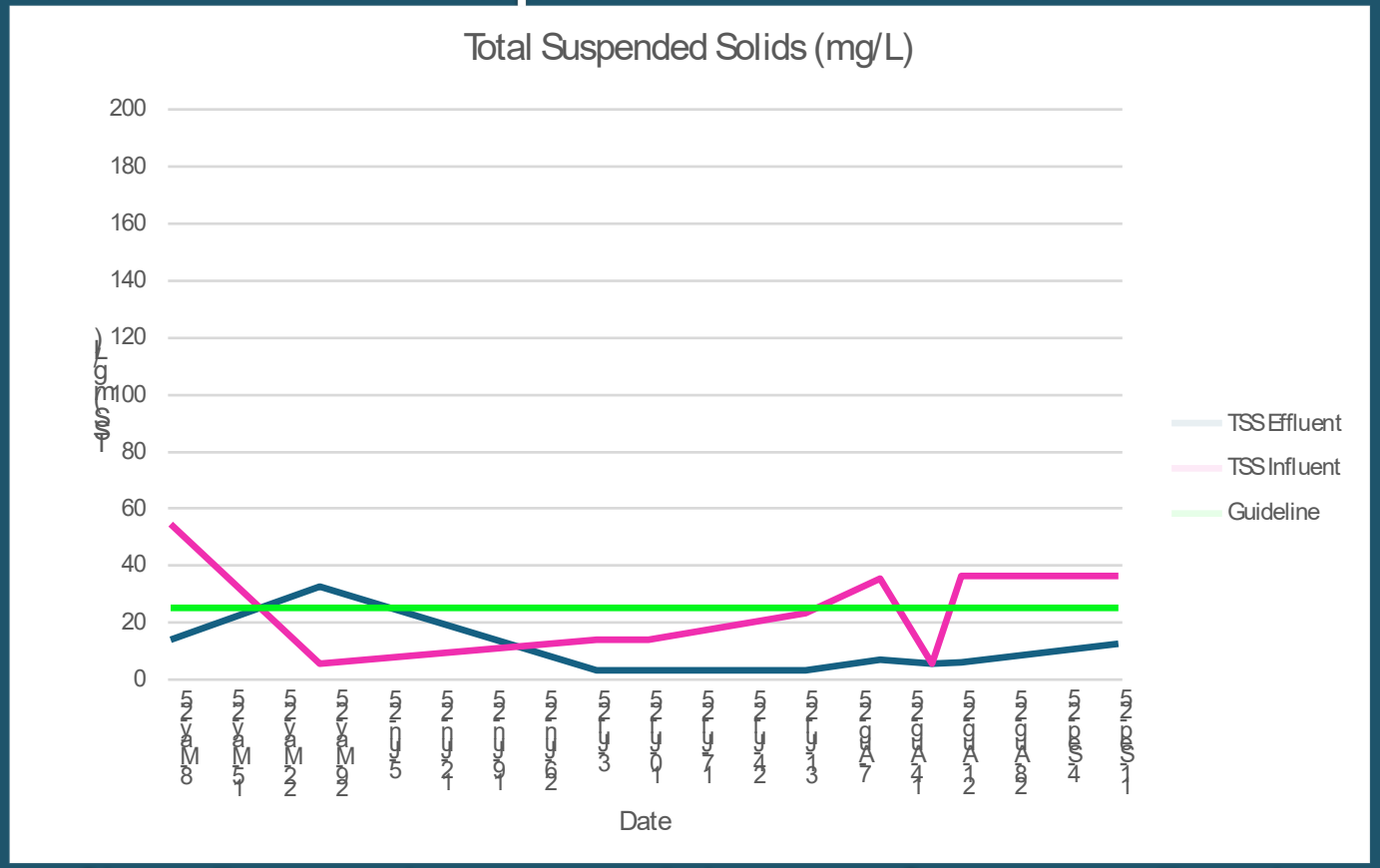
BEAST Phase 3 - Biological Oxygen Demand Results:



Client Driven - Innovative Solutions - Competent People

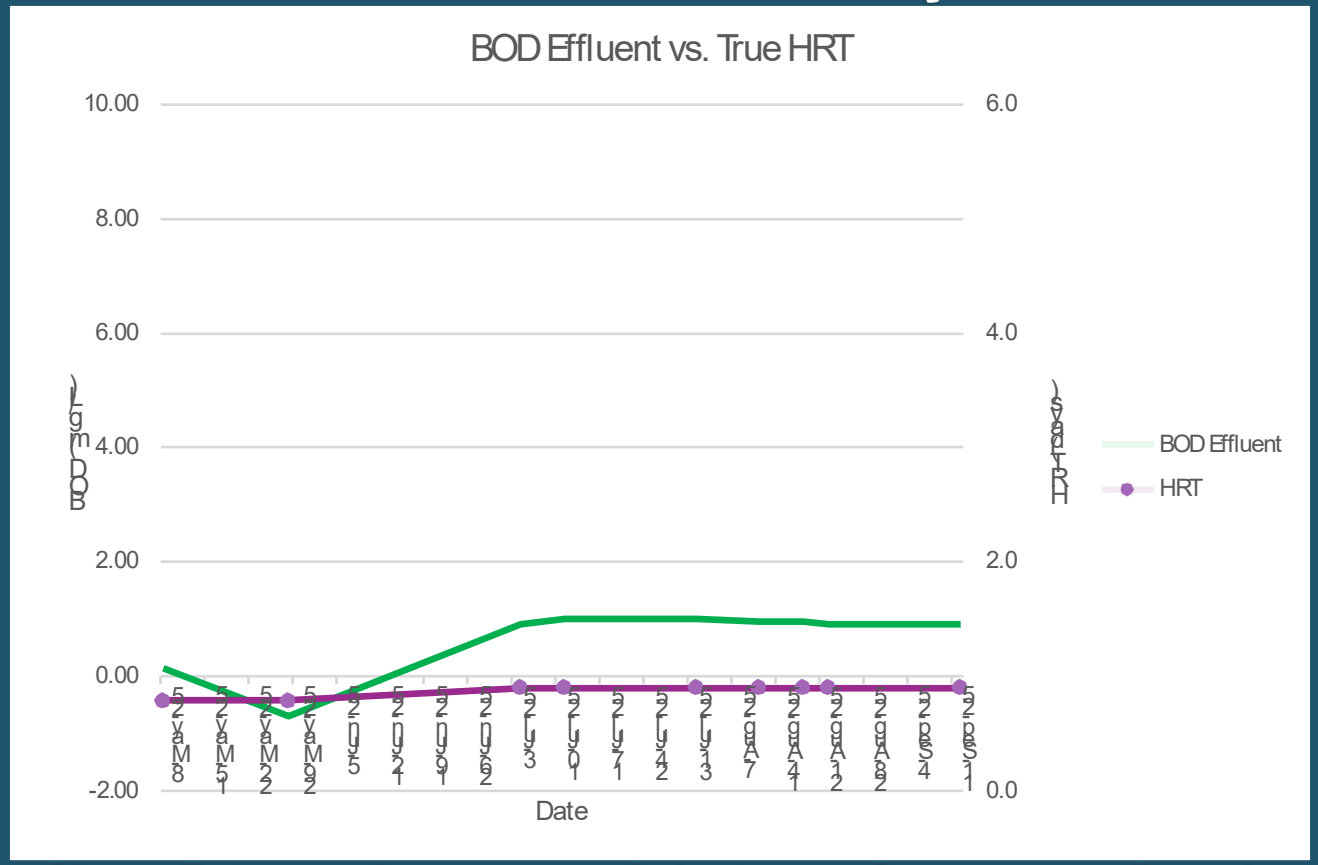
BEAST Phase 3 - Total Suspended Solids Results:

:



Client Driven - Innovative Solutions - Competent People

BEAST Phase 3 - BOD Removal Efficiency:



Client Driven - Innovative Solutions - Competent People

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

TESTING PLAN:

- Duration: 6-12 months
- Monitoring Frequency: Daily
- Sample Frequency: once per week
- Reporting Frequency: once per month

BEAST Phase 3 – Carbon Panels (patent pending):

Client Driven - Innovative Solutions - Competent People

PATH TO COMMERCIALIZATION:

- In 2024, Elkan submitted a patent for the design modifications, and the design is currently patent pending
- Completion of testing is the final step required for commercialization of a Made-in-Alberta technology
- The County may terminate the testing agreement at any time if safety, operational, or compliance concerns arise

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

REQUESTED MOTION:

"That County Council authorize Elkan Environmental Engineering to recommission and operate the BEAST reactor at the Bezanson Wastewater Treatment Facility under a mutually acceptable agreement, with all operating, monitoring, testing, reporting, and compliance costs borne by Elkan Environmental Engineering."

Client Driven - Innovative Solutions - Competent People

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

SUMMARY:

"This request does not ask the County to invest additional money. It asks the County to allow Elkan to complete testing, at Elkan's cost, while providing the County with ongoing oversight and the ability to terminate the project if concerns arise."

Elkan environmental engineering

County of Grande Prairie No. 1
Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

Elkan greatly acknowledges the support and contribution of County of Grande Prairie!

Client Driven - Innovative Solutions - Competent People

Elkan environmental engineering

County of Grande Prairie No. 1 Alberta, Canada

National Research Council Canada | Conseil national de recherches Canada

Elkan-NRC BEAST 2500 L Reactor (Bezanson, AB):

Client Driven - Innovative Solutions - Competent People

BEAST Phase 3 – Carbon Panels (patent pending):

Client Driven - Innovative Solutions - Competent People

BEAST Phase 3 – Carbon Panels (patent pending):

Client Driven - Innovative Solutions - Competent People

Request for Decision

Report Submission Details

Item Number:	**10.1**
Report Title:	**Funding Request from the Canadian Motorcycle Tourism Association (CMTA) for the Veterans Memorial Garden & Interpretive Centre**
Presenter:	**Lee Brachmann, General Manager, Community Services**
Supported By:	Nora-Lee Gilkyson, Supervisor and Chelsea de Ruiter, Administrative and Cemeteries Coordinator, Recreation and Culture
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Events and Sponsorships

Recommended Action

Option 2:

That Council approve the funding request from the Canadian Motorcycle Tourism Association for the Veterans Memorial Garden & Interpretive Centre in the amount of $_____ (to be determined by Council) with funding to come from the 2026 Community Assistance Grant.

Previous Council / Committee Action

Resolution # CM20250210.033

MOVED by Deputy Reeve Amanda Frayn

That Council approve the funding request from the Canadian Motorcycle Tourism Association for the Veterans Memorial Garden & Interpretive Centre in the amount of $5,000 with funding to come from the 2025 Community Assistance Grant

CARRIED

Previous County funding support:

- 2024 – Community Assistance - $2,500 for the utility costs and additional $2,500 for the Commemoration of the 80th Anniversary of D-day and the Battle of Normandy
- 2023 - Community Assistance - $2,500 Commemoration of the 80th Anniversary of the Italian Campaign
- 2023 - Community Assistance - $2,500 for operational support for costs of electricity, water, sewer, and insurance

- 2021 - Community Assistance - $1,000 for support of operational costs
- 2019 - Capital Assistance - $9,600 to move sea can to the Memorial Garden Location.

Funding for this request falls under County Policy K6 – Community Assistance Grant. The intent of this policy is to support operating costs associated with the delivery of programs, services and events that promote active, safe, and sustainable communities and improve quality of life in the County.

Of note is that comparable funding for similar initiatives has typically been provided through Operating Assistance Grants. Recent funding approved similar to this request that have been supported by Council are shown in the table below:

Supported Event	Amount
Beaverlodge Area Cultural Society – Insurance and utilities	$2,500
Centre for Creative Arts Society of Grande Prairie – Program Support, upgrades and maintenance	$5,000
Peace Area Riding for the Disabled Society – Programming and operational support	$5,000
Sexsmith Wellness Coalition – Children's programming and operational Costs	$4,000

The CMTA and their facility is not included in the current City-County Recreation Cost Sharing Agreement.

Groups funded outside of Policy K14 – Operating Assistance – Facilities may apply to Recreation Advisory Boards for operating assistance under Policy K15 – Operating Assistance – Recreation Advisory Boards with a maximum funding allocation of $5,000. Historically this group has been referred to Council for operating funding and funded through the Community Assistance Program.

Background and Analysis

Administration received a funding request from the Canadian Motorcycle Tourism Association (CMTA) in the amount of $9,000 for insurance expenses ($4,200), year-round programming, public events and community access delivered through Veterans Memorial Gardens & Interpretive Centre ($4,800).

This request represents a consolidation of CMTA's 2026 funding requests, presented together to provide Council with a comprehensive understanding of the organization's annual funding requirements, in lieu of separate operating and individual event submissions.

The CMTA operates the Veterans Memorial Gardens & Interpretive Centre (VMG & IC) in the City of Grande Prairie. The organization strives to preserve military history, deliver accessible community programming, and create meaningful cultural and education experiences for residents and visitors. Through year-round programming, events, and workshops the VMG & IC provide a space for youth education and hands-on learning opportunities.

The VMG & IC operate as a community organization that does not require membership. Volunteers support event delivery, public programming, workshop facilitation, and site operations throughout the year. The gardens receive approximately 3,500 visitors annually between events, ceremonies, educational programming, and community activities. Participants include youth, families, seniors, veterans, and visitors from across the region.

The 2026 Veterans Memorial Gardens & Interpretive Centre Event Line-up is outlined below.

Fundraisers:

- Hampers for Heroes 2026

- Veterans Memorial Gardens & Interpretive Centre

Events:

- February 21, 2026 – 2nd Construction Battalion Unveiling Ceremony
- May 16, 2026 – International Museum Day
- June 5, 2026 – Seniors Week Tea
- June 24, 2026 – July 6, 2026 – Eyes on the Legacy: The Ride for Vision & Valour
- July 31, 2026 – Commemoration 2026 A Legacy of Courage: 110 Years of the Loyal Edmonton Regiment
- September 27, 2026 – Truth & Reconciliation Day Community Breakfast
- November 1, 2026 – Halloween in the Gardens
- November 8, 2026 – Indigenous Veterans Day

Weekly Summer Programs:

- Tuesdays beginning June 9, 2026 – Community Table
- Sundays, June 7, 2026 - September 27, 2026 – Crafting Sundays
- Beading a Soldier's Story
- Operation NW AB Soldier – Operation Coyote Animals and Symbols of War

The CMTA has used a multi-source approach to fund their programs by applying for funding from multiple municipalities including the Municipal District of Opportunity, Municipal District of Spirit River, Saddle Hills County, Municipal District of Greenview and the City of Grande Prairie. CMTA has also requested support from Veteran Affairs Canada as well as corporate sponsors for programming and events.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council approve the funding request from the Canadian Motorcycle Tourism Association for the Veterans Memorial Garden & Interpretive Centre in the amount of $9,000 (as requested $4,800 for events - $4,200 to operating) with funding to come from the 2026 Community Assistance Grant.

Benefits:

Allows Council to provide funding at the requested level.

Option 2:

That Council approve the funding request from the Canadian Motorcycle Tourism Association for the Veterans Memorial Garden & Interpretive Centre in the amount of $_____ (to be determined by Council) with funding to come from the 2026 Community Assistance Grant.

Benefits:

Provides Council flexibility in funding support for the Canadian Motorcycle Tourism Association's 2026 initiatives.

Option 3:

As Council directs.

Funding the full requested amount of $9,000 equates to 25.5% of the remaining 2026 Community Assistance Grant Balance. The Community Assistance Grant has a remaining balance of $35,330.23 for the 2026 year.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

1. Canadian Motorcycle Tourism Association Application
2. 2026-04-01 Canadian Motorcycle Tourism Association Request for Funding
3. Canadian Motorcycle Tourism Association 2026 Operating Budget
4. Canadian Motorcycle Tourism Association 2026 Event Posters
5. Canadian Motorcycle Tourism Association Balance Sheet December 31, 2025
6. Canadian Motorcycle Tourism Association Income Statement December 31, 2025
7. Canadian Motorcycle Tourism Association Hampers for Heroes 2026 Flyer
8. Canadian Motorcycle Tourism Association Veterans Memorial Gardens & Interpretive Centre Sponsorship Program

☒ Approved by General Manager

☒ Approved by County Manager

Title

Canadian Motorcycle Tourism Association

04/01/2026

id. 53717261

by **Marie Charbonneau** in **2026 Community Assistance Grant Program**

10908 102 Street
Grande Prairie, Alberta
T8V 2X3
AB
Canada
7804028892
exec.director@motorcycletourism.ca

Original Submission

04/01/2026

Score	n/a
Please Provide Your Organization legal Name	Canadian Motorcycle Tourism Association
Please provide your organizations address	10908-102 St, Grande Prairie Alberta T8V2X3 CA 55.179335 -118.801799
Contact Email	exec.director@motorcycletourism.ca
Contact Number	+17809330182
The following Community Assistance streams are available under this grant program: • Multi Year Operating Funding: For organizations and facilities that contribute to the quality of life and enhance livability that fall outside Policy K14 which	Event Sponsorship

covers halls, arenas and curling rinks. • Community Wellness & Safety: For groups or organizations that undertake protective measures to respond and protect the community from harm or contribute in providing a safe and healthy community. Also, groups or organizations that foster connections among people through socially inclusive services with a diverse offering of cultural and recreational opportunities, outside of Family Community Support Services mandates. • Event Sponsorship, Donations & Community Support: For groups or organizations that provide County residents with cultural and recreational opportunities or contribute to the quality of life and enhance the livability of the community can apply for event sponsorship or other emergent support or funding needs. Events or groups that fundraise to disperse funding raised to other organizations are not eligible for this grant program

Event Sponsorship/Community Safety and Wellness	
Please let us know when you event is	My event is in 45 or more days
Event Information (name, date, time and location):	110 Years of LER Courage, July 31, 2026, Veterans Memorial Gardens & Interpretive Centre
Grant or Sponsorship amount Requested. This amount should reflect a sponsorship level in the sponsorship package or can be a range if all sponsorship opportunities are still available. Please identify any sponsorship levels that are already sold.	This request reflects support for year-round programming, public events, and community access delivered through Veterans Memorial Gardens & Interpretive Centre. All sponsorship and partnership opportunities for 2026 remain available at this time.
Is this an annual recurring event program or project?	YES
If you answered yes to the previous question, please indicate net proceeds from last year's event or program. Where was this funding allocated in your organization?	Please see attached financial statements
If approved what is the date your organization would need to receive funding?	5/30/2026

Please identify what other sources of funding you are seeking for your event, program or project?	We are pursuing a combination of municipal, provincial, federal, and corporate support to deliver 2026 programming and advance the next phase of Veterans Memorial Gardens. Funding requests are being submitted to: Municipal partners including the MD of Opportunity, MD of Spirit River, Saddle Hills County, MD of Greenview, and the City of Grande Prairie Veterans Affairs Canada Corporate and community sponsors aligned with programming and events This multi-source approach ensures sustainability while allowing programming, community access, and infrastructure development to grow in a coordinated way.
What are the goals and objectives of the organization, program, project or event? How will County residents' benefit? How will the success of the project or event be measured?	Veterans Memorial Gardens & Interpretive Centre exists to preserve military history, deliver accessible community programming, and create meaningful cultural and educational experiences for residents and visitors. The goals of the 2026 program are to: Deliver year-round public programming, events, and workshops Expand youth education and hands-on learning opportunities Increase community access and participation across all age groups Strengthen regional engagement through partnerships and shared initiatives Support the preservation and interpretation of local and underrepresented military histories County residents benefit through: Free or low-cost access to public events, ceremonies, and programming Educational opportunities for youth, families, and schools Participation in community-building initiatives and cultural experiences Increased regional activity and visitation that supports local businesses and tourism Success will be measured through: Attendance and participation across events and programs Number of programs and workshops delivered School and community group engagement Partnerships developed across the region Growth in visitation and repeat participation

Describe the membership of your organization, including both total members and County resident members or participants.	Veterans Memorial Gardens & Interpretive Centre operates as a public-facing community organization rather than a traditional membership-based group. Approximately 3,500 individuals annually attend the Gardens through events, ceremonies, educational programming, and community activities. Participants include youth, families, seniors, veterans, and visitors from across the region, including County residents who access programming, attend events, and participate in community initiatives throughout the year.
Please describe the level of volunteerism for this event and for your organization and highlight fundraising efforts.	Volunteer support is a critical component of Veterans Memorial Gardens' operations and programming. Volunteers support event delivery, public programming, workshop facilitation, and site operations throughout the year. This includes assisting with setup and teardown, participant support, logistics, and community engagement during events and activities. Programming such as Beading a Soldier's Story, community events, and seasonal initiatives rely on dedicated volunteers working alongside staff and partners to deliver consistent, high-quality experiences. Fundraising efforts demonstrate strong community support and the ability to leverage contributions effectively. For example, the Hampers for Heroes program raised approximately $21,000 in cash and leveraged it into over $58,000 in food support, delivering holiday hampers to approximately 700 households across Alberta. This level of volunteer and community involvement allows the organization to expand programming, maintain accessibility, and maximize the impact of all funding received.

Event Budget Information

Grant Budget template Grant Portal.xlsx

What is the projected deficit/surplus for your event, project or program?	-9000

Please Upload Sponsorship Package/ Letter and any additional supporting documents

VMG_Sponsorship_1.pdf

Hampers_for_Heroes_2026.pdf

2026_Events.pdf

Balance_Sheet_December_31_2025.pdf

Income_Statement_December_31_2025.pdf

April_1_2026_-_County_of_GP.pdf

2026_Operating_Budget.xlsx

Any Additional Supporting Documents	
New Multi Year Operational Funding/Emergency Funding Consideration/ (Non-Event funding)	
Applicant Declaration	By signing below, I certify that all information provided in this application and in any accompanying documents is true, complete, and accurate to the best of my knowledge. I understand that providing false or misleading information may result in the rejection of this application, the cancellation of funding, or other actions as deemed appropriate by the granting organization.
E-Signature for the application	exec.director@motorcycletourism.ca Marie Renee Charbonneau
Obligations upon Receiving Grant	Grant recipients will receive a Grant Agreement or Grant Letter outlining the approved grant amount, including specific items approved or denied, and the project goals and outcomes expected. Organizations may only spend grant funds on the specific items approved. Recipients must submit a report within the time identified in the Grant Agreement or Grant Letter to account for funds spent and it indicate the success in achieving project/program goals and objectives through measures identified in the approved application. Failure to submit a report, or delinquency in submission, may affect future grant application consideration. At any time, grant recipients must permit a representative of the County of Grande Prairie to examine books and records to determine whether the grant funding has been used as intended and approved.

Internal Form

Score	n/a

April 1, 2026

Dear Council Members,

Veterans Memorial Gardens & Interpretive Centre is grateful for your ongoing support.

This year, we are requesting $9,000—$4,200 for insurance and $4,800 to expand programming and events for County residents.

We're pleased to share that the builder's lien on our facility was removed by court order. While the renovation work from HWD (including the kitchen and siding) had significant deficiencies, we have mitigated these damages, with the assistance of Rotary and the Government of Alberta and the kitchen is now operational, generating revenue to cover utilities and day-to-day operations.

Additionally, we anticipate support from the City in the form of waived permits and fees for the upcoming Collections Management Facility addition, ensuring broader regional collaboration.

With all external obligations resolved, the only deferred item is Executive Director wages, part of our long-term sustainability planning. We remain stable and ready to deliver greater impact.

The attached budget is ONLY for the Veterans MemorialGardens & Interpretive Centre while the financials reflect deferred wages and expenses for the entirety of the Associations business dealings.

Your support will help us continue expanding programs and events that serve the County and the region as a whole. We look forward to growing this partnership together.

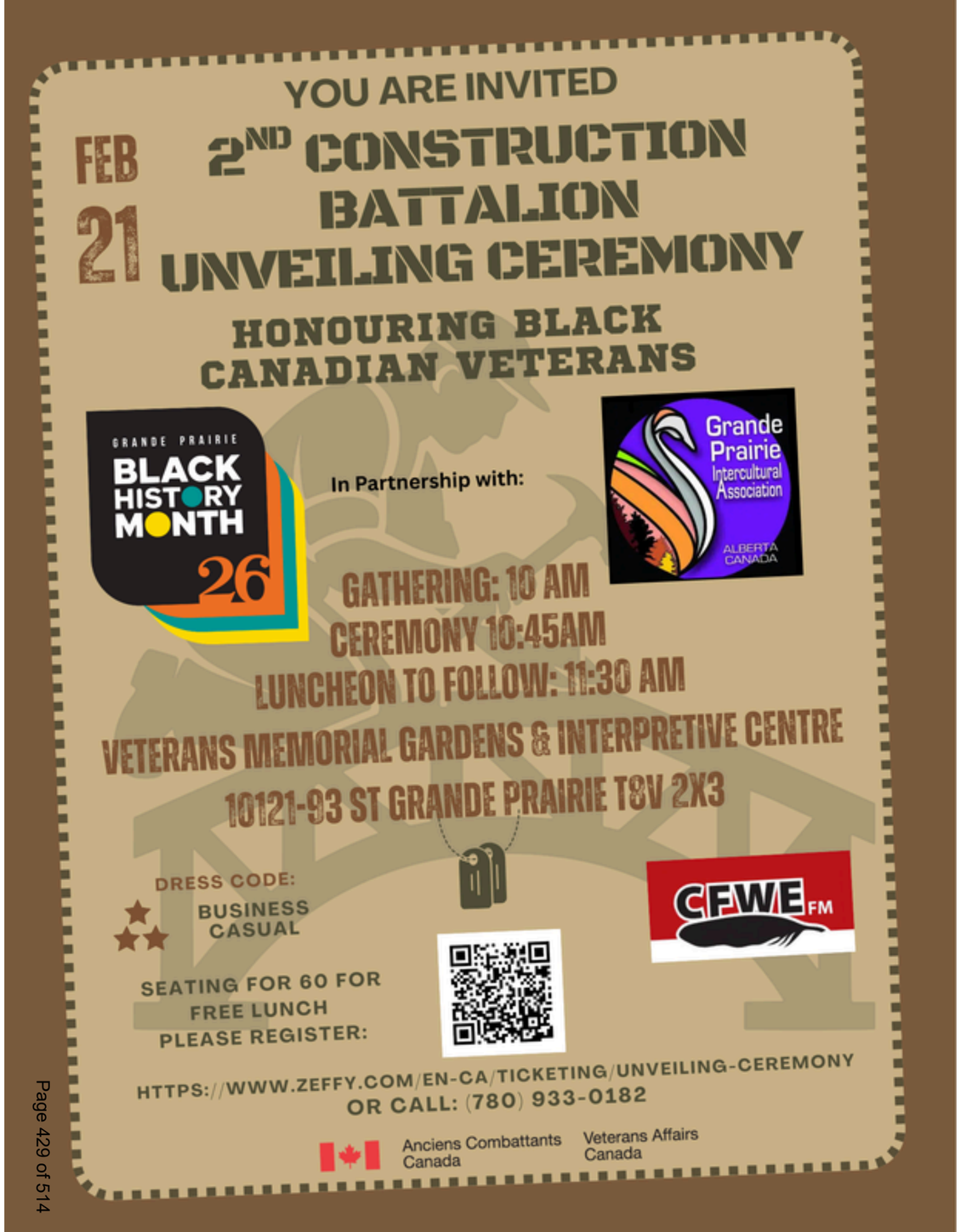
Sincerely,
Renee Charbonneau
exec.director@motorcycletourism.ca
Executive Director, CMTA
Veterans Memorial Gardens & Interpretive Centre

Staffing	How Paid	January	February	March	April	May	June	July	August	September	October	November	December	Totals
ED - Based on $35/7 hours per week	Capacity Building + Cash	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$12,000.00
Collections Manager - Based on 12 Hours per week at $30/hour	Capacity Building	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$18,000.00
Events Coordinator - ED Doing this job - figure based on $25 an hour 15 a week	Capacity Building	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$6,000.00
Volunteer/Summer Staff Coordinator - ED is doing 50% and Board member 50%	Capacity Building	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$6,000.00
Marketing MGR - ED is doing this job	Capacity Building	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$6,000.00
Summer Staffing Expenses (Including MERC's)	Grant Paid	$0.00	$0.00	$0.00	$0.00	$0.00	$4,500.00	$4,500.00	$4,500.00	$0.00	$0.00	$0.00	$0.00	$13,500.00
Total		**$4,000.00**	**$4,000.00**	**$4,000.00**	**$4,000.00**	**$4,000.00**	**$8,500.00**	**$8,500.00**	**$8,500.00**	**$4,000.00**	**$4,000.00**	**$4,000.00**	**$4,000.00**	**$61,500.00**
Professional Fees														
Lawyer - Anticipate Lawsuit with HWD to come to an end soon		$2,000.00	$3,000.00	$3,000.00	$5,000.00	$0.00	$0.00	$400.00	$0.00	$0.00	0	$0.00	$0.00	$13,400.00
Accounting		$500.00	$500.00	$1,500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$7,000.00
Training - Staff and Volunteer Training - Museums Courses through AMA		$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$1,200.00
Total		**$2,600.00**	**$3,600.00**	**$4,600.00**	**$5,600.00**	**$600.00**	**$600.00**	**$1,000.00**	**$600.00**	**$600.00**	**$600.00**	**$600.00**	**$600.00**	**$21,600.00**
Administration/Shipping, ink, office supplies, memberships, website	Cash/Capacity Building	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	**$6,000.00**
Loan - Community Futures - COVID Loan	Cash	$960.00	$960.00	$960.00	$960.00	$960.00	$960.00	$960.00	$960.00	$960.00	$960.00	$960.00	$960.00	**$11,520.00**
Building														
Building Cleaning - Volunteers and ED are doing this)	Capacity Building	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$6,000.00
Building Maintenance/repalcement of chairs etc - not currently saving for this	Capacity Building	$400.00	$400.00	$400.00	$400.00	$400.00	$400.00	$400.00	$400.00	$400.00	$400.00	$400.00	$400.00	$4,800.00
Grounds Maintenance Painting, Fencing etc Husband and volunteers doing this	Capacity Building	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$6,000.00
Total		**$1,400.00**	**$1,400.00**	**$1,400.00**	**$1,400.00**	**$1,400.00**	**$1,400.00**	**$1,400.00**	**$1,400.00**	**$1,400.00**	**$1,400.00**	**$1,400.00**	**$1,400.00**	**$16,800.00**
Utilities														
Power	Cash	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$500.00	$6,000.00
Gas	Cash	$150.00	$150.00	$150.00	$150.00	$150.00	$150.00	$150.00	$150.00	$150.00	$150.00	$150.00	$150.00	$1,800.00
Water/Sewer	Cash	$120.00	$120.00	$120.00	$120.00	$120.00	$120.00	$120.00	$120.00	$120.00	$120.00	$120.00	$120.00	$1,440.00
Garbage	Cash	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$125.00	$1,500.00
Security System	Cash	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$1,200.00
Internet	Cash	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$100.00	$1,200.00
Phones	Cash	$240.00	$240.00	$240.00	$240.00	$240.00	$240.00	$240.00	$240.00	$240.00	$240.00	$240.00	$240.00	$2,880.00
Total		**$1,335.00**	**$1,335.00**	**$1,335.00**	**$1,335.00**	**$1,335.00**	**$1,335.00**	**$1,335.00**	**$1,335.00**	**$1,335.00**	**$1,335.00**	**$1,335.00**	**$1,335.00**	**$16,020.00**
Office and Storage Rental		$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	**$2,400.00**
Museum														
Accessioning Supplies	Grant Paid	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00	$300.00	**$3,600.00**
Programming	Grant/Sponsorship	$0.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$2,500.00	$4,500.00	$4,500.00	$1,000.00	$1,000.00	$1,000.00	$1,000.00	$19,500.00
Events	Grant/Sponsorship	$0.00	$6,500.00	$0.00	$0.00	$2,500.00	$4,500.00	$15,000.00	$2,500.00	$5,000.00	$1,000.00	$5,000.00	$0.00	$42,000.00
Total		**$0.00**	**$7,500.00**	**$1,000.00**	**$1,000.00**	**$3,500.00**	**$7,000.00**	**$19,500.00**	**$7,000.00**	**$6,000.00**	**$2,000.00**	**$6,000.00**	**$1,000.00**	**$61,500.00**
Expense Total														**$200,940.00**
Income														
Rent Income - Kitchen		$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$1,100.00	$13,200.00
Rent Income - Building		$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$200.00	$2,400.00
Total Rental Income		**$1,300.00**	**$1,300.00**	**$1,300.00**	**$1,300.00**	**$1,300.00**	**$1,300.00**	**$1,300.00**	**$1,300.00**	**$1,300.00**	**$1,300.00**	**$1,300.00**	**$1,300.00**	**$15,600.00**
Projected Income														
Programming Sponsorship		$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$1,500.00	$18,000.00
Event Sponsorship		$0.00	$5,500.00	$0.00	$0.00	$500.00	$2,500.00	$15,000.00	$1,000.00	$2,500.00	$200.00	0	$0.00	$27,200.00
Grant Income		$5,500.00	$0.00	$0.00	$0.00	$12,000.00	$40,000.00	$0.00	$0.00	$5,000.00	$0.00	$3,500.00	$0.00	$66,000.00
Total Other Projected Income		$1,500.00	$7,000.00	**$1,500.00**	**$1,500.00**	**$2,000.00**	**$4,000.00**	**$16,500.00**	**$2,500.00**	**$4,000.00**	**$1,700.00**	**$5,000.00**	**$1,500.00**	**$111,200.00**
Income Total														**$126,800.00**
														$74,140.00
Profit/Loss														

Veterans Memorial Gardens + Interpretive Centre 2026

8 Events

2026 EVENTS


YOU ARE INVITED
FEB 21
2ND CONSTRUCTION BATTALION UNVEILING CEREMONY
HONOURING BLACK CANADIAN VETERANS
GRANDE PRAIRIE BLACK HISTORY MONTH 26
In Partnership with:
Grande Prairie Intercultural Association
ALBERTA CANADA
GATHERING: 10 AM
CEREMONY 10:45AM
LUNCHEON TO FOLLOW: 11:30 AM
VETERANS MEMORIAL GARDENS & INTERPRETIVE CENTRE
10121-93 ST GRANDE PRAIRIE T8V 2X3
DRESS CODE:
BUSINESS CASUAL
CFWE FM
SEATING FOR 60 FOR FREE LUNCH
PLEASE REGISTER:
HTTPS://WWW.ZEFFY.COM/EN-CA/TICKETING/UNVEILING-CEREMONY
OR CALL: (780) 933-0182
Anciens Combattants Canada
Veterans Affairs Canada

INTERNATIONAL MUSEUM DAY
MAY 16TH 2026
VMG & Interpretive Centre
GP
A Commemorative Garden Connecting Community
VETERANS MEMORIAL GARDENS
+ INTERPRETIVE CENTRE
Theme:
The Future of Museums in Rapidly Changing Communities
We are proud to be a part of this amazing day along with the other Grande Prairie + Region Museums! More details coming soon!

June Events

EYES ON THE LEGACY: THE RIDE FOR VISION & VALOUR

In Honour of Col James Riley Stone
of Blueberry Mountain Alberta
Founder of the Military Police Fund
for Blind Children

JUNE 24 TO JULY 6TH 2026

Ride for Vision & Valour - A tourism initiative of the Canadian Military Tourism Association; honoring Colonel James Riley Stone, founder of the Military Police Fund for Blind Children.

SAVE THE DATES - Ride details to follow!
June 24- July 6, 2026
Victoria → Blueberry Mountain → CFB Edmonton → Loyal Edmonton Regiment Military Museum → Victoria

Join us anywhere on the road...
Ride for an hour. A day. A week. Or the full pull.

Join us to honor Colonel Stone's legacy and support the children he fought for. 100% of donations go to the Military Police Fund for Blind Children

Can't ride? Can't connect with us?
Help us fundraise - register as a fundraiser - and then set up your own fundraising page! YOU DO NOT have to ride to fundraise!
https://www.zeffy.com/en-CA/peer-to-peer/vision-and-valour-challenge
Need help? call Renee at (780) 933-0182

His vision. Our mission. Their future.

The Canadian Military Tourism Association and Veterans Memorial Gardens & Interpretive Centre are the stewards of the Colonel James Riley Stone Memorial in Blueberry Mountain—where Colonel Stone lived before joining the military.

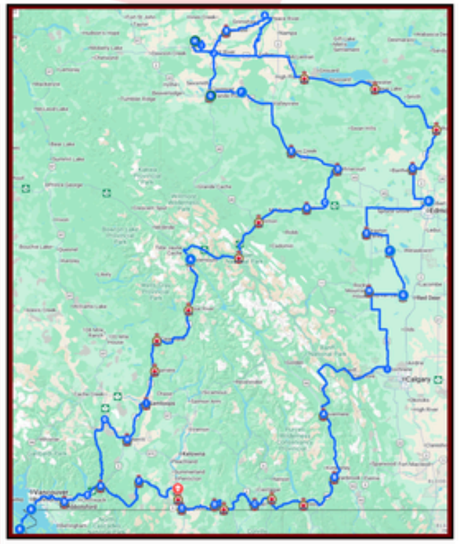
As guardians of his memorial and his story, we feel we have a responsibility to preserve his legacy and continue the work he dedicated his life to building.

Colonel Stone founded the Military Police Fund for Blind Children to give hope, independence, and dignity to children living in darkness.

This ride honors his life, his service, and his vision—connecting the places that shaped him: his final resting place in Victoria, his home in Blueberry Mountain, his leadership as Provost Marshal with the Military Police at CFB Edmonton, and his first regiment at the Loyal Edmonton Regiment Museum.

As a tourism association and military museum, we create opportunities for others to experience history through meaningful travel. This ride fulfills our mandate while supporting the only registered charity of the Canadian Armed Forces.

His memorial stands in Blueberry Mountain. His legacy lives on.



Everyone Welcome!

HOTEL PARTNERS:
To Be Announced shortly!

Your Hosts:
CMTA
(Canadian Military Tourism Assoc AKA Canadian Motorcycle Tourism Assoc)
Email: exec.directoremotorcycletourism.ca Phone: 780-933-0182
Our Ride Website: visionandvalour.ca

Veterans Memorial Gardens & Interpretive Centre
10121-93 St Grande Prairie AB T8V 2X5
veteransmemorialgardens.com

Commemoration 2026

A Legacy of Courage: 110 Years of The Loyal Edmonton Regiment

From the 49th Battalion (CEF) to The Loyal Edmonton Regiment

Honouring the Legacy from Mount Sorrel (1916) to Today (2026)

FEARS NO FOE

Ceremony & Reception
July 31, 2026
3:30PM - 5:30 PM
Veterans Memorial Gardens & Interpretive Centre
10121-93 St. Grande Prairie, AB T8V 1Y1
exec.director@motorcycletourism.ca

Truth & Reconciliation Day Community Breakfast

Sunday, September 27, 2026
9:00 AM – 12:00 PM

Join us for a free (by donation) breakfast as we come together in community to reflect, listen, and honour the spirit of Truth & Reconciliation.

Pre-registration requested to ensure we have enough food for everyone.
Free for the first 100 people.

Menu: Baked bannock/fry bread, scrambled eggs, bacon, juice, coffee, tea, and hot chocolate.

Sponsored by:

CFWE FM

Contact Us:
780-933-0182

More Information
www.veteransmemorialgardens.com

VMG & Interpretive Centre GP
A Commemorative Garden Connecting Community

9:00 AM - NOON
27
SEPT

VETERANS MEMORIAL GARDENS & INTERPRETIVE CENTRE
10121-93 ST
GRANDE PRAIRIE AB
T8V 1Y1

veteransmemorialgardens.com
Halloween in the Gardens
Enjoy free hot chocolate, candy, and fun activities!
Come Trick or Treat in a safe environment!
Join us on **Sunday, November 1st from 1PM - 4 PM**
at Veterans Memorial Gardens & Interpretive Centre!
10121-93 St Grande Prairie T8V 1Y1
(780) 933-0182
exec.director@motorcycletourism.ca
Candy Booths Sponsored by:
LUBE CITY
OIL CHANGE & TIRES
FreshCoast
Arby's
CW XTERIORS
SWANAVON
VMG & Interpretive Centre GP
A Commemorative Garden Connecting Community
KLon
CMTA
Travel Services

Indigenous Veterans Day
"Sacred Traditions, Unyielding Valor"
Honoring Indigenous veterans who carried the
sacred traditions of their ancestors into service for our nation.
Their courage in battle and resilience at home inspire us all.
Today we remember, we honor, we give thanks.
Sunday November 8th, 2026
10:00 AM Gathering Time
10:30 AM Ceremony
Light refreshments and fellowship to follow
Veterans Memorial Gardens & Intepretive Centre
10121- 93 St. Grande Prairie AB T8V 1Y1
veteransmemorialgardens.com
exec.director@motorcycletourism.ca
(780) 933-0182
CIMTA
CFWE FM
VMG & Interpretive Centre GP

5 Programs

Weekly Summer Events

Beading a Soldier's Story

Join us for the award-winning Beading a Soldier's Story experience at Veterans Memorial Gardens & Interpretive Centre

Please reach out to exec.director@cimta.ca to book your experience!

Operation NW AB Soldier - Operation Coyote Animals & Symbols of War

Our place or your classroom—our Education Kits are engaging and interactive, and each kit includes a Teacher's Manual, cheat sheets, inventory sheets, and activity books.

You print the activity guides and provide a **$20 damage deposit**.

To book one kit, both kits, or to book our facility and facilitators, email exec.director@cimta.ca to book your experience.

Balance Sheet

CMTA

As of Dec 31, 2025

Report Type: Accrual (Paid & Unpaid)

ACCOUNTS	Dec 31, 2025
Assets	
Cash and Bank	
ATB Chequing	$5,961.12
ATB Savings	$623.41
ATB Savings 2	$138.72
GIC	$7,868.51
Total Cash and Bank	**$14,591.76**
Other Current Assets	
Transfer Clearing	-$9,264.15
Accounts Receivable	$4,149.74
Marie Renee Charbonneau	-$3,590.83
Total Other Current Assets	**-$8,705.24**
Long-term Assets	
Afghanistan Monument	$32,000.00
Afghanistan Monument - Depreciation	-$28,181.87
Afghanistan Monument Pad/Sidewalk	$32,000.00
Afghanistan Monument Pad/Sidewalk - Depreciation	-$11,739.69
Archway	$25,000.00
Archway - Depreciation	-$10,796.73
Artwork	$6,500.00
Audio/Visual Systems	$46,288.70

ACCOUNTS	Dec 31, 2025
Audio/Visual Systems - Depreciation	-$29,624.78
Chair Lift	$15,910.84
Chair Lift - Depreciation	-$2,189.32
Commercial Kitchen/Concession	-$334.16
Furniture & Fixtures	$16,000.65
Furniture & Fixtures - Depreciation	-$10,240.42
Gazebo	$2,693.00
Gazebo - Depreciation	-$902.17
Indigenous War Memorial	$41,321.43
Indigenous War Memorial - Depreciation	-$12,396.42
Kitchen Equipment	$250.00
Memorial Displays - Large	$40,905.00
Memorial Displays - Large - Depreciation	-$5,546.63
Metis War Memorial	$48,985.68
Metis War Memorial - Depreciation	-$14,695.71
Modular Building	$344,241.70
Modular Building - Depreciation	-$57,831.20
Office Equipment	$8.53
Outbuildings	$5,855.80
Outbuildings - Depreciation	-$1,971.74
Pergolas	$80,303.31
Pergolas - Depreciation	-$8,100.55
Small Pedestals	$20,623.14
Small Pedestals - Depreciation	-$16,821.88
Solar Lights	$10,685.00

ACCOUNTS	Dec 31, 2025
Solar Lights - Depreciation	-$7,949.75
Solar Panels	$2,768.50
Solar Panels - Depreciation	-$1,771.84
Tree Inventory	$2,065.59
Ukranian Monument	$5,433.26
Ukranian Monument - Depreciation	-$3,868.49
Total Long-term Assets	**$554,876.78**
Total Assets	**$560,763.30**
Liabilities	
Current Liabilities	
Accounts Payable	$98,384.09
ATB Mastercard	$3,085.03
Capital One Master Card	$1,866.76
Goods & Services	-$27,781.32
ON HST	-$1,798.31
Total Current Liabilities	**$73,756.25**
Long-term Liabilities	
Community Futures	$35,702.37
Total Long-term Liabilities	**$35,702.37**
Total Liabilities	**$109,458.62**

Equity	
Retained Earnings	
Profit for all prior years	$6,566.65
Profit between Jan 1, 2025 and Dec 31, 2025	-$91,293.86
Owners Equity	$536,031.89
Total Retained Earnings	**$451,304.68**
Total Equity	**$451,304.68**

Profit and Loss

CMTA

Date Range: Jan 01, 2025 to Dec 31, 2025

Report Type: Accrual (Paid & Unpaid)

ACCOUNTS	Jan 01, 2025 to Dec 31, 2025
Income	
CMTA Travel Services	$2,527.24
Commission Revenue	$24.84
Direct Public Support – Business Contributions	$21,577.95
Direct Public Support – Individual Contributions	$8,171.53
Grant Revenue	$106,529.67
Investments – Interest	$764.90
Program Income – Membership Dues	$3,043.70
Program Income – Program Service Fees	$3,108.31
Rental	$5,587.72
Sales	$10,731.86
Sales Discounts	-$154.45
Sponsorship	$59,632.51
Travel Guide	$3,075.00
Total Income	**$224,620.78**

Cost of Goods Sold	
CMTA Travel Service Expense	$2,796.33
Total Cost of Goods Sold	**$2,796.33**

Gross Profit	**$221,824.45**
As a percentage of Total Income	**98.76%**

Operating Expenses	
Accounting Fees	$970.00
Advertising	$4,144.93
Building Upgrades	$25,282.70
Contract Services	$94,822.91
Depreciation Expense	$48,531.90
Direct Membership Expense	$441.62
Direct Volunteer & Hosting Expense	$9,943.36
Equipment Purchases	$454.00
Event Costs	$30,400.18
Fuel	$238.34
Fuel & Vehicle Repairs	$562.28
Insurance	$2,126.00
Insurance – Property	$1,910.27
Interest on Long Term Debt	$1,930.95
Interpretive Gardens Maintenance	$6,868.28
Legal Fees	$7,452.68
Licenses	$125.24
Meals	$1,037.59
Merchant Account Fees	$287.62

Operating Expenses	
Museum Expenses	$6,619.08
Office Supplies	$940.36
Payroll – Salary & Wages	$23,249.70
Postage & Delivery	$240.02
Printing and Reproduction	$6,125.05
Program Delivery	$2,426.50
Rent Expense	$4,200.00
Repairs & Maintenance	$540.60
Security System	$536.00
Service Fees	-$126.86
Software/Memberships/Platforms	$8,248.43
Telephone – Wireless	$3,315.81
Training	$82.77
Travel Expense	$12,393.36
Utilities	$5,610.85
Website + Social Media Marketing	$1,185.79
Total Operating Expenses	**$313,118.31**

Net Profit	**-$91,293.86**
As a percentage of Total Income	**-40.64%**

HAMPERS

FOR HEROES 2026

IN 2025: $58,000 in Food Delivered | From $21,000 Raised

We delivered 700 Holiday Hampers.Across Alberta

Serving Grande Prairie | Edmonton| Cold Lake| Calgary| Lethbridge

80,000+ Meals. One Campaign.
700 Households. Two weeks of holiday food support.

Seeking Category-Exclusive Food Partners
Protein: Poultry | Pork | Beef
Dairy & Eggs | Grocery | Logistics

veteransmemorialgardens.com 780-933-0182

More Than a Holiday Meal

Two Weeks of Holiday Food Security for Military Families

Military families face increased pressure during the holidays—hosting, higher costs, and feeding growing families.

Hampers for Heroes provides **two weeks of food support**—complete holiday meals, breakfasts, snacks, and pantry essentials.

Because the holidays aren’t just one meal—they’re two weeks of real life.

The Scale of Impact

700 Households Supported
2 Weeks of Food Support

200 Single/Couples Hampers
500 Family Hampers

3,500+ Protein Units Distributed
Turkey | Ham | Chicken | Sausage | Bacon| Eggs

Up to 3X Value Amplification Through Partner Support

80,000+ Meals
Breakfasts, dinners, snacks & holiday hosting

What's Inside Each Hamper

Main Proteins:

- Small turkey (6-8 lbs, serves 6)
- Ham (3-4 lbs, serves 6)
- Breakfast Sausage
- Bacon

Cheese & Charcuterie Items:

- Sausage/salami for cheese platters
- Cheese selection
- Premium crackers
- Oysters
- Olives
- Pickles

Holiday Treats & Snacks:

- Pastries/desserts
- Chocolates
- Mixed nuts (holiday tin)
- Holiday cookies/shortbread
- Candy canes
- Christmas oranges
- Holiday tea or hot chocolate

Fresh & Pantry Essentials

- 10 pounds of potatoes
- Box of mashed potatoes
- Dehydrated shredded potatoes - hashbrowns
- 2 pounds of carrots
- Bag of onions
- Mixed vegetables
- Butter
- Stuffing mix
- Gravy mix
- Bisquick mix
- Muffin mix
- Sugar
- Eggs

Designed to support real meals, real families, and real holiday moments.

Partner With Us

Category-Exclusive Sponsorship Opportunities

PROTEIN PARTNER (EXCLUSIVE)
Poultry | Pork | Beef
Primary protein for 700 households
Central role in every holiday meal
Featured across campaign and community messaging

DAIRY| EGGS PARTNER (EXCLUSIVE)
EGGS | BUTTER and BREAKFAST ESSENTIALS
Daily-use items across the full two weeks for 700 households
Integrated across multiple meal occasions

GROCERY PARTNER (EXCLUSIVE)
PANTRY STAPLES| BAKING | SNACKS| EXTRAS
Supports full meal experience beyond main dishes for 700 households
Broad product integration across meals and occasions

LOGISTICS & DISTRIBUTION PARTNER (EXCLUSIVE)
Transportation | Storage | Coordination/Logistics
Enables delivery across Alberta communities
Critical to program execution

CMTA working in partnership to support the

Partners can participate through **marketing sponsorship, charitable contribution**, or a **hybrid model**—aligning with internal budgets and maximizing both impact and financial efficiency.

WHAT PARTNERS RECEIVE

- Category exclusivity
- Direct brand presence inside 700 military family households
- Featured on printed “Thank You for Your Service” holiday letters included in every hamper
- Amplified social media reach and community storytelling
- Visible alignment with supporting military families across Alberta
- Inclusion in a program delivering 80,000+ meals
- Measurable impact through up to 3X food value amplification

Partner With Us

Community Sponsorship Opportunities

Hamper Hero: $250
Hamper Champion: $150
Hamper Builder: $100
Hamper Helper: $50
Hamper Friend: $25

When partners provide core food items—protein, dairy, eggs, and produce—financial contributions complete each hamper.

Communities + Need

- Grande Prairie: 37
- Edmonton - 300
- Calgary - 260
- Lethbridge - 65
- Cold Lake - 40

Visit our Zeffy Campaign to contribute today!

WHAT PARTNERS RECEIVE

- Direct brand presence inside 700 military family households
- Featured on printed “Thank You for Your Service” holiday letters included in every hamper
- Amplified social media reach & community storytelling
- Visible alignment with supporting military families across Alberta
- Inclusion in a program delivering 80,000+ meals
- Measurable impact through up to 3X food value amplification

Contact Renee at (780) 933-0182
exec.director@motorcycletourism.ca

2025's Sponsor List

Ladies Auxiliary Forest Lawn Royal Canadian Legion #275

RCL # 37 High Prairie

Albend Mechanical Welding +Pipefitting Services Ltd

Alanna Vissers

Elsie Schmierer

Korie-Lyn Northey

Jeff Pieper

Brian grant

Steve & Gina Zimmerman

Dimsdale Quilters

Michael Beck

Dian Stevens

Global Cellulose Fibers

Vent Medic Corporation

Doreen & Dennis Erker

Tom Paton

Cam & Candace Cowieson

Barry & Anna Marie Westervelt

Lorraine & Ken Kibblewhite

Sylvia Colbert

Bruce Tattrie

Tempo Food and Gas Sexsmith

Meghan Cosenzo

Tom Paton

Doreen & Dennis Erker

Tracy Tanner

Shannon Smith

Charbonneau's

Grandview Colony

t

CMTA

Request for Decision

Report Submission Details

Item Number:	**10.2**
Report Title:	**Funding Request from the County Brewers for Reduced Rental Fees at the J.D.A. County Sportsplex**
Presenter:	**Lee Brachmann, General Manager, Community Services**
Supported By:	Nora-Lee Gilkyson, Supervisor, Recreation and Culture and Chelsea de Ruiter, Administrative and Cemeteries Coordinator, Recreation and Culture
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Events and Sponsorships

Recommended Action

Option 4:

As Council directs.

Previous Council / Committee Action

Resolution # CM20250714.022

MOVED by Councillor Kurt Balderston

That Council approve the gift-in-kind funding request from the County Brewers Baseball Team for outdoor rental fees at the J.D.A. County Sportsplex ball diamonds for the upcoming 2025 baseball season up to a maximum amount of $800 or 50% of the booking fees (the lesser of the two) with funding to come from the 2025 Community Assistance Grant.

CARRIED

2024 – Gift in kind up to 30 hours outdoor at no charge - value of $1,350.

2023 – Gift in kind up to 30 hours outdoor at no charge - value of $1,350.

2022 – 50% reduction of outdoor rental fees for the 2022 season.

2021 – Gift in kind of up to 30 hours outdoor at no charge.

Recent event sponsorships, similar to this request are limited to 2023, 2024 and previous support of the County Brewers Baseball. Previous Council support for sports organizations in 2026 are shown in the table below:

Organization	Supported Event	Amount
Grande Prairie Pirates Fastball	U13 and U15 Provincials	$1,500
Grande Prairie Disc Golf Club	Canadian Disc Golf National Championship	$400

Background and Analysis

Administration received a funding request from the County Brewers Baseball team in the amount of $500 to assist with the cost of field rental fees at the J.D.A. County Sportsplex ball diamonds for the 2026 baseball season.

The County Brewers is a team of youth and young adults who are committed to keeping community baseball alive in the Peace Region. Rising operation costs have created increasing financial pressure on the organization. Expenses such as diamond rentals, equipment, travel, insurance and league fees continue to increase while sponsorship and advertising have become more difficult for the organization to secure. Support through the Community Assistance Grant would offset rising operational costs and ensure the program can continue to provide affordable, community-based opportunities for local athletes and families.

The County Brewers budget for ball diamond fees include the regular season costs estimated at $850 and playoffs (if necessary) at $630. The total combined cost for playoffs and regular season will be approximately $1,480.

Historically, gift-in-kind services at the J.D.A. County Sportsplex involve a payment from the Community Assistance Grant budget to Nustadia Recreation Inc. to offset lost revenues.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council approve the funding request from the County Brewers Baseball team in the amount of $500 to assist with the cost of field rental fees at the J.D.A. County Sportsplex ball diamonds for the 2026 baseball season with funding to come from the 2026 Community Assistance Grant.

Benefits:

Provides the County Brewers Baseball team the ability to maintain lower costs for players.

Option 2:

That Council approve the funding request from the County Brewers Baseball team in the amount of $_____ (to be determined by Council) to assist with the cost of field rental fees at the J.D.A. County Sportsplex ball diamonds for the 2026 baseball season with funding to come from the 2026 Community Assistance Grant.

Benefits:

Provides Council flexibility in funding support for the County Brewers Baseball team in 2026.

Option 3:

As Council directs.

The Community Assistance Grant has a total of $35,330.23 remaining for the 2026 year. Funding the full requested amount of $500 equates to 1.5% of the remaining 2026 Community Assistance Grant balance.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☒ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☐ Not applicable.

Other Plans:

Not applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

1. County Brewers Grant Application
2. County Brewers Grant Budget
3. County Brewers Facility Agreement 2026

☒ Approved by General Manager

☒ Approved by County Manager

Title

County Brewers

05/20/2026

by **Parker Sharp** in **2026 Community Assistance Grant Program**

id. 54176204

[redacted]

Original Submission

05/20/2026

Score	n/a
Please Provide Your Organization legal Name	County Brewers
Please provide your organizations address	13518 104 A ST Grande Prairie AB T8V6K9 CA 55.2035579 -118.8090891
Contact Email	[redacted]
Contact Number	[redacted]
The following Community Assistance streams are available under this grant program: • Multi Year Operating Funding: For organizations and facilities that contribute to the quality of life and enhance livability that fall outside Policy K14 which covers halls, arenas and curling rinks. • Community Wellness & Safety: For groups or organizations that undertake protective measures to respond	Multi-Year Funding Request

and protect the community from harm or contribute in providing a safe and healthy community. Also, groups or organizations that foster connections among people through socially inclusive services with a diverse offering of cultural and recreational opportunities, outside of Family Community Support Services mandates. • Event Sponsorship, Donations & Community Support: For groups or organizations that provide County residents with cultural and recreational opportunities or contribute to the quality of life and enhance the livability of the community can apply for event sponsorship or other emergent support or funding needs. Events or groups that fundraise to disperse funding raised to other organizations are not eligible for this grant program

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New Multi Year Operational Funding/Emergency Funding Consideration/ (Non-Event funding)

Funding amount requested- Your operating/emergency funding request should be directly tied to specific expenses identified in your budget.	500

Please upload board motion that supports the request for consideration for Annual Operational funding or emergency funding

County_Brewers_Board_Meeting_05.13.2026.pdf

Detailed budget for your organization. this includes all expenses and revenues for your organization.

Grant Budget template Grant Portal.xlsx

What brought about this need? What has changed within your society, or has something outside your society triggered this need? E.g. demand changes, health and safety concerns, increase in expenses which are outside of your control, provincial or federal legislative requirements, growth, etc.	Our organization is made up primarily of teenagers and young adults who are committed to keeping community baseball alive in the Peace Region. The Wheatbelt Baseball League has been providing opportunities for young men to stay active, develop leadership skills, and contribute positively to their communities since 1931. In addition to supporting player development, our team also provides a free and family-friendly entertainment option for local residents throughout the summer season. In recent years, rising operational costs have created increasing financial pressure on our organization. Expenses such as diamond rentals, equipment, travel, insurance, and league fees continue to increase annually, while sponsorship and advertising revenue has become more difficult to secure. Many of our players are new to the workforce and do not yet have the business connections or professional networks that traditionally help drive sponsorship opportunities for community sports organizations. Compared to many other teams within the Wheatbelt Baseball League, our organization also faces higher overhead costs, as several communities provide free access to town-owned diamonds for their local teams. Our team, however, incurs significant rental expenses in order to operate. In 2021, our organization donated a Nevco scoreboard valued at approximately $10,000 to the County of Grande Prairie. At that time, we were encouraged to apply annually for discounted diamond rental rates as part of a continued community partnership. Support through this grant program would help offset rising operational costs and ensure we can continue providing affordable, community-based baseball opportunities for local athletes and families.

If you are successful in receiving funding, how will this request positively impact your society? If not granted, what will be the impact to your society?	If our organization is successful in receiving funding, it will have a direct and positive impact on our ability to continue providing affordable community baseball opportunities for young athletes in the Peace Region. Financial support through discounted diamond rental fees would help reduce the growing operational burden placed on our players and volunteers, many of whom are students or young adults beginning their careers. This assistance would allow us to keep player fees manageable, continue offering free entertainment for local families, and maintain a positive community presence through volunteer initiatives and local events. The funding would also strengthen the long-term sustainability of our program and help preserve the tradition of Wheatbelt Baseball League competition, which has been an important part of community sports and leadership development since 1931. Our organization takes pride in promoting teamwork, accountability, community involvement, and healthy active living for local youth and young adults. If funding is not granted, the increased operational costs associated with facility rentals will continue to place financial strain on the organization and its members. This could result in higher player fees, reduced resources for team operations, and increased difficulty sustaining the program long term. Without support, it will become increasingly challenging to provide accessible and affordable baseball opportunities while also maintaining the level of community involvement and volunteer engagement that our organization values.

Explain how the funding will connect to your society's mission and business plan.	The requested funding directly supports our organization's mission of providing affordable, community-based baseball opportunities for young athletes and young adults in the Peace Region while promoting leadership, teamwork, sportsmanship, and community involvement. Our long-term goal is to ensure the continued sustainability and growth of the County Brewers Baseball Club within the historic Wheatbelt Baseball League, which has helped develop active community leaders since 1931. A key part of our business plan is maintaining low player costs while continuing to provide a high-quality baseball program and a free entertainment option for local families and residents. Funding assistance for diamond rental expenses would help offset rising operational costs and allow us to direct more resources toward player development, equipment, league operations, and community engagement initiatives. Our organization is also committed to giving back to the community through volunteerism and local partnerships. During the 2026 season, our players and volunteers are contributing their time to support both the Grande Prairie Special Olympics Softball program and Grande Prairie Minor Baseball through volunteer hours and mentorship opportunities. These initiatives align directly with our mission of fostering community involvement, supporting local youth athletics, and encouraging positive leadership among our players. Without continued financial support, increasing facility and operational costs may negatively impact our ability to maintain affordable player fees, sustain volunteer initiatives, and continue delivering accessible community baseball opportunities in the region.
It is required that groups requesting funds to list the other sources of funding that will lend to the support and sustainability of the organization – Please select all avenues of Funding your organization has accessed	Naming Rights/Sponsorships

Please upload your last audited financial statement (this would have been presented at your AGM) and up to date profit and loss statement.

Servus_account_details.pdf

Proof of filing your annual return as per the Alberta Societies Act.

Please upload a copy of your Facility insurance and Board of Directors Insurance (not required if you are under the County ANI program)

FACILITY_AGREEMENT_-_MULTIPLE_USE_1_2026.pdf

Applicant Declaration	By signing below, I certify that all information provided in this application and in any accompanying documents is true, complete, and accurate to the best of my knowledge. I understand that providing false or misleading information may result in the rejection of this application, the cancellation of funding, or other actions as deemed appropriate by the granting organization.
E-Signature for the application	[redacted] Parker Sharp
Obligations upon Receiving Grant	Grant recipients will receive a Grant Agreement or Grant Letter outlining the approved grant amount, including specific items approved or denied, and the project goals and outcomes expected. Organizations may only spend grant funds on the specific items approved. Recipients must submit a report within the time identified in the Grant Agreement or Grant Letter to account for funds spent and it indicate the success in achieving project/program goals and objectives through measures identified in the approved application. Failure to submit a report, or delinquency in submission, may affect future grant application consideration. At any time, grant recipients must permit a representative of the County of Grande Prairie to examine books and records to determine whether the grant funding has been used as intended and approved.

Internal Form

Score	n/a

Revenues		
Description	**Amount**	
Helmet Sponsor - Anarchy Mechanical	$	1,500
REVENUE TOTALS	**$**	**1,500**
Expenses		
Description	**Amount**	
Regular Season Diamond Rentals	$	850
Pre-Season Indoor Practices	$	450
Game baseballs (5 Boxes)	$	600
Striping Paint for Field (12 cans)	$	252
Replace Team 1st Base Glove	$	245
Sponsorship Helmet Stickers	$	125
League Fees	$	1,500
Game Change Premium Scoring App Subsription	$	450
Umpire Milage Fees (estimate)	$	360
Playoff Supplies *If Necessary*	$	105
Playoff Diamond Rentals *If Necessary*	$	630
EXPENSE TOTALS	**$**	***5,567***
NET(INCOME LESS EXPENSES)	**$**	**(4,067)**

1. The Licensee will properly supervise all persons using the Premises arising from the Licensee's use of the Premises and agrees to sign any necessary Waiver Forms for inflatables on behalf of the group that the Licensee is representing.

2. The Licensee shall ensure that all participants wear the appropriate protective equipment as required by the activity, and that all equipment and supplies utilized in connection with the activity(s) shall be in a safe and usable condition and shall not be such as to present a hazard to the user or other participants.

3. All participants in the activity(s) for which the License is being issued, including players, coaches, trainers, managers, instructors, officials, etc., shall conduct themselves in a sporting manner. Fighting and unsportsmanlike behaviour may result in the cancellation of the License without a refund.

4. All hazardous conditions with respect to the Premises shall be immediately reported to Facility staff.

5. Unless authorized by the Licensor and only in the licensed authorized areas – NO BEVERAGES CONTAINING ALCOHOL not purchased in the facility are allowed in the Facility. Any breach of this regulation shall lead to an immediate eviction from the Premises, and the possible cancellation of this License without refund. Failure to comply may result in Licensee receiving a monetary fine.

6. Consumption of tobacco products is prohibited anywhere within the Facility and within 5 metres of all exits.

7. The Licensee shall ensure that all the Licensee's participants shall keep off the ice during the ice maintenance period and shall not go on the ice until the resurfacing unit has left the ice and the rink doors are fully closed. It is expected that the Licensee's participants will leave the ice surfaces with all equipment at the end of allocated ice time. Failure to comply will result in cancellation of the License without refund or an additional ice fee will be issued for time used.

8. Dressing rooms are available one-half hour prior to the commencement of the Term.
   It is also the responsibility of the Licensee to ensure all dressing room doors are locked while utilizing the arena. The Licensor is not responsible for any lost or stolen goods, including money, whether taken from the dressing room or elsewhere in the Facility. All articles in the Facility are left at the risk of the Licensee. All persons must vacate the dressing room one half hour after the completion of the Term. The dressing rooms must also be left in a clean and tidy manner.

9. It is the responsibility of the Licensee to report any damage or acts of vandalism to the Licensor prior to using the change rooms. Failure to do so will result in the Licensee paying for the expense of any necessary repairs.

10. Unless specifically authorized in writing by the Licensor, the Licensee shall not permit any person to sell, or display for sale any merchandise or service in or upon the Facility nor shall it permit any person to conduct any trade or business in or upon the Facility.

11. The Licensee is strictly prohibited from charging any admission fees for entry to the Facility or the Premises without the prior written consent of the Licensor.

12. The Licensor may eject or cause to be ejected from the Premises any person or persons who are creating a disturbance or behaving in an objectionable or improper manner.

13. The Licensee acknowledges that each hour of ice time includes a 15-minute maintenance period.

14. Personal belongings and team equipment are not to be stored in the facility between use without management approval.

PS *Initial*

FACILITY LICENSE AGREEMENT (MULTIPLE USE)

WHEREAS:

A. The Corporation of the County of Grande Prairie (the "County") is the owner of lands situated at 7407 108 Street, Clairmont, Alberta upon which is located a sports complex commonly known as the J.D.A County Sportsplex comprising a two-pad arena, soccer Fieldhouse, fitness area, eight outdoor fields and associated improvements (the "Facility").

B. Pursuant to an Operating and Maintenance Agreement between the County and the Licensor dated August 2, 2011, the Licensor is the Operator of the Facility.

C. The Licensor has agreed to grant to the Licensee a license to use a portion of the Facility.

NOW THEREFORE THIS AGREEMENT WITNESSES THAT IN CONSIDERATION OF THE LICENSE FEE AND AGREEMENTS TO BE PAID AND PERFORMED BY THE LICENSEE, THE PARTIES HERETO COVENANT AND AGREE WITH EACH OTHER AS FOLLOWS:

1. DEFINITIONS

1.1 In this Agreement the following words have the following meanings:

a) "Premises" means that part of the Facility described in the Rental Contract/Permit attached hereto.
b) "Term" means the term of the license as described in the Rental Contract/Permit attached hereto.
c) **"License Fee" means the license fee to be paid by the Licensee to the Licensor as described in the Customer's Schedule attached hereto.**
d) "Permitted Use" means the permitted use of the Premises as described in the Rental Contract/Permit attached hereto.
e) "Rules and Regulations" means the rules and regulations stipulated in the Schedule of Rules and Regulations attached hereto.

2. GRANT OF LICENSE

2.1 The Licensor grants to the Licensee a right and license to use the Premises during the Term.

3. USE

3.1 The Licensee shall not use the Facility or the Premises for any purpose other than the Permitted Use.

3.2 The Licensee covenants and agrees to adhere strictly to and be bound by the Rules and Regulations.

3.3 The Licensee shall exercise the greatest care in the use and occupation of the Premises and the Facility and shall provide a competent and trustworthy adult who will personally undertake to be responsible for the due observance of the Rules and Regulations. The Licensee agrees to be responsible for all persons in the group and agrees to sign any necessary Waiver Forms for inflatables on behalf of the group that the Licensee is representing.

3.4 The Licensee warrants and represents to the Licensor that all representations it shall make to the public concerning its use of the Premises shall be true.

4. LICENSE FEE

4.1 The Licensee shall pay the License Fee plus all applicable taxes to the Licensor as follows:

(a) 10% of the License Fee shall be paid upon execution of this Agreement by the Licensee.

(b) the balance of the License Fee shall be paid in instalments with each instalment being:

(i) equal to 90% of the total owing plus applicable taxes for each time as indicated on the Rental Contract/Permit, and
(ii) payable at least 30 days in advance of the applicable time.
Payment may be made by way of cash, cheque, VISA, or MasterCard only.

(c) if any cheque provided by the Licensee to the Licensor is returned for non-sufficient funds, then:

(i) the Licensee shall immediately pay to the Licensor an administration fee of $25.00,
(ii) the Licensor may, at its option, terminate the License, and
(iii) if the Licensor does not terminate the License, all future payments must be paid in cash, VISA, or MasterCard unless other arrangements are negotiated.

5. TAXES, RATES AND UTILITY CHARGES

5.1 The Licensee shall pay all fees, charges, taxes, rates, duties, or royalties of any type, including fees or royalties for performance rights, charges upon the Licensee or the Licensor because of the Licensee's use of the Facility.

6. CONSTRUCTION

6.1 The Licensee will not make any permanent alterations in the structure, plan or partitioning of the Premises nor install any plumbing, piping, wiring, or heating apparatus without the prior written consent of the Licensor.

7. REPAIR

7.1 The Licensee shall repair and indemnify the Licensor for all, and any loss or damage caused to the Facility, or the Premises, or the equipment or other personal property of the Licensor, during the Term to the extent that such loss or damage is attributable to the acts or omissions of the Licensee its officers, members, employees, agents, guests, or invitees.

7.2 The Licensee will keep and leave whole and in good repair all fixtures on the Premises.

7.3 The Licensor may enter and view the state of repair and the Licensee shall repair according to any notice given by the Licensor and if the Licensee fails to so repair, the Licensor may do so, at its option, in which case the Licensee shall reimburse the Licensor for all costs and expenses of repair and an additional amount for administration and overhead immediately upon the Licensee's receipt of an invoice for the work.

8. LICENSOR's RIGHT OF ENTRY

8.1 The Licensor, its officers, employees, and agents shall always and for all purposes have full and free access to any and every part of the Premises. This does not include free admission to the event.

9. ASSIGN OR SUBLICENSE

9.1 The Licensee will not assign nor grant a sub-license without the written consent of the Licensor.

10. REGULATIONS

10.1 The Licensee will comply promptly at its own expense with the requirements of all Municipal and governmental authorities, with respect to its use of the Premises.

10.2 The Licensee shall not do, suffer, or permit to be done, any act or thing upon or to the Facility or the Premises which will or would constitute a nuisance to the occupiers of any lands or premises adjoining or in the vicinity of the Premises or to the public generally.

10.3 The Licensee shall not do, suffer, or permit to be done, any act or thing upon or to the Facility or the Premises, which would be a breach of any Federal, Provincial or Municipal statute, by-law, regulation, or ordinance, or that might invalidate any policy of insurance with respect to the Premises or the Facility.

11. INSURANCE

11.1 The Licensee must take out and maintain during the Term a policy of general liability insurance with a minimum amount of $2,000,000.00 per occurrence, in respect of personal injury, bodily injury or property damage arising from or connected with the Licensee's use of the Premises. **The Licensor Nustadia Recreation Inc. and the County of Grande Prairie must be named as an additional insured to such policy of insurance.** The Licensee shall provide the Licensor with a certificate of insurance or other proof of insurance that is satisfactory to the Licensor, prior to making use of the Premises.

11.2 All policies of insurance taken out by the Licensee shall contain a waiver of subrogation clause in favour of the Licensor and the County and shall also contain a clause requiring the insurer not to cancel or change the insurance without giving the Licensor and the County thirty (30) days prior written notice.

11.3 It shall be the responsibility of the Licensee to determine what additional insurance coverage, if any, including but not limited to Worker's Compensation and Participants Insurance, are necessary and advisable for its own protection and/or to fulfill its obligations under this License. Any such additional insurance shall be maintained and provided at the sole expense of the Licensee.

11.4 If the Licensee fails to provide or maintain in force the insurance required by this Agreement, the Licensor may take out the necessary insurance and pay the premium and the Licensee shall pay to the Licensor the amount of the premium immediately on demand.

11.5 The Licensee will be responsible to insure its own equipment and other personal property.

12. INDEMNIFICATION

12.1 The Licensee agrees that it will indemnify the Licensor and the County against all claims, losses, damages, suits, and actions, causes of action arising from or connected with:

a) any breach or non-observance by the Licensee of the terms of this License.
b) any personal or bodily injury, or property damage arising from or sustained in connection with the Licensee's use of the Facility.

Provided that nothing in this Agreement shall make the Licensee responsible to indemnify the Licensor to the extent that such claims are caused or contributed to by the negligence of the Licensor.

13. POSSESSION

13.1 At the expiration or sooner termination of this License, the Licensee will give up possession of the Premises without notice from the Licensor.

13.2 The Licensee will only place decorations, posters, and other appurtenances in locations with prior approval by the Licensor.

13.3 At the time of or prior to the termination of this agreement it will remove and dispose of all decorations, posters, lights and other appurtenances and items placed by or on behalf of the Licensee unless otherwise directed by the Licensor.

14. SECURITY AND SAFETY

14.1 The Licensee shall not do or allow to be done within the Premises any act or thing which, in the opinion of the Licensor presents or allows for the happening of any event which is a fire hazard or a danger to the public.

14.2 The Licensee will not use any materials specified in the Fire Code of the Province of Alberta as a hazard or hazardous substance or which presents the likelihood of hazard of fire and in particular, or in addition, shall not use crepe paper, cellophane material, confetti, cotton, corn stalks, leaves, evergreen boughs, sheaves of grain, streamers, straw paper, vines, moss, proliferous foliage or any similar flammable or combustible materials without prior written permission of the Licensor.

14.3 The Licensee will not carry on or do anything or suffer or permit the carrying on or doing of anything in or upon the Premises which may cause any increased or extra premium payable for the insurance of the Facility against fire, or which may make void or voidable any policy for insurance maintained by the Licensor on the Facility.

14.4 The Licensee shall ensure that all its officers, members, employees, agents, guests, and invitees adhere strictly to the Rules and Regulations and to advise all such persons accordingly. Failure to adhere to or comply with the Rules and Regulations may result in the termination of this License without refund of any fees paid and may include invoicing of penalties and/or additional costs incurred by the Licensor.

15. LIQUOR AND CONTROLLED SUBSTANCES

15.1 Save and except as specifically permitted by the Licensor, the Licensee shall not, nor shall it suffer or permit anyone to bring liquor into or within the Facility or the Premises and in any case shall not do so except by virtue of a license duly issued under provisions of the *Liquor Control and Licensing Act*.

15.2 The Licensee shall not suffer or permit anyone to bring a controlled substance, as defined by the *Controlled Drugs and Substances Act*, R.S.C., 1996, chapter 19, as amended from time to time, into or within the Facility or Premises.

16. RE-ENTRY

16.1 The Licensor may terminate this License on non-payment of the License Fee or non-performance of any covenant by the Licensee.

17. EFFECT OF WAIVER

17.1 The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this License is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

18. CANCELLATION

18.1 The Licensee may terminate this Agreement only if the Licensor is unable to provide the Premises during the Term, in which case the Licensee shall not be liable for payment of the License Fee for the remainder of the Term, provided that the Licensor shall not be liable to the Licensee for damages suffered, whether consequential or direct, because of any inability to provide the Premises.

18.2 If the Licensee does not cancel the License as provided under subsection 18.1, and if the Licensee fails to make use of the Premises for any cause other than neglect or default of the Licensor, a strike or lock out of the Licensor employees, an act of God or insurrection, then the Licensee shall remain liable to pay the Licensor the full amount of the License Fee.

18.3 The Licensor may at any time terminate this License for breach of any covenant, condition, or term of this License by the Licensee in which event the Licensee shall remain liable to pay the Licensor the full amount of the License Fee. Thirty days notice must be given for any cancellation of the License to not be charged the full amount of the License Fee. An Administration Fee of $25 will be charged for cancellation.

18.4 (a) In addition to its right to terminate this License pursuant to subsection 18.3 herein, the Licensor may also terminate this License at any time when, in its sole opinion and discretion, the Facility or the Premises can not safely be used because of:

(i) severe or inclement weather conditions,
(ii) mechanical problems or difficulties,
(iii) renovation or construction on or near the Facility or Premises,
(iv) the Premises or the Facility requiring urgent maintenance or repair, or
(v) any other safety issues.

(b) In the event the Licensor terminates the License pursuant to subsection 18.4(a) herein it shall only be liable to the Licensee for the return of the License Fee.

19. EXECUTION

19.1 The Licensee warrants and represents that the execution of this Agreement by the Licensee on behalf of a group or organization is a warranty and representation to the Licensor that the Licensee has sufficient power, authority, and capacity to bind the group or organization with his or her signature.

19.2 In consideration of being granted the use of the Facility, the Licensee agrees to be bound by the terms and conditions of this Agreement and, if the Licensee represents a group or organization, the Licensee agrees to inform all responsible persons associated with the group or organization of the terms and conditions of this Agreement. The Licensee understands that Provincial Tournaments or Provincial Events that may occur take precedence over any previous Agreements and may result in cancellation or re-scheduling of Agreement.

20. FITNESS OF PREMISES

20.1 The Licensor has made no representations or warranties as to the condition, fitness or nature of the Premises or any equipment or other personal property on the Premises and by executing this Agreement, the Licensee releases the Licensor from all claims, losses, or damages which the Licensee now has or may in future have due to any deficiency, lack of fitness or unsuitability of the Premises or any equipment or personal property on the Premises.

20.2 The Licensee has inspected the Premises and any equipment or other personal property in their present state and that they are suitable for the Licensee's purposes.

20.3 The Licensee agrees that before commencing use of the Premises, the Licensee shall on each occasion, before use and occupation, inspect the Premises and equipment, and shall forthwith notify the Licensor of any condition that may render the Premises or equipment unsafe for use.

21.4 Helium balloons shall not be brought into the Premises for birthdays, parties, or any other event.

21. NO INTEREST

21.1 This Agreement shall not be interpreted as granting any interest in the Facility to the Licensee.

22. INTERPRETATION

22.1 When the singular or neuter are used in this Agreement, they include the plural or the feminine or the masculine or the body politic or corporate where the context or the parties require.

22.2 The headings to the clauses in this Agreement have been inserted as a matter of convenience and for reference only and in no way define, limit, or enlarge the scope or meaning of this Agreement or any provision of it.

23. BINDING EFFECT

23.1 This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, successors, administrators and permitted assignees.

24. LAW APPLICABLE

24.1 This Agreement shall be construed in accordance with and governed by the laws applicable in the Province of Alberta.

25. DATA COLLECTION

25.1 The Licensee hereby agrees to collect the postal codes of all sub-users under this Agreement and provide same to the County annually. The County requires address and postal codes of all users of County Facilities pursuant to the Intermunicipal Collaboration Framework Agreement.

IN WITNESS WHEREOF THE PARTIES HERETO HAVE SET THEIR HANDS AND SEALS AS OF THE DAY AND YEAR FIRST ABOVE WRITTEN.

SIGNED ON BEHALF OF NUSTADIA RECREATION INC.:

_____	_____	_____
SIGNATURE	TITLE	DATE

LICENSEE:

County Brewers Baseball	Parker Sharp
GROUP/ORGANIZATION *(If Applicable)*	NAME OF REPRESENTATIVE *(Please Print)*
_____	General Manager	March 4th, 2026
SIGNATURE	TITLE *(If Applicable)*	DATE
parkersharp17@gmail.com	204.978.1699
EMAIL ADDRESS	PHONE NUMBER

Insurance purchased through Nustadia Recreation Inc. / J.D.A County Sportsplex is a third-party liability ONLY. This policy does not cover player on player damage. It is a requirement by Nustadia Recreation Inc. that you have our insurance added to your contract if you cannot provide us with your own.

Thank You,

Nustadia Recreation Inc.

Request for Decision

Report Submission Details

Item Number:	**10.3**
Report Title:	**Exclusive Partner Invitation: Northwestern Polytechnic Speaker Series Featuring the Right Honourable Stephen J. Harper**
Presenter:	**Joulia Whittleton, County Manager**
Supported By:	Shannon Baird, Executive Assistant to County Manager and Council
Meeting:	Regular Council Meeting
Meeting Date:	June 22, 2026
Agenda Category:	Events and Sponsorships

Recommended Action

Option 2:

As Council directs.

Previous Council / Committee Action

Not applicable.

Background and Analysis

Administration received correspondence from Northwestern Polytechnic (NWP) inviting County Council, as a valued partner, to attend their upcoming Speaker Series Event, prior to tickets being released to the public. NWP will be hosting the Right Honourable Stephen J. Harper, 22nd Prime Minister of Canada, at the campus for an evening on *Leadership in a Volatile Global Economy: Opportunities for Innovation and Entrepreneurship* on September 8, 2026, from 6:00 p.m. to 7:00 p.m. at the Douglas J. Cardinal Performing Arts Centre.

Organizational Capacity and Resourcing

Level of Service: Not applicable.

Additional resources required: Yes ☐ No ☒

Not applicable.

Options Analysis and Financial Implications

Option 1:

That Council purchase tickets at a cost of $99 per person for those members of Council that wish to attend Northwestern Polytechnic Speaker Series featuring the Right Honourable Stephen J. Harper to be held on September 8, 2026, at the Douglas J. Cardinal Performing Arts Centre with funding for tickets and per diems to come from Council's budget.

Option 2:

As Council directs.

Strategic Plans Alignment: Strategic and Business Plan | County of Grande Prairie

Strategic Themes:

- ☐ Theme 1 | Quality of Life
- ☐ Theme 2 | Economy
- ☐ Theme 3 | Transportation
- ☐ Theme 4 | Land Use and Management
- ☐ Theme 5 | Governance and Organizational Excellence
- ☒ Not applicable.

Other Plans:

No applicable.

Stakeholder Engagement

Not applicable.

Public Engagement and Communication

Not applicable.

Attachments

1. 2026-06-08 Exclusive Partner Invitation Northwestern Polytechnic Speaker Series Featuring the Right Honourable Stephen J. Harper

☒ Approved by General Manager

☒ Approved by County Manager

From: Shannon Baird
Sent: Monday, June 15, 2026 11:53 AM
To: Sabina Mose
Subject: FW: Exclusive Partner Invitation: NWP Speaker Series Featuring The Right Honourable Stephen J. Harper

From: NWP President <President@nwpolytech.ca>
Sent: June 8, 2026 10:38 AM
To: NWP President <President@nwpolytech.ca>
Subject: Exclusive Partner Invitation: NWP Speaker Series Featuring The Right Honourable Stephen J. Harper

CAUTION, EXTERNAL EMAIL - Do not click links or open attachments unless you recognize the sender and know the contents are safe.

Dear Partners,

On behalf of Northwestern Polytechnic, I am pleased to extend an exclusive invitation to you as a valued partner to attend our upcoming Speaker Series event, prior to tickets being released to the public.

We are honoured to welcome **The Right Honourable Stephen J. Harper, 22nd Prime Minister of Canada**, to campus for an evening discussion on *Leadership in a Volatile Global Economy: Opportunities for Innovation and Entrepreneurship*.

Event Details:

- **Date:** September 8, 2026
- **Time:** 6:00 – 7:00 p.m.
- **Location:** Douglas J. Cardinal Performing Arts Centre

During this exclusive event, Mr. Harper will share insights on the forces shaping today's evolving geopolitical landscape and how organizations and communities can navigate uncertainty, strengthen resilience, and position themselves for growth.

As a valued partner, you are invited to reserve tickets in advance of the public release. Secure your seats through the QR Code that is included in the attached invitation.

We hope you will join us for this engaging and timely conversation, and we look forward to welcoming you to campus.

Warm regards,
Vanessa Sheane, PhD
President and CEO

Northwestern Polytechnic
10726-106 Ave, Grande Prairie, Alberta, Canada T8V 4C4
P: 780.539.2867 C: 780.814.0775

Northwestern Polytechnic acknowledges that our campuses are located on Treaty 8 territory, the ancestral and present-day home to many diverse First Nations, Metis, and Inuit people. We are grateful to work, live and learn on the traditional territory of Duncan's First Nation, Horse Lake First Nation and Sturgeon Lake Cree Nation, who are the original caretakers of this land.

We acknowledge the history of this land and we are thankful for the opportunity to walk together in friendship, where we will encourage and promote positive change for present and future generations.

Council Member Report

Date

6/15/2026

Councillor Name *

Reeve Amanda McDonald

Division *

Division 1

Attendance *

June 1, 2026 - ICC committee with City of Grande Prairie
June 2, 2026 - Intergenr=nerational Seniors Tea Clairmont, O'Leary Gigital meeting
June 3, 2026 - Bi annual Deniors Tea Evergreen, Meeting with Tracel Allard - Aquatera
June 4, 2026 - FCM
June 5, 2026 - FCM
June 6, 2026 - Travel back home from FCM, Chataqua Day and parade in Sexsmith, NAF 7 over 70 event
June 8, 2026 - Council
June 9, 2026 - MPC, Meeting RE: Beast access, Meeting with NWP, Teepee creek Information session
June 10, 2026 - NWP convocation, Army Cadets Awards ceremony
June 11, 2026 - meeting with CAO, Lemonade Day package pick up, FCSS REgional Meeting greetings and session,
June 12, 2026 - NWP convocation
June 13, Lemonade Day
June 14, 2026 - Kidney Walk, Kleskun Museum event

Highlights on Activities & Initiatives *

Attended several community events focused on seniors and community connection, including the Intergenerational Seniors Tea in Clairmont , the City of Grande Prairie event and the bi-annual Seniors Tea at Evergreen. The 7 Over 70 event was particularly impactful, and it was meaningful to see how genuinely honored the recipients were to be recognized for their contributions and community service. Also participated in the Kidney Walk and an event at the Kleskun Hill Museum in support of local organizations and residents.

Participated in a number of municipal and regional governance meetings, including the ICC committee meeting with the City of Grande Prairie, Council and MPC meetings, discussions regarding BEAST access, the O'Leary Digital meeting, and the Teepee Creek information session. Also met with the CAO and representatives from Northwestern Polytechnic as well as Tracey Allard from Aquatera Utilities Inc.

Attended the Federation of Canadian Municipalities conference, which featured several strong speakers and one of the best, most networking-focused trade shows attended to date. The event provided valuable opportunities to connect with municipal leaders, organizations, and service providers from across Canada.

Celebrated and supported local education and youth initiatives by attending the Northwestern Polytechnic convocation ceremonies and the Army Cadets Awards ceremony.

Participated in community celebrations and youth entrepreneurship initiatives, including Chautauqua Day and parade in Sexsmith and serving as a judge for Lemonade Day an entrepreneurial event that encourages children to develop business and leadership skills through operating their own lemonade stands.

Council Member Report

Date

6/16/2026

Councillor Name *

Deputy Reeve Bob Chrenek

Division *

Division 9

Attendance *

June 1 - Senior information Fair, IOCC County and City of GP
June 2. - Clairmont Intergenerational Seniors Luncheon, WonderValley Digital Team and County
June 3. - Bi-Annual Seniors Tea Evergreen Park
June 4. - WonderValley open House in Grovedale
June 5. - NWP Golf Classic
June 6. - Chataqua Days Parade
June 8. - Council Meeting
June 9. - MPC, Teepee Creek Information Session
June 10 - Teepee Creek Rodeo Association Fundraiser

Highlights on Activities & Initiatives *

The Seniors events were, as always, well attended and very enjoyable to mix with old friends and neighbors. Many positive comments on the good food and appreciation to see and meet the County Councillors in person and have a conversation

The WonderValley Meeting and Open house answered a lot of questions from both Council and residents. Although main questions that seem to be leaning to water usage, emissions, power consumption to list a few, most questions were respectful and although some uncertainty to the answers the residents received, they were glad to have questions addressed by the WonderValley Group.

The Chataqua Days Parade have a great turnout again even in the weather conditions. Sexsmith does a great job in promoting their town as always. Thanks again to the Councillors that were able to attend.

Teepee Creek information session turned out very well. The attending residents had alot of questions answered that were on their mind and were very thankful that the County took the time to come out and address their concerns and clear up any questions they had.

Council Member Report

Date

6/15/2026

Councillor Name *

Councillor Brian Grant

Division *

Division 6

Attendance *

June 02
RhPAP Regional Meetings - Sexsmith
Wonder Valley Delegation
June 03
Intermunicipal Seniors Tea - Evergreen Park
June 04-07
Federation of Canadian Municipalities Conference - Edmonton
June 08
Regular Council Meeting
June 09
Municipal Planning Commission Meeting
West Grande Prairie Solid Waste Authority Meeting
June 12
FCSS Regional Meeting
Recreation Strategic Plan Session
County of GP Open House

Highlights on Activities & Initiatives *

Rural Health Professions Action Plan (RhPAP) meetings identified the group's strategies and progress along with opportunities to connect with other communities to learn what they are doing to attract health care professionals.

The intermunicipal seniors tea was a highlight with great attendance and a chance to visit with many familiar faces.

I attended my first FCM Conference. Interesting discussions and ideas from municipalities large and small from across Canada.

The County Open House hosted in my division was very well attended by residents from the west County. Many positive discussions and comments from attendees and staff. Thank you to everyone who took the time to come out and share ideas! Special thanks to my council colleagues for visiting our Division and to all staff who made the event a success!

Respectfully Submitted

Council Member Report

Date

6/15/2026

Councillor Name *

Councillor Brian Lieverse

Division *

Division 5

Attendance *

June 1, 2026 - Hythe Seniors Lunch, Hythe Brine line replacement meeting
June 2, 2026 - Wonder Valley Data Update
June 3, 2026 - Intergenerational Senior's Lunch
June 4 - 7, 2026 - Federation of Canadian Municipalities
June 8, 2026 - Regular Council meeting
June 9, 2026 - MPC and West County Solid Waste Management Meeting
June 10, 2026 - Hythe Brine line replacement meeting
June 11 - 12, 2026 - FCSS Regional meeting

Highlights on Activities & Initiatives *

Attended several Senior events during Seniors week, Hythe and Evergreen Park. Very well attended and appreciated by everyone that attended. Great chance to connect with residents in our communities, and listen about their concerns.
Wonder Valley update on a Data Centre that is proposed in Greenview Municipality about 3o minutes south of Grande Prairie.
While attending the FCM I partook in a couple of field tours relating to economic development.
The Hythe Brine Line replacement is ongoing, with some of the contaminated soil removed back filling has been completed and the crew replacing the floor now on site starting the new system.

Council Member Report

Date

6/15/2026

Councillor Name *

Councillor Karen Rosvold

Division *

Division 8

Attendance *

June 1, 2026 Seniors Information Fair
Hwy 724-Hwy 672 interchange community meeting
Hythe Brine Line
LaGlace Ag Society
June 2, 2026 Clairmont Intergenerational Seniors Luncheon
WonderValley Information Session
June 3, 2026 Northern Sky Corridor Info Session
June 4-7, 2026 FCM
June 8, 2026 Regular Council
June 9, 2026 MPC
West Grande Prairie County Solid Waste Management Authority
Community Futures Lemonade Testing
WASP
June 10, 2026 Hythe Brine Line
County of Grande Prairie Library Board
June 11, 2026 Community Futures
June 14, 2026 90th Birthday Celebration and Certificate Presentation for Arvid Olderskog at the Lakeview Seniors Home

Highlights on Activities & Initiatives *

Seniors Information Fair: It was great to see all the programs that are available for the seniors in our region.
Hwy 724-Hwy 672 interchange community meeting: This meeting was a community led meeting to meet with the

construction team of AB Transportation. The community was concerned about the roundabout, explanations were made and the plan explained. The community was concerned about the size of the roundabout and the maneuverability of ag equipment.
Hythe Brine Line- SLR has given the go ahead to start rebuilding the base.
Northern Sky Corridor: Destination Canada's Tourism Corridor Strategy Program was launched in 2023 to encourage collaboration across jurisdictions, support rural and northern economic development, and build a pipeline of investable tourism projects. Following a successful pilot, the program was relaunched in 2024, with four corridors selected from 15 applications. Each corridor received $250,000 in funding, bringing the national total to seven active corridors.
The Northern Sky Corridor, spanning approximately 1,500 km from Edmonton to the Northwest Territories, was selected due to its strong dark-sky tourism assets, including aurora viewing, stargazing, and midnight sun experiences, as well as significant Indigenous tourism opportunities and growing appeal as an emerging frontier destination. A 2024 agreement between Alberta and the Northwest Territories supports cooperation on tourism development, infrastructure, and transportation.
Stakeholder engagement and destination assessments informed a five-year implementation plan consisting of 25 strategies and 58 actions, with 19 short-term priorities identified for immediate action. A Destination Stewardship Council and supporting working groups have been established to guide implementation, monitor progress, and pursue funding opportunities.
Key priorities include Indigenous-led tourism development, enhanced visitor experiences, improved digital readiness and market visibility, workforce development, and investment attraction. Several catalyst projects were identified, including wilderness retreats, adventure tourism facilities, wellness accommodations, and RV infrastructure intended to improve visitor access and encourage longer stays.
The program's next phase will focus on advancing priority actions, leveraging additional funding partnerships, addressing infrastructure and connectivity gaps, and increasing international awareness through travel trade partnerships and familiarization tours.

FCM Water Waste-Water session: Canada's water and wastewater systems face significant renewal challenges, with approximately 10% of assets in poor or very poor condition, representing more than $100 billion in repair needs. Many municipalities, particularly smaller communities, lack the scale and capacity to effectively plan, finance, and deliver major infrastructure projects.
Key discussion themes included the importance of robust asset management, stronger governance, regional collaboration, and alternative delivery models to improve affordability and resilience. Speakers emphasized prioritizing lifecycle planning, reducing water losses, leveraging grants and private financing, and focusing investments on high-risk assets.
Nature-based solutions, such as green infrastructure and stormwater retention systems, were highlighted as cost-effective alternatives to traditional infrastructure expansion. Participants also identified a need for better national standards, benchmarking, and evidence-based decision-making to support municipalities.
The overall conclusion was that improving infrastructure outcomes will require a shift from reactive repairs to proactive, risk-based planning supported by collaboration, innovation, and long-term investment strategies.
Community Futures Lemonade Testing - It was lovely to see all the young entrepreneurs, they are doing a wonderful job.
WASP Open House- lots of folks were there and many companies with booths.
90th Birthday Celebration and Certificate Presentation for Arvid Olderskog at the Lakeview Seniors Home- It was a pleasure to present the certificate to Arvid at his birthday celebration. Arvid is a life long county resident.

Council Member Report

Date

6/15/2026

Councillor Name *

Councillor Kurt Balderston

Division *

Division 2

Attendance *

June 1. Hythe seniors luncheon
June 2. Clairmont seniors luncheon
June 3. Seniors lunch Evergreen park
June 4. FCM
June 5. FCM
June 8. Council
June 9. MPC

Highlights on Activities & Initiatives *

Really enjoyed the three senior luncheons. Is an honour to serve the long time residents of this area and share stories of their lives.
FCM had some good sessions and an excellent opportunity to network with people from across Canada.

Council Member Report

Date

6/15/2026

Councillor Name *

Councillor Marty Tissington

Division *

Division 4

Attendance *

June 2 Senior Information Fair
June 3 Wonder Valley O'Leary Digital Team
June 3 Bi-annual Seniors Tea Lunch
June 4 Wonder Valley Open House
June 5 NWP golf Classic
June 8 Regular council
June 9 WASP
June 10 Teepee Golf Classic (no pay)
June 11 SARDA
June 11 PJC finance
June 12 Odyssey/ Sunrise golf tourney (no pay)
June 13 Lemonade day

Highlights on Activities & Initiatives *

This last two weeks presented lots of opportunity to socialize with the community!
Seniors fair and tea was a great opportunity to give back a little bit to our seniors.
The Wonder Valley info sessions produced a lot of good questions and answers. Great to see all the interests from residents wanting to learn. The event at the hall was great as there is so many things on social media spreading it was nice to see actual facts. Yes there is still questions and will be till well after the project is complete if it goes ahead.
What i am finding out about the golf tourney's that i have attended is they are very good community builders! There have been lots of questions about county, MASKWA, WONDER VALLEY, NORTHERN ROOTS, Laglace arena just to name a view have all came up in discussions. This is a great way to communicate with residents and business in the area that contribute time and money to the community. The Teepee Classic and the Odyssey Classic i was invited to so will no be submitting expenses! Next year i feel these are important events to be attending and would like to see more community related golf tourney added to the calendar to get council socializing more with residents in a relaxed environment.
SARDA was a great experience with several municipalities in attendance. There was lots of discussion about upgrading equipment and the trail plot tours this summer. SARDA is hoping to come down to GP at the ASB meeting first week of July to present to council.
Lemonade day is a great way for young entrepreneurs to learn how to run a business and communicate with people outside of there family and friend groups. The 2 booths that i had attended where great, lots of time and prep went into the process from props to all the different ingredient put into the Lemonade. Rayna had a great time and is hoping to have her own stand next year.
Respectfully Submitted

Council Member Report

Date

6/15/2026

Councillor Name *

Councillor Terri Beaupre

Division *

Division 3

Attendance *

June 1 – Seniors Week Kick-Off Event at the Bowes
June 2 – Intergenerational Seniors Luncheon, Clairmont Community School; Wonder Valley Meeting with Council and Administration
June 3 – Bi-Annual Seniors Tea, Evergreen Park
June 4-6 – Federation of Canadian Municipalities (FCM) Conference, Edmonton
June 6 – Sexsmith Chautauqua Days Parade; 7 Over 70 Awards Event
June 8 – Council Meeting
June 9 – Municipal Planning Commission (MPC) Meeting
June 11-12 – Regional FCSS Meeting, Clairmont Seniors Centre

Highlights on Activities & Initiatives *

Seniors Week Kick-Off Event at the Bowes, celebrating local seniors and the start of Seniors Week.
Attended the Intergenerational Seniors Luncheon at Clairmont Community School. It was wonderful to see students actively involved in hosting and serving lunch.
Met with the Wonder Valley executive alongside Council and Administration to review progress, discuss future plans, and receive a project update.
Attended the Bi-Annual Seniors Tea at Evergreen Park with surrounding municipalities. A highlight was bringing my Nana to join me.
FCM Conference in Edmonton, participating in information sessions, advocacy discussions, networking opportunities, and the trade show. One session included Minister Dominic LeBlanc discussing trade relations with the United States and their impacts on municipalities. The conference provided valuable opportunities to connect with municipal leaders from across Canada and discuss shared priorities and challenges.
Joined, Sexsmith Chautauqua Days Parade. Despite the rain, community participation and attendance were excellent.
That evening, attended the 7 Over 70 Awards alongside Reeve McDonald. It was an inspiring evening recognizing individuals for their volunteerism, mentorship, and contributions to their communities.
Regular Council Meeting and Municipal Planning Commission Meeting.
Attended the Regional FCSS Meeting hosted by the County at the Clairmont Seniors Centre, providing opportunities to learn from FCSS partners across the region and discuss the role of FCSS in supporting communities.

County Manager's Report to Council

General Manager Name:	Joulia Whittleton
General Manager Division:	County Manager Office
Date:	6/17/2026

Highlights on Operations

County Manager's Report to Council

Since my last report (May 20) I have participated in the following activities:

- May 21 – Personnel matters
- May 22 – Council Committee of the Whole
- May 25-28 – Canadian Association of Municipal Administrators
- May 29 – Invest NW Committee meeting
- May 29 - Invest NW 101 for Councils
- May 29 – Recreation - strategy workshop (staff)
- June 1 – Intermunicipal Collaboration Committee with the City of GP meeting
- June 3 – GMs Strategy Meeting
- June 3 – Alberta Counsel meeting
- June 4 – County Staff Townhall
- June 8 – Regular Council meeting
- June 9 – West Grande Prairie County Solid Waste Management meeting
- June 9 – NWP quarterly meeting
- June 10 – General Managers meeting
- June 10 – PWA School replacement – meet with PWPSD
- June 10 – Flyingshot Lake Estates – second phase meeting
- June 15 – 18 – vacation

Highlights on Activities & Initiatives

Administration continues to focus on day-to-day operations, the implementation of Council-approved motions, budgeted projects, and other strategic priorities. General Managers and I remain available to respond to any questions Council may have.

Committee Updates

Annual Council to Council meetings

As part of the ongoing business, administration will commence setting up annual council to council meetings with neighbouring municipalities (under ICF agreements) – this will be handled through the Corporate Services & Strategy service area.

Interprovincial Committee

The TOR will be presented to include minor revisions – inclusion of MD of Greenview, County of Northern Lights, and MLAs and MPs for these areas.

Updates on Staffing & Organizational Changes

No changes to report.

General Manager Report to County Manager

General Manager Name:	Lee Brachmann
General Manager Service Area:	Community Services
Date:	6/22/2026

Highlights on Operations

Agriculture:

- The Agriculture Department is into the full swing of things with its various seasonal programs and is operationally on track for this time of year. New equipment is in use and is working well so far.
- From a moisture situation standpoint - as of the June 4th Provincial update, the County remains dry to very dry across the various areas they measure. Agriculture department will track as we continue our monitoring and reporting work.
- Preparing for the upcoming Agricultural Services Board (ASB) meeting on July 8, and Alberta Agriculture and Irrigation audit on July 22.
- Rural Extension Program has been busy with many events and happenings since last update:
    - Watershed and Agriculture - St Mary's school with Mighty Peace Watershed Alliance (MPWA)
    - Walk Through the Forest
    - High School Spring Tour at Hommy Park
    - All About Trees Workshop May 19 -20
    - A Day in Agriculture Invasive species with Beaverlodge Ag Society
    - Watershed Project team site tour (MPWA, ACA, Cows and Fish)
    - Shelterbelt tree seedling distribution: 264 orders / 33,850 seedlings
        - Upcoming:
            - Cows and Fish Riparian Workshop, Hommy Park, June 25
            - AgricultHER School, June 27 with Saddle Hills County
            - MPWA Annual General Meeting on June 15
            - Weed Warriors Teams

Family & Community Support Services:

- Early Childhood programs serve children and their care providers through the 5 parent and tot programs and 6 playschool programs. The parent and tot programs wrapped up with 68 children and 43 adult unique attendees this past school year.
- Child and Youth programs are gearing up to offer Summer Programs in 6 locations for children 6-12 years old. Three-day programs run in July and August. June will also see the school year wrap-up of the Community School Liaison Counsellor (CSLC) program, which supported over 260 one-on-one sessions for students and 100 classroom presentations to date.
- Seniors' services vary within the County; they include Seniors Walk and Talk, intergenerational buddies, and Home Support Services. Home Support services are not only

for seniors but also for residents who need additional short-term support to address challenges impacting their ability to maintain their home, which impacts their well-being.
- Community Resource Centres in Hythe and Clairmont not only contribute to the programs noted above but also focus on working one-on-one with residents with forms, completing intakes/assessments to navigate them to additional community programs. They also coordinate multiple services such as the Volunteer Income Tax Program, hosting community agencies such as Service Canada, FutureWorks, and Council on Aging to support accessible programs for our residents.
- Housing Insecurity Task Force continues to meet to discuss housing insecurity and how the region is working together to raise awareness of this issue and to address the needs of residents impacted.
- Meetings with all FCSS-funded agencies have commenced. These meetings support agencies in understanding the new FCSS reporting requirements and allow for mid-year project check-ins.
- FCSS staff gathered for their bi-annual staff meeting, where they shared program updates, successes, and challenges with each other. The meeting also served as a great opportunity to hear from other County departments and to learn more about community agencies and referral best practices.

Library Services:

- Following the passing of Bill 28, libraries across Alberta are continuing their advocacy efforts to influence the upcoming changes to the Libraries Regulation, with an emphasis on reducing the financial and operational impacts of enforcing the Government of Alberta's book restrictions.
- Summer kick-off events for families are scheduled for each County Library throughout the month of June.
- "Offline Summer" library learning programs for 6- to 12-year-old children will take place weekly between July 7 and August 14. Themes include Junior Scientists, Outdoor Adventures, Health Heroes, Fantasy and Fairy Tales, Wild West Roundup, and End of Summer Camp Out.
- Four library staff attended the Peace Library System Symposium, which included training and information about artificial intelligence in public libraries.
- County Libraries were closed on Monday, June 8 for the annual staff retreat.

Recreation & Culture:

- June is Recreation and Parks Month in Alberta. To celebrate, the County is participating in the ParticipACTION Community Challenge, encouraging residents to track their physical activity minutes and submit them to Recreation and Culture. Participation contributes to the County's opportunity to be recognized as Canada's Most Active Community and compete for the grand prize of $100,000 toward local recreation initiatives. Throughout the month, each week features a different activity theme, including walking and trails, gentle movement, recreation and play, and sport and physical activity. Recreation and Culture has partnered with local organizations to provide a variety of opportunities for residents to get active. A complete schedule of activities and participation opportunities is available on the County's website under countygp.ab.ca/participaction

- The Clairmont Splash Park opened on May 27, and is operating daily from 10:00 a.m. to 8:00 p.m.
- All County playgrounds have undergone their initial inspections for the summer season. Routine Maintenance has also been completed to support increased summer usage, including replenishing engineered wood fibre surfacing and tilling sand play areas.
- Shrub bed maintenance and seasonal flower planting are well underway, with the initial installation of flower beds and planters completed at County facilities.
- Campgrounds are continuing to receive bookings, with peak interest in weekend bookings. Utilization remains steady as residents and visitors take advantage of the County's camping and outdoor recreation opportunities.
- Wayfinding signage has been installed throughout the J.D.A. County Sportsplex, including an outdoor site map, directional signage at all entrances, and numbering of fields and diamonds. The new signage will improve navigation for user groups, tournament organizers, and visitors accessing the facility's outdoor amenities.
- A group of local children in Hythe demonstrated outstanding community pride by volunteering their time to remove graffiti from their local playground. Before County crews arrived to begin cleanup efforts, the group had already cleaned up the playground themselves. In recognition of their hard work, Recreation and Culture presented the children with certificates of Outstanding Community Service and provided popsicles to celebrate their efforts.

Regional Enforcement Services:

- Between May 4th and 6th the department loaned a Community Peace Officer in the Patrol Unit to assist with a radar training session at the Alberta Law Enforcement Training Centre, Lac La Biche, AB.
- On May 7th one of the patrol vehicles was taken to Megatech to have the equipment removed for its replacement.
- On May 11th the first phase of shotgun recertifications took place.
- Between May 12th and 14th two Community Peace Officers attended the International Road Check joint forces operation in Whitecourt, AB.
- During May long weekend the department conducted increased patrols in the County greenspaces and campgrounds including OHV patrols.
- On May 22nd Community Peace Officers attended the Touch a Truck event in Wembley, AB
- Between May 29th and 30th the department assisted with GP Stompede operations and security.
- On June 3rd, the department met with Provincial Prosecutors to discuss traffic enforcement and prosecutions.
- Community Peace Officers attended Safety City and presented the Street Smarts program to multiple schools over the month.

Regional Fire Services:

- Regional Fire Smart Coordinator has been setting up Fire Smart Home assessments across the County. Sunnybrook received their FireSmart Community sign on May 23, a great turnout by members of the community. The three annual wood chipping programs have been completed and were successful.
- The Teepee Creek Fire Station building construction has stalled as the concrete trade was unable to fulfill their contract. A new vendor has been sourced, and work should restart on June 10th.

- The Regional Training continues, and we have completed Live Fire Training for our Rural Response and Contract Stations, which was very well attended. We also hosted the Peace River Regional District certification training and certified 16 firefighters.
- The new rescue truck is now in service and has responded to several incidents from Station 14 (Clairmont).
- Chief Grant attended the Alberta Fire Chiefs Conference from May 23 – 27th and Deputy Chief Ryan Ulrich and Captain Brian Ball attended the Fire Training Officers Conference on May 10-14th.

	Medical Co Response	Alarms	Other	Structure Fires	Vehicle Fires	Motor Vehicle Collisions	Vegetation Fires		Total
Beaverlodge	53	12	11	8	3	17	9		113
Bezanson	11	2	3	3	1	8	3		31
Clairmont	128	36	27	24	11	60	15		301
Dunes	78	43	10	18	8	42	13		212
Hythe	68	11	4	7	4	11	9		114
LaGlace	11	4	2	0	1	2	3		23
Sexsmith	76	14	10	11	3	11	7		132
Teepee Creek	16	0	1	2	0	1	6		26
Wembley	51	15	14	15	4	11	6		116
	492	137	82	88	35	163	71		

Highlights on Activities & Initiatives

FCSS was a leader and partner with multiple Seniors Week activities. The intergenerational lunch events in Hythe and Clairmont received positive feedback from both the seniors and the youth participating in the events. These events, combined with the Biannual Tea held in partnership with the regional FCSS, saw over 300 attendees. Thank you to all staff and Council members who assisted with hosting duties.

Committee Updates

FCSS hosted the Family & Community Support Services Association of Alberta (FCSSAA) regional meeting June 11 and 12 at the Clairmont Seniors Centre. Updates from FCSSAA, Rural Municipalities of Alberta (RMA), and the Government of Alberta were heard.

The County Library Board meeting was held on June 10.

Updates on Staffing & Organizational Changes

The County Library Board has added a temporary position, the Bezanson Library Coordinator, and is in the midst of hiring for this position. The anticipated start date will be mid-July.

Regional Enforcement Services (RESD):

- The department continues to manage one vacancy on the Community Peace Officer side in its Patrol Unit.
- One Community Peace Officer is on light duties due to a non-work-related incident.
- The department is also managing one vacancy on the Bylaw Enforcement Officer in the Community Standards Unit which is expected to be filled in August.

General Manager Report to County Manager

General Manager Name: Rory Tarant
General Manager Division: Corporate Services and Strategy
Date: 6/22/2026

Highlights on Operations

Communications and Marketing Operations

- Finance
  - Property Tax communications plan and advertising campaign

- Regional Fire Service
  - Wawanesa Grant to design and install 14 FireSmart signs across the County promoting the Neighbourhood Recognition Program and FireSmart Assessments; the grant also includes funding for radio ads
  - FireSmart Neighourhood Recognition Program video
  - FireSmart Home Assessments
  - Wood Chipping event promotion

- Regional Enforcement Services
  - Crime Prevention Through Environmental Design promo

- Recreation and Culture
  - ParticipACTION Community Challenge – chance to win $100,000 towards Rec and Culture internal and external campaign development.
  - Promoted J.D.A. Sportsplex fishpond re-stock at J.D.A.

- FCSS and Wellington Centre
  - It Takes a Volunteer campaign
  - Seniors' Week proclamation and promotion of Bi-Annual Seniors' Tea
  - Ag Youth Ambassador announcement

- Planning and Development
  - Windsor ASP

- Transportation and Utilities:
  - Construction season media release and ongoing social content
  - Teepee Creek water
  - Public Works Week video
  - Curbside collection and Circular Materials

- Economic Development
    - Rooted in the County – 5 episodes released in MayPeace Region Energy Show (May 13-14) – updated booth and marketing materials
    - County Business Support Network – 30 attendees at the May 5 networking event
    - Economic Developers Week promotion– May 4-8

Website, and Social Media

Website: Top five pages on www.countygp.ab.ca (aside from the homepage): Jobs, Maps, Contacts, Pipestone Creek Campgrounds, Regional Pound

Most Popular searches: Fire Permit, Dust Control, Land Use Bylaw, Roadside Cleanup

Facebook: Top five posts (engagement rate): National Volunteer Week (Leona Farnsworth), National Volunteer Week (Bev Gudlaugson), Final Budget, Home and Garden Show Opening

LinkedIn: Top five posts (engagement rate): Sexsmith Farmers Market, National Volunteer week (Doug Spry), Business Lunch, Haskap Berry Farm, Farm to Table on 51

Economic Development

- Responding to a range of investment inquiries, including proposals related to data centre development, fertilizer manufacturing, wood pellet production, waste-to-energy and geothermal development.

Legislative Services

Operations:

- 2026 Policy Review Project
- Attended County Open Houses
- Meeting with Health and Safety on Standard Operating Procedure - High Risk Council Meetings
- Meeting with Information Systems on transferring Council and Committee meeting recordings to YouTube
- Testing Teams Town Hall to facilitate transition from Teams Live Event
- Legal invoices disbursement to departments
- Ongoing iCompass user and meetings maintenance

Highlights on Activities & Initiatives

Communications and Marketing

- Grande Prairie Regional Emergency Partnership – department trained on Teams site for activations. Part of a committee dedicated to building a new website.
- Innovation Awards – changed award categories based on employee feedback.
- Director is preparing presentation for national municipal Communications conference showcasing annual projects needs assessment undertaken internally to develop project list and business plan.
- Social Media Strategy Audit and Update continued with interviews underway.
- Maskwa Medical Centre engagement plan

Events

- County Staff Townhall: 120 staff attended
- Home and Garden Show, April 17-19: 5,345 visitors to the County booth, 3,927 draw entries. Booth Theme – Emergency Preparedness
- Earth Day

Publications

- Spring 2026 County Connections: in mailboxes May 19
- 2025 Annual Report and video completed
- Corporate Business Plan edits and design

Economic Development

- Attended the Global Energy Show under Invest NW Alberta
- Attended Chamber of Commerce events such as Costco morning business mixer and BDC Economic Outlook session, the Rep Room Grand Opening, and Ribbon Cutting event for Thatchwood Ventures
- Business Retention & Expansion survey is currently underway, the report will be presented to Council upon completion
- The County of Grande Prairie Business Support Network hosted an information session featuring regional Employee Supports on June 9, 2026

Legislative Services

Council Support:

- Preparation of agenda, recording secretary duties and follow up tasks at the following meetings:
  - May 14, 2026 Water North Coalition Annual General Meeting
  - May 28, 2026 Teepee Creek Fire Hall Building Committee Meeting
  - June 8, 2026 Regular Council Meeting
  - June 19, 2026 Teepee Creek Fire Hall Building Committee Meeting
  - June 22, 2026 Regular Council Meeting

Projects Update:

- Bylaw Review – master index spreadsheet updated. Planning for data transfer.

- Administrative Directive Review – ongoing; continue working on completing the outstanding items.

Committee Updates

75th Anniversary Committee – Committee Chairs provided reports including entertainment updates. Chair toured site with Fire and Enforcement representatives to ensure parking, traffic, security and fire plans were in place. Chair toured site with County Manager and GM of Corporate Services. Health and Safety staff joined committee to oversee safety plans and insurance requirements.

Growing the North Committee

- Planning meetings will resume later this summer

Legislative Services

May 14, 2026 Intermunicipal and Subdivision Appeal Board (ISDAB) Hearing. Decision letter finalized and sent out in due time to all affected parties.

Updates on Staffing & Organizational Changes

Communications and Marketing

Legislative Services

- Mary Kukulski completed the National Advanced Certificate in Local Authority Administration (NACLAA) Level I and Level II
- Lyndie Ruthven completed the Assessment Review Board Clerk Training

General Manager Report to County Manager

General Manager Name:	Rob Beaupertuis
General Manager Service Area:	Financial and Business Planning Services
Date:	6/22/2026

Highlights on Operations

Assessment

- Monthly report on oilfield notifications provided to DIP assessors.
- Annual assessment inspections and writeups are ongoing for Urbans and County.
- Work remains in progress for conversions from previous Commercial Cost Manual to Marshall and Swift. Estimated project completion in February 2028.
- Assisted Taxation department with tasks related to outgoing tax notices.
- Providing public with support for assessment related inquiries.
- Working on farmland guide on the application of farmland assessments.
- Assessors complete estimates as cost in lieu requests come in from Planning, and road widening estimates from Transportation and Utilities.
- Work remains in progress on Hamlet Resiliency project. This work will be ongoing throughout the summer.

Cash Control

- **Taxation:**
  - Tax payments are being received – approximately 20% collected to date.
  - Dual notices were resolved.
  - Providing support for ratepayer inquiries.
- **Payroll:**
  - Improvements in Unit4 are ongoing.
  - Training of new hire is in progress.
- **Accounts Payable:**
  - Working with some vendors on new processes.
  - Responding to increases in invoicing due to construction season.
- **Accounts Receivable**
  - Evaluating potential billing and payment alternatives to improve convenience to customers.
- **Front End:**
  - Responding to increase in callers and visitors due to inquiries and tax payments.

Analysis and Reporting

- Q1 reporting was presented to Committee of the Whole.
- Preparations for 2027 pre-budget are in progress.
- Service Level Project is ongoing.
- Policy Review Project remains in progress.
- Work continues on project to automate budget documentation.

- Working with Facilities on verifying site ID's and addresses for utilities to facility locations with new naming conventions for work orders and centralizing budgets.

Information Systems

- Maintained public service access to CSB and FCSS during multi-day Telus outage by implementing workarounds.
- Completed assessment year rollover for County, Wembley and Beaverlodge parcels.
- Supported seasonal operations through Agriculture onboarding and staff training on web mapping tools.
- Completed transition to ArcGIS Enterprise 11.5 and applied required server updates.
- Completed Unit4 upgrade and supported payroll, reporting and year-end processes.
- Work on Privacy Management Program continues.
- Privacy Breach Response Procedure is being developed.

Procurement Services

- Completed a Draft Request for Qualifications for next phase of FireSmart Consulting and Contracting. Awaiting direction to proceed.
- Researched exhibit expansion and tourism RFPs for the Dino Museum, pending grant funding to implement. Met with Drumheller Dinosaur Museum in February to discuss their previous approaches to exhibit and tourism. Awaiting response from Dino Museum Executive Director to proceed with RFP.
- Multi-year RFP for five Type 3 Fire Engines was posted April 9th. Closing date was originally May 11th but has been extended to June 26th due to requests from proponents. Budgeted years as follows:

Unit Numbers	Budgeted Replacement Year
2404 (new unit number)	2026
2325 (total loss/insurance claim for 2026)	2027
2332	2028
2342	2028
2331	2029

- Drafted and posted addendums for the Wildfire Apparatus RFD as a result of questions received.
- Drafting a new supplier/contractor report card for integration into ComplyWorks is in progress.
- Contract was drafted for Website Content Strategy and Architecture Services. Contract in the amount of $15,000 was signed on May 16th, coming from Planning and Development budget.
- Meeting to discuss Council Chambers Audio Visual Upgrade RFx occurred.
- Se-up of new contractors to ComplyWorks and reaching out to contractors that are missing information is ongoing.
- Amendments to Policy 35 – Procurement and Procurement Manual were presented to General Managers.

Highlights on Activities & Initiatives

Assessment

- Collaborating with Information Systems on creating a digital tax roll, to replace hard copies available for the public to view.

Cash Control

- Policy Review Project is ongoing.

Analysis and Reporting

- Kleskun Wildfire – Municipal Wildfire Assistance Program grant application is complete. Majority of the project submissions have been reviewed by province; payment has been received for three projects submitted.
- Deer Ridge Wildfire application has been submitted. Compiling information for claim submission.
- Kiskatinaw River Wildfire expenditures have been billed directly to Alberta Wildfire.
- Policy Review Project remains in progress.

Information Systems

- **Network and Security Audits**
  - Network audit has been completed.
- **TU Right-of-Way (ROW) Permitting Solution**
  - ROW permitting pilot progressed through prototype demonstrations and viability reviews. Development continues.
- **2026 Airphoto Project**
  - Airphoto flights are in progress.
- **Application Governance and MOUs**
  - First-draft Application MOUs for priority systems were completed and prepared for broader review.
- **TRIM to HUB Migration & Decommissioning**
  - Final TRIM export has been completed with final review and validation pending.
- **Privacy Management Program (PMP)**
  - Privacy Management Program was approved by General Managers.

Committee Updates

Analysis and Reporting

- Financial Reporting Accountant II continues to support the Asset Management Project Task Force.

Information Systems

- Asset Management Task Force is exploring asset management training for asset owners and designated asset management personnel through Northern Lakes College.
- Asset management orientation meetings for asset owners and designated asset management personnel are in progress.

Updates on Staffing & Organizational Changes

Cash Control

- Temporary Payroll Clerk onboarded May 19th
- Summer Student onboarded May 25th

Analysis and Reporting

- Finance Officer Internship concluded May 29th.

Information Systems

- Business Systems Summer Student onboarded.
- One staff member remains on leave.

General Manager Report to County Manager

General Manager Name:	Charlotte Bierman
General Manager Service Area:	People and Organizational Development
Date:	6/11/2026

Highlights on Operations

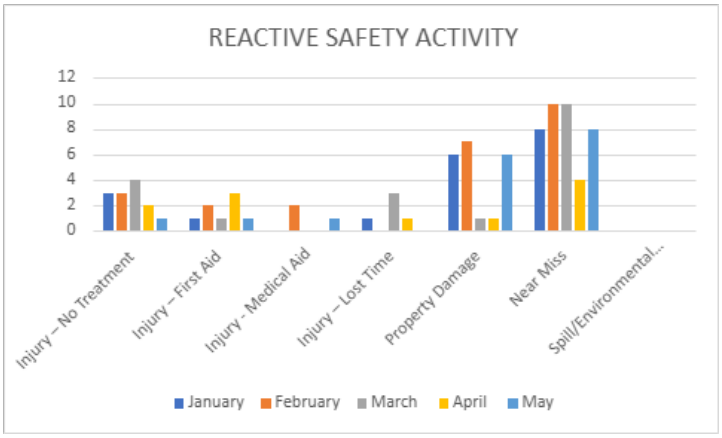
Human Resources

In May we received 252 applications, conducted 16 interviews and had 11 hires (10 external, 1 internal).

In May we posted: Library Coordinator – Bezanson (18 month contract), Executive Assistant to General Manager Community Services, Supervisor – Health, Safety, and Risk Management, Safety Codes Officer

Human Resources supported onboarding and conducted HR orientations for 68 new employees in May.

Health, Safety and Risk Management



Increase in overall reporting in May with lower severity outcomes including 1 no-treatment injury, 1 first-aid injury, 1 medical-aid injury and no lost time incidents.
Property damage incidents increased to 6 in May with incidents involving equipment operations, vehicle interactions and third-party actions.
One negative interaction with a grader operator by a member of the public resulted in the County reporting the incident to the RCMP and the member of the public will make payment for the related property damage.
Three submitted incident reports provided opportunities to use our revised Standard Operating Procedure for Used Needles, Drug Paraphernalia, Cannabis and Biohazardous Waste.

Highlights on Activities & Initiatives

Human Resources

- Recognition thank you cards initiative rolled out across organization – Buddy, heavy traffic employee areas and remote locations – libraries, fire halls etc. opportunity for HR team to visit locations.
- Director working with ERP Application Specialist on updating and improving HR Dashboard and accuracy of metrics reporting through U4 Working with Payroll, IT, and departments on seasonal onboarding process improvements
- Performance Management metric information prepared for leaders across the organization to assess current completion rates in comparison to our annual KPI goal

Health, Safety and Risk Management

- Conducted an employee feedback survey related to Emergency Response Planning. Sixty-seven employees participated, providing feedback including a desire for more training, drills and exercises, easier to follow ERP documents, coordinated responses within shared facilities. Survey feedback has been shared with our third-party contractor who is working on updating our ERP program and developing building ERPs for our main administrative buildings.
- Transportation Utilities lone workers were set up on OK Alone.
- Seasonal summer students received Health and Safety orientation
- Supported Recreation and Culture in worksite inspections of the County campgrounds in advance of the season opening.

Committee Updates

The JHSC met on May 7, 2026 and discussed preparations and Safety presentations for the Safety BBQ scheduled for June 19th. The committee reviewed Administrative Directives for Incident Investigation, Fitness for Work, Hazard Identification Assessment and Control and Personal Protective Equipment as well as the New Hire Health and Safety Orientation training materials.

Human Resources Advisory Committee (HRAC) met May 15, 2026. The committee discussed Family Responsibility Leave, Employee acceptance of Gifts, APEX supplementary pension proposal and a review of the County e-store survey results and purchase trends.

Updates on Staffing & Organizational Changes

Aleah Elliot, Human Resources Coordinator started May 4th.
Samantha Murphy who had been supporting HR and HSR with data entry moved to the Payroll team in a temporary role
Recruitment for the Supervisor, Health, Safety and Risk Management is ongoing
General Manager attended the Canadian Association of Municipal Administrators (CAMA) conference May 24 – 28, 2026.

General Manager Report to County Manager

General Manager Name: Nick Lapp
General Manager Service Area: Planning and Development Services
Date: 6/10/2026

Highlights on Operations

Land & Development Services:

- Monthly stats noted below.
- Currently have one bare land residential parcel in Hythe listed.
- Obtained tax forfeiture title on 3 tax arrears properties, conducted site visits to confirm vacant possession. We are now working with legal to draft bylaw regarding unclaimed personal property to assist with being able to properly dispose of these parcels. Three other tax arrears properties have been acquired through tax forfeiture titles with one more parcel pending. We will begin moving these parcels through the process to allow for disposal.
- We continue to work through some issues resulting from the CityView update the remaining issues have not resulted in any significant downtime for staff processing applications. The final migration from TRIM and indexing is being completed so the TRIM server can be shut down.
- As of the afternoon of June 10th, we are processing applications received May 26, 2026.
- We are continuing going through data for the development of the Municipal Land Registry with the desktop review of the road allowances completed, field review has been scheduled, and work is being completed on the registered interest review. Work continues on the next steps and follow up required on the titled land findings.

Number of Permits	For Period		YTD	
	May-26	May-25	2026	2025
Subdivisions	4	3	15	25
Rezoning	5	1	15	14
Development	39	61	159	219
Residential BLDG	39	71	127	160
Non-Residential BLDG	3	3	10	12
Electrical	60	66	173	206
Gas	28	32	100	104
Plumbing	22	29	66	81
Private Sewage	3	8	18	36
Total	203	274	683	857

Construction Values	For Period		YTD	
	May-26	May-25	2026	2025
Residential	$11,182,059.39	$3,983,313.90	$29,571,285.89	$24,660,085.13
Non-Residential	$91,000.00	$361,070.00	$1,405,838.00	$2,028,382.00
Total	$11,273,059.39	$4,344,383.90	$30,977,123.89	$26,688,467.13

Safety Codes

- Stats noted above.
- Inspections volumes have increased recently.
- Recruitment for the pending Electrical Inspector vacancy is underway.

Facilties

- Hythe Arena Brine line is backfilled and waiting on Brysand to start work
- Power Rail is now complete in Main shop yard
- EOC and AG office cooling project is now complete
- Air quality sensors are half done waiting on serv-all to install at TU and Phillip J Currie buildings
- Main LAN Room Cooling project - the unit is backordered waiting on it to arrive
- CMMS software is installed and being used daily
- Overhead door sensors were installed in Fire Station 14 and invoice has been paid and forwarded to HR to apply for risk pro credits.

Planning Services:

Hamlet Resiliency Strategy Implementation Plan
Planning Services is working on an implementation plan for the Hamlet Resilience Strategy, as per the direction received from Council on April 20th.

Implementation of the strategy is 37% complete. The strategy recommended 51 potential action items, 19 are complete, 13 are in-progress and 19 have not been started.

Many of the recommended actions were achieved through the new Municipal Development Plan, such as distinguishing between hamlets and settlements, updating hamlet boundaries, supporting development opportunities in settlements and identifying opportunities for growth in hamlets.

Current Status: Planning Services is engaging with other County departments that would be responsible for the recommended actions to develop an implementation plan for Council consideration.

Next Steps: Once the implementation plan is drafted, it will be presented to Council for direction.

Plan your County

The County is updating the bylaws, plans and policies that make up the land use management framework. These documents establish how the County manages growth and the requirements for development. Plan Your County is the overarching title for this process. Plan Your County groups all the document updates under one umbrella to make it easy for residents to follow the process and participate.
https://www.countygp.ab.ca/planyourcounty

Progress
To-date, Plan Your County consists of 34 projects. More projects are added as needed to implement the new plans, or based on direction from Council.

	#	%
TOTAL PROJECTS	34	100%
Not Started	6	18%
In-Progress	14	41%
Complete	14	41%

Recent Milestones

- A Land Use Bylaw amendment to incorporate the Hamlet of Hythe was adopted on April 13. Now properties in Hythe fall under the same bylaw as the rest of the County.
- The new Municipal Development Plan was adopted on April 20.
- The West Clairmont ASP Update and expansion was deferred to a future date due to the associated institutional projects being delayed by Council motion at the April 13 meeting.

Current Plan Your County Projects

Land Use Bylaw (LUB) Update - Administration is preparing an update to the LUB. The LUB establishes the County's various land use districts and the standards for development. The LUB is being updated to reflect the current development context and to improve processes.

In the current phase of the project, administration is working on updating the administrative section.

The administrative section is being updated to reflect current practices and improve processes, it includes updates that Council previously provided direction on including notifications, types of development that do not require development permits, and the types of subdivisions that can be approved by administration.

Current Status: The administrative section is going through internal review and will be presented to Committee of the Whole for feedback when the draft is complete.

Next Steps: Future phases of the update will include looking at the districts, uses and standards in the bylaw. These phases will require a significant amount of public consultation. These phases of

review can begin once the MDP update is complete as it includes the land use framework and policies that will guide the LUB.

Lower-Level Plan Policy - The MDP established a framework of lower level-plans (Area Concept Plans, Area Structure Plans, Area Redevelopment Plans and Conceptual Schemes). Administration is developing a policy that provides more specific direction on the process for creating these plans, the required content and public consultation.

Current Status: Administration has prepared a draft policy, which is going through a departmental review.

Next Steps: After the departmental review is complete, administration will conduct consultation on the draft policy. After consultation and any revisions, the policy will go through the internal review process then it will be presented to Council for consideration.

Windsor Area Structure Plan (ASP) - Administration and Beairsto and Associates have prepared an ASP for six quarter-sections of predominantly urban residential development in the southwest of Clairmont.
Windsor Area Structure Plan | Engage the County of Grande Prairie

Current Status: A draft was completed and public consultation took place in February. The draft was also circulated to agencies and the City of Grande Prairie. Administration and Beairsto have finalized the revisions and are preparing for the public hearing.

Next Step: A Public Hearing is scheduled for June 22, 2026, where Council will consider adopting the plan.

Intermunicipal Area Concept Plans (ACPs) - Administration is preparing to initiate the creation of plans that would establish high level development concepts for lands adjacent to the City of Grande Prairie withing the Intermunicipal Development Plan (IDP) area. The ACPs are a requirement of the IDP to support coordinated development between the two municipalities. The plans will establish high level concepts for land uses, transportation network, servicing and other planning matters.

Current Status: The draft Terms of Reference has gone through the internal review process and has been referred to the City of Grande Prairie for comment.

Next Steps: After comments are received from the City, appropriate revisions may be made, then the terms of reference will be presented to the Committee of the Whole for feedback before the project is initiated.

La Glace Area Concept Plan - Administration will be developing an concept plan for the Hamlet of La Glace. The plan will include a generalized concept for future hamlet growth and a plan for redevelopment and revitalization in the existing developed area of the hamlet.

Current Status: Administration is bringing the terms of reference to the June 25th, 2026 CoW meeting to provide Council with an update.

Next Steps: After the Council presentation, administration will initiate the project and engage a consultant to provide technical support.

Bezanson Area Concept Plan - Administration is preparing to complete the Bezanson ASP update which was initiated in 2015. The current Bezanson ASP was adopted in 1985 and is significantly out of date. The County initiated an update to the ASP in 2015; however, the project was put on hold due to uncertainty about a highway intersection that provides access to the hamlet. Now that the intersection project is complete, administration can continue the update. The draft ASP update was nearly complete. For the project, administration will review the draft to update it and re-engage the public to refine it.

Current Status: Administration is bringing the terms of reference to the June 25th, 2026 CoW meeting to provide Council with an update.

Next Steps: After the Council presentation, administration will initiate the project and engage a consultant to provide technical support.

Neighbourhood Entrance Feature Policy - Council directed administration to prepare a policy regarding entrance features proposed by developers or community groups. This does not include County directional signs provided for Country residential subdivisions.

Current Status: Administration has prepared a draft policy, which is going through the internal review process and is preparing an Administrative Directive to delegate responsibilities.

Next Steps: After the internal review, the policy will be presented to Council for feedback and adoption.

Development Engineering

- *Policy N16 Approach Policy Review/Revision*
  - Prepared to bring forward changes for approval in August
- *Peace Wapiti Academy new school site*
  - Working through Development Permit requirements and consulting with TU on access.
- *Clairmont Apartments - Grande Spirit Foundation*
  - working with Grande Spirit Foundation on preliminary work required to prepare for development
- *Approaches*
  - 11approach requests received in the past month
- *Utility Approvals*
  - 16 Utility Approval requests received in the past month

    - McElhanney continues to review and respond to all of the utility approval requests that are received
    - Working on process for better tracking of Utility Approvals

- Aquatera Water Connections
    - 8 inquiries received in the past month
    - Facilitating recovery inquiries and payments
- Continue to assist ratepayers with inquiries related to development
- Ongoing review of Development Engineering internal processes and revising/updating where necessary
    - Updating website with Approach procedure, construction requirements package
    - Creating form/updating website with drainage concern report requests
- McElhanney continues to review reports submitted for development applications and various other requests

Special Projects

- *Transportation Master Plan* - Comments based on revisions have been received
    - Traffic volumes and traffic modelling is complete
    - General framework, definitions, etc. complete
    - Traffic modelling summary in progress (nearing complete, just pending a few road classification things)
    - Regional transportation initiatives and impacts summary complete
    - To be completed:
        - Offsite Levy section
        - Transportation Projects/Initiatives
        - Miscellaneous policies and recommendations
- *Design Standards* - Peer review of existing draft standards will be complete by end of June. Continuing work on plan to incorporate revisions of reference documents.

Committee Updates

- None

Updates on Staffing & Organizational Changes

- Recruitment for the upcoming vacancy in Safety Codes is underway.

General Manager Report to County Manager

General Manager Name:	Ryan Konowalyk
General Manager Division:	Transportation
Date:	6/11/2026

Operations Programs

Highlights on Operations

Gravel:

- 2026 main gravel haul began May 25th as scheduled with area 6 completed and area 7 currently underway.

Construction:

- C10442-1009 (RR32 south of TWP 720):
  - Project start up work underway with an estimated timeline to complete of 4 weeks.
- RR72 (GP Pet Pros):
  - Substantially complete as of Friday, May 29th.
  - Small amount of piled brush at site to burn this winter.

Miscellaneous Operations:

- Urban street sweeping officially started on April 27th and is now complete as of May 27th.
- Pothole patching ongoing with hot mix asphalt repairs to initiate on June 2nd.

GIS/Addressing:

- Continued mapping of Main Haul and Dust Control applications and developed offline workflows to support mobile data collection.
- Completed LiDAR drone survey for East County drainage AOI locations.
- Released the next addressing batch and replaced faded signs reported by residents.

Sign Shop:

- Completed 144 road sign work orders.

Dust Control:

- 1st round spray began on May 25th as scheduled with areas 1,2 and 3 completed and area 7 currently underway.

2026 Resource Permit Stats													
	Jan	Feb	Mar	April	May	June	July	Aug	Sept	Oct	Nov	Dec	Total
Service Rig	94	96	106	42	70								408
Heavy Hauls	148	115	200	240	190								893
Drill Rig	48	40	68	27	23								206
Special Request / Heavy Haul	0	0	0	0	0								0
Well Service Permits	6	4	9	6	9								34
Dimension Only	0	0	0	0	1								1
Municipal Annual	0	0	13	30	5								48
Total	296	255	396	345	298	0	0	0	0	0	0	0	1590

Committee Updates

- No Updates.

Updates on Staffing and Organizational Changes

- Jeff Freeman – Seasonal HEO – Construction crew.

Operations East

Highlights on Operations

- On-going day to day maintenance on paved and gravel road surfaces.
- Graders have been working on blading roads; the dry conditions are creating challenging conditions. Recent rains have helped.
- County trucks are assisting main haul by gravelling dead ends and have also previously assisted with the haul from the Hythe arena.
- There have been some small ditch cleaning projects done. The culvert replacement and drainage issues identified this spring are the focus of the backhoe and excavator.
- There has been an MG30 project completed on Twp Rd 725 from RR 55 to the senior center in Clairmont.

Committee Updates

- No Updates.

Updates on Staffing and Organizational Changes

- No Updates.

Operations West

Highlights on Operations

- On-going day to day maintenance on paved and gravel road surfaces.

- Graders have been working on blading roads; the dry conditions are creating challenging conditions. Recent rains have helped.
- County trucks are assisting main haul by gravelling dead ends.
- Internal crews have started installing approach and centerline culverts as required.
- Internal crews ditch cleaning projects are ongoing.
- Contract hand brushing crew to commence work on 97 corners with sightline issues as identified by area graders and residents by start of July.
- Realignment of grader areas is almost complete and planning on having graders in new areas by start of July.

Committee Updates

- No Updates.

Updates on Staffing and Organizational Changes

- No Updates.

Municipal Utilities

Highlights on Operations

- Clairmont Centre for Recycling and Waste Management (Clairmont Centre) customer counts were higher while tonnage was lower in May. Overall, customer counts and tonnage are slightly down from last year at this time.
- Wind fencing improvements are ongoing at Clairmont Centre to better control windblown litter.
- Continued support from the TU Construction team at the Clairmont Centre. Their help with soil hauling, contouring and site cleanliness has been greatly appreciated.
- Break in at Elmworth Transfer Station. No signs of damage or theft.
- Curbside waste program saw continued violations for extra garbage, incorrect bagging, branches not being bundled and yard waste being bagged too heavy
- Several recycling depots saw increased usage that led to recycling and garbage left outside of bins. Monitoring for continued issues as servicing schedules may need to be adjusted.
- Teepee Creek water system decentralization work progressing. Met with affected landowners and they were generally happy with the direction.
- Assisted Rec and Culture and Facilities with Hythe Arena contaminated site work
- Storm sewer cleaning program is ongoing.

Committee Updates

- No Updates.

Updates on Staffing and Organizational Changes

- Craig Anderson – Utility Operator – MUU
- Mike Ma – Summer Student – MUU

Capital Delivery

Highlights on Operations

- Divisional Program Ongoing. A summary of the 29 projects is in the table below.
- Engineering Design and Tendering for 2026 Projects Ongoing.

Divisional Program Status

Project Code | Project Location | Project Name	Delivery Year	Project Phase	Council Division
C10125 | 714, 35, & 713A | Grading	2024	Complete	1
C10382 | 41 South of 714 | Base Pave	2024	Complete	1
C10360 | 31 fm Hwy 43 to 730 | Grading	2025	Complete	1
C10309 | 732 fm 53 to 55 | Base Pave	2024	Complete	2
C10124 | 98 St (Clairmont) | Grade Base Pave	2025/2026	2026 Completion	2
C10361 | 53 fm 730 to 734 | Grading	2025	Complete	2
C10362 | 732 fm 51 to 53 | Grading	2025/2026	2026 Completion	2
C10379 | 60 (Evergreen Access) | Base Pave	2024	Complete	3
C10380 | 710 (to PARDS) | Base Pave	2024	Complete	3
C10399 | 53 fm 714 to City, Harry Balfour | Grade Base Pave	2025	Complete	3
C10381 | 61 South of Hwy 668 | Grade Base Pave	2025	Complete	3
C10409 | 53 fm 712 to Bear Ridge | Grade Base Pave	2025	2026 Completion	3
C10110 | 74 fm 712 to Hwy 43 | Grading	2023	Complete	4
C10551 | 75 North of Hwy 43 | Base Pave	2024	Complete	4
C10552 | 74 fm 712 to Hwy 43 | Base Pave	2024	Complete	4
C10126 | 710 fm 73(N) to 75A | Grading	2025	Cancelled	4
C10702 | 74 North of HWY 43 to 720 | Base Pave	2025	2026 Completion	4
C10128 | 720 fm 92 to 94 | Grading	2023	Complete	5
C10127 | 720 fm 90 to Hwy 724 | Grading	2024	Complete	5
C10383 | 712 fm 82 to 92 | Grading	2025	2026 Completion	5
C10385 | 694 fm 104A to 110 | Grading	2025	2026 Completion	6
C10553 | 120 fm 732 to 742 | Grading	2025	2026 Completion	6
C10538 | Service Rd & 98 Ave (Hythe) | Grading	2025	2026 Completion	7
C10540 | 110 & 733 (East of Hythe) | Grading	2025	2026 Completion	7
C10554 | 125 fm 732 to 742 | Grading	2025/2026	2026 Completion	7
C10384 | 750 fm 83 to Hwy 724 | Base Pave	2024	Complete	8
C10396 | 25 fm 744 to 754 | Grading	2025/2026	2026 Completion	9
C10408 | 744 fm 50 to 51 | Base Pave	2025/2026	2026 Completion	9
C10541 | 50 South of 744 | Grade Base Pave	2025/2026	2026 Completion	9
C10543 | 744 fm 44 to 50 | Grading	2025	2026 Completion	9

Tender Updates

May 2026 Capital Tenders

Tenders were opened for the Range Road 53 and Township Road 714 Intersection Improvement on May 28, 2026. Following Council Direction to proceed with Option B (Roundabout Safety Improvements), the preferred bidder was Knelsen Sand & Gravel Ltd. in the tender amount of $1,024,452.31 (excluding GST).

Tenders were opened for the Micro-Surfacing Program – Township Road 712 and Range Road 51 on May 28, 2026. The preferred bidder was Miller Capilano Maintenance Corporation in the tender amount of $614,799.00 (excluding GST).

Tenders were opened for the Range Road 82 and Range Road 85 – Cold Milling, Granular Base Course, Asphalt Concrete Pavement and Other Work on May 21, 2026. The preferred bidder was Knelsen Sand & Gravel Ltd. in the tender amount of $5,387,278.18 (excluding GST).

Tenders were opened for the Twp Rd 730 and Rge Rd 92 – Intersection Improvement, Grading, Granular Base Course, Paving and Other Work on May 14, 2026. The preferred bidder was Knelsen Sand & Gravel Ltd. in the tender amount of $5,810,487.14 (excluding GST).

Tenders were opened for the 156 Avenue - Crossroads Storm Pond Improvements on May 11, 2026. The preferred bidder was Green Acre Ventures Ltd. in the tender amount of $1,754,042.50 (excluding GST).

Tenders were opened for the 2026 Surfaced Road Rehabilitation Program on May 7, 2026. The preferred bidder was Sandstar Construction Ltd. in the tender amount of $5,425,097.50 (excluding GST).

April 2026 Capital Tenders

Tenders were opened for the 113th Ave and 107A Ave (Clairmont) Roundabout Lighting on April 28, 2026. The preferred bidder was RGM Contracting Inc. in the tender amount of $218,597.00 (excluding GST).

March 2026 Capital Tenders

Tenders were opened for Hythe Sewer Replacement - Phase 6, Part 1 on March 31, 2026. The preferred bidder was Wild West Dirt Works Ltd. in the tender amount of $2,195,462.00 (excluding GST).

Tenders were opened for the Supply and Installation of Road Pavement Markings and Crack Seal on March 31, 2026. The preferred bidder was AAA Striping and Seal Coating Service in the tender amount of $727,097.27 (excluding GST).

Tenders were opened for the Township Road 750 2026 Chip Seal Program on March 10, 2026. The preferred bidder was West-Can Seal Coating Inc. in the tender amount of $398,993.70 (excluding GST).

February 2026 Capital Tenders

Tenders were opened for the 2026 Annual Aggregate Crushing Program on February 24, 2026. The preferred bidder was WAPITI GRAVEL SUPPLIERS a Division of Colas Western Canada Inc. in the tender amount of $700,000.00 (excluding GST).

January 2026 Capital Tenders

- No Updates.

Committee Updates

- No Updates.

Updates on Staffing and Organizational Changes

- No Updates.