

# County of Grande Prairie No.1

## Regular Council Meeting

### Agenda

Monday, June 8, 2026  
9:30 AM

County of Grande Prairie No. 1 Administration Building and Microsoft Teams

---

		Page
1.	<b>CALL TO ORDER, QUORUM AND O CANADA</b>	
2.	<b>RECOGNITIONS AND INTRODUCTIONS</b>	
2.1.	<b>Staff Introductions – Joulia Whittleton, County Manager</b> <a href="#"><u>Staff Introductions</u></a>	6 - 7
2.2.	<b>Long Service Recognition Awards Program – Canadian Association of Municipal Administrators (CAMA) – Reeve Amanda McDonald</b> <a href="#"><u>Long Service Recognition Awards Program - Canadian Association of Municipal Administrators (CAMA)</u></a> <a href="#"><u>2.2.1 - 2026-05-26 - Correspondence from the Canadian Association of Municipal Administrators (CAMA)</u></a> <a href="#"><u>2.2.2 - Photo – County Manager, Joulia Whittleton – CAMA 20 Years Recognition</u></a>	8 - 11
3.	<b>AGENDA APPROVAL</b>	
3.1.	<b>Agenda Approval</b>	
4.	<b>MINUTES APPROVAL</b>	
4.1.	<b>May 22, 2026 Committee of the Whole Meeting Minutes</b> <a href="#"><u>May 22, 2026 Committee of the Whole Meeting Minutes</u></a>	12 - 15
4.2.	<b>May 25, 2026 Regular Council Meeting Minutes</b> <a href="#"><u>May 25, 2026 Regular Council Meeting Minutes</u></a>	16 - 32
5.	<b>UNFINISHED BUSINESS</b>	
5.1.	<b>Maskwa Medical Center Loan Guarantee Public Engagement Plan Update – Rory Tarant, General Manager, Corporate Services and Strategy</b> <a href="#"><u>Maskwa Medical Center Loan Guarantee Public Engagement Plan Update</u></a> <a href="#"><u>5.1 - Maskwa Medical Centre Brochure</u></a>	33 - 38

- 5.2. **Bylaw #3280 – Amendment to Bylaw #3232 - Maskwa Medical Facility Lending Bylaw – Joulia Whittleton, County Manager** **39 - 47**  
[Bylaw #3280 - Amendment to Bylaw #3232 - Maskwa Medical Facility Lending Bylaw](#)  
[5.2.1 - Bylaw #3280 - Amendment to Bylaw #3232 - Maskwa Medical Facility Lending Bylaw](#)  
[5.2.2 - Bylaw #3232 - Maskwa Medical Facility Lending Bylaw](#)  
[5.2.3 - Municipal Borrowing Timelines](#)  
[5.2.4 - Notice to Electors Town & Country News Advertisement](#)
- 5.3. **RGE RD 53 and TWP RD 714 Intersection Improvement – Ryan Konowalyk, General Manager, Transportation and Utilities** **48 - 61**  
[RGE RD 53 and TWP RD 714 Intersection Improvement](#)  
[5.3.1 - MTJ Roundabout Engineering Memo](#)  
[5.3.2 - EGIS Conceptual Drawings](#)
- 5.4. **Hamlet of Hythe Speed Limit Revision – Ryan Konowalyk, General Manager, Transportation and Utilities** **62 - 64**  
[Hamlet of Hythe Speed Limit Revision](#)
6. **CLOSED SESSION**
- 6.1. **Honorarium and Expense Claim Reports (Access to Information Act, Part 1, Division 2, s. 28, s. 31) – Joulia Whittleton, County Manager**
- 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**
- 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) – Nick Lapp, General Manager, Planning and Development Services**
- 6.4. **Consideration of an Offer to Purchase NW-29-72-10-W6 (Access to Information and Privacy Act s. 19, s. 30) – Nick Lapp, General Manager, Planning and Development Services**
- 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**
- 6.6. **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)**
- 7.1. **Bylaw #2680-26-022 / Pt. SW-16-72-4-W6 / Beairsto & Associates Engineering Ltd. / Tim & Donna Boyne – Nick Lapp, General Manager, Planning and Development Services** **65 - 93**  
[Bylaw #2680-26-022 - Pt. SW-16-72-4-W6 - Beairsto & Associates Engineering Ltd. - Tim & Donna Boyne](#)

	<a href="#"><u>7.1.1 - Bylaw #2680-26-022 Presentation</u></a>	
	<a href="#"><u>7.1.2 - Bylaw #2680-26-022 Attachments</u></a>	
	<a href="#"><u>7.1.3 - Bylaw #2680-26-022</u></a>	
	<a href="#"><u>7.1.4 - Schedule A Bylaw #2680-26-022 Rezoning Plan</u></a>	
7.2.	Bylaw #2680-26-023 / Pt. SE-20-71-3-W6 / Helix Surveys Ltd. / Cunningham McKnight Development Inc. – Nick Lapp, General Manager, Planning and Development Services	94 - 129
	<a href="#"><u>Bylaw #2680-26-023 - Pt. SE-20-71-3-W6 - Helix Surveys Ltd. - Cunningham McKnight Development Inc.</u></a>	
	<a href="#"><u>7.2.1 - Bylaw #2680-26-023 Presentation</u></a>	
	<a href="#"><u>7.2.2 - Bylaw #2680-26-023 Attachments</u></a>	
	<a href="#"><u>7.2.3 - Bylaw #2680-26-023</u></a>	
	<a href="#"><u>7.2.4 - Schedule A Bylaw #2680-26-023 Rezoning Plan</u></a>	
8.	<b>NEW BUSINESS</b>	
8.1.	2026 Cemetery Improvement Grants – Lee Brachmann, General Manager, Community Services	130 - 205
	<a href="#"><u>2026 Cemetery Improvement Grants</u></a>	
	<a href="#"><u>8.1.1 - Elmworth Cemetery Application</u></a>	
	<a href="#"><u>8.1.2 - Halcourt Cemetery Application</u></a>	
	<a href="#"><u>8.1.3 - Hythe Cemetery Application</u></a>	
	<a href="#"><u>8.1.4 - Riverview Cemetery Application</u></a>	
	<a href="#"><u>8.1.5 - St Johns Lutheran Cemetery Application</u></a>	
	<a href="#"><u>8.1.6 - Teepee Creek Cemetery Application</u></a>	
	<a href="#"><u>8.1.7 - Valhalla Cemetery Application</u></a>	
	<a href="#"><u>8.1.8 - Webster Cemetery Application</u></a>	
8.2.	Recreation Advisory Board Recommendations for 2026 Operating Assistance Grants – Lee Brachmann, General Manager, Community Services	206 - 237
	<a href="#"><u>Recreation Advisory Board Recommendations for 2026 Operating Assistance Grants</u></a>	
	<a href="#"><u>8.2.1 - Recreation Advisory Boards 2026 Operating Grants Meeting Allocation Spreadsheets and Minutes</u></a>	
	<a href="#"><u>8.2.2 - Recreation Advisory Board Recommendations</u></a>	
8.3.	Regional Fire Service TC Energy Community Investment Program Grant Application – Lee Brachmann, General Manager, Community Services	238 - 241
	<a href="#"><u>Regional Fire Service TC Energy Community Investment Program Grant Application</u></a>	
8.4.	Funding Request from the Hythe Heritage & Historical Society for Completion of Society’s Dissolution Requirements – Lee Brachmann, General Manager, Community Services	242 - 245
	<a href="#"><u>Funding Request from the Hythe Heritage &amp; Historical Society for Completion of Society’s Dissolution Requirements</u></a>	
8.5.	2026 Crime Prevention Workplan Review – Lee Brachmann,	246 - 255

General Manager, Community Services  
[2026 Crime Prevention Work Plan Review](#)  
[8.5.1 - 2026 Crime Prevention Work Plan](#)

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 256 - 261  
[1:20 p.m. – 1:40 p.m. - Confirmation of 2026 - 2027 Policing Priorities – Grande Prairie Rural – Clairmont RCMP](#)  
[9.1.1 - 2025-02-05 – Community Priorities Plan Overview](#)
- 9.2. 1:40 p.m. - 2:00 p.m. Confirmation of 2026 - 2027 Policing Priorities – Beaverloge RCMP – Lee Brachmann, General Manager, Community Services 262 - 267  
[1:40 p.m. – 2:00 p.m. - Confirmation of 2026 - 2027 Policing Priorities – Beaverloge RCMP](#)  
[9.2.1 - 2025-02-05 – Community Priorities Plan Overview](#)
- 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 268 - 303  
[2:00 p.m. – 2:20 p.m. – Sponsorship Request from the Grande Prairie Women’s Residence Association for the 2026 GrandeCon Event](#)  
[9.3.1 - Grande Prairie Women's Residence Association Application](#)  
[9.3.2 - GrandeCon 2026 Presentation](#)  
[9.3.3 - GrandeCon Sponsorship Package](#)  
[9.3.4 - GrandeCon 2026 Draft Budget](#)  
[9.3.5 - Grande Prairie Women's Residence Association Profit & Loss Statement](#)
- 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 304 - 330  
[2:20 p.m. – 2:40 p.m. - Funding Request from the Rotary Club of Grande Prairie for the Grande Prairie Regional Airshow](#)  
[9.1.1 - Rotary Club of Grande Prairie Grant Application](#)  
[9.4.2 - Grande Prairie Regional Airshow Sponsorship Opportunities 2025 - 2026](#)  
[9.4.3 - Rotary Club of Grande Prairie Project Budget](#)  
[9.4.4 - Grande Prairie Regional Airshow Event Plan](#)

10. EVENTS AND SPONSORSHIPS

11. INFORMATION ITEMS

- 11.1. 2026 Policy Review Project – Joulia Whittleton, County Manager 331 - 338  
[2026 Policy Review Project](#)  
[11.1.1 - Policy M3 – Development or Enhancement of Municipal Reserve Land](#)  
[11.1.2 - Policy M5 – Model Process for Subdivision and](#)

[Development Approval and Private Sewage](#)  
[11.1.3 - Policy M7 – Waiving of Application Fees](#)

**12. COUNCIL MEMBER REPORTS**

**12.1. Reeve and Council Member Reports - Reeve Amanda McDonald 339 - 356**

[12.1.1 - Reeve Amanda McDonald](#)

[12.1.2 - Deputy Reeve Bob Chrenek](#)

[12.1.3 - Councillor Brian Grant](#)

[12.1.4 - Councillor Brian Lieverse](#)

[12.1.5 - Councillor Brian Peterson](#)

[12.1.6 - Councillor Karen Rosvold](#)

[12.1.7 - Councillor Kurt Balderston](#)

[12.1.8 - Councillor Marty Tissington](#)

[12.1.9 - Councillor Terri Beaupre](#)

**13. ADMINISTRATIVE REPORTS**

**14. DECISIONS ON DELEGATIONS**

**15. NOTICE OF MOTION**

**16. ADJOURNMENT**

# Request for Decision

## Report Submission Details

---

Item Number: **2.1**

Report Title: **Staff Introductions**

Presenter: **Joulia Whittleton, County Manager**

Supported By: Kristin Weiler, Human Resources Advisor

Meeting: Regular Council Meeting

Meeting Date: June 8, 2026

Agenda Category: Recognitions and Introductions

## Recommended Action

---

For information.

## Previous Council / Committee Action

Not applicable.

## Background and Analysis

---

Administration would like to introduce 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

## Organizational Capacity and Resourcing

---

**Level of Service:** Not applicable.

**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:**

- |  |   |
|--|---|
| <input type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy         | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation  | <input checked="" type="checkbox"/> Not applicable.                         |

**Other Plans:**

Not applicable.

**Stakeholder Engagement**

---

Not applicable.

**Public Engagement and Communication**

---

Not applicable.

**Attachments**

---

Confidential Attachments (Access to Information Act, Part 1, Division 2 s. 20)

- Approved by General Manager
- Approved by County Manager

# Request for Decision

## Report Submission Details

---

Item Number: **2.2**

Report Title: **Long Service Recognition Awards Program – Canadian Association of Municipal Administrators (CAMA)**

Presenter: **Reeve Amanda McDonald**

Supported By: Shannon Baird, Executive Assistant to County Manager and Council

Meeting: Regular Council Meeting

Meeting Date: June 8, 2026

Agenda Category: Recognitions and Introductions

## Recommended Action

---

For information.

## Previous Council / Committee Action

Not applicable.

## Background and Analysis

---

Canadian Association of Municipal Administrators (CAMA) Long Service Recognition Awards Program recognizes and celebrates the dedication to public service and municipal management demonstrated by the members, which is an important priority for the Association. These awards are based on the number of years of full-time, paid employment in municipal government in a management capacity (either as a Chief Administrative Officer or in a position reporting to a Chief Administrative Officer). Recognition begins at 10 years of service and continues in five-year increments.

Joulia Whittleton, County Manager, attended the 2026 CAMA Conference and was recognized by the Association for her 20 years of service in municipal government management roles.

## Organizational Capacity and Resourcing

---

**Level of Service:** Not applicable.

**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:**

- |  |   |
|--|---|
| <input type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy         | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation  | <input checked="" type="checkbox"/> Not applicable.                         |

### **Other Plans:**

Not applicable.

## Stakeholder Engagement

---

Not applicable.

## Public Engagement and Communication

---

Not applicable.

## Attachments

---

1. 2026-05-26 - Correspondence from the Canadian Association of Municipal Administrators (CAMA)
2. Photo – County Manager, Joulia Whittleton – CAMA 20 Years Recognition

Approved by General Manager

Approved by County Manager

*Brenda Orchard*  
President / Présidente

*Marc Melanson*  
First Vice-President /  
Premier vice-président

*Gary Kent*  
Second Vice-President /  
Deuxième vice-présidente

*Raffaella Di Stasio*  
Treasurer / Trésorière

*Tony Kulbisky*  
Past President /  
Présidente sortant

*Jeff Gushue*  
Director / Directeur

*Lisa Niblock*  
Director / Directrice

*Yves Leger*  
Director / Directeur

*Shawna LeBlanc*  
Director / Directrice

*Troy Fleming*  
Director / Directeur

*Tracy Thomas*  
Director / Directrice

*Evan Parliament*  
Director / Directeur

*Jennifer Goodine*  
Executive Director  
Directrice générale

CAMA  
P. O. Box 128, Station A  
Fredericton, NB  
CANADA  
E3B 4Y2

ACAM  
C.P. 128, succ. A  
Fredericton, N.-B.  
CANADA  
E3B 4Y2

Tel./ Tél.: 1-866-771-2262  
E-Mail / Courriel:  
[admin@camacam.ca](mailto:admin@camacam.ca)

[www.camacam.ca](http://www.camacam.ca)

May 26, 2026

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

Dear Reeve McDonald,

The Long Service Recognition Awards Program of the Canadian Association of Municipal Administrators (CAMA) is dedicated to honoring and celebrating the dedication of our members to public service and municipal management, a cornerstone priority for our Association. These awards are based on the duration of full-time, paid employment in municipal government, specifically in management roles such as Chief Administrative Officer or those reporting directly to them. Recognition is granted at the ten-year mark and subsequently in five-year intervals.

This year, it is our privilege to acknowledge the commitment of your County Manager, Joulia Whittleton, for her remarkable twenty years of service in municipal government management roles. Joulia's dedication to her role has undoubtedly contributed to the advancement of your municipality, and we are pleased to recognize her achievements. Her award was presented to her at the CAMA Long Service Awards Luncheon held at the Annual Conference in Whistler on May 26, 2026.

We invite you to assist us in recognizing Joulia for this milestone, perhaps through a special presentation at Council, in acknowledgement of her continued support of the municipal profession.

In closing, we wish to express our heartfelt appreciation to your Council for their unwavering support of Joulia as a valued member of CAMA.

Sincerely,



Brenda Orchard  
CAMA President

cc Joulia Whittleton



# County of Grande Prairie No. 1

## Committee of the Whole Meeting Minutes

Date: Friday, May 22, 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 (joined the meeting at 11:02 a.m.)  
Councillor Brian Grant  
Councillor Brian Lieverse  
Councillor Brian Peterson  
Councillor Marty Tissington  
Councillor Terri Beaupre (joined the meeting at 9:32 a.m.)

**COUNCIL REGRETS:** Councillor Karen Rosvold  
Councillor Kurt Balderston

**STAFF PRESENT:** Joulia Whittleton, County Manager  
Charlotte Bierman, General Manager, People and Organizational Development  
Lee Brachmann, General Manager, Community Services  
Nick Lapp, General Manager, Planning and Development Services  
Rory Tarant, General Manager, Corporate Services and Strategy  
Ryan Konowalyk, General Manager, Transportation and Utilities

**RECORDING SECRETARY:** Sabina Mose, Legislative Services Officer

### 1. CALL TO ORDER, QUORUM

Reeve Amanda McDonald called the meeting to order at 9:30 a.m. and established quorum.

## **2. AGENDA APPROVAL**

### **2.1. Agenda Approval**

#### **Resolution # COW20260522.001**

**MOVED** by Councillor Brian Lieverse

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

**CARRIED**

Councillor Terri Beaupre joined the meeting at 9:32 a.m.

## **3. DELEGATIONS AND APPOINTMENTS**

### **3.1. 9:40 a.m. - 10:00 a.m. - Northwestern Polytechnic Update - Rory Tarant, General Manager, Corporate Services and Strategy**

Dr. Vanessa Sheane, President and Chief Executive Officer (CEO) and Cody Beairsto, Vice-Chair, with Northwestern Polytechnic were in attendance in person and provided the Committee of the Whole with an update on Northwestern Polytechnic's programs.

### **3.2. 10:00 a.m. - 10:20 a.m. - County of Grande Prairie Library Board Annual Report - Lee Brachmann, General Manager, Community Services**

Administration presented the Committee of the Whole with an update on the County of Grande Prairie Community Libraries 2025 Annual Report.

### **3.3. 10:20 a.m. - 10:40 a.m. - Grande Prairie Public Library Annual Report - Lee Brachmann, General Manager, Community Services**

Hailey McCullough, Director with the Grande Prairie Public Library (GPPL), was in attendance in person and presented the Committee of the Whole with the Grande Prairie Public Library 2025 Annual Report.

## **4. UNFINISHED BUSINESS**

### **4.1. Operational Impacts of Rescheduling Municipal Planning Commission and Regular Council Meetings**

#### **Resolution # COW20260522.002**

**MOVED** by Councillor Marty Tissington

That Council take no further action on the option to reschedule Municipal Planning Commission and Regular Council Meetings.

**CARRIED**

## 5. NEW BUSINESS

### 5.1. Business Cases for Healthcare Professionals Recruitment and Retention and the County's Participation on the South Peace Physician Attraction and Retention Committee (SPPARC) - Rory Tarant, General Manager, Corporate Services and Strategy

Deputy Reeve Bob Chrenek joined the meeting at 11:02 a.m.

**Resolution # COW20260522.003**

**MOVED** by Councillor Terri Beaupre

That the Committee of the Whole direct Administration to prepare a business case for the County of Grande Prairie partnership with Northern Alberta Development Bursary for Council's consideration as part of the 2027 interim budget process.

**CARRIED**

### 5.2. Policy M13 - Physician and Nurse Practitioner Grant Revision - Rory Tarant, General Manager, Corporate Services and Strategy

**Resolution # COW20260522.004**

**MOVED** by Deputy Reeve Bob Chrenek

That the Committee of the Whole direct Administration to bring back Policy M13 – Physician Recruitment and Retention to a future Committee of the Whole Meeting for review and discussion.

**CARRIED**

### 5.3. 2026 First Quarter (Q1) Financial Reports - Rob Beaupertuis, General Manager, Financial and Business Planning Services

Administration presented the Committee of the Whole with the following reports:

- 2026 First Quarter (Q1) Capital Expenditure to Budget Report; and
- 2026 First Quarter (Q1) Financial Summary Report

## 6. TOPICS FOR NEXT AGENDA DISCUSSION

### 6.1. Committee of the Whole Meeting Agenda Items – Julia Whittleton, County Manager

The Committee of the Whole Meeting Agenda items were presented for information.

## 7. INFORMATION ITEMS

### 7.1. Council and Committee of the Whole Meeting Task Lists – Julia Whittleton, County Manager

The Council and Committee of the Whole Meeting Task List was presented for information.

Ryan Konowalyk, General Manager, Transportation and Utilities left the

meeting at 11:33 p.m.

**8. CLOSED SESSION**

There were no closed session items.

**9. ADJOURNMENT**

Reeve Amanda McDonald declared the meeting adjourned at 11:35 p.m.

These minutes approved the \_\_\_\_\_ day of \_\_\_\_\_ 2026.

Reference # \_\_\_\_\_.

\_\_\_\_\_  
REEVE

\_\_\_\_\_  
COUNTY MANAGER

# County of Grande Prairie No. 1

## Regular Council Meeting Minutes

Date: Monday, May 25, 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  
Councillor Brian Grant  
Councillor Brian Lieverse  
Councillor Brian Peterson  
Councillor Karen Rosvold (virtual, left the meeting at 10:47 a.m.)  
Councillor Kurt Balderston  
Councillor Marty Tissington  
Councillor Terri Beaupre

**COUNCIL REGRETS:**

**STAFF PRESENT:** Joulia Whittleton, County Manager (virtual, left the meeting at 12:12 p.m.)  
Lee Brachmann, General Manager, Community Services  
Nick Lapp, General Manager, Planning and Development Services  
Rob Beupertuis, General Manager, Financial and Business Planning Services  
Rory Tarant, General Manager, Corporate Services and Strategy  
Ryan Konowalyk, General Manager, Transportation and Utilities

**RECORDING SECRETARY:** Lyndie Ruthven, Legislative Services Clerk

### 1. **CALL TO ORDER, QUORUM AND O CANADA**

The 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 the following staff:

#### Corporate Services and Strategy

- Carl Ceder – Director, Economic Development – Economic Development

#### People and Organizational Development

- Aleah Elliot – Human Resources Coordinator – Human Resources

#### Financial and Business Planning Services

- David Greer – Assessment Summer Student – Assessment Services

#### Planning and Development Services

- Jie Deng – Planning Summer Student – Planning Services

#### Community Services

- Dani Pierson - Temporary Community Group Support Coordinator – Recreation and Culture

#### Community Services Seasonal Staff

##### Recreation and Culture

- Nate Oltmanns - Seasonal Recreation Labourer
- Dawsyn Pittman - Seasonal Recreation Labourer
- Logan Skarberg - Sportsplex Labourer
- Erin Cunningham - BBQ Attendant
- Wyatt Fournier - Seasonal Parks Labourer - Pipestone Creek Park

##### Library Services

- Sarah Kjemhus - Summer Library Facilitator

##### Regional Enforcement Services

- Keelan Choboter - Seasonal Parkland Patrol Officer

##### Family and Community Support Services

- Hannah Pattison - Summer Youth Program Coordinator
- Rosie LeBlanc - Summer Youth Program Assistant

#### Transportation and Utilities Seasonal Staff

##### Operations Programs

- Landon Sopko – Seasonal Heavy Equipment Operator
- Daven Maurer – Asset Information Technician Summer Student
- Max Moore - Transportation & Utilities Summer Student
- Olivia Rozinsky - Transportation & Utilities Summer Student
- Anna Winterford - Transportation & Utilities Summer Student
- Brandon Kriewaldt - Seasonal Heavy Equipment Operator
- Jesse Nelson - Seasonal Heavy Equipment Operator
- Perry Sheppard - Seasonal Heavy Equipment Operator

- Scott Brett - Seasonal Heavy Equipment Operator
- Jeff Freeman - Seasonal Heavy Equipment Operator

Operations West

- Laryssa Atamanchuk - Seasonal Labourer/Rock Picker
- Wylie Steckler (Jim) - Seasonal Labourer/Rock Picker

### **3. AGENDA APPROVAL**

#### **3.1. Agenda Approval**

##### **Resolution # CM20260525.001**

**MOVED** by Councillor Brian Lieverse

That the agenda for the May 25, 2026 Council Meeting be approved with the following amendments:

- Addition: Item # 5.4 – Hythe Arena Brine Line Update – Lee Brachmann, General Manager, Community Services
- Addition: Item # 5.5 – Teepee Creek Water Well Drilling Update – Ryan Konowalyk, General Manager, Transportation and Utilities

**CARRIED**

### **4. MINUTES APPROVAL**

#### **4.1. May 4, 2026 Regular Council Meeting Minutes**

##### **Resolution # CM20260525.002**

**MOVED** by Councillor Brian Grant

That the minutes of the May 4, 2026 Regular Council Meeting be approved as presented.

**CARRIED**

#### **4.2. May 7, 2026 Committee of the Whole Meeting Minutes**

##### **Resolution # CM20260525.003**

**MOVED** by Deputy Reeve Bob Chrenek

That the minutes of the May 7, 2026 Committee of the Whole Meeting be approved as presented.

**CARRIED**

#### **4.3. May 15, 2026 Special Council Meeting Minutes**

##### **Resolution # CM20260525.004**

**MOVED** by Councillor Kurt Balderston

That the minutes of the May 15, 2026 Special Council Meeting be approved as presented.

**CARRIED**

## 5. UNFINISHED BUSINESS

### 5.4. 9:30 a.m.- 9:50 a.m. – Hythe Arena Brine Line Update – Lee Brachmann, General Manager, Community Services

Tyler Prediger, Consultant with SLR Environmental presented virtually regarding environmental considerations related to the Hythe Brine Line update.

#### **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**

Councillor Karen Rosvold left the meeting at 10:47 a.m.

### 5.1. Bylaw #3280 - Amendment to Bylaw #3232 - Maskwa Medical Facility Lending Bylaw – Rob Beaupertuis, General Manager, Financial and Business Planning Services

#### **Resolution # CM20260525.006**

**MOVED** by Councillor Brian Peterson

That Council postpone second and third reading for Bylaw #3280 being the Amendment to Bylaw #3232 – Maskwa Medical Facility Lending Bylaw to the June 8, 2026 Regular Council Meeting when additional information including final terms of the loan guarantee that meets Council's requests from ATB or Maskwa Medical Center becomes available.

**CARRIED**

### 5.2. Water and Wastewater Committee Update – Rob Beaupertuis, General Manager, Financial and Business Planning Services

#### **Resolution # CM20260525.007**

**MOVED** by Councillor Brian Lieverse

That Council take no further action on further 20 year repayment of connection fees.

**CARRIED**

#### **Resolution # CM20260525.008**

**MOVED** by Councillor Brian Grant

That Council take no further action on Resolution # COW20220728.007.

**CARRIED**

**5.3. Maskwa Medical Center Loan Guarantee Public Engagement – Rory Tarant, General Manager, Corporate Services and Strategy**

**Resolution # CM20260525.009**

**MOVED** by Councillor Marty Tissington

That Council direct Administration to proceed with Plan C - Organic Communications and Engagement Plan for the Maskwa Medical Center Loan Guarantee Public Engagement Plan at no cost.

**CARRIED**

**5.5. Teepee Creek Water Well Drilling Update – Ryan Konowalyk, General Manager, Transportation and Utilities**

**Resolution # CM20260525.010**

**MOVED** by Councillor Brian Lieverse

That Council move into Closed Session at 11:49 a.m. to discuss proprietary information in relation to the Teepee Creek Water Well Drilling Update (Access to Information Part 1, Division 2, s.19, s.30).

**CARRIED**

**Resolution # CM20260525.010**

**MOVED** by Councillor Marty Tissington

That Council come out of Closed Session at 12:11 p.m.

**CARRIED**

The Reeve declared a recess at 12:12 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 #2680-26-020 / Pt. SW-12-71-8-W6 / Helix Surveys Ltd. / George and Susan Fehr – Nick Lapp, General Manager, Planning and Development Services**

**Resolution # CM20260525.011**

**MOVED** by Councillor Terri Beaupre

That Council open the Public Hearing at 1:00 p.m. regarding the application to redesignate 4.99 acres (2.02 hectares) within Pt. SW-12-71-8-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

**CARRIED**

**Resolution # CM20260525.012**

**MOVED** by Councillor Marty Tissington

That Council close the Public Hearing at 1:10 p.m.

**CARRIED**

**Resolution # CM20260525.013**

**MOVED** by Councillor Brian Lieverse

That first reading be given to Bylaw #2680-26-020 to redesignate 4.99 acres (2.02 hectares) within Pt. SW-12-71-8-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

**CARRIED**

**Resolution # CM20260525.014**

**MOVED** by Councillor Terri Beaupre

That second reading be given to Bylaw #2680-26-020 to redesignate 4.99 acres (2.02 hectares) within Pt. SW-12-71-8-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

**CARRIED**

**Resolution # CM20260525.015**

**MOVED** by Deputy Reeve Bob Chrenek

That consideration be given to proceed to third reading of Bylaw #2680-26-020 to redesignate 4.99 acres (2.02 hectares) within Pt. SW-12-71-8-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District at this meeting.

**CARRIED UNANIMOUSLY**

**Resolution # CM20260525.016**

**MOVED** by Councillor Marty Tissington

That third and final reading be given to Bylaw #2680-26-020 to redesignate 4.99 acres (2.02 hectares) within Pt. SW-12-71-8-W6 from an Agricultural (AG) District to a Country Residential (CR-5) District.

**CARRIED**

**7.2. Bylaw #2680-26-021 - Pt. SE-5-74-3-W6 - Helix Surveys Ltd. - Fianna Capital Management Group Ltd. – Nick Lapp, General Manager, Planning and Development Services**

**Resolution # CM20260525.017**

**MOVED** by Councillor Brian Lieverse

That Council open the Public Hearing at 1:12 p.m. regarding the application to redesignate 6.58 hectares (16.25 acres) within Pt. SE-5-74-3-W6 from an Urban Reserve (UR) District to a General Commercial (GC) District.

**CARRIED**

**Resolution # CM20260525.018**

**MOVED** by Councillor Brian Lieverse

That Council close the Public Hearing at 1:28 p.m.

**CARRIED**

**Resolution # CM20260525.019**

**MOVED** by Councillor Kurt Balderston

That first reading be given to Bylaw #2680-26-021 to redesignate 6.58 hectares (16.25 acres) within Pt. SE-5-74-3-W6 from an Urban Reserve (UR) District to a General Commercial (GC) District.

**CARRIED**

**Resolution # CM20260525.020**

**MOVED** by Councillor Brian Lieverse

That second reading be given to Bylaw #2680-26-021 to redesignate 6.58 hectares (16.25 acres) within Pt. SE-5-74-3-W6 from an Urban Reserve (UR) District to a General Commercial (GC) District.

**CARRIED**

**Resolution # CM20260525.021**

**MOVED** by Deputy Reeve Bob Chrenek

That consideration be given to proceed to third reading of Bylaw #2680-26-021 to redesignate 6.58 hectares (16.25 acres) within Pt. SE-5-74-3-W6 from an Urban Reserve (UR) District to a General Commercial (GC) District at this meeting.

**CARRIED UNANIMOUSLY**

**Resolution # CM20260525.022**

**MOVED** by Councillor Marty Tissington

That third and final reading be given to Bylaw #2680-26-021 to redesignate 6.58 hectares (16.25 acres) within Pt. SE-5-74-3-W6 from an Urban Reserve (UR) District to a General Commercial (GC) District.

**CARRIED**

- 7.3. Bylaw #2680-26-009 - Pt. NW-11-73-6-W6 - Beirsto & Associates Engineering Ltd. - Angelica and Josef Knobloch – Nick Lapp, General Manager, Planning and Development Services**

**Resolution # CM20260525.023**

**MOVED** by Councillor Kurt Balderston

That Council open the Public Hearing at 1:31 p.m. regarding the application to redesignate 17.21 hectares (42.52 acres) within Pt. NW-11-73-6-W6 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District.

**CARRIED**

**Resolution # CM20260525.024**

**MOVED** by Councillor Kurt Balderston

That Council close the Public Hearing at 1:52 p.m.

**CARRIED**

**Resolution # CM20260525.025**

**MOVED** by Councillor Kurt Balderston

That first reading be given to Bylaw #2680-26-009 to redesignate 17.21 hectares (42.52 acres) within Pt. NW-11-73-6-W6 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District.

**CARRIED**

**Resolution # CM20260525.026**

**MOVED** by Councillor Marty Tissington

That second reading be given to Bylaw #2680-26-009 to redesignate 17.21 hectares (42.52 acres) within Pt. NW-11-73-6-W6 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District.

**CARRIED**

**Resolution # CM20260525.027**

**MOVED** by Councillor Brian Grant

That consideration be given to proceed to third reading of Bylaw #2680-26-009 to redesignate 17.21 hectares (42.52 acres) within Pt. NW-11-73-6-W6 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District at this meeting.

**CARRIED UNANIMOUSLY**

**Resolution # CM20260525.028**

**MOVED** by Councillor Brian Peterson

That third and final reading be given to Bylaw #2680-26-009 to redesignate 17.21 hectares (42.52 acres) within Pt. NW-11-73-6-W6 from an Agricultural (AG) District to a Rural Medium Industrial (RM-2) District.

**CARRIED**

**8. NEW BUSINESS**

- 8.1. 1:45 p.m. to 2:05 p.m. - Development Permit PLDEV20260111 - Plan 2420932; Block 1; Lot 1; SE-29-72-10 W6 - Beirsto & Associates Engineering Ltd. - PMC Peaskie Transloads Ltd – Nick Lapp, General Manager, Planning and Development Services

**Resolution # CM20260525.029**

**MOVED** by Councillor Terri Beaupre

That Development Permit application PLDEV20260111 for a Discretionary: Industry/Manufacturing, Large Scale - Frac Sand Trans-Loading Facility, 3 holding bins and 1 office trailer (3.7m x 12.2mx 3.0m) 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. A Roadside Development Permit being obtained from Alberta Transportation and Economic Corridors.
4. Landscaping be provided in accordance with Section 28.3.5 of the Land Use Bylaw.
5. The applicant enters into a development agreement with the County of Grande Prairie regarding landscaping, noise barrier to the satisfaction of the County of Grande Prairie , fencing, surface treatment of all driveways and parking areas, timing for completion of all these works, and financial security guaranteeing that all works are completed in accordance with the Development Permit.
6. 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 department to ensure compliance with all codes.
7. 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.
8. 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 workman like manner, according to the requirements and specifications of the County of Grande Prairie and so as to not cause more inconvenience to the other residents of the County than is necessary in the circumstances.
9. The applicant enter into a Development Agreement for the provision of Dust Control to the access road for a minimum of two applications per year.

**CARRIED**

The Reeve declared a recess at 2:47 p.m.

The Reeve called the meeting back to order at 2:52 p.m.

**9. DELEGATIONS AND APPOINTMENTS**

**9.1. 2:05 p.m. to 2:25 p.m. – Sponsorship Request from Friends of Grande Prairie Aboriginal Circle of Services Society (FGPACOSS) for the Grande Prairie Traditional Pow Wow – Lee Brachmann, General Manager, Community Services**

Wendy Goulet, Treasurer, attended virtually, and Korie-Lyn Northey, Secretary, was in attendance in person, both on behalf of the Friends of Grande Prairie Aboriginal Circle of Services Society (FGPACOSS) and presented Council with their sponsorship request to host the Grande Prairie Traditional Pow Wow in June at the Tara Centre in Evergreen Park.

**6. CLOSED SESSION**

**Resolution # CM20260525.030**

**MOVED** by Deputy Reeve Bob Chrenek

That Council move into a Closed Session at 3:06 p.m. to discuss the following:

- 6.1 Aquatera Director Compensation (Access to Information Act, Part 1, Division 2, s. 19, s. 29)
- 6.2 2026 County Youth Ambassador (Access to Information Act, Division 2, s. 29)
- 5.5 Teepee Creek Water Well Drilling Update (Access to Information Part 1, Division 2, s.19, s.30)

**CARRIED**

**Resolution # CM20260525.031**

**MOVED** by Councillor Marty Tissington

That Council come out of Closed Session at 3:49 p.m.

**CARRIED**

**5.5. Teepee Creek Water Well Drilling Update (Access to Information Part 1, Division 2, s.19, s.30) – Ryan Konowalyk, General Manager, Transportation and Utilities**

**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**

**Resolution # CM20260525.032**

**MOVED** by Deputy Reeve Bob Chrenek

That Council approve providing Teepee Creek School with the option to have a cistern installation and to further provide \$35,000 towards future water hauling needs.

**CARRIED**

- 6.1. Aquatera Director Compensation (Access to Information Act, Part 1, Division 2, s. 19, s. 29) – Rob Beaupertuis, General Manager, Financial and Business Planning Services**

**Resolution # CM20260525.035**

**MOVED** by Councillor Brian Grant

That Council direct Administration to prepare a proposed Director compensation as discussed in Closed Session.

**CARRIED**

- 6.2. 2026 County Youth Ambassador (Access to Information Act, Division 2, s. 29) – Lee Brachmann, General Manager, Community Services**

**Resolution # CM20260525.036**

**MOVED** by Councillor Brian Lieverse

That Council appoint the respective recipient as the County Youth Ambassador for the County of Grande Prairie for a term of one year starting May 26, 2026 as discussed in Closed Session.

**CARRIED**

**8. NEW BUSINESS**

- 8.2. Alberta Rural Industrial Caucus (ARIC) – Rory Tarant, General Manager, Corporate Services and Strategy**

**Resolution # CM20260525.037**

**MOVED** by Councillor Kurt Balderston

That Council approve the County of Grande Prairie's participation on the Alberta Rural Industrial Caucus (ARIC), including representation by the Reeve and County Manager or designate, and acknowledge the County of Grande Prairie as host for the August 2026 ARIC meeting.

**CARRIED**

**8.3. Off-leash Dog Park - Hamlet of Clairmont – Lee Brachmann, General Manager, Community Services**

**Resolution # CM20260525.038**

**MOVED** by Councillor Kurt Balderston

That Council direct Administration to proceed with the development of an off-leash dog park in the Hamlet of Clairmont located at S-25-72-6-W6 with the entrance on 107A Avenue utilizing the existing baseball diamond fencing at the estimated cost of \$18,598.65 with funding to come as per Policy C40 - Divisional Equitable Fiscal Allocation, Division 2.

**CARRIED**

**Resolution # CM20260525.039**

**MOVED** by Councillor Kurt Balderston

That Council direct Administration to proceed with the development of an off-leash dog park in Whispering Ridge at NW-2-72-6-W6 with the entrance on 149 Avenue, as presented, at the estimated cost of \$21,829.62 with funding to come as per Policy C40 - Divisional Equitable Fiscal Allocation, Division 2.

**CARRIED**

**Resolution # CM20260525.040**

**MOVED** by Councillor Kurt Balderston

That Council direct Administration to explore alternative pricing options for benches, waste bins, and signage for the two approved off-leash dog parks.

**CARRIED**

**8.4. Dissolution of the Clairmont Detachment Building Project Committee – Lee Brachmann, General Manager, Community Services**

**Resolution # CM20260525.041**

**MOVED** by Councillor Kurt Balderston

That the Clairmont Detachment Building Project Committee be disbanded as the Committee is no longer able to fulfill its mandate.

**CARRIED**

**8.5. Policy C40 – Divisional Equitable Fiscal Allocation Policy – Rob Beaupertuis, General Manager, Financial and Business Planning Services**

**Resolution # CM20260525.042**

**MOVED** by Councillor Brian Lieverse

That Council approve Policy C40 – Divisional Equitable Fiscal Allocation as presented.

**CARRIED**

**8.6. Policy C39 – Asset Management – Rob Beaupertuis, General Manager, Financial and Business Planning Services**

**Resolution # CM20260525.043**

**MOVED** by Councillor Brian Peterson

That Council approve Policy C39 – Asset Management as presented.

**CARRIED**

**8.7. Updated Timeline for Schedule of Fee, Rates and Charges Bylaw – Rob Beaupertuis, General Manager, Financial and Business Planning Services**

**Resolution # CM20260525.044**

**MOVED** by Councillor Terri Beaupre

That Council direct Administration to present the Schedule of Fees, Rates and Charges Bylaw prior to the end of October to allow sufficient time for review, revisions as directed by Council, and implementation by December 31.

**CARRIED**

**8.8. Request to Change Council and Committee of the Whole Meetings Dates – Rory Tarant, General Manager, Corporate Services and Strategy**

**Resolution # CM20260525.045**

**MOVED** by Councillor Marty Tissington

That Council reschedule the following Council and Committee of the Whole Meetings due to scheduling conflicts:

- July 9, 2026 Regular Council Meeting (Pre-Budget) to August 13, 2026
- August 21, 2026 Committee of the Whole Meeting to August 27, 2026

**CARRIED**

**8.9. Professional Rural Recruitment Incentive – Physician and Nurse Practitioner Application – Rory Tarant, General Manager, Corporate Services and Strategy**

**Resolution # CM20260525.046**

**MOVED** by Councillor Terri Beaupre

That Council approve the grant request from Nurse Practitioner Kim Cameron under Policy M13 - Physician Recruitment and Retention in support of their full time Practice within the Wembley Medical Clinic in the amount of \$10,0000, effective July 1, 2026 to be paid upon the receipt of a fully executed Schedule C - Physician Recruitment and Retention Incentive Contract – Within the County of Grande Prairie No.1 with funding to come from General Operating Reserve.

**CARRIED**

**Resolution # CM20260525.047**

**MOVED** by Deputy Reeve Bob Chrenek

That Council approve the grant request from Dr. O. Cladius-Adeniyi, under Policy M13 - Physician Recruitment and Retention in support of their full time Psychiatric Consulting Practice within Alberta Health Services in the amount of \$5,000, effective June 1, 2026 to be paid upon receipt of a fully executed Schedule B – Physician Recruitment and Retention Incentive Contract – Within the City of Grande Prairie with funding to come from the General Operating Reserve.

**CARRIED**

**8.10. Policy B10 – Audio Recordings of Council and Council Committee Meetings – Rory Tarant, General Manager, Corporate Services and Strategy**

**Resolution # CM20260525.048**

**MOVED** by Councillor Marty Tissington

That Council rescind Policy B10 – Audio Recordings of Council and Council Committee Meetings.

**CARRIED**

**8.11. Video Recording Storage of Council Meetings – Rory Tarant, General Manager, Corporate Services and Strategy**

**Resolution # CM20260525.049**

**MOVED** by Councillor Brian Lieverse

That Council direct Administration to utilize YouTube as the video storage option for Regular Council, Committee of the Whole, Municipal Planning Commission, Agricultural Service Board, and Family and Community Support Services Board meeting recordings.

**CARRIED**

As per County's Procedural Bylaw if a Regular Council Meeting is expected to proceed past the 1700 hours consent has to be provided by the majority of Council present at the meeting.

**Resolution # CM20260525.050**

**MOVED** by Councillor Brian Peterson

That the meeting be extended beyond 5:00 p.m.

**CARRIED**

**10. EVENTS AND SPONSORSHIPS**

**10.1. Sponsorship Request from Grande Prairie Youth Emergency Shelter Society for the 14th Annual Odyssey House Sunrise House Golf Tournament – Lee Brachmann, General Manager, Community Services**

**Resolution # CM20260525.051**

**MOVED** by Councillor Kurt Balderston

That Council approve the sponsorship request from the Grande Prairie Youth

Emergency Shelter Society for the 14th Annual Odyssey House Sunrise House Golf Tournament fundraiser in the amount of \$1,500 with funding to come from the 2026 Community Assistance Grant.

**CARRIED**

**11. INFORMATION ITEMS**

**11.1. 2026 Policy Review Project – Joulia Whittleton, County Manager**

As part of the 2026 Policy Review, the following policies were presented to Council for information:

- Financial and Business Planning Services:
- Policy C22 – Tax Deductible Receipts for Donations
- Policy C34 – Payment, Refund, and Cancellation of Taxes
- Policy C36 – Acceptable Methods of Payment
- Policy R3 – Information Systems Security

**10. EVENTS AND SPONSORSHIPS**

**10.2. Sponsorship Request from the Resource Center for Suicide Prevention for the Resource Center for Suicide (RCSP) Charity Classic Golf Tournament – Lee Brachmann, General Manager, Community Services  
Resolution # CM20260525.052**

**MOVED** by Councillor Brian Grant

That Council approve the sponsorship request from the Resource Center for Suicide Prevention (RCSP) for the RCSP Charity Classic Golf Tournament in the amount of \$1,000 with funding to come from the 2026 Community Assistance Grant.

**CARRIED**

**10.3. Sponsorship Request from the Northwestern Alberta Foundation – Sexsmith & District Community Foundations for the Play for Community Golf Fundraiser – Lee Brachmann, General Manager, Community Services**

**Resolution # CM20260525.053**

**MOVED** by Councillor Kurt Balderston

That Council approve the sponsorship request from the Sexsmith & District Community Foundation for the Sexsmith & District Community Foundation Golf Tournament in the amount of \$1,000 with funding to come from the 2026 Community Assistance Grant.

**DEFEATED**

**Resolution # CM20260525.054**

**MOVED** by Councillor Terri Beaupre

That Council approve the sponsorship request from the Sexsmith & District

Community Foundation for the Sexsmith & District Community Foundation Golf Tournament in the amount of \$500 with funding to come from the 2026 Community Assistance Grant.

**CARRIED**

**10.4. Transportation and Economic Corridors Peace Region Golf Tournament and the Grande Prairie Chamber of Commerce Golf Scramble 2026 – Joulia Whittleton, County Manager**

Councillor Brian Grant requested a recorded vote for the Transportation and Economic Corridors Peace Region Golf Tournament motion.

**Resolution # CM20260525.055**

**MOVED** by Deputy Reeve Bob Chrenek

That Councillors who wish to participate in the Transportation and Economic Corridors Peace Region Golf Tournament to be held on July 9, 2026, at the Grande Prairie Golf & Country Club be authorized to participate with funding for the registration fees of \$215 per person to come from Council's budget.

**Yes:** Reeve Amanda McDonald, Deputy Reeve Bob Chrenek, Councillor Brian Grant, Councillor Brian Lieverse, Councillor Brian Peterson, Councillor Kurt Balderston, and Councillor Marty Tissington

**No:** Councillor Terri Beaupre

**CARRIED**

**Resolution # CM20260525.056**

**MOVED** by Councillor Terri Beaupre

That County Council take no action on the invitation to attend the Grande Prairie Chamber of Commerce Golf Scramble 2026 on August 20, 2026 at the Bear Creek Golf Club as it conflicts with the 2026 County Road Tour.

**CARRIED**

**12. COUNCIL MEMBER REPORTS**

**12.1. Reeve and Council Member Reports - Reeve Amanda McDonald**

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

**13. ADMINISTRATIVE REPORTS**

**13.1. County Manager Report to Council – Joulia Whittleton, County Manager**

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

**14. DECISIONS ON DELEGATIONS**

**9.1. Sponsorship Request from Friends of Grande Prairie Aboriginal Circle of Services Society (FGPACOSS) for the Grande Prairie Traditional Pow Wow – Lee Brachmann, General Manager, Community Services**

**Resolution # CM20260525.057**

**MOVED** by Councillor Brian Lieverse

That Council approve the sponsorship request from the Friends of Grande Prairie Aboriginal Circle of Services Society for the 7th Annual Grande Prairie Traditional Pow Wow in the amount of \$14,879.77 with funding to come from the 2026 Community Assistance Grant.

**CARRIED**

**15. NOTICE OF MOTION**

There were no notice of motions made.

**16. ADJOURNMENT**

Reeve Amanda McDonald declared the meeting adjourned at 5:25 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: **Maskwa Medical Center Loan Guarantee Public Engagement Plan Update**

Presenter: **Rory Tarant, General Manager, Corporate Services and Strategy**

Supported By: **Lesley Nielsen-Bjerke, Director, Communications and Marketing**

Meeting: Regular Council Meeting

Meeting Date: June 8, 2026

Agenda Category: Unfinished Business

## Recommended Action

---

### Option 1:

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

### Previous Council / Committee Action

#### **Resolution # CM20260309.026**

**MOVED** by Deputy Reeve Bob Chrenek

That Council direct Administration to draft a loan guarantee bylaw for Maskwa Medical Center (Canada) Inc. and obtain further financial information from Maskwa Medical Centre (Canada) Inc. and ATB prior to bring the draft bylaw for consideration of first reading at a future Regular Council Meeting.

**CARRIED**

#### **Resolution # CM20260515.002**

**MOVED** by Deputy Reeve Bob Chrenek

That first reading be given to Bylaw # 3268 being the Maskwa Medical Center (Canada) Inc. Guarantee Bylaw.

**CARRIED**

**Resolution # CM20260515.003**

**MOVED** by Councillor Brian Peterson

That Council direct Administration to prepare communications to the public advising that Council will receive further financial information from Maskwa Medical Center (Canada) Inc. on the ATB Loan Terms, prior to bringing Bylaw #3268 – Maskwa Medical Center (Canada) Inc. Guarantee Bylaw for consideration of second and third reading, following the advertising period, at a future Regular Council Meeting.

**CARRIED**

**Resolution # CM20260515.004**

**MOVED** by Councillor Karen Rosvold

That Council direct Administration to bring back information on a communications plan for receiving public feedback with regard to Bylaw #3268 – Maskwa Medical Center (Canada) Inc. Guarantee Bylaw at the May 25, 2026, Regular Council Meeting.

**CARRIED**

**Resolution # CM20260525.009**

**MOVED** by Councillor Marty Tissington

That Council direct Administration to proceed with Plan C - Organic Communications and Engagement Plan for the Maskwa Medical Center Loan Guarantee Public Engagement Plan at no cost.

**CARRIED**

**Background and Analysis**

---

Council is considering a bylaw to authorize a loan guarantee of a portion of the construction loan between Maskwa Medical Center (Canada) Inc. and ATB Financial for the development of the Maskwa Medical Center. The proposed loan guarantee would not provide direct funding; however, it would expose the County to financial risk should the borrower be unable to repay the loan.

The Maskwa Medical Center project has progressed through several stages of review and discussion with regional partners and stakeholders. Other municipalities have already approved similar loan guarantee bylaws in support of the project. As Council considers second and third readings of the County's loan guarantee bylaw, Council has directed Administration to undertake public engagement to gather resident feedback prior to making a final decision. Public engagement will provide residents with an opportunity to review project information regarding the proposed \$5.84 million loan guarantee.

To fulfill Council's direction, Administration developed the Maskwa Medical Center Loan Guarantee Public Engagement Plan to gauge residents' support for the County providing the proposed loan guarantee.

As part of the engagement process, residents will be invited to review project information and complete a survey consisting of the following question:

*How supportive are you of the County of Grande Prairie Council approving a \$5.84 million loan guarantee*

---

for the Maskwa Medical Center?

Please rate your response on a scale of 1 to 10, where:

1 = Strongly oppose

5 = Neutral

10 = Very strongly support

---

### **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 proceed with the launch of the Maskwa Medical Center Loan Guarantee Public Engagement Plan.

Option 2:

That Council take no action on the Maskwa Medical Center Loan Guarantee Public Engagement Plan.

---

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

#### **Strategic Themes:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                             |
| <input type="checkbox"/> Theme 2   Economy                    | <input checked="" type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> Not applicable.   |

#### **Other Plans:**

Not applicable.

---

### **Stakeholder Engagement**

Not applicable.

---

### **Public Engagement and Communication**

Administration developed a Public Engagement Plan for Maskwa Medical Center Loan Guarantee and will proceed with public engagement and communication as directed by Council.

---

### **Attachments**

1. Maskwa Medical Centre Brochure
2. Maskwa Medical Center Engagement Site – Confidential Attachment (Access to Information Act, Part 1, Division 2, s. 19)

Approved by General Manager

Approved by County Manager



## MASKWA MEDICAL CENTER

Maskwa is an innovative, Grande Prairie-based, not-for-profit registered charity committed to accelerating the process and improving access to medical specialists and services for the people of the Peace Region. The Center is currently being constructed next to the Grande Prairie Regional Hospital.

[www.maskwamedical.ca](http://www.maskwamedical.ca)



### HOW DOES THIS PROJECT IMPACT THE COUNTY OF GRANDE PRAIRIE?

Maskwa Medical Center (Canada) Inc. is requesting the County of Grande Prairie guarantee up to \$5.84 million toward a \$23.35 million construction loan that Maskwa Medical Center plans to borrow from ATB. The total estimated cost of the facility is approximately \$40 million.

According to the Municipal Government Act, a municipality may only guarantee the repayment of a loan between a lender and a non-profit organization if the guarantee is authorized by a bylaw.

On May 15, 2026, Council gave first reading to *Bylaw #3268 — Maskwa Medical Center (Canada) Inc. Guarantee Bylaw* as presented. A bylaw requires three readings to be passed.

The City of Grande Prairie, Municipal District of Greenview, and Saddle Hills County have all passed bylaws authorizing them to act as guarantors for up to \$5.84 million each of the \$23.35 million loan.

The County of Grande Prairie Council cares about local healthcare and is seeking public feedback regarding the proposed loan guarantee. The County is also advocating that the Province fund Maskwa to improve residents' access to medical services and specialists.

### WHAT IS A LOAN GUARANTEE?

A loan guarantee means the County would not directly provide funding up front, but would promise to pay back the \$5.84 million loan if Maskwa Medical Center can't repay it.

Having loan guarantees with other parties will reduce the lender's risk, which can help the Maskwa Board get approved for a loan more easily.

### FUNDING TO DATE

In addition to the request for a loan guarantee, the County of Grande Prairie has provided a \$500,000 grant along with a \$3.5 million interest-free loan. The City of Grande Prairie and the Municipal District of Greenview have both provided \$3.5 million interest-free loans. Saddle Hills County has provided a \$3.5 million grant. Maskwa is also supported by private contributions.

While the province has provided no capital funding for the construction of the project, Primary Care Alberta has signed a long-term lease for the entire first floor to house the Northern Alberta Medical Program and health clinic.



“ We know medical services matter to our residents. We'll keep advocating for healthcare improvements but we want to hear from our residents before we guarantee a portion of the loan for the construction of Maskwa Medical Center. ”



# Request for Decision

## Report Submission Details

---

Item Number: **5.2**

Report Title: **Bylaw #3280 – Amendment to Bylaw #3232 - Maskwa Medical Facility Lending Bylaw**

Presenter: **Joulia Whittleton, County Manager**

Supported By: N/A

Meeting: Regular Council Meeting

Meeting Date: June 8, 2026

Agenda Category: Unfinished Business

## Recommended Action

---

Option 1:

Motion 1:

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

Motion 2:

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

## Previous Council / Committee Action

### Resolution # CM20260413.015

**MOVED** by Councillor Marty Tissington

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

**CARRIED**

### Resolution # CM20260525.006

**Moved** by Councillor Brian Peterson

That Council postpone second and third reading for Bylaw #3280 being the Amendment to Bylaw #3232 – Maskwa Medical Facility Lending Bylaw to the June 8, 2026 Regular Council Meeting when additional information including final terms of the loan guarantee that meets Councils requests from ATB or Maskwa Medical Center becomes available.

**CARRIED**

## **Background and Analysis**

---

Bylaw #3280 being the Amendment to Bylaw #3232 – Maskwa Medical Facility Lending Bylaw was advertised in the Town & Country News on April 23 and April 30, 2026. As no petitions were filed by May 15, 2026, 15 days after the last day of advertising, Administration is presenting Bylaw #3280 for Council's consideration of second and third reading.

At the time of preparing this Request for Decision, there is no additional information available on the final terms of the loan guarantee from ATB or Maskwa Medical Center.

## **Organizational Capacity and Resourcing**

---

**Level of Service:** Not applicable.

**Additional resources required:** Yes  No

Not applicable.

## **Options Analysis and Financial Implications**

---

Option 1:

Motion 1:

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

Motion 2:

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

Option 2:

As Council directs.

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

---

### **Strategic Themes:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> Not applicable.                                    |

### **Other Plans:**

Not applicable.

## **Stakeholder Engagement**

---

Not applicable.

## **Public Engagement and Communication**

---

---

Public Notice to Electors in regards to Bylaw #3280 – Amendment to Bylaw #3232 was advertised in accordance with the requirements of sections 265(3) and 606 of the Municipal Government Act (MGA) and the County’s Bylaw #3096 - Advertising Bylaw through publication in the local Town and Country News newspaper.

### **Attachments**

---

1. Bylaw #3280 – Amendment to Bylaw #3232 – Maskwa Medical Facility Lending Bylaw
2. Bylaw #3232 – Maskwa Medical Facility Lending Bylaw
3. Municipal Borrowing Timelines
4. Notice to Electors Town & Country News Advertisement

Approved by General Manager

Approved by County Manager

## BYLAW #3280

### Amendment to Bylaw #3232 - Maskwa Medical Facility Lending Bylaw

**A bylaw of the County of Grande Prairie No. 1 in the Province of Alberta for the purpose of amending Bylaw #3232 to change the terms and conditions of re-paying the loan provided to the non-for-profit corporation, Maskwa Medical Center (Canada) Inc. for building a medical facility that will provide benefits to residents of the region.**

**WHEREAS:** the Council of the County of Grande Prairie No.1 has passed Bylaw #3232 for the purpose of providing loans of \$3,500,000 to the non-for-profit corporation, Maskwa Medical Center (Canada) Inc. for building a medical facility that will provide benefits to residents of the region.

**WHEREAS:** the Maskwa Medical Center (Canada) Inc., non-for-profit corporation, agreed to the terms and conditions of the loan repayment as stipulated in Bylaw #3232.

**WHEREAS:** Maskwa Medical Center (Canada) Inc., a non-profit corporation, in the Country of Canada proposes to undertake the completion of a new medical facility.

**WHEREAS:** pursuant to the Municipal Government Act, RSA 2000, c. M-26 and amendments thereto, a Council may pass bylaws for the purpose of providing a loan to a non-for-profit organization.

**WHEREAS:** the County of Grande Prairie wishes to support quality of life and particular access to medical services for its residents.

**NOW THEREFORE,** be resolved that the Council of the County of Grande Prairie No. 1, in the Province of Alberta, in accordance with Section 265 of the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto, duly assembled hereby amends Bylaw #3232 as follows:

1. Delete Section 1.2 and replace it with the following amendment:

*Maskwa Medical Center (Canada) Inc. will repay the indebtedness within three (3) years of loan(s) issuance, provided however, that such repayment term subject to, and fully subordinated by, the terms of any Postponement and Assignment of Claims Agreement executed by the County in favour of ATB Financial or its Successors.*

2. Delete Section 1.4 and replace it with the following amendment:

*There will be no scheduled payments; however, the loan must be paid in full within three (3) years, subject to the express written consent of ATB Financial permitting repayment to occur pursuant to any executed Postponement and Assignment of Claims Agreement subject to the express written consent of ATB Financial permitting repayment to occur pursuant to any executed Postponement and Assignment of Claims Agreement.*

**SEVERABILITY**

- 3. 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**

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

Read a FIRST time this 13th day of April, 2026.

ADVERTISED for two consecutive publishing cycles in Town and Country News: April 23 and April 30, 2026 (as per Section 606 of the Municipal Government Act).

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

## BYLAW #3232

### Maskwa Medical Facility Lending Bylaw

**A bylaw of the County of Grande Prairie No. 1 in the Province of Alberta for the purpose of providing a loan to the non-for-profit corporation, Maskwa Medical Center (Canada) Inc. for building a medical facility that will provide benefits to residents of the region.**

**WHEREAS** pursuant to the Municipal Government Act, RSA 2000, c. M-26 and amendments thereto, a Council may pass bylaws for the purpose of providing a loan to a non-for-profit organization; and

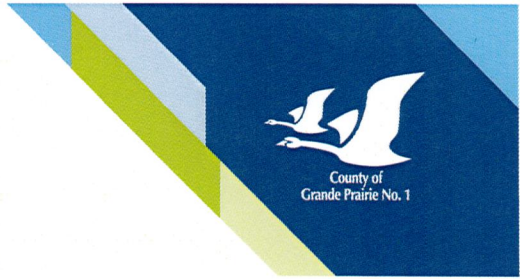
**WHEREAS** the County of Grande Prairie wishes to support quality of life and particular access to medical services for its residents;

**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. The County of Grande Prairie No.1, in accordance with Section 265 of the Municipal Government Act, RSA 2000, Chapter M-26 and amendments thereto, hereby approves a loan to Maskwa Medical Center (Canada) Inc., of the principal sum of THREE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$3,500,000), to be re-paid in accordance with the terms and conditions described below:
  - 1.1. Maskwa Medical Center (Canada) Inc., a non-profit corporation, in the Country of Canada proposes to undertake the completion of a new medical facility.
  - 1.2. Maskwa Medical Center (Canada) Inc. will repay the indebtedness within THREE (3) years of loan(s) issuance.
  - 1.3. The loan will be interest free for a period of THREE (3) years.
  - 1.4. There will be no scheduled principal payments, however the loan must be paid in full within THREE (3) years.
  - 1.5. The loan will be financed through debenture(s).
  - 1.6. Maskwa Medical Center (Canada) Inc. and the County of Grande Prairie No.1 will enter into a formal loan agreement.

#### **INTERPRETATION**

2. This Bylaw shall be cited as the "Maskwa Medical Facility Lending Bylaw".
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**

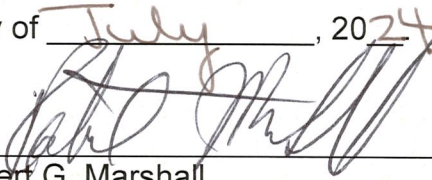
7. This Bylaw shall come into force and effect on the third and final reading thereof.

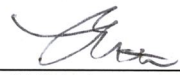
Read a FIRST time this 11<sup>th</sup> day of June, 2024.

ADVERTISED for two consecutive publishing cycles in Town and Country News: June 13 and June 20, 2024 (as per Section 606 of the Municipal Government Act).

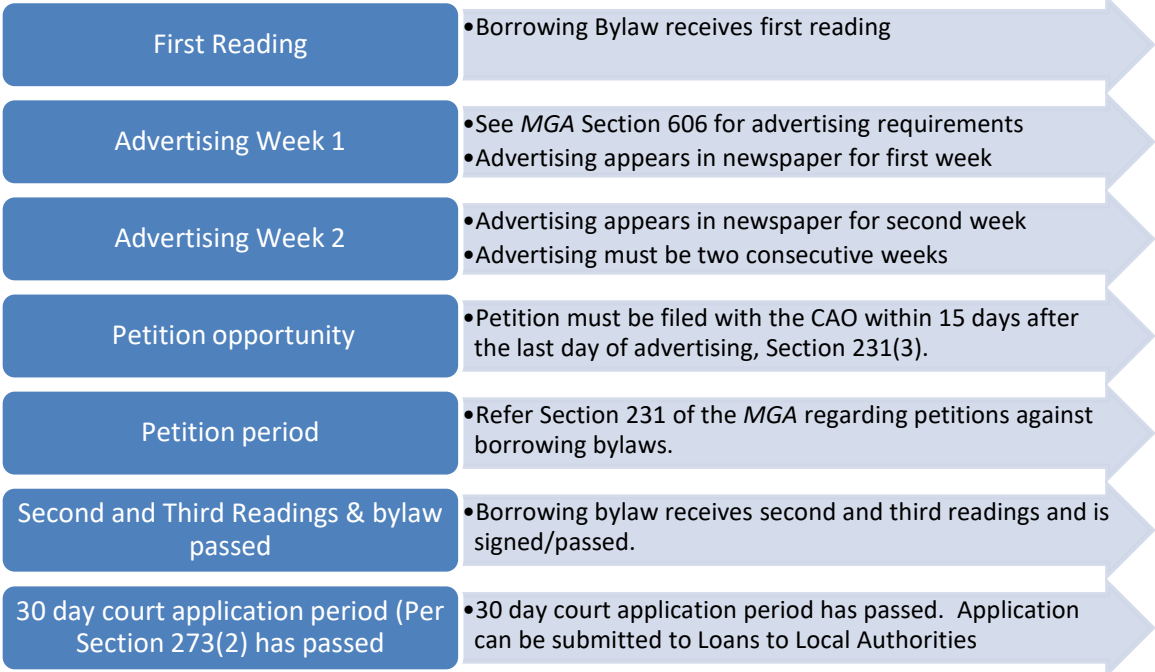
Read a SECOND time this 15 day of July, 2024

Read a THIRD time and finally passed this 15 day of July, 2024

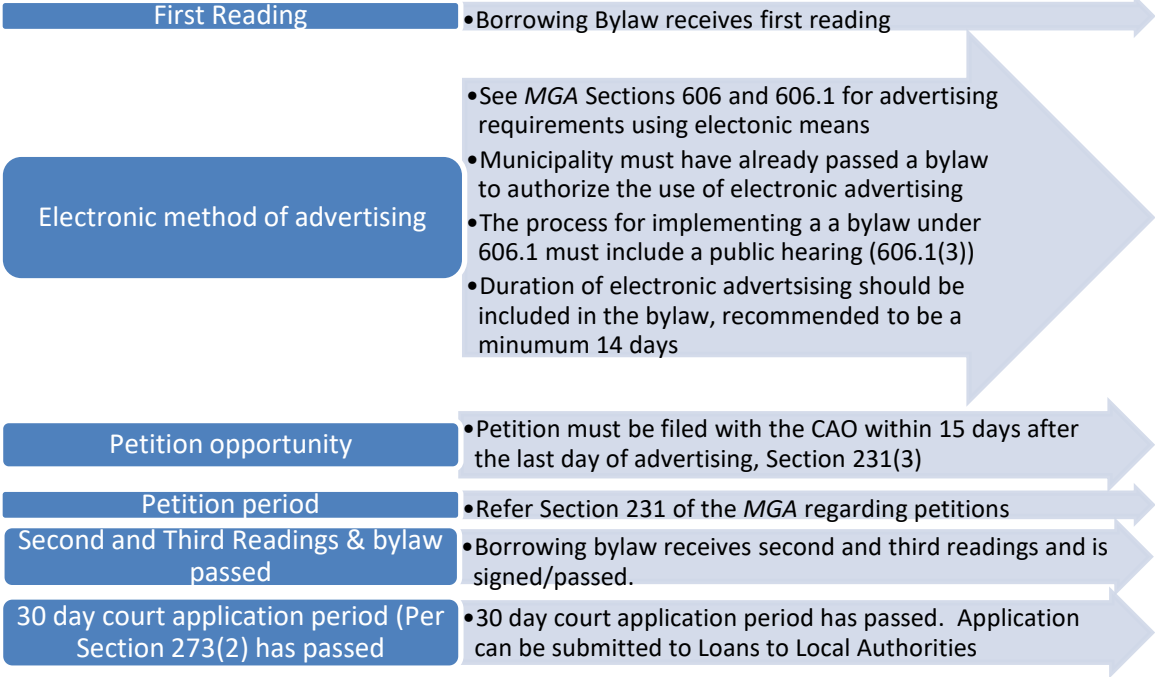
  
\_\_\_\_\_  
Robert G. Marshall  
Reeve

  
\_\_\_\_\_  
Joulia Whittleton  
County Manager

Timeline for Passing a Borrowing Bylaw – Newspaper Advertising



Timeline for Passing a Borrowing Bylaw – Electronic Advertising (Electronic advertising method must be authorized by previously held public hearing and bylaw)



This reference chart is intended to be a general reference for the timelines to pass a borrowing bylaw when advertising is required. It is **not** intended to be a definitive reference and municipalities are responsible to ensure that their borrowing bylaw and the passing of the bylaw meets all of the requirements of the *Municipal Government Act*.

# NOTICE TO ELECTORS

OF THE COUNTY OF GRANDE PRAIRIE NO. 1,  
Province of Alberta



## SECTION 265 - THE MUNICIPAL GOVERNMENT ACT

**TAKE NOTICE** that the Council of the County of Grande Prairie No. 1, in the Province of Alberta, has given first reading to Bylaw #3280 – Amendment to Bylaw #3232 – Maskwa Medical Facility Lending Bylaw which will, upon final passage and approval, change the terms and conditions of re-paying the loan provided to the non-for-profit corporation, Maskwa Medical Center (Canada) Inc. for building a medical facility that will provide benefits to residents of the region.

The total cost of the aforesaid net amount loaned to the Maskwa Medical Center (Canada) Inc. is THREE MILLION FIVE HUNDRED THOUSAND DOLLARS (\$3,500,000) to be repaid in full to the County of Grande Prairie No. 1 within THREE (3) years of loan(s) issuance, provided however, that such repayment term subject to, and fully subordinated by, the terms of any Postponement and Assignment of Claims Agreement executed by the County in favour of ATB Financial or its Successors.

Consideration for the second and third reading are scheduled for the 25th day of May 2026.

**NOW THEREFORE NOTICE** is hereby given by the Council of the County of Grande Prairie No. 1 that, unless a sufficient petition of the electors for a vote on Bylaw #3280 is demanded, as provided for by the terms of Section 231 of the Municipal Government Act, the said Council may pass the said amending bylaw.

All persons interested are hereby notified and they are required to govern themselves accordingly.

A copy of Bylaw #3280 is available for inspection at the County Administration office, 10001 – 84 Ave, Clairmont, Alberta, T8X 5B2, Legislative Services department.

**DATED** at the Hamlet of Clairmont, in the Province of Alberta, this 23rd day of April 2026.

**Per:** Joulia Whittleton – County Manager

## INFORMATION FOR ELECTORS

Pursuant to Section 1 (1)(i) of the Municipal Government Act an “elector” means “a person who is eligible to vote in the election for a Councillor under the Local Authorities Election Act.”

Pursuant to section 47(1) of the Local Authorities Election Act a person is eligible to vote in an election if the person:

- a) is at least 18 years old,
- b) is a Canadian citizen, and
- c) resides in Alberta and the person’s place of residence is located in the local jurisdiction on election day.

A poll may be demanded in the County of Grande Prairie No. 1 by electors equal in number to at least:

- a) in the case of a municipality other than a summer village, by electors of the municipality equal in number to at least 10% of the population; and
- b) in the case of a summer village, by a number of electors of the summer village equal to at least 20% of the number of summer village residences in the summer village in accordance with the provisions of section 223 and section 231 of the Municipal Government Act.

The petition for a vote of the electors on this proposed bylaw must be received by the Chief Administrative Officer (County Manager) within 15 days of the last publication of this notice and shall contain on each page “an accurate and identical statement of the purpose of the petition”. (Further requirements of the petition are provided in section 224 of the Municipal Government Act.)

DATE of the first publication of this notice is the 23rd day of April 2026.

DATE of the second and last publication of this notice is the 30th day of April 2026; therefore, the petition must be received by 4:30 p.m. on May 15th, 2026, at 10001 84th Avenue, Clairmont, Alberta, T8X 5B2.

*4 col x 8.3 inches \$15 col in*

*\$498*

*Black only*

# Request for Decision

## Report Submission Details

---

Item Number:	<b>5.3</b>
Report Title:	<b>RGE RD 53 and TWP RD 714 Intersection Improvement</b>
Presenter:	<b>Ryan Konowalyk, General Manager, Transportation and Utilities</b>
Supported By:	Iain Herzog, Capital Delivery
Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2026
Agenda Category:	Unfinished Business

## Recommended Action

---

### Option 3:

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.

### Previous Council / Committee Action

#### Resolution # **BM20251210.037**

**MOVED by** Councillor Marty Tissington

That Council approve Business case CPD009 — Range Road 53 and Township 714 intersection Upgrades in the amount of \$668,580 to be included in the 2026 interim budget with funding to come from general tax and direct Administration to bring back the tender award of the project to a future Regular Council Meeting.

**CARRIED**

### Background and Analysis

---

The intersection improvement (roundabout) at RGE RD 53 and TWP RD 714 was tendered and awarded in August, 2021. Upon project completion the intersection experienced several single vehicle accidents and as such, a post-construction review was completed by MTJ Roundabout Engineering.

This analysis identified necessary safety improvements. The existing roundabout does not meet best design practices or effectively manage the driving public's expectations, and as such, the intersection has seen

multiple single vehicle accidents with damages to vehicles. Business Case CPD009 was approved during interim budget 2026 with direction being to bring back the tender award based on two options.

Option A is to demolish the existing roundabout and construct a Type IVb intersection which includes left-turn lanes off the east/west travel direction as well as a north/south stop condition. Eight of the existing overhead lights would also need to be relocated and it is likely that increased development would result in the need to add traffic signals in the future.

Option B is to do a retrofit of the existing roundabout by adjusting the apron and splitter island geometry, pavement widening where required, upgraded signage and markings, improved sightlines, drainage improvements and accommodation of heavy vehicles per Transportation Association of Canada (TAC) guidelines. Two of the existing overhead lights would also need to be relocated.

Tenders were opened on May 28, 2026 and the results are summarized in the tables below.

**OPTION A**

Contractor	Tender Amount at Opening
Knelsen Sand & Gravel Ltd.	\$1,476,627.36
Wapiti Gravel Suppliers a Division of Colas Western Canada Inc.	\$1,296,830.28

**OPTION B**

Contractor	Tender Amount at Opening
Knelsen Sand & Gravel Ltd.	\$1,024,452.31
Wapiti Gravel Suppliers a Division of Colas Western Canada Inc.	\$1,030,673.97

Project	Option	2026 Capital Plan Budget Amount	Total Tender (GST excluded)	Other Associated Costs <sup>1</sup>	Surplus/Deficit
C10729	Option A <sup>2</sup>	\$668,580.00	\$1,296,830.28	\$342,375.00	(\$970,626)
	Option B		\$1,024,452.31	\$178,368.00	(\$534,241)

<sup>1</sup>Includes relocation of existing lights, engineering and contingency.

<sup>2</sup>This does not include future traffic signal installation.

**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:

As Council directs.

Option 2:

That Council award the RGE RD 53 and TWP RD 714 Intersection Improvement Option A contract to Wapiti

---

Gravel Suppliers a Division of Colas Western Canada Inc. in the tender amount of \$1,296,830.28, excluding GST. The estimated total cost of the project including contingency and other associated costs is \$1,639,206, excluding GST, with funding in the amount of \$668,580, as budgeted, and the additional funding in the amount of \$970,626 to come from General Capital Reserve.

Option 3:

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.

---

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

---

**Strategic Themes:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input checked="" type="checkbox"/> Theme 3   Transportation  | <input type="checkbox"/> Not applicable.                                    |

**Other Plans:**

Capital Plan - 2026

---

**Stakeholder Engagement**

---

Not applicable.

---

**Public Engagement and Communication**

---

Not applicable.

---

**Attachments**

---

1. MTJ Roundabout Engineering Memo
2. EGIS Conceptual Drawings

- Approved by General Manager
- Approved by County Manager

## Memo

---

**TO:** Iain Herzog, P.Eng., PMP, Director, Capital Delivery, Transportation and Utilities

**FR:** Mark T. Johnson, P. Eng (AB), MTJ Roundabout Engineering

**RE:** Roundabout Post Construction Review: Twp 714 & Range Rd. 53 in the County of Grande Prairie

**DT:** February 22<sup>nd</sup>, 2024

---

As requested, we have completed our post-construction review of the existing roundabout at Twp 714 & Range Rd. 53 located in the County of Grande Prairie, AB.

This memo summarizes our findings relative to conformance to TAC and AB Transport roundabout guidance for high-speed applications. To address these findings, we have developed low-cost concept design recommendations aimed at improving conformance to TAC and AB Transport Guidance.

### **A. Review Existing Conditions, Context and Provided Information**

Anecdotal safety information indicates there have been approximately two single vehicle crashes per month occurring at the roundabout. These crashes are characterized as east-west drivers missing the roundabout ahead and driving through the inner central island of the roundabout, resulting in relatively significant damages to the vehicles (oil pans ripped off, front ends removed, etc.).

#### **Existing Conditions and Context (see mapping below)**

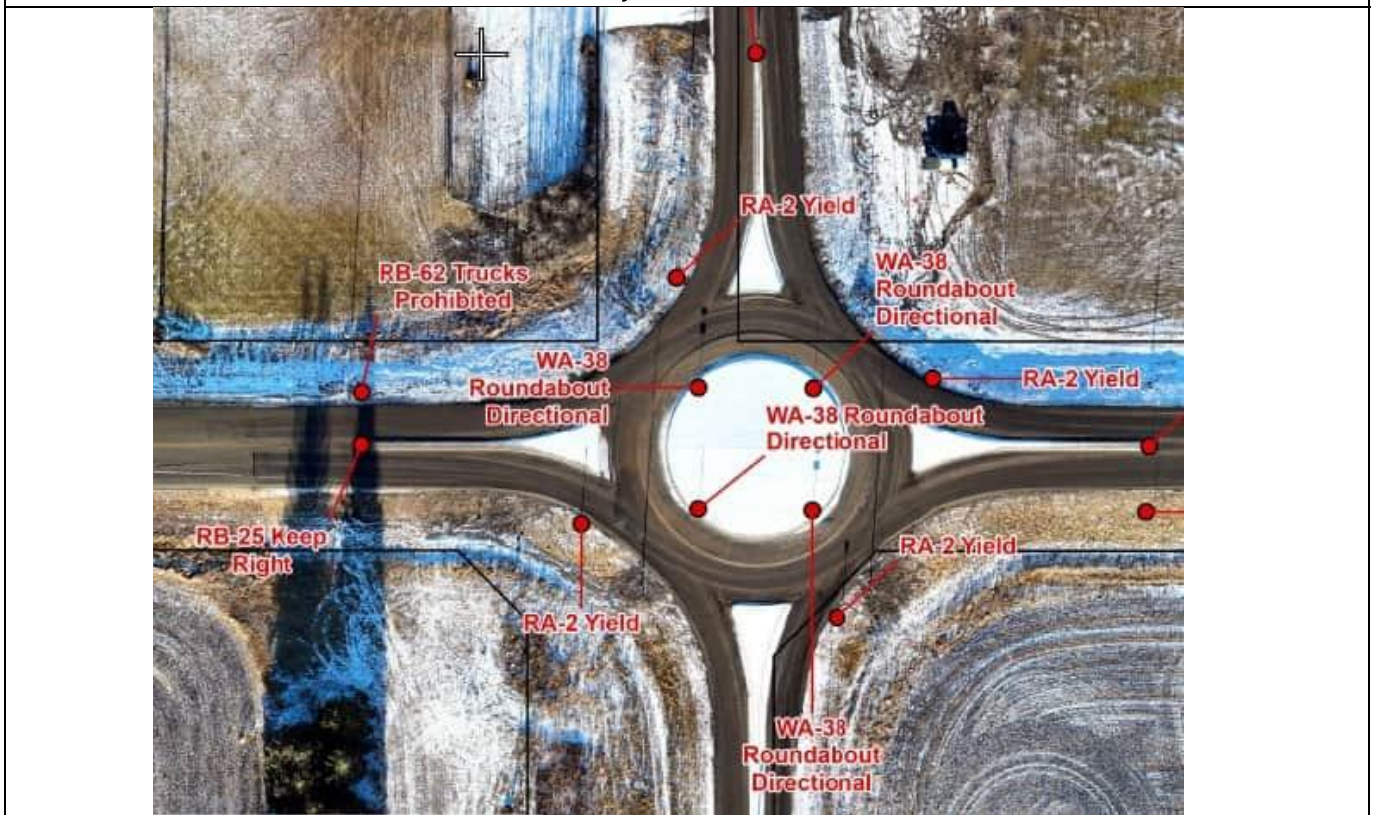
- The east-west Township Road 17 is a rural highway/roadway with a posted speed of 80 kph and is the major roadway. It has 3.75 m lanes and 2 m paved shoulders and ~1 m gravel shoulder in the vicinity of this project.
- The north south RGE Rd 53 is a minor two-lane rural roadway.
- We have reviewed the following information:
  - Video logs for each approach,
  - Available design information and
  - Anecdotal safety information
  - TAC and Alberta Transportation Roundabout Guidance for high-speed context roundabout applications; and have included applicable excerpts from TAC guidance for this high-speed roundabout below (following the Mapping).

# Mapping

Vicinity Map (source: Google)



Roundabout - Source: Grande Prairie County



**Driver View on Approaches**

Source: Video Logs provided by Grande Prairie County

**View Looking West**



**Approach View Looking East**



**View to East at Roundabout**



**TAC section 6.6 Roundabouts on Higher-Speed Roads:**

When placing roundabouts on rural roads, there are often special design considerations due to the higher approach speeds and differing vehicle characteristics and mix, relative to urban and local streets. Drivers do not expect to encounter a speed interruption when traveling on higher speed roadways. Therefore, the primary safety concern is ensuring drivers are made aware of the roundabout with ample time and distance to comfortably decelerate to the appropriate speed for the roundabout entry.

**6.6.1 – CONSPICUITY**

As with a signalized or stop-controlled intersection, the conspicuity of the roundabout itself is an important safety factor. Where possible, the geometric alignment of approach roadways should be constructed to maximize the visibility of the central islands and the shape of the roundabout. Where visibility cannot be achieved additional treatments should be used, such as signage, pavement markings and advanced warning beacons. The above treatments are also used at stop-controlled and signalized intersections in rural areas.

**6.6.2 – APPROACH TREATMENTS**

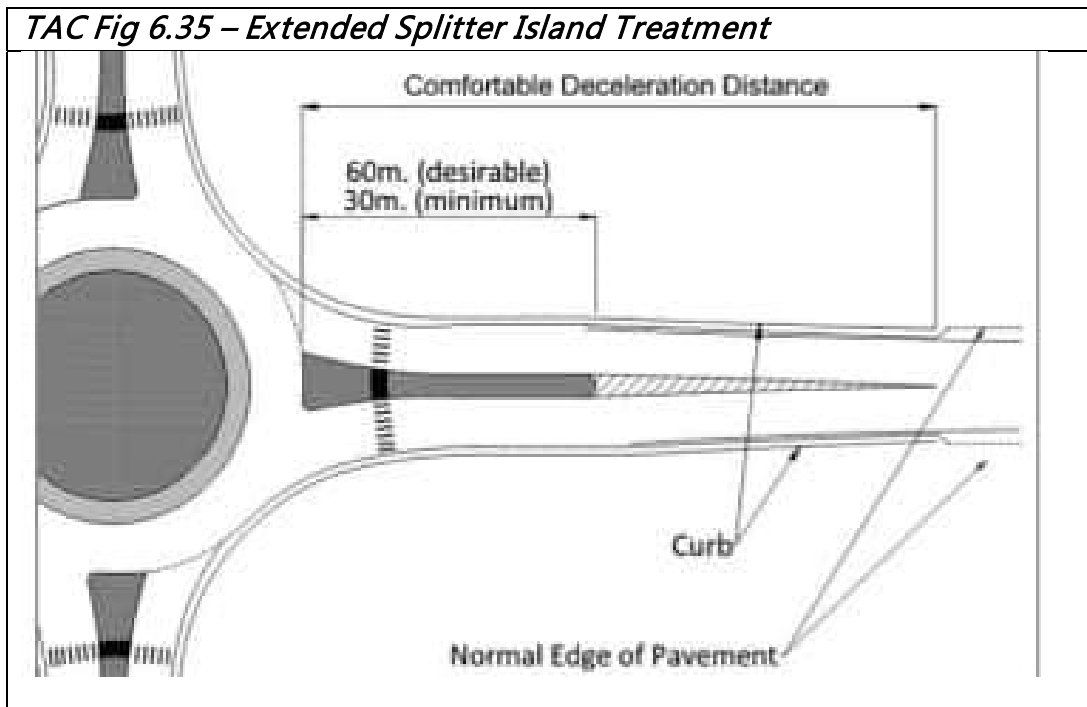
One way of notifying the drivers that they are approaching a roundabout is to change the character and cross section of the roadway. Typically, rural highways have a wide right of way, a wider paved or gravel shoulder, and do not have outside curbs. When drivers see elements on the roadside (e.g. landscaping, street furniture) being brought in closer to the travel way, the shoulders of the road narrowing, and a more urban cross-section (typically including curb and gutter) being introduced, they are likely to recognize that they are entering a more controlled setting and naturally slow down. Therefore, when roundabouts are installed on an open rural highway, curbs and narrowing of the shoulder should be provided to provide the driver with visual cues of an impending requirement to adjust their speed and path. Accordingly, curbing on the approach to the roundabout should be extended a minimum of the comfortable deceleration distance to the roundabout. Table 6.3 illustrates these deceleration distances, based on the road's design speed.

**TABLE 6.3 Deceleration Distances**

Design Speed of Approach Road (km/h)	Length of Deceleration (m)
50	40
60	55
70	75
80	100
90	125
100	155
110	185

Curbs throughout the roundabout prevent corner cutting, helping to ensure lower operating speeds by confining vehicles to the intended path. When designing in a rural setting the controlling design vehicles may be different than an urban setting. This may include the need to accommodate outsized farm equipment. Another component which may be added to the cross-section to reduce approach speeds is a longer splitter island. Splitter islands should generally be extended back to the point where the drivers are expected to begin decelerating comfortably. A typical desirable length of 60m (and a minimum of 30m) is recommended. For high-speed approaches, deceleration lengths shown in Table 6. can be used. Using flat and long pavement

marking tapers in advance of the splitter island also provides a visual cue for the driver of a change in the roadway as shown below in TAC Figure 6.35.



### 9.5.3 – RURAL SETTINGS

Roundabouts on higher speed facilities in rural settings are effective to reduce approach speeds and severe collisions. Landscaping can be an important consideration in providing a cue to drivers of an impending change in operation, particularly for isolated roundabout locations. However, landscaping in these situations can be difficult for a road authority to maintain. Low maintenance plantings or hardscaping are preferable in these situations if local gardening clubs or other groups are not present or interested.

## B. REVIEW OF ROUNDABOUT

### Existing Roundabout Approximate Geometric Dimensions:

- 46-meter ICD roundabout.
- 6 m circulating width, 3.5 m truck apron
- 3.7 m approach lanes, with 2 m paved shoulder and 1 m gravel (3 m total)
- The splitter islands are 36 m long with a short taper length of 13 m.

### Key Geometric Review Findings

Below are our key review findings with respect to lack of adherence to TAC and AB Transport Guidance:

- The splitter islands meet minimum lengths as per TAC, however in similar situations a longer curbed splitter island (60 m desirable) would be preferable.
- The short taper lengths are sub-standard and don't meet minimum recommendations as it related to total comfortable deceleration distances (length of splitter island and paint combined).

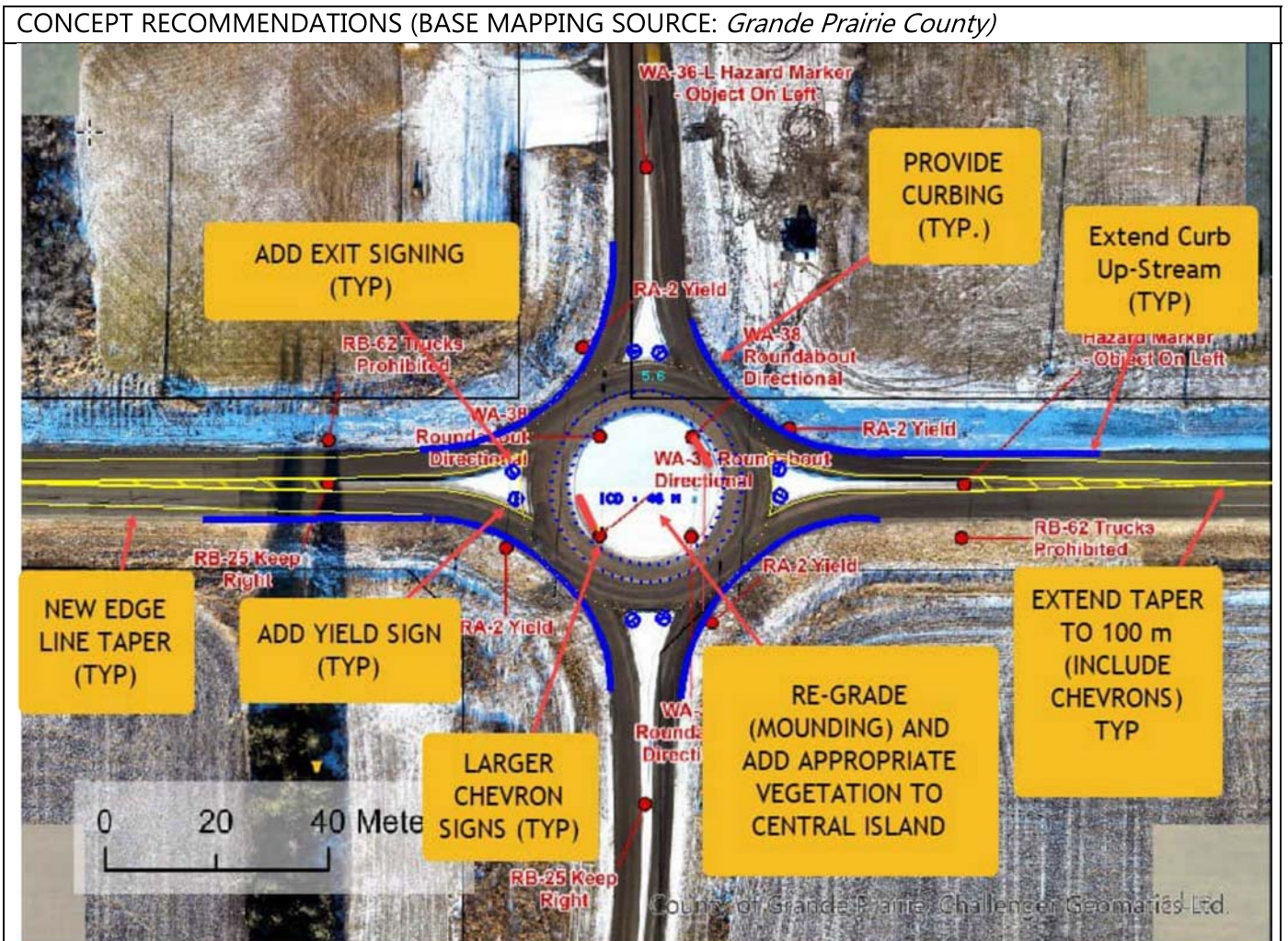
- The design is lacking curbing on the outside quadrants, this allows drivers to circumvent the primary speed control features (aka fast path) and therefore promotes faster speeds
- Related to quadrant curbing the design also lacks curbing on the approaches to assist in providing visual cues of the changing conditions ahead as per TAC recommendations.
- The central island is flat (paved), and therefore lacks visual conspicuity for approaching drivers, and lacks grading to provide mounding and / or appropriate vegetation to promote visibility.

### Signing and Pavement Markings Review Findings

- Only one yield sign is present for each entry located on the outside. TAC guidance indicates two yield signs are recommended (one on the splitter island in addition to the one on the outside).
- No exit signs are provided on splitter islands. TAC guidance indicates exit signing is recommended.
- The chevrons in the central island are very short and small, and may be considered insufficient given the context, it is recommended that these be replaced with larger signing to improve visibility

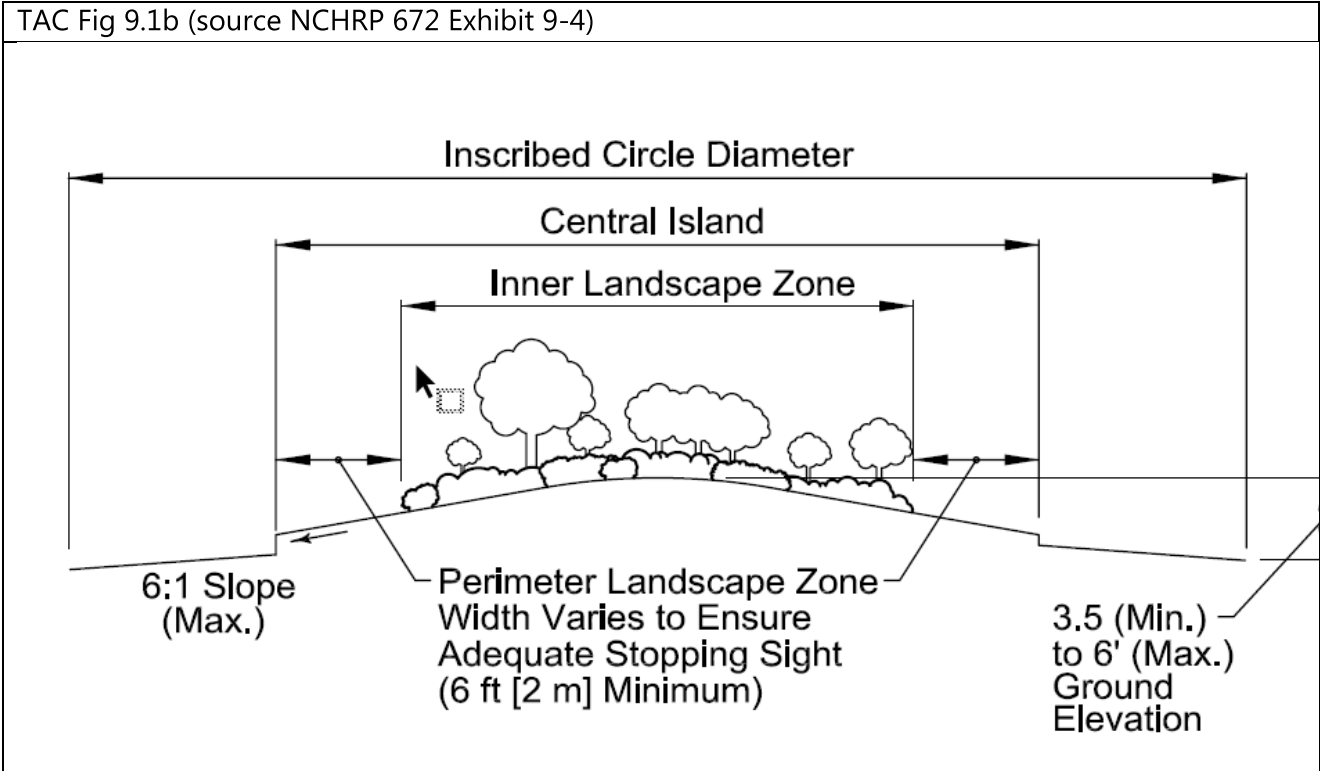
### C. CONCEPT RECOMMENDATIONS

To address our review findings, relative to TAC and AB Transport Guidance we have developed conceptual (and relatively low-cost) design elements for consideration. See illustration and descriptions below.

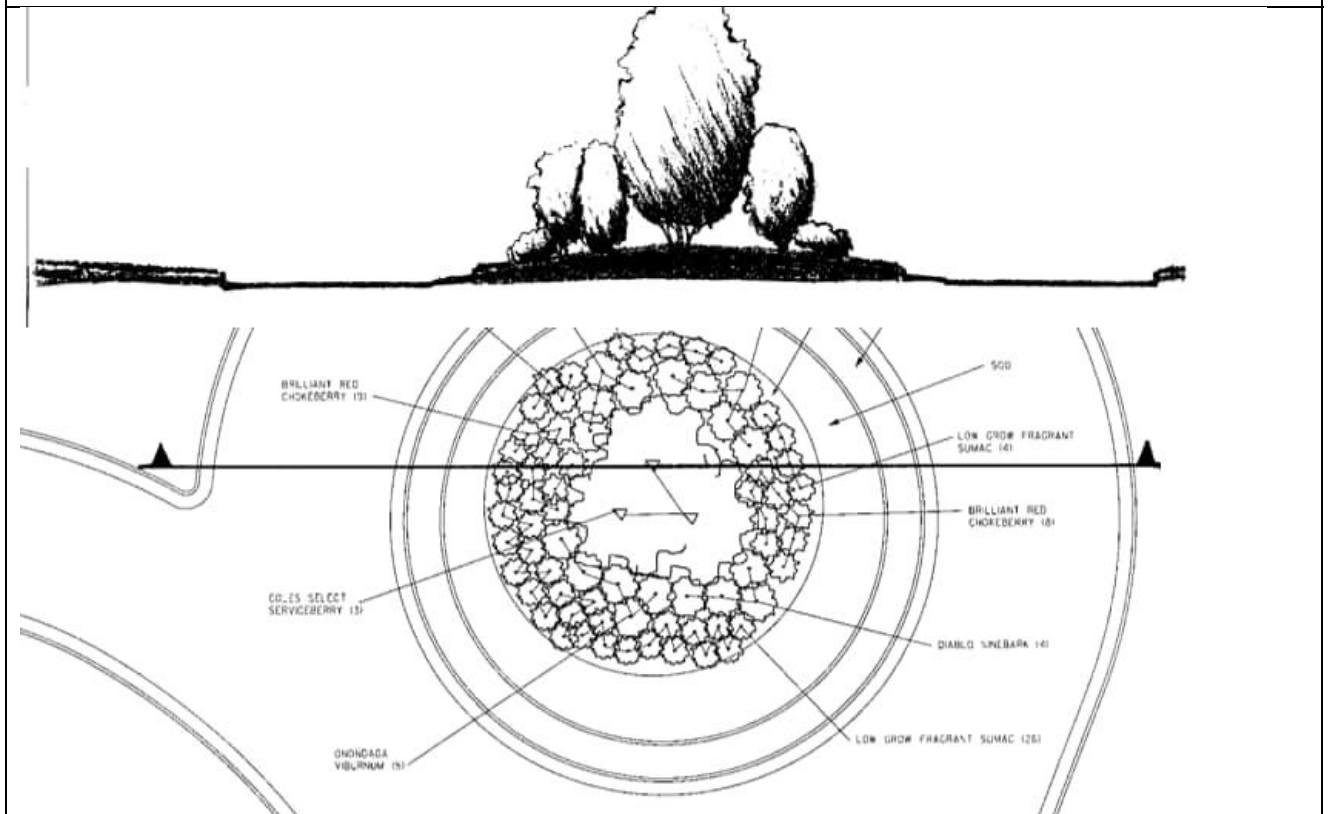


Tech. Memo: Twp 714 & Range Rd. 53 in the County of Grande Prairie

- Longer effective splitter islands via longer extended taper from end of splitter islands for design speed posted = 80 kph. For a total TAC recommended length = 100 m to meet comfortable deceleration distances as per TAC Fig 6.35
  - Include painted chevrons,
  - Consider (temporary) flexibility delineators (candle stick style) to enhance visibility with initial changes.
  - Revise the outside paint edge line accordingly.
- Add outside curbing at all quadrants (evaluate most cost-effective method and types, e.g. sloped snowplow friendly)
  - Additional design checks will be necessary to ensure required design vehicles are accommodated and speed control (aka Fast Path analysis) is adhered to. Outside aprons (hard/paved surface) can be evaluated to ensure necessary large freight and or other agricultural vehicle accommodations.
  - Extend curbing on approach (to end of splitter island) to provide early indication (via channelization) of the changing condition ahead.
  - Drainage/vertical design will be necessary with the addition of curbing to ensure proper drainage.
- Landscaping features (TAC Chapter 9)
  - Mounding and appropriate vegetation of the central island are recommended to provide visual conspicuity (TAC. This will require removal of the existing paved surface, and proper grading. Selection of appropriate vegetation to achieve form and shape year-round while achieving very low maintenance requirements can be achieved in various methods. Below shows TAC Fig 9.1b, followed by two illustrations that exhibit different ways to achieve this.



Source: MTJ Resources



Example Mounding with low Maintenance Vegetation (source Google Mapping, Wausau WI)



### Key Signs and Marking Review Findings

Yield Signs - The approaches should include a yield sign on the splitter islands in addition to the existing outside yield sign. Additionally, consideration should be given to utilizing oversize sign.

Exit Signs - Exit signs aren't present on the splitter islands. It's recommended that exit signing be added consistent with TAC and AB Transport guidelines.

Central Island Chevron Signing - The existing chevrons signs in the central island are too small for this application. It's recommended that these be updated to be a more appropriate and larger size and width.

## Summary

As requested, we have reviewed the existing rural higher speed roundabout located, Twp 714 & Range Rd. 53 in the County of Grande Prairie, AB and compared this existing roundabout to TAC and AB Transport guidance. TAC and AB Transport roundabout guidance for rural higher speed roundabout applications indicates that a paramount design objective in higher speed contexts is to address **drivers' expectancy**.

Addressing driver expectancy is aimed at ensuring drivers will not fail to notice that there is a changing condition ahead. The guidance provides key design elements necessary to address driver expectancy and ensure optimal safety in higher speed contexts, many of which are lacking in the existing roundabout. Our review of the existing design, and anecdotal crash occurrences indicates that the existing roundabout design doesn't adequately address driver expectancy.

Following TAC and AB Transport guidance for high-speed context applications we have developed low-cost concept recommendations aimed at addressing and mitigating these shortcomings. The concept recommendations include adding curbing to the quadrants and on approaches, re-grading and landscaping the central island, and minor signing changes at the roundabout.

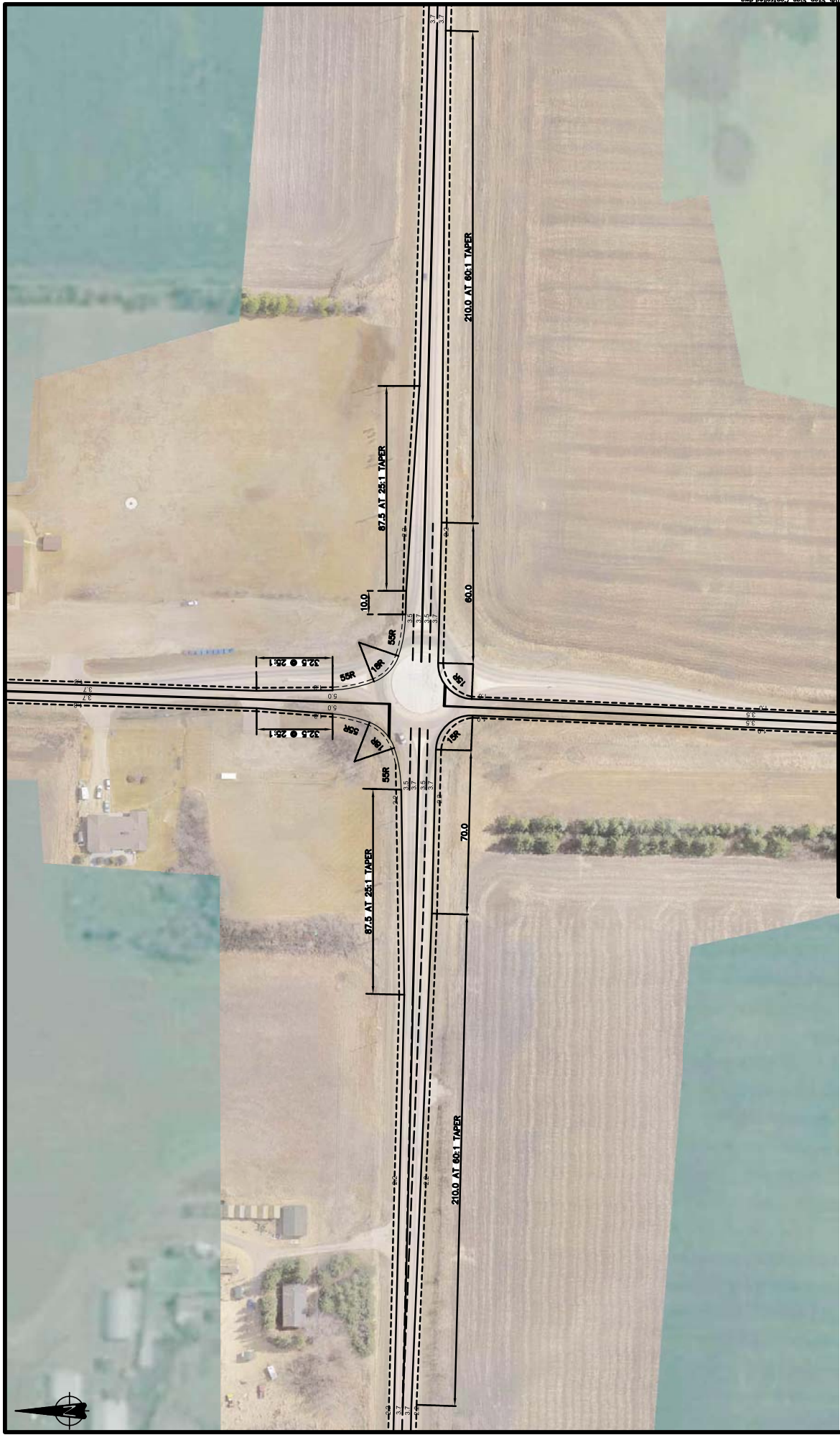
Next steps include developing plans and specs based on these recommendations to allow for implementation.

I look forward to discussing this with the project team.

Sincerely,

A handwritten signature in black ink that reads "M.T. Johnson" followed by a horizontal line.

Mark T. Johnson, P. Eng. (AB)  
MTJ Roundabout Engineering



CONSULTANT  
**egis**  
 ISSUED FOR INFORMATION  
 251133

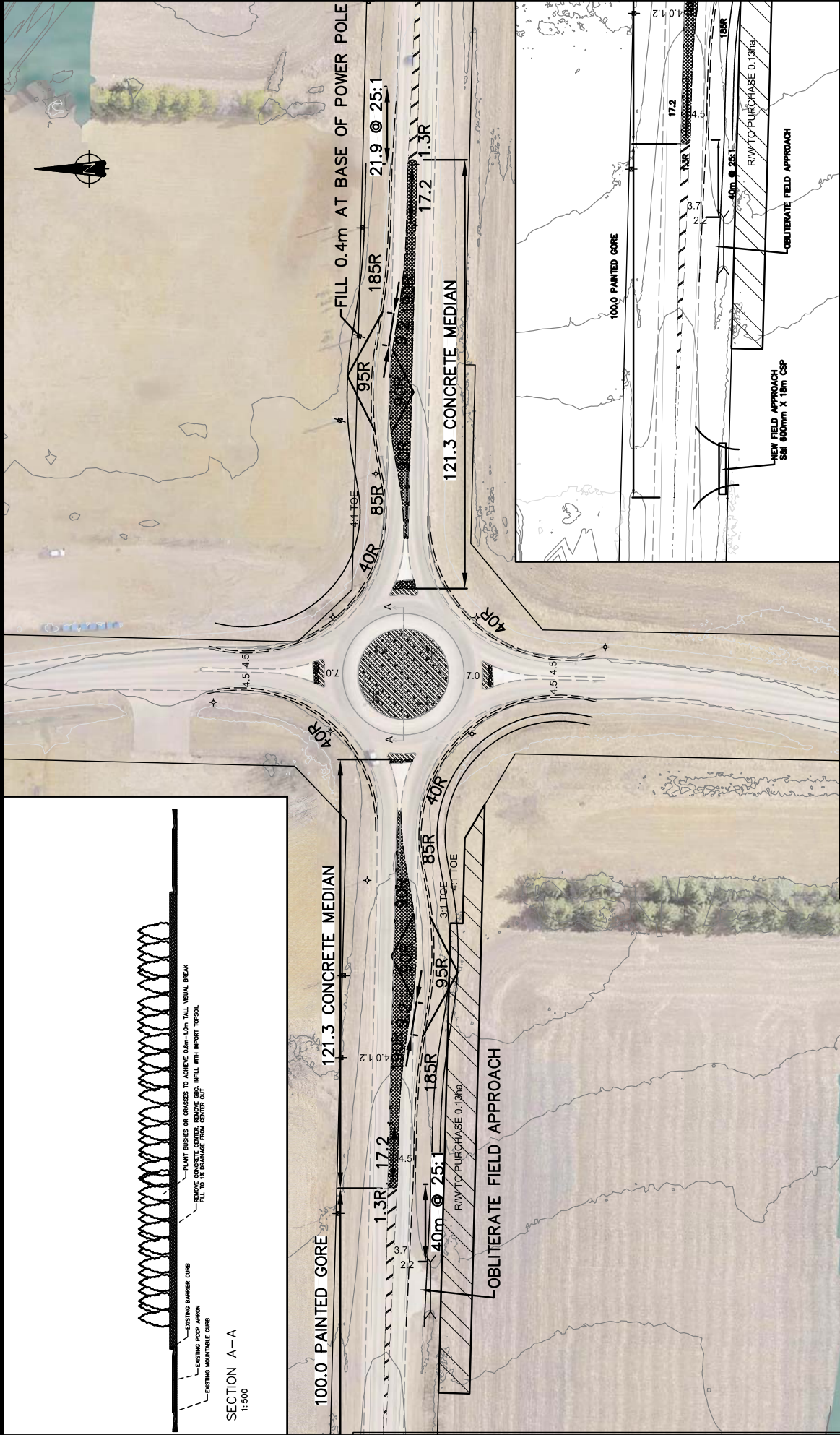
25m 0 1.5m 0 3m  
 HORIZONTAL 1:750  
 VERTICAL NA

REVISION	DATE	LOCATION	BY

DESIGNER	CHECKER	SITE

CONTRACT	HIGHWAY	CONTRACT	HIGHWAY

**RGE RD 53/TWP RD 714**  
**TYPE 1V6 SIGN CONTROLLED**  
**PLAN VIEW**  
 DRAWING SHEET 1 OF 3  
**251133-01-P**



**LEGEND**

- EXISTING CENTRELINE
- - - PROPOSED CENTRELINE
- - - EXISTING EOP
- - - EXISTING R/W
- - - PROPOSED R/W
- - - BROKEN LANE LINE
- - - SOLID LANE LINE
- - - PROPOSED CONCRETE
- - - EXISTING EOP
- - - EXISTING R/W
- - - PROPOSED SIGNAGE
- - - SIGNAL LIGHT
- - - EXISTING POWER POLE
- - - EXISTING LIGHT STANDARD
- - - PROPOSED LIGHT STANDARD
- - - EXISTING CULVERT
- - - PROPOSED CULVERT

**NOTES:**  
 1. DIMENSIONS ARE METERS AND DECIMALS OF A METER.  
 2. ALL DIMENSIONS SHOWN ARE FOR FINISHED PAVEMENT SURFACES.

**CONSULTANT**

**ISSUED FOR INFORMATION**

251133

VERTICAL NA  
 HORIZONTAL 1:500

0m 30m 60m 90m 120m 150m 180m 210m 240m 270m 300m

REVISION	DATE	LOCATION	BY	SITE	CONTRACT	HIGHWAY	SHEET	DRAWING
REV 1							3 OF 3	251133-01-P

**RGE RD 53/TWP RD 714**  
**ROUNDABOUT IMPROVEMENTS**  
**PLAN VIEW**

# Request for Decision

## Report Submission Details

---

Item Number:	<b>5.4</b>
Report Title:	<b>Hamlet of Hythe Speed Limit Revision</b>
Presenter:	<b>Ryan Konowalyk, General Manager, Transportation and Utilities</b>
Supported By:	N/A
Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2026
Agenda Category:	Unfinished Business

## Recommended Action

---

### Option 1:

That Council direct Administration to commence the process of reducing the speed limit within the Hamlet of Hythe to 40 kilometers per hour on all County roads, excluding the Willow Grove subdivision and the industrial area.

### Previous Council / Committee Action

#### Resolution # CM20260309.004

**MOVED** by Councillor Brian Peterson

That Council direct Administration to bring further information on the possibility of reducing the speed limit within the Hamlet of Hythe to 30 kilometers per hour on all roads, excluding the industrial area and all costs associated with changing the existing road signage to a future Committee of the Whole Meeting for review and discussion.

**CARRIED**

## Background and Analysis

---

As per Provincial legislation the existing speed limit within urban areas is 50 kilometres (km) per hour with playground and school zones being 30 km per hour. Legislation grants authority to the local municipality to alter these limits and many have done so.

A small number of municipalities have implemented a blanket speed limit of 30 km per hour. This includes Wembley, Canmore and Banff.

A larger number of municipalities have implemented a blanket speed limit of 40 km per hour. This includes Leduc, Beaumont, Delburne, and the Municipal District of Bonnyville within its hamlets.

---

The vast majority of municipalities have left the speed limit at 50 km per hour.

Most available data comes from highly populated cities in Canada where the possibility of a motor vehicle colliding with a bicycle or pedestrian is higher due to the high frequency of interactions. This results in a large number of collisions as compared to smaller, less populated areas. The data notes that at 50 km per hour the pedestrian fatality risk is 90%. At 40 km per hour it drops to 30% and at 30 km per hour to 10%.

By reducing the speed to 40 km per hour a significant drop in pedestrian fatality risk is achieved while ensuring a clear delineation remains for school and playground zones. A 30 km per hour speed limit is best suited for high-risk areas where the chances of a motor vehicle colliding with a pedestrian are highest such as schools and playgrounds.

---

### **Organizational Capacity and Resourcing**

**Level of Service:** Maintain Level of Service

**Additional resources required:** Yes  No

Not applicable.

---

### **Options Analysis and Financial Implications**

The approximate cost for a speed limit change is \$5,000, with no additional funding required for this one-off request.

Option 1:

That Council direct Administration to initiate the process of reducing the speed limit within the Hamlet of Hythe to 40 kilometers per hour on all County roads, excluding the Willow Grove subdivision and the industrial area.

Option 2:

That Council direct Administration to initiate 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.

Option 3:

As Council directs.

---

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

#### **Strategic Themes:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input checked="" type="checkbox"/> Theme 3   Transportation  | <input type="checkbox"/> 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 #2680-26-022 / Pt. SW-16-72-4-W6 /  
Beirsto & Associates Engineering Ltd. / Tim &  
Donna Boyne**

Presenter: **Nick Lapp, General Manager, Planning and  
Development Services**

Supported By: Chetna Sidhu, Planner, Planning Services

Meeting: Regular Council Meeting

Meeting Date: June 8, 2026

Agenda Category: Public Hearings

## Recommended Action

---

### Option 1:

That Council refuse 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 facilitate future industrial subdivision and development by defeating first reading of Bylaw #2680-26-022 as the area to be rezoned is not consistent with the Municipal Development Plan.

That first reading be given to Bylaw #2680-26-022 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.

### Previous Council / Committee Action

Not applicable.

## Background and Analysis

---

Bylaw Number: 2680-26-022

File Number: PLLUB20260116

Council Division: 9

Current Zoning: Agricultural (AG) District

This application is 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 facilitate future industrial subdivision and

---

development.

The subject land is located east of RGE RD 44 and north of HWY 43, located approximately 9 miles east of the City of Grande Prairie.

The purpose of the amendment is to rezone the proposed area to accommodate a future subdivision of the 1 lot from the quarter section to be used for industrial purposes. The purpose of the Highway Industrial (RM-4) District is to provide an industrial district that is located adjacent to a provincial highway and where the intention is to provide a higher level of design standards for properties fronting the highway.

The previous Municipal Development Plan (MDP) designated this area as Rural and Section 6 of the MDP is most relevant. Based on the Farmland Assessment Rating (FAR), the maximum area that can be subdivided from the quarter section is 40 acres. There is already an existing Country Residential (CR-5) parcel of 5.3 acres subdivided from this quarter, and this proposal would bring the total subdivided area to 15.3 acres. The proposed subdivision was within the subdivision limits possible in Section 6 of the MDP.

Section 8 of the previous MDP, which addresses rural industrial development, states that such development should be directed to areas identified as Rural Industrial on Future Land Use Map 6. Additionally, Section 8 indicates that rural industrial development should be developed as rural industrial parks in accordance with an Area Structure Plan. As this location is not within an identified Rural Industrial area or an industrial park, the application is not consistent with this section of the MDP.

The current Municipal Development Plan (MDP) designates the subject lands as Agricultural, and Section 6 of the MDP is most relevant. Section 6.3.1 of the MDP states that a maximum of 16 hectares (40 acres) can be subdivided from a quarter-section in an area identified for agricultural land use, depending on the FAR of the fields and the proposed configuration of the future subdivision.

The FAR of the subject field where the rezoning and future subdivision are proposed is 57.2%, which falls within Category 2 – Better Agricultural Land 2, being lands with a FAR between 40% and 59%. Under the MDP, up to 4 hectares (10 acres) may be subdivided from lands within this category. There is an existing 5.30-acre subdivision from this quarter section, which leaves approximately 4.70 acres available for further subdivision under this agricultural land category. The proposed 10-acre subdivision would result in a total of approximately 15.30 acres being subdivided from the quarter section, which exceeds the subdivision area supported by the MDP. The proposed rezoning is, therefore, not consistent with Section 6 of the MDP.

Section 5.4 of the MDP addresses Industrial Development in the County. Section 5.4.1 states that *“Industrial uses in the County shall be considered in parts of the Rural Area identified for industrial land uses on Map 3 – Rural Land Use Concept.”* Section 5.4.3 also states that *“Natural Resource Extractive Industries in areas designated as Agricultural or Crown Land on Map 3 – Rural Land Use Concept may be considered in the County through a Direct Control District”*. As the subject property is not located within an area identified for Industrial Use nor is it for a Natural Resource Extractive Industry, the application is not consistent with Section 5.4 of the MDP.

The application was submitted before the current MDP was adopted, as such it was processed and reviewed based on those policies and considerations.

While one-off industrial rezonings have been approved in the County in the past, Administration does not support this application due to its inconsistency with the MDP and its location outside of an identified industrial area. Industrial development is generally encouraged to be located within existing industrial parks, urban commercial/industrial areas, or areas otherwise identified for industrial growth, where supporting infrastructure, servicing, and road networks are better suited to accommodate industrial traffic and development.

---

The site is located adjacent to a provincial highway and, the Hawker Industrial subdivision is a serviced industrial park located approximately 3 miles from this site. This area has been planned for industrial development and is more suitable for accommodating new industrial growth in the region. Administration states that this would be the preferred location for such development to support coordinated infrastructure and servicing investment and consistent land use planning.

A similar application was submitted in 2021 to redesignate the subject lands to the Gateway Commercial (GWC) District. At that time, Alberta Transportation and Economic Corridors (ATEC) expressed concerns regarding isolated commercial or industrial development and required a Traffic Impact Assessment (TIA). The application was withdrawn, and a TIA was subsequently completed in 2023. A new application was submitted in 2025 but was withdrawn following comments from ATEC. While ATEC did not require a new TIA in 2025, ATEC has indicated that it does not support the proposed rezoning. ATEC has also notes that they will not be reviewing the TIA as it would need to align with the specific use or development being applied for at the Development Permit stage, and any further revisions or comments on the TIA would be provided at that stage.

Land uses in the area consist of the Agricultural (AG), Rural Medium Industrial (RM-2), Highway Industrial (RM-4), Country Residential (CR-4) and Country Residential (CR-5) districts. Although no immediate adjacent land use conflicts have been identified, the primary concern with the application is its inconsistency with the MDP, the proposed creation of an isolated industrial parcel outside an identified industrial area, and ATEC's concern regarding isolated industrial development along the highway corridor.

---

### **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 refuse 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 facilitate future industrial subdivision and development by defeating first reading of Bylaw #2680-26-022 as the area to be rezoned is not consistent with the Municipal Development Plan.

That first reading be given to Bylaw #2680-26-022 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.

Option 2:

That all 3 readings be given to Bylaw #2680-26-022 with the following motions:

Motion 1:

That first reading be given to Bylaw #2680-26-022 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.

Motion 2:

That second reading be given to Bylaw #2680-26-022 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.

---

Motion 3 (requires unanimous consent):

That consideration be given to proceed to third reading of Bylaw #2680-26-022 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 at this meeting.

Motion 4:

That third and final reading be given to Bylaw #2680-26-022 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.

Option 3:

As Council directs.

---

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

---

**Strategic Themes:**

- |  |   |
|--|---|
| <input type="checkbox"/> Theme 1   Quality of Life | <input checked="" type="checkbox"/> Theme 4   Land Use and Management       |
| <input type="checkbox"/> Theme 2   Economy         | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation  | <input type="checkbox"/> Not applicable.                                    |

**Other Plans:**

Bylaw #3255 - Municipal Development Plan

---

**Stakeholder Engagement**

---

Adjacent Landowners: The application was circulated to an expanded area of 1 mile, and no comments were received during the circulation period.

Alberta Transportation and Economic Corridors: does not support isolated industrial development preferring instead, have industrial development take place within established industrial parks and urban industrial/commercial areas, where existing highway and municipal road networks can safely and efficiently support traffic generated from such developments.

No concerns, subject to standard comments: County Development Engineering, County Safety Codes, County Land and Development, Alberta Energy Regulator, Alberta Health Services, ATCO Electric, and TELUS.

---

**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 #2680-26-022 Presentation

- 
2. Bylaw #2680-26-022 Attachments
  3. Bylaw #2680-26-022
  4. Schedule A – Bylaw #2680-26-022 Rezoning Plan

Approved by General Manager

Approved by County Manager

# **Bylaw #2680-26-022**

**Pt. SW-16-72-4-W6**

**Beirsto & Associates Engineering Ltd.**

**Tim & Donna Boyne**

## **What is Bylaw #2680-26-022?**

To rezone 4.05 hectares (10 acres) from Agricultural (AG) District to the Highway Industrial (RM-4) District.

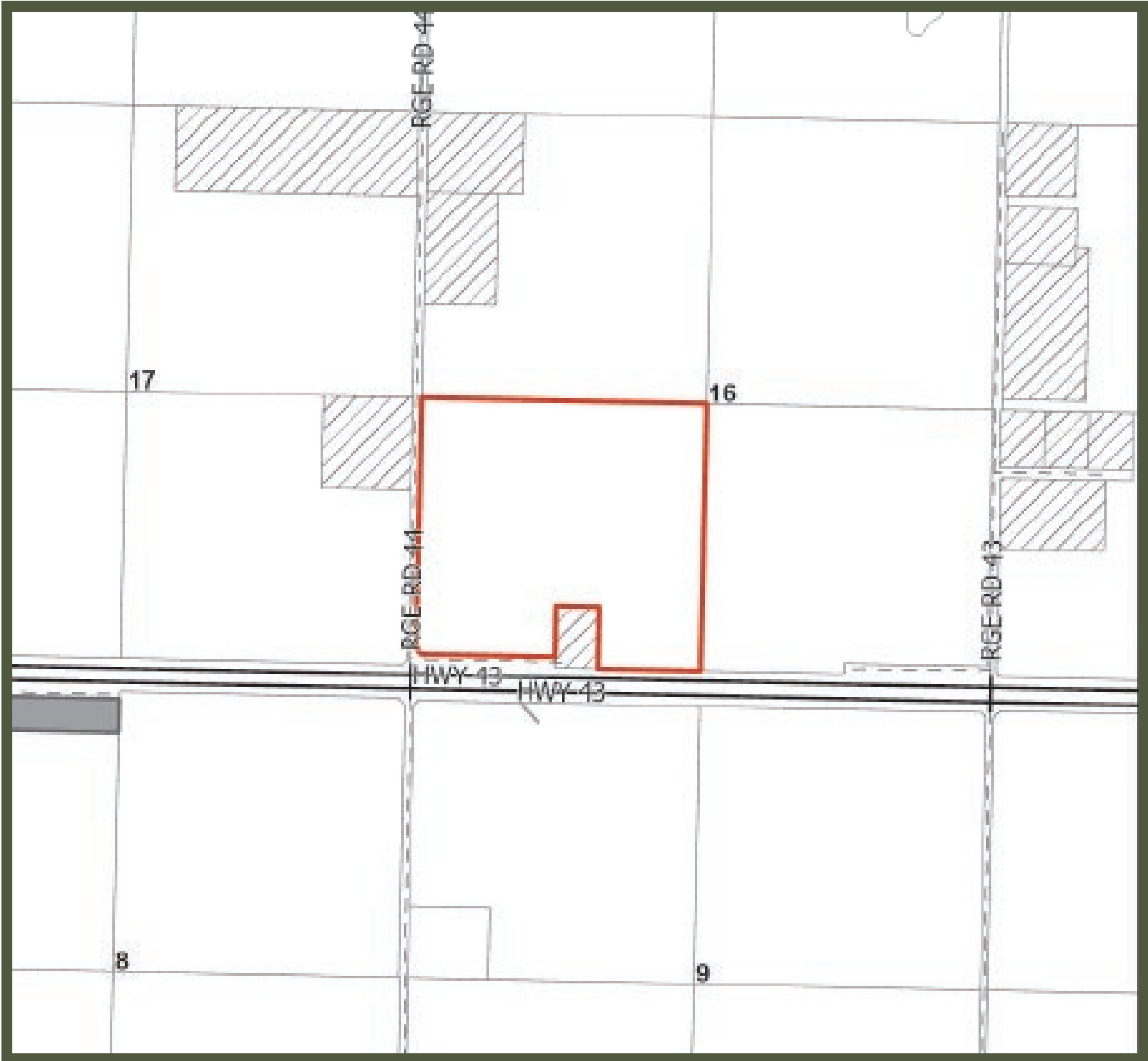
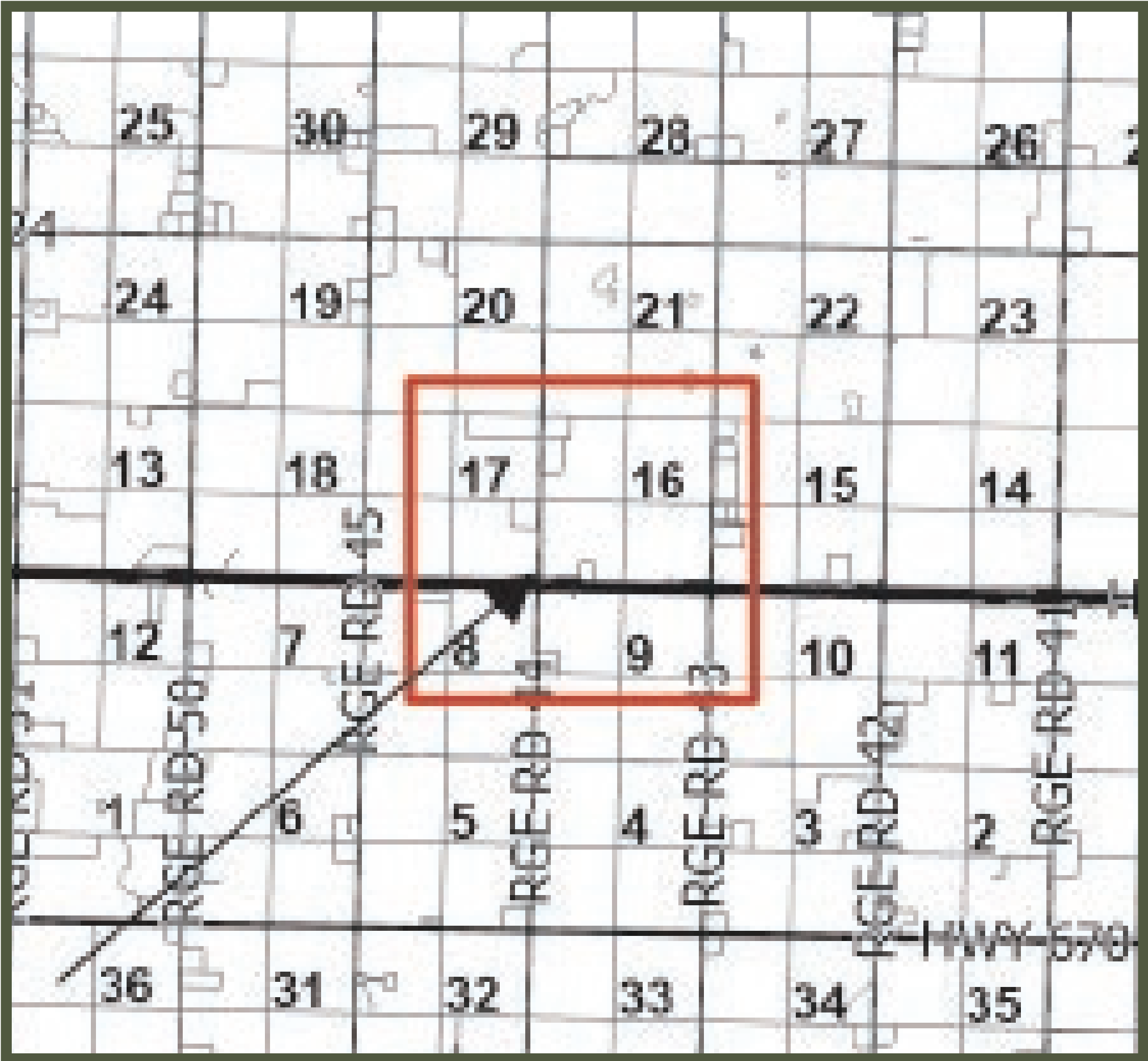
## **What will adopting this lead to?**

Proposed subdivision of 1 Highway Industrial (RM-4) lot from Pt. SW-16-72-4-W6.

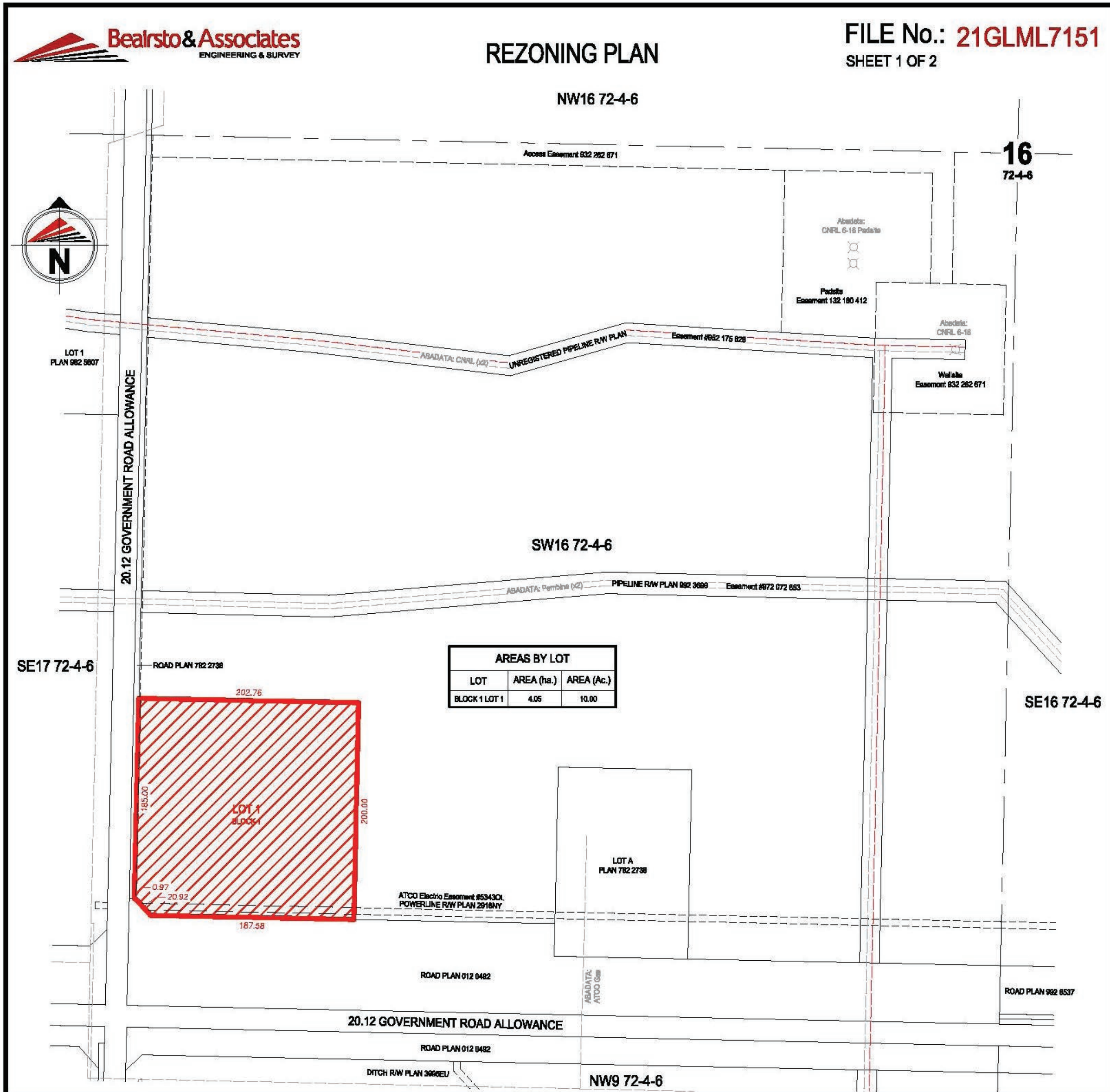
## **What is the purpose of the RM-4 district?**

To provide for an industrial district that is located adjacent to a provincial highway and where the intention is to provide a higher level of design standards for properties fronting the highway.

# Location

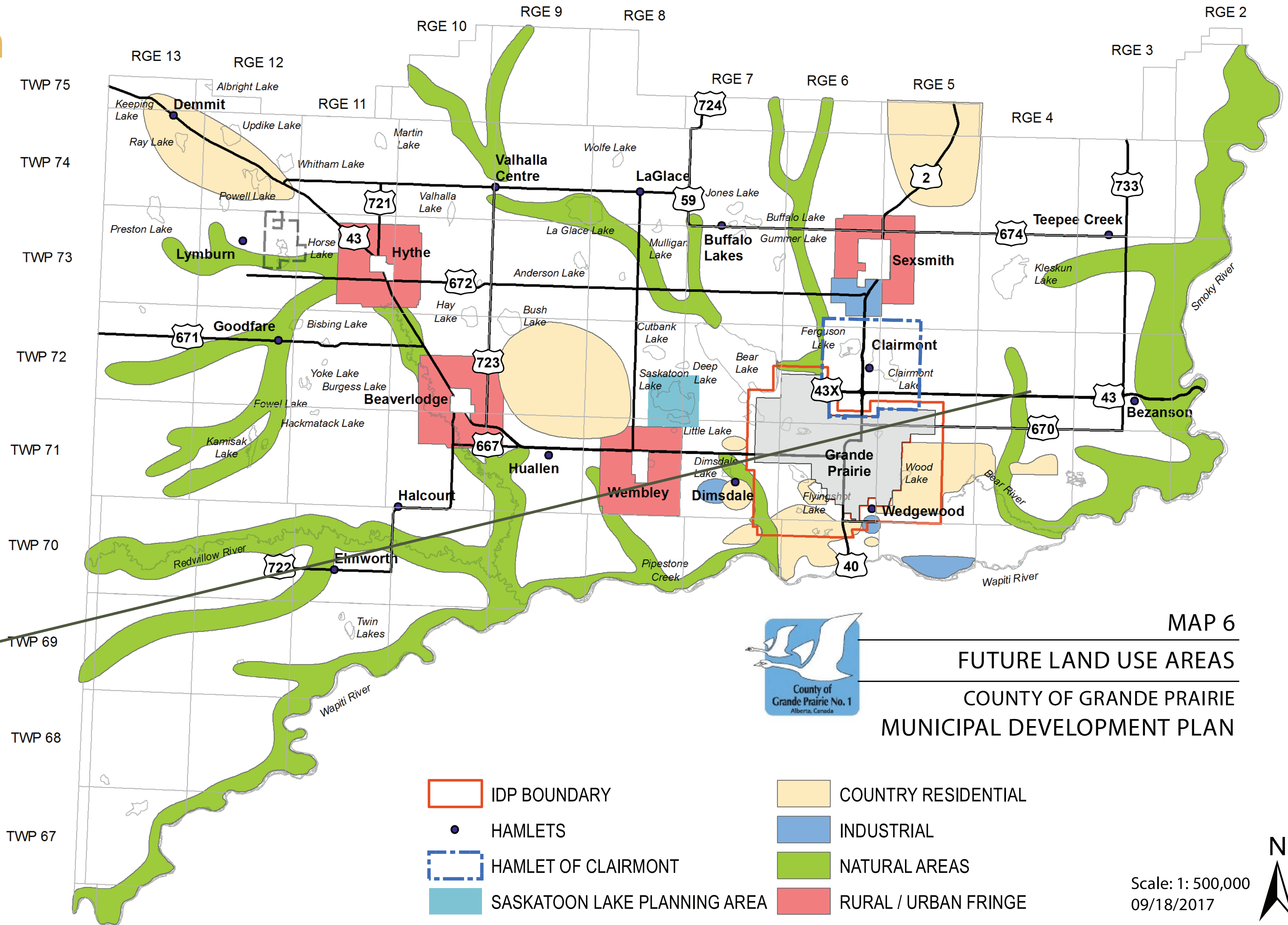


# Proposed Rezoning



# MDP Designation

## RURAL



Pt. SW-16-72-4-W6 is located approximately here.

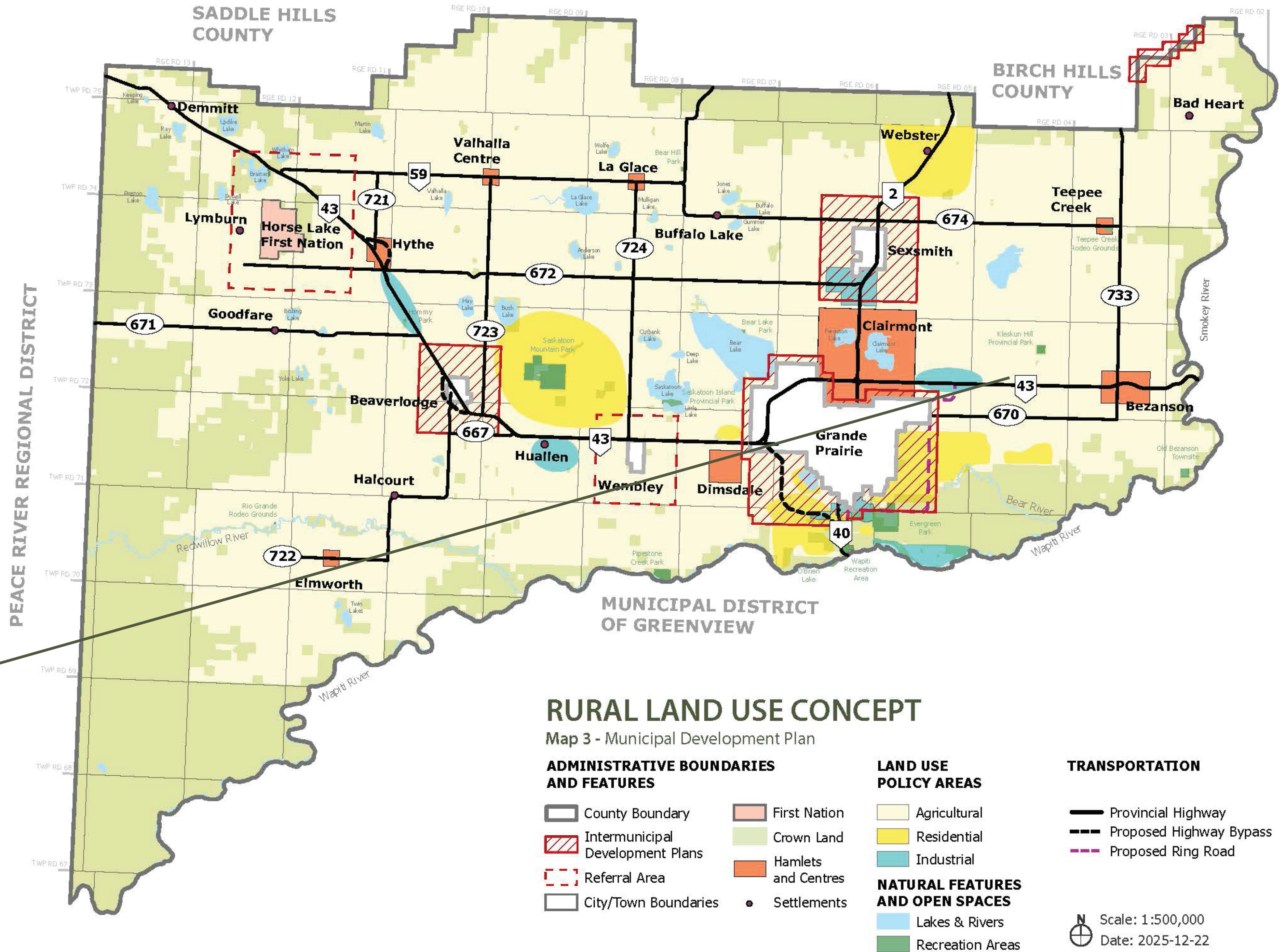


Scale: 1: 500,000  
 09/18/2017



# MDP Designation

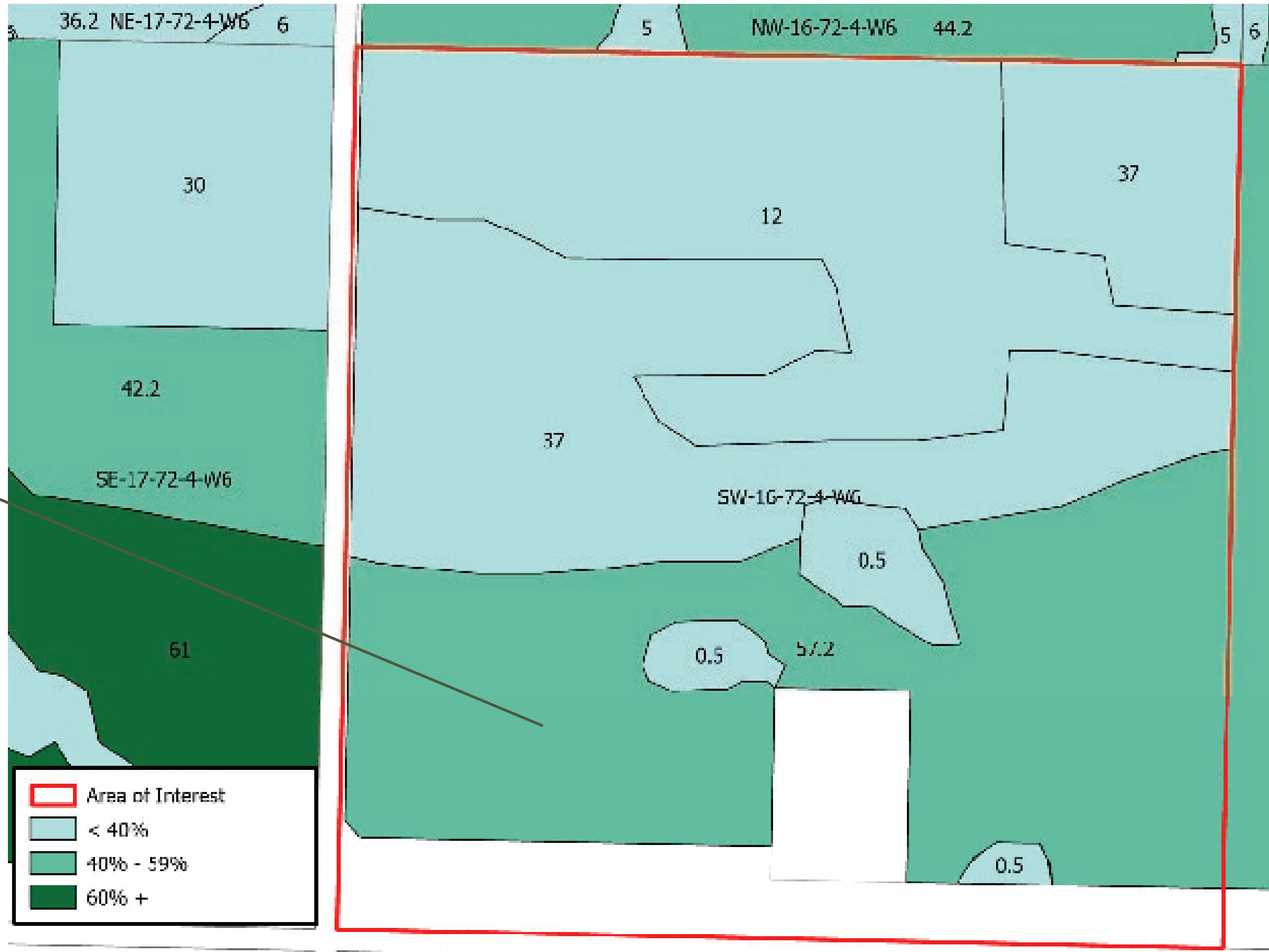
## AGRICULTURAL



Pt. SW-16-72-4-W6 is located approximately here.

# FAR Mapping Category 2

The proposed rezoning is located approximately here.



## **Policy 5.4.1**

Industrial uses in the County shall be considered in parts of the Rural Area identified for industrial land uses on Map 3 – Rural Land Use Concept

## **Policy 5.4.3**

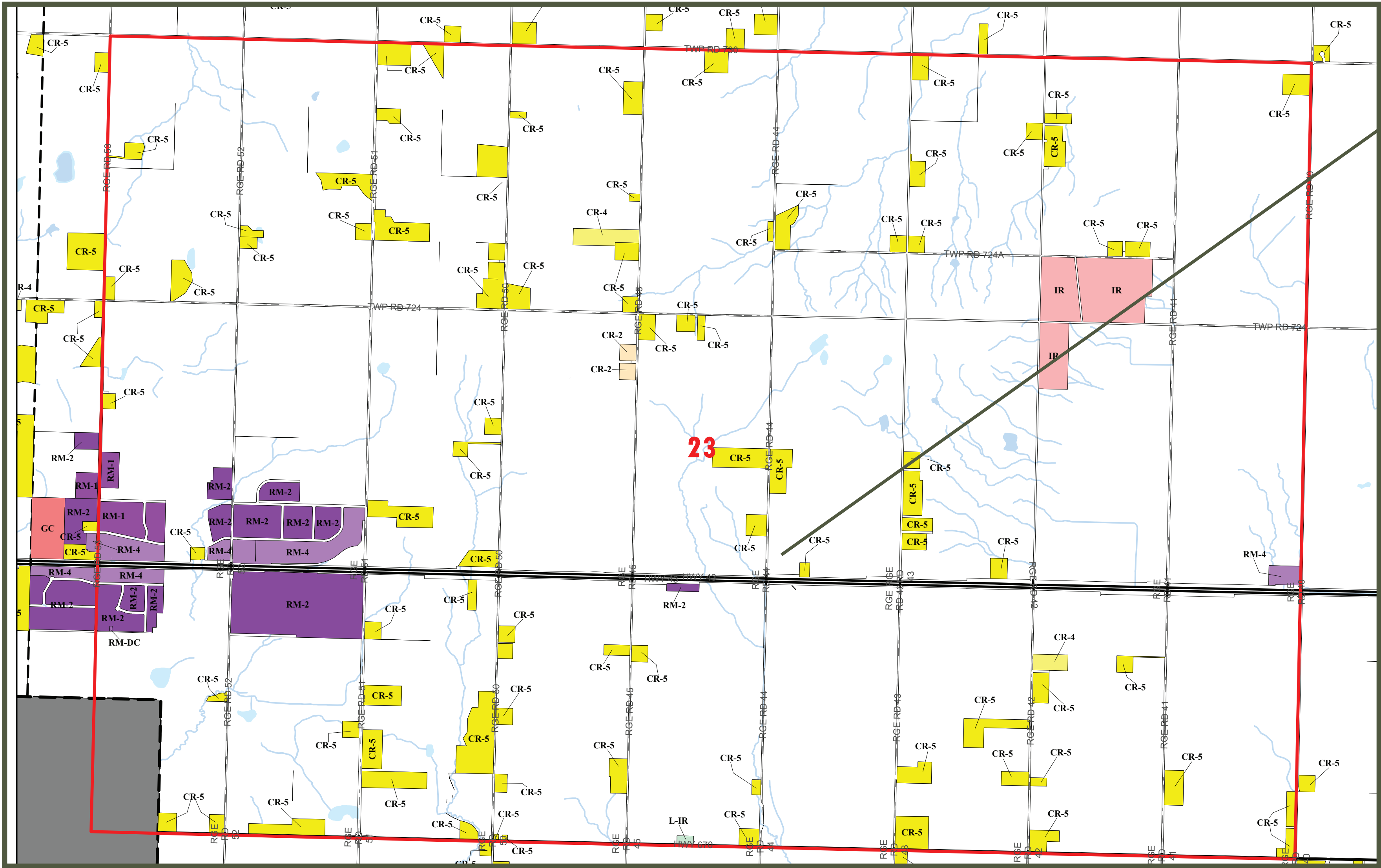
Natural Resource Extractive Industries in areas designated as Agricultural or Crown Land on Map 3 – Rural Land Use Concept may be considered in the County through a Direct Control District

## **Stakeholder Engagement**

The application was circulated to adjacent landowners within a one (1) mile radius no concerns were received.

Alberta Transportation and Economic Corridors: does not support the isolated industrial development preferring instead, have industrial development take place within established industrial parks and urban industrial/commercial areas, where existing highway and municipal road networks can safely and efficiently support traffic generated from such developments.

# Surrounding Land Uses



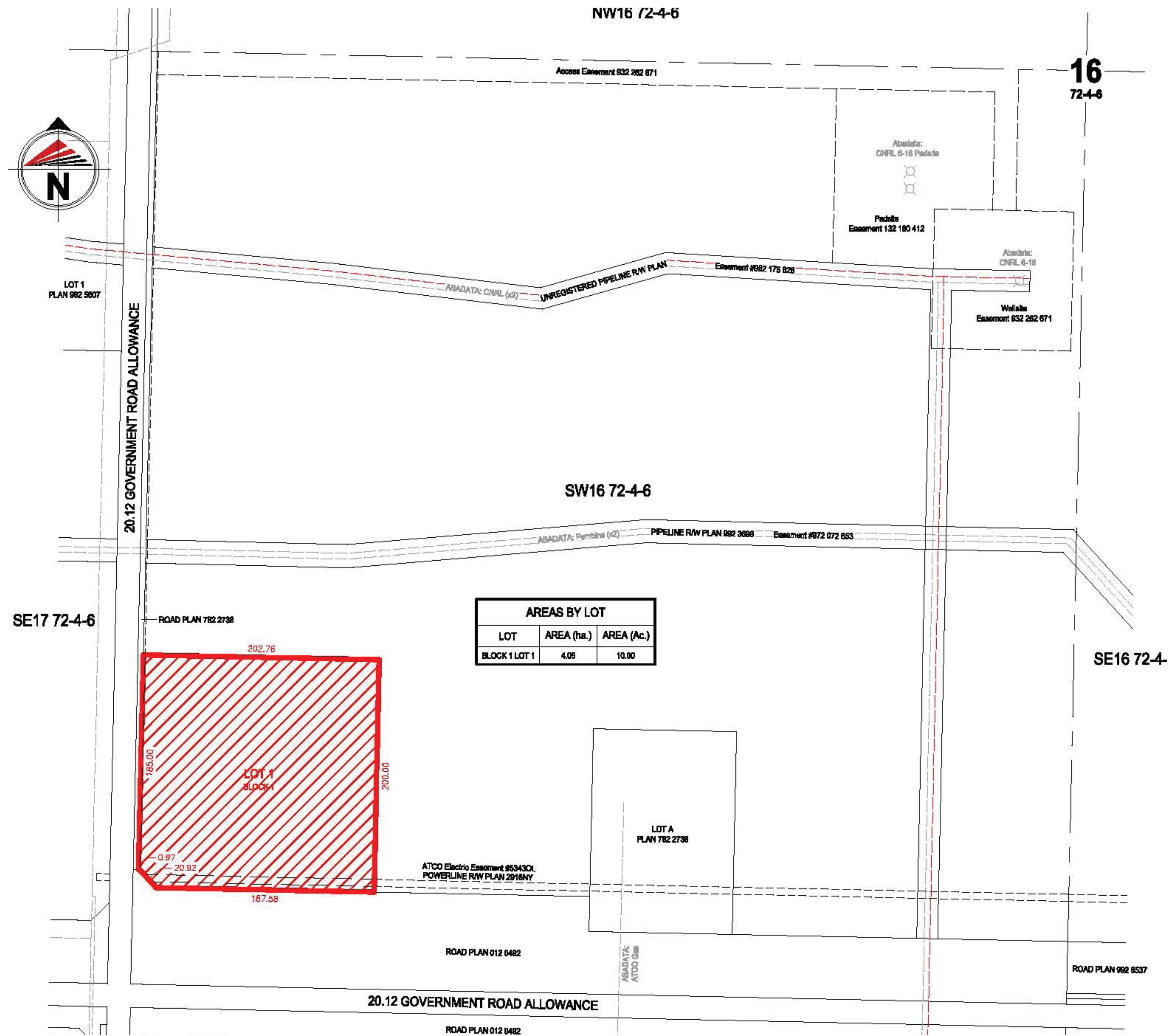
Pt. SW-16-72-4-W6 is located approximately here.

## Zoning

- AG
  - CR-2
  - CR-4
  - CR-5
  - GC
  - IR
  - L-IR
  - RM-1
  - RM-2
  - RM-4
  - RM-DC
  - LUB Grid
  - Other Municipalities
- ## RoadNetwork
- County Roads
  - Provincial Roads

# Administration's Recommendation

That Council **defeat** first reading of Bylaw #2680-26-022



**COUNTY OF GRANDE PRAIRIE NO. 1**

10001 84 Avenue  
CLAIRMONT, AB T8X 5B2  
Phone: (780) 513-3950  
Fax: (780) 539-7686



**FORM H**

**LAND USE BYLAW AMENDMENT**

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

File No.: PLLUB20260116

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: TIM & DONNA BOYNE Telephone: \_\_\_\_\_  
Address: \_\_\_\_\_

Land Description: SW Section 16 Township 72 Range 4 W6M  
Lot \_\_\_\_\_ Block \_\_\_\_\_ Plan No. \_\_\_\_\_  
Certificate of Title: \_\_\_\_\_

Amendment Proposed

FROM AG TO RM-4

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

**TO ACCOMMODATE THE 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 \$ 1,200.00 being the application fee.

DATE: April 9, 2025 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.*

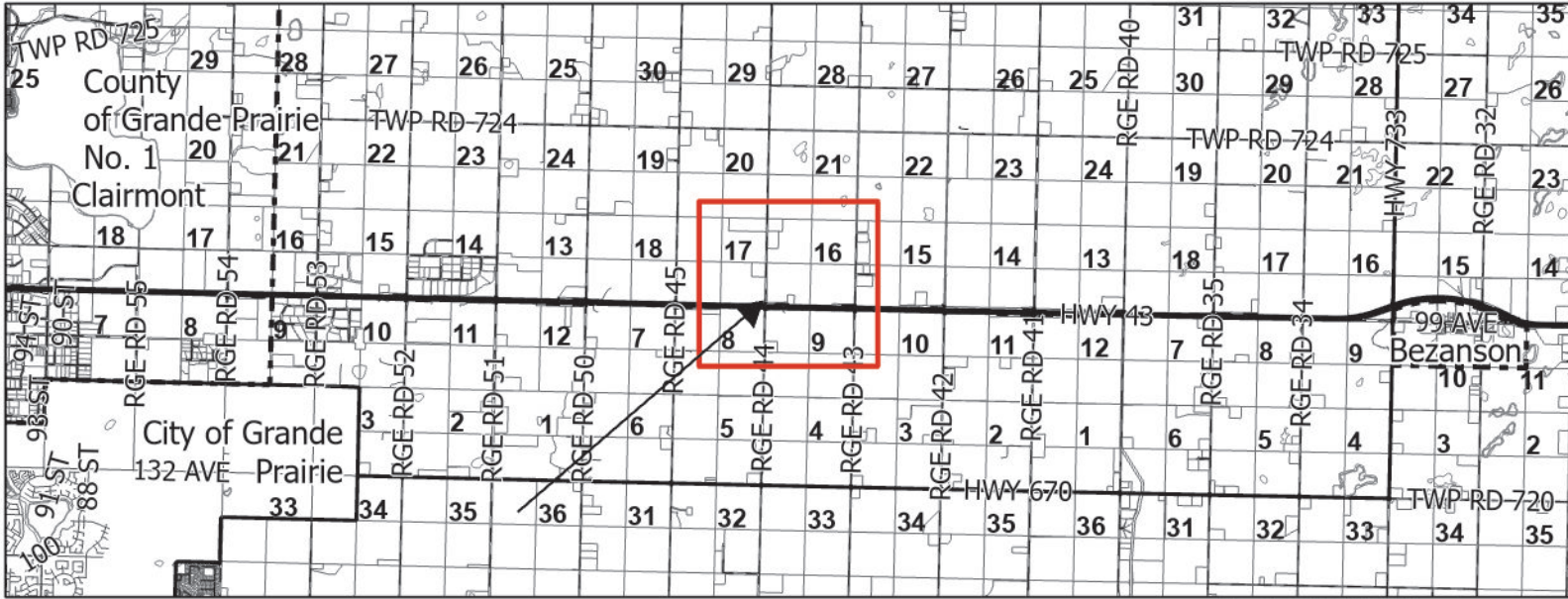


File No.: PLSUB20260117

Legal Description:  
SW-16-72-4-W6

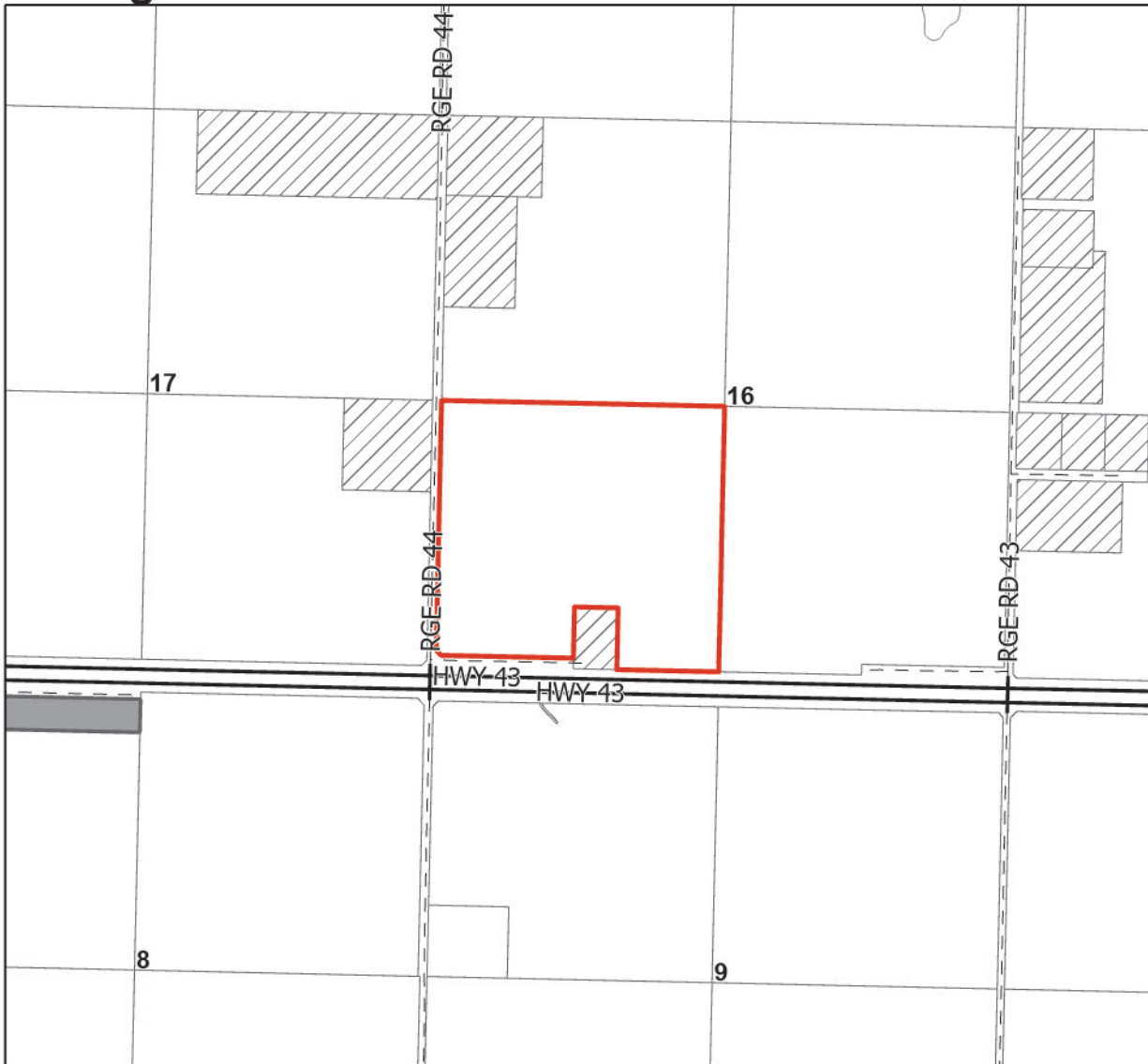
COUNCIL DIVISION: 1

### Location



Scale: 1:136,177

### Zoning



#### Local Area Map Information

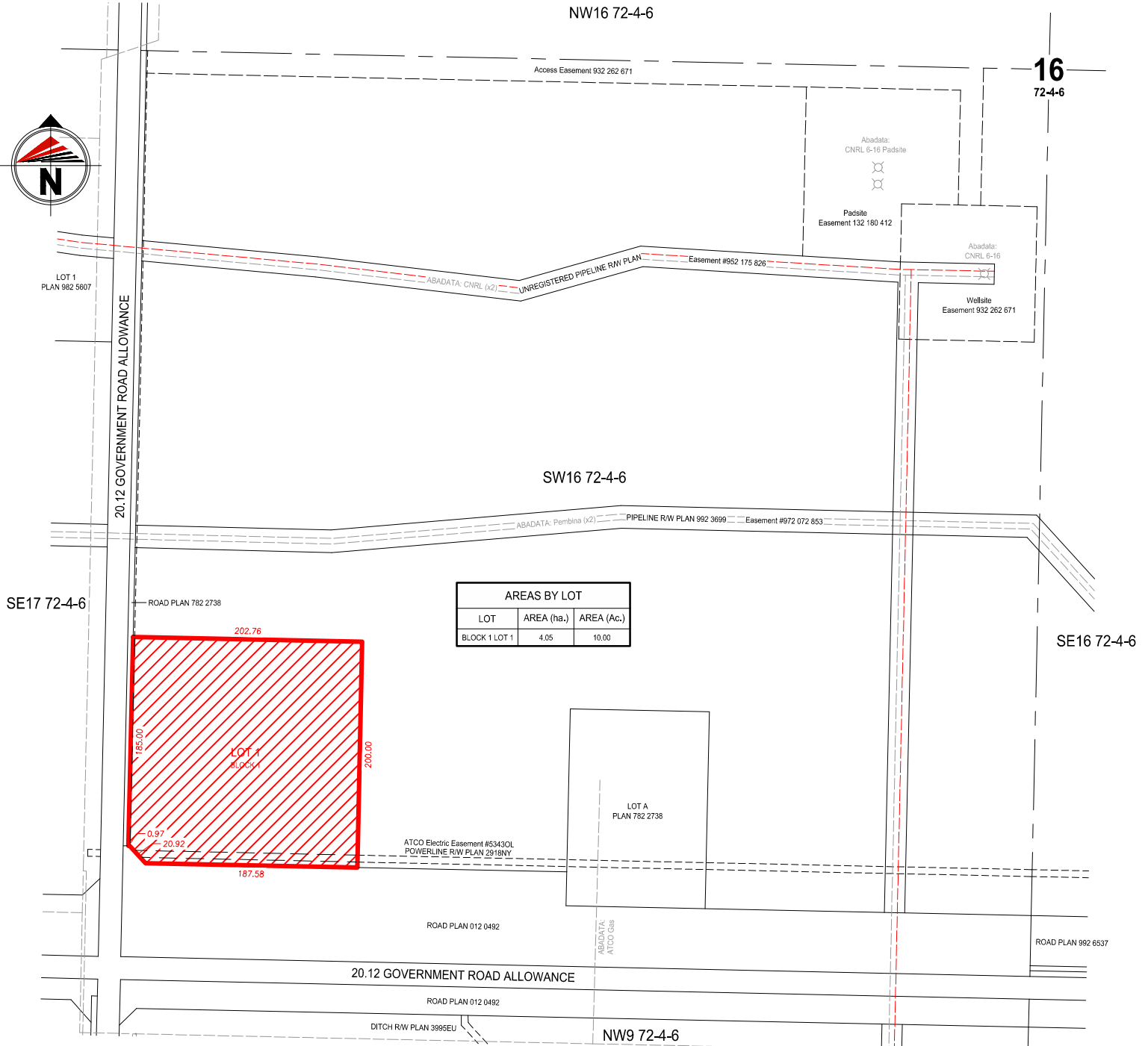
Parcel of Interest

#### Zoning

- Agricultural
- Country Residential
- 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. Copyright 2023 County of Grande Prairie. All Rights Reserved.

Scale: 1:20,000



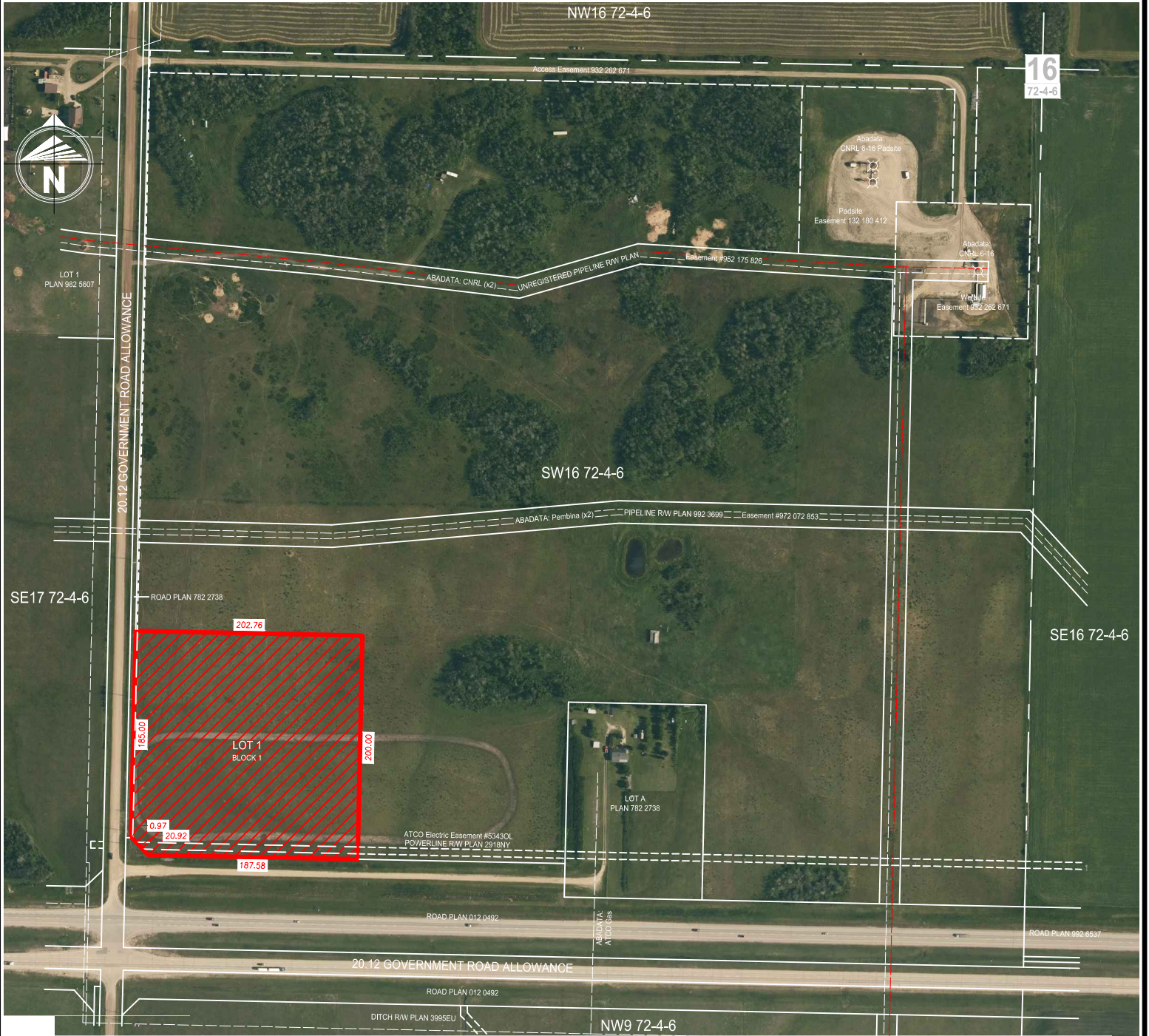
AREAS BY LOT		
LOT	AREA (ha.)	AREA (Ac.)
BLOCK 1 LOT 1	4.05	10.00

**COUNTY OF GRANDE PRAIRIE NO. 1**  
**REZONING PLAN**  
SHOWING PROPOSED REZONING OF  
PART OF THE  
S.W. 1/4 SEC. 16, TWP. 72, RGE. 4, W.6M.

LAND DEALT WITH BY THIS  
PLAN IS SHOWN OUTLINED THUS: ———  
AND CONTAINS: 4.05 HECTARES ( 10.00 ACRES)

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

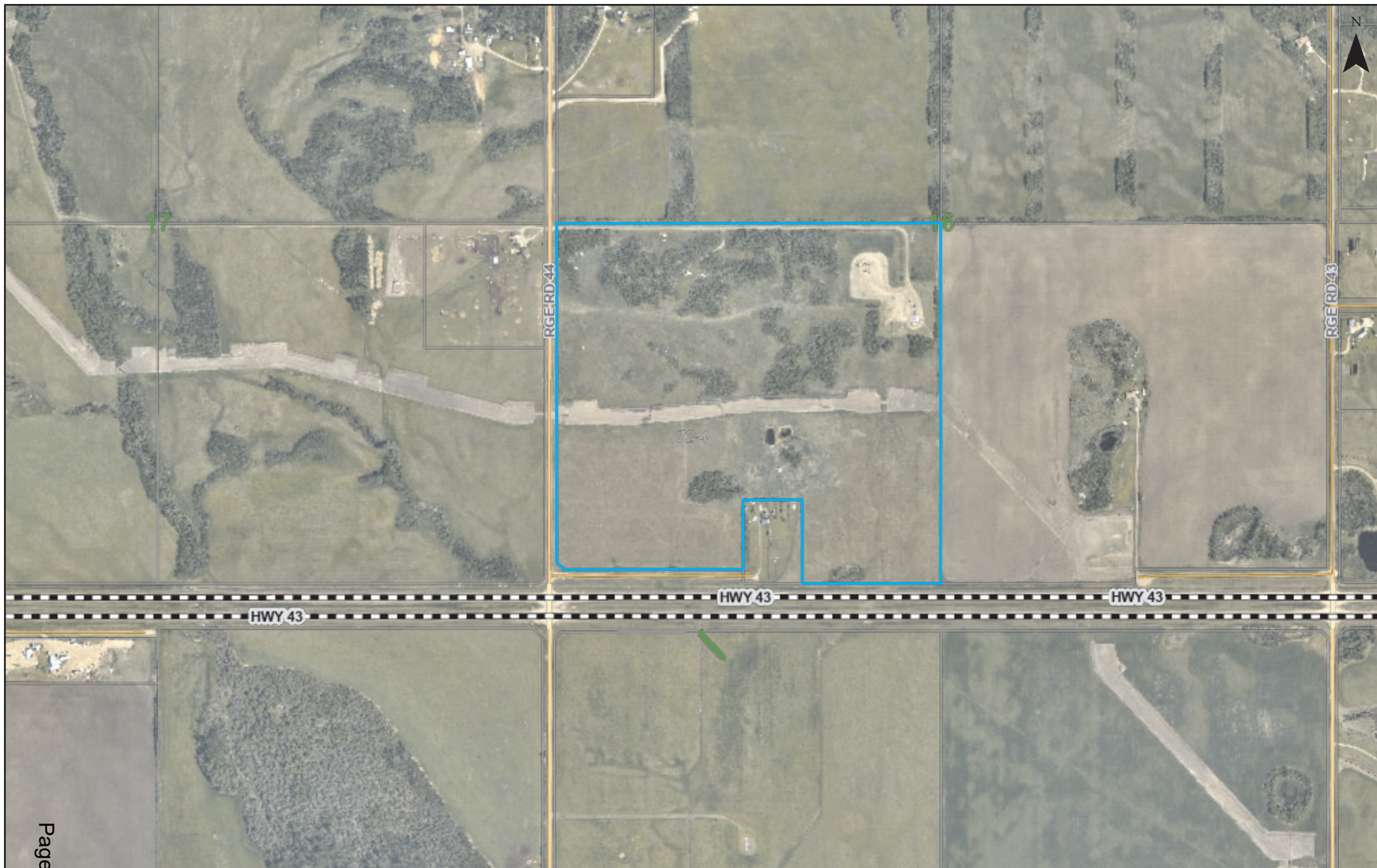
\*NO FIELD SURVEY WAS UNDERTAKEN TO PRODUCE THIS PLAN  
\*CONTAINS INFORMATION LICENSED UNDER THE  
'OPEN GOVERNMENT LICENSE' - COUNTY OF GRANDE PRAIRIE No. 1



PROJECT DETAILS		REVISIONS	
SURVEYOR:	BRUCE C. E. TATTRIE, A.L.S.	1	
PROJECT:	DONNA BOYNE	2	
DRAFTED BY:	BLAKE ROSSOL	3	
CHECKED BY:	DARRIN TRYDAL	4	
DATE:	AUGUST 23, 2021	5	
SCALE:	1:5000	6	
J:\JOBS\2021\21GLML7151\CAD\DRAWING\21GLML7151-TE-R0.DWG			

# County of Grande Prairie Web Map

County Of Grande Prairie



Scale: 1:18,056

The County of Grande Prairie No. 1 makes no representation or warranties regarding the information contained in this document, including, without limitation, whether the said information is accurate or complete. Persons using this document do so solely at their own risk, and the County of Grande Prairie No. 1 shall have no liability to such persons for any loss or damage whatsoever. Names may appear different than how they are registered with Alberta Land Titles. This document may not be copied or distributed to any other person without the express written consent of the County of Grande Prairie No. 1 NOT RESPONSIBLE FOR ERRORS OR OMISSIONS.

County of Grande Prairie No. 1 Web Map

10001 84 Avenue, Clairmont, AB. T8X 5B2  
Phone: 780-532-9722 email: info@countygpp.ab.ca

SADDLE HILLS COUNTY

BIRCH HILLS COUNTY

CE RIVER REGIONAL DISTRICT

MUNICIPAL DISTRICT OF GREENVIEW

Pt. SW-16-72-4-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

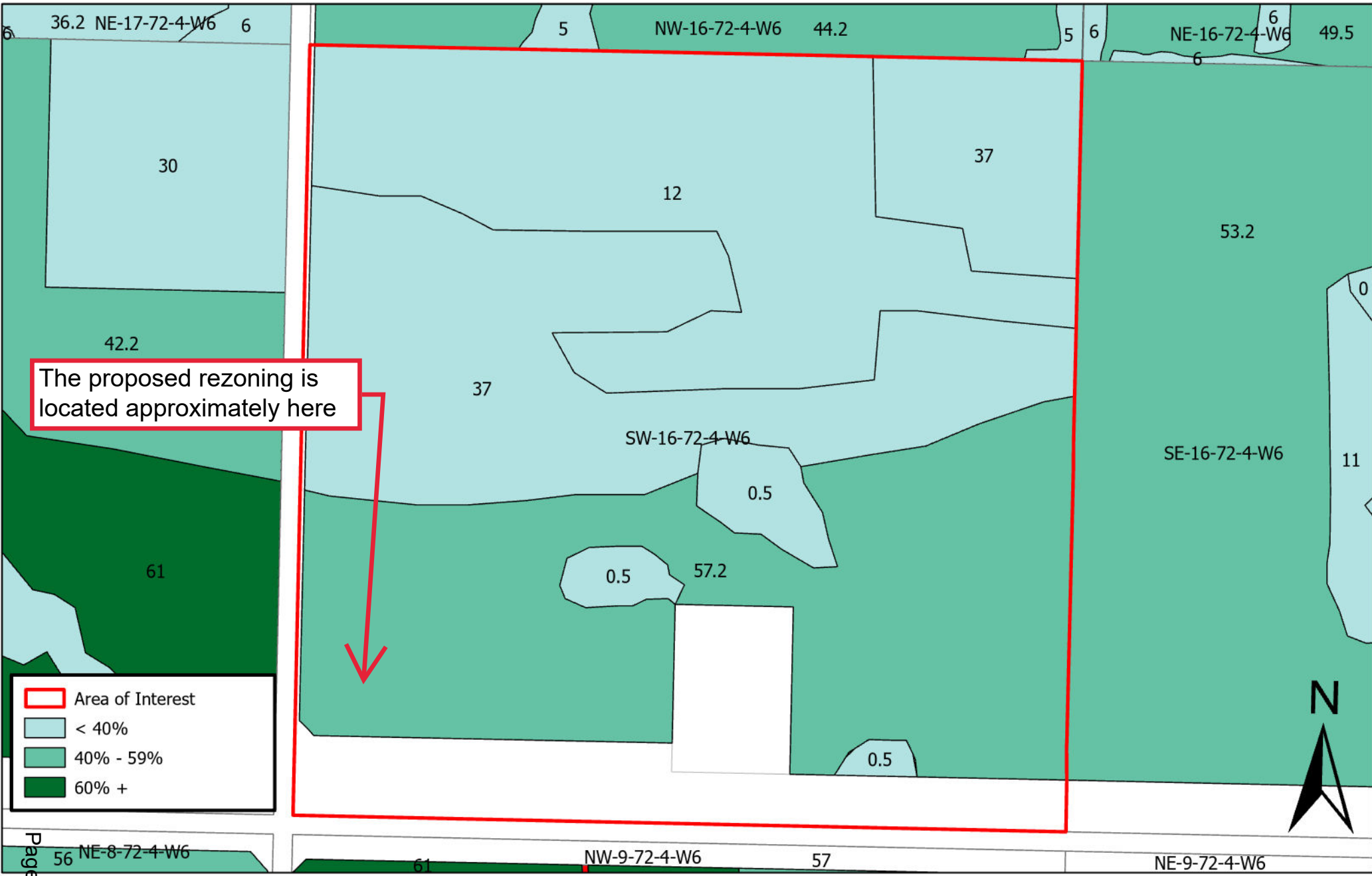
- Lakes & Rivers
- Recreation Areas

## TRANSPORTATION

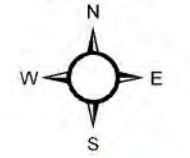
- Provincial Highway
- Proposed Highway Bypass
- Proposed Ring Road

N Scale: 1:500,000  
Date: 2025-12-22

**County of Grande Prairie  
SW-16-72-4-W6**



The County of Grande Prairie No. 1 makes no representation or warranties regarding the information contained in this document, including, without limitation, whether the said information is accurate or complete. Persons using this document do so solely at their own risk, and the County of Grande Prairie No. 1 shall have no liability to such persons for any loss or damage whatsoever. Names may appear different than how they are registered with Alberta Land Titles. This document may not be copied or distributed to any other person without the express written consent of the County of Grande Prairie No. 1 NOT RESPONSIBLE FOR ERRORS OR OMISSIONS.



Zoning

- AG
- CR-2
- CR-4
- CR-5
- GC
- IR
- L-IR
- RM-1

- RM-2
- RM-4
- RM-DC

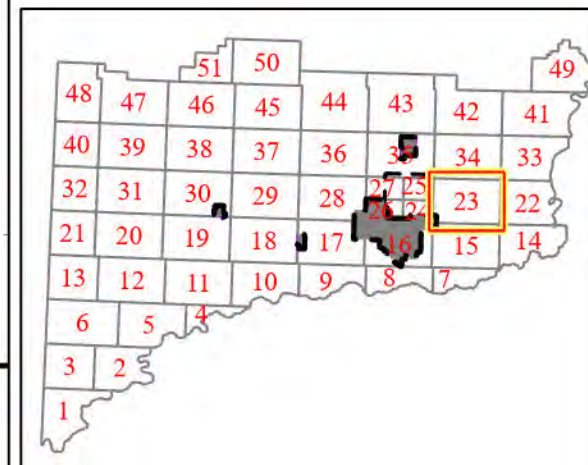
- LUB Grid
- Other Municipalities

RoadNetwork

- County Roads
- Provincial Roads

Pt. SW-16-72-4-W6 is located approximately here

23



# Transportation and Economic Corridors Notification of Referral Decision

## Subdivision in Proximity of a Provincial Highway

<b>Municipality File Number:</b>	PLSUB20260117	<b>Highway(s):</b>	43
<b>Legal Land Location:</b>	QS-SE SEC-16 TWP-072 RGE-04 MER-6	<b>Municipality:</b>	County of Grande Prairie No. 1
<b>Decision By:</b>	Mary Crowley	<b>Issuing Office:</b>	Peace Region / Grande Prairie
<b>Issued Date:</b>	May 4, 2026	<b>Appeal Authority:</b>	Land and Property Rights Tribunal
<b>RPATH Number:</b>	RPATH0072246		
<b>Description of Development:</b>	PLSUB20260116 & PLSUB20260117 an application to rezone and subdivide SW-16-72-4-W6 description from Agricultural (AG) to Highway Industrial (RM-4) to create one industrial lot.		

This will acknowledge receipt of your circulation regarding the above noted proposal. The subsequent subdivision application would be subject to the requirements of Sections 18 and 19 of the Matters Related to Subdivision and Development Regulation (The Regulation), due to the proximity of Highway(s) 43

**Transportation and Economic Corridors offers the following comments with respect to this application:**

The requirements of Section 18 of the Regulation are not met. The department anticipates minimal impact on the highway from this proposal. Pursuant to Section 20(1) of the Regulation, Transportation and Economic Corridors grants approval for the subdivision authority to vary the requirements of Section 18 of the Regulation.

The requirements of Section 19 are met as access to the parcel and the remnant title is by means other than a highway, therefore no variance is required.

**Transportation and Economic Corridors has the following additional comments and/or requirements with respect to this proposal:**

1. The department expects that the municipality will mitigate the impacts of traffic generated by developments approved on the local road connections to the highway system, pursuant to Policy 7 of the Provincial Land Use Policies and Section 618.4 of the Municipal Government Act.

2. The subject land is within the permit area of a highway as outlined in the Highways Development and Protection Regulation. Proposed development on the subject will require the benefit of a Roadside Development Permit from Transportation and Economic Corridors.

3. With respect to the Land Use Bylaw Amendment from AG Agricultural to RM-4 Highway Industrial. The department does not support isolated industrial development preferring instead, have industrial development take place within established industrial parks and urban industrial/commercial areas, where existing highway and municipal road networks can safely and efficiently support traffic generated from such developments.

4. No direct highway access will be permitted as result of this subdivision or future subdivision of the remnant quarter section.

Please contact Transportation and Economic Corridors through the [RPATH Portal](#) if you have any questions, or require additional information



Issued by **Mary Crowley, Development and Planning Technologist**, on **May 4, 2026** on behalf of the Minister of Transportation and Economic Corridors

## **BYLAW #2680-26-022**

### **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-16-72-4-W6 be redesignated from an AGRICULTURAL (AG) DISTRICT to a HIGHWAY INDUSTRIAL (RM-4) DISTRICT as indicated in red hatching on the attached Schedule A.

#### **INTERPRETATION**

2. This Bylaw shall be cited as the “Land Use Bylaw Amendment #2680-26-022”.
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.

---

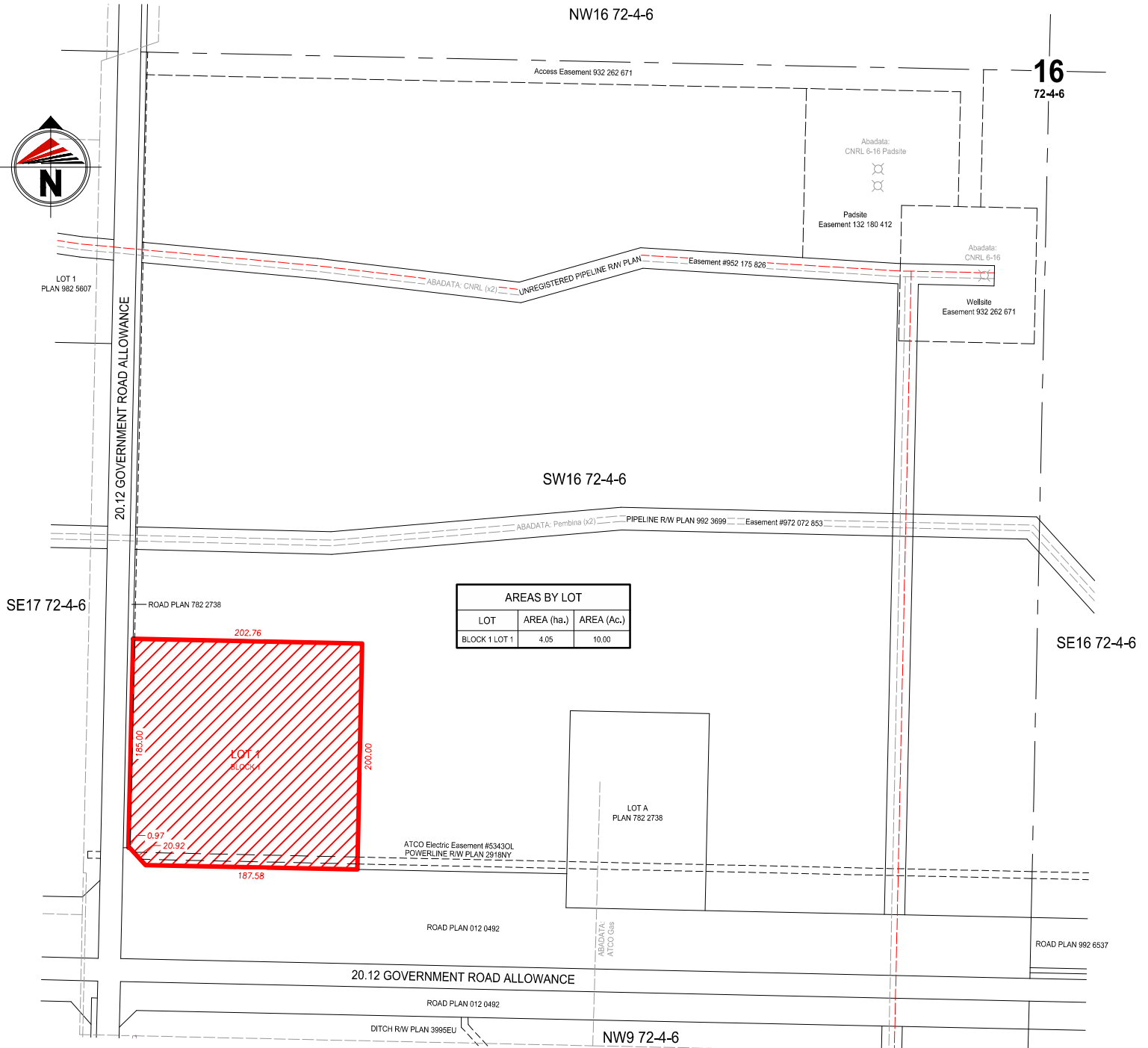
Amanda McDonald  
Reeve

---

Joulia Whittleton  
County Manager

**ATTACHMENTS**

Schedule A – Bylaw #2680-26-022 Rezoning Plan



AREAS BY LOT		
LOT	AREA (ha.)	AREA (Ac.)
BLOCK 1 LOT 1	4.05	10.00

**COUNTY OF GRANDE PRAIRIE NO. 1**  
**REZONING PLAN**  
SHOWING PROPOSED REZONING OF  
PART OF THE  
S.W. 1/4 SEC. 16, TWP. 72, RGE. 4, W.6M.

LAND DEALT WITH BY THIS  
PLAN IS SHOWN OUTLINED THUS: ———  
AND CONTAINS: 4.05 HECTARES ( 10.00 ACRES)

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

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

# Request for Decision

## Report Submission Details

---

Item Number: **7.2**

Report Title: **Bylaw #2680-26-023 / Pt. SE-20-71-3-W6 / Helix Surveys Ltd. / Cunningham McKnight Development Inc.**

Presenter: **Nick Lapp, General Manager, Planning and Development Services**

Supported By: Chetna Sidhu, Planner, Planning Services

Meeting: Regular Council Meeting

Meeting Date: June 8, 2026

Agenda Category: Public Hearings

## Recommended Action

---

### Option 1:

That all 3 readings be given to Bylaw #2680-26-023 with the following motions:

#### Motion 1:

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.

#### Motion 2:

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.

#### Motion 3: (requires unanimous consent)

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.

#### Motion 4:

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.

## Previous Council / Committee Action

Not applicable.

## **Background and Analysis**

---

Bylaw Number: 2680-26-023

File Number: PLLUB20260105

Council Division: 1

Current Zoning: Country Residential (CR-4) District

This application is 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 to facilitate a boundary adjustment with Plan 2421088; Block 3; Lot 2A.

The subject land is located west of RGE RD 34 and south of TWP RD 713A, approximately 5 miles southwest of the Hamlet of Bezanson.

The Municipal Development Plan (MDP) designates the subject lands as Agricultural and Section 6 of the MDP is most relevant. Section 6.3.1 of the MDP states that a maximum of 16 hectares (40 acres) can be subdivided from a quarter-section in an area identified for agricultural land use, depending on the Farmland Assessment Rating (FAR) of the fields and the proposed configuration of the future subdivision. However, as this is the remaining balance of an already subdivided residential subdivision and is treed land, there is no Farmland Assessment Rating on this land. Although the application is not consistent with the current MDP, the quarter section has been subdivided as a residential subdivision based on past planning documents and polices, as such the property is already zoned Country Residential (CR-4) District for residential development. Therefore, Administration has no concerns with this application despite its inconsistency with Section 6.3.1 of the MDP.

The proposed rezoning is to facilitate a boundary adjustment with Plan 2421088; Block 3; Lot 2A. There will be no new lot created if this rezoning is approved. A separate subdivision application has been submitted for the final phase of the Wapiti Ridge subdivision. However, the balance of the lands associated with that subdivision application are already zoned Country Residential (CR-4) and do not require rezoning to proceed. The subdivision application has been reviewed concurrently and will be brought forward to a future Municipal Planning Commission meeting for discussion and decision.

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

## **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 #2680-26-023 with the following motions:

Motion 1:

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.

Motion 2:

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.

Motion 3: (requires unanimous consent)

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.

Motion 4:

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.

Option 2:

As Council directs.

---

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

**Strategic Themes:**

- |  |   |
|--|---|
| <input type="checkbox"/> Theme 1   Quality of Life | <input checked="" type="checkbox"/> Theme 4   Land Use and Management       |
| <input type="checkbox"/> Theme 2   Economy         | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation  | <input type="checkbox"/> Not applicable.                                    |

**Other Plans:**

Bylaw #3255 Municipal Development Plan

---

**Stakeholder Engagement**

Adjacent Landowners: Administration received 7 letters of concern from adjacent landowners. The concerns raised in the letters are primarily related to the separate subdivision application for the final phase of the Wapiti Ridge subdivision, rather than the proposed rezoning. The concerns include traffic, road conditions, drainage, water supply/wells, impacts to the community well, privacy, noise, rural character, and potential impacts to existing residents. These concerns will be addressed through the subdivision application review and will be presented to the Municipal Planning Commission when the subdivision application is brought forward for decision.

County Lands department: has no concerns with the proposed rezoning. County Lands provided additional comments related to the associated subdivision application, including comments regarding Environmental Reserve Easement, Municipal Reserve, and Registered Document 242 117 800, which establishes a 30-metre dedicated road right-of-way on the most southerly portions of Lot 2A. These comments are specific to the subdivision application and will be reviewed and addressed through the subdivision process when

---

PLSUB20260106 is brought forward to the Municipal Planning Commission for decision.

No concerns, subject to standard comments: 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.

### **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 #2680-26-023 Presentation
2. Bylaw #2680-26-023 Attachments
3. Bylaw #2680-26-023
4. Schedule A – Bylaw #2680-26-023 Rezoning Plan

Approved by General Manager

Approved by County Manager

# Bylaw #2680-26-023

Pt. Pt. SE-20-71-3-W6

Helix Surveys Ltd.

Cunningham McKnight Development Inc.

## **What is Bylaw #2680-26-023?**

To rezone 1.78 hectares (4.39 acres) from the Country Residential (CR-4) District to the Country Residential (CR-5).

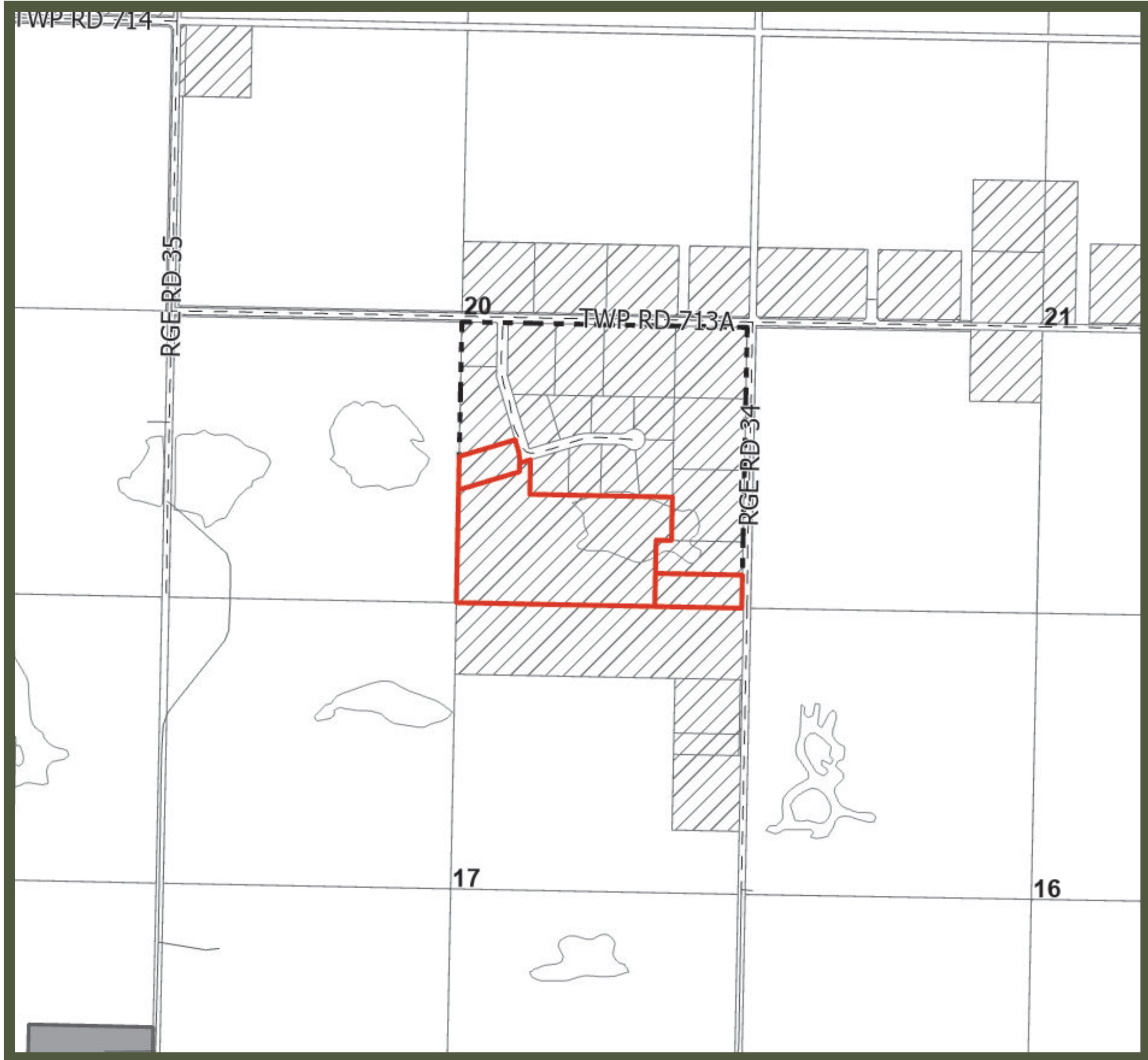
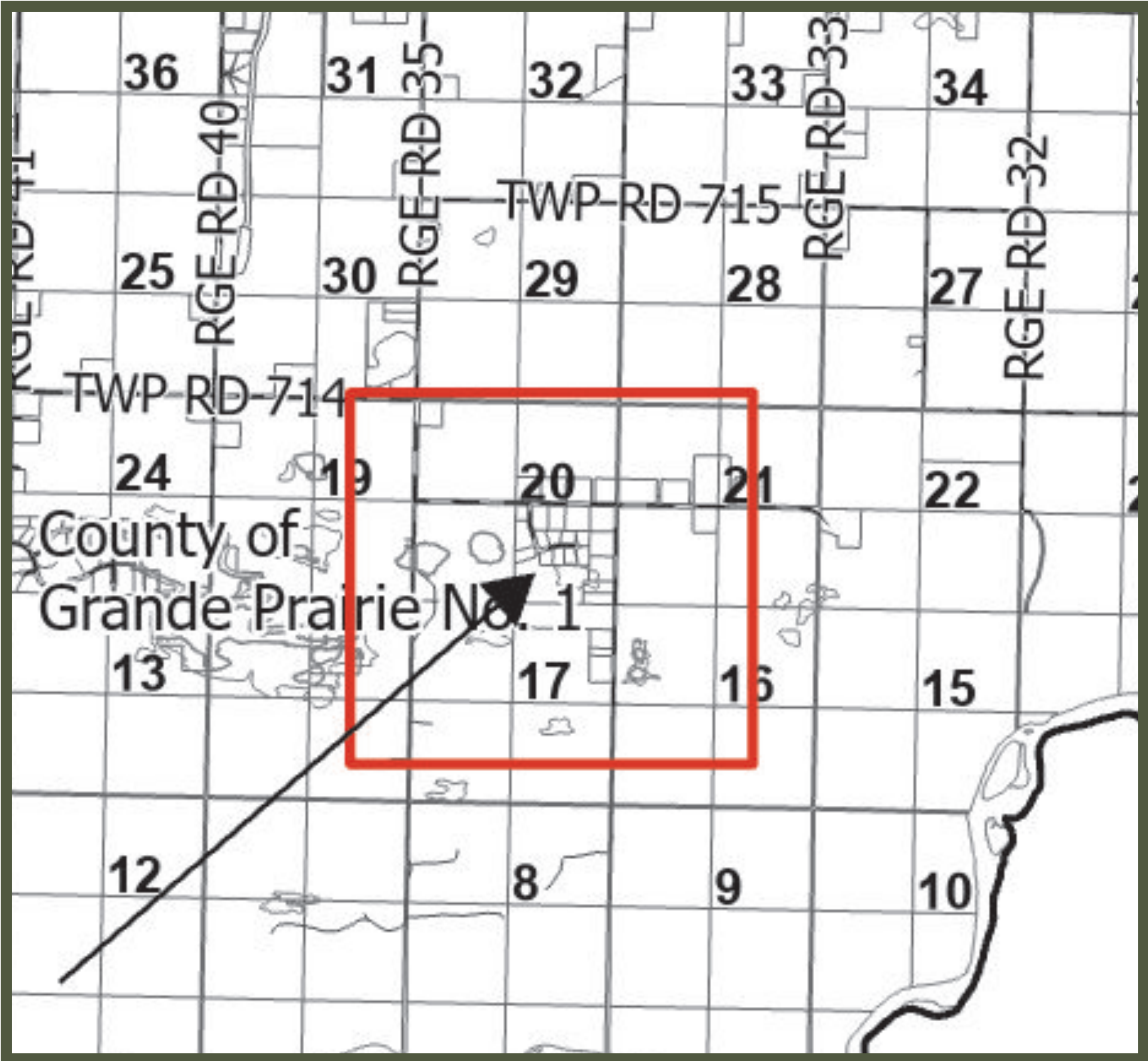
## **What will adopting this lead to?**

Proposed boundary adjustment with Plan 2421088; Block 3; Lot 2A.

## **What is the purpose of the CR-5 district?**

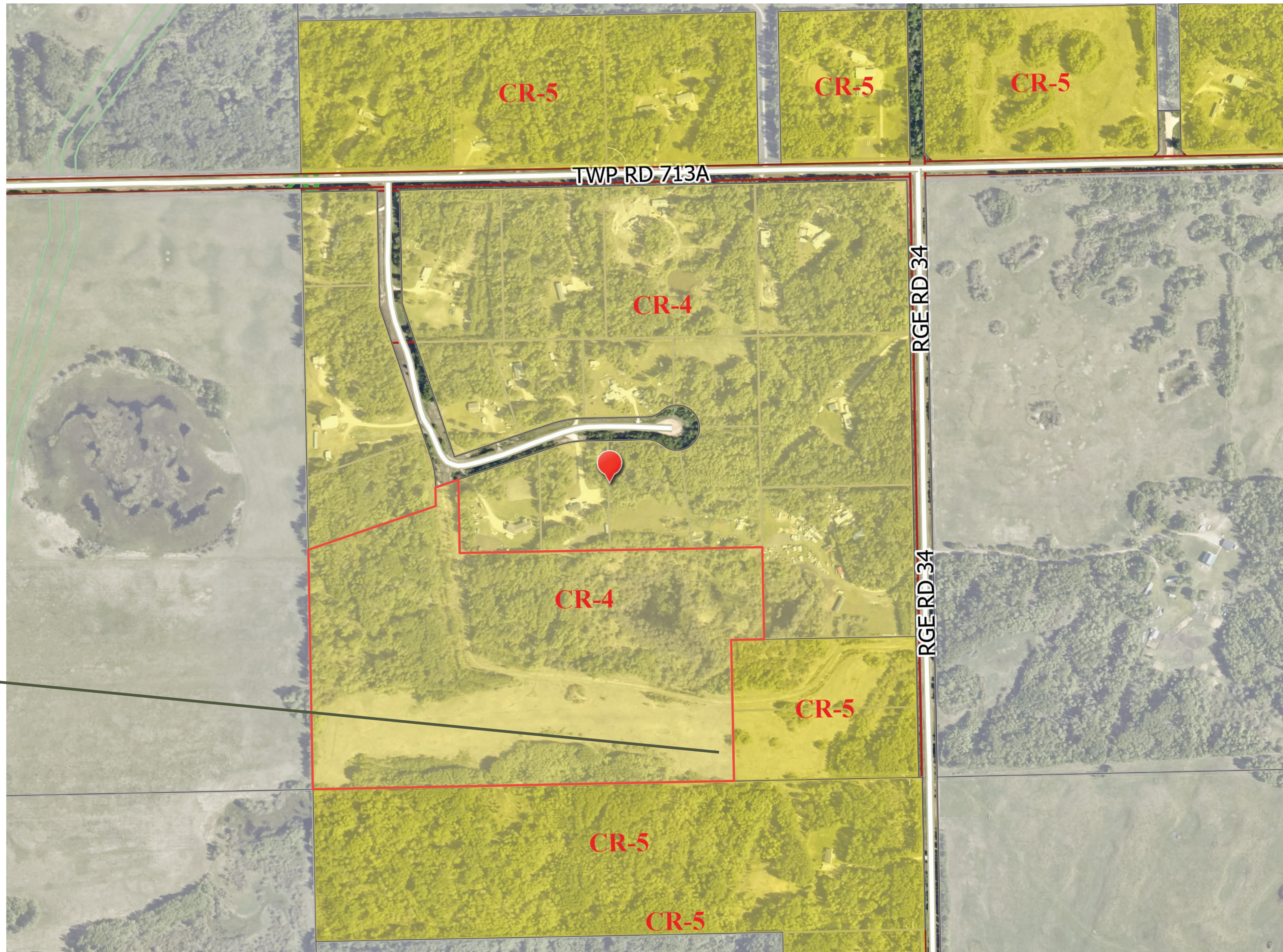
To provide a residential district in which major home-based businesses will co-exist with residential uses on larger parcels of land.

# Location



# Current Zoning

## COUNTRY RESIDENTIAL (CR-4)

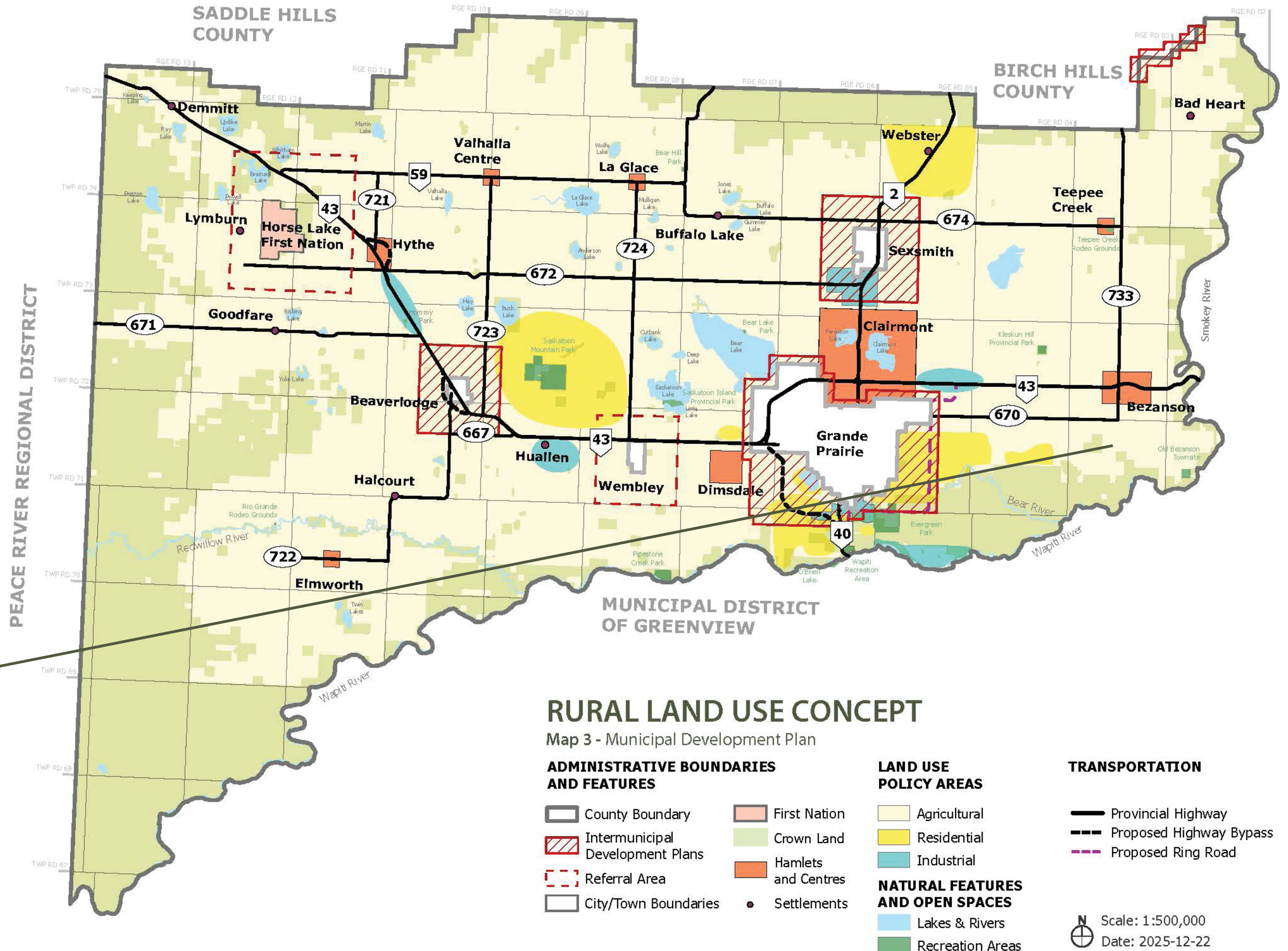


The proposed rezoning is located approximately here.

- Zoning
- AG
  - CR-4
  - CR-5

# MDP Designation

## AGRICULTURAL



Pt. SE-20-71-3-W6 is located approximately here.

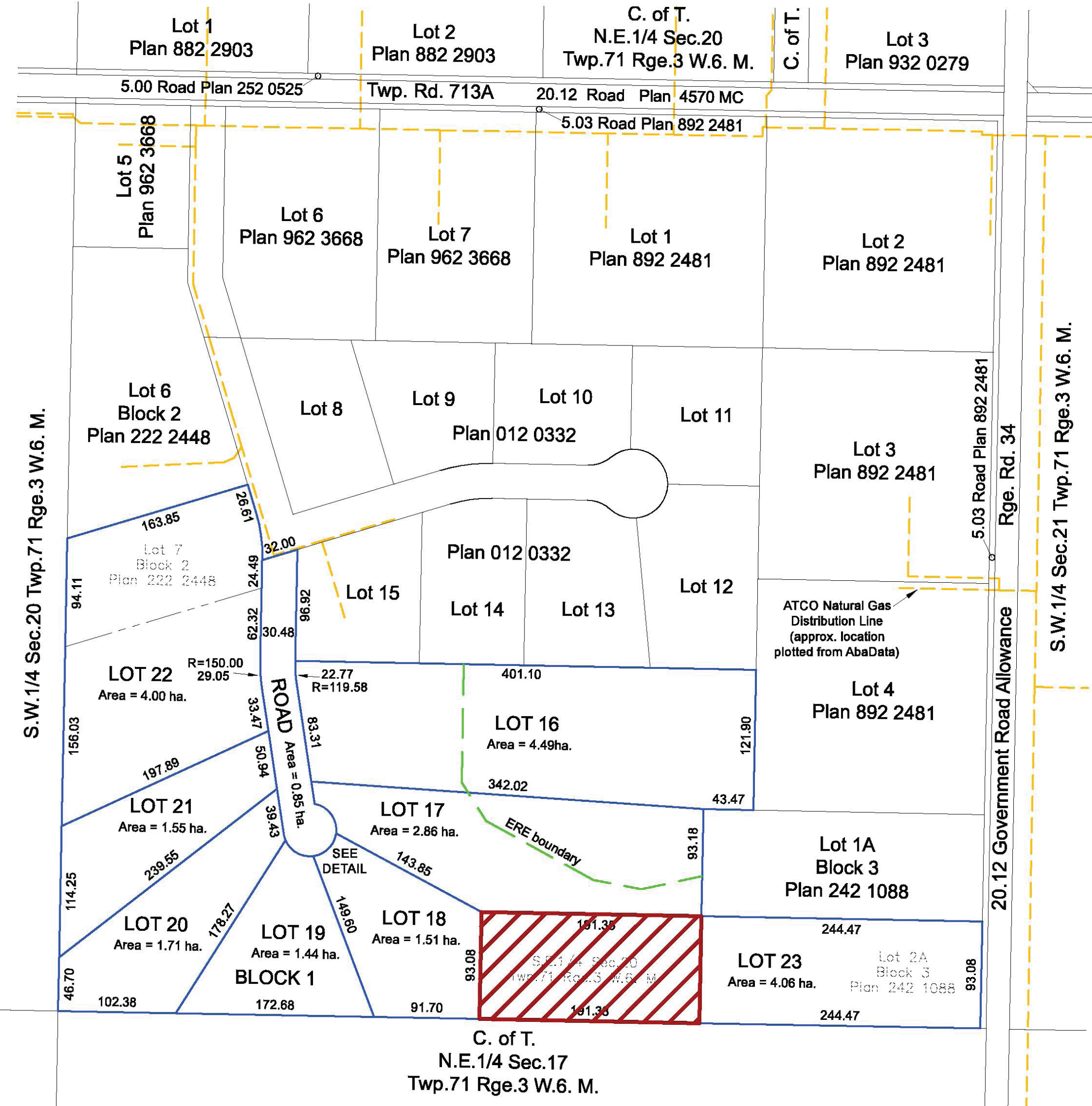
### RURAL LAND USE CONCEPT

Map 3 - Municipal Development Plan

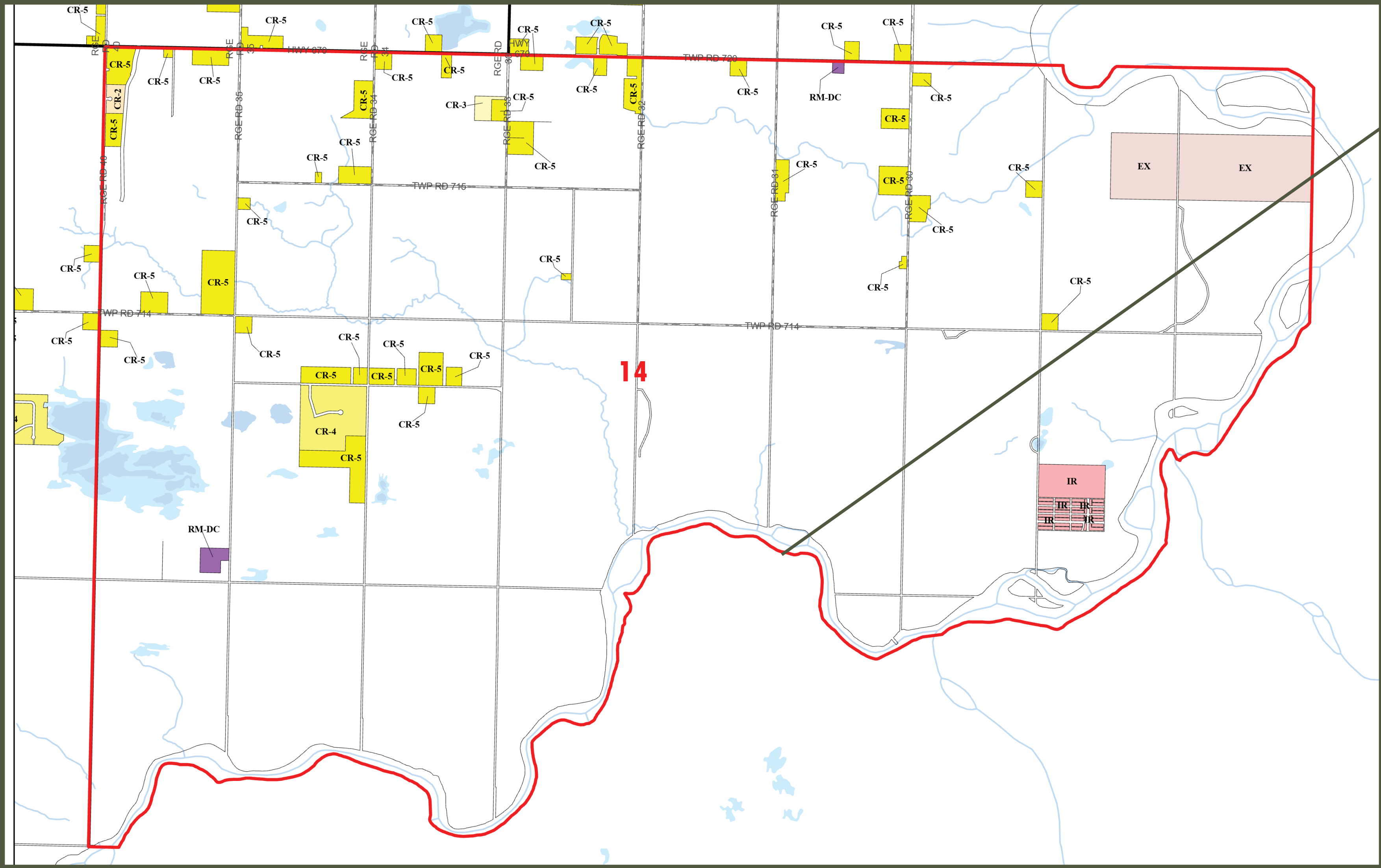
<b>ADMINISTRATIVE BOUNDARIES AND FEATURES</b>		<b>LAND USE POLICY AREAS</b>	<b>TRANSPORTATION</b>
County Boundary	First Nation	Agricultural	Provincial Highway
Intermunicipal Development Plans	Crown Land	Residential	Proposed Highway Bypass
Referral Area	Hamlets and Centres	Industrial	Proposed Ring Road
City/Town Boundaries	Settlements	<b>NATURAL FEATURES AND OPEN SPACES</b>	
		Lakes & Rivers	
		Recreation Areas	

Scale: 1:500,000  
 Date: 2025-12-22

# Proposed Rezoning



# Surrounding Land Uses



Pt. SE-20-71-3-W6 is located approximately here.

## Zoning

- AG
- CR-2
- CR-3
- CR-4
- CR-5
- EX
- IR
- RM-DC
- LUB Grid

## RoadNetwork

- County Roads
- Provincial Roads

# Stakeholder Engagement

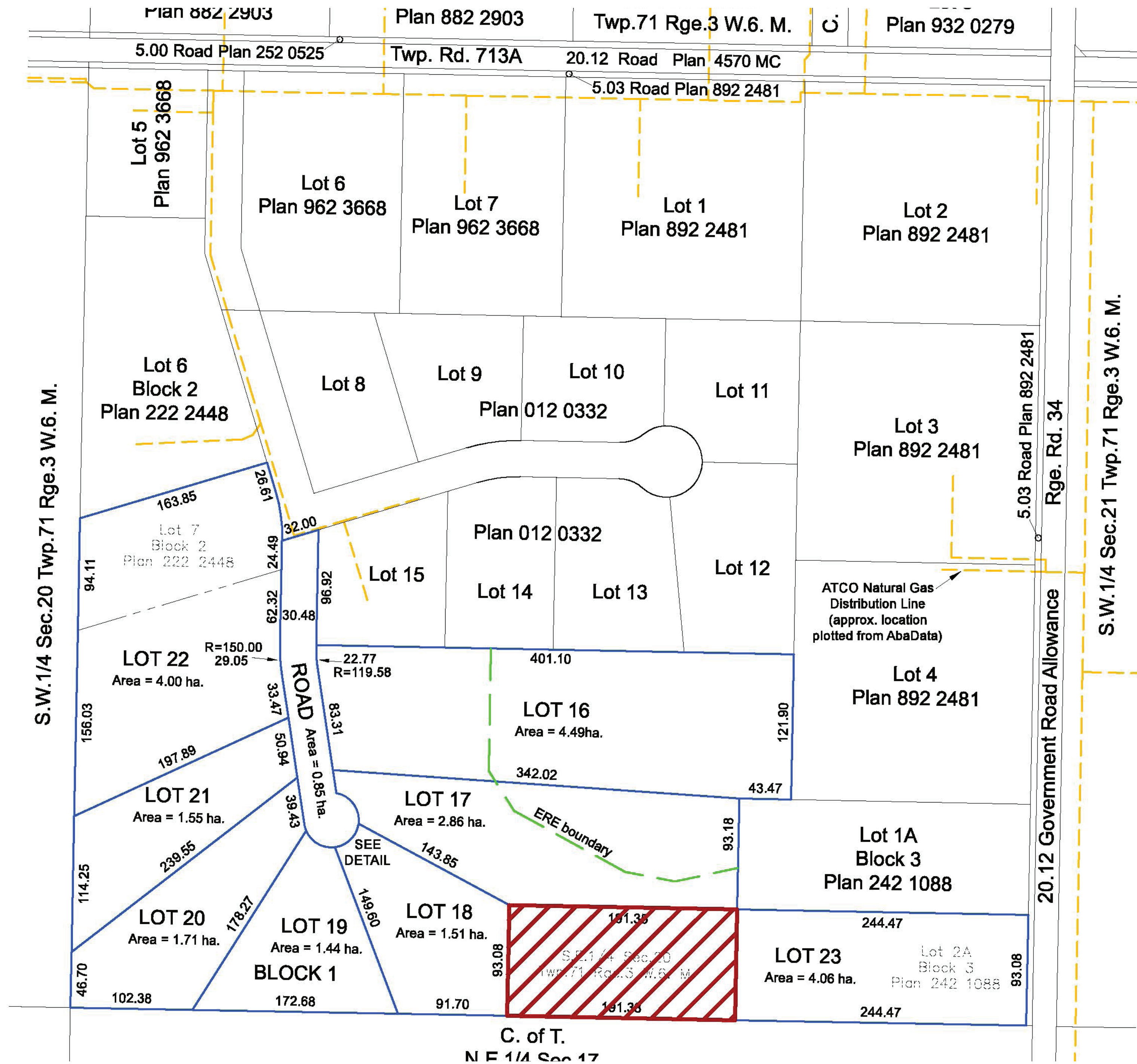
The application was circulated to adjacent landowners and relevant agencies.

Administration received seven (7) letters of concern from adjacent landowners. The concerns raised in the letters are primarily related to the separate subdivision application for the final phase of the Wapiti Ridge subdivision, rather than the proposed rezoning.

Administration also received comments from the County Lands department. The comments raised no concerns for the proposed rezoning and were specific to the subdivision application.

# Administration's Recommendation

That Council give all three readings to Bylaw #2680-26-023





**APPLICATION FOR AMENDMENT  
TO THE LAND USE BYLAW**

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 T8X 0M1

Owner of Land:

Name: Cunningham Mcknight  
Development Inc. Telephone: \_\_\_\_\_

Address: [REDACTED]

Land Description: SE Section 20 Township 71 Range 3 W6M

Certificate of Titles: 242117799+2

Amendment Proposed

FROM CR4 TO CR5

Reasons in support of Application for Amendment

To support boundary adjustment between SE 20 and Lot 2A, Block 3, Plan 242 1088

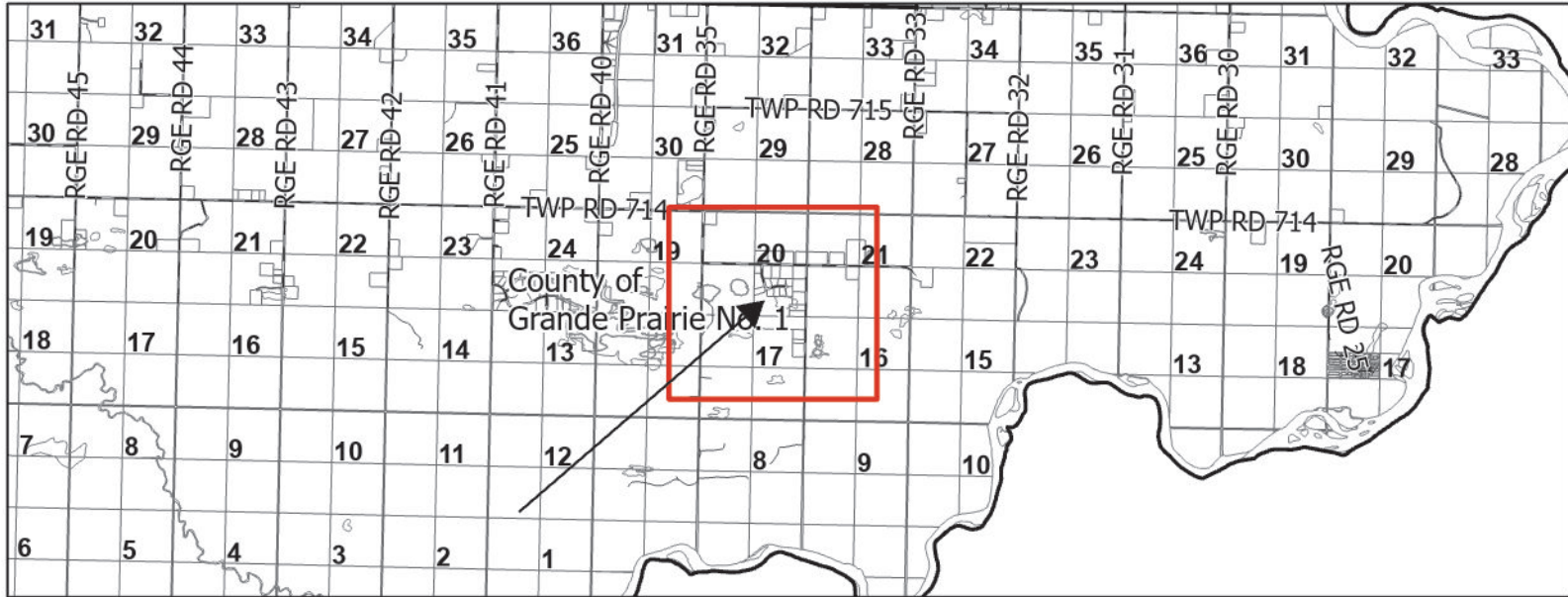
I/We enclose \$ 1565 being the application fee.

DATE: March 24, 2026 SIGNED: [REDACTED]

*The personal information requested on this form is being collected for land use bylaw amendment, 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.*

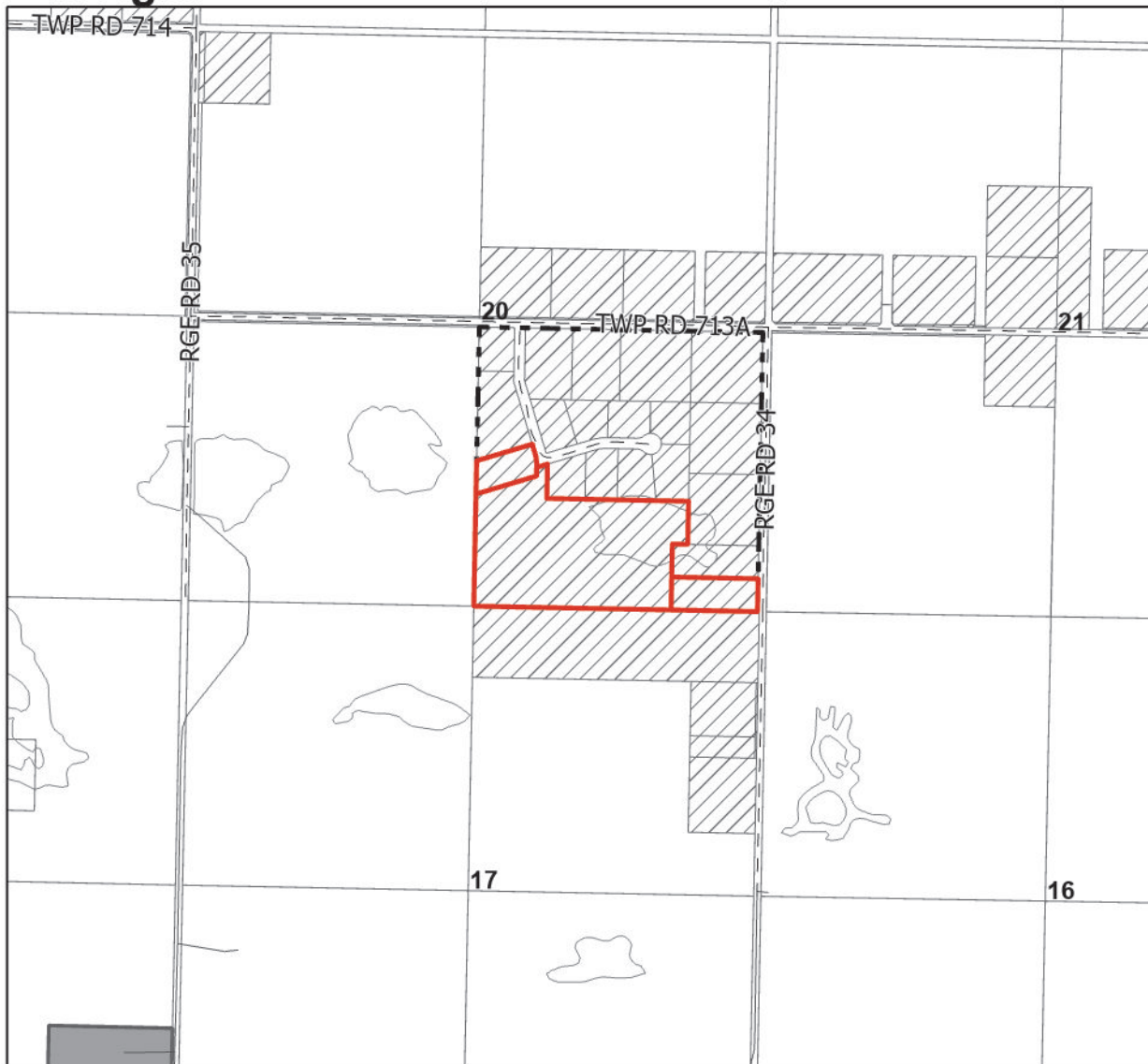


### Location



Scale: 1:116,767

### Zoning



#### Local Area Map Information

Parcel of Interest

#### Zoning

Agricultural

Country Residential

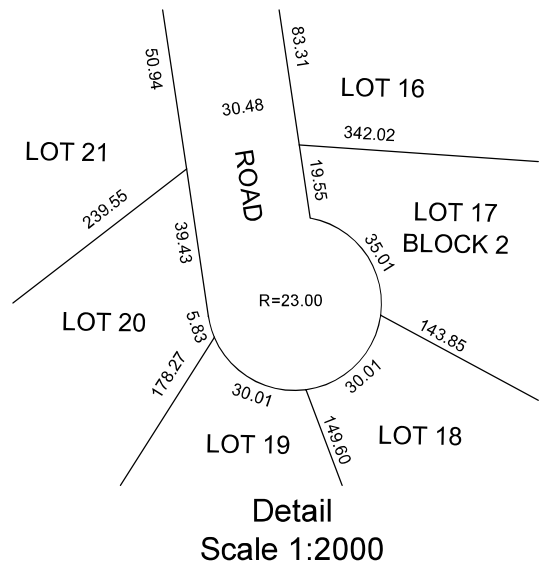
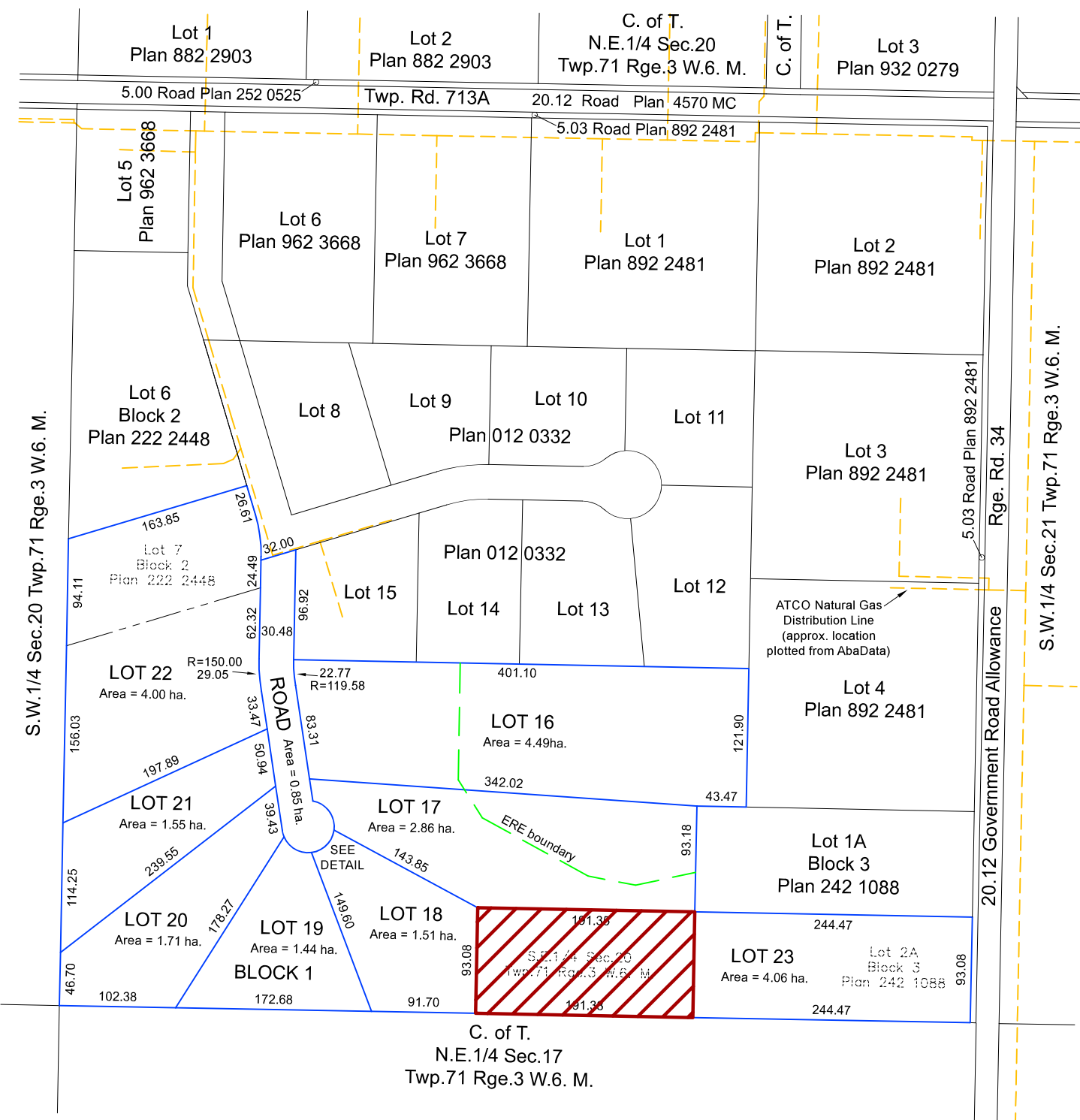
Industrial

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. Copyright 2023 County of Grande Prairie. All Rights Reserved.

Scale: 1:20,000

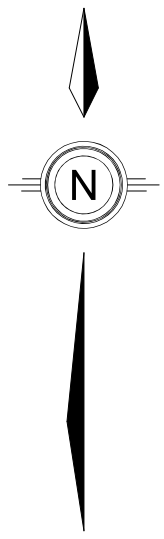
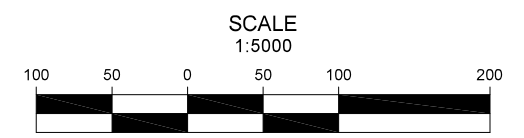


S.E. 1/4 Sec.20 Twp.71 Rge.3 W.6 M.  
 Property is Subject to:  
 202 134 622 - Caveat Re: Easement  
 202 136 355 - Caveat Re: Easement

Lot 2A Block 3 Plan 242 1088  
 Property is Subject to:  
 202 134 622 - Caveat Re: Easement  
 202 136 355 - Caveat Re: Easement  
 222 283 362 - Caveat Re: Restrictive Covenant  
 222 283 363 - Caveat Re: Restrictive Covenant  
 242 117 800 - Caveat Re: Acquisition of Land

PLAN SHOWING PROPOSED  
**LAND USE BYLAW AMENDMENT**  
 OF PART OF  
**S.E.1/4 SEC.20 TWP.71 RGE.3 W.6 M.**  
**CR-4 to CR-5**


COUNTY OF GRANDE PRAIRIE NO.1  
 ALBERTA



**SUBDIVISION AUTHORITY**  
 County of Grande Prairie No.1

**OWNERS**  
 Cunningham McKnight Development Inc.  
 Johan Wolfe

**LEGEND**

Area to be rezoned shown outlined thus  and contains 1.78 ha.  
 Distances shown on the plan are ground and are in meters and decimals thereof

**NOTES**

Proposed Subdivision contains 8 Lots and Road.  
 Boundaries are based on existing Land Title Office records and are subject to change upon legal survey  
 Land is currently zoned CR-4 District.

**ABBREVIATIONS**

E.	East	R	radius	Sec.	section
ha.	hectare	Rge.	range	Twp.	township
M.	meridian	Rd.	road	W.	West
N.	North	S.	South		

The Proposed Subdivision:

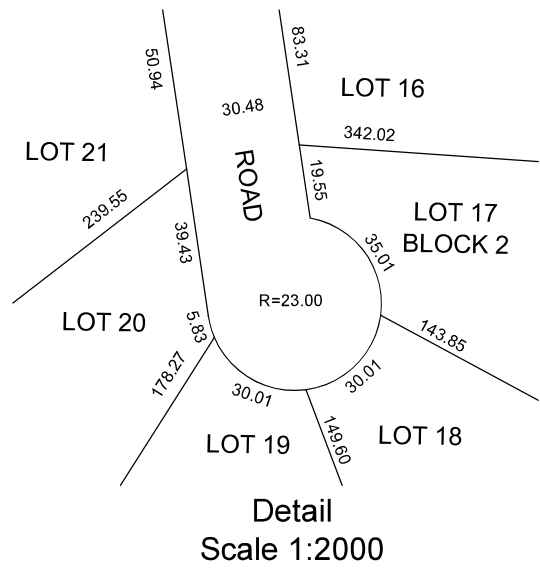
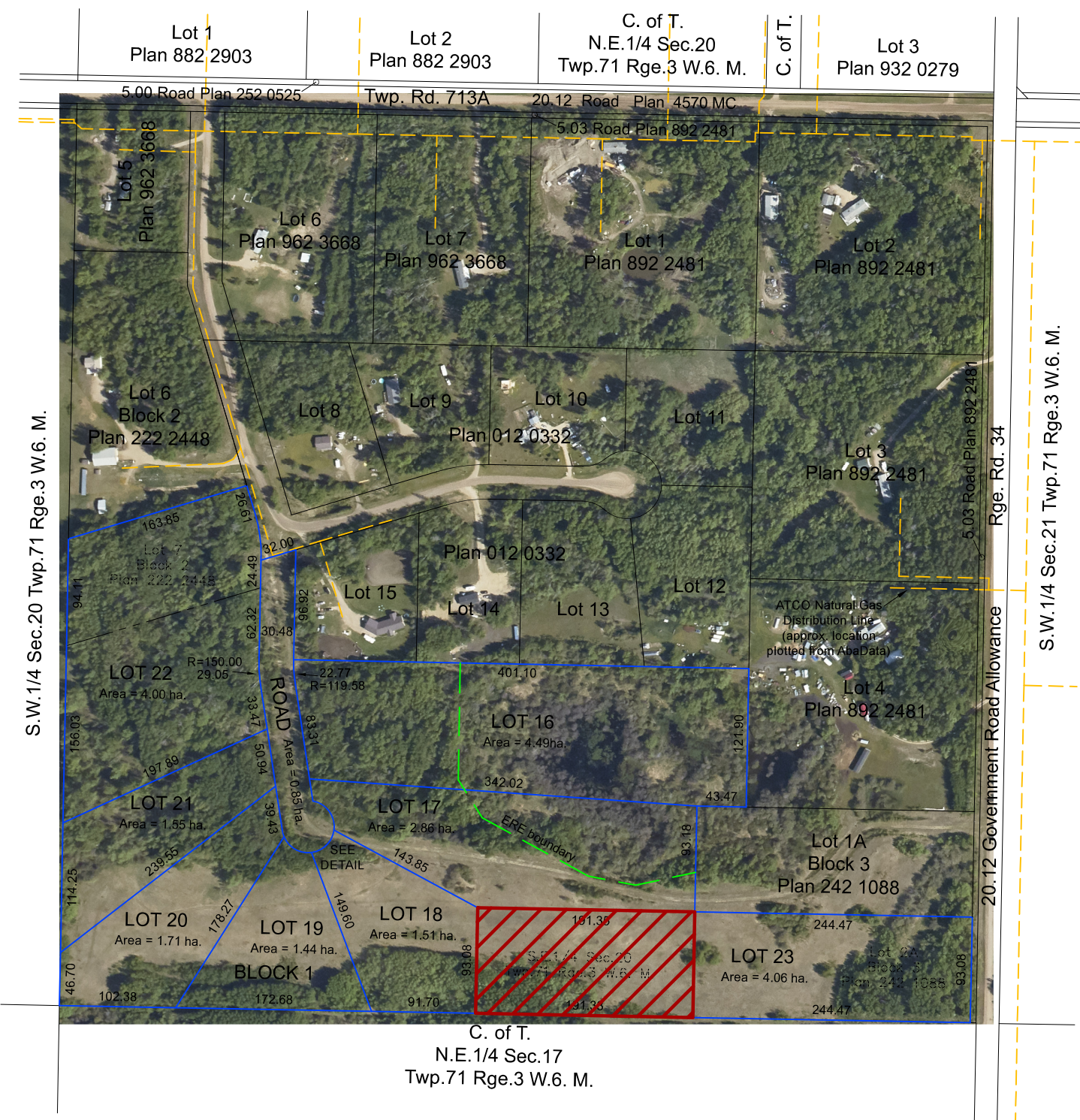
- is within 1.6km of a highway .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 1.5km of a sour gas facility .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- contains an abandoned oil and gas well .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of an operating wastewater treatment plant .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 450m of an operational landfill .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of the disposal area an operational or non-operational landfill .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 450m of an operational or non-operational hazardous waste management facility ..	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of an operational waste storage site .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of a livestock feeding lot .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within a potential flood plain .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within or adjacent to land identified in the Historical Resources Act .....	<input type="checkbox"/>	<input checked="" type="checkbox"/>

SCALE: 1:5000  
 FILE No.: 5106-179  
 DWG.: 5106-179-LUB  
 DRAWN BY: HLR CHECKED BY: VL

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

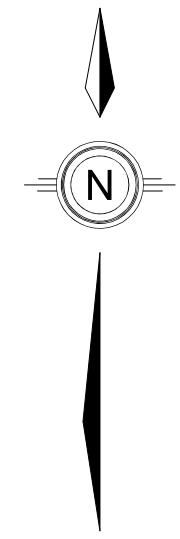
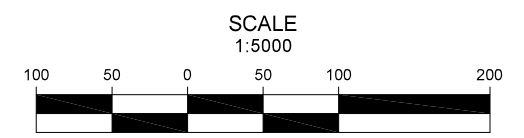


P: 780.532.5731  
 F: 780.532.5824



PLAN SHOWING PROPOSED  
**LAND USE BYLAW AMENDMENT**  
 OF PART OF  
**S.E.1/4 SEC.20 TWP.71 RGE.3 W.6 M.**  
**CR-4 to CR-5**


COUNTY OF GRANDE PRAIRIE NO.1  
 ALBERTA



**SUBDIVISION AUTHORITY**  
 County of Grande Prairie No.1

**OWNERS**  
 Cunningham McKnight Development Inc.  
 Johan Wolfe

**LEGEND**

Area to be rezoned shown outlined thus  and contains 1.78 ha.  
 Distances shown on the plan are ground and are in meters and decimals thereof

**NOTES**

Proposed Subdivision contains 8 Lots and Road.  
 Boundaries are based on existing Land Title Office records and are subject to change upon legal survey  
 Land is currently zoned CR-4 District.

**ABBREVIATIONS**

E.	East	R	radius	Sec.	section
ha.	hectare	Rge.	range	Twp.	township
M.	meridian	Rd.	road	W.	West
N.	North	S.	South		

The Proposed Subdivision:

- is within 1.6km of a highway	Yes	No
- is within 1.5km of a sour gas facility	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- contains an abandoned oil and gas well	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of an operating wastewater treatment plant	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 450m of an operational landfill	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of the disposal area an operational or non-operational landfill	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 450m of an operational or non-operational hazardous waste management facility	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of an operational waste storage site	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of a livestock feeding lot	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within a potential flood plain	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within or adjacent to land identified in the Historical Resources Act	<input type="checkbox"/>	<input checked="" type="checkbox"/>

S.E. 1/4 Sec.20 Twp.71 Rge.3 W.6 M.  
 Property is Subject to:  
 202 134 622 - Caveat Re: Easement  
 202 136 355 - Caveat Re: Easement

Lot 2A Block 3 Plan 242 1088  
 Property is Subject to:  
 202 134 622 - Caveat Re: Easement  
 202 136 355 - Caveat Re: Easement  
 222 283 362 - Caveat Re: Restrictive Covenant  
 222 283 363 - Caveat Re: Restrictive Covenant  
 242 117 800 - Caveat Re: Acquisition of Land

SCALE: 1:5000

FILE No.: 5106-179

DWG.: 5106-179-LUB

DRAWN BY: HLR CHECKED BY: VL

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



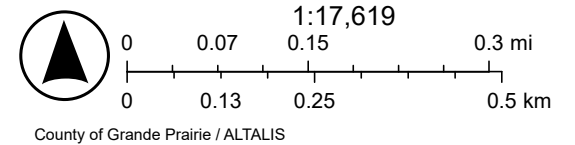
P: 780.532.5731  
 F: 780.532.5824

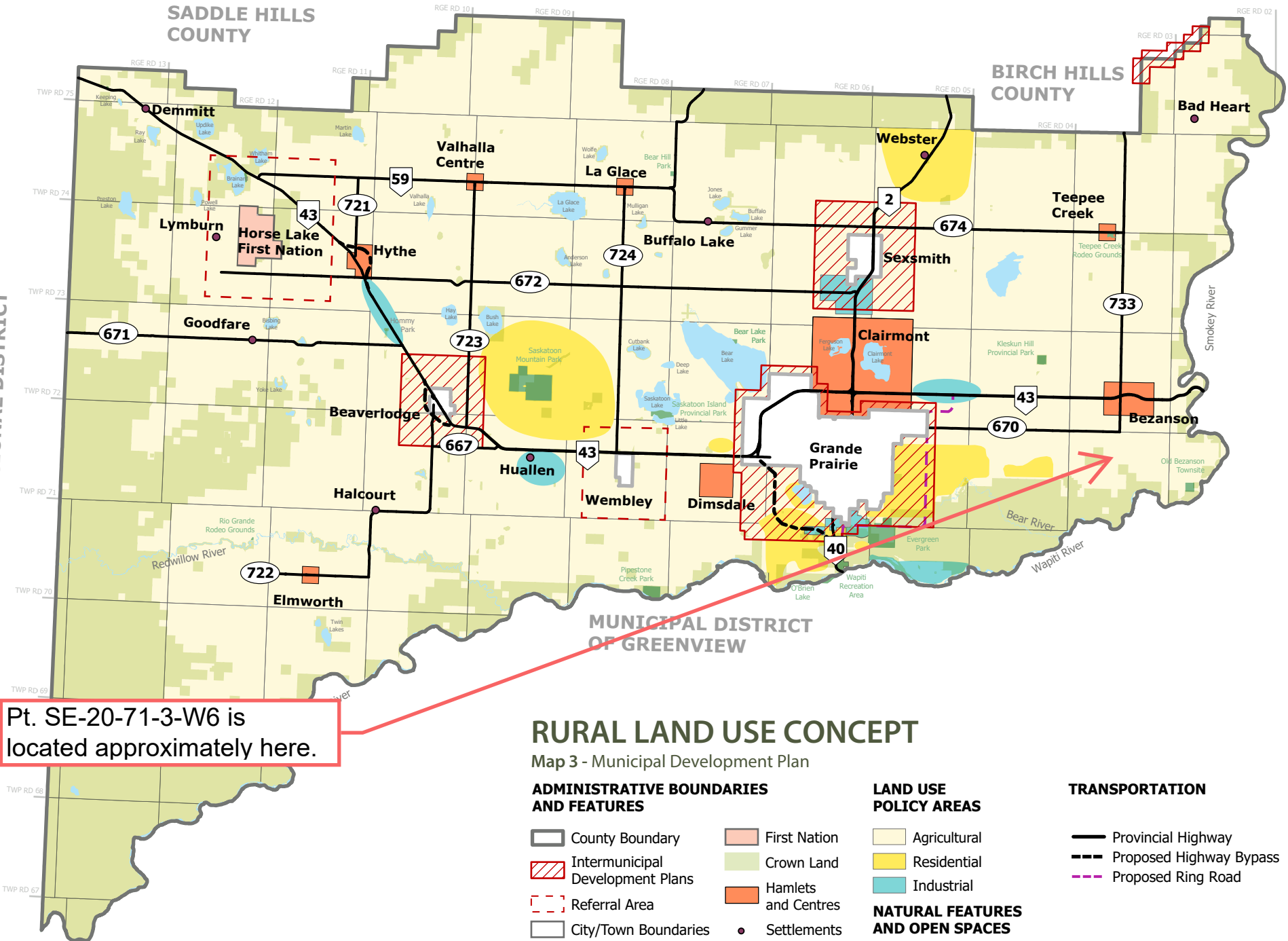
# ArcGIS Web Map



2026-05-25, 9:16:11 p.m.

- |                          |                        |  |
|--------------------------|------------------------|--|
| Roads                    | Municipal Boundary     | regional_ap_2022.DBO.CountyofGrandePrairie_Overall |
| Local                    | Municipal Boundary     | Red: Band_1  |
| Parcel Fabric - Outlines | Quarter Section Labels | Green: Band_2                                      |
| Private                  | Quarter Section Grid   | Blue: Band_3                                       |





Pt. SE-20-71-3-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

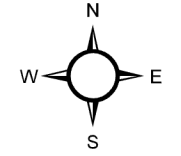
### NATURAL FEATURES AND OPEN SPACES

- Lakes & Rivers
- Recreation Areas



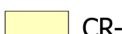






### TRANSPORTATION

- Provincial Highway
- Proposed Highway Bypass
- Proposed Ring Road

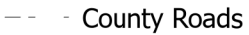

N Scale: 1:500,000  
Date: 2025-12-22

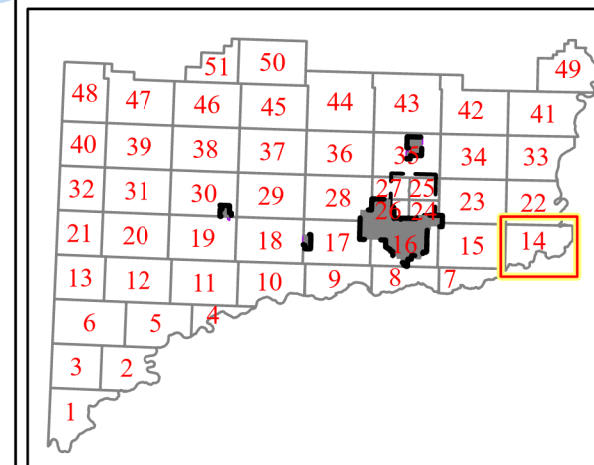


Zoning

-  AG
-  CR-2
-  CR-3
-  CR-4
-  CR-5
-  EX
-  IR
-  RM-DC
-  LUB Grid

RoadNetwork

-  County Roads
-  Provincial Roads



Pt. SE-20-71-3-W6 is located approximately here.

---

RE: PLLUB20260105/PLSUB20260106 Agency Circulation - SE-20-71-3-W6M

---

From Land <land@countygp.ab.ca>  
Date Fri 5/15/2026 3:33 PM  
To Chetna Sidhu <csidhu@countygp.ab.ca>

Hi Chetna,

Thank you for getting those documents to us! Did a quick review of the registered interests below:

- 20234622 – expired third party access agreement for water well (recommended to be discharged – not a requirement of sub)
- 202136355 – expired third party access agreement for water well (recommended to be discharged – not a requirement of sub)
- 222 283 362 – no build zone (remain on affected titles, will overlap with portions ERE)
- 222 283 363 – model process (to remain on affected titles)
- 232 307 775 – expired third party access agreement for water well (recommended to be discharged)
- 242 117 800 – 30 metre dedicated road right of way on lot 2A (direction required from MPC)

No concerns from an adjacent landowner perspective.

**Lands comments for Council summary:**

In favour of environmental reserve easement since the County is looking to protect the environmentally sensitive features while leaving the land in private ownership which is more appropriate as public use is not intended in this location with the limited access.

In favour of municipal reserve being provided by way of cash in lieu.

Registered Document 242 117 800 establishes a 30-metre dedicated road right-of-way on the most southerly portions of Lot 2A. This dedication was required in response to concerns regarding increased density at the time of future subdivisions on this land, with the intent of accommodating a secondary access/through road to support safe and efficient traffic movement. The right-of-way was designed to connect with the existing road corridor, thereby facilitating a continuous route and addressing safety and access concerns identified during prior subdivision applications.

Should Council/MPC choose to support the proposed plan in its current form, which does not include the secondary access connection, Administration recommends that a condition be imposed requiring the discharge of the associated caveat as a condition of subdivision. Alternatively, if Council/MPC determines that the secondary access remains a requirement, Administration recommends that the registered document remain in place until revised plans have been submitted to align with the road connection.

Thank you

**Ashtin Peterson**

**Land Administrator, Land and Development Services**

**County of Grande Prairie**

Office: 780-513-3950 Ext. 1178

[www.countygp.ab.ca](http://www.countygp.ab.ca) | [Join us on social](#)

*County of Grande Prairie No. 1 - First in building sustainable, prosperous, and safe communities.*

This communication is intended for the use of the recipient to which it is addressed, and may contain confidential, personal, and/or privileged information. Please contact us immediately if you are not the intended recipient of this communication, and do not copy, distribute, or take action relying on it. Any communication received in error, or subsequent reply, should be deleted or destroyed.

---

**Opposition to Proposed Subdivision – File PLSUB20260106**

---

From Crystal Trombley [REDACTED]

Date Sun 4/26/2026 9:25 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.**

Dear County Representative/Planning Department,

I am writing in response to File PLSUB20260106 to formally express my opposition to the proposed further subdivision within the Wapiti Ridge neighborhood.

Wapiti Ridge is currently a quiet, low-traffic community. Expanding subdivision in this area will inevitably lead to a sustained increase in construction traffic, followed by additional long-term residential traffic. This will bring increased dust, noise, and general disruption to the neighborhood. Of particular concern is the added wear and tear on our existing roads. Based on current maintenance practices, it is unlikely that road grading and upkeep will increase to adequately address this added strain, which will negatively impact residents.

Additionally, I have significant concerns regarding the community well located on my property. This well was originally designed and intended to support three homes and has already been expanded to serve six residences. The addition of another property would further strain the system, raising questions about long-term capacity, reliability, and water security for existing users.

There is also an existing contractual obligation, put in place by a previous property owner, that commits the well to service one future lot. If this additional lot is created through the proposed subdivision, we would be required to comply with that agreement. This adds further concern, as it effectively guarantees additional demand on a system that is already operating beyond its original intended capacity.

Furthermore, the physical tie-in required to connect another property to the well will likely cause disruption to one or more existing homes during installation, creating inconvenience and potential risk for residents who depend on this system daily.

For these reasons, I strongly oppose the proposed subdivision and respectfully request that the County take these concerns into serious consideration when reviewing this application.

Thank you for your time and attention.

Crystal Trombley  
[REDACTED]

---

## Opposition to proposed subdivision-File PLSU20260106

---

From Shelly Abrey [REDACTED]

Date Sun 4/26/2026 11:33 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.**

Dear County Representative/Planning Department,

We are writing to express our firm opposition to proposed subdivision File PLSUB20260106.

As one of the original land owners of Wapiti Ridge community, we have concerns regarding the following.

#1. Water table/ well water proposed addition. The water supply is stressed as it is. More lines added will create stress on the system and restricted use by the current users. Shutting off the well to add another line causes undo stress on current users.

#2. Increase in traffic. The current road is in poor condition already and not maintained for its current users. Grader cannot keep up as it is. Adding the proposed subdivision will double the traffic. Winter snow, freezing rain, dust, ruts, washboard and debris during the summer, cause excessive damage to vehicles not at fault of the owner.

#3. One road access out of area to access twp 714 and highway 670. In the event of an evacuation, there is only one gravel road shared by over 40 houses from range road 40. Panic in an emergency would be traumatizing just to get out.

#4. We live here for peace and quiet away from the city and noise. Wildlife would disappear. Dust would be excessive and impact current health issues like asthma and allergies. Noise pollution, vehicles coming and going at all hours, causing sleep deprivation.

#5. We grow our supply of vegetables in the summer to feed us for most of the year. Reduced water supply and increased dust due to traffic would reduce our vegetable supply.

#6. Increased road access to the community will increase theft and vandalism. Currently, us and our neighbors can keep track of any unknown vehicles coming into the community, checking on each other. By adding roads and new owners, we reduce our ability to keep each other safe. Police, fire and ambulance are not near by. The average wait for an ambulance or fire truck has been 45 minutes. Violent acts could occur more often.

We and all our neighbors strongly disagree with the proposed addition of a cul de sac in our community.

Sincerely yours,  
Trent McEwen and Shelly Abrey



---

**File PLSUB20260106**

---

**From** Ryan Turcotte [REDACTED]

**Date** Sun 4/26/2026 3:45 PM

**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.**

Dear County Representative/Planning Department,

I am writing in regard to File PLSUB20260106 to express my opposition to the proposed further subdivision within the Wapiti Ridge neighborhood.

As a resident of this property, I share serious concerns about the impact this development will have on our community. Wapiti Ridge has always been a quiet, low-traffic area, and additional subdivision will bring a steady increase in construction and residential traffic. This will result in more dust, noise, and deterioration of our roads. Given current maintenance levels, it is unlikely that road grading and upkeep will be increased to offset this added wear.

I am also very concerned about the capacity and reliability of the community well located on our property. The well was originally intended to service three homes and is already supplying six. Any additional connection will place further strain on the system and could impact water availability and long-term sustainability for existing households.

There is also a pre-existing contractual agreement, established by a previous owner, that commits the well to supply one future lot. Should this subdivision move forward and that lot be created, we would be obligated to honor that agreement. This effectively forces additional demand onto a system that is already beyond its original design.

In addition, connecting another property to the well will require a tie-in to the existing system. This process will likely disrupt water service to one or more current homes and create unnecessary inconvenience and risk for those relying on it.

Given these concerns, I respectfully ask that the County carefully consider the impacts on existing residents and infrastructure and reconsider approval of this subdivision.

Thank you for your time and consideration.

Sincerely,  
Ryan Turcotte

[REDACTED]

May 7, 2026

Planning & Development Services

Country of Grande Prairie #1

10001 – 84 Avenue

Clairmont, AB T8X 5B2

[plan@countygp.ab.ca](mailto:plan@countygp.ab.ca)

Your File: PLSUB20260106

Amanda McDonald – Reeve

Division 1



**Dear: Sharla King – Planning Clerk**

**Amanda McDonald – Reeve**

**Subject: Proposed Subdivision**

Thank you for the notice to adjacent landowners. I am formally writing you to tell you I am OPOSED to this proposed subdivision.

I purchased this property in 2022 with one of the advantages that it was not overly populated. I do rely on a well which my property was fortunate to have at point of purchase. The amount of ground water that is shared by adjacent residents has been sufficient compared to other acreages viewed prior to purchase. Water supply is a priority.

Another large concern has to do with the roadways. The township and range roads in this area have been remediated within the past two years. The more traffic on our rural roadways will affect the road conditions as well as the safety for families with young children and seniors who are active and walk in the area or ride horses. This is not only an infrastructure issue but a safety issue for our rural community members.

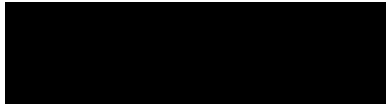
Another bonus of our rural area which is small bit of comfort and peace is due to not having the lower population, the crime has stayed low. We are remote enough that we know our group of rural neighbors and feel safe to rely on them as well as using our self established phone tree to notify of anything seen on our properties whether it is wildlife, fires, or accidents that will affect us in our rural lives and daily commutes.

I purchased my property to establish more of a home that is quiet and peaceful. Building a subdivision will affect our aesthetic.

As speaking to other adjacent landowners, prior to my purchase that a request to add another subdivision was proposed and listening to the reasoning why it was opposed I completely agree with. If you review your previous oppositions to proposed subdivision development in this same area, the reasoning from the previous concerns still applies. Records may be found in prior land use correspondence or minutes from council sessions. As noted, I am opposed of a subdivision development in my adjacent area.

Kind Regards,

Lesley Robertson



---

**Proposed Subdivision of Lot 2A Block 3 Plan 2421088; SE-20-71-3-W6M, Lot 7 Block 2 Plan 2222448; SE-20-71-3-W6M, Pt. SE-20-71-3-W6M, County of Grande Prairie No. 1 - File PLSUB20260106**

---

**From** Samantha Arseneault <[REDACTED]>  
**Date** Fri 5/15/2026 3:51 PM  
**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.**

Dear Sir/Madam,

We are writing to formally object to the proposed subdivision application referenced above. As the owners of Lot 15, Plan 012 0332, we have serious concerns regarding the impact this development will have on our safety, property, and quality of life. For the reasons outlined below, we strongly oppose this proposal.

First and foremost, the anticipated increase in traffic and congestion is unacceptable. We chose to live in this area specifically for its open space, low density, and natural surroundings. The introduction of additional lots and a new roadway along our property line fundamentally alters the character of our area. The new road along our property line is a huge concern as the increased traffic presents a significant safety risk, particularly given that our children regularly bike and walk within the area. There are no sidewalks, so we especially rely on driver safety. We also enjoy riding horses, quadding, and snowmobiling around the area and again the added traffic would make this more dangerous and less enjoyable.

In addition to safety concerns, the existing road infrastructure is already inadequate. Despite recent construction efforts, the roads remain in poor condition and are frequently reduced to "washboard" surfaces. Grading provides only temporary relief, maybe a day or two. It is unreasonable to expect that infrastructure already failing to meet current demand will withstand the additional strain from further development & traffic. Therefore, with the additional traffic into the area, we can guarantee that the roads will worsen, and our vehicles and "pocketbooks" will continue to take the hit. This additional financial burden on residents is unacceptable.

We are also deeply concerned about drainage and water management. Our property has experienced significant flooding in the past, with both the front and west portions of our land impacted. To date, these issues have not been resolved by the County. Given this, we have no confidence that additional development and the resulting disruption to natural drainage patterns will be adequately managed. Therefore, the risk of worsening flooding conditions is a serious concern of ours.

Furthermore, the proposed subdivision raises important concerns regarding groundwater supply. Several properties in the area are on a shared well that I have heard has caused major issues for them. I can confidently say that those on that shared well have been frustrated and are seriously considering drilling their own wells. To add additional properties that will also need to drill wells, is very concerning. Groundwater is a shared resource. Each additional well draws from the same aquifer, lowering water levels and reducing pressure. When multiple wells are developed in proximity, they interfere with one another, which can reduce the productivity of existing wells, increase the risk of wells running dry, and create long-term declines in groundwater availability. This is a massive concern for us and one that the County should seriously consider.

Another reason we object is the negative impact to the surrounding property values. A huge value we see in our property is the trees and land that surround us. Rural properties derive significant value from privacy, low density, quiet surroundings, and natural beauty. We get to watch wildlife, have privacy, and enjoy the quiet daily. The proposed development will adversely affect the enjoyment and value of neighbouring properties due to increased density, activity, and noise. Additionally, changes to the rural character and potential strain on local infrastructure may make the area less desirable to prospective buyers, placing downward pressure on property values.

Finally, we do not believe this proposal aligns with the existing character or intent of the surrounding area. This will result in inconsistent land use and negatively impact the cohesion of the community. This development appears to prioritize financial gain over the wellbeing of current residents. The owner does not reside here and will not be affected by the long-term consequences of this project. As residents, we will bear those impacts directly.

We have previously experienced similar approvals, and the outcome has not improved our community. As a result, our confidence in the County's decision-making I would further reinforce the perception that resident concerns are secondary to development interests.

For all of these reasons, we strongly urge the County to deny this subdivision application.

We appreciate your consideration of our concerns.

Sincerely,

Samantha Arseneault

A black rectangular redaction box covering the signature area.

---

## Development Concerns

---

From Brent Enns [REDACTED]

Date Tue 5/19/2026 11:20 PM

To Plan <plan@countygp.ab.ca>

 1 attachment (3 MB)

1000112003.jpg;

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.**

To whom this may concern,

Attached is the subdivision proposal.

I am a resident who has recently purchased an acreage on Range Road 34, with land backing the subdivision in concern. As parents who are raising a young family, my wife and I were searching for a forever home to raise our kids out the city. We found this acreage and after careful research we decided to sell our home in Wembley and purchase this place as our forever home. We asked the questions regarding the 6-acre plot of land beside ours. We were told "There are no plans of future development on the lot next to yours". The day before we took possession, the developer was digging in a sewer system for a new build. They put in a house immediately after we purchased this home. The reason we asked this question would have changed our conditions of sale to add in a privacy fence. Steve and Greg both told me there was no chance of developing the land behind our house due to the fact the cost to build a road would be greater than the profit of selling lots. With this information we believed their word and agreed to purchase this land. Our whole purpose of uprooting our life in Wembley and moving out into the bush was to not have close neighbors and raise our family in the quiet of the country. We did not want to worry about our young boys playing outside and dealing with traffic. Steve and Greg Cunningham lied directly to us to convince us to purchase this acreage for the betterment of their finances. They clearly had plans to develop this land from the beginning, knowing this would have prevented us from the purchase, as they knew this well from the questions we asked prior to purchase. My wife and me stretched our financial burden to the max to make this dream come true for our young family, and it's unfortunate Steve and Greg resorted to lying to us and leave us in a serious predicament. With a new mortgage it is difficult to sell, due to the penalties incurred within the 5-year term. The issues of this development proposal include,

Severe increase in traffic,

Increase in well drilling in a small radius,

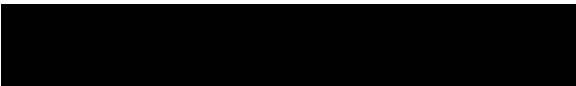
Increase in sewer systems installed in a small radius,

Housing built directly bordering/behind our backyard, preventing my son from safe target practicing and many other activities my boys now enjoy,  
Increase in barking dogs in a once peaceful neighborhood,  
Decline in gravel road conditions due to severe increase of traffic,  
High Potential of decrease in value to existing dwellings,  
Increase of ATV traffic through private property and on county roads,  
The sad reality of selling our dream home and moving our family again with a high chance of financial loss,  
Unfairly Eliminates the chance of a future dream we had for the back portion of our land,

This outlines only a few of the negatives of this proposal. Since receiving the letter, we have failed to find even one possible positive for our family in this. As a tax paying land owner of this county, I believe my voice matters. I expect a prompt response to my concerns. I will not accept this to be swept through approval. I am hoping for understanding, and that this will not need to be escalated.

Brent Enns  
Dispatcher

J.D.A. Ventures Ltd.



Get [Outlook for Android](#)

## **Public Hearing Statement: Opposition to Land Use Bylaw Amendment #2680**

**To:** Reeve, Council Members, and the Planning Department

**From:** Concerned Resident (Property Owner near the proposed development)

**Regarding:** Land Use Bylaw Amendment #2680 (Application by Helix Surveys Ltd. and Cunningham McKnight Developments Inc.)

**Please read aloud for the official record, as I am unable to attend this Public Hearing in person.**

---

**Dear Reeve and Members of Council,**

I am writing to formally register my continued, strong opposition to the proposed residential development and change of zoning under Land Use Bylaw Amendment #2680. Since receiving the original mailed notice, my position has not changed: I object to this expansion, and I request that Council deny this application until major concerns regarding infrastructure, safety, and community impact are fully addressed.

To the applicants and to Council, this proposal is a business and planning proposition. However, for those of us who live here, it directly impacts our livelihoods. As it stands, I see no clear benefit to current residents, and I request direct answers to the following questions:

### **Questions for the Developers (Helix Surveys Ltd. & Cunningham McKnight Developments Inc.)**

- **Groundwater Protection:** I rely entirely on the current well water system. Will it be mandatory for all new residents to install cisterns rather than tying into the local groundwater system, ensuring our existing wells are not depleted or compromised?
- **Preservation of Peace:** How do you intend to assure the ongoing quiet, privacy, and peaceful nature of my existing parcel of land?
- **Necessity of Location:** Why is this specific development necessary here, given that there are already numerous vacant acreage parcels currently for sale much closer to the City of Grande Prairie?

## Questions for County Council Members

- **Property Tax Impacts:** Our taxes are currently at an affordable rate, which balances out the significant travel and fuel costs we incur to acquire basic necessities from the Hamlet of Bezanson or the City of Grande Prairie. Will this development cause local property taxes to increase?
- **Wildfire Risk and Liability:** Introducing a higher population and more vehicles into our currently dry landscape significantly increases the risk of wildfires. If this zoning is approved, will the County take accountability for any property damage caused to existing homes due to this population surge?
- **Vulnerable Populations and Road Safety:** Many residents chose this area specifically for its quiet, low-traffic environment. What safety assessments have been done regarding increased traffic impacts on vulnerable populations, senior citizens, and individuals with disabilities who navigate these local roads?

## Conclusion

A proposal has been brought forward, and I thank Council for providing this opportunity to have my voice heard. However, until strict provisions are put in place, specific developer guarantees are accepted, and a clear benefit to the existing community is proven, I remain strongly opposed to this rezoning.

Thank you for your time, consideration, and careful handling of our community's future.

**Regards,**

*Concerned Resident*

---

## **BYLAW #2680-26-023**

### **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. SE-20-71-3-W6 be redesignated from a COUNTRY RESIDENTIAL (CR-4) 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 #2680-26-023”.
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.

---

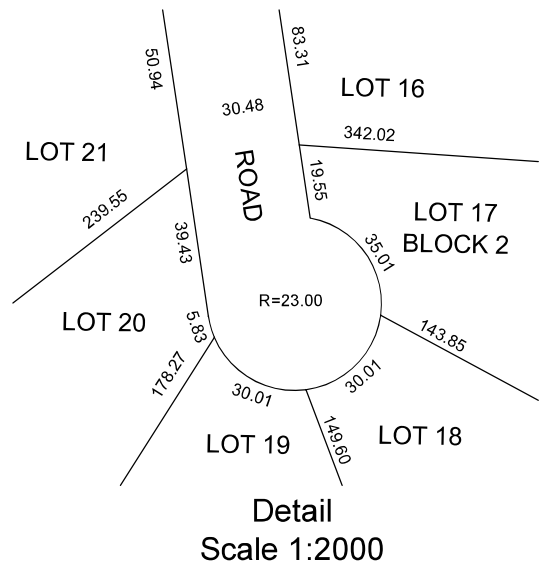
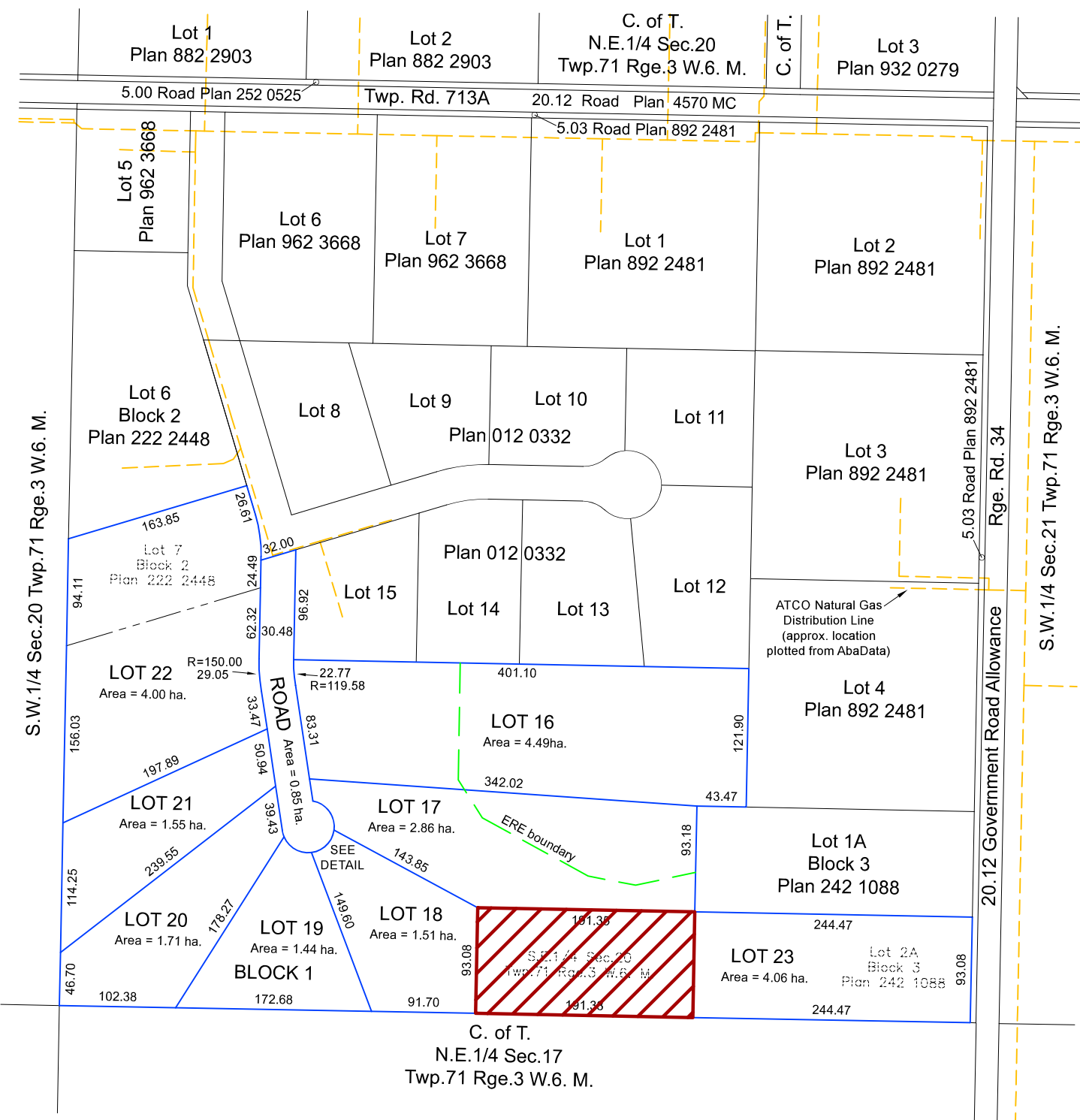
Amanda McDonald  
Reeve

---

Joulia Whittleton  
County Manager

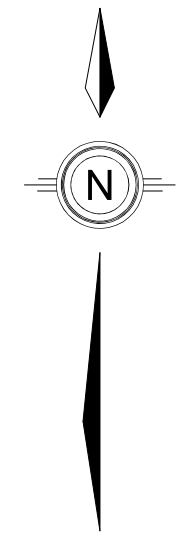
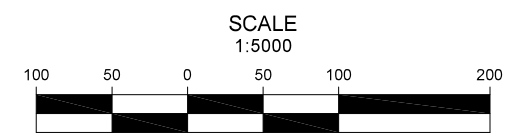
**ATTACHMENTS**

Schedule A – Bylaw #2680-26-023 Rezoning Plan



PLAN SHOWING PROPOSED  
**LAND USE BYLAW AMENDMENT**  
 OF PART OF  
**S.E.1/4 SEC.20 TWP.71 RGE.3 W.6 M.**  
**CR-4 to CR-5**

COUNTY OF GRANDE PRAIRIE NO.1  
 ALBERTA



**SUBDIVISION AUTHORITY**  
 County of Grande Prairie No.1

**OWNERS**  
 Cunningham McKnight Development Inc.  
 Johan Wolfe

**LEGEND**

Area to be rezoned shown outlined thus and contains 1.78 ha.  
 Distances shown on the plan are ground and are in meters and decimals thereof

**NOTES**

Proposed Subdivision contains 8 Lots and Road.  
 Boundaries are based on existing Land Title Office records and are subject to change upon legal survey  
 Land is currently zoned CR-4 District.

**ABBREVIATIONS**

E.	East	R	radius	Sec.	section
ha.	hectare	Rge.	range	Twp.	township
M.	meridian	Rd.	road	W.	West
N.	North	S.	South		

The Proposed Subdivision:

- is within 1.6km of a highway	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 1.5km of a sour gas facility	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- contains an abandoned oil and gas well	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of an operating wastewater treatment plant	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 450m of an operational landfill	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of the disposal area an operational or non-operational landfill	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 450m of an operational or non-operational hazardous waste management facility	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of an operational waste storage site	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within 300m of a livestock feeding lot	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within a potential flood plain	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>
- is within or adjacent to land identified in the Historical Resources Act	.....	<input type="checkbox"/>	<input checked="" type="checkbox"/>

S.E. 1/4 Sec.20 Twp.71 Rge.3 W.6 M.  
 Property is Subject to:  
 202 134 622 - Caveat Re: Easement  
 202 136 355 - Caveat Re: Easement

Lot 2A Block 3 Plan 242 1088  
 Property is Subject to:  
 202 134 622 - Caveat Re: Easement  
 202 136 355 - Caveat Re: Easement  
 222 283 362 - Caveat Re: Restrictive Covenant  
 222 283 363 - Caveat Re: Restrictive Covenant  
 242 117 800 - Caveat Re: Acquisition of Land

**Schedule A Bylaw #2680-26-023 Rezoning Plan**

SCALE: 1:5000  
 FILE No.: 5106-179  
 DWG.: 5106-179-LUB  
 DRAWN BY: HLR CHECKED BY: VL

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



P: 780.532.5731  
 F: 780.532.5824

# Request for Decision

## Report Submission Details

---

Item Number: **8.1**

Report Title: **2026 Cemetery Improvement Grants**

Presenter: **Lee Brachmann, General Manager, Community Services**

Supported By: Nora-Lee Gilkyson, Supervisor, Recreation and Culture

Meeting: Regular Council Meeting

Meeting Date: June 8, 2026

Agenda Category: New Business

## Recommended Action

---

### Option 1:

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
<b>Total</b>	<b>\$40,000</b>

### Previous Council / Committee Action

**Resolution # CM20250609.022**

**MOVED** by Councillor Peter Harris

That Council approve the 2025 Cemetery Improvement Grant requests for a total amount of \$55,904 as shown in the table below with funding in the amount of \$50,000 to come from the 2025 Cemetery Improvement Grant program budget and the remaining \$5,904 to come from Community Grants Reserve.

<b>Cemetery Name</b>	<b>Grant Requested</b>
Beaverlodge Cemetery	\$5000
Gimle Public Cemetery	\$5000
Glen Leslie Cemetery	\$5000
Hythe Cemetery	\$5000
La Glace Bible Fellowship Church	\$3,500
Riverview Cemetery	\$5,000
Spanish Flu Cemetery-Rotary & Lions Club (Bear Creek Cemetery)	\$4,800
Spring Creek Cemetery	\$2,604
St. Andrews Church Cemetery	\$5,000
Teepee Creek Cemetery	\$5,000
Valhalla Centre Cemetery	\$5,000
Webster Cemetery	\$5,000
<b>Total</b>	<b>\$55,904</b>

**CARRIED**

The County of Grande Prairie Cemetery Improvement Grant program provides funding to community groups for improvements to cemeteries under Policy K7 – Cemetery Improvement Grant within the allocated amount determined during the County’s budget process.

**Background and Analysis**

---

The County of Grande Prairie has 28 cemeteries that are maintained by the County’s Agricultural Services Department seasonal crews over the summer under the County’s Beautification Mowing Plan. As per the Beautification Mowing Plan, cemeteries are mowed at a minimum twice per year but are on a monthly cycle for mowing.

The provision of cemetery services in the County is delivered using the following models:

1. The County owns the land and is responsible for operating cemeteries at Hythe Cemetery and Emerson Trail Cemetery, including grounds maintenance beyond the Beautification Mowing Plan, equipment operation, ensuring cleanliness, record-keeping, public relations and maintaining assets.
2. The County engages with volunteer groups to oversee the operation of 11 other active cemeteries situated on County-owned land, including grounds maintenance beyond the Beautification Mowing Plan, equipment operation, ensuring cleanliness, record-keeping, public relations and maintaining assets. They currently receive no other compensation for operations other than grant funding from Cemetery Improvement Grants.
3. Cemeteries that offer services to County residents but are owned by a church, cemetery company or society. These organizations are responsible for all operations and mowing beyond the Beautification Mowing Plan and are eligible to apply for funding from Cemetery Improvement Grants to support projects and operations.

This year the County received 8 applications for a total requested amount of \$40,000. The budgeted amount for the 2026 Cemetery Improvement Grant Program is \$50,000.

2026 Cemetery Grant project summaries are listed in the chart below:

Cemetery	Project	Grant Requested
Teepee Creek Cemetery	<ul style="list-style-type: none"> <li>• Replace selected trees (to be confirmed after snow melt) and replenish wood chips around the columbarium</li> <li>• Transition cemetery records to the CIMS online portal</li> <li>• Subsidize QR codes on headstones that link to memorial webpages with obituaries and photos. <a href="https://lifesqr.com/">https://lifesqr.com/</a></li> </ul> <p>Note: the cost of the online portal cost is only an estimate, and the application process is extensive, so the project may not proceed without confirmed funding. Funding would also support sourcing a used water tank, mounting it on a trailer, and keeping it at the cemetery for regular tree watering.</p>	\$5,000
Elmworth Cemetery	A perimeter survey was completed in spring 2026. The project will replace the existing chain-link fence with a rail fence, with completion planned for summer or fall 2026.	\$5,000
Hythe Cemetery	<p>2026 plans include:</p> <ul style="list-style-type: none"> <li>• Renovating the gravediggers' shack, including cedar shakes on the roof;</li> <li>• repainting or refreshing three historical signs within the cemetery;</li> <li>• obtaining quotes for a veterans plaque to be installed in the cemetery; and</li> <li>• continuing headstone replacement and levelling.</li> </ul>	\$5,000

	The plaque project may span over 2 to 3 years, and any unused 2026 grant funding would be applied to it. Based on previous enquiries, the plaque is expected to cost at least \$6,000.	
Halcourt Cemetery	The project involves resurveying a section of the cemetery identified as Plan 7 on the cemetery map in early spring. Once work begins, it is expected to be completed within 1 to 2 weeks. The resurvey will increase the number of available plots per block. If funding permits, row markers would also be added to improve winter site identification.	\$5,000
Riverview Cemetery	Brush cleaning and spraying along two sides of the cemetery to prepare for fencing.	\$5,000
St. John's Lutheran Cemetery	<ul style="list-style-type: none"> <li>• Columbarium installation, to be completed when sufficient funding is available</li> <li>• Straighten headstones and lift grave covers (annual work)</li> <li>• Level soil over sunken graves (annual work)</li> </ul>	\$5,000
Valhalla Cemetery	Columbarium: outstanding balance owing to Peace Country Memorial of \$16,113.30.	\$5,000
Webster Community Cemetery	<p>Funding is required for the concrete foundation for the columbarium.</p> <p>Additional funding is required for landscaping around the foundation, including topsoil, delivery charges, bark chips, and related materials.</p> <p>The driveway requires grading improvements, and numerous graves require lifting and levelling.</p>	\$5,000
	Total	\$40,000

Administration invited all County owned Cemetery operators to participate in a grant application to Trees Canada. An application was submitted in the amount of \$10,000 to support tree planting at Halcourt and Spring Creek Cemeteries which are owned by the County and operated by volunteer groups. The application was unsuccessful for 2026. Administration intends to reapply for 2027.

### **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 2026 Cemetery Improvement Grant requests for a total amount of \$40,000 as shown in the table below with funding to be allocated from the 2026 Cemetery Improvement Grant program budget:

<b>Cemetery Name</b>	<b>Grant Amount Approved</b>
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
<b>Total</b>	<b>\$40,000</b>

Option 2:

That Council approve the 2026 Cemetery Improvement Grant requests for a total amount of \$\_\_\_\_\_ (as directed by Council) as shown in the table below with funding to be allocated from the 2026 Cemetery Improvement Grant program budget:

<b>Cemetery Name</b>	<b>Grant Amount Approved</b>
Teepee Creek Cemetery	
Elmworth Cemetery	
Hythe Cemetery	
Halcourt Cemetery	
Riverview Cemetery	
St. John's Lutheran Cemetery	
Valhalla Cemetery	

Webster Community Cemetery	
<b>Total</b>	

Option 3:

As Council directs.

The budgeted amount for the 2026 Cemetery Improvement Grant Program is \$50,000. The budget increased from \$30,000 in 2018 to \$45,000 in 2019. There is no pre-set escalator in place for this grant program; increases have been arbitrary to date. The total amount requested for 2026 is \$ 40,000.

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

**Strategic Themes:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> Not applicable.                                    |

**Other Plans:**

Not applicable.

**Stakeholder Engagement**

Not applicable.

**Public Engagement and Communication**

Not applicable.

**Attachments**

1. Elmworth Cemetery Application
2. Halcourt Cemetery Application
3. Hythe Cemetery Application
4. Riverview Cemetery Application
5. St. Johns Lutheran Cemetery Application
6. Teepee Creek Cemetery Application
7. Valhalla Cemetery Application
8. Webster Cemetery Application

- Approved by General Manager
- Approved by County Manager

---

Title	<b>Elmworth Cemetery</b>	03/25/2026
	by <b>Janys Boyte</b> in <b>2026 Cemetery Improvement Grant Program</b>	id. 53627701
	jboyte@telus.net	

---

## Original Submission 03/25/2026

---

Score	n/a
Name of Cemetery	Elmworth Cemetery
Cemetery Location:	115038 HWY 722
Applicant Details:	Janys Boyte
Role in organization:	designated operator
Phone Number	+17803548120
Email	jboyte@telus.net
Address	Box 5 Elmworth Alberta T0H 1J0 CA 55.044816 -119.602282

---

Has the cemetery (or No associated structures in the cemetery) been designated as an historical site by the County of Grande Prairie or the Province of Alberta?

---

Did your organization No  
receive funding  
through the  
Cemetery  
Improvement Grant in  
2025?

---

2026 Cemetery 5000  
Improvement Grant  
amount requested:

---

Provide details of Perimeter survey. Completed in Spring 2026.  
improvements  
proposed or Replace existing chain link fence with a rail fence. For completion in  
cemetery Project. summer/fall 2026.  
This should include a  
detailed account of  
the proposed project  
or improvement,  
timelines, and plan  
for completion.

---

Budget Summary

[Budget Summary.xlsx](#)

---

Please provide a minimum of two quotes per improvements and/or projects.

[Elmworth\\_Cemetery\\_Boundary\\_Stake\\_Quote.pdf](#)

[Elmworth\\_Cemetery\\_-\\_Quote.pdf](#)

[ECF\\_fence\\_quotes\\_001.jpg](#)

[ECF\\_fence\\_quotes\\_002.jpg](#)

---

Please highlight the I have been informed that there has not been any organized work bee at  
volunteer hours, work the cemetery. There is no record of volunteer work.  
and oversight that Since becoming the designated operator for the cemetery, I have spent  
your organization countless hours getting the paperwork in order and comparing the written  
contributes annually record to the physical lot.  
to cemetery  
operations and  
maintenance.

---

Upload a list of the Board of Directors or organization members

[Elmworth\\_Cemetery\\_minutes\\_001.jpg](#)

---

Please upload a copy of your organizations latest financial statements and/or balance sheet.

[Elmworth\\_Cemetery\\_financials.jpg](#)

---

How did you hear about this grant program? Other, please specify

---

Please specify how you heard about this grant program: County of Grande Prairie

---

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.

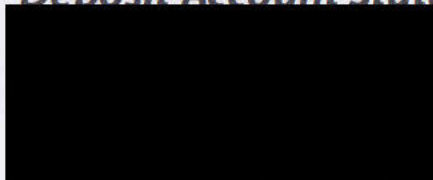
---

E-Signature jboyte@telus.net  
Janys  
Boyte

---

E-Signature serena.boyte@gmail.com  
Serena  
Boyte-Hawryluk

---

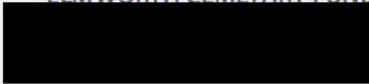


ATB0112100\_3428597\_002 E D 07399

02751



ELM WORTH CEMETARY FUND



**Your ATB Financial Branch**

07399 Beaverlodge Branch  
302 10 St  
Beaverlodge AB  
T0H 0C0

If you have any questions, contact us at  
1 800 332-8383 or visit us at  
[www.atb.com](http://www.atb.com)

**A summary of Deposit Account  
Springboard Savings Account**

Your balance forward on Jan 31, 2026		\$2,243.67
Money out of your account (0 items)	-	\$0.00
Money into your account (1 item)	+	\$0.34
<b>Your closing balance on Feb 28, 2026</b>	<b>=</b>	<b>\$2,244.01</b>

**Details of your account transactions**

Date	Description	Money out of your account (\$)	Money into your account (\$)	Balance (\$)
Jan 31	Balance forward			\$2,243.67
Feb 28	Interest Payment		\$0.34	2,244.01
Feb 28	Closing balance			\$2,244.01

Find an error? Give us a call or drop by a branch. We'll take care of it.

*Keep your credentials private. Never share your banking login details, passwords, or 2FA code with anyone. ATB will never ask you for these.*

## Elmworth Cemetery Meeting Minutes

Date: July 30, 2025

Location: Beaverlodge Public Library

### Attendance

Louise Frame (Existing Member)

Janys Boyte (New Member)

Serena Boyte-Hawryluk (New Member)

Nora-Lee Gilkyson, County of Grande Prairie, Recreation and Culture, Supervisor  
(Guest)

Chelsea de Ruitter, County of Grande Prairie, Recreation and Culture, Administrative  
and Cemeteries Coordinator (Guest)

### 1. Introductions

The meeting began with introductions of all attendees.

### 2. Review of Existing Cemetery Map

The group reviewed the current map of Elmworth Cemetery.  
Louise provided a historical overview of cemetery plot sales.

### 3. Future Planning

- The group discussed the need for signage at the cemetery to indicate contact information for inquiries.
- It was agreed that signage should be installed to improve accessibility and communication.

### 4. Bank Signing Authority

- Plans were made to transfer bank signing authority from Louise Frame to Janys Boyte and Serena Boyte-Hawryluk.
- Louise and Janys will coordinate to make an appointment with the bank to initiate the process.

### 5. Next Steps

- The County will support efforts to acquire existing burial permits to enhance record-keeping and administration.

### 6. Adjournment

The meeting was adjourned following the discussion of all agenda items.

Item Description	Amount
Survey	\$2,200 - 2,500
Labor to replace existing fence	\$ 2,500.00
Fence supply funding coming from another	-\$ 2,500.00
	\$ -

---

**2026 Elmworth cemetery fencing estimate**

1 message

Fri, Mar 13, 2026 at 8:58 AM

[REDACTED]  
To: jboyte@telus.net

2026 Elmworth cemetery fencing estimate

Good Morning

Estimate for fencing at elmworth cemetery

Including

- removal and disposal of existing chain link fence
- installation of approx 250' 3 rail fence and 1 x12' gate

\$5200 plus gst

This work would be completed and billed through [REDACTED]

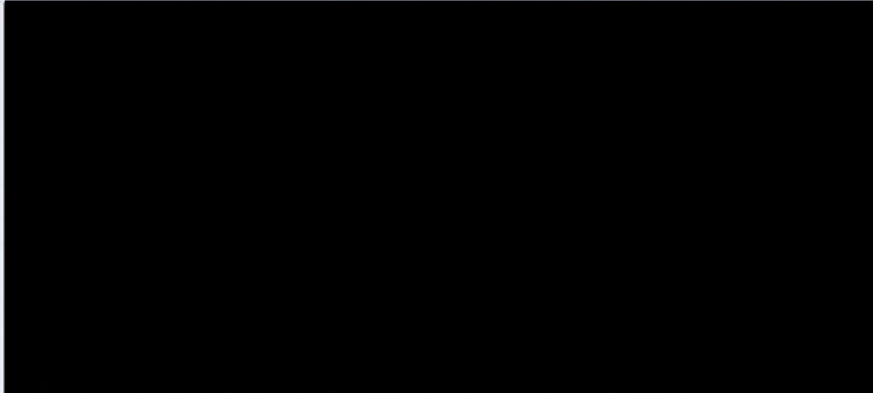
Thanks  
[REDACTED]

# Estimate

DATE: FEB 22 2026

EST : [REDACTED]

BILL TO: ELMWORTH CEMETERY 115038 HWY 722  
 CONTACT MRS BOYTE@ 780 831 5789



DESCRIPTION	HOURS	RATE	AMOUNT
PROJECT IS TO REPLACE 250' OF FENCE WITH TREATED RAIL FENCE, MOSTLY ALONG THE HIGHWAY. POSTS 10' O/C THREE RAIL & LAPPED ON POSTS REMOVE OLD FENCE AND SISPOSE OF IT. SOME HAND BRUSH WORK TO LOOK AFTER. BUILD NEW FENCE AND DO CLEAN UP.			\$ 1,400.00
			\$ 780.00
			\$ 2,350.00
<b>TOTAL</b>			<b>\$ 4,530.00</b>

MATERIALS	PRICE	QUANTITY	TOTAL
SUPPLY 5" X 6' POSTS PWF PEEL			\$ 387.00
SUPPLY 2 GATE POSTS @ 6-8" X 8' PWF			\$ 90.00
SUPPLY 3.25"-4" PEEL PWF RAIL			\$ 1,260.00
HARDWARE TO BE 5/16" RGK SCREWS@ 1 EACH LOCATION			\$ 450.00
1 @ 12' GREEN STEEL GATE 42" LIGHT D			\$ 330.00
EQUIPMENT RENTALS			\$ 165.00
THANKS FOR THE OPPORTUNITY TO PRICE THIS PROJECT.			

<b>MATERIALS TOTAL</b>		<b>\$ 2,682.00</b>
SUBTOTAL		<b>\$ 7,212.00</b>
G.S.T.		<b>\$ 360.60</b>
H.S.T		
<b>INVOICE AMOUNT</b>		<b>\$ 7,572.60</b>

TERMS: payment due upton receipt of invoice. 2% interest (24% per annum) on all invoices after 30 days.

0-30days

**NOW DUE**

<b>\$</b>	<b>-</b>
-----------	----------



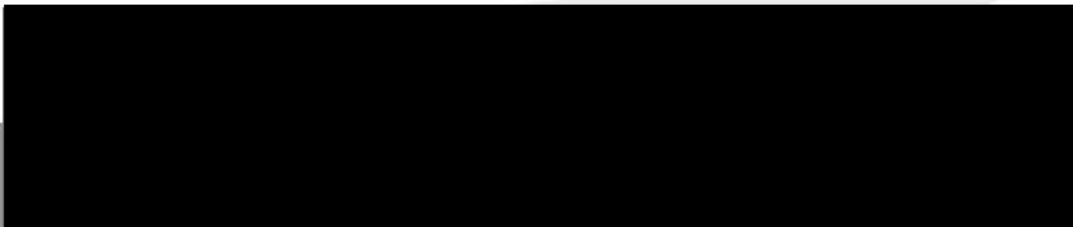
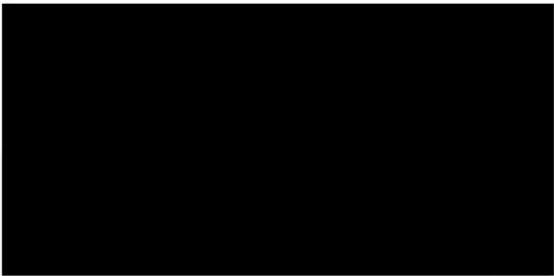
February 9th, 2026

Attention:  
Janice Boyte

RE: Elmworth Cemetery Boundary Staking Survey - Survey Request for Quote

Our quote to provide the required field survey to establish the legal boundaries of the subject property and stake/mark out said boundaries and corners is \$2,000.00 before tax.

Sincerely,



# QUOTE

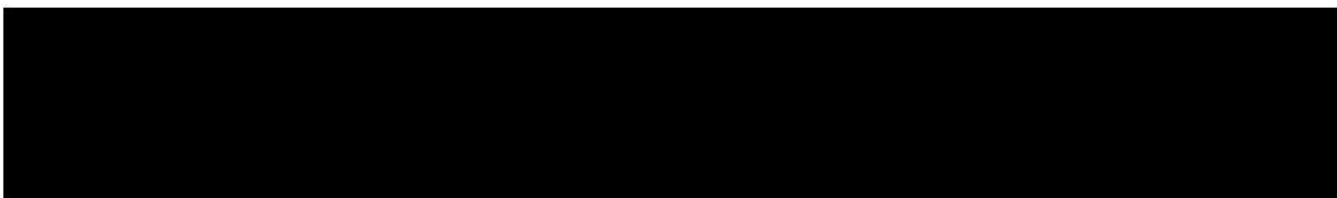
Date	Quote #
2/9/2026	Q26GLML7024

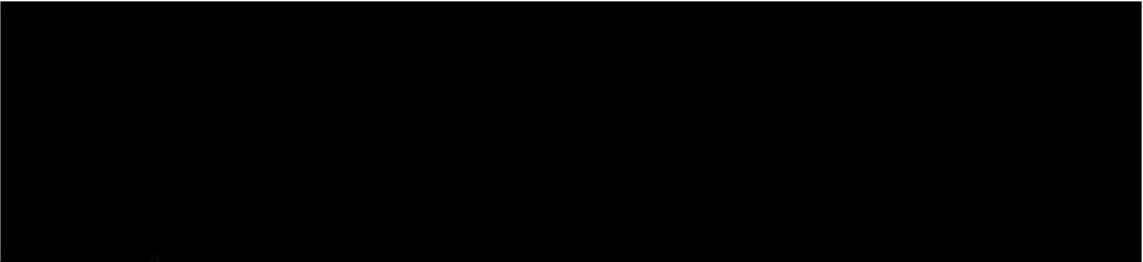


INVOICE TO	PROJECT DETAILS	
Janys Boyte BOYTE, JANYS [REDACTED] Elmworth AB T0N 1S0 Janys Boyte jboyte@telus.net	Land Legal Description	Plan 4278HW Plan 4278HW Quadrant SE Section 18 Township 70 Range 11 Meridian 6
	Street Address	1105038 HWY 722 Elmworth AB
	Client Ref#	RFP#: PO#:
	Our FILE #	26GLML7024

DESCRIPTION	QTY	RATE	AMOUNT	TAX
<b>Project Name: Janys Boyte - Elmworth Cemetery</b> Boundary staking for fence install			2,210.00	GST

<b>Notes:</b>	<b>Subtotal</b>	\$2,210.00
	<b>GST Amount</b>	\$110.50
	<b>TOTAL</b>	\$2,320.50
	<b>Retainer Owing</b>	\$
	<b>Balance</b>	<b>\$0.00</b>
Quote Valid Until: 8/9/2026		





Services to be provided by:



Person(s)/ Company Responsible for payment:

Client Contact: Janys Boyte  
Company: BOYTE, JANYS  
Company Billing/Invoice Address: [Redacted]  
Company Contact Phone #: [Redacted]

**Agreement to Proceed**

I, Janys Boyte, accept the pricing and services as outlined in the attached [Redacted]

I acknowledge that work will not proceed on my file until the retainer payment indicated on the quote has been received by [Redacted] and that a delay in this payment may result in project delays and/or cancellation.

I understand and accept that representatives of [Redacted] will require access to the property and other related location(s) below, for the purpose of conducting Land Survey and/or Engineering services and inspections:

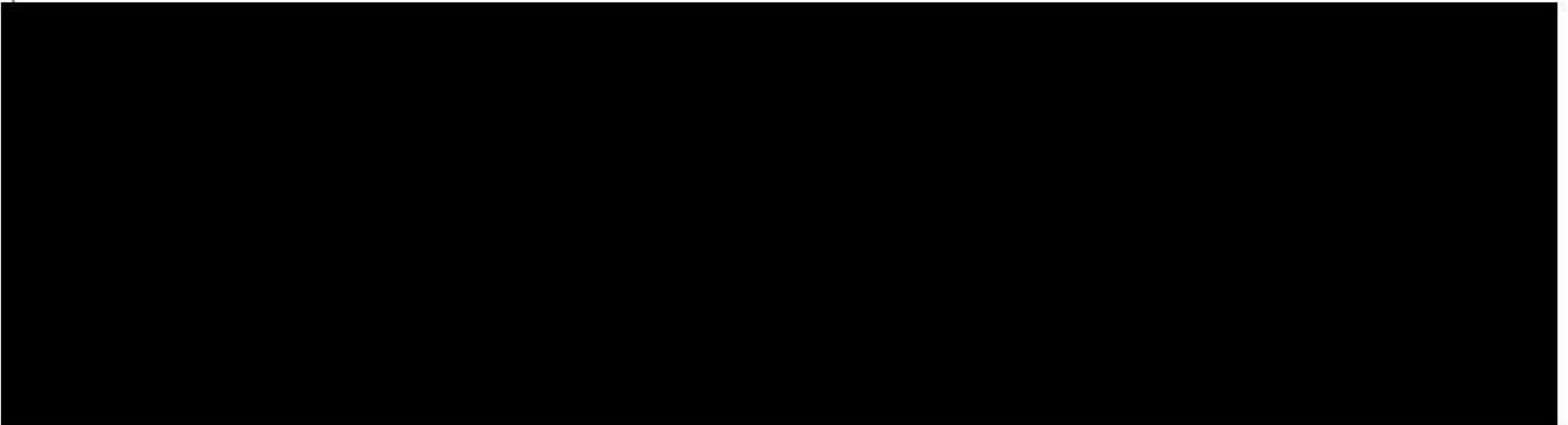
Project Name: Janys Boyte - Elmworth Cemetery  
Client Reference #:  
Client PO/ RFP#:  
Project Location: 1105038 HWY 722 Elmworth AB T0H 0C0  
Project Legal Land Description: Plan 4278HW  
Plan 4278HW  
Quadrant SE Section 18 Township 70 Range 11 Meridian 6

As a representative of BOYTE, JANYS, I accept all items outlined within the quotation #Q26GLML7024 and agree to each clause contained within **Section 1.0: Access / Permissions / Scope Changes**, **Section 2.0: Payment Terms**, **Section 3.0: Geotechnical Terms & Conditions**, and **Section 4.0: Reimbursable Expenses** included below.

Dated this \_\_\_\_\_ (date), day of \_\_\_\_\_ (month), 20\_\_\_\_

\_\_\_\_\_  
Client Signature

\_\_\_\_\_  
Printed Name & Position





## Section 1.0: Access / Permissions / Scope Changes

1. The CLIENT hereby agrees to grant or to obtain any and all necessary permissions and permits to allow representatives of [REDACTED] its agents or its employees, to perform the work required under this agreement.
2. Representatives of [REDACTED] make no warranty either expressed or implied, except that the work was performed pursuant to generally accepted standards of practice for the regulatory bodies that they are governed by at the time of performance including the following associations: ALSA, APEGA, NAPEG, EGBC, APEGS.
3. Representatives of [REDACTED] shall not be liable for damages resulting from the actions or inactions of governmental agencies including, but not limited to, permit processing, environmental impact reports, dedication, general plans and amendments thereto, zoning matters, annexations or consolidations, use or conditional use permits and building permits, and representatives of [REDACTED] shall only act as an advisor in all governmental relations. If, by reason of circumstances unforeseen at the time of entering into this agreement, additional work not then contemplated becomes necessary, the representatives of [REDACTED] shall notify the CLIENT.
4. Should litigation/ external escalation be necessary to enforce any term or provision of this agreement or to collect any portion of the amount payable under this arrangement; both parties shall agree to submit to a binding arbitration process as defined by the Alberta Arbitration Act.
5. All original papers and documents, and copies thereof, produced as a result of this contract, except documents which are required to be filed with public agencies, shall remain the property of the representatives of [REDACTED] and may be used by representatives of [REDACTED] without the consent of the CLIENT.
6. In the event that any work is destroyed by an act of God or parties other than the representatives of [REDACTED] the cost to perform the work again where required shall be paid by the CLIENT as out of scope work, at the same rates as shown on the rate sheet.
7. In the event that all or any portion(s) of the work prepared or partially prepared by the representatives of [REDACTED] is suspended, abandoned, or terminated, the CLIENT shall pay the representatives of [REDACTED] all fees, charges, and services provided for the project, up to that time.
8. The representatives of [REDACTED] shall perform all agreed-upon services in accordance with the respective manual of standard practice for ALSA and/or APEGA professional practice standards.
9. The CLIENT is to compensate the representatives of [REDACTED] as per the agreed-upon prices and terms outlined in the quote/estimate provided.
10. The CLIENT understands that the attached quote is limited by the information provided and may require revisions and/or changes. Scope changes for projects and estimated cost finalization will be confirmed in writing between [REDACTED] and the CLIENT.

## Section 2.0: Payment Terms

1. The CLIENT agrees to keep their account with [REDACTED] in good standing and to make payments in accordance with the terms outlined on their invoice. The CLIENT further agrees to maintain their billing address and contact information throughout the terms and time associated with the execution of the quoted services.
2. The CLIENT agrees to ensure [REDACTED] is provided with any changes to billing information/ requirements within 15 days of the change and/or invoicing cycle.
3. [REDACTED] reserves the right to charge an additional 2% outstanding interest per month (24% per year) on all accounts overdue in excess of 60 days.
4. [REDACTED] requires all accounts to be in good standing and all invoices to be paid in full prior to any work product being finalized and/or submitted.
5. [REDACTED] complies with the terms outlined in the 2022 Alberta Prompt Payment and Construction Lien Act. All Subcontracted Services payable by [REDACTED] on behalf of the contractor or CLIENT will be invoiced upon receipt and must be paid to [REDACTED] within 20 days of the invoice date. Subcontracted service payments are required to be made within 20 days to ensure [REDACTED] complies with the 28-day Alberta Prompt Payment legislation and, by extension, ensures CLIENT properties are not subjected to a subcontractor lien. The CLIENT will be given the option, wherever possible, to pay for subcontracted services directly and, if required, after being approved by a [REDACTED] Project Manager.
6. [REDACTED] reserves the right to conduct a credit assessment of the CLIENT prior to initiating services. Based on the outcome of this assessment, [REDACTED] may require a retainer or other financial assurance as a condition of proceeding with the work.

### Section 3.0: Geotechnical Terms & Conditions

1. STANDARD OF CARE - In the performance of professional services, [REDACTED] used the degree of care and skill ordinarily exercised under similar circumstances by reputable members of its profession practicing in the same or similar localities. No other warranty expressed or implied is made in any manner.
2. INTERPRETATION OF THE REPORT - The CLIENT recognizes that subsurface conditions will vary from those encountered at the location where borings, surveys, or explorations are made and that the data, interpretations and recommendation of [REDACTED] are based solely on the information available to him. Classification and identification of soils, rocks, geological units, contaminated materials and contaminant quantities will be based on commonly accepted practices in geotechnical or environmental consulting practice in this area. [REDACTED] will not be responsible for the interpretation by others of the information developed.
3. SITE INFORMATION - The CLIENT has agreed to provide all information with respect to the past, present and proposed conditions and use of the Site, whether specifically requested or not. The CLIENT acknowledged that in order for [REDACTED] to properly advise and assist the CLIENT, BASE has relied on full disclosure by the CLIENT of all matters pertinent to the Site investigation.
4. COMPLETE REPORT - The Report is of a summary nature and is not intended to stand alone without reference to the instructions given [REDACTED] by the CLIENT, communications between [REDACTED] and the CLIENT, and to any other reports, writings or documents prepared by [REDACTED] for the CLIENT relative to the specific Site, all of which constitute the Report. The word "Report" shall refer to any and all of the documents referred to herein. In order to properly understand the suggestions, recommendations and opinions expressed by [REDACTED] reference must be made to the whole of the Report. [REDACTED] cannot be responsible for use of any part or portions of the report without reference to the whole report. The CLIENT has agreed that "This report has been prepared for the exclusive use of the named CLIENT. Any use which a third party makes of this report, or any reliance on or decisions to be made based on it, are the responsibility of such third parties. [REDACTED] accepts no responsibility for damages, if any, suffered by any third party as a result of decisions made or actions based on this report."  
The CLIENT has agreed that in the event that any such report is released to a third party, the above disclaimer shall not be obliterated or altered in any manner. The CLIENT further agrees that all such reports shall be used solely for the purposes of the CLIENT and shall not be released or used by others without the prior written permission of [REDACTED].
5. LIMITATIONS ON SCOPE OF INVESTIGATION AND WARRANTY DISCLAIMER  
There is no warranty, expressed or implied, by [REDACTED] that:
  - a. the investigation uncovered all potential geo-hazards, contaminants, or environmental liabilities on the Site; or
  - b. the Site is entirely free of all geo-hazards or contaminants as a result of any investigation or cleanup work undertaken on the Site, since it is not possible, even with exhaustive sampling, testing and analysis, to document all potential geo-hazards or contaminants on the SiteThe CLIENT acknowledged that:
  - c. the investigation findings are based solely on the information generated as a result of the specific scope of the investigation authorized by the CLIENT;
  - d. unless specifically stated in the agreed Scope of Work, the investigation will not, nor is it intended to assess or detect potential contaminants or environmental liabilities on the Site;
  - e. any assessment regarding geological conditions on the Site is based on the interpretation of conditions determined at specific sampling locations and depths and that conditions may vary between sampling locations, hence there can be no assurance that undetected geological conditions, including soils or groundwater are not located on the Site;
  - f. any assessment is also dependent on and limited by the accuracy of the analytical data generated by the sample analyses;
  - g. any assessment is also limited by the scientific possibility of determining the presence of unsuitable geological conditions for which scientific analyses have been conducted;
  - h. the laboratory testing program and analytical parameters selected are limited to those outlined in the CLIENT's authorized scope of investigation; and
  - i. there are risks associated with the discovery of hazardous materials in and upon the lands and premises which may inadvertently discovered as part of the investigation. The CLIENT acknowledges that it may have a responsibility in law to inform the owner of any affected property of the existence or suspected existence of hazardous materials and in some cases the discovery of hazardous conditions and materials will require that certain regulatory bodies be informed. The CLIENT further acknowledges that any such discovery may result in the fair market value of the lands and premises and of any other lands and premises adjacent thereto to be adversely affected in a material respect.
6. COST ESTIMATES - Estimates of remediation or construction costs can only be based on the specific information generated and the technical limitations of the investigation authorized by the CLIENT. Accordingly, estimated costs for construction or remediation are based on the known site conditions, which can vary as new information is discovered during construction. As some construction activities are an iterative exercise, [REDACTED] shall therefore not be liable for the accuracy of any estimates of remediation or construction costs provided.
7. LIMITATION OF LIABILITY - The CLIENT has agreed that to the fullest extent permitted by the law [REDACTED] total liability to CLIENT for any and all injuries, claims, losses, expenses or damages whatsoever arising out of or in any way relating to the Project is contractually limited, as outlined in [REDACTED] standard Engineering Services Agreement. Further, the CLIENT has agreed that to the fullest extent permitted by law [REDACTED] is not liable to the CLIENT for any special, indirect or consequential damages whatsoever, regardless of cause.
8. INDEMNIFICATION - To the fullest extent permitted by law, the CLIENT has agreed to defend, indemnify and hold [REDACTED] its directors, officers, employees, agents and subcontractors, harmless from and against any and all claims, defense costs, including legal fees on a full indemnity basis, damages, and other liabilities arising out of or in any way related to [REDACTED] work, reports or recommendations.



## Section 4.0 Reimbursable Expenses

Reimbursable Expenses incurred by [REDACTED] in carrying out the Services are subject to a mark-up of 10% to cover office and administrative costs of [REDACTED]

Reimbursable Expenses include the following expenses as incurred in relation to the performance of the Services:

- Long distance telephone and facsimile communications. Reproduction of information, drawings, specifications, and other documents necessary to the Project.
- Testing & Environmental Services.
- Courier and messenger services.
- Fees paid for securing approvals, permits, or licenses from regulatory agencies having jurisdiction over the Project.
- Providing and maintaining Project site offices, telephones, facsimile as required for use by [REDACTED] and Sub-Consultants of [REDACTED]
- Advertising incidental to the Project.
- Obtaining necessary legal, accounting, insurance, bonding, and other counselling services pertaining to the Project
- Specialized Project specific computer hardware and software charges and related expenses as agreed to between the CLIENT and [REDACTED]
- Customs, excise, or any other taxes incurred by [REDACTED] with respect to the Services, but excluding Value Added Taxes.
- Special or increased insurance coverage required by the CLIENT.
- Fees and disbursements of Sub-consultants required in the performance of the Services were not included in the Fees in connection with the Project. [REDACTED] complies with the terms outlined in the 2022 Alberta Prompt Payment and Construction Lien Act. All Subcontracted Services are payable within 20 days of the invoice date. Subcontracted service payments are required to be made within 20 days to ensure [REDACTED] complies with the 28-day Alberta Prompt Payment legislation and, by extension, ensures CLIENT properties are not subjected to a subcontractor lien. The CLIENT will be given the option wherever possible to pay for subcontracted services directly and, if required, after being approved by a [REDACTED] Project Manager.
- Costs incurred by [REDACTED] in the performance of Services in connection with the Project where [REDACTED] has obtained the prior written approval of the CLIENT.

---

Title	<b>Halcourt Cemetery</b>	03/26/2026
	by <b>James Martin</b> in <b>2026 Cemetery Improvement Grant Program</b>	id. 53634136
	elm@gpnet.ca	

---

## Original Submission 03/26/2026

---

Score	n/a
-------	-----

---

Name of Cemetery	Halcourt Cemetery
------------------	-------------------

---

Cemetery Location:	705039 RGE RD 104
--------------------	-------------------

---

Applicant Details:	James Martin
--------------------	-----------------

---

Role in organization:	Treasurer
-----------------------	-----------

---

Phone Number	+17805188866
--------------	--------------

---

Email	elm@gpnet.ca
-------	--------------

---

Address	Box 703 Beaverlodge AB T0H 0C0 CA 55.068756 -119.348052
---------	---

---

Has the cemetery (or associated structures in the cemetery) been designated as an historical site by the County of Grande Prairie or the Province of Alberta?	No
---	----

---

Did your organization No  
receive funding  
through the  
Cemetery  
Improvement Grant in  
2025?

---

2026 Cemetery 5000  
Improvement Grant  
amount requested:

---

Provide details of  
improvements  
proposed or  
cemetery Project.  
This should include a  
detailed account of  
the proposed project  
or improvement,  
timelines, and plan  
for completion.

Resurvey of plan 7 in the early spring. Project would be completed with a week or two once the work begins. This would improve the Halcourt cemetery with the respect to the number of plots per block by increasing plots available.  
If funds allow, we would like to add row markers to the cemetery to assist with marking in the winter.

---

Budget Summary

[Budget Summary.xlsx](#)

---

Please provide a minimum of two quotes per improvements and/or projects.

 [\\_Quote.pdf](#)

---

Please highlight the  
volunteer hours, work  
and oversight that  
your organization  
contributes annually  
to cemetery  
operations and  
maintenance.

The cemetery is maintained entirely through the dedication and hard work of volunteers. This commitment ensures respectful care of the grounds year-round. Volunteers on the board come together twice annually—in the spring and fall—for organized meetings to plan and review ongoing needs. An annual spring cleaning has taken place the second week of June historically.

Throughout the year, they carry out essential tasks including:

Grounds maintenance to keep the cemetery clean, safe, and welcoming  
Marking gravesites to ensure accurate placement and records  
Setting and maintaining headstones with care and attention to detail

Their efforts preserve the cemetery's dignity and ensure it remains a meaningful place for families and the community.

---

Upload a list of the Board of Directors or organization members

[Halcourt\\_Board\\_of\\_Directors.pdf](#)

---

Please upload a copy of your organizations latest financial statements and/or balance sheet.

[Halcourt\\_Financial.pdf](#)

How did you hear about this grant program? Other, please specify

---

Please specify how you heard about this grant program: Repeat applicant

---

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 elm@gpnet.ca  
james  
martin

---

E-Signature elm@gpnet.ca  
eleanor  
martin

---

## Internal Form

---

Score n/a

---

Item Description	Amount
Contractor	\$ 4,688.25
	\$ 4,688.25



# CIBC Account Statement

HALCOURT CEMETARY

For Dec 1 to Dec 31, 2025

[Redacted]

The names shown are based on our current records, as of January 8, 2026. This statement does not reflect any changes in account holders and account holder names that may have occurred prior to this date.

## Account summary

## Contact information

Opening balance on Dec 1, 2025		\$19,901.62
Withdrawals	-	76.25
Deposits	+	1.25
<b>Closing balance on Dec 31, 2025</b>	<b>=</b>	<b>\$19,826.62</b>

**1 800 465 CIBC (2422)**  
Contact us by phone for questions on this update, change of personal information, and general inquiries, 24 hours a day, 7 days a week.

**TTY hearing impaired**  
1 800 465 7401

**Outside Canada and the U.S.**  
1 902 420 CIBC (2422)

[www.cibc.com](http://www.cibc.com)

## Transaction details

Date	Description	Withdrawals (\$)	Deposits (\$)	Balance (\$)
Dec 1	Opening balance			<b>\$19,901.62</b>
Dec 8	CHEQUE 060 84176084	75.00		19,826.62
Dec 31	SERVICE CHARGE	1.25		19,825.37
	SERVICE CHARGE DISCOUNT		1.25	19,826.62
	<b>Closing balance</b>			<b>\$19,826.62</b>

# HALCOURT CEMETERY

YEAR : 2025

BEGINNING ACCT BALANCE: \$ 18,371.53

ENDING ACCT BALANCE :

DATE	INCOME	DATE	EXPENSES
April 25/25	Deposit - Chq # 050 \$ 300.00 From: Keith Bancesco [REDACTED] For: Receipt No: 096437 3 Grave Plots Plan 6, Block 1 Graves 1, 3, 4	May 12/2025	Halcourt Annual General Cemetery Meeting (AGM) 7:00pm St. Lukas Anglican Hall Beaver Lodge Paid by cheque # 0056
June 24/25	Deposit - cash \$ 100.00 From: Maurice Huserreau [REDACTED] For: Plan 7, Bk 15 Gr. 4 Rhea Gagnon Receipt No: 096439	July 2/2025	JR's Sales + Rentals \$ 31.50 One man Hole Auger Rental To dig cremation hole for: Ellen Thompson Plan 4, Bk 13, Grave 1 Chq # 0057
April 20/25	RE: Col Mosher \$ - Receipt No: 096438 See attached info	July 31/2025	JR's Sales + Rentals \$ 26.25 One Man Hole Auger Rental To dig cremation urn hole for: Bruce Dunbar Plan 5 Bk 3 Grave 1 See In # 497606 Paid by James Martin Debit Card - Reimbursed by chq # 0059 from Halcourt Cemetery - Nov 12/2025
July 2/25	Deposit - cash \$ 100.00 From: Barry Thompson For: Digging Urn Hole Ellen Thompson Plan # Bk 13 Gr 1 Receipt No: 096440	Aug 18/2025	JR's Sales + Rentals \$ 57.75 One Man Auger Rental To dig cremation holes for: May James Plan 2 Bk 15 Plot 1 Alex McEadern Plan 3 Bk B Plot 10 See In # 497606 Paid by James Martin Debit Card Reimbursed by chq # 0059 from Halcourt Cemetery Nov 12, 2025
July 1/25	Deposit - cash \$ 100.00 From: Holly Spence For: Grave Plot Plan 4, Bk 34 Gr 4 Receipt No: 096441		
	Deposit - Cheque # 154 \$ 100.00 Greg Seastad Dig Urn hole for TOTAL: \$ 200.00 Charles + Joan Dupuis Plan 7 Bk 1 Gr 3 + 4 Address: 12815		
	PAGE 1 SUBTOTAL \$ 700.00		PAGE 1 SUBTOTAL \$ 190.50

Beginning Acct Balance	
+ Deposits	
- Bills	
Ending Acct Balance	Page 155 of 356

# HALCOURT CEMETERY

YEAR: 2025

BEGINNING ACCT BALANCE: \$18,371.53  
ENDING ACCT BALANCE: \$18,371.53

DATE	INCOME	DATE	EXPENSES
July 21 2025	DEPOSIT - chq # 191 B From: June Johnson [REDACTED]	May 22 2025	Beaverlodge Home Buildings Centre Lathe, sharpened - for marking, where to dig graves and place Headstones See In # 497605 Paid by James Martin Debit Card, Reimbursed by Chq # 0059
July 21 2025	For: Plan 4 Bk 33 Gr 4 Paid + Reserved for June Johnson Plan 4 Bk 34, Gr 4 Paid + Reserved for Leanne Crocker Edna Trombinski	Nov 12, 2025	from Halcourt Cemetery
Aug 19 2025	DEPOSIT - Cash From: Doreen Dunbar for: Digging Urn Hole Bruce Dunbar Plan 5 Block 3, Gravel Receipt # 096444	May 5 2025	STAPLES CANADA Printer Ink Bookkeeping Supplies Cardboard + clips for large Maps Paid by Eleanor Martin Debit Card See In # 497605 Reimbursed by Chq # 0059
Aug 19 2025	DEPOSIT - Cash From: Jody Azoos (Huffman) for: Plan 2, Bk 5, Graveslot Receipt # 096445 [REDACTED]	Nov 12, 2025	from Halcourt Cemetery
Aug 19 2025	DEPOSIT - Cash From: Jody Azoos (Huffman) for: Plan 2, Bk 5, Graveslot Receipt # 096445 [REDACTED]	June 2 2025	STAPLES CANADA 1" Black Binder 200 Clear Plastic Sheet Protectors Tab Index Dividers Corrector Tape Paid by Eleanor Martin Debit Card See In # 497605 Reimbursed by Chq # 0059
Sept 12 2025	DEPOSIT - Cash From: Vicki Orrick for: Digging Urn Holes Alex McEachern Plan 3, Bk B, Gravel May Jones Plan 2, Bk 15, Grid	Nov 12, 2025	from Halcourt Cemetery
Sept 12 2025	DEPOSIT - Cash From: Vicki Orrick for: Digging Urn Holes Alex McEachern Plan 3, Bk B, Gravel May Jones Plan 2, Bk 15, Grid	Jan 30 2025	TrimFX Acrylic letters for Headstones Ordered by Cindy McNeil Paid by chq # 0058 Sept 8, 2025
			PAGE 2 SUBTOTAL \$381.29
			BEGINNING ACCT BALANCE
			+ DEPOSITS
			- BILLS
			ENDING ACCT BALANCE
	PAGE 2 SUBTOTAL \$1,050.00		



Halcourt Cemetary Board of Directors 2024

President position vacant as of Feb 2025

Cindy McNeil- president [redacted]  
(Passed away Jan 31/2025)  
[redacted]

James Martin- Treasurer [redacted]  
[redacted]

Peter Martin- Secretary [redacted] | [redacted]  
[redacted]

Eric Hill – director [redacted] | [redacted]  
[redacted]

Eunice Bamping – director [redacted], [redacted]  
President [redacted] | [redacted] | [redacted]  
[redacted]

Cindy Lenko – director [redacted] [redacted]  
[redacted]

Natasha Johnston – director [redacted] [redacted] [redacted]  
[redacted]

County of Grande Prairie No. 1

- ① Chelsea de Raiter  
Administrative Coordinator, Parks + Recreation, County of Grande Prairie No. 1.  
780-532-9727 cderaiter@countypg.ab.ca
- ② Nora-lee Gilkyson  
Assistant Director, Parks + Recreation, County of Grande Prairie No. 1.  
780-532-9727 Cell 780-512-3818

October 28, 2025

# ESTIMATE

Date	Estimate #
10/28/2025	Q25GLML7091

INVOICE TO	PROJECT DETAILS		
Halcourt Cemetery c/o E.Martin	Legal Description	Plan 7823511 Lot A	
	Address		
	Client Ref#	RFP#:	PO#:
	Our FILE #	25GLML7091	

DESCRIPTION	ESTIMATE
<b>Project Name: Halcourt Cemetery - Site Plan &amp; Stakeout</b>	
Initiate & Support Client & Tentative Plan	
Field Survey Locates & Preliminary Stakeout	1,995.00
Data Processing and Site Plan	475.00
Field Survey and Layout of Proposed Plots	1,995.00
Total Estimated Cost to Complete and Register the Subdivision (Sub Total)	0.00

<b>Totals</b>	<b>\$4,465.00</b>
---------------	-------------------

<b>Notes:</b>	<b>Subtotal</b>	\$4,465.00
	<b>GST Amount</b>	\$223.25
	<b>TOTAL</b>	\$4,688.25
	<b>Application Retainer</b>	<b>\$\$Subtotal:1</b>
	<b>Post Approval Retainer</b>	<b>\$\$Subtotal:2</b>
<b>Estimate Valid Until:</b>		

Title **HYTHE CEMETERY** 03/27/2026  
 by **DEBRA BALDERSTON** in **2026 Cemetery Improvement Grant Program** id. 53643890  
 bdbfarm@baldix.ca

**Original Submission** 03/27/2026

Score n/a

Name of Cemetery HYTHE CEMETERY

Cemetery Location: 110045 AB-672, HYTHE, AB T0H 2C0

Applicant Details: DEBRA  
BALDERSTON

Role in organization: SECRETARY

Phone Number +17805182113

Email bdbfarm@baldix.ca

Address 

Has the cemetery (or No associated structures in the cemetery) been designated as an historical site by the County of Grande Prairie or the Province of Alberta?

Did your organization receive funding through the Cemetery Improvement Grant in 2025? Yes

---

Have you completed your compliance reporting for the previous funding year? Yes

---

2026 Cemetery Improvement Grant amount requested: 5000

---

Provide details of improvements proposed or cemetery Project. This should include a detailed account of the proposed project or improvement, timelines, and plan for completion.

2026 PLANS: (1) RENOVATE "GRAVEDIGGERS" SHACK INCLUDING CEDAR SHAKES ON THE ROOF  
(2) REPAINT / REFRESH THREE HISTORICAL SIGNS WITHIN THE CEMETERY  
(3) BEGIN SECURING QUOTES FOR A VETERANS PLAQUE TO BE MADE & INSTALLED IN THE CEMETERY. THIS MAY BE OVER A TWO OR THREE YEAR SPAN SO ANY GRANT FUNDS NOT USED THIS YEAR WOULD BE APPLIED TO THAT PROJECT. WE ESTIMATE IT TO BE AT LEAST \$6,000.00 BASED ON PREVIOUS ENQUIRIES.  
(4) ONGOING HEADSTONE REPLACEMENT AND/OR LEVELLING.

---

Budget Summary

[Budget Summary.xlsx](#)

---

Please provide a minimum of two quotes per improvements and/or projects.

[cemetery\\_quote\\_2026.pdf](#)

[cemetery\\_estimated\\_quote.pdf](#)

---

Please highlight the volunteer hours, work and oversight that your organization contributes annually to cemetery operations and maintenance.

CLEANING GAZEBO SPRING & FALL, GREENERY PLACED IN PLANTERS IN THE SPRING & PUT AWAY IN THE FALL, CLEAN THE INSIDE OF THE GRAVEDIGGERS SHACK SPRING & FALL, MOWING FAMILY PLOTS & OTHERS THROUGHOUT THE YEAR, PICK UP GARBAGE THROUGHOUT THE YEAR, PLANNING NEW PROJECTS FOR THE IMPROVEMENT OF THE CEMETERY. TOTAL HOURS: APPROXIMATE 75

---

Upload a list of the Board of Directors or organization members

[CEMETERY\\_DIRECTORS.pdf](#)

---

Please upload a copy of your organizations latest financial statements and/or balance sheet.

[CEMETERY\\_FINANCIALS.pdf](#)

---

---

How did you hear about this grant program? Newspaper Ad

---

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 bdbfarm@baldix.ca  
DEBRA  
BALDERSTON

---

E-Signature bdbfarm@baldix.ca  
DEBRA  
BALDERSTON

---

Item Description	Amount
GRAVEDIGGERS SHACK	\$2100.00
REPAINT & REFRESH 3 HISTORICAL S	\$ 630.00
	\$ -

Statement date February 23, 2026

Transit number [REDACTED]

Customer number [REDACTED]

Page number 1 of 1

ATB0112100\_3293480\_002 E D 07899

00807



### Your ATB Financial Branch

07899 Hythe Branch

10026 101 Ave

Hythe AB

T0H 2C0

If you have any questions, contact us at

1 800 332-8383 or visit us at

[www.atb.com](http://www.atb.com)

### A summary of Deposit Account Community Spirit Account

[REDACTED]	Transit # [REDACTED]	
Your balance forward on Jan 23, 2026		\$365.14
Money out of your account (0 items)	-	\$0.00
Money into your account (0 items)	+	\$0.00
<b>Your closing balance on Feb 23, 2026</b>	<b>=</b>	<b>\$365.14</b>

Find an error? Give us a call or drop by a branch. We'll take care of it.

*Keep your credentials private. Never share your banking login details, passwords, or 2FA code with anyone. ATB will never ask you for these.*

### Hythe and District Cemetery Committee

Chair/Secretary: Deb Balderston  
Vice-Chair: Bill Guise  
Directors: Sheena Rule  
Sid and Carol Hogg  
Sandy Baker  
Brad Balderston

The committee meets quarterly and will revisit our current plan in spring 2026.

Emergency meetings will be called on a “need to” basis.

#### Vision Statement:

The Hythe and District Cemetery Committee provides a tranquil environment where families may visit loved ones, grieve, celebrate and reflect.

#### Mission Statement:

To provide a setting where we honour both the settlers who built our community as well as the Veterans who served our Country.

To provide a peaceful setting where all area residents have a place to bury their loved ones.

To develop a plan to ensure proper maintenance and upgrading of the cemetery through community engagement and volunteerism.

#### Three Year Plan:

- 1) Renovate and refresh “grave diggers” shack (2026)
- 2) Clean up and repaint three historical signs within the cemetery until replaced (2026)
- 3) Proceed with Veterans Memorial plaque (this will be over two or three years) (2027-2028)
- 4) Raise or replace headstones as needed in lieu of absent families (2029)

#### Proposal:

- Apply for the annual County Cemetery Improvement Grant for continued improvement to the Cemetery. Any donated funds would be in addition to the grant and used for improvements.

March 27, 2026

I have attached one quote for this year's project.

I have requested a second quote from the company that re-stained the cemetery gazebo last year but have not had any response. Due to the pending deadline for applications, I am submitting the quote we do have from another contractor to meet the April 1<sup>st</sup> expiry for submissions.

Based on the numbers from the contractor doing the gazebo last year, I **estimate** his quote to be similar or higher than the one submitted. I have based this on **last year's prices he quoted**.

For example:

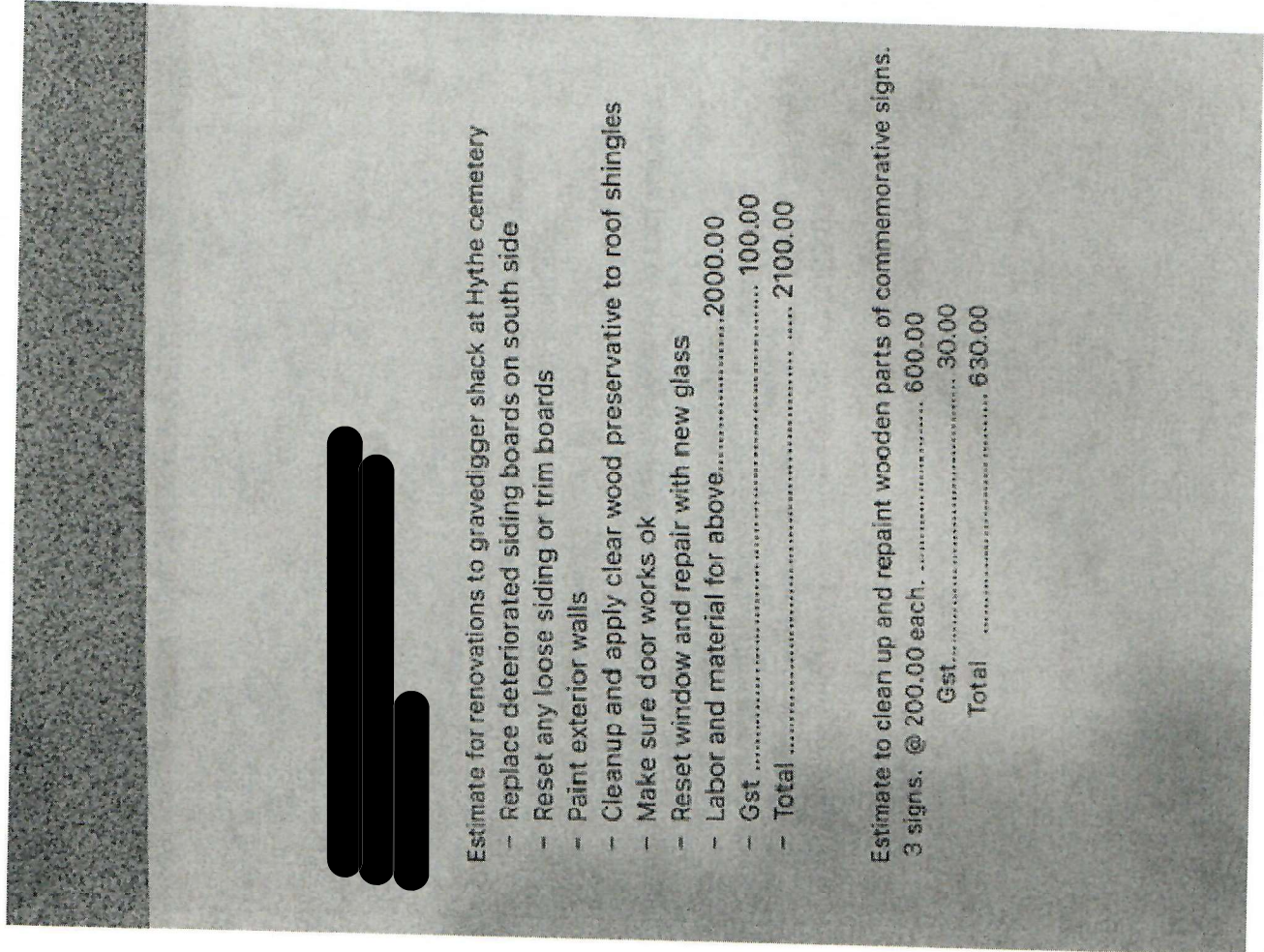
- Travel to and from the cemetery to do prep work and the actual work was \$1590.00 plus GST (AND THIS IS ASSUMING ALL THE WORK TO BE DONE IN ONE DAY; OTHERWISE, ANOTHER \$150 FOR TRAVEL BASED ON 2025 QUOTE).
- Two gallons stain for the gazebo was \$170.00 plus GST
- Two gallons stain for the cedar shakes on roof was \$170.00 plus GST
- APPROXIMATE TOTAL COST FOR GRAVE DIGGERS SHACK: \$2026.50
- This year would include painting the three signs. Based on his hourly rate (last year \$90/hour plus GST). Estimated 6 hours for the work (\$540.00) plus 2 gallons paint (last year \$170 plus GST), I estimate his cost to be approximately \$745.50. This is only my "guestimate" as I await his actual quote.
- APPROXIMATE TOTAL COST OF THE PROJECTS \$2775.00

As I said, this is only my estimation based on his quote last year with similar work done. I will submit his quote once received.

Debra Balderston

**Bradley and Debra Balderston**

**From:** Bradley and Debra Balderston  
**Sent:** March 18, 2026 1:45 PM  
**To:** Bradley and Debra Balderston  
**Subject:** Quote



Estimate for renovations to gravedigger shack at Hythe cemetery

- Replace deteriorated siding boards on south side
- Reset any loose siding or trim boards
- Paint exterior walls
- Cleanup and apply clear wood preservative to roof shingles
- Make sure door works ok
- Reset window and repair with new glass
- Labor and material for above.....2000.00
- Gst ..... 100.00
- Total ..... 2100.00

Estimate to clean up and repaint wooden parts of commemorative signs.

- 3 signs. @ 200.00 each. .... 600.00
- Gst..... 30.00
- Total ..... 630.00

Sent from my iPhone

Initial Form: 2026 Cemetery Improvement Grant Application

**Draft**

Created on March 26, 2026

Name of Cemetery

Riverview Cemetery

Cemetery Location:

104051 & 101057 Hwy 671

Applicant Details:

Janet Kerr

Role in organization:

President

Phone Number

+17808143721

Email

[ljkerr@gpwins.ca](mailto:ljkerr@gpwins.ca)

Address

Box 1020

Beaverlodge, Alberta T0H 0C0

CA

Has the cemetery (or associated structures in the cemetery) been designated as an historical site by the County of Grande Prairie or the Province of Alberta?

No

Did your organization receive funding through the Cemetery Improvement Grant in 2025?

- Yes

Have you completed your compliance reporting for the previous funding year?

- Yes

2026 Cemetery Improvement Grant amount requested:

5000

Provide details of improvements proposed or cemetery Project. This should include a detailed account of the proposed project or improvement, timelines, and plan for completion.

Spraying overall areas would be done if there was extra funding remaining outside of what the County does in their beautification mowing program, the main project would be to complete as much brushing and mulching to prepare the area for the fencing on the remaining two sides and the removal of the debris from mulching.

### Budget Summary

	A	B
1	Item Description	Amount
2	general maintenance- mowing, trimming	\$500
3	Clearing and Mulching using RCM Mechanical	\$4000
4	Spraying	\$500R
5		
6		
7		
8		
9		
10		

Please provide a minimum of two quotes per improvements and/or projects.

RCM Mechanical has done previous work in the Cemetery and have been the contract we have use for this work. Estimate cost per hour of mulching would be \_\_\_\_\_ and the goal would be to complete as much as we could with the funding received.

Please highlight the volunteer hours, work and oversight that your organization contributes annually to cemetery operations and maintenance.

Regular mowing and clean up- 32 hours Annual clean up and Annual meeting -3 hours x 15 people = 45 meeting Cemetery administration-16 hours Total 93

Upload a list of the Board of Directors or organization members

In the attached information

Please upload a copy of your organizations latest financial statements and/or balance sheet.

Provide as an attachment.

How did you hear about this grant program?

Email and website

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

Janet Kerr

[ljkerr@gpwins.ca](mailto:ljkerr@gpwins.ca)

E-Signature

Larry Kerr

[ljlkerr@gpwins.ca](mailto:ljlkerr@gpwins.ca)

Title **St. John's Lutheran Church Cemetery** 02/26/2026  
 id. 53300407  
 by **norman stefan** in **2026 Cemetery Improvement Grant Program**  
 normanrstefan@gmail.com

**Original Submission** 02/26/2026

Score n/a

Name of C t. John's Lutheran Church C

C Location: 90079TWP RD 12

Applicant Details: N  
 Stefan

Role in organization: E

hone N +17807662402

Email normanrstefan@gmail.com

A Box 284  
 Wembley  
 AB  
 T0H 3S0  
 CA  
 55.1701186  
 -119.27732

Has th ( No  
 associated  
 structures in the  
 cemetery) been  
 designated as an  
 h th  
 C G  
 Prairie or the  
 Province of Alberta?

D z No  
receive funding  
through the  
Cemetery  
Improvement Grant in  
2025?

---

2026 Cemetery 5000  
Improvement Grant  
amount requested:

---

Provide details of improvements proposed or cemetery Project. This should include a detailed account of the proposed project or improvement, timelines, and plan for completion.

Columbarium Installation---To be completed at time when sufficient funds. Straighten headstones and lift grave covers. Yearly  
Level soil over sunken graves. Yearly

---

Budget Summary

[Budget Summary.xlsx](#)

---

Please provide a minimum of two quotes per improvements and/or projects.

[Document\\_2026-02-26\\_085109\\_Columbarium.pdf](#)

---

Please highlight the volunteer hours, work and oversight that your organization contributes annually to cemetery operations and maintenance.

Summer months, mowing of grass and general maintenance. 6 to 10 hours weekly

---

Upload a list of the Board of Directors or organization members

[Officers\\_of\\_St.\\_Johns\\_Lutheran\\_Chu.txt](#)

---

Upload a copy of your organization's latest financial statements and/or balance sheet.

[2026-02-26\\_085541Budget2026.pdf](#)

---

How do you feel about this grant program?

Co N

---

Applicant D B , I c that all information provided in this application  
p , 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  
ng, or other actions as deemed approp h  
organization.

---

E-Signature normanrstefan@gmail.com  
Norman  
Stefan

---

E- 81  
Colin  
Breitkreutz

---

## Internal Form

---

Score n/a

---

Item Description	Amount
Columbarium	\$25000.00
	\$ -

St. John's Lutheran Year End 2025

	Actual	Budgeted	Budget
	2025	2025	2026
Receipts			
1 Offering - Envelopes	141349.28		
2 Offering -Loose	2636.60		
3 Parsonage Rent	24000.00		
4 Shared exp/Dawson Creek	22000.00		
5 GST Refund	884.58		
6 Bank Interest	14.31		
8 Sage final payment	11211.85		
9 Lutheran World Relief	940.00		
10 Memorial Donations	0.00		
7 Cemetary Fund	2000.00		
12 Misc-County of G.P. road wide	46841.55		
	<b><u>Total Income</u></b>	<b><u>251878.17</u></b>	
12 Salary Pastor	66197.46	98555.00	
14 EI Pastor	2586.00		100000.00
15 CPP	8844.24		
16 Tax Withheld	21951.25		
13 Pension Plan /Health Insurance	22391.60	22000.00	22000.00
17 Pastor Education	0.00	100.00	100.00
20 Liability Insurance	383.00	110.00	400.00
19 Housing Equity	4200.00	4200.00	4400.00
18 Further Eduction	0.00	350.00	350.00
21 Mileage	4164.72	6000.00	5000.00
22 Parsonage Utilities: Electricity	3393.63	5200.00	4000.00
23 Nat. Gas	1519.88	3000.00	2000.00
24 Phone/Internet	518.40	600.00	600.00
25 Altar Supplies	1783.91	1600.00	1500.00
26 Sunday Sch. -Supplies	1018.47	1800.00	1200.00
27 Christmas treats/Picnic	0.00	250.00	400.00
28 Bible Class/Confirmation	984.03	450.00	600.00
29 VBS	654.68	1200.00	750.00
30 P.Prayer/My Devo	1104.38	1000.00	1000.00
31 Offering Envelopes	437.28	500.00	500.00
32 Evangelism	100.00	250.00	250.00
59 Missions	3025.00		3000.00
33 Church Workers Conference	0.00	330.00	<del>330.00</del> 330.00
34 Synodical Convention	0.00	750.00	750.00
35 Secretary	6932.46	9000.00	9000.00
36 Tax Withheld	2274.24		
37 Office Supplies	377.12	700.00	500.00
38 Copyright Fees	0.00	410.00	400.00

39	Photocopier	0.00	500.00	500.00
40	Accountant	3516.93	3000.00	3500.00
41	Bank Fees	71.80	250.00	100.00
56	GST	1116.30	1000.00	1000.00
42	Church Utilities Electricity	3447.08	6000.00	4000.00
43	Natural Gas	2490.42	4000.00	3300.00
60	Phone and Internet Church	1314.57	1000.00	1300.00
44	Maintenance & Repairs	646.14	2500.00	1000.00
45	Insurance	13820.00	12000.00	14000.00
46	Taxes Land	1809.26	1500.00	1800.00
47	Janitor	5500.00	6000.00	6000.00
48	Janitor Supplies	69.41	1000.00	350.00
49	Garbage Disposal	360.09	1200.00	500.00
50	Kitchen Supply	0.00	300.00	300.00
51	Lift Inspection	455.81	750.00	500.00
52	Organ Maint	0.00	500.00	500.00
53	Cemetery	0.00	0.00	1000.00
54	Capital Expense - Church	3040.02	5000.00	45000.00
57	Capital Expense - Manse	0.00	5000.00	5000.00
55	Mowing Grass/snow	202.89	300.00	300.00
58	Misc	0.00		
	<b>Total Expenses</b>	<b>192702.47</b>	<b>210155.00</b>	<del>251980.00</del>
				248980.00
	Begin Bank Balance Jan 1, 2025	17122.12		
	Total Receipts to Dec 31, 2025	251878.17		
	<b>Total</b>	<b>269000.29</b>		
	Total Disbursements	192702.47		
	Balance in acct. on Dec 31, 2025	<b>\$ 76,297.82</b>		
	Cemetery Fund Balance	\$ 13,054.00		
	Sunday School Separate acct	\$ 533.00		
	Youth Group Separate Bank Acct	\$ 759.00		

Balance in acct. 76297.82  
 Minus Line 12 46841.55 - This money is to be for a fence  
 Minus Cemetery Fund 13054.00 after road widening



[REDACTED] <admin@stjohnslutheranchurch.info>

**Fwd: Columbaria Information**

1 message

To: admin@stjohnslutheranchurch.info

Mon, Apr 10, 2023 at 10:20 AM

----- Forwarded message -----

From: [REDACTED]  
Date: Wed, Apr 5, 2023 at 4:53 PM  
Subject: Columbaria Information  
To: [REDACTED]

Hi [REDACTED]

Here is some information on our 32 niche columbarium. We supply a Canadian made columbarium that comes with a full perpetual warranty. The base is 6" thick. Walls and roof are 3" thick and there is also a middle support wall that you can't see that is 3" thick.

In the photos that I have attached is the 32 Niche with grey walls, base, and roof and black shutters. It is double sided so 16 on each side. Total size is 5'0" x 3'3" x 4'10" high. It is 4400 lbs.

Price would be \$25,000 + gst. This would include delivery and installation. This price does not include the concrete foundation. It is taking about 8 months to get one right now. We are also able to provide different colors, sizes, and shapes of columbaria.

If you have any questions please give me a call or email!

Thank You,

[REDACTED]

[REDACTED]

[REDACTED]

*We recommend making an appointment if you would like to come in to meet with a memorial consultant and see the showroom!*

Officers of St. John's Lutheran Church

Pastor Ken Eifert  
Chairman Ralph Hauger  
Vice-Chairman Brennen Jones  
Secretary Christian Eifert  
Treasurer Colin Breitzkreutz  
Elders Norman Stefan  
Floyd Hiltz  
Howard Hennig  
Carl Mayer  
Christian Eifert  
Board of Education Merlyn Mayer  
Rodney Schoepp  
Brennen Jones  
Stew./Finance Dave Launay  
Cliff Schoepp  
Norman Stefan  
Trustees Carl Mayer  
Howard Hennig  
Ralph Hauger  
Recording Secretary Ralph Hauger  
Nominating Committee Dave Launay  
Norman Stefan  
Cliff Schoepp  
Board of Evangelism Carl Mayer

---

Title	<b>Teepee Creek Cemetery</b>	03/31/2026
	by <b>Corry Stark</b> in <b>2026 Cemetery Improvement Grant Program</b>	id. 53678894
	corrystark@gmail.com	

---

---

<b>Original Submission</b>	03/31/2026
----------------------------	------------

---

Score	n/a
-------	-----

---

Name of Cemetery	Teepee Creek Cemetery
------------------	-----------------------

---

Cemetery Location:	Teepee Creek, Alberta
--------------------	-----------------------

---

Applicant Details:	Corry Stark
--------------------	-------------

---

Role in organization:	Treasurer
-----------------------	-----------

---

Phone Number	+17805184283
--------------	--------------

---

Email	corrystark@gmail.com
-------	----------------------

---

Address	RR2 c/o Corry Stark Sexsmith Alberta T0H 3C0 CA 55.352452 -118.777711
---------	--

---

Has the cemetery (or associated structures in the cemetery) been designated as an historical site by the County of Grande Prairie or the Province of Alberta?	No
---	----

---

Did your organization receive funding through the Cemetery Improvement Grant in 2025? Yes

---

Have you completed your compliance reporting for the previous funding year? Yes

---

2026 Cemetery Improvement Grant amount requested: 5000

---

Provide details of improvements proposed or cemetery Project. This should include a detailed account of the proposed project or improvement, timelines, and plan for completion.

We have to replace some of our trees (to be determined once snow melts) and top up the wood chips around columbarium so have the amounts for trees/chips from previous years. Also want to update our documentation of the cemetery to an online portal via CIMS <https://info.cimscemeterysoftware.com>. In addition to online portal want to be able to subsidize QR codes for families to have on headstones that links to personal website with obituary and photos of deceased <https://lifesqr.com/>

Water tank would be a used one that we would like to find online and put on a trailer so we can fill and keep at the cemetery to ensure trees get regular water. The online portal is an approximate cost and the application is very extensive to get an exact price so unless we have funding, may not pursue.

---

Budget Summary

[Budget Summary.xlsx](#)

---

Please provide a minimum of two quotes per improvements and/or projects.

[Teepee\\_Creek\\_Cemetery\\_2025\\_SS02.pdf](#)

[4d1f84e7-184d-47b2-8a9e-2ccaa417f.jpg](#)

---

Please highlight the volunteer hours, work and oversight that your organization contributes annually to cemetery operations and maintenance.

Volunteers that whipper snip, do weed control, spread gravel, water trees, painting of gates, repair of gates, keep flowers and memorials cleaned up and old flowers disposed of

---

Upload a list of the Board of Directors or organization members

[Teepee\\_Creek\\_Cemetery.docx](#)

---

Please upload a copy of your organizations latest financial statements and/or balance sheet.

[Teepee\\_Creek\\_Cemetery\\_Account\\_Transactions\\_2026-03-31-04\\_29.pdf](#)

---

How did you hear about this grant program? Email

---

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 corrystark@gmail.com  
Corry  
Stark

---

E-Signature corrystark@gmail.com  
Corry  
Stark

---

## Internal Form

---

Score n/a

---

Item Description	Amount
Replacement Trees	\$ 1,500.00
Cedar Wood Chips	\$ 1,000.00
Water Tank for Trees	\$ 1,000.00
Cemetery Online Portal	\$ 500.00
QR Codes	\$ 500.00
Weed Control	\$ 500.00
	\$ 5,000.00

KAKWA STONE &  
 LANDSCAPING PRODUCTS  
 13113 97B STREET  
 GRANDE PRAIRIE AB T8V6K1  
 (780) 532-8888

**STONE**  
*Products Ltd.*  
 Prairie, Alberta T8V 6K1  
 Phone: (780) 532-8888

**INVOICE**

Invoice No :  
 Date :  
 Ship Date :  
 Page : **279019**  
 Re. Order No.: **07/07/22**

**SALE**

REF#: 00000027  
 Batch #: 007 SEQ: 007001001027  
 7/08/22 16:45:03  
 CVC: M  
 PPR CODE: 05089J  
 MASTERCARD  
 \*\*\*\*\*2354CNP \*\*/\*\*

Ship to:

CEMETERY  
 DH 3C0

**TEEPEE CREEK CEMETERY  
 CORRY STARK  
 SATURDAY DELIVERY  
 780-518-4283**

**AMOUNT \$1,147.65**

1 RT0001

00 - APPROVED - 001

Quantity	Description	Tax	Unit Price	Amount
----------	-------------	-----	------------	--------

CUSTOMER COPY

120	Yard	14	Cedar Mulch Bulk	G	85.00	910.00
Disc	Each	1	Discount	G	-91.00	-91.00
100-2	km	100	Out of Town Mileage - Both ways-Tandem/Single Axle Dump Truck	G	1.75	175.00
100-0	Each	1	Tandem Delivery (In Town)	G	99.00	99.00
			G - GST 5%			
			GST			54.65

Shipped By:	Tracking Number:	Total Amount	1,147.65
Comment: <b>" ALL RETURNS MUST BE ACCOMPANIED BY ORIGINAL INVOICE "</b>			
Sold By: <b>MC</b>			

Teepee Creek Cemetery

Mack Erno – Director

Colton Rode – Director

Corry Stark – Treasurer, Director



# Account Transactions

## Teepee Creek Cemetery

Date Range: Jan 01, 2025 to Mar 25, 2026

Report Type: Accrual (Paid & Unpaid)

DATE	DESCRIPTION	DEBIT	CREDIT	BALANCE
<b>Cash on Hand</b>				
Under: Asset > Cash and Bank				
<b>Starting Balance</b>				<b>\$10,829.74</b>
Jan 31, 2025	Scotia Bank		\$3.00	\$10,826.74
Feb 28, 2025	Scotia Bank		\$3.00	\$10,823.74
Mar 31, 2025	Scotia Bank		\$3.00	\$10,820.74
Apr 30, 2025	Scotia Bank		\$3.00	\$10,817.74
May 22, 2025	Kakwa Stone		\$3,412.50	\$7,405.24
May 30, 2025	Scotia Bank		\$3.00	\$7,402.24
Jun 30, 2025	Scotia Bank		\$3.00	\$7,399.24
Jul 04, 2025	County of GP	\$5,000.00		\$12,399.24
Jul 31, 2025	Scotia Bank		\$3.00	\$12,396.24
Aug 29, 2025	Scotia Bank		\$3.00	\$12,393.24
Sep 02, 2025	Bruthers Landscaping		\$1,000.00	\$11,393.24
Sep 02, 2025	Scotia Bank		\$1.00	\$11,392.24
Sep 29, 2025	Scotia Bank		\$3.00	\$11,389.24
Oct 31, 2025	Scotia Bank		\$3.00	\$11,386.24
Nov 10, 2025	Scotia Bank		\$1.00	\$11,385.24
Nov 10, 2025	Suncrest Memorials		\$1,365.00	\$10,020.24
Nov 28, 2025	Scotia Bank		\$3.00	\$10,017.24
Dec 31, 2025	Scotia Bank		\$3.00	\$10,014.24
Jan 30, 2026	Scotia Bank		\$3.00	\$10,011.24

DATE	DESCRIPTION	DEBIT	CREDIT	BALANCE
Feb 27, 2026	Scotia Bank		\$3.00	\$10,008.24
<b>Totals and Ending Balance</b>		<b>\$5,000.00</b>	<b>\$5,821.50</b>	<b>\$10,008.24</b>
<b>Balance Change</b> Difference between starting and ending balances				<b>-\$821.50</b>

<b>County Grant</b> Under: Income > Income				
<b>Starting Balance</b>				<b>\$18,965.33</b>
Jul 04, 2025	County of GP		\$5,000.00	\$23,965.33
<b>Totals and Ending Balance</b>		<b>\$0.00</b>	<b>\$5,000.00</b>	<b>\$23,965.33</b>
<b>Balance Change</b> Difference between starting and ending balances				<b>\$5,000.00</b>

<b>Bank Charges</b> Under: Expense > Operating Expense				
<b>Starting Balance</b>				<b>\$287.15</b>
Jan 31, 2025	Scotia Bank	\$3.00		\$290.15
Feb 28, 2025	Scotia Bank	\$3.00		\$293.15
Mar 31, 2025	Scotia Bank	\$3.00		\$296.15
Apr 30, 2025	Scotia Bank	\$3.00		\$299.15
May 30, 2025	Scotia Bank	\$3.00		\$302.15
Jun 30, 2025	Scotia Bank	\$3.00		\$305.15
Jul 31, 2025	Scotia Bank	\$3.00		\$308.15
Aug 29, 2025	Scotia Bank	\$3.00		\$311.15
Sep 02, 2025	Scotia Bank	\$1.00		\$312.15
Sep 29, 2025	Scotia Bank	\$3.00		\$315.15
Oct 31, 2025	Scotia Bank	\$3.00		\$318.15

<b>Bank Charges</b>			
Under: Expense > Operating Expense			
Nov 10, 2025	Scotia Bank	\$1.00	\$319.15
Nov 28, 2025	Scotia Bank	\$3.00	\$322.15
Dec 31, 2025	Scotia Bank	\$3.00	\$325.15
Jan 30, 2026	Scotia Bank	\$3.00	\$328.15
Feb 27, 2026	Scotia Bank	\$3.00	\$331.15
<b>Totals and Ending Balance</b>		<b>\$44.00</b>	<b>\$331.15</b>
<b>Balance Change</b>			<b>\$44.00</b>
Difference between starting and ending balances			

<b>Landscaping Maintenance</b>			
Under: Expense > Operating Expense			
<b>Starting Balance</b>			<b>\$21,902.41</b>
May 22, 2025	Kakwa Stone	\$3,412.50	\$25,314.91
Sep 02, 2025	Bruthers Landscaping	\$1,000.00	\$26,314.91
Nov 10, 2025	Suncrest Memorials	\$1,365.00	\$27,679.91
<b>Totals and Ending Balance</b>		<b>\$5,777.50</b>	<b>\$27,679.91</b>
<b>Balance Change</b>			<b>\$5,777.50</b>
Difference between starting and ending balances			

---

Title	<b>Valhalla Cemetery</b>	03/22/2026
	by <b>Morris Toftleand</b> in <b>2026 Cemetery Improvement Grant Program</b>	id. 53598906
	mtoftel@gpnet.ca	

---

---

<b>Original Submission</b>	03/22/2026
----------------------------	------------

---

Score	n/a
-------	-----

---

Name of Cemetery	Valhalla Cemetery
------------------	-------------------

---

Cemetery Location:	SW13-74-10W6
--------------------	--------------

---

Applicant Details:	Morris Toftleand
--------------------	---------------------

---

Role in organization:	
-----------------------	--

---

Phone Number	+17803562383
--------------	--------------

---

Email	mtoftel@gpnet.ca
-------	------------------

---

Address	Box 21 Valhalla Centre AB T0H 3M0 CA 55.432342 -119.384674
---------	--

---

Has the cemetery (or associated structures in the cemetery) been designated as an historical site by the County of Grande Prairie or the Province of Alberta?	No
---	----

---

Did your organization receive funding through the Cemetery Improvement Grant in 2025? Yes

---

Have you completed your compliance reporting for the previous funding year? No

---

2026 Cemetery Improvement Grant amount requested: 5000

---

Provide details of improvements proposed or cemetery Project. This should include a detailed account of the proposed project or improvement, timelines, and plan for completion. Columbarium - balance owing to Peace County Memorial \$16,113.30

---

Budget Summary

[Budget Summary.xlsx](#)

---

Please provide a minimum of two quotes per improvements and/or projects.

[PCM\\_Quote\\_for\\_32\\_Niche\\_Columbarium.pdf](#)

[Columbarium\\_balance.pdf](#)

---

Please highlight the volunteer hours, work and oversight that your organization contributes annually to cemetery operations and maintenance. Approximately 60 hours - for maintenance & clean up

---

Upload a list of the Board of Directors or organization members

[Board\\_of\\_Directors.pdf](#)

---

Please upload a copy of your organizations latest financial statements and/or balance sheet.

[GL\\_-\\_00007216801\\_Business\\_Savings.pdf](#)

---

How did you hear about this grant program?      Email  
County Newsletter

---

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      mtoftel@gpnet.ca  
Morris  
Tofteland

---

E-Signature      lorneflaten@gmail.com  
Lorne  
Flaten

---

## Valhalla Cemetery Board of Directors

Morris Tofteland

Lorne Flaten

Doug Kochendorfer

Walter Nordhagen

Greg Kjemhus

Item Description	Amount
Columbarium	\$ 16,113.30

Valhalla Cemetery Columbarium

Quote for installation	\$32,226.60
Deposit - Aug 18/25	<u>16,113.30</u>
Balance	\$16,113.30

## Business Savings Account

2025

Date	Bal	Dep	int	S/C	Cheque	Bal	
1-Jan	\$ 16,882.78					\$ 16,882.78	
31-Jan			\$ 32.93			\$ 16,915.71	
28-Feb			\$ 26.88			\$ 16,942.59	
31-Mar			\$ 29.50			\$ 16,972.09	
30-Apr			\$ 27.34			\$ 16,999.43	
31-May			\$ 28.15			\$ 17,027.58	
20-Jun		\$ 170.00				\$ 17,197.58	\$50 plots \$120 Memorials
30-Jun			\$ 27.39			\$ 17,224.97	
30-Jun				\$ 0.68		\$ 17,224.29	
30-Jun				\$ 1.50		\$ 17,222.79	
2-Jul		\$ 5,000.00				\$ 22,222.79	County Grant
30-Jul		\$ 50.00				\$ 22,272.79	\$50 plots
31-Jul			\$ 33.10			\$ 22,305.89	
18-Aug					\$ 16,113.30	\$ 6,192.59	Down Payment Columbarium
31-Aug			\$ 24.89			\$ 6,217.48	
31-Aug				\$ 5.00		\$ 6,212.48	
30-Sep			\$ 9.96			\$ 6,222.44	
31-Oct			\$ 10.10			\$ 6,232.54	
30-Nov			\$ 9.05			\$ 6,241.59	
31-Dec			\$ 9.28			\$ 6,250.87	

## Business Savings Account

2025

Date	Bal	Dep	int	S/C	Bal	
1-Jan	\$ 17,748.47				\$ 17,748.47	
31-Jan			\$ 0.33		\$ 17,748.80	
28-Feb			\$ 0.30		\$ 17,749.10	
31-Mar			\$ 0.33		\$ 17,749.43	
30-Apr			\$ 0.32		\$ 17,749.75	
31-May			\$ 0.33		\$ 17,750.08	
30-Jun			\$ 0.32		\$ 17,750.40	
31-Jul			\$ 0.33		\$ 17,750.73	
31-Aug			\$ 0.33		\$ 17,751.06	
11-Sep		\$ 80.00			\$ 17,831.06	\$75 Plots \$5 Donation
30-Sep			\$ 0.32		\$ 17,831.38	
2-Oct				\$ 76.95	\$ 17,754.43	Custom Cheques
31-Oct			\$ 0.33		\$ 17,754.76	
20-Nov				\$ 76.95	\$ 17,677.81	Custom Cheques
30-Nov			\$ 0.32		\$ 17,678.13	
31-Dec			\$ 0.33		\$ 17,678.46	



32 Niche

Canadian Made \$30,692 + GST (includes ~~price~~ installation)

Imported 19,500 + GST (includes installation)

48 Niche

Canadian made = \$34,029 + GST (includes installation)

Imported = \$26,575 + GST (includes installation)

24 niche

Canadian made 25,894 + GST INSTALLATION included

Imported 16,519 + GST " "

Quote Base 8000<sup>00</sup> from Wrenham prices subject to change

Title **Webster Community Cemetery** 02/03/2026  
 by **Arlene Salacki** in **2026 Cemetery Improvement Grant Program** id. 53072954  
 webstercemetery25@gmail.com

**Original Submission** 02/03/2026

Score n/a

Name of C Webster C C

C Location: xsmith

Applicant Details: A Salacki

Role in organization: Secretary/ Treasurer

hone N +17808823589

Email webstercemetery25@gmail.com

A RR2 Box 2 Site 11  
 Sexsmith  
 CA-AB  
 T0H 3C0  
 CA  
 55.352452  
 -118.777711

Has th ( No  
 associated  
 structures in the  
 cemetery) been  
 designated as an  
 h th  
 C f G  
 Prairie or the  
 Province of Alberta?

Do you expect to receive funding through the Cemetery Improvement Grant in 2025?

Yes

Have you completed your compliance reporting for the previous funding year?

Yes

2026 Cemetery Improvement Grant amount requested:

5000

Provide details of improvements proposed or cemetery Project. This should include a detailed account of the proposed project or improvement, timelines, and plan for completion.

We need to pay for the concrete foundation for the Columbarium. We also need funds for landscaping around the foundation (top soil and delivery charges, bark chips, etc.), and the dirt brought up to grade. We also need to lift and level numerous graves.

Budget Summary

[Budget Summary.xlsx](#)

Please provide a minimum of two quotes per improvements and/or projects.

[Concrete\\_Invoice.pdf](#)

[Concrete\\_2.docx](#)

Please highlight the volunteer hours, work and oversight that your organization contributes annually to cemetery operations and maintenance.

We have an annual spring clean up in May, with approximately 200 members in attendance. The President of our Board of Directors is responsible for marking plots and supervising digging/ covering, etc. The Board Members and/or volunteers help with maintenance such as tree trimming, fence repairs, garbage pick up, etc.

Upload a list of the Board of Directors or organization members

[Webster\\_Cemetery\\_Board\\_Members\\_Sept.\\_2025.docx](#)

Upload a copy of your organization's latest financial statements and/or balance sheet.

[Webster\\_Financials\\_Dec\\_25.pdf](#)

---

How do you feel about this grant program?

Comments

---

Applicant ID

By signing this application, I certify that all information provided in this application is true, complete, and accurate to the best of my knowledge. I understand that providing false or misleading information for the rejection of this application, the cancellation of funding, or other actions as deemed appropriate by the awarding organization.

---

E-Signature

webstercemetery25@gmail.com  
Arlene  
Salacki

---

E-Signature

webstercemetery25@gmail.com  
Arlene  
Salacki

---

## Internal Form

---

Score

n/a

---



**Webster Cemetery Maintenance Association - Board of Directors (2025)**

**President:**

Ken Salacki

**Vice President:**

Ray Wald

**Secretary/ Treasurer:**

Arlene Salacki

**Director:**

Laverne Foley

**Director:**

Jacqueline (Jackie) Connell



Your branch address:

GRANDE PRAIRIE, AB T8V8E6

# Business Banking



**Your Branch**  
GRANDE PRAIRIE

**For questions about your statement call**  
(780) 538-8150

**Direct Banking**  
1-877-262-5907  
www.bmo.com

**Your Plan**  
eBusiness Plan

WEBSTER COMMUNITY CEMETERY BOARD

SEXSMITH AB

## Business Banking statement

For the period ending December 31, 2025

### Summary of account

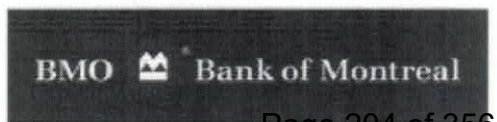
Account	Opening balance (\$)	Total amounts debited (\$)	Total amounts credited (\$)	Closing balance (\$) on Dec 31, 2025
Business Account		232.16	700.00	467.84

We're making changes to some of our Plans and Fees for BMO Business Accounts, effective **March 9, 2026**. Details are included at the end of this statement or visit [bmo.com/businesspricing2026](http://bmo.com/businesspricing2026)

### Transaction details

Date	Description	Amounts debited from your account (\$)	Amounts credited to your account (\$)	Balance (\$)
<b>Dec 03</b>	<b>Opening balance</b>			<b>0.00</b>
Dec 04	INTERAC e-Transfer Received		5.00	5.00
Dec 04	INTERAC e-Transfer Received		95.00	100.00
Dec 08	Mobile Cheque Deposit		600.00	700.00
Dec 16	INTERAC e-Transfer Sent	100.00		600.00
Dec 19	Pre-Authorized Payment, CHEQ/PERS/CHQ CCQ/CHP	131.96		468.04
Dec 31	Deposit Contents fee, CHQ 1 @ \$0.20	0.20		467.84
<b>Dec 31</b>	<b>Closing totals</b>	<b>232.16</b>	<b>700.00</b>	

Number of items processed ..... 3..... 3



554758

DATE Dec 20 25  
TAX REG. NO. 86801-1768  
N° DE TAXE

SOLD TO VENDU A	Webster Community	SHIP TO EXPEDIER A	
ADDRESS ADRESSE	Cemetery Board	ADDRESS ADRESSE	[REDACTED]

CUSTOMER'S ORDER COMMANDE DU CLIENT	SOLD BY VENDU PAR	TERMS CONDITIONS	FOB FAB	VIA
--	----------------------	---------------------	------------	-----

QUANTITY QUANTITE	DESCRIPTION	PRICE PRIX	UNIT UNITE	AMOUNT MONTANT
-	Prep 18x16 pad			4000.00
-	Gravel, steel,			
-	Place + Finish concrete			
-	Supply concrete			
-	Install + Remove form			
-	Skid steer work			
			TVH/HST TPS/GST	200.00
			PST/TVP	
			TOTAL	4200.00

INVOICE  
FACTURE

STAPLES 51B

# Request for Decision

## Report Submission Details

---

Item Number:	<b>8.2</b>
Report Title:	<b>Recreation Advisory Board Recommendations for 2026 Operating Assistance Grants</b>
Presenter:	<b>Lee Brachmann, General Manager, Community Services</b>
Supported By:	Nora-Lee Gilkyson, Supervisor, Recreation and Culture
Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2026
Agenda Category:	New Business

## Recommended Action

---

Motion 1:

Option 1:

That Council approve the 2026 Recreation Advisory Board Operating Assistance 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 listed below:

- 2026 Clairmont-Bezanson Recreation Advisory Board Operating Assistance grant allocations, in the amount of \$33,670
- 2026 Sexsmith-La Glace-Teepee Creek Recreation Advisory Board Operating Assistance grant allocations in the amount of \$27,500.
- 2026 Hythe-Demmitt-Valhalla Recreation Advisory Board Operating Assistance grant allocations in the amount of \$28,800
- 2026 Beaverlodge-Elmworth-Huallen Recreation Advisory Board Operating Assistance grant allocations in the amount of \$33,990.
- 2026 Grande Prairie and Area Recreation Advisory Board Operating Assistance grant allocations in the amount of \$40,435.
- 2026 Wembley-Dimsdale-Saskatoon Recreation Advisory Board Operating Assistance grant allocations, in the amount of \$35,000.

Motion 2:

Option 1:

That Council transfer the unallocated funds from the 6 Recreation Advisory Boards in the amount of

---

\$42,545 to the Community Grants Reserve.

**Previous Council / Committee Action**

**Resolution # CM20250520.008**

**MOVED** by Councillor Brian Peterson

That Council approve the 2025 Recreation Advisory Board Operating Assistance grant allocations as presented and recommended by the County's Recreation Advisory Boards with funding to come from the 2025 Operating Assistance budget.

**CARRIED**

**Resolution # CM20250520.009**

**MOVED** by Councillor Bob Chrenek

That Council transfer the unallocated Recreation Advisory Boards funds in the amount of \$794 to the Community Grants Reserve.

**CARRIED**

Council allocates funding annually to each of the 6 Recreation Advisory Boards as per Policy K15 – Operating Assistance - Recreation Advisory Boards and any unallocated funds from the Recreation Advisory Boards require a Council motion to be transferred to the Community Grants Reserve.

---

**Background and Analysis**

The County's 6 Recreation Advisory Boards met over the week of May 14- 21, 2026, to review 54 applications for the 2026 Operating Assistance funding as per Policy K15 – Operating Assistance - Recreation Advisory Boards and made recommendations with a summary report attached for Council's review and consideration.

---

**Organizational Capacity and Resourcing**

**Level of Service:** Maintain Level of Service

**Additional resources required:** Yes  No

Not applicable.

---

**Options Analysis and Financial Implications**

Motion 1:

Option 1:

That Council approve the 2026 Recreation Advisory Board Operating Assistance 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, listed below:

- 2026 Clairmont-Bezanson Recreation Advisory Board Operating Assistance grant allocations, in the amount of \$33,670

- 2026 Sexsmith-La Glace-Teepee Creek Recreation Advisory Board Operating Assistance grant allocations in the amount of \$27,500.
- 2026 Hythe-Demmitt-Valhalla Recreation Advisory Board Operating Assistance grant allocations in the amount of \$28,800
- 2026 Beaverlodge-Elmworth-Huallen Recreation Advisory Board Operating Assistance grant allocations in the amount of \$33,990.
- 2026 Grande Prairie and Area Recreation Advisory Board Operating Assistance grant allocations in the amount of \$40,435.
- 2026 Wembley-Dimsdale-Saskatoon Recreation Advisory Board Operating Assistance grant allocations, in the amount of \$35,000.

Option 2:

As Council directs.

Motion 2:

Option 1:

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

Option 2:

As Council directs.

The 2026 allocations will include a common base level of funding of \$24,600 for 2026 for each Board and a 3 dollar per capita allotment, with a 3% yearly annual escalator. The level of funding was established during Council's 2026 annual budget process.

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

**Strategic Themes:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> Not applicable.                                    |

**Other Plans:**

Not applicable.

**Stakeholder Engagement**

Not applicable

**Public Engagement and Communication**

A Media Release will be released following approval of the allocations.

**Attachments**

- 
1. Recreation Advisory Boards 2026 Operating Grants Meeting Allocation Spreadsheets and Minutes
  2. Recreation Advisory Board Recommendations

Approved by General Manager

Approved by County Manager

**2026 Funding Requests Clairmont Bezanson Recreation Board**

ORGANIZATION	PROJECT SUMMARY	Grant requested	Allocation Amount
Bezanson Agricultural Society	The Memorial Hall, built in 1949 with two later additions, remains a central community hub but requires critical upgrades to meet current safety and accessibility standards. While the basement was renovated 10 years ago, recent construction connecting the Knelsen Centre created a new basement entry, yet electrical work for the light switch remains incomplete, leaving it in a potentially unsafe location near an exit stairway. Additionally, the main hall requires improved lighting so users entering from the north door can safely illuminate the space without having to cross the hall. Although the bathrooms were recently renovated, the existing fans are non-functional and must be replaced to ensure proper ventilation and code compliance. The hall's ceiling is enhanced with decorative vinyl drapes, which are essential for hosting events such as weddings. These drapes are fire-retardant; however, they require periodic and costly reapplication of fire-retardant treatment to maintain safety standards. They also conceal the original ceiling, which dates back to 1949 and is in need of upgrading. Since their installation, the drapes have significantly increased the hall's appeal, contributing to higher usage for weddings and events. Additionally, they reduce the need for user groups to install their own decorations—helping to minimize potential fire safety risks. Overall, this solution has proven effective for both user groups and the BAS team. These renovations and safety improvements will ensure that the Memorial Hall remains a welcoming, functional, and safe space for community recreation and events for years to come.	\$ 4,920.00	\$ 4,920.00
Bezanson Recreational Society	The Bezanson Recreational Society requires funding assistance to cover some of our main programming costs and operating expenses. Primarily, we require funds to assist with our outdoor skating rink expenses. The rink is well-used by all of our community and the broader region every winter, be it through impromptu shinny hockey or the weekly skating lessons we offer to the elementary students of Bezanson School. Our operating costs have increased significantly over the past two winters - including the costs of hauling water for flooding the ice, propane heating for the zamboni storage shed, monthly cleaning fees for the on-site porta-potty, and misc expenses such as replacing shovels, garbage cans, building and lawn maintenance etc. Our programming expenses include paying an instructor/ instructors to come deliver skating lessons to the Grades 1-6 students of Bezanson school. This is approximately 100 students who receive 45 minutes of instruction weekly, promoting physical activity. The remainder of any funding would go towards the costs of our other two events, which act as both fundraisers and community programming. The Bezanson Bog is a fun run hosted each Fall at the Old Bezanson Townsite, with 140 runners participating in 2024, and 175 in 2025. Our Paddle Battle Pickleball Tournament takes place in March each year, bringing together 30-40 individuals from Bezanson, the County of GP, and the broader region for a day of community spirit and physical activity. Funding from the County of Grande Prairie would be utilized to cover of the some expenses related to planning these events (i.e. gym rental, participant medals, safety supplies, and rental equipment).	\$ 5,000.00	\$ 5,000.00
Clairmont Community Garden Society	Community garden for the hamlet of Clairmont. Work with the school and FCSS to show children how to grow, look after and harvest. FCSS puts on cooking classes for the community. All fruits/vegs that are harvest stay int he community for citizens to use as needed	\$ 1,500.00	\$ 1,500.00
Clairmont Community School	This would happen in the month of February, on the 16th-18th, and be for students in grades 2-5. Those grades contain 130+ students in the Clairmont community. Every student in those grades will be given the opportunity to participate in swimming lessons and will receive a swimming report card at the end, indicating their swimming level. We will be busing our students from our school to the Beaverlodge swimming pool.	\$ 5,000.00	\$ 5,000.00
Crystal Creek Recreational Society	We have never had our playground inspected for safety since it was installed several years ago. I reached out to what appears to be the only playground inspection company in our region. I received a quote for an annual fee for playground inspection. Their fee seems reasonable but they require we sign up for and pay for a 3 year contract. I would like to sign up and would expect they could fit us in to their inspection list either this summer or fall. The playground is used by almost every renter that uses the hall in the spring, summer and fall months. Also many people from the community will stop in and use the playground from time to time.	\$ 2,250.00	\$ 2,250.00
Kleskun Hill Museum Society	Kleskun Hill Museum Society - Museum Artifact & Display Revitalization Project The KHMS buildings and displays were originally created over 25 years ago with open air style displays that visitors could walk through. Many valuable artifacts have continued to be accessioned and added to the collection over the past 25 years and the original displays are now at capacity. The system years ago depended on multiple community volunteers on site to supervise and guide smaller groups or individual visitors who dropped by unexpectedly, while volunteers worked on museum projects. Over the past 3 years, the museum visitors have grown by over 500% and the previous system of exclusive personal guided tours is now unsustainable for limited seasonal staff across the village site. This problem will compound over time with reduced availability of staffing grants and a decrease in availability of volunteers. A solution to this problem is to convert the current buildings to include enclosed display cases. This will allow the museum to operate more efficiently with less staff hours to personally take all visitors through all of the buildings while increasing the hours open to the public.	\$ 5,000.00	\$ 5,000.00
The Golden Years Club of Bezanson	Partial coverage to upgrade interior lighting to LED during summer of 2026.	\$ 5,000.00	\$ 5,000.00
West Smoky Legion #244	Our Legion has sponsored local students to have access to Swimming Lessons, Ski Lessons as well as we sponsor Bezanson students in High School who participate in and Arts or Sports	\$ 5,000.00	\$ 5,000.00
<b>total requested</b>		<b>\$ 33,670.00</b>	<b>\$ 33,670.00</b>
<b>Funding available in budget base (\$24,620) per capita (\$30,660)</b>		<b>\$55,280</b>	
<b>after allocations</b>		<b>\$ 21,610.00</b>	<b>\$ (21,610.00)</b>

**Recreation Advisory Boards**  
**2026 Operating Grants Meeting Minutes**

---

**Bezanson and Clairmont Recreation Advisory Board**

**Meeting Minutes**

**May 19, 2026 10:00 a.m., Kleskun Room TU Building**

1. Attendance –
  - a. In Person – Reeve MacDonald, Councillor Balderson, Donna, Tanya.
  - b. Online - Laura
  - c. Regrets
  - d. Administration – Nora-Lee, Hayley and Dani
  
2. Welcome
  - Introductions were provided
  - Overview of census and adjustments to budget
  - 3% escalator is also now added annually
  
3. Elect Chairperson

*Moved by Kurt Balderson that Amanda McDonald be appointed chair – All in favour, none opposed.*

*Carried.*
  
4. Meeting Called to Order – 10:06 a.m.
  
5. Review Current Policy K15-Operating Assistance – Recreation Advisory Boards and Meeting Objectives
  - A handout outlining the policy was available at the session.
  - Update – funding has been changed to match the updated 34% growth in population.
  - Bussing is \$2.00/km or \$75/hour.
  - Note on Whispering Ridge School contacting Administration on the second week of May.
  
6. Review Applications  
KEY DISCUSSION POINTS:  
Crystal Creek Recreational Society – wanting to give funds for general repairs instead of for inspections, directing them via administration that RMA does free inspections.

Kleskun Hill Museum Society got the provincial grant for their summer students this year.

If the Bezanson Golden Years Club was to receive both the Rec Board Funding and the ATCO Grant they would do upstairs and downstairs.

7. Motions

Moved by Kurt Balderson that the Bezanson Clairmont Advisory Board recommend to Council that funding be provided in the total amount of \$33,670.00 to the following applicants in the following amounts:

Bezanson Agricultural Society	\$ 4,920.00
Bezanson Recreational Society	\$ 5,000.00
Clairmont Community Garden Society	\$ 1,500.00
Clairmont Community School	\$ 5,000.00
Crystal Creek Recreational Society	\$ 2,250.00
Kleskun Hill Museum Society	\$ 5,000.00
The Golden Years Club of Bezanson	\$ 5,000.00
West Smoky Legion #244	\$ 5,000.00

*Carried.*

Moved by Kurt Balderson that Bezanson Clairmont Advisory Board recommend to Council to award funding to Crystal Creek Recreational Society funds for general repairs and direct administration work with them on partnering with RMA for playground inspections.

*Carried.*

Moved by Donna that the Bezanson Clairmont Advisory Board recommend to Council that \$21,610.00 be allocated back to the Community Grants Reserve.

*Carried.*

8. Review Proposed Updated Policy K15-Operating Assistance

- a. Accepted for information.

9. Follow-Up

- a. No refusals to follow up on.

10. Board Meeting Honorarium

- Board members were asked who has not completed payroll information for County.
- Copies of the timesheet were handed out to those in physical attendance at the meeting.
- Review the policy behind the honorarium and answered questions.

11. Meeting Adjourned – Adjourned at 10:43 a.m.



**Recreation Advisory Boards**  
**2026 Operating Grants Meeting Minutes**

---

**Sexsmith-La Glace-Teepee Creek Recreation Advisory Board**

**Meeting Minutes**

**May 14, 2026, 7:00 p.m. – 9:30 p.m. – Sexsmith Library**

1. Attendance –
  - a. In Person - Tamara, Joe, Chrystal, Karen, and Bob
  - b. Online - None
  - c. Regrets – Zach and Cassie
  - d. Administration – Nora-Lee, Hayley and Dani
  
2. Welcome
  - Introductions were provided
  - Overview of census and adjustments to budget
  - 3% escalator is also now added annually
  
3. Elect Chairperson

*Moved by Bob Chrenek that Karen Rosvold be appointed chair – All in favour, none opposed.*

*Carried.*
  
4. Meeting Called to Order – 7:09 p.m. called to order.
  
5. Review Current Policy K15-Operating Assistance – Recreation Advisory Boards and Meeting Objectives
  - A handout outlining the policy was available at the session.
  - Emphasis in the past on swimming.
  - Bussing is \$2.00/km or \$75/hour.
  
6. Review Applications  
KEY DISCUSSION POINTS:
  
7. Motions

Moved by Tamara that the Sexsmith - LaGlace – Tee Pee Creek Advisory Board recommend to Council that That funding be provided in the total amount of \$27,000.00 to the following applicants in the following amounts::

\$ 5,000.00	La Glace School
\$ 5,000.00	Robert W. Zahara Public School
\$ 2,000.00	Sexsmith & District Seniors Association
\$ 4,000.00	Sexsmith Wellness Coalition(Town of Sexsmith)
\$ 5,000.00	St. Mary's Catholic School
\$ 1,500.00	Sunset Homes Tenants Association
\$ 5,000.00	Teepee Creek School

*Carried.*

Moved by Joe that the Sexsmith - LaGlace – Tee Pee Creek Advisory Board recommend to Council to direct administration to send feedback to the Sexsmith and District Seniors Association to provide feedback regarding providing more information for their future grant applications.

*Carried.*

Moved by Bob Chrenek that the Sexsmith - LaGlace – Tee Pee Creek Advisory Board recommend to Council \$12,420.00 be moved to Community Grants Reserve

*Carried.*

8. Review Proposed Updated Policy K15-Operating Assistance
  - a. Accepted for information.

9. Follow-Up
  - a. No refusals to follow up on.

10. Board Meeting Honorarium
  - Board members were asked who has not completed payroll information for County.
  - Copies of the timesheet were handed out to those in physical attendance at the meeting.
  - Review the policy behind the honorarium and answered questions.

11. Meeting Adjourned – 7:40 p.m.

**Hythe Demmitt Valhalla Recreation Board 2026 Operating Grants Applications**

ORGANIZATION	PROJECT SUMMARY	Grant requested	Allocation Amount
Borderline Culture Foundation	For 17 years we have been providing high quality performances 5 - 6 times per year, often with Juno award winning musicians. Our attendance numbers have been climbing, with the use of more social media, with 150 attendees per concert being a regular occurrence, and members from across the Peace Country and into BC. As our performances vary in musical genres, we attract different people from the pool of members according to their interests. Members are allowed to bring guests who may in turn purchase memberships later.	\$ 5,000.00	\$ 3,500.00
HRS Swimming Program	The project we want to fund is our school swimming program. Lessons are provided for all students in Elementary (Kindergarten students participate in a shortened program due to their age.). Jr High students participate in swimming programs without formal lessons. Swimming Lessons will take place in the Fall of 2026 and Spring of 2027 at the Beaverlodge Swimming Pool. Our school has approximately 390 students. These students' families are involved in our school community as are our staff.	\$ 5,000.00	\$ 5,000.00
Hythe & District Agricultural Society	The annual agricultural fair in August of each year. The largest costs are associated with children's entertainment. ( bouncy castles , petting zoo, etc	\$ 3,000.00	\$ 3,000.00
Royal Canadian Legion Hythe Branch 93	For the past 96 years the Hythe Legion has been established in Hythe. We continue to support veterans and their families, promote Remembrance and serve our community. We continue to provide a low cost venue for funerals, safety meetings, weddings, etc and all funds received from the County help us keep our building viable.	\$ 5,000.00	\$ 5,000.00
South Peace Rural Community Learning Assosiation	SPRCL is seeking financial assistance from the County of Grande Prairie to help offset our cellular phone expenses. Currently, we receive limited programming funding from the Government of Alberta. By securing support for our operational costs, we can redirect those funds directly back into our programming. This would allow us to expand our services within the County of Grande Prairie and provide additional hands-on opportunities for our patrons to improve their lives through our wide variety of free adult learning programs.	\$ 4,907.84	\$ -
Spring Lake Equestrian Campground Association	Due to increases in electricity, Spring Lake Equestrian Camp is looking for funds to help offset the power bills.	\$ 3,000.00	\$ 3,000.00
The Hythe Athletic Association	We want to have a once/twice a week baseball program for the youth of Hythe and area. We would love for this program to be drop in so that kids can still make it even if they are gone to holidays one week. Hythe Minor Hockey put on ball hockey last summer which was extremely well used by the youth but unfortunately due to us repairing the entire floor in the arena we cannot offer ball hockey this summer. For the future we hope to offer both hand in hand.	\$ 2,300.00	\$ 2,300.00
Valhalla Community School	Every year we are privileged to send our elementary students to Beaverlodge for swimming lessons. This year we will be sending our Grade 1 to 6 students from March 24- April 2. We love being able to offer this to our students as both parents and students love it.	\$ 2,000.00	\$ 2,000.00
Valhalla Rec Centre	The Valhalla Rec Centre continues to serve as a vital hub for recreation, connection, and community life in the County of Grande Prairie. We are seeking operating support to offset essential utility costs, including heat and electricity, which are critical to keeping the facility open and accessible year-round. Over the past year, we have seen a meaningful shift in how the facility is being used. While membership levels were slightly lower this season, overall participation has increased significantly through a growing number of private rentals, events, and community use. To date, we have hosted 22 private rentals—and counting—bringing more residents through our doors than in previous years. This evolution reflects a broader community need: flexible, affordable space where people can gather, celebrate, and stay active. Continued operating support ensures we can meet that demand and keep the Rec Centre running as a welcoming, inclusive space for residents of all ages.	\$ 5,000.00	\$ 5,000.00
		<b>total requested</b>	<b>\$ 35,207.84</b>
		<b>Funding available in budget base ( \$24,260) per capita (\$5,190)</b>	<b>\$ 30,530.00</b>
		<b>after allocations</b>	<b>\$ (4,677.84) \$ (1,730.00)</b>

**Recreation Advisory Boards**  
**2026 Operating Grants Meeting Minutes**

---

**Hythe-Demmitt-Valhalla**

**Meeting Minutes**

**May 20, 2026, 9:30 AM–12:00 PM – Hythe Arena**

1. Attendance –
  - a. In Person – Councillor Karen Rosvold, Councillor Brian Peterson, Teresa Boucher, Cori Blum, and Mabel Sudnik
  - b. Online - None
  - c. Regrets - Merlin Juneau and Kendra Smith
  - d. Administration – Nora-Lee and Dani
2. Welcome
  - Introductions were provided
3. Elect Chairperson

*Moved by Councillor Peterson that Councillor Rosvold be appointed chair – all in favour, none opposed.*

*Carried.*
4. Meeting Called to Order – 9:43 AM called to order.
5. Review Current Policy K15-Operating Assistance – Recreation Advisory Boards and Meeting Objectives
  - A handout outlining the policy was available at the session.
  - Population changes shifted the per capita amount for this region and reduced the amount of funding for this year compared to last year
    - Clairmont increased 34% in population, other areas went down in population
  - Leftover funding goes into Community Grants Reserve
6. Review Applications

KEY DISCUSSION POINTS:

  - Prioritize swimming as it is a life skill – these small communities need the support
  - Borderline Culture Foundation – application does not explicitly state what the funding will be used for

- The organization needs to figure out how to support themselves
- Utilities
  - Concern about the utilities requested across the groups
    - Policy currently covers operating expenses (including utilities)
- Hythe and District Agricultural Society
  - They receive the faire grant
  - Specific ask, supports our community, well utilized by community
- Royal Canadian Legion Hythe Branch
  - Hub of community – do so much for the community
  - Utility issue
    - According to grant programs, this program is where the Legion best fits
  - The Legion does not receive any hall funding currently
- Spring Lake Equestrian Campground Association
  - Outside of area – but it is these residents that use it
  - Putting their own power supply in
    - County has historically provided capital funds for this
  - Recommend applying to Saddle Hills grant programs
- Hythe Athletic Association
  - County has Blue Jays grant for equipment funds – an option if needed
- Valhalla Community School
  - Feedback issue:
    - Last year, funds were meant to be for swimming lessons, but went towards playground improvement – the feedback from the board was never received by Valhalla Community School
- Valhalla Rec Centre
  - Ice surface support – this is the only funds from the County
  - New board incoming
  - Trying to make the centre vibrant again

## 7. Motions

Moved by Teresa that the Hythe-Demmitt-Valhalla Advisory Board recommend to Council that funding be provided in the total amount of \$28,800 to the following applicants in the following amounts:

Borderline Culture Foundation	\$3,500
HRS Swimming Program	\$5,000
Hythe & District Agricultural Society	\$3,000
Royal Canadian Legion Hythe Branch 93	\$5,000
South Peace Rural Community Learning Association	\$0
Spring Lake Equestrian Campground Association	\$3,000
The Hythe Athletic Association	\$2,300
Valhalla Community School	\$2,000
Valhalla Rec Centre	\$5,000

*Carried.*

Moved by Cori that the Hythe-Demmitt-Valhalla Advisory Board recommend to Council to evaluate South Peace Rural Learning Association under the Community Assistance Grant.

*Carried.*

Moved by Mabel that Hythe-Demmitt-Valhalla Advisory Board recommend to Council to direct administration to send feedback to Borderline Culture Foundation to improve their applications through providing more detailed funding requests and access other grant opportunities.

*Carried.*

Moved by Teresa that the Hythe-Demmitt-Valhalla Advisory Board recommend to council that \$1,730 be allocated back to the Community Grants Reserve.

*Carried.*

8. Review Proposed Updated Policy K15-Operating Assistance

- a. Accepted for information.

9. Follow-Up

- a. No refusals to follow up on.

10. Board Meeting Honorarium

- Board members were asked who has not completed payroll information for County.
- Copies of the timesheet were handed out to those in physical attendance at the meeting.
- Review the policy behind the honorarium and answered questions.

11. Meeting Adjourned – Adjourned at 10:31 AM.

**2026 Beaverlodge-Elmworth-Huallen Area Recreation Advisory Board Funding Requests**

ORGANIZATION	PROJECT SUMMARY	Grant requested	Allocation Amount
Beaverlodge Area Cultural Society	The <b>Beaverlodge Art &amp; Culture Centre</b> supports and showcases artists of all ages through rotating gallery exhibitions, affordable studio rentals, workshops, and community events. The Centre features two galleries with 12 exhibitions annually, a gift shop highlighting local artisans, a tourism office, and a complimentary Tea Room that serves as an important social space for seniors and community groups. With free admission and nearly 4,000 documented visitors in 2025 from across the region, Canada, and internationally, the Centre plays a key role in cultural enrichment and tourism. Increased operational funding is needed to address rising overhead, staffing, and maintenance costs to ensure continued access and sustainability.	\$ 5,000.00	\$ 2,500.00
Beaverlodge Barracuda Swim Club	Barracudas Swim Club is a registered non-profit society. We are a member of the Alberta Summer Swimming Association (ASSA) which comprises six swim regions from across the province. Our club provides youth in Beaverlodge and surrounding communities with the opportunity to stay active, build confidence, develop strong swimming skills, and experience the value of teamwork and sportsmanship.	\$ 5,000.00	\$ 1,000.00
Beaverlodge Boys and Girls Camp Society	As an operating grant we would use it to help cover the costs of insurance, power, garbage, and general maintenance materials for our facilities. As such we will be able to keep the rental cost of our facility low for youth camps and school groups.	\$ 5,000.00	\$ 2,190.00
Beaverlodge Elementary School	The annual BES Gr 6 Edmonton trip, is a field trip for our currently enrolled grade 6 students. The Gr 6 teachers along with help from other staff members and students, organize a fun filled 3 day, 2 night adventure.	\$ 5,000.00	\$ 5,000.00
Beaverlodge Hidden Potential Society	This grant will be used to offset facility rental at the Hythe Community Centre. In 2025 we paid \$6827.08 to HCC.	\$ 4,000.00	\$ 3,000.00
Beaverlodge Mural Foundation	1. Our biggest mural project to date, measuring 10x25 ft, will be displayed on the Lossing Centre/Beaverlodge Senior Citizens Association building. This mural depicts the pool hall and barber shop, that Jim Rycroft operated from the late 1940s until the late 1970s when the buildings went removed to make way for the construction of the new CIBC Bank. This mural is designed around a photograph from the 1960s.	\$ 4,900.00	\$ 2,500.00
Beaverlodge Senior Citizen Association	The Beaverlodge Senior Citizen Association, hereinafter BSCA, faces significant annual costs in insurance; snow removal, energy bills and building maintenance. We are looking for the County to support a portion of these annual overheads to an amount of \$5,000.00, being 27% of the actual 3 year average costs. BSCA is a hub for seniors in the community, sponsoring, participating and volunteering for events that are weekly, monthly semi annually and annually. It supports the mental and physical health of our seniors thru active participation in floor curling, pool, cribbage tournaments, engagement, socializing and general comradery.	\$ 5,000.00	\$ 1,000.00
Elmworth School	Two weeks of swimming lessons for approximately 40-50 elementary students aged 6-12.	\$ 3,000.00	\$ 3,000.00
Goodfare Community Hall	<del>At the Goodfare Community Hall, our committee is inspired and motivated to create more activities and engagement to help bring our community together. Our goals for this coming year are to purchase sport equipment for indoor use and outdoor use for the hall and to implement them as soon as possible through use at our events and by extending the use of equipment for our users/renters. We strongly believe incorporating new equipment and creating new recreational spaces will encourage the overall use of our hall including rentals from families, youth groups and local community members. Equipment purchases would include; soccer nets &amp; balls, outdoor volley ball net and balls, basket ball net and balls , new baseball bats, bases and umpire padding.</del>	\$ 2,800.00	\$ 2,800.00
Halcourt Heritage Society	CORPORATE ACCESS NUMBER: 5026070911 - THE SOCIETY'S DATE OF INCORPORATION IS 2024 JAN 02 A group of community minded souls with deep roots and history in the Two Rivers, Halcourt/, Rio Grande, Hazelmere and Hinton Trail community initiated the Society to preserve the "little White Church on the Hill overlooking the Red Will Valley" - known as the Halcourt Church, which is in close proximity to the Halcourt Cemetery.	\$ 5,000.00	\$ 3,000.00
McNaught Homestead Preservation Society	The Society hosts a Summer Festival and I.O.D.E Tea each July featuring arts and displays with many for sale and a children's program of art, face painting and music. The highlight for many is the horse drawn wagon rides to the boardwalk and lookout at McNaught Lake. The Homestead also hosts many other events such as photography and art workshops, day camps for children, weddings and group picnics.	\$ 5,000.00	\$ 2,000.00
Mountview Curling Rink	Annual fixed cost overheads are significant for this property, the utilities for the past 12 months is \$16,177.00 - and the County provided 13,200.00 to assist with these costs. Our insurance invoice for this term is \$12,060 and as an organization we could not afford this cost so did a formal adjustment to the coverage - to actual cost value (\$2.4 Million to \$1.2 Million) bringing our premium to \$6,177. we are seeking some financial relief in this cost.	\$ 5,000.00	\$ 2,000.00
South Peace Centennial Museum Association	From a Hobby to the largest working, steam powered farm equipment Museum and interpretive Centre in Alberta, the South Peace Centennial Museum has 40 acres of history and stories. Since 1974 the museum has seen extensive development. The collection has grown to the point where multiple buildings are required to house the displays. Buildings such as the Circle Bank Hall, Two Rivers School and the Foster's Pioneer Grain Elevator are historic structures that have moved onto the SPCM site for display. Most recently in 2025 we moved the Historic Bethany Church to the SPCM grounds after being generously donated to us from the Bethany Banner Association. After a very successful 2025, 2026 has many upcoming projects and events planned. The museum employs two seasonal summer staff to help with the upkeep and regular maintenance of the grounds and buildings. Our intent is to use the funds provided to us from the County operating assistance grant to help pay the wages.	\$ 5,000.00	\$ 4,000.00
<b>total requested</b>		<b>\$ 59,700.00</b>	<b>\$ 33,990.00</b>
<b>Funding available in budget base ( \$24,620) per capita (\$9,370)</b>		<b>\$ 33,990.00</b>	
<b>after allocations</b>		<b>\$ (25,710.00)</b>	<b>\$ -</b>

**Recreation Advisory Boards**  
**2026 Operating Grants Meeting Minutes**

---

**Beaverlodge - Elmworth – Huallen Recreation Advisory Board**

**Meeting Minutes**

**May 19, 2026 2:00 p.m., Wembley Recreation Centre**

1. Attendance –
  - a. In Person – Tanya, Councillor Brian Lieverse, and Councillor Brian Grant
  - b. Online – Julie, Monique
  - c. Regrets - Haley
  - d. Administration – Nora-Lee, Hayley and Dani
  
2. Welcome
  - Introductions were provided
  - Overview of census and adjustments to budget
  - 3% escalator is also now added annually
  
3. Elect Chairperson

*Moved by Brian Lieverse that Tanya Harvey be appointed chair – All in favour, none opposed.*

*Carried.*
  
4. Meeting Called to Order – 2:09 p.m.
  
5. Review Current Policy K15-Operating Assistance – Recreation Advisory Boards and Meeting Objectives
  - A handout outlining the policy was available at the session.
  - Bussing is \$2.00/km or \$75/hour.
  - Everyone gets base amount of 24k, with 3.00 per capita. And a 3% escalator , all Rec boards have received a change in funding based off of census.
  
6. Review Applications  
KEY DISCUSSION POINTS:
  
7. Motions

Moved by Brian Lieverse that the Beaverlodge - Elmworth – Hualien Advisory Board recommend to Council that funding be provided in the total amount of \$33,990.00 to the following applicants in the following amounts:

Beaverlodge Area Cultural Society	\$ 2,500.00
Beaverlodge Barracuda Swim Club	\$ 1,000.00
Beaverlodge Boys and Girls Camp Society	\$ 2,190.00
Beaverlodge Elementary School	\$ 5,000.00
Beaverlodge Hidden Potential Society	\$ 3,000.00
Beaverlodge Mural Foundation	\$ 2,500.00
Beaverlodge Senior Citizen Association	\$ 1,000.00
Elmworth School	\$ 3,000.00
Goodfare Community Hall	\$ 2,800.00
Halcourt Heritage Society	\$ 3,000.00
McNaught Homestead Preservation Society	\$ 2,000.00
Mountview Curling Rink	\$ 2,000.00
South Peace Centennial Museum Association	\$ 4,000.00

*Carried.*

8. Review Proposed Updated Policy K15-Operating Assistance

- a. Accepted for information.

9. Follow-Up

- a. No refusals to follow up on.

10. Board Meeting Honorarium

- Board members were asked who has not completed payroll information for County.
- Copies of the timesheet were handed out to those in physical attendance at the meeting.
- Review the policy behind the honorarium and answered questions.

11. Meeting Adjourned – Adjourned at 3:09 p.m.

**2026 Funding Requests Grande Prairie Area Recreation Board**

ORGANIZATION	PROJECT SUMMARY	Grant requested	Allocation Amount
Camp Tamarack Association	From mid-June to the end of August we provide weekly summer camp programs for ages 4 to adult. We anticipate up to 450+ campers this summer and we can accommodate people of all abilities and disabilities.	\$ 5,000.00	\$ 5,000.00
Grande Prairie Aquarians Summer Swim Club (Group Registration Number - 50275875)	The Grande Prairie Aquarians Summer Swim Club is seeking operating/programming support to help deliver our summer swim program for children and youth in the County of Grande Prairie and surrounding area. The Aquarians is the only summer swim club in the region providing this type of structured seasonal swim club opportunity, offering swimmers the chance to develop skills, build confidence, stay active, and be part of a team environment during the summer months. Our program typically runs throughout the summer season and serves swimmers beginning with our Starfish program for ages 6 and under, along with multiple program levels for swimmers ages 7 and up, based on skill and development. The club provides coached swim practices, skill development in all four competitive strokes, optional swim meet opportunities, and social/team-building experiences that support both personal growth and community connection. We anticipate participation from a broad range of families, including County residents who may not otherwise have access to a local summer swim club experience. The program is designed to be welcoming to both new and returning swimmers, supporting those who want to participate for fun, fitness, skill development, and friendship, as well as those interested in developing more competitive swimming experience. Funding support is needed to help offset the operational and programming costs required to run the club, reduce barriers to participation for families, and ensure local swimmers continue to have access to a safe, structured, and positive summer recreation opportunity. This program provides value to a wide number of residents by promoting physical activity, water skill development, confidence, teamwork, and community involvement.	\$ 5,000.00	\$ 5,000.00
Grande Prairie Minor Baseball Association	Grande Prairie Minor Baseball Association (GPMB) delivers a comprehensive spring and summer baseball program designed to serve youth ages 3-18 across a wide range of skill levels and backgrounds. The program emphasizes accessibility, development, and community engagement, ensuring meaningful impact for a large number of local residents. The 2026 spring season runs from May 1 to June 30 and includes community league programming operating five days per week (Monday through Thursday and Saturdays). This portion of the program focuses on skill development, physical literacy, and introductory gameplay in an inclusive, team-oriented environment. The season also features a community-wide tournament scheduled for June 19-21, providing participants with a celebratory and competitive experience. GPMB's "Reds" program offers both developmental and competitive pathways for athletes seeking a higher level of training and competition. This program begins with tryouts in January and runs through the August long weekend. Athletes train twice weekly and participate in weekend round-robin play two to three times per month throughout May and June. New for 2026, GPMB is expanding opportunities for female athletes by introducing a dedicated team competing in the Baseball Alberta Girls League, further enhancing inclusivity and growth within the sport. In addition, GPMB operates a "Challengers" program, offered at no cost to participants, which provides adapted baseball opportunities for athletes with cognitive and/or physical disabilities. This zero-barrier program ensures that all youth, regardless of ability or financial circumstance, have the opportunity to participate in sport. GPMB is currently projecting over 720 registered participants for the 2026 season, with registration remaining open until March 29. This broad participation demonstrates the program's significant reach and impact within the Grande Prairie region, supporting youth development, community connection, and active lifestyles for hundreds of families.	\$ 5,000.00	\$ 5,000.00
Grande Prairie Music Society	This application is to obtain funding to support operation of the Grande Prairie Music Society. Grande Prairie Music Society provides live performances to the community. The performing groups put on a minimum of six concerts per year. We have different groups that accept musicians as young as 12 years old, and include different styles of music. These include Jazz Band, Orchestra, Youth Orchestra, and the Symphonic Wind Ensemble. There is a new community band starting this year that will offer an opportunity for people in the surrounding area to play an easier level of more approachable music.	\$ 5,000.00	\$ 5,000.00
Grande Prairie Ski Club o/a Nitehawk Year-Round Adventure Park	We would like to continue to expand our current mountain bike trail system to allow more mature as well as new riders access to the hill. This will involve creating a smoother trail from the top to the bottom. Being able to create a beginner trail will allow new riders and those with lower skill levels to enjoy mountain biking, improve their abilities, and do so in a safe and controlled manner. We anticipate the trail system to be open by mid-summer and are hoping to see usage increase to per day traffic of 50-100 users.		\$ -
Grande Prairie Synquatics Club	The Grande Prairie Synquatics Club is seeking operational support from the County of Grande Prairie for the 2026/27 swim year to sustain and grow our artistic swimming programming in the region. As the only artistic swimming club in Alberta north of the Edmonton area, the Club provides unique access to the sport for residents who would otherwise have no opportunity to participate in the sport. Artistic Swimming is a unique sport that combines swimming, water skills, music, dance, and gymnastics. Programming runs October through May for our AquaGo learn-to-swim, mermaid and recreational programs for both youth and adults; and September through May for our youth competitive team starting practice in hotel pools because of City of Grande Prairie Aquatics facility shutdowns. Our learn-to-swim, recreational, and masters programs have seen full registration throughout the 2025/26 season. Our competitive program remains strong and competing at the provincial level through solos and as a team of four. Camps are often held during the May through August months, depending on coach availability, for learn to swim and competitive conditioning. At the same time, Synquatics has experienced a 10% increase in pool rental fees and has identified the need to maintain competitive coach compensation in order to recruit and retain qualified coaches. Operational funding will help ensure the sustainability of these programs and allow Synquatics to continue providing safe, high-quality instruction for swimmers across all levels. With your support, Synquatics will continue to provide accessible programming that promotes physical activity, teamwork, and personal development for youth and adults in the region.	\$ 4,435.00	\$ 4,435.00

<p>Peace Area Riding for the Disabled Society</p>	<p>Overview  PARDS provides adaptive riding, therapeutic horsemanship, and equine-assisted programs for residents across the County of Grande Prairie. These programs support individuals with physical, cognitive, social, developmental, and mental-health-related challenges. Operations Grant funding will help maintain safe, consistent, year-round service delivery and keep programs financially accessible for rural families.</p> <p>Program Activities  PARDS delivers a range of equine-assisted programs, including: Adaptive Riding Lessons: Individual or small-group sessions tailored to each rider's physical, sensory, or developmental needs.  Therapeutic Horsemanship: Ground-based programming that supports emotional regulation, communication, social skills, and confidence-building.  Youth and School-Based Programs: Partnerships with local schools to support students with diverse learning needs.  Community Wellness Programming: Activities that promote inclusion, social connection, and mental wellbeing. All programming is delivered by certified instructors, trained volunteers, and therapy-grade horses in an accessible facility.</p> <p>Timing and Frequency  PARDS operates year-round and offers: Three formal program sessions per year (spring, summer, fall/winter)  Weekly lessons for enrolled riders  Daily programming during high-demand seasons  Camps, special events, and community outreach throughout the year This schedule ensures continuity of care and stable routines for participants who depend on ongoing therapeutic supports.</p> <p>Anticipated Participation and Reach  PARDS typically serves approximately 650+ participants per year. This includes: Children and youth with disabilities  Adults with physical, developmental, or cognitive challenges  Seniors seeking low-impact therapeutic activity  Rural residents who lack access to comparable services</p>	<p>\$ 5,000.00</p>	<p>\$ 5,000.00</p>
<p>South Peace Horse Club</p>	<p>The South Peace Horse Club, based at Evergreen Park in Grande Prairie, is a non-profit organization run by dedicated members and volunteers. The Club's mission is to promote participation, education, and competition in equestrian sports while fostering a supportive and inclusive community for riders of all levels. Serving as a hub for equestrian activity in Grande Prairie, the Peace Country, and beyond, the Club hosts a variety of local events, clinics, and competitions. Members from across Alberta and the BC Peace Region come together to develop their skills in disciplines including: Classical Dressage  Western Dressage  Show Jumping  Cross Country Jumping  Derby  Beyond competition, the South Peace Horse Club is a vibrant social community, providing opportunities for members to expand their equestrian knowledge, connect with like-minded enthusiasts, and share their passion for horses both in and out of the saddle. The funds requested will be used for the Summer Classic Show held July 25-26th and Hunter Jumper Days planned for Mid-October. The rental of Evergreen Park where the shows will be held is a major expense for these events.</p>	<p>\$ 5,000.00</p>	<p>\$ 2,500.00</p>
<p>The Centre for Creative Arts of Grande Prairie</p>	<p>The Centre has been a primary facility for the ceramic arts. In 2025 the Centre ran 69 formal pottery classes, and provide pottery, ceramic, clay, and glass fusion activities at our events, birthday parties, through corporate, private, and non-profit group bookings and through our HAPI program. Last year, our formal pottery classes alone reached 443 people, with the studio being used for countless other events and sessions. To date in 2026 we have had 17 dedicated pottery classes and have served 56 potters, but anticipate the numbers to rise as trends point to an increase in interest with traditional arts and craftsmanship, and a return to home-based activities and community socializing.  Our pottery wheels vary in age, with most being over 10 years old. We have had two wheels that have failed, and another two wheels that have parts that are showing signs of end of lifecycle. We would like to replace the two broken machines, and acquire parts to ensure longevity with the two machines nearing the end of their life cycle. Additionally, we want to ensure that we have the correct parts on hand to service other machines as they near the end of their life cycles. We see the acquisition of the pottery wheels as a graduated process so that we are always able to meet the needs of residents, and so that there isn't a exorbitant outlay in costs.</p>	<p>\$ 5,000.00</p>	<p>\$ 5,000.00</p>
<p>The Gande Prairie Boys' Choir Society</p>	<p>In the spring of 2026, on May 9 and 10, the Grande Prairie Boys' Choir will present our annual Symphony and Singing in the City concert, one of the organization's flagship performances and a cornerstone of our artistic season. This large-scale community concert will feature the Grande Prairie Boys' Choir performing alongside professional symphony musicians and guest student performers from Whispering Ridge Community School. This collaborative production provides a rare opportunity for local youth to experience and participate in a professional-calibre symphonic performance in Grande Prairie. By including students from Whispering Ridge Community School, the project expands its reach beyond our core membership and creates meaningful arts engagement opportunities for additional young performers and their families from County communities. The concert is anticipated to draw attendance from hundreds of residents across Grande Prairie and the County over two performances, welcoming families, supporters, and community members to experience high-quality live arts programming in their region. In addition to enriching the cultural life of the community, the event fosters artistic excellence, mentorship, and collaboration between young performers and professional musicians while making large-scale performing arts experiences accessible to local residents.</p>	<p>\$ 3,500.00</p>	<p>\$ 3,500.00</p>
		<p><b>total requested</b></p>	<p><b>\$ 42,935.00</b></p>
		<p><b>Funding available in budget base (\$24,620 per capita (\$21,980))</b></p>	<p><b>\$ 46,600.00</b></p>
		<p><b>after allocations</b></p>	<p><b>\$ 3,665.00</b></p>
			<p><b>\$ (6,165.00)</b></p>

**Recreation Advisory Boards**  
**2026 Operating Grants Meeting Minutes**

---

**County - Grande Prairie Recreation Advisory Board**

**Meeting Minutes**

**May 21, 1:00 p.m., J.D.A. County Sportsplex**

1. Attendance –
  - a. In Person – Niel Weston, Councillor Terri Beaupre, Councillor Marty Tissington, Leanne Beaupre, Kristen
  - b. Online – Travis Duncan
  - c. Regrets – Councillor Pilat, Travis, Kristen
  - d. Administration – Nora-Lee, Hayley and Dani
2. Welcome
  - Introductions were provided
  - Overview of census and adjustments to budget
  - 3% escalator is also now added annually
3. Elect Chairperson

*Moved by XXX that XXX be appointed chair – All in favour, none opposed.*

*Carried.*
4. Meeting Called to Order –
5. Review Current Policy K15-Operating Assistance – Recreation Advisory Boards and Meeting Objectives
  - A handout outlining the policy was available at the session.
  - Reviewed allocations for funding, 24k plus 3% escalator
  - Bussing is \$2.00/km or \$75/hour.
6. Review Applications  
KEY DISCUSSION POINTS:
7. Motions

8. Moved by Marty Tissington that the **County – Grande Prairie** Advisory Board recommend to Council that funding be provided in the total amount of \$40,435.00 to the following applicants in the following amounts:

\$ 5,000.00	Camp Tamarack Association
\$ 5,000.00	Grande Prairie Aquarians Summer Swim Club (Group Registration Number - 50275875)
\$ 5,000.00	Grande Prairie Minor Baseball Association
\$ 5,000.00	Grande Prairie Music Society
\$ -	Grande Prairie Ski Club o/a Nitehawk Year-Round Adventure Park
\$ 4,435.00	Grande Prairie Synquatics Club
\$ 5,000.00	Peace Area Riding for the Disabled Society
\$ 2,500.00	South Peace Horse Club
\$ 5,000.00	The Centre for Creative Arts of Grande Prairie
\$ 3,500.00	The Gande Prairie Boys' Choir Society

Moved by Marty Tissington That the County – Grande Grande Prairie Recreation board recommend to Council to direct administration to write a letter to Nitehawk (Grande Prairie Ski Club) to utilize the funds already existing within their municipality.

*Carried.*

Moved by Kristen that the County – Grande Prairie Recreation Board recommend to council that \$6,165.00 be moved to Community Grants Reserve

*Carried.*

9. Review Proposed Updated Policy K15-Operating Assistance

- a. Accepted for information.

10. Follow-Up

- a. No refusals to follow up on.

11. Board Meeting Honorarium

- Board members were asked who has not completed payroll information for County.
- Copies of the timesheet were handed out to those in physical attendance at the meeting.
- Review the policy behind the honorarium and answered questions.

12. Meeting Adjourned – 2:31 p.m.

**2026 Funding Requests Wembley-Saskatoon Lake Dimsdale Recreation Board Allocations**

ORGANIZATION	PROJECT SUMMARY	Grant requested	Allocation Amount
Dimsdale Recreational Society	Any grant funding received would be allocated toward annual utility costs, insurance expenses, and equipment for our Kids Ball program.	\$ 5,000.00	\$ 5,000.00
Helen E. Taylor School, Peace Wapiti Public School Division	We send our Grade 4 & 5 classes for swimming lessons each year, on our Peace Wapiti Public School Division buses. It is an important life-saving skill to have and unfortunately, not always affordable for our families or easy for our families to get to as we live in a town without a swimming pool.	\$ 5,000.00	\$ 5,000.00
Saskatoon Lake Ag Society	As we update our hall one of the things that needs to be changed and updated is the acoustics that hang in our auditorium. The curtain one is 35 years old and is in need of replacement and having new acoustic panels added around the room will make a huge change to the sound of the hall. Changing of the curtain to one that is new and adding in some acoustic panels will allow us to have some better acoustics with an updated look and sound. It will improve the sound in our hall and get rid of some of the echoey noise that is currently there. Having better acoustics will allow everyone who uses the hall for music, 4H speeches, seminars, trainings and educational programs to have less echo and more hearability.	\$ 5,000.00	\$ 5,000.00
The Silver and Gold Pioneer Club of Wembley	Our funding request is to assist the Silver and Gold Club in offsetting our 2026 general operating costs.	\$ 5,000.00	\$ 5,000.00
Wembley & District Agricultural Society	The Fall Fair is an annual community event held each fall that welcomes over 500 attendees, with attendance growing every year. It provides a family friendly experience for residents of all ages and has a wide community impact. The event includes a bench show, petting zoo, learning tent, market, food trucks and fair games hosted by local organizations and community groups. It brings together a large number of residents, supports community involvement, and promotes local pride and connection.	\$ 5,000.00	\$ 5,000.00
Wembley Elementary School	We want to send our Grade 3 students swimming in the year 2026/2027, hopefully in March, but we are awaiting confirmation from the swimming pool on timing. Approximately 40 students would be swimming.	\$ 5,000.00	\$ 5,000.00
WEMBLEY SNOWMOBILE CLUB	The Wembley Snowmobile Club is seeking operating grant funding to support the year-round operation, maintenance, and sustainability of its community snowmobile trail system and warming cabin, which serve residents of Wembley, the County of Grande Prairie, and surrounding communities. While the primary riding season typically runs from December through March (weather dependent), the Club's operations extend throughout the entire year. During the winter season, the Club maintains groomed trail systems that are used by local residents, families, recreational riders, and visitors from across the region. Key activities include trail grooming, signage installation, safety monitoring, and operation of the Club's warming cabin during organized events and peak riding periods. Outside of the winter months, Club volunteers dedicate significant time in the spring, summer, and fall to ensure trails remain safe, accessible, and ready for the next season. Off-season activities include trail brushing and clearing, signage repair and replacement, equipment maintenance, restocking the cabin with supplies, and cutting, splitting, and stacking firewood. These efforts are essential to ensuring safe and reliable trail access once the riding season begins. Operating funding supports not only these annual activities but also allows the Club to responsibly plan for long-term sustainability. While fundraising is primarily directed toward covering annual operational costs, the Club must also begin setting aside modest reserves toward a groomer replacement fund as existing equipment continues to age. This forward-looking approach helps ensure uninterrupted service for County residents and long-term viability of the trail system.	\$ 5,000.00	\$ 5,000.00
<b>total requested</b>		<b>\$ 35,000.00</b>	<b>\$ 35,000.00</b>
<b>Funding available in budget base ( \$24,620) per capita (\$11,000)</b>		<b>\$ 35,620.00</b>	
<b>after allocations</b>		<b>\$ 620.00</b>	<b>\$ (620.00)</b>

**Recreation Advisory Boards**  
**2026 Operating Grants Meeting Minutes**

---

**Wembley, Dimsdale, Saskatoon Lake Recreation Advisory Board**

**Meeting Minutes**

**May 19, 2026 7:00 p.m., Wembley Recreation Centre**

1. Attendance –
  - a. In Person – Bob, Jenna, Shawn, Cam, Christa, Councillor Brian Lieverse, and Councillor Marty Tissington
  - b. Online
  - c. Regrets
  - d. Administration – Nora-Lee, Hayley and Dani
2. Welcome
  - Introductions were provided
  - Overview of census and adjustments to budget
  - 3% escalator is also now added annually
3. Elect Chairperson

*Moved by Brian Lieverse that Bob Marshall be appointed chair – All in favour, none opposed.*

*Carried.*
4. Meeting Called to Order – 7:03 p.m.

Moved by Marty to accept the Agenda as presented.

*Carried.*
5. Review Current Policy K15-Operating Assistance – Recreation Advisory Boards and Meeting Objectives
  - A handout outlining the policy was available at the session.
  - Bussing is \$2.00/km or \$75/hour.
  - Everyone gets base amount of \$24,620.00, with 3.00 per capita. And a 3% escalator, all Rec boards have received a change in funding based off of census.
6. Review Applications  
KEY DISCUSSION POINTS:

With new software, compliance reports are not readily available from last year. A picture is below of what we received from last year.

7. Motions

Moved by Cam that the **Wembley, Dimsdale, Saskatoon Lake** Advisory Board recommend to Council that funding be provided in the total amount of 35,000.00 to the following applicants in the following amounts:

Dimsdale Recreational Society	\$5,000.00
Helen E. Taylor School, Peace Wapiti Public School Division	\$5,000.00
Saskatoon Lake Ag Society	\$5,000.00
The Silver and Gold Pioneer Club of Wembley	\$5,000.00
Wembley & District Agricultural Society	\$5,000.00
Wembley Elementary School	\$5,000.00
WEMBLEY SNOWMOBILE CLUB	\$5,000.00

*Carried.*

Moved by Shawn that the **Wembley, Dimsdale, Saskatoon Lake** Advisory Board recommend to Council that the remaining \$620.00 be reallocated to the Community Grants Reserve.

*Carried.*

8. Review Proposed Updated Policy K15-Operating Assistance

- a. Accepted for information.

9. Follow-Up

- a. No refusals to follow up on.

10. Board Meeting Honorarium

- Board members were asked who has not completed payroll information for County.
- Copies of the timesheet were handed out to those in physical attendance at the meeting.
- Review the policy behind the honorarium and answered questions.

11. Meeting Adjourned – Adjourned at 7:24 p.m.

## Recreation Advisory Board Recommended Allocations and Summary

The Clairmont-Bezanson Recreation Advisory Board reviewed 8 applications and made the following recommendations for the budgeted amount of \$55,280 (base amount of \$24,620 + \$30660 (per capita)):

Organization	Project Summary	Recommended Amount
Bezanson Agricultural Society	Renovations and safety improvements to the Memorial Hall	\$4,920.00
Bezanson Recreational Society	Programming and operating expenses	\$5,000.00
Clairmont Community Garden Society	Operating and programming expenses to supply and care for Clairmont Community Garden	\$1,500.00
Clairmont Community School	Swimming lessons for grades 2-5 at the Beaverlodge swimming pool	\$5,000.00
Crystal Creek Recreational Society	Playground inspection and repairs to meet safety needs	\$2,250.00
Kleskun Hill Museum Society	Purchase enclosed display cases to protect and preserve artifacts and displays	\$5,000.00
The Golden Years Club of Bezanson	Partial coverage to upgrade interior lighting to LED during summer of 2026	\$5,000.00
West Smoky Legion #244	Swimming and ski lessons; support for Bezanson students to participate in arts and/or sports	\$5,000.00

<b>Total</b>		<b>\$33,670</b>
<b>Transfer to Community Grants Reserve</b>		<b>\$21,610</b>

- Recommend funding to Crystal Creek Recreational Society for general repairs and to direct administration to work with them on partnering with Rural Municipalities of Alberta (RMA) for playground inspections.

Sexsmith-La Glace-Teepee Creek Recreation Advisory Board reviewed 7 applications and made the following recommendations for the budgeted amount of \$39,920 (base amount of \$24,620 + \$15,300 (per capita)):

<b>Organization</b>	<b>Project Summary</b>	<b>Recommended Amount</b>
La Glace School	Swim lessons	\$5,000.00
Robert W. Zahara Public School	Swim lessons	\$5,000.00
Sexsmith & District Seniors Association	Programming expenses for social and physical wellbeing for seniors	\$2,000.00
Sexsmith Wellness Coalition (Town of Sexsmith)	Programming and operating expenses for child and youth programming	\$4,000.00
St. Mary's Catholic School	Swim lessons	\$5,000.00
Sunset Homes Tenants Association	Programming expenses to support social wellbeing of seniors at Sunset Homes	\$1,500.00
Teepee Creek School	Swim lessons	\$5,000.00
<b>Total</b>		<b>\$27,500</b>
<b>Transfer to Community Grants Reserve</b>		<b>\$12,420</b>

- Recommend that Administration send feedback to the Sexsmith and District Seniors Association to provide more information for their future grant applications

The Hythe-Demmitt-Valhalla Recreation Advisory Board reviewed 9 applications and made the following funding recommendations for the budgeted amount of \$30,530 (base amount of \$24,620 + \$5,910 (per capita)):

<b>Organization</b>	<b>Project Summary</b>	<b>Recommended Amount</b>
Borderline Culture Foundation	Programming support for events and performances	\$3,500.00
HRS Swimming Program	Swim lessons for all elementary students at Beaverlodge swimming pool	\$5,000.00
Hythe & District Agricultural Society	Support for annual agricultural fair	\$3,000.00
Royal Canadian Legion Hythe Branch 93	Operating support - utilities	\$5,000.00
Spring Lake Equestrian Campground Association	Operating support – utilities	\$3,000.00
The Hythe Athletic Association	Programming support for baseball	\$2,300.00
Valhalla Community School	Swim lessons for grades 1-6 at Beaverlodge swimming pool.	\$2,000.00
Valhalla Rec Centre	Operating support – utilities	\$5,000.00
<b>Total</b>		<b>\$28,800<sup>[OBJ]</sup></b>
<b>Transfer to Community Grants Reserve</b>		<b>\$1,730</b>

- The following application was not included in Board’s funding recommendations:
  - South Peace Rural Learning Association – recommended to evaluate application under the Community Assistance Grant - this is intended to come to next Council meeting
- Recommend that Administration send feedback to Borderline Culture Foundation to improve their applications through providing more detailed funding requests and access other grant opportunities.

The Beaverlodge -Elmworth-Huallen Recreation Advisory Board reviewed 13 applications and made the following

recommendations for the budgeted amount of \$33,990 (base amount of \$24,620 + \$9,370(per capita)):

<b>Organization</b>	<b>Project Summary</b>	<b>Recommended Amount</b>
Beaverlodge Area Cultural Society	Operational support	\$2,500.00
Beaverlodge Barracuda Swim Club	Operational support	\$1,000.00
Beaverlodge Boys and Girls Camp Society	Operational support	\$2,190.00
Beaverlodge Elementary School	Grade 6 field trip	\$5,000.00
Beaverlodge Hidden Potential Society	Offset rental costs of Hythe Community Centre	\$3,000.00
Beaverlodge Mural Foundation	Mural production	\$2,500.00
Beaverlodge Senior Citizen Association	Operational support – insurance, utilities	\$1,000.00
Elmworth School	Swimming lessons	\$3,000.00
Goodfare Community Hall	Sports equipment	\$2,800.00
Halcourt Heritage Society	Safety inspection of the physical building	\$3,000.00
McNaught Homestead Preservation Society	Programming expenses	\$2,000.00
Mountview Curling Rink	Operational support – insurance and utilities	\$2,000.00
South Peace Centennial Museum Association	Support wages for summer maintenance	\$4,000.00
<b>Total</b>		<b>\$33,990</b>
<b>Transfer to Community Grants Reserve</b>		<b>0</b>

The Grande Prairie and Area Recreation Advisory Board reviewed 9 applications and made the following funding recommendations on the budgeted amount of \$46,600 (base amount of \$24,620 + \$21,980 (per capita)):

<b>Organization</b>	<b>Program Summary</b>	<b>Recommended Amount</b>
Camp Tamarack Association	Summer camp support	\$5,000.00
Grande Prairie Aquarians Summer Swim Club	Operational and program support	\$5,000.00
Grande Prairie Minor Baseball Association	Program support	\$5,000.00
Grande Prairie Music Society	Concert support	\$5,000.00
Grande Prairie Synquatics Club	Operational support - rentals and coach wages	\$4,435.00
Peace Area Riding for the Disabled Society	Programming and operational support	\$5,000.00
South Peace Horse Club	Summer Show support - offset rental costs of Evergreen	\$2,500.00
The Centre for Creative Arts of Grande Prairie	Program support - pottery wheel upgrades and maintenance.	\$5,000.00
The Grande Prairie Boys' Choir Society	Concert support	\$3,500.00
<b>Total</b>		<b>\$40,435</b>
<b>Transfer to Community Grants Reserve</b>		<b>\$6,165</b>

- Grande Prairie Ski Club o/a Nitehawk Year-Round Adventure Park – Administration has scheduled a meeting in June with the interim executive director to discuss other funding options

The Wembley-Dimsdale-Saskatoon Recreation Advisory Board reviewed 7 applications and made the following funding recommendations for the budgeted amount of \$35,620 (base amount of \$24,620 + \$11,000 (per capita)):

<b>Organization</b>	<b>Project Summary</b>	<b>Recommended Amount</b>
---------------------	------------------------	---------------------------

Dimsdale Recreational Society	Operational – utility and insurance	\$5,000.00
Helen E. Taylor School, Peace Wapiti Public School Division	Swim lessons	\$5,000.00
Saskatoon Lake Ag Society	Acoustic panels and curtain replacement.	\$5,000.00
The Silver and Gold Pioneer Club of Wembley	Operational costs	\$5,000.00
Wembley & District Agricultural Society	Fall Fair support	\$5,000.00
Wembley Elementary School	Swimming lessons	\$5,000.00
WEMBLEY SNOWMOBILE CLUB	Operational and maintenance support.	\$5,000.00
<b>Total</b>		<b>\$35,000</b>
<b>Transfer to Community Grants Reserve</b>		<b>620</b>

# Request for Decision

## Report Submission Details

---

Item Number:	<b>8.3</b>
Report Title:	<b>Regional Fire Service TC Energy Community Investment Program Grant Application</b>
Presenter:	<b>Lee Brachmann, General Manager, Community Services</b>
Supported By:	Trevor Grant, Regional Fire Chief
Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2026
Agenda Category:	New Business

## Recommended Action

---

Option1:

Motion 1:

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.

Motion 2:

If the TC Energy Community Investment Program grant application is not successful:  
That Council direct Administration to prepare a business case for the M400 drone, H30T Camera and 2-year coverage plan for Council's consideration.

## Previous Council / Committee Action

Not applicable.

## Background and Analysis

---

### Background:

The County of Grande Prairie faces growing risks from both urban and wildland fires. As our communities expand and become more complex, traditional fire prevention and response methods are increasingly challenged in their efficiency. At the same time, the frequency and intensity of wildland fires have been escalating, posing serious threats to lives, property, and natural ecosystems. To meet these evolving

---

challenges, the fire department requires modern technology that enhances situational awareness, inspection capabilities, and operational effectiveness.

The County of Grande Prairie Regional Fire Service (CGPRFS) does not currently have an Unmanned Aerial Vehicle (UAV) program assigned to its operations and relies on third-party contractors to provide drone services. Reliance on contractors results in added costs, inconsistent data quality, variable service levels, and limited mission capability. An in-house UAV program with capable software would ensure timely, high-quality aerial intelligence and enable a broader range of fire prevention, inspection, and emergency response capabilities.

**Analysis:**

A study completed by the University of Fraser Valley in 2020 showed that between 2009-2018 of the lost time claims made by Canadian firefighters, 86% were from traumatic injuries. A properly equipped drone can provide critical information to Command by entering the hazard zone itself, both passively and actively protecting firefighters by collecting information and taking on tasks that could unnecessarily put a firefighter in harm's way.

**Key Benefits of a UAV Program:**

**1. Increased Firefighter Safety and Capability:**

- Situational awareness in active operation zones enabling faster, safer, and more informed decisions during incidents with effective software and hardware.
- Reducing the need to put personnel in hazardous situations.

**2. Enhanced Fire Prevention Inspections and Investigations:**

- Aerial inspections of high hazard facilities, structures and other locations.
- Improved documentation for compliance and risk assessment.
- High-resolution aerial perspective for Investigations

**3. Improved Wildland Fire Monitoring and Mitigation:**

- Early detection of fire outbreaks in remote areas.
- Review of high-risk areas for proactive mitigation efforts.
- Monitoring of Wildland Fire Mitigation efforts

County Regional Fire Services has submitted a grant application to the TC Energy - Community Investment Program "Build Strong".

Build Strong seeks to invest in non-profits, registered charities, associations, municipalities, Indigenous groups and foundations that:

- equip first responders with the resources they need to keep the communities safe;
- improve access to education and strengthen the future talent pipeline;
- protect and enhance the environment for today and tomorrow; and
- mitigate barriers to well-being in our communities.

The Application was submitted on February 26, 2026 and the results are typically provided within 8 to 10 weeks.

---

**Organizational Capacity and Resourcing**

**Level of Service:** Enhance Level of Service

**Additional resources required:** Yes  No

Not Applicable.

---

**Options Analysis and Financial Implications**

---

Option1:

Motion 1:

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.

Motion 2:

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

That Council direct Administration to prepare a business case for the M400 drone, H30T Camera and 2-year coverage plan for Council's consideration during the 2027 interim budget process.

Option 2:

That Council direct Administration to decline the grant funding, return the funds to the granting organization and take no further action.

Option 3:

As Council directs.

---

**Strategic Plans Alignment: [Strategic and Business Plan | County of Grande Prairie](#)**

---

**Strategic Themes:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                             |
| <input type="checkbox"/> Theme 2   Economy                    | <input checked="" type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> 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: **8.4**

Report Title: **Funding Request from the Hythe Heritage & Historical Society for Completion of Society's Dissolution Requirements**

Presenter: **Lee Brachmann, General Manager, Community Services**

Supported By: Nora-Lee Gilkyson, Supervisor, Recreation and Culture

Meeting: Regular Council Meeting

Meeting Date: June 8, 2026

Agenda Category: New Business

## Recommended Action

---

Motion 1

Option 1:

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.

Motion 2

Option 1:

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.

## Previous Council / Committee Action

**Resolution # COW20250116.002**

**MOVED** by Councillor Bob Chrenek

That the Committee of the Whole recommend to Council to take no action on the request from the Hythe Heritage & Historical Society and direct Administration to assist the Organization with the process of dissolution or finding other Organizations that may be willing to assume the Society's assets.

**CARRIED**

#### Previous County Support:

- 2025- Did not apply Recreation Board grant for operations as they were working towards dissolution of the Society
- 2024-\$ 2,500 Recreation Board Grant
- 2019- \$2,000 Recreation Board Grant
- 2016-\$1,400 Recreation Board Grant
- 2015-\$1,400 Recreation Board Grant
- 2014-\$2,000 Recreation Board Grant

#### **Background and Analysis**

---

In January 2025 Christena Livingston, Board President, and June Pearson with the Hythe Heritage & Historical Society presented the Committee of the Whole with a request to transfer the title, building and contents of the Society to the County of Grande Prairie.

Since they were last at the Committee of the whole meeting in 2025, the Society has been working with Administration and legal counsel to proceed with the dissolution process. As a registered charity with the Canada Revenue Agency, the Hythe Heritage & Historical Society is required to transfer its remaining assets to a qualified donee as part of the dissolution process, ensuring compliance with legal obligations and alignment with it's chartable purpose.

The Society has successfully transferred both properties to recognized qualified donees:

- The property and assets along the highway known as the Tourist Booth and Pioneer Home along HWY 43, Plan 942 1631. Area A and Plan 942 3928, Area B has been transferred to the South Peace Centennial Museum.
- The United Church Building next to the Hythe Post Office, located at Plan 1010 EO; Block 10; Lot 12 and art 13, has been transferred to the Word Of Life Community Church of Staples INC. church group in Hythe.

Despite this progress, the dissolution process cannot be completed without further professional and administrative support. The current Society's Board is composed of individuals who no longer have capacity to effectively manage the requirements associated with final dissolution. Administration is recommending to engage a third party to protect the interests of the Society, its directors and the charitable assets that have already been distributed.

The Society has expended its remaining funds over the past year on operational costs including insurance, utilities and legal fees to support maintaining operations while completing the land transfers. It currently has insufficient funds to cover outstanding legal fees.

The Society is seeking emergency funding in the amount of \$5,000 to retain a qualified third party to assist with the remaining dissolution work. Additionally, it is requesting that County Administration act as the primary point of contact with the selected third part representative. The Society and Administration have been working with IntegralOrg over the past year throughout this process and consider them to be the most suitable and cost-effective provider to support the proper dissolution of the Society. A service agreement to complete this process is attached.

The benefits of supporting funding for this request:

- Ensures compliance with legal, financial, and regulatory dissolution requirements.
- Reduces risk of errors, omissions, or unresolved liabilities.

- 
- Protects current board members from undue burden and potential exposure.
  - Provides objective, professional oversight throughout the process.
  - Reduces County administrative support time required to assist the group.
  - Improves efficiency and helps complete the dissolution in a timely manner.
  - Supports accurate recordkeeping and final reporting to the appropriate authorities.
  - Respects the capacity limitations of the current board while ensuring proper closure.

At this time, no additional costs have been identified for the dissolution of the Society.

---

### **Organizational Capacity and Resourcing**

**Level of Service:** Maintain Level of Service

**Additional resources required:** Yes  No

Funding this request would enable the County to maintain the level of service to community groups. The scope of work required for County Administration to support and ensure the proper and timely completion of the Society's dissolution exceeds the capacity of the Recreation and Culture Department. Without legal in-house expertise additional external support and funding is required.

---

### **Options Analysis and Financial Implications**

Motion 1

Option 1:

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.

Benefit:

Allows Council to support the proper and timely completion of the Society's dissolution, reduces risk to the current Society's Board, and helps ensure legal and administrative requirements are met.

Option 2:

As Council directs.

Motion 2

Option 1:

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.

Benefit: Ensures consistent communication with Council throughout the Society's dissolution, reduces risk to the current Board, and supports compliance with legal and administrative requirements.

Option 2:

As Council directs.

---

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

---

**Strategic Themes:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> Not applicable.                                    |

**Other Plans:**

Alberta Societies Act

**Stakeholder Engagement**

---

Not applicable.

**Public Engagement and Communication**

---

Not applicable.

**Attachments**

---

1. Current Bank statement (agenda will be uploaded with document when it becomes available)
2. IntergralOrg Service Agreement – Confidential Attachment (Access to Information Act, Part 1, Division 2, s. 19)

Approved by General Manager

Approved by County Manager

# Request for Decision

## Report Submission Details

---

Item Number:	<b>8.5</b>
Report Title:	<b>2026 Crime Prevention Work Plan Review</b>
Presenter:	<b>Lee Brachmann, General Manager, Community Services</b>
Supported By:	Kyle Palfy, Director, Regional Enforcement Services
Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2026
Agenda Category:	New Business

## Recommended Action

---

### Option 1:

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

## Previous Council / Committee Action

Section 28 of the Bylaw #3199 – Crime Prevention Committee Bylaw, states that the “Committee will develop an annual work plan at the first meeting following the Organizational Meeting for Council approval”.

At the March 31, 2026 Crime Prevention Committee, Administration presented an update on the 2025 Crime Prevention Work Plan as well as an updated Crime Prevention Work Plan for 2026. The Crime Prevention Committee recommended Administration present the 2026 Crime Prevention Work Plan to Council for approval.

## Background and Analysis

---

The proposed 2026 Crime Prevention Work Plan seeks to build on the progress of the 2025 Plan by focusing on the following 5 core objectives based around the concepts of community engagement, stakeholder and partner collaboration, and the collection and use of data to enhance proactive decision making and resource allocation:

1. Enhancing proactive community engagement on topics related to crime prevention and reduction.
2. Ensuring decision making, resource allocation, and proactive law enforcement efforts to prevent and reduce crime are data driven.
3. Reducing repeat property crime victims through engagement and resource allocation.
4. Enhancing collaboration with multiple stakeholders and partners to provide wrap-around supports

---

related to underlying risk factors that lead to criminal behaviour.

5. Strategic oversight and governance of RCMP service delivery in the County.

---

### **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 2026 Crime Prevention Work Plan as presented.

There are no financial implications with this option.

Option 2:

That Council approve the 2026 Crime Prevention Work Plan with the following amendments:

• [list of amendments]

Option 3:

As Council directs.

---

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

### **Strategic Themes:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> Not applicable.                                    |

### **Other Plans:**

Not applicable.

---

### **Stakeholder Engagement**

Not applicable.

---

### **Public Engagement and Communication**

Not applicable.

---

### **Attachments**

1. 2026 Crime Prevention Work Plan

Approved by General Manager

Approved by County Manager



# 2026 Crime Prevention Work Plan

March 31, 2026

# 2026 Crime Prevention Work Plan

## OBJECTIVE 1 – Enhance proactive community engagement on topics related to crime prevention and reduction.

**Owner:** Director, Regional Enforcement Services

Initiative Description	Owner
Increase proactive community communication and engagement through Community Crime Prevention Cafes, participation in annual County Open Houses, local events, and County media releases and social media posts related to rural property crime prevention/reduction.	Community Safety Coordinator
Community Peace Officer proactive youth engagement in schools and communities	Sergeant – RES Patrol Unit
Liaise with crime prevention and safety groups <sup>(1)</sup>	Community Safety Coordinator

### Metrics

Description	Completed 2025	Target 2026
# - County Sponsored/Supported Trade Show participation	1	2
# - County Open Houses	1	3
# - Community Event participation	2	5
# - Community Crime Prevention Cafes	0	9
# - Crime prevention and safety group engagements attended	3	8
# - Proactive youth outreach events attended	5	5
# - County media releases related to Crime Prevention and Community Safety	3	2
# - County social media posts related to Crime Prevention and Community Safety	22	12

(1) Includes, but not limited to, Rural Crime Watch Groups, Citizens on Patrol (COP) groups, and Alberta Community Crime Prevention Association (ACCPA); engagement can include presentations on CPTED and other crime prevention programs

# 2026 Crime Prevention Work Plan

**OBJECTIVE 2 – Ensure decision making, resource allocation, and proactive law enforcement efforts to prevent and reduce crime are data driven.**

**Owner:** Director, Regional Enforcement Services

Initiative	Owner
Develop dashboard that integrates crime data, enforcement services data, data shared from non-profit service organizations, feedback from online crime prevention survey and Community Connect Café events, and ratepayer concerns to the County.	Community Safety Coordinator
Map hot spot areas based on data collected in the dashboard.	Community Safety Coordinator
Regional Enforcement Services and the RCMP integrate data collected into patrol plans and proactive crime reduction initiatives	Admin Supervisor – RES Administration Unit

## Metrics

Description	Completed 2025	Target 2026
# - Dashboard created	0	1
# - Hot spot areas mapped	0	2

# 2026 Crime Prevention Work Plan

**OBJECTIVE 3 – Reduce repeat victims of property crime through engagement and resource allocation.**

**Owner:** Director, Regional Enforcement Services

<b>Initiative</b>	<b>Owner</b>
Continue to offer CPTED assessments on request or identified through data.	Community Safety Coordinator
Conduct proactive patrols (Regional Enforcement Services and RCMP) in areas identified as being high risk of property crime during high-risk time periods, based on data.	Sergeant – RES Patrol Unit / RCMP

## Metrics

<b>Description</b>	<b>Completed 2025</b>	<b>Target 2026</b>
# - CPTED assessments completed	2	6
# - Proactive patrols / crime reduction initiatives based on data	0	2

# 2026 Crime Prevention Work Plan

**OBJECTIVE 4 – Enhance collaboration with multiple stakeholders and partners to provide wrap-around supports related to underlying risk factors which lead to criminal behaviour.**

**Owner:** Director, Regional Enforcement Services

Initiative	Owner
Develop and implement a multi-agency stakeholder collaboration system, or ensure the County’s participation in an existing program, aimed at addressing root causes of criminality in acutely high-risk offenders. Once multi-agency stakeholder meeting complete ensure that all appropriate data is captured in the wrap-up report and is communicated to the participant group.	Community Safety Coordinator
Collaborate and engage with groups focused on community safety and well-being <sup>(1)</sup>	Community Safety Coordinator

## Metrics

Description	Completed 2025	Target 2026
# - Multi-agency collaborative groups established or joined	0	1
# - Create and distribute wrap-up report to all participants of multi-agency stakeholder group meeting	0	1
# - Attend meetings with groups focused on community safety and well-being	2	6

(1) Includes, but not limited to, the Collaborative Leadership group established by Odyssey House (HopeGP), Community Safety Network formed and currently hosted by Sturgeon County, Canadian Centre for Safer Communities (CCFSC); engagement can include presentations on CPTED and other crime prevention programs

# 2026 Crime Prevention Work Plan

## OBJECTIVE 5 – Strategic oversight and governance of RCMP service delivery to the County.

**Owner:** General Manager, Community Services

<b>Initiative</b>	<b>Owner</b>
Implement governance option for the Clairmont MPSA.	Director, Regional Enforcement Services

### Metrics

<b>Description</b>	<b>Completed 2025</b>	<b>Target 2026</b>
# - Implement governance option for the Clairmont MPSA	0	1



# Request for Decision

## Report Submission Details

---

Item Number:	<b>9.1</b>
Report Title:	<b>1:20 p.m. – 1:40 p.m. - Confirmation of 2026 - 2027 Policing Priorities – Grande Prairie Rural – Clairmont RCMP</b>
Presenter:	<b>Lee Brachmann, General Manager, Community Services</b>
Supported By:	Kyle Palfy, Director, Regional Enforcement Services
Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2026
Agenda Category:	Delegations and Appointments

## Recommended Action

---

### Option 1:

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.

### Previous Council / Committee Action

On March 31, 2026, Staff Sergeant Matthew Short, Detachment Commander, Clairmont Detachment (formerly Grande Prairie Rural and Clairmont), attended the Crime Prevention Committee Meeting seeking feedback on community priorities for the 2026-2027 fiscal year. The following resolution was passed:

### Resolution # CP20260331.008

**MOVED** by Councillor Kurt Balderston

That the Crime Prevention Committee direct Administration to forward the following recommendations regarding community safety themes 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
- Enhanced service delivery

**CARRIED**

**Background and Analysis**

---

Prior to 2026, each RCMP Detachment consulted to develop their respective Annual Performance Plans (APP). In February 2026 “K” Division RCMP rolled out a new process called the Community Priorities Plan (CPP) for the 2026-2027 cycle (April 1, 2026 to March 31, 2027). The new process formalized steps required for the CPP process.

Staff Sergeant Matthew Short, Detachment Commander, Clairmont Detachment (formerly Grande Prairie Rural & Clairmont) will be in attendance in person to answer questions regarding the new process and solicit information on Council’s requested priorities for Clairmont Detachment.

**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 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.

Option 2:

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:

- List the priorities

Option 3:

As Council directs.

**Strategic Plans Alignment: [Strategic and Business Plan | County of Grande Prairie](#)**

---

**Strategic Themes:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                             |
| <input type="checkbox"/> Theme 2   Economy                    | <input checked="" type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> Not applicable.   |

**Other Plans:**

Not applicable.

**Stakeholder Engagement**

---

Not applicable.

**Public Engagement and Communication**

---

Not applicable.

**Attachments**

---

1. 2025-02-05 – Community Priorities Plan Overview

- Approved by General Manager
- Approved by County Manager



February 5, 2026

Amanda McDonald  
Reeve  
County of Grande Prairie, AB

Dear Ms. McDonald,

As Alberta's provincial police service, the RCMP is continually working to modernize and strengthen the way we partner with communities to address local public safety needs. This letter is being shared to provide early awareness of an upcoming change to the community priority planning process and to support timely engagement with local leadership ahead of the next planning cycle.

Beginning in February 2026, Alberta RCMP detachments will be transitioning to a new Community Priorities Plan (CPP) for the 2026–2027 cycle. This updated approach replaces the previous Annual Performance Plan (APP) and is intended to serve as the primary framework for identifying and tracking policing priorities at the community level.

The CPP is intentionally community-led. It was developed to strengthen collaboration with municipal and Indigenous leadership and to ensure that the priorities of your police service are directly informed by the communities we serve. The CPP is designed to support meaningful dialogue, shared understanding, and clear, achievable priorities that reflect local realities.

This early communication is intended to allow community leaders sufficient time to begin considering local priorities and engaging with constituents before formal planning begins.

## Community Priorities Plan Overview

### Step One: Preparation and Consultation (February 2026)

Community leaders consult with their constituents in advance of meeting with the RCMP to gather ideas, concerns, and objectives related to community safety. This initial consultation is the first of two points of engagement and is an important step in ensuring that policing priorities are built with the community, not for the community.

Should community leaders wish to involve their Detachment Commander in these early community discussions, requests can be made directly to the detachment and support will be provided.





The purpose of this stage is to develop a clear understanding of community-specific concerns and objectives to inform upcoming discussions.

## Step Two: Engagement Meeting (March 2026)

An engagement meeting is held between community representatives and the Detachment Commander. This meeting provides an opportunity for community representatives to share feedback gathered during consultations and to discuss community perspectives openly.

All relevant concerns, ideas, and objectives are welcome for discussion at this stage. These conversations help build a shared understanding between the community and the detachment and support alignment as priorities begin to take shape.

Following this initial engagement meeting, the Detachment Commander will take the identified community priorities and meet with their leadership team to develop an operational plan outlining how the RCMP will work to deliver on those priorities.

## Step Three: Finalizing Priorities

A subsequent meeting will be held between community representatives and the Detachment Commander where possible, during which the proposed plan will be presented to the community for review. This meeting will provide an opportunity for community leaders to offer feedback, seek clarification, and confirm alignment before priorities are finalized.

Following engagement and discussion, the Community Priorities Plan is finalized. The goal of this stage is to confirm a consolidated list of up to three community policing priorities that accurately reflects and encompasses the concerns and objectives raised through earlier engagement.

Once confirmed, the plan is endorsed by the Detachment Commander and community leadership. Progress will be monitored through regular reporting, with adjustments made as required to ensure priorities remain responsive and aligned over time.

## Detachments Serving Multiple Communities

For detachments that serve multiple municipalities, this CPP process will be conducted with each community group. Engagement, consultation, and feedback will be gathered independently to ensure each community's unique needs and perspectives are understood. Overall, detachment priorities will then be developed based on the totality of feedback received across all participating communities.





## Next Steps - Community Consultation and Engagement

As part of the CPP process, community leaders are encouraged to begin consulting with their constituents to gather input on local safety concerns, emerging issues, and opportunities for collaboration. Community leaders may choose the consultation methods that best suit their communities, such as surveys, town halls, meetings, or other engagement activities. Detachment Commanders may be invited to attend these conversations where appropriate, or consultations may be conducted independently, with feedback shared at a later stage.

This early engagement will help inform discussions with your Detachment Commander as CPP development progresses. Your partnership is essential to ensuring policing priorities reflect the unique needs of your community. Further information and guidance will be provided by your local detachment as the CPP process moves forward.

Thank you for your continued partnership and leadership in supporting community safety.

Sincerely,  
S/Sgt Matthew Short  
Chief of Police  
Beaverlodge Detachment  
Grande Prairie Rural Detachment



# Request for Decision

## Report Submission Details

---

Item Number:	<b>9.2</b>
Report Title:	<b>1:40 p.m. – 2:00 p.m. - Confirmation of 2026-2027 Policing Priorities – Beaverlodge RCMP</b>
Presenter:	<b>Lee Brachmann, General Manager, Community Services</b>
Supported By:	Kyle Palfy, Director, Regional Enforcement Services
Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2026
Agenda Category:	Delegations and Appointments

## Recommended Action

---

### Option 1:

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
- Trespassing

### Previous Council / Committee Action

On March 31, 2026 Staff Sergeant Matthew Short, Acting Detachment Commander, Beaverlodge Detachment, attended the Crime Prevention Committee Meeting seeking feedback on community priorities for the 2026-2027 fiscal year.

The following motion was passed:

### **Resolution # CP20260331.009**

**MOVED** by Councillor Brian Peterson

That the Crime Prevention Committee recommend to Council to direct Administration to forward the following recommendations regarding community safety themes 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
- Trespassing

**CARRIED**

**Background and Analysis**

---

Prior to 2026 each RCMP Detachment consulted to develop their respective Annual Performance Plans (APP). In February 2026 “K” Division RCMP rolled out a new process called the Community Priorities Plan (CPP) for the 2026-2027 cycle (April 1, 2026 to March 31, 2027). The new process formalized steps required for the CPP process.

Staff Sergeant Matthew Short, Acting Detachment Commander, Beaverlodge Detachment will be in attendance in person to answer questions regarding the new process and solicit information on Council’s requested priorities for Beaverlodge Detachment.

**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 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
- Trespassing

Option 2:

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:

- List priorities

Option 3:

As Council Directs.

---

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

---

**Strategic Themes:**

- |   |  |
|---|--|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input checked="" type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input checked="" type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input checked="" type="checkbox"/> Theme 3   Transportation  | <input type="checkbox"/> Not applicable.   |

**Other Plans:**

Not applicable.

**Stakeholder Engagement**

---

Not applicable.

**Public Engagement and Communication**

---

Not applicable.

**Attachments**

---

1. 2025-02-05 – Community Priorities Plan Overview

- Approved by General Manager
- Approved by County Manager



February 5, 2026

Amanda McDonald  
Reeve  
County of Grande Prairie, AB

Dear Ms. McDonald,

As Alberta's provincial police service, the RCMP is continually working to modernize and strengthen the way we partner with communities to address local public safety needs. This letter is being shared to provide early awareness of an upcoming change to the community priority planning process and to support timely engagement with local leadership ahead of the next planning cycle.

Beginning in February 2026, Alberta RCMP detachments will be transitioning to a new Community Priorities Plan (CPP) for the 2026–2027 cycle. This updated approach replaces the previous Annual Performance Plan (APP) and is intended to serve as the primary framework for identifying and tracking policing priorities at the community level.

The CPP is intentionally community-led. It was developed to strengthen collaboration with municipal and Indigenous leadership and to ensure that the priorities of your police service are directly informed by the communities we serve. The CPP is designed to support meaningful dialogue, shared understanding, and clear, achievable priorities that reflect local realities.

This early communication is intended to allow community leaders sufficient time to begin considering local priorities and engaging with constituents before formal planning begins.

## Community Priorities Plan Overview

### Step One: Preparation and Consultation (February 2026)

Community leaders consult with their constituents in advance of meeting with the RCMP to gather ideas, concerns, and objectives related to community safety. This initial consultation is the first of two points of engagement and is an important step in ensuring that policing priorities are built with the community, not for the community.

Should community leaders wish to involve their Detachment Commander in these early community discussions, requests can be made directly to the detachment and support will be provided.





The purpose of this stage is to develop a clear understanding of community-specific concerns and objectives to inform upcoming discussions.

## Step Two: Engagement Meeting (March 2026)

An engagement meeting is held between community representatives and the Detachment Commander. This meeting provides an opportunity for community representatives to share feedback gathered during consultations and to discuss community perspectives openly.

All relevant concerns, ideas, and objectives are welcome for discussion at this stage. These conversations help build a shared understanding between the community and the detachment and support alignment as priorities begin to take shape.

Following this initial engagement meeting, the Detachment Commander will take the identified community priorities and meet with their leadership team to develop an operational plan outlining how the RCMP will work to deliver on those priorities.

## Step Three: Finalizing Priorities

A subsequent meeting will be held between community representatives and the Detachment Commander where possible, during which the proposed plan will be presented to the community for review. This meeting will provide an opportunity for community leaders to offer feedback, seek clarification, and confirm alignment before priorities are finalized.

Following engagement and discussion, the Community Priorities Plan is finalized. The goal of this stage is to confirm a consolidated list of up to three community policing priorities that accurately reflects and encompasses the concerns and objectives raised through earlier engagement.

Once confirmed, the plan is endorsed by the Detachment Commander and community leadership. Progress will be monitored through regular reporting, with adjustments made as required to ensure priorities remain responsive and aligned over time.

## Detachments Serving Multiple Communities

For detachments that serve multiple municipalities, this CPP process will be conducted with each community group. Engagement, consultation, and feedback will be gathered independently to ensure each community's unique needs and perspectives are understood. Overall, detachment priorities will then be developed based on the totality of feedback received across all participating communities.





## Next Steps - Community Consultation and Engagement

As part of the CPP process, community leaders are encouraged to begin consulting with their constituents to gather input on local safety concerns, emerging issues, and opportunities for collaboration. Community leaders may choose the consultation methods that best suit their communities, such as surveys, town halls, meetings, or other engagement activities. Detachment Commanders may be invited to attend these conversations where appropriate, or consultations may be conducted independently, with feedback shared at a later stage.

This early engagement will help inform discussions with your Detachment Commander as CPP development progresses. Your partnership is essential to ensuring policing priorities reflect the unique needs of your community. Further information and guidance will be provided by your local detachment as the CPP process moves forward.

Thank you for your continued partnership and leadership in supporting community safety.

Sincerely,  
S/Sgt Matthew Short  
Chief of Police  
Beaverlodge Detachment  
Grande Prairie Rural Detachment



# Request for Decision

## Report Submission Details

---

Item Number:	<b>9.3</b>
Report Title:	<b>2:00 p.m. – 2:20 p.m. – Sponsorship Request from the Grande Prairie Women’s Residence Association for the 2026 GrandeCon Event</b>
Presenter:	<b>Lee Brachmann, General Manager, Community Services</b>
Supported By:	Nora-Lee Gilkyson, Supervisor and Chelsea de Ruiten, Administrative and Cemeteries Coordinator, Recreation and Culture
Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2026
Agenda Category:	Delegations and Appointments

## Recommended Action

---

### Option 2:

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 \$\_\_\_\_\_ (to be determined by Council) with funding to come from the 2026 Community Assistance Grant.

### Previous Council / Committee Action

#### Resolution # CM20250407.021

**MOVED** by Councillor Steve Zimmerman

That Council approve the funding request from the Grande Prairie Women’s Residence Association operating as Odyssey House for the 2025 GrandeCon event to be held September 12-14, 2025 at the Bonnett’s Energy Centre in Grande Prairie in the amount of \$3,000 with funding to come from the 2025 Community Assistance Grant.

#### **CARRIED**

### Previous County Support for Odyssey House/Sunrise House

- 2025 - \$1,500 Odyssey House Sunrise House Golf Tournament
- 2025 - \$3,000 GrandeCon
- 2024 - \$3,000 GrandeCon (Wristband Sponsorship)
- 2024- \$1,500 Odyssey House Sunrise House Golf Tournament
- 2023 - \$3,000 GrandeCon (Wristband Sponsorship)

- 2023 - \$3,000 Odyssey House Sunrise House Golf Tournament
- 2022 - \$3,000 Odyssey House Sunrise House Golf Tournament
- 2021 - \$3,000 Odyssey House Sunrise House Golf Tournament

**Previous County Support for Grande Prairie Women’s Residence Association**

- 2025 - \$20,000 FCSS Grant
- 2024 - \$20,000 FCSS Grant
- 2023 - \$11,500 FCSS Grant
- 2022 - \$11,000 FCSS Grant
- 2021 - \$11,000 FCSS Grant
- 2020 - \$10,500 FCSS Grant
- 2019 - \$10,000 FCSS Grant

Funding for this request falls under 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.

Recent event sponsorships, similar to this request, supported by Council, are shown in the table below:

<b>Supported Event</b>	<b>Amount</b>
Peace Area Riding for the Disabled Society – Dine and Dance (2025)	\$1,250 (Community Wellness & Safety stream)
3D Children’s Society Annual Fundraiser (2025)	\$5,000
Northwestern Polytechnic Foundation 2025 President’s Ball	\$5,000
Shock Trauma Air Rescue Service Foundation (STARS) 2025 STARS Among Us Gala	\$2,500

**Background and Analysis**

---

Amy Diaz and Jenna Canavan with the Grande Prairie Women’s Residence Association, operating as Odyssey House, will be in attendance in person to present Council with a sponsorship request in the amount of \$10,000 for the 2026 GrandeCon event to be held September 11-13, 2026 at the Bonnetts Energy Centre in Grande Prairie.

Sponsorship levels range from \$500 - \$20,000.

GrandeCon is returning for its 5th annual event in Grande Prairie, offering an interactive tradeshow and convention, focusing on comic books and film culture. The event is a tradeshow style experience featuring pop culture vendors, comic and film artists, as well as live celebrity interviews and creative workshops. GrandeCon offers residents and visitors an opportunity to connect over shared interests while supporting and raising funds for Odyssey House and its programs and services.

Odyssey House is a non-profit organization that provides safe, secure and supportive accommodation for individuals who are victims of domestic violence, are in crisis, or in need of a housing alternative. The organization also provides outreach services to those affected by domestic violence, licensed childcare for individuals accessing services, public education to students and the broader community and operates a second stage shelter, Serenity Place.

Profits from the 2025 GrandeCon event totaled \$53,486.05 and were allocated to the maintenance of the emergency and second stage shelter. The current budget reflects a deficit of \$15,425 however discussions with the event organizers confirmed that this figure does not include anticipated revenues from vendor booth rentals or a potential \$20,000 title sponsorship which remains unconfirmed. . The estimates for ticket

---

sales reflect a conservative projection to avoid over calculating the proceeds from attendance.

The City of Grande Prairie has committed \$25,000 in funding for the 2026 GrandeCon event.

---

### **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 sponsorship request from the Grande Prairie Women’s Residence Association (operating as) Odyssey House for the 2026 GrandeCon event in the amount of \$10,000 with funding to come from the 2026 Community Assistance Grant.

Benefit:

Allows Council to support applicants group at requested level.

Option 2:

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 \$\_\_\_\_\_ (to be determined by Council) with funding to come from the 2026 Community Assistance Grant.

Benefit:

Allows Council flexibility to select sponsorship amount.

Option 3:

As Council directs.

The Community Assistance Grant has allocated funds in the amount of \$68,493.15 remaining for 2026. Funding the full requested amount of \$10,000 equates to 14.6% of the remaining 2026 Community Assistance Grant balance.

---

**Strategic Plans Alignment:** [Strategic and Business Plan | County of Grande Prairie](#)

#### **Strategic Themes:**

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> Not applicable.                                    |

#### **Other Plans:**

Not applicable.

---

### **Stakeholder Engagement**

---

Not applicable.

### **Public Engagement and Communication**

---

Not applicable.

### **Attachments**

---

1. Grande Prairie Women's residence Association Application
2. GrandeCon 2026 Presentation
3. GrandeCon Sponsorship Package
4. GrandeCon 2026 Draft Budget
5. Grande Prairie Women's Residence Association Profit & Loss Statement

Approved by General Manager

Approved by County Manager

# Application: Grande Prairie Women's Residence Association o/a Odyssey House

Grande Prairie Women's Residence Association o/a Odyssey House  
2026 Community Assistance Grant (Including Multi-Year Operating, Community Wellness and Event Sponsorship)

## Summary

ID: 2026-0000000009

Last submitted: Jan 30 2026 01:46 PM (MST)

## 2026 Community Assistance Application Form

Completed - Jan 30 2026

## Form for "2026 Community Assistance Application Form"

Please confirm which program stream you are seeking funding under:

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 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 Stream

## Organization Information

---

**ORGANIZATION MAILING ADDRESS**

(Please use the organization address and email. This is where follow-up communication will be sent to)

Organization Name:	Grande Prairie Women's Residence Association o/a Odyssey House
Organization Mailing address:	PO Box 1395 T8V 4Z2 Canada
City/Town	Grande Prairie
Contact Name:	Amy Diaz
Role in Organization/Title:	Board Director
Telephone Number:	604-363-6870
Cell Phone Number	6043636870
Email address:	<a href="mailto:amyd@casklaw.ca">amyd@casklaw.ca</a>
Registered Society or Charity Number (If Applicable):	129126462RR0001

**Applications are reviewed by Council for approval and applications for events need to be submitted at least 45 days prior to event or program.**

My event is in 45 or more days

**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.

\$10,000.00

**If approved what is the date your organization would need to receive funding?**

September 1, 2026

**Please identify what other sources of funding you are seeking for your event, program or project?**

This should include who else you are approaching for sponsorship, what other grants you have applied for, donations, asks from other municipalities.

We have approached ATB, the City of Grande Prairie, Grande Prairie Tourism Association

**PURPOSE AND NEED**

**Event Information (date, time, location, if applicable):**

September 11-13, 2026 at Bonnetts Energy Centre in Grande Prairie

**Is this an annual recurring event program or project?**

yes

**If you answered yes to the previous question, please indicate net proceeds from last years event or program.**

**Where was this funding allocated in your organization?**

Net Proceeds from 2025 were \$53,486.05. All the funding was allocated to the upkeep of the emergency and second stage shelter.

**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?**

GrandeCon returns in 2026 for a milestone year. What began as a bold idea has grown into a trusted, community-powered pop culture event with real impact. Year five isn't just an anniversary. It's proof of staying power, audience loyalty, inclusivity, and a show that delivers value year after year.

GrandeCon is proud to be a fundraising event in support of Odyssey House, helping individuals and families leave domestic abuse and rebuild their lives with dignity and safety.

- Funds raised for Odyssey House: \$145,001.04 over 4 years
- Women and children supported by Odyssey House and Serenity Place: 1165
- Days of shelter and services funded: 28.5
- Percentage of GrandeCon revenue directed to charitable impact: 100%

GrandeCon delivers a highly engaged, in-person audience with strong regional reach and growing digital visibility. For example:

**Audience & Reach**

- Estimated 2026 attendance: 5200
- Regional draw: Alberta, Saskatchewan, British Columbia
- Social media reach (last 90 days): 141,687 views between Instagram and Facebook
- Email subscriber list: 1200
- Radio advertising reach: 16,463 August - September 2025
- Radio stations utilized: Rock 97.7, 1DayFM, Moose FM, Peace FM

**Describe the membership of your organization, including both total members and County resident members or participants.**

Clients who use the services of Odyssey House are from the Grande Prairie area.

Please describe the level of volunteerism for this event and for your organization and highlight fundraising efforts.

We have a high level of volunteers and have a volunteer committee.

#### Upload Sponsorship Package or Sponsorship Letter

[Sponsorship Package.pdf](#)

**Filename:** Sponsorship Package.pdf.pdf **Size:** 2.2 MB

[Report from Grande Prairie Womens Residence Association.pdf](#)

**Filename:** Report\_from\_Grande\_Prairie\_Womens\_Residence\_Association.pdf.pdf **Size:** 40.4 kB

#### Budget Information

Projected Revenue Events or Projects (sponsorships, ticket revenue, other grants) Projected Revenue for Other requests (include all revenues listed on your financial statement)

	Revenue Source	Amount (Numbers only)
1	Admissions	71025.00
2	Vendors/Exhibitors	34050.00
3	Sponsorships	113500.00
4	Sale of Items	44000.00
5		
6		
7		
8		
9		

#### Revenue Total

262575

**Projected Event or Program Expenses (venue, entertainment, materials, equipment, labour) Projected Expenses for Other requests (include all expenses listed on your financial statement)**

	Expense Description	Amount (Numbers only)
1	Entertainment	152500
2	Facility	54750
3	Audio Visual	17100
4	Volunteer and Staff	23000
5	Promotion	19000
6	Other	11650
7		
8		
9		
10		

**Expenses Total**

278000

**Surplus/Deficit**

0

**Upload your organizations financial statement presented at your Annual General Meeting and up to date profit/loss statement**

[GrandeCon 2026 Draft Budget.xlsx](#)

**Filename:** GrandeCon 2026 Draft Budget.xlsx.xlsx **Size:** 24.1 kB

[Report from Grande Prairie Womens Residence Association.pdf](#)

**Filename:** Report\_from\_Grande\_Prairie\_Womens\_Residence\_Association.pdf.pdf **Size:** 40.4 kB

Use your computer mouse or mouse pad to draw on the signature line.



Please print full name

Amy Diaz

**DON'T FORGET TO SUBMIT YOUR APPLICATION AFTER YOU COMPLETE AND REVIEW. You will receive a confirmation email upon submission.**

### **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.

### **Any additional documents to support your application**

#### **Incomplete**

Any additional information you would like to provide to support your application.

# WELCOME TO GRANDECON

CELEBRATING FIVE  
YEARS OF COMMUNITY,  
CULTURE, AND IMPACT

Presented By:  
Jenna Canavan & Amy Diaz



[www.grandecon.ca](http://www.grandecon.ca)

# THE IMPACT: WHY GRANDECON EXISTS

**GrandeCon exists for fun, creativity, and fandom, but it matters because of what it supports.**



GrandeCon is a fundraiser for Odyssey House, a non-profit organization and registered charity dedicated to providing safe, secure, and supportive accommodation for individuals experiencing domestic abuse, crisis situations, or needing alternative housing options.

**Odyssey House envisions a community free from family violence.**

**Supporting GrandeCon means supporting safety, dignity, and real outcomes in our community.**

# 2025 IMPACT SNAPSHOT

- Funds raised for Odyssey House: **\$145,001.04 over 4 years**
- Women and children supported by Odyssey House and Serenity Place in 2024/2025: **1165**
- Days of shelter and services funded: **28.5**
- Percentage of GrandeCon revenue directed to charitable impact: **100%**



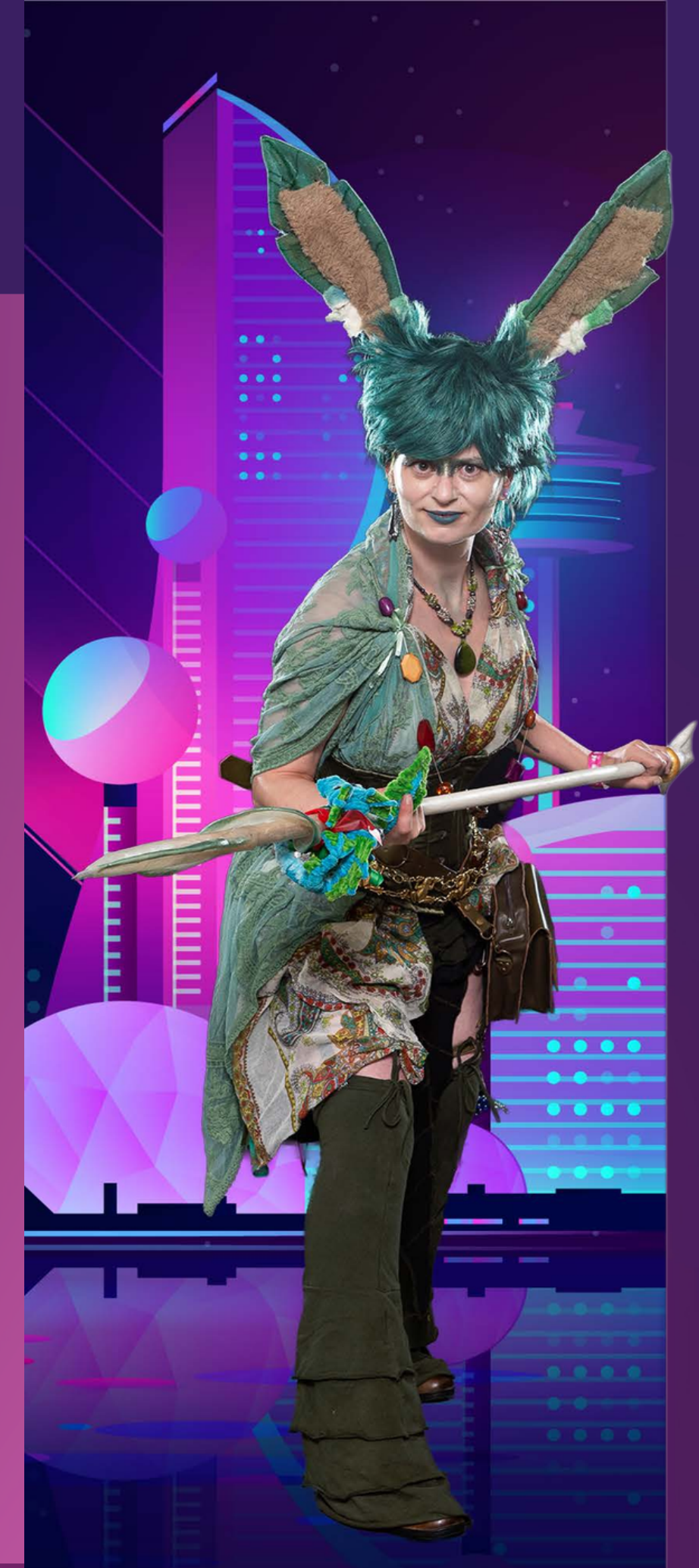
# THE GRANDECON AUDIENCE

GrandeCon delivers a highly engaged, in-person audience with strong regional reach and growing digital visibility.

## Audience & Reach

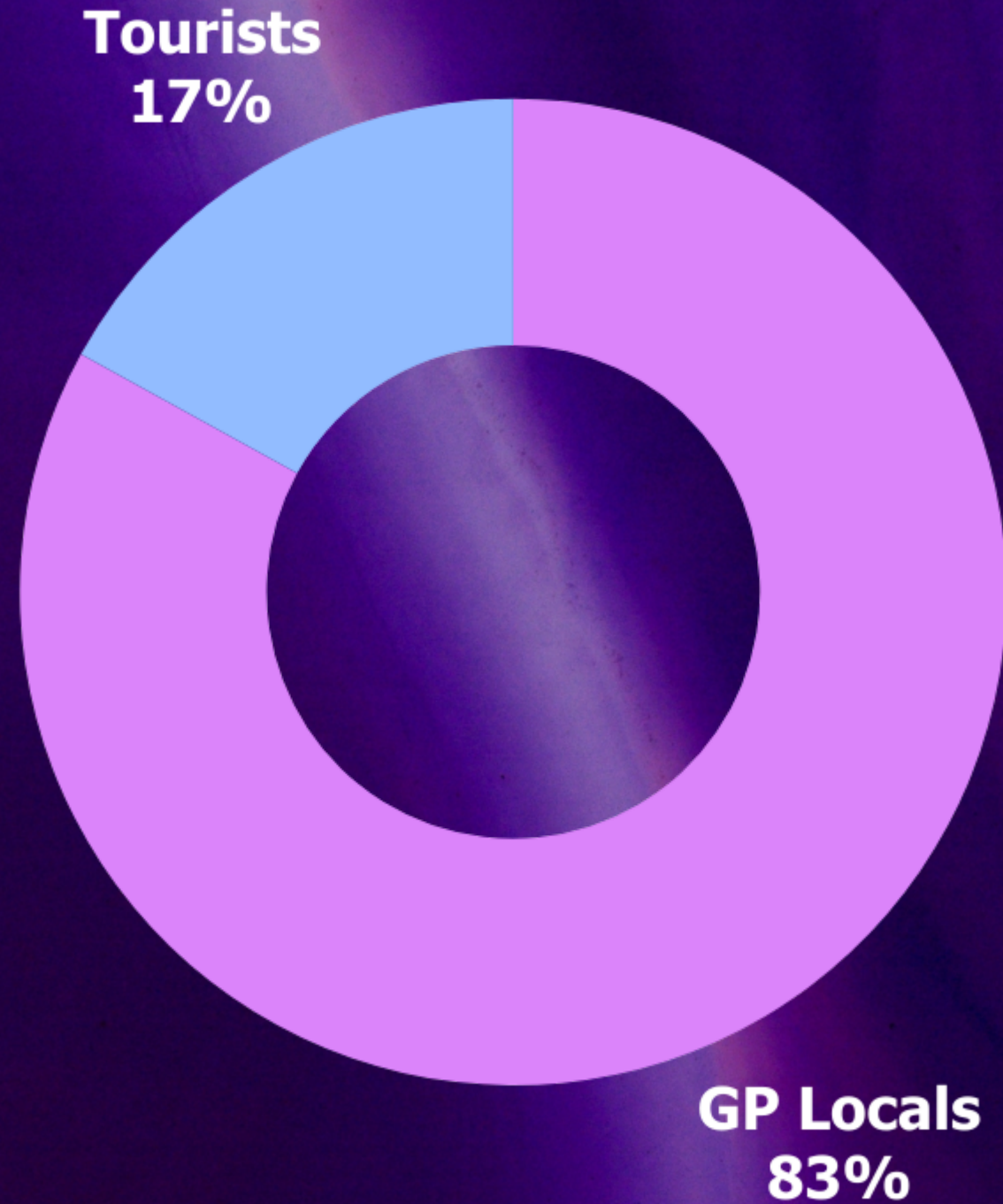
- Estimated 2026 attendance: **5200**
- Regional draw: **Alberta, Saskatchewan, British Columbia**
- Social media reach (last 90 days): **141,687** views between Instagram and Facebook
- Email subscriber list: **1200**
- Radio advertising reach: **16,463** August - September 2025
- Radio stations utilized: **Rock 97.7, 2DayFM, Moose FM, Peace FM**

These numbers represent a captive, enthusiastic audience that actively supports local businesses and community initiatives.

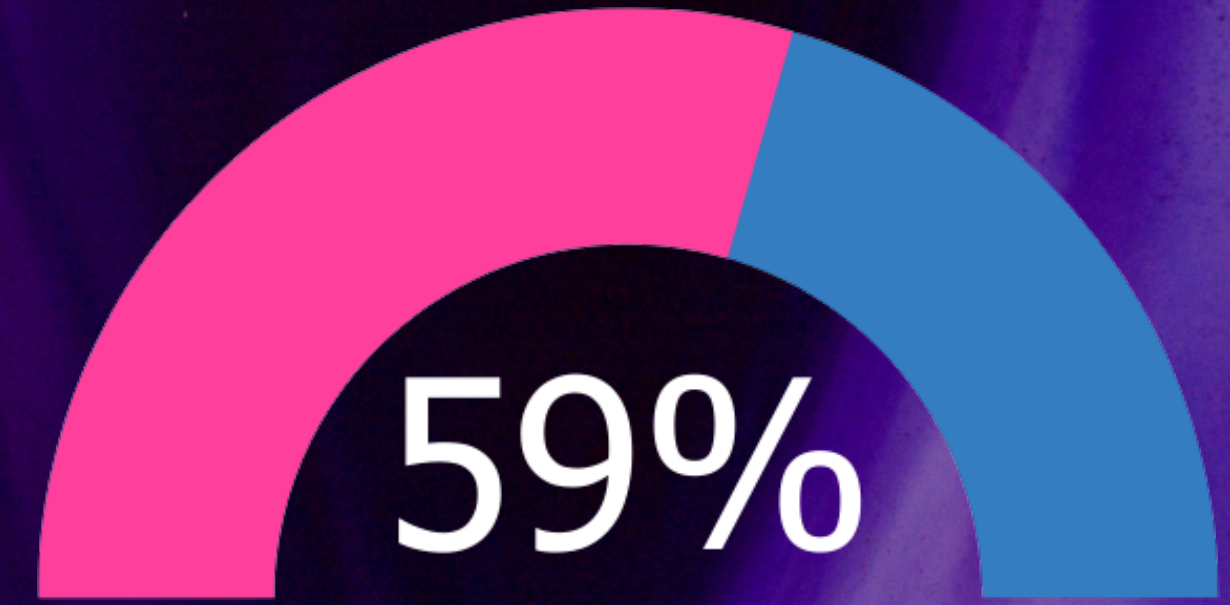


# DEMOGRAPHICS

## Attendee Survey from GrandeCon 2025



24% of our survey responds indicated that they had travelled over 20 KMs to attend GrandeCon

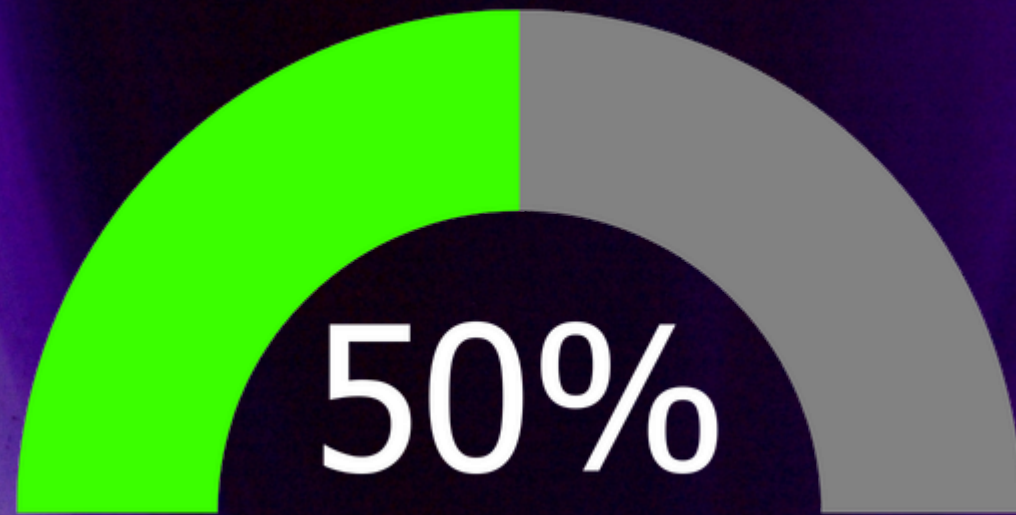


59% of those who responded identified as female

\*While not all attendee locations of the tickets sold were accounted for, the reports demonstrated that 77% of attendees were from outside Grande Prairie or did not disclose their city of origin.

# ECONOMIC IMPACT

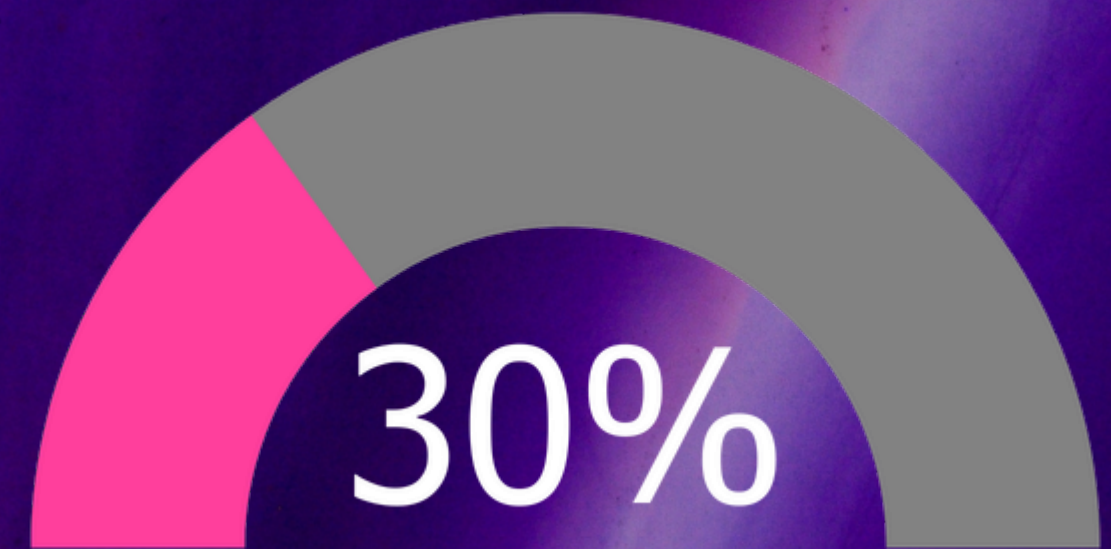
Comic Convention attendees spend money, with nearly 50% of all men and women attending a comic convention spending an average of \$100 - \$500 at the event.[1] And one convention found that 89% of its attendees dined in the city, with over 30% dining out at least 4x during the weekend.[2]



50% of all attendees will spend \$100-\$500 at event



89% of attendees will dine out in the city



30% of attendees will dine out at least 4 times during the weekend



An estimated 25% of attendees will require hotel accommodations for the weekend

# WHY SPONSORS PARTNER WITH GRANDECON

**Sponsors choose GrandeCon because it delivers both heart and value.**

- High-engagement, in-person audience
- Strong regional exposure across Western Canada
- Meaningful alignment with a respected charitable organization
- Positive brand association with community, inclusion, and creativity
- Limited sponsorship availability that drives visibility and exclusivity

**GrandeCon sponsors aren't lost in the crowd.  
They're seen, acknowledged, and remembered.**



# GRANDECON VIDEO

we asked “what does  GRANDE  
CON mean to you?”

# THANK YOU

**Thank you for considering a partnership with GrandeCon.  
Your support helps create an unforgettable event while directly contributing to  
safety, dignity, and positive change in our community.**

## CONTACT

[sponsorship@grandecon.ca](mailto:sponsorship@grandecon.ca)

[www.grandecon.ca](http://www.grandecon.ca)



# GRANDE CON

## 2026 SPONSORSHIP PACKAGE

GRANDECON RETURNS TO BONNETTS ENERGY CENTRE FROM SEPTEMBER 11-13, 2026

## CELEBRATING FIVE YEARS OF COMMUNITY, CULTURE, AND IMPACT

**GrandeCon** returns in 2026 for a milestone year. What began as a bold idea has grown into a trusted, community-powered pop culture event with real impact. Year five isn't just an anniversary. It's proof of staying power, audience loyalty, inclusivity, and a show that delivers value year after year.

GrandeCon is proud to be a fundraising event in support of **Odyssey House**, helping individuals and families leave domestic abuse and rebuild their lives with dignity and safety.

### THE MOMENT: WHY YEAR 5 MATTERS

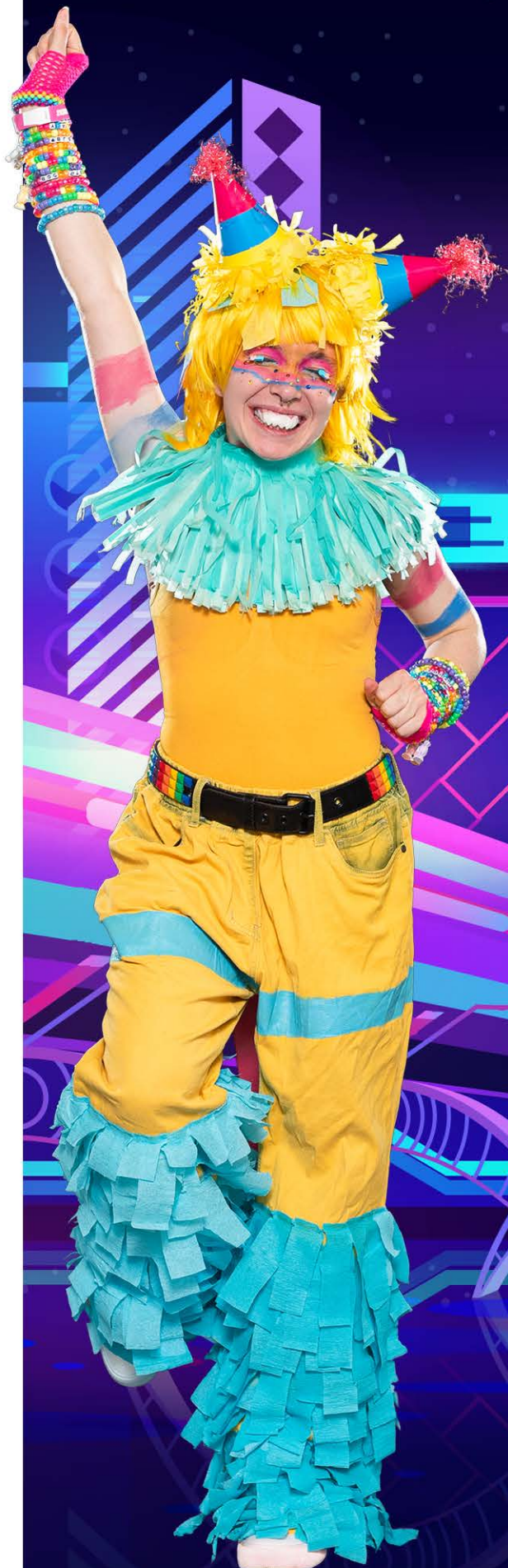
Reaching year five **matters**.

It means GrandeCon isn't new, experimental, or untested. It's a proven event with momentum, returning fans, and long-standing community support. Sponsors aren't taking a risk. They're joining something established, respected, and growing.

This anniversary year is a unique moment. There is only one **Year 5**, and the brands attached to it will be remembered as part of that milestone.



**OdysseyHouse**  
Equality and Empowerment



## THE IMPACT: WHY GRANDECON EXISTS

GrandeCon exists for fun, creativity, and fandom, but it matters because of what it supports.

GrandeCon is a fundraiser for **Odyssey House**, a non-profit organization and registered charity dedicated to providing safe, secure, and supportive accommodation for individuals experiencing domestic abuse, crisis situations, or needing alternative housing options. Odyssey House envisions a community free from family violence.

Every sponsorship dollar helps turn entertainment into impact.

### 2025 Impact Snapshot

- Funds raised for Odyssey House: **\$145,001.04 over 4 years**
- Women and children supported by Odyssey House and Serenity Place: **1165**
- Days of shelter and services funded: **28.5**
- Percentage of GrandeCon revenue directed to charitable impact: **100%**

Supporting GrandeCon means supporting safety, dignity, and real outcomes in our community.





## AT-A-GLANCE: THE GRANDECON AUDIENCE

GrandeCon delivers a highly engaged, in-person audience with strong regional reach and growing digital visibility.

### Audience & Reach

- Estimated 2026 attendance: **5200**
- Regional draw: **Alberta, Saskatchewan, British Columbia**
- Social media reach (last 90 days): **141,687 views between Instagram and Facebook**
- Email subscriber list: **1200**
- Radio advertising reach: **16,463 August - September 2025**
- Radio stations utilized: **Rock 97.7, 1DayFM, Moose FM, Peace FM**

These numbers represent a captive, enthusiastic audience that actively supports local businesses and community initiatives.

### WHY SPONSORS PARTNER WITH GRANDECON

Sponsors choose GrandeCon because it delivers both heart and value.

- High-engagement, in-person audience
- Strong regional exposure across Western Canada
- Meaningful alignment with a respected charitable organization
- Positive brand association with community, inclusion, and creativity
- Limited sponsorship availability that drives visibility and exclusivity

GrandeCon sponsors aren't lost in the crowd. They're seen, acknowledged, and remembered.

## SPONSORSHIP OVERVIEW

GrandeCon sponsorships are intentionally limited to protect sponsor visibility and value. Opportunities range from high-profile title partnerships to accessible community support levels, with curated benefits at each tier.

Early commitment may include added visibility or bonus recognition opportunities. Customizations are available but structured to keep decision-making easy and value clear.

## HERO & PREMIUM PARTNERS

These opportunities offer the highest visibility, strongest brand alignment, and the greatest level of exclusivity at GrandeCon. Availability is extremely limited.

### GRANDECON HERO Title Sponsor – \$20,000 *Exclusive | One Available*

The GrandeCon Hero is the face of the event. This sponsor receives unmatched visibility across all marketing channels and on-site experiences, positioning their brand as the primary supporter of GrandeCon and Odyssey House.

#### Recognition & Visibility

- Exclusive title naming across all event marketing, including radio, digital, print, and on-site signage
- Recognition as the Title Sponsor via social media advertising and on-stage announcements
- Prominent logo placement on all major event assets, including posters and programs
- Featured placement on the GrandeCon website with logo
- Recognition in save-the-date and post-event thank-you campaigns

#### Exclusive Experiences

- Speaking opportunity at opening night or opening ceremonies
- Premium hospitality experience, including tickets to a celebrity dinner or equivalent VIP experience
- Opportunity to introduce a featured guest on the main stage (subject to availability)

#### Additional Benefits

- VIP weekend passes: **4**
- Tickets to any After Dark events: **2 per event**
- Professional photo package featuring your brand and activation
- Opportunity to include branded items in VIP swag bags
- Priority access to select high-value add-on activations

This level is designed for a brand that wants maximum exposure, prestige, and long-term association with GrandeCon's milestone year.



## MAIN STAGE SPONSOR

\$15,00

*Exclusive | One Available*

The Main Stage is the heartbeat of GrandeCon, hosting celebrity panels, announcements, and headline programming.

### Includes

- Naming recognition tied to the Main Stage
- Logo placement on stage signage and main screen displays
- On-stage verbal recognition throughout the weekend
- Website logo and social media recognition
- 2 VIP weekend passes
- Opportunity to introduce select panels or guests (*subject to availability*)



## CELEBRITY ROW SPONSOR

\$15,000

*Exclusive | One Available*

Celebrity Row is one of the highest-traffic areas of the show, making this a premium visibility opportunity.

### Includes

- Naming recognition for Celebrity Row
- Prominent signage throughout the area
- On-site shoutouts and announcements
- Website logo and social media recognition
- 2 VIP passes and select hospitality perks
- Opportunity for a branded photo moment or activation within the space

## ARTIST ALLEY SPONSOR

\$10,000

*Exclusive | One Available*

Artist Alley celebrates independent artists and makers and is a consistent fan favourite.

### Includes

- Naming recognition for Artist Alley
- Signage throughout the area
- Website logo and social media recognition
- Event passes: 6 weekend passes
- Opportunity for branded engagement within the space

## CELEBRITY PARTNER

\$5,000 - \$20,000

*Limited Availability*

This unique opportunity allows a sponsor to directly support the appearance of a featured celebrity guest.

### Potential Benefits

- Recognition as the presenting partner for the guest
- On-stage introduction and announcements tied to the sponsor
- Opportunity to be the celebrity's designated handler for the weekend
- Branded live stream, social post, or pre-recorded radio ad featuring the sponsor
- VIP photo opportunity with the guest
- Premium pass for sponsor representatives

Final pricing and benefits depend on guest availability and scope.

## STRATEGIC PARTNERS

These partnerships support the infrastructure and systems that maximize fundraising and engagement.

## FUNDRAISING PLATFORM

\$5,000

*Exclusive | One Available*

This sponsor supports GrandeCon's digital fundraising tools, including auctions, raffles, and cashless payment systems.

### Includes

- Recognition as the official fundraising platform sponsor
- Logo placement on all auction and raffle materials
- QR code placement throughout the venue
- Website logo and social media recognition
- 4 weekend passes
- Association with increased fundraising impact for Odyssey House





## MARKETING PARTNER

\$5,000

*Limited Availability*

The Marketing Partner helps amplify GrandeCon's reach before and during the event.

### Includes

- Recognition across select marketing materials
- Website logo and social media features
- On-site recognition
- 4 weekend passes
- Opportunity to co-brand specific promotional initiatives
- Premium pass for sponsor representatives

Final pricing and benefits depend on guest availability and scope.

## EXPERIENCE PARTNERS

Experience Sponsors own a fan-facing activation that creates memorable, hands-on engagement.

## KIDS GET IN FREE

\$5,000

*Exclusive | One Available*

Supports family-friendly programming and activities.

### Includes

- Recognition across select marketing materials
- Website logo and social media features
- On-site recognition
- 4 weekend passes
- Opportunity to co-brand specific promotional initiatives

## KIDS ZONE SPONSOR

\$2,500

*Exclusive | One Available*

Supports family-friendly programming and activities.

### Includes

- Recognition across select marketing materials
- Website logo and social media features
- On-site recognition
- 4 weekend passes
- Opportunity to co-brand specific promotional initiatives

## GAMING ROOM

\$5,000

*Exclusive | One Available*

Focused on gaming, tech, and teen-oriented activities.

### Includes

- Recognition across select marketing materials
- Website logo and social media features
- On-site recognition
- 4 weekend passes
- Opportunity to co-brand specific promotional initiatives
- Opportunity for branded tournaments or demos



## TATTOO ALLEY SPONSOR

\$5,000

*Exclusive | One Available*

Tattoo Alley is a popular, adult-focused area of GrandeCon with steady foot traffic throughout the weekend.

### Includes

- Naming recognition as the Tattoo Alley Sponsor
- Sponsor signage within the Tattoo Alley area
- Website logo and social media recognition
- 4 weekend passes

## BUILDING BLOCKS

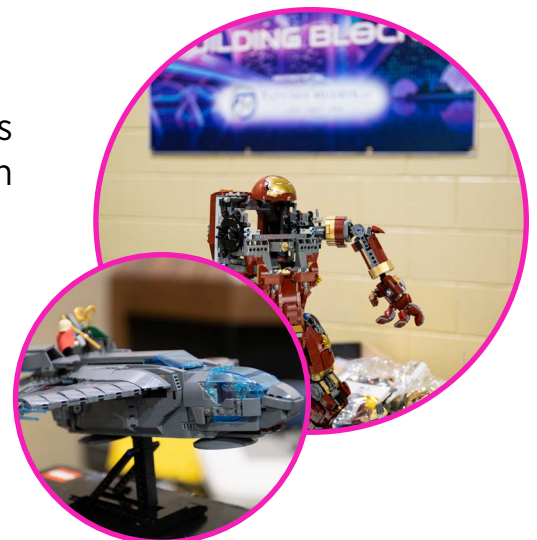
\$2,000

*Exclusive | One Available*

Building Blocks is a hands-on creative area where attendees of all ages can stop by, build freely, and let their imagination take shape.

### Includes

- Naming recognition for the Building Block Area
- Prominent signage
- Website recognition
- 2 weekend passes
- Opportunity for a branded activity or interaction



## FACE PAINTING

\$1,000

*Exclusive | One Available*

Face Painting is a casual, family-friendly activity available to attendees throughout the weekend.

### Includes

- Naming recognition at the Face Painting Area
- Website recognition
- 2 weekend passes
- Opportunity for a branded activity or interaction



## EVENT MOMENTS

These sponsorships attach your brand to specific high-energy moments throughout the weekend.

Ultra VIP Party - **\$3,000**

After Dark Series - **\$3,000**

Wristbands - **\$3,000**

Special Year 5 Activation (Red Carpet / Feature Event) - **\$3,000**

*Quantities are limited. Early commitment recommended.*

## COMMUNITY & CONTENT SPONSORS

These sponsorships align closely with GrandeCon's values and Odyssey House's mission.

Volunteer Champion - **\$3,000**

Volunteer Appreciation Event - **\$2,000**

Cosplay Championship - **\$2,000**

Photo Booth - **\$2,000**

Sensory / Quiet Room - **\$2,000 - \$3,000**



## COMMUNITY SPONSOR

\$500-1,999

*Limited Availability*

Designed for businesses that want to show support and gain visibility.

### Includes

- Logo placement on sponsor listings
- Website recognition and social media mentions

“We’re so happy to continue our partnership with GrandeCon. From the very beginning, when we were first invited to sponsor the event, it’s been a pleasure to be involved, and that feeling has only grown over the years.

Each year the event gets better and better, and we truly enjoy connecting with attendees from across the Peace Region and beyond. It’s something special to Grande Prairie and supports an amazing cause. We’re excited for another great year ahead. “

- Brent North - Re/Max Team North

## HOW TO GET INVOLVED

- Select a sponsorship opportunity
- Connect with the GrandeCon team to confirm availability
- Finalize details and recognition
- Be part of GrandeCon’s Year 5 legacy

**Contact:**

**[sponsorship@grandecon.ca](mailto:sponsorship@grandecon.ca)**

**[www.grandecon.ca](http://www.grandecon.ca)**

Thank you for considering a partnership with GrandeCon. Your support helps create an unforgettable event while directly contributing to safety, dignity, and positive change in our community.



# GrandeCon 2026 Budget

	<b>Estimated</b>	<b>Actual</b>
<b>INCOME</b>	<b>262,575</b>	<b>-</b>

## ADMISSIONS

Estimated No.	Actual No.	Ticket Type	Price	Budget	Actual
550	-	Friday/Sunday Pass	33.00	18,150	-
900	-	Saturday Pass	40.00	36,000	-
150	-	Weekend Pass	75.00	11,250	-
25	-	VIP Pass	225.00	5,625	-
<b>Total</b>				<b>71,025</b>	<b>-</b>

## EXHIBITORS/VENDORS

Estimated No.	Actual No.	Booth Type	Price	Budget	Actual
20	-	Regular	450.00	9,000	-
7	-	Double	800.00	5,600	-
4	-	Triple	1,125.00	4,500	-
3	-	Quad	1,350.00	4,050	-
6	-	Corner	550.00	3,300	-
5	-	End-cap	600.00	3,000	-
10	-	Artist Alley	185.00	1,850	-
10	-	Economy	275.00	2,750	-
<b>Total</b>				<b>34,050</b>	<b>-</b>

## SPONSORSHIPS

Product	Budget	Actual
Presenting Sponsor	20,000	-
Kids Get in Free	5,000	-
Hotel Sponsorship	5,000	-

	VIP Transportation		5,000	-
	VIP Party		3,000	-
	Municipal/Govt Grants			
	City of Grande Prairie		25,000	-
	County of GP No. 1		2,500	-
	Tourism Board		5,000	-
	MD of Greenview		3,000	-
10	Sponsorships	2,000	20,000	-
4	Corporate sponsorship:	5,000	20,000	-
<b>Total</b>			<b>113,500</b>	<b>-</b>

**SALE OF ITEMS**

	Product	Budget	Actual
	Autographs	30,000.00	-
	Photo Opportunities	2,500.00	-
	Merchandise	3,000.00	-
	Karaoke Night	1,000.00	-
	Celebrity Dinner	7,500.00	-
<b>Total</b>		<b>44,000</b>	<b>-</b>

**EXPENSES 278,000 -**

**ENTERTAINMENT**

	Expense	Budget	Actual
	Guests	100,000	-
	Per diems	2,500	-
	Transport (Local)	5,000	-
	Hotels	12,000	-
	Flights	27,000	-
	Talent incidentals	2,000	-
	VIP Party	4,000	-

<b>Total</b>	<b>152,500</b>	<b>-</b>
--------------	----------------	----------

### **FACILITY**

	<b>Expense</b>	<b>Budget</b>	<b>Actual</b>
	Venue Rental	15,000	-
	Security	12,500	-
	Catering	4,500	-
	Tables/Chairs	1,500	-
	Pipe & Drape	16,000	-
	Handwash stations	250	-
	Signage	5,000	-

<b>Total</b>	<b>54,750</b>	<b>-</b>
--------------	---------------	----------

### **AUDIO VISUAL**

	<b>Expense</b>	<b>Budget</b>	<b>Actual</b>
	Equipment rental	10,000	-
	Videographer	3,600	-
	Photographer	3,500	-

<b>Total</b>	<b>17,100</b>	<b>-</b>
--------------	---------------	----------

### **VOLUNTEERS & STAFF**

	<b>Expense</b>	<b>Budget</b>	<b>Actual</b>
	Consultant Planners	13,000	-
	Consultant Hotels	1,500	-
	Consultant Travel	1,500	-
	Volunteer T-shirts	2,500	-
	Volunteer Room/snacks	2,000	-
	Volunteer appreciation	2,500	-

<b>Total</b>	<b>23,000</b>	<b>-</b>
--------------	---------------	----------

### **PROMOTION**

	<b>Expense</b>	<b>Budget</b>	<b>Actual</b>
--	----------------	---------------	---------------

Advertising	12,000	-
Promotional materials	3,000	-
Merchandise	4,000	-

<b>Total</b>	<b>19,000</b>	<b>-</b>
--------------	---------------	----------

**OTHER EVENT EXPENSES**

	<b>Expense</b>	<b>Budget</b>	<b>Actual</b>
	Lego Event	1,200	-
	Stationary & Office	1,250	-
	Face painter	1,000	-
	Insurance	1,200	-
	Cosplay prizes	2,000	-
	Celebrity dinner	5,000	-

<b>Total</b>	<b>11,650</b>	<b>-</b>
--------------	---------------	----------

<b>NET INCOME</b>	<b>(15,425)</b>	<b>-</b>
-------------------	-----------------	----------

## Grande Prairie Women's Residence Association

01/21/26

## Profit &amp; Loss

Accrual Basis

## All Transactions

	<u>Dec 30, 26</u>
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
4080 · Donations	150.00
4170 · Casino	1,800.00
4700 · Grande Con Income	
4701 · Booth Sales	47,918.62
4702 · Ticket Sales	70,885.95
4703 · Sponsorship	43,500.00
4704 · Merchandise Sales	5,306.53
4705 · Donations	7,348.50
4706 · Donations In Kind	10,125.00
4707 · Photo/Autograph	35,208.40
4710 · Other Revenue	7,337.00
4795 · City Of GP Grant	50,000.00
	<hr/>
Total 4700 · Grande Con Income	277,630.00
	<hr/>
Total Income	279,580.00
	<hr/>
Gross Profit	279,580.00
	<hr/>
<b>Expense</b>	
5700 · Grande Con Expenses	
5701 · Facilitator Fee	5,000.00
5702 · Facility Rental	20,621.20
5704 · Travel and Accommodations	38,340.32
5705 · Advertising	26,980.29
5706 · Talent Fee	77,197.00
5707 · Catering	6,022.11
5708 · Decorations	31,787.12
5709 · Prizes	2,300.00
5710 · Computer/Internet Costs	1,052.92
5711 · Security	3,494.37
5713 · General Supplies	2,420.97
5715 · In Kind Expense	10,125.00
	<hr/>
Total 5700 · Grande Con Expenses	225,341.30
	<hr/>
5890 · Other Administration	
5945 · Bank Charges/Interest	752.65
	<hr/>
Total 5890 · Other Administration	752.65
	<hr/>
Total Expense	226,093.95
	<hr/>
Net Ordinary Income	53,486.05
	<hr/>
Net Income	<u><u>53,486.05</u></u>

# Request for Decision

## Report Submission Details

---

Item Number: **9.4**

Report Title: **2:20 p.m. – 2:40 p.m. - Funding Request from the Rotary Club of Grande Prairie for the Grande Prairie Regional Airshow**

Presenter: **Lee Brachmann, General Manager, Community Services**

Supported By: Nora-Lee Gilkyson, Supervisor, and Chelsea de Ruitter, Administrative and Cemetery Coordinator, Recreation and Culture

Meeting: Regular Council Meeting

Meeting Date: June 8, 2026

Agenda Category: Delegations and Appointments

## Recommended Action

---

### Option 3:

That Council approve the funding request from the Rotary Club of Grande in the amount of \$\_\_\_\_\_ (to be determined by Council) for the Grande Prairie Regional Airshow with funding to come from the 2026 Community Assistance Grant.

## Previous Council / Committee Action

### Resolution # CM20240311.025

**MOVED** by Councillor Leanne Beaupre

That Council approve the funding request from the Grande Prairie Rotary Club in the amount of \$7,500 (Event Sponsorship) for the Grande Prairie Regional Airshow to be held on July 27 and 28, 2024 at the Grande Prairie Airport with funding to come from the 2024 Community Assistance Grant.

### **CARRIED**

Recent event sponsorships similar to this request that have been supported by Council are shown in the table below:

Organization	Supported Event	Amount
Beaverlodge & District Chamber of Commerce	2026 Beaverlodge Art Walk	\$2,000
Jet Boat Racing Canada (2025)	2025 World Jet Boat Championship	\$10,000
Teepee Creek Stampede	Teepee Creek Rodeo	\$25,000

Association (2025)		Community Grant Reserve
Grande Prairie Aboriginal Circle of Services (2025)	Grande Prairie Traditional Pow Wow	\$18,723 Gift-in-kind facility rental at Evergreen Park

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.

### **Background and Analysis**

---

Administration received a funding request from the Rotary Club of Grande Prairie in the amount of \$30,000 for the Grande Prairie Regional Airshow to be held on August 1 and 2, 2026 from 10:00 a.m. – 5:00 p.m. at the Grande Prairie Regional Airport. The sponsorship package submitted for the event outlines sponsorship levels ranging from in-kind contributions to \$25,000. Should Council approve funding at the \$30,000 level, the municipality would receive recognition consistent with the Presenting Sponsor level.

Any request for funding greater than \$10,000 requires a delegation with Council. Dallas Pierson, Logistics Director and Amanda Erechook, Airshow Director, will be in attendance in person to present the request to Council and answer questions.

The Grande Prairie Regional Airshow has a goal to raise funds for the D Coy Armouries Community Hub revitalization project through a collaboration between the Grande Prairie Regional Airshow Committee, the Rotary Club of Grande Prairie, the Grande Prairie Airport and other community partners. The airshow is a biennial, family-friendly aviation and community event.

Volunteers – Rotary Club is made of 84 members residing within the City and the County of Grande Prairie. The event relies on a large volunteer base to support day-of operation.

The event was hosted in 2024 and attracted over 8,000 attendees. A net loss of \$130,042.63 is reflected in the budget provided with the application.

Sponsorship received to date is:

- \$50,000 - City of Grande Prairie - Large-Scale Tourism Events Fund Awarded
- \$40,000 - Travel Alberta - Events & Festivals funding program Awarded
- \$5,000 - Northwestern Alberta Foundation Awarded
- \$10,000 - Grande Prairie Regional Tourism Association’s Destination Marketing Fund Awarded

Additional corporate sponsorship in the amount of \$121,000 for a total of \$226,000 has been received to date. The organization sponsorship goal is \$401,000 including cash sponsorship, corporate tents and gift-in-kind support.

### **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 Rotary Club of Grande in the amount of \$30,000 for the Grande Prairie Regional Airshow with funding to come from the Community Grant Reserve.

#### Benefit:

Allows Council to support applicants group at requested level.

### Option 2:

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.

#### Benefit:

Allows Council to fund at the same level as previous year. Funding the same level as the previous sponsorship amount of \$7,500 equates to 11.8% of the remaining 2026 Community Assistance Grant balance.

### Option 3:

That Council approve the funding request from the Rotary Club of Grande Prairie in the amount of \$\_\_\_\_\_ (to be determined by Council) for the Grande Prairie Regional Airshow with funding to come from the 2026 Community Assistance Grant.

#### Benefit:

Allows Council flexibility to select sponsorship amount.

### Option 4:

As Council directs.

The Community Assistance Grant has allocated funds in the amount of \$63,710 remaining for 2026.

## Strategic Plans Alignment: [Strategic and Business Plan | County of Grande Prairie](#)

---

### Strategic Themes:

- |   |   |
|---|---|
| <input checked="" type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                  |
| <input type="checkbox"/> Theme 2   Economy                    | <input type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation             | <input type="checkbox"/> Not applicable.                                    |

### Other Plans:

Not applicable.

## Stakeholder Engagement

---

Not applicable.

## Public Engagement and Communication

---

---

Not applicable.

---

**Attachments**

---

1. Rotary Club of Grande Prairie Grant Application
2. Grande Prairie Regional Airshow Sponsorship Opportunities 2025 - 2026
3. Rotary Club of Grande Prairie Project Budget
4. Grande Prairie Regional Airshow Event Plan

Approved by General Manager

Approved by County Manager

Title	<b>Rotary Club of Grande Prairie</b>	04/29/2026
	by <b>Jewels Goff</b> in <b>2026 Community Assistance Grant Program</b>	id. 53967256

---

<b>Original Submission</b>	04/29/2026
----------------------------	------------

Score	n/a
-------	-----

---

Please Provide Your Organization legal Name	Rotary Club of Grande Prairie
---	-------------------------------

---

Please provide your organizations address	Box 235 Grande Prairie Alberta T8V 3A4 CA 55.170756 -118.7947266
---	--

---

Contact Email	
---------------	--

---

Contact Number	
----------------	--

---

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	Event Sponsorship
---	-------------------

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): Grande Prairie Regional Airshow; Date: August 1 & 2, 2026; 10:00am to 6:00pm both days; Location: Grande Prairie Regional Airport

---

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.

The Grande Prairie Regional Airshow is requesting \$30,000 in sponsorship. This would be the Presenting Sponsor Level as shown in attached Sponsorship Package. This package includes but is not limited to:

- Prominent brand visibility across all promotions, publications, and social media
- Logo and profile featured in press releases and news released
- Brand exposure on website [gpregonalairshow.com](http://gpregonalairshow.com)
- Main entrance welcome signage
- Flight line public address system recognition (audio mention over PA system)
- Private fully equipped corporate chat at flight line show center
- Custom sponsor banner displayed on tent

At this time, all sponsorship levels remain available, and no sponsorship tiers have been fully sold.

---

Is this an annual recurring event program or project? NO

---

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?

---

If approved what is the date your organization would need to receive funding? 6/15/2026

---

Please identify what other sources of funding you are seeking for your event, program or project?

In addition to this application, the Grande Prairie Regional Airshow committee is pursuing a diversified funding strategy that includes multiple government, public, private, and in-kind sources.

Grant applications have been successfully submitted to:

- City of Grande Prairie - Large-Scale Tourism Events Fund Awarded \$50,000.00
- Travel Alberta - Events & Festivals funding program Awarded \$40,000
- Northwestern Alberta Foundation Awarded \$5,000

- Grande Prairie Regional Tourism Association's Destination Marketing Fund

Awarded \$10,000

Other grant applications have been submitted, including but not limited to the Government of Alberta Community Initiatives Program, Municipal District of Greenview and Saddle Hills. Those applications are in processes and we are currently awaiting decision results.

On the sponsorship side, the organizing committee is actively engaging corporate partners, local businesses, and regional stakeholders through a structured sponsorship package. Sponsorship outreach includes aviation industry partners, local and regional businesses, tourism-related operators, and community organizations. Several sponsorship discussions are currently in progress, with commitments expected to continue developing as the event approaches.

#### Confirmed Sponsorship:

##### Platinum Sponsors \$12,500

- Fluid Pro Oilfield Services LTD
- Green Acre Ventures
- Horizon North
- Liquid Edge
- J.D.A
- Morris Financial Group
- R/T Rentals Inc.
- Trojan Safety

##### Silver Sponsors \$5,000

- Overhead Door
- RyTy Developments
- Thatchwood Ventures

##### Bronze Sponsor \$2,000

- Foster's
- Fletcher, Mudryk LLP
- Cask Law

The project is also supported by significant in-kind contributions from partners such as the Grande Prairie Regional Airport Authority, local hospitality providers, sanitation and logistics companies, and fuel sponsors. These contributions help offset major operational costs including venue usage, accommodations, infrastructure, and event services.

No additional municipal funding outside of the City of Grande Prairie has been confirmed at this time.

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?

The Airshow has multiple goals. The first is to host the return of the Grande Prairie Regional Airshow. The second is to raise funds for the D Coy Armouries Community Hub revitalization project through a joint collaboration between the Rotary Clubs of Grande Prairie and the D Coy Armouries Foundation. The third is to increase awareness and community engagement for the redevelopment of the historic D Company Armouries building into a modern, multi-use community hub.

The Grande Prairie Regional Airshow returns August 1–2, 2026 as a biennial, family-friendly aviation and community event. Building on the success of the 2024 inaugural show, which attracted more than 8,000 attendees, the 2026 airshow will feature over 80% new performances, including the Canadian Forces Snowbirds, Skyhawks Parachute Team, and the F-18 Tactical Demo.

The event also includes Canadian Armed Forces demonstrations, a Boston Dynamics Atlas Robot exhibit, food trucks, bouncy castles, face painting, a farmers' market, and interactive STEM-focused programming. The airshow raises awareness for the D Coy Community Hub Project, a \$3.5-million restoration and expansion of the historic Armouries to create a multi-use facility serving youth, families, and community organizations across the Peace Region.

The project supports the revitalization of the Armouries into a facility anchored by five key youth and community programs: the Army Cadets, Air Cadets, YMCA North programs, and the Play Zone Summer Camp. The redeveloped facility will maximize use through day and evening programming and concurrent space usage between diverse community groups.

County residents will benefit through having the return of a fun and unique family friendly event. Additionally, they will benefit from the expanded access to youth programming, recreational opportunities, and community services within a centrally located, revitalized facility. The project will provide enhanced infrastructure including meeting rooms, classrooms, expanded washroom facilities, a full kitchen, and increased space for community use, supporting both local and regional residents. It will also strengthen youth development, leadership opportunities, and access to services for families across the region.

Success of the project will be measured primarily by the number of attendees to the events. Secondly, the total funds raised in support of the D Coy Armouries revitalization project. Additional success indicators include increased awareness of the Community Hub project, participation levels, and overall community engagement in the airshow and related initiatives.

Describe the membership of your organization, including both total members and County resident members or participants.

The event is hosted by the Rotary Club of Grande Prairie, which has approximately 84 members residing within the City and County of Grande Prairie. The event is delivered in collaboration with the D Coy Armouries Foundation.

The Rotary Club is part of a global network of over 1.4 million members in more than 46,000 clubs worldwide. Locally, Rotary members are business, professional, and community leaders who volunteer their time to support community initiatives, service projects, and fundraising efforts.

County residents are directly impacted through both participation and benefit from the event. The airshow attracts approximately 15,000 attendees over two days, including a significant portion of visitors from outside the region, which generates economic activity while also providing accessible, family-friendly programming for local residents. Additionally, County residents benefit from the long-term outcome of the event through funding and awareness raised for the D Coy Community Hub project, which will serve youth organizations, cadet programs, and community groups across the Peace Region.

Please describe the level of volunteerism for this event and for your organization and highlight fundraising efforts.

The Grande Prairie Regional Airshow is delivered entirely through volunteer effort. The Rotary Club of Grande Prairie operates as a strictly volunteer organization, and all Rotary members involved in the event contribute their time without compensation.

The event relies on a large volunteer base to support day-of operations, including but not limited to:

- Admission gate staffing
- Parking lot attendants
- Setup and teardown crews
- Planning and organizing committee roles

These volunteers are essential to the success of the event and enable operational costs to be minimized so that proceeds can be directed toward the D Coy Armouries revitalization fund.

Significant fundraising efforts are already underway, including sponsorship outreach, grant applications to multiple funding bodies, and securing of major in-kind donations from community and industry partners. These efforts are designed to ensure that core event costs are covered externally, maximizing the net funds available for the Community Hub project.

---

## Event Budget Information

[Grant Budget template Grant Portal.xlsx](#)

What is the projected deficit/surplus for your event, project or program?

194350

Please Upload Sponsorship Package/ Letter and any additional supporting documents

[GPRA-Sponsorship-Opportunities-2025-2026.pdf](#)

---

Any Additional Supporting Documents

[Project\\_Budget.pdf](#)

[Event\\_Plan.pdf](#)

---

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      brucet@baseng.ca  
Bruce  
Tattie

---

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

---



AUGUST 1-2  
**2026**



**SPONSORSHIP  
OPPORTUNITIES**

**PROPELLING BUSINESS, COMMUNITY, AND EXCITEMENT!**





# MESSAGE FROM THE AIRSHOW COMMITTEE

## THE GRANDE PRAIRIE REGIONAL AIRSHOW IS RETURNING IN 2026, BUILDING ON THE OVERWHELMING SUCCESS OF OUR 2024 EVENT.

After nearly two decades away, the airshow made a highly anticipated comeback, drawing over **8,000 spectators** for an unforgettable weekend of aerial performances and community celebration. The response exceeded expectations, and in 2026, we are preparing to welcome **15,000 attendees** for an even bigger and more exciting event.

This airshow is the result of a strong partnership between the **Grande Prairie Regional Airshow Committee, the Rotary Clubs of Grande Prairie, the Grande Prairie Airport** and other community partners. Together, we are committed to creating an event that not only brings people together but also strengthens our region through tourism, community engagement, and support for local organizations.

## WE ARE PROUD TO CONTINUE BUILDING ON THE FOUNDATION LAID IN 2024.

➤ We have listened to feedback from sponsors, spectators, and partners and are making key enhancements to the experience.

Expanded branding opportunities will ensure even greater visibility for our sponsors, and we are increasing our reach through an **extensive media and digital marketing strategy**.

In 2026, the airshow will once again bring some of the **world's top military and civilian performers** to the Peace Region, along with an expanded lineup of **ground attractions** that offer something for all ages.

## NONE OF THIS WOULD BE POSSIBLE WITHOUT THE SUPPORT OF OUR SPONSORS.

Businesses that partner with the airshow receive **brand exposure, direct engagement with a targeted audience**, and an opportunity to align with a **high-profile event** that brings value to the entire community.

We invite you to join us in making the 2026 Grande Prairie Regional Airshow our best event yet. Your support will help bring this incredible experience to life while ensuring **your brand is front and center** at one of the most anticipated events in the region.



**Bruce Tattie & Amanda Erechook**  
Co-Chairs, Grande Prairie Regional Airshow

# WHY SPONSOR THE GRANDE PRAIRIE REGIONAL AIRSHOW?

Sponsoring the airshow is more than just brand visibility—it is a strategic investment that connects businesses with a highly engaged audience while supporting an event that benefits the entire region.

**PROJECTED 15,000+ ATTENDEES IN 2026**  
COMPARED TO 8,000 IN 2024

**HIGH COMMUNITY ENGAGEMENT**  
INCLUDING:

- A significant increase in Army & Air Cadet enrollment, leading to capacity limits for the first time.
- Free admission provided to Jasper Wildfire Evacuees.
- Attendees from across Canada and the United States.

**EXTENSIVE REGIONAL MEDIA COVERAGE**

**OVER 600,000 SOCIAL MEDIA IMPRESSIONS**  
LEADING UP TO THE 2024 EVENT

## WHAT SPONSORS ARE SAYING

“We are very excited to participate in this. Thanks so much, Grande Prairie Regional Airshow!”

Semerra

“The 2024 Grande Prairie Airshow was an exciting experience that brought people together. Keyera is committed to supporting the communities where we live and work, and this event was a great opportunity to celebrate and connect with our neighbours last year.”

Keyera Corp.

## WHAT ATTENDEES ARE SAYING

“Thanks for a great first day! We were very impressed by the busing system, performances, and ease of entry.”

Tori Kennedy

“We had a great time! Very well organized, great performers and presenters!”

Amanda Johnston



# SPONSORSHIP LEVELS & BENEFITS

OUR SPONSORSHIP PACKAGES ARE DESIGNED TO MAXIMIZE BRAND VISIBILITY, AUDIENCE ENGAGEMENT, AND COMMUNITY IMPACT.



# SPONSOR BENEFITS AT A GLANCE



**PRESENTING  
SPONSOR**  
\$25,000



**PLATINUM  
SPONSOR**  
\$12,500\*



**GOLD  
SPONSOR**  
\$7,500



**SILVER  
SPONSOR**  
\$5,000



**BRONZE  
SPONSOR**  
\$2,000

	Presenting Sponsor	Platinum Sponsor	Gold Sponsor	Silver Sponsor	Bronze Sponsor
Premium logo placement Digital & Print	●	●	●	●	●
Preferred seating & Private bar access	25	25	15	10	4
Airport parking passes Per Day	13	13	8	5	2
Two-year licensing for event branding	●	●	●	●	●
Early renewal rights for 2028	●	●	●	●	●
Brand visibility across all marketing	●	●	●	●	●
Private corporate chalet 25 guests	●	●			
Prominent signage Entrance & Main Stage	●	Exclusive sponsor for an airshow act of your choice**			
Company representative speech	●				
Public address system mentions	●				



\*\*Subject to availability

Photos: William Vavrek



**PRESENTING SPONSOR**  
**\$25,000**

**EXCLUSIVE, TOP-TIER SPONSOR STATUS FOR THE  
2026 GRANDE PRAIRIE REGIONAL AIRSHOW**

First negotiation rights to renew sponsorship for the 2028 airshow

Two-year licensing rights to use the Grande Prairie Regional Airshow logo and “proud sponsor” title region-wide

Prominent brand visibility across all promotions, publications, and social media

Company logo and profile featured in press kits and news releases

- Opportunity for a company representative to participate in select press events

Brand exposure on website:  
[gpregonalairshow.com](http://gpregonalairshow.com).

**LOGO RECOGNITION:**

---

- Main entrance welcome signage
- Flight line public address system recognition (audio mention over PA system)
- Opportunity for a company representative to address the audience once per day

**CORPORATE HOSPITALITY PACKAGE**

---

- Private corporate chalet at flight line show center
- Corporate credentials for 25 guests  
Includes admission and access to chalet village
- Fully equipped chalet  
Tent, tables, chairs included
- Access to private bar and food services  
Sponsor responsible for tent decoration and catering costs\*
- 13 Airport parking passes per day
- Custom sponsor banner displayed on tent



**BE THE NAME  
EVERYONE SEES  
& REMEMBERS**



## PLATINUM SPONSOR

**\$12,500\***

\*2024 Sponsors have an exclusive renewal rate of \$10,000 for the Platinum Sponsorship



## GOLD SPONSOR

**\$7,500**

### STAR TREATMENT & UNMATCHED EXPOSURE

First negotiation rights to renew sponsorship for the 2028 airshow

Two-year licensing rights to use the Grande Prairie Regional Airshow logo and “proud sponsor” title region-wide

Recognition as the exclusive sponsor for an airshow act of your choice  
Subject to availability

Brand visibility across all promotions, publications, and social media

Brand exposure on website:  
[gprionalairshow.com](http://gprionalairshow.com)

#### CORPORATE HOSPITALITY PACKAGE

---

- Private corporate chalet at flight line show center
- Corporate credentials for 25 guests  
Includes admission and access to chalet village
- Fully equipped chalet  
Tent, tables, chairs included
- Access to private bar and food services  
Sponsor responsible for tent decoration and catering costs
- 13 Airport parking passes per day
- Custom sponsor banner displayed on tent
- Flight line public address system  
recognition (audio mention over PA system)

### JOIN THE JETSTREAM & MAKE AN IMPACT

First negotiation rights to renew sponsorship for the 2028 airshow

Two-year licensing rights to use the Grande Prairie Regional Airshow logo and “proud sponsor” title region-wide

Brand visibility across all promotions, publications, and social media

Brand exposure on website:  
[gprionalairshow.com](http://gprionalairshow.com)

#### HOSPITALITY PERKS

---

- Premium seating for up to 15 guests per day
- Access to private bar
- Access to shaded tent area
- 8 Airport parking passes per day
- Flight line public address system  
recognition (audio mention over PA system)



## SILVER SPONSOR

**\$5,000**



## BRONZE SPONSOR

**\$2,000**

### EXPAND YOUR BRAND'S HORIZON

First negotiation rights to renew sponsorship for the 2028 airshow

Two-year licensing rights to use the Grande Prairie Regional Airshow logo and "proud sponsor" title region-wide

Brand visibility across all promotions, publications, and social media

Brand exposure on website: [gpregonalairshow.com](http://gpregonalairshow.com)

#### HOSPITALITY PERKS

---

- Premium seating for up to 10 guests per day
- Access to private bar
- Access to shaded tent area
- 5 Airport parking passes per day
- Flight line public address system recognition (audio mention over PA system)

### SUPPORT THE AIRSHOW EXPERIENCE

Two-year licensing rights to use the Grande Prairie Regional Airshow logo and "proud sponsor" title region-wide

Brand visibility across all promotions, publications, and social media

Brand exposure on website: [gpregonalairshow.com](http://gpregonalairshow.com)

#### HOSPITALITY PERKS

---

- Premium seating for up to 4 guests per day
- Access to private bar
- Access to shaded tent area
- 2 Airport parking pass per day
- Flight line public address system recognition (audio mention over PA system)

# GIFT-IN-KIND SPONSORSHIP

## SUPPORT THE AIRSHOW THROUGH NON-MONETARY CONTRIBUTIONS

Gift-in-kind sponsors receive recognition based on the value of their contribution.

Opportunities are customized, and sponsors can contact the team directly to coordinate details.

Items accepted for Gift-in-Kind Sponsorship include but are not limited to:

**Bouncy Castles / ATMs / Rig Mats / Fencing / Fuel / Hotels / Rental Vehicles / Heavy Equipment (i.e., Loader, Skid Steer) / Chairs, Tables, Tents / Bussing / Safety Vests / Volunteer Shirts & Meals / Wheelchairs / Golf Carts & UTVs / Performer Meals / Sanitation Equipment**

# WINGSPAN EXPOSURE

## STARTING AT \$450

### BE SEEN IN THE GPRA KEEPSAKE MAGAZINE

A highlight of the 2026 Grande Prairie Regional Airshow is the official Keepsake Airshow Magazine, distributed free to attendees and available before, during, and after the event.

#### ADVERTISING OPTIONS

**FULL-PAGE \$1,500**

**HALF-PAGE \$800**

**QUARTER-PAGE \$450**

The magazine will include event schedules, performer profiles, historical insights, and sponsor recognition, ensuring long-lasting brand visibility.

Sponsors wishing to advertise in the official Keepsake Program will need to provide print-ready advertisement (exact sizing details to be provided).





# FLEXIBLE SPONSORSHIP COMMITMENT OPTIONS

**WE UNDERSTAND THAT BUSINESSES HAVE DIFFERENT BUDGETING TIMELINES, AND WE WANT TO MAKE SPONSORSHIP AS ACCESSIBLE AND SEAMLESS AS POSSIBLE.**

To help you plan ahead while securing your sponsorship benefits, we offer flexible payment options:

### **COMMIT NOW, PAY LATER**

Secure your sponsorship today with a signed agreement and choose to be invoiced at a later date that works for your budgeting cycle.

### **IMMEDIATE PAYMENT OPTION**

Prefer to take care of your sponsorship right away? We can process your sponsorship payment immediately.

By confirming your sponsorship early, you maximize brand exposure leading up to the event while ensuring availability at your desired level.

For more details on sponsorship commitment, payment flexibility, gifts in kind, or for advertising in the Keepsake Program, contact Doug Morris.

### **DOUG MORRIS**

---

Sponsorship Chair

780-518-2288

[sponsorship@gpregionalairshow.com](mailto:sponsorship@gpregionalairshow.com)

For general or media inquiries please contact:

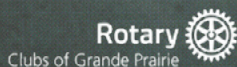
### **DEVON POTTER**

---

[info@gpregionalairshow.com](mailto:info@gpregionalairshow.com)

 **SECURE YOUR SPONSORSHIP TODAY!**

To confirm your sponsorship and maximize your brand's visibility at the 2026 Grande Prairie Regional Airshow, **please complete the attached fillable sponsorship commitment form** and email it to: [sponsorship@gpregionalairshow.com](mailto:sponsorship@gpregionalairshow.com)



[GPREGIONALAIRSHOW.COM](http://GPREGIONALAIRSHOW.COM)



Air Show Actual vs Budget	2024 Air Show Budget	2024 Air Show Actual	2026 Air Show Budget	2026 Air Show Actual	% of Budget
<b>REVENUE</b>					
General Admission	278,520.00	199,416.13	200,000.00	0.00	0.00
Youth & Senior Admission	79,625.00		80,000.00	0.00	0.00
Premium Admission	92,025.00		95,000.00	0.00	0.00
<b>Admissions Total</b>	<b>450,170.00</b>	<b>199,416.13</b>	<b>375,000.00</b>	<b>0.00</b>	<b>0.00</b>
Cash Donations	1,000.00	505.00	1,000.00	0.00	0.00
<b>Donations Total</b>	<b>1,000.00</b>	<b>505.00</b>	<b>1,000.00</b>	<b>0.00</b>	<b>0.00</b>
Cash Sponsorship	200,000.00	95,500.00	200,000.00	0.00	0.00
Corportate Tents	200,000.00	60,000.00	200,000.00	0.00	0.00
GIK			1,000.00	0.00	0.00
<b>Sponsorship Total</b>	<b>400,000.00</b>	<b>155,500.00</b>	<b>401,000.00</b>	<b>0.00</b>	<b>0.00</b>
Air Show Sales	5,000.00		5,000.00	0.00	0.00
VIP Event			1,000.00	0.00	0.00
<b>Liquor SalesTotal</b>	<b>5,000.00</b>	<b>23,221.44</b>	<b>6,000.00</b>	<b>0.00</b>	<b>0.00</b>
Grants	100,000.00	162,500.00	145,000.00	0.00	0.00
Vendor Booths	100.00	900.00	1,000.00	0.00	0.00
Food Trucks	5,000.00	4,750.00	7,000.00	0.00	0.00
Merchandise	0.00	7,265.00	8,000.00	0.00	0.00
<b>Other Revenue Total</b>	<b>105,100.00</b>	<b>175,415.00</b>	<b>152,000.00</b>	<b>0.00</b>	<b>0.00</b>
Interest	0.00	1,687.37	250.00	0.00	0.00
<b>Interest Total</b>	<b>0.00</b>	<b>1,687.37</b>	<b>250.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL REVENUE</b>	<b>961,270.00</b>	<b>555,744.94</b>	<b>935,250.00</b>	<b>0.00</b>	<b>0.00</b>
<b>EXPENSES</b>					
Air Boss	7,500.00	9,956.78	10,000.00	0.00	0.00
<b>Air Boss Expenses Total</b>	<b>7,500.00</b>	<b>9,956.78</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
ICAS	22,000.00	25,552.40	40,000.00	0.00	0.00
<b>ICAS Expenses Total</b>	<b>22,000.00</b>	<b>25,552.40</b>	<b>40,000.00</b>	<b>0.00</b>	<b>0.00</b>
Admissions	67,525.50	1,822.30	500.00	0.00	0.00
<b>Admissions Expenses Total</b>	<b>67,525.50</b>	<b>1,822.30</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>

Online Tickets	11,400.00	0.00	500.00	0.00	0.00
<b>Online Ticket Fees Expenses Total</b>	<b>11,400.00</b>	<b>0.00</b>	<b>500.00</b>	<b>0.00</b>	<b>0.00</b>
Credit Card Fees	14,630.53	1,822.30	1,900.00	0.00	0.00
<b>Credit Card Fees Expenses Total</b>	<b>14,630.53</b>	<b>1,822.30</b>	<b>1,900.00</b>	<b>0.00</b>	<b>0.00</b>
Advertising & Media	50,000.00	59,524.80	65,000.00	0.00	0.00
Admissions	22,500.00	909.59	1,000.00	0.00	0.00
GIK			0.00	0.00	#DIV/0!
<b>Sponsorship Expenses Total</b>	<b>72,500.00</b>	<b>60,434.39</b>	<b>66,000.00</b>	<b>0.00</b>	<b>0.00</b>
Air Show Sales	3,500.00	16,883.19	17,000.00	0.00	0.00
Mobile Cash Machine	1,000.00	1,000.00	0.00	0.00	#DIV/0!
VIP Event	700.00	1,278.63	1,500.00	0.00	0.00
Servers	25,000.00	4,600.00	5,000.00	0.00	0.00
<b>Liquor Sales Expenses Total</b>	<b>30,200.00</b>	<b>23,761.82</b>	<b>23,500.00</b>	<b>0.00</b>	<b>0.00</b>
Performance Charges	300,000.00	190,436.27	150,000.00	0.00	0.00
Meals	9,000.00	6,120.22	9,000.00	0.00	0.00
Transportation	15,000.00	4,297.76	15,000.00	0.00	0.00
Fuel	50,000.00	51,319.71	55,000.00	0.00	0.00
Hotel & Accomodations	40,000.00	32,007.81	40,000.00	0.00	0.00
<b>Performer Expenses Total</b>	<b>414,000.00</b>	<b>284,181.77</b>	<b>269,000.00</b>	<b>0.00</b>	<b>0.00</b>
Garbage/Sanitation	25,000.00	9,358.45	10,000.00	0.00	0.00
<b>Garbage/Sanitation Total</b>	<b>25,000.00</b>	<b>9,358.45</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
Tent Rentals	100,000.00	105,327.90	110,000.00	0.00	0.00
<b>Tent Rentals Total</b>	<b>100,000.00</b>	<b>105,327.90</b>	<b>110,000.00</b>	<b>0.00</b>	<b>0.00</b>
User Group Payout	15,000.00	9,400.00	15,000.00	0.00	0.00
<b>User Group Payout Expense Total</b>	<b>15,000.00</b>	<b>9,400.00</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>
Clothing	2,500.00	1,276.44	2,500.00	0.00	0.00
Food/Refreshments	2,500.00	2,646.29	5,000.00	0.00	0.00
<b>Volunteer Expense Total</b>	<b>5,000.00</b>	<b>3,922.73</b>	<b>7,500.00</b>	<b>0.00</b>	<b>0.00</b>
Fencing/Barriers	10,000.00	0.00	10,000.00	0.00	0.00
<b>Fencing/Barriers Total</b>	<b>10,000.00</b>	<b>0.00</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
Security/RCMP	10,000.00	8,339.25	10,000.00	0.00	0.00

<b>Security/RCMP Expense Total</b>	<b>10,000.00</b>	<b>8,339.25</b>	<b>10,000.00</b>	<b>0.00</b>	<b>0.00</b>
Insurance	40,000.00	25,648.00	30,000.00	0.00	0.00
<b>Insurance Total</b>	<b>40,000.00</b>	<b>25,648.00</b>	<b>30,000.00</b>	<b>0.00</b>	<b>0.00</b>
Paramedic/Medical/Fire	15,000.00	35,003.00	35,000.00	0.00	0.00
<b>Paramedic/Medical/Fire Expense Total</b>	<b>15,000.00</b>	<b>35,003.00</b>	<b>35,000.00</b>	<b>0.00</b>	<b>0.00</b>
Sound and DJ Services	25,000.00	28,177.74	40,000.00	0.00	0.00
Bouncy Castles/Princesses	20,000.00	20,699.00	25,000.00	0.00	0.00
Airshow Announcer	5,000.00	4,113.62	5,000.00	0.00	0.00
<b>Other Entertainment Total</b>	<b>50,000.00</b>	<b>52,990.36</b>	<b>70,000.00</b>	<b>0.00</b>	<b>0.00</b>
People Movers - Golf Carts	0.00	8,400.00	10,000.00	0.00	0.00
People Movers - School Buses	0.00	24,225.00	25,000.00	0.00	0.00
<b>People Movers Total</b>	<b>0.00</b>	<b>32,625.00</b>	<b>35,000.00</b>	<b>0.00</b>	<b>0.00</b>
Misc - Grant Writer	0.00	1,170.00	1,500.00	0.00	0.00
Misc - Electrician	0.00	4,611.20	5,000.00	0.00	0.00
Misc - Show Supplies	0.00	1,730.75	2,500.00	0.00	0.00
Misc - Merchandise	0.00	4,346.75	6,000.00	0.00	0.00
<b>Misc Expense Total</b>	<b>0.00</b>	<b>11,858.70</b>	<b>15,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL COGS</b>	<b>909,756.03</b>	<b>702,005.15</b>	<b>758,900.00</b>	<b>0.00</b>	<b>0.00</b>
<b>Gross Profit</b>	<b>51,513.97</b>	<b>-146,260.21</b>	<b>176,350.00</b>	<b>0.00</b>	<b>0.00</b>
<b>GST</b>	<b>0.00</b>	<b>16,217.58</b>	<b>18,000.00</b>	<b>0.00</b>	<b>0.00</b>
<b>NET REVENUE</b>	<b>51,513.97</b>	<b>-130,042.63</b>	<b>194,350.00</b>	<b>0.00</b>	<b>0.00</b>



# GRANDE PRAIRIE REGIONAL AIRSHOW

## Event Plan

The 2026 Grande Prairie Regional Airshow will feature a diverse mix of aerial and ground-based programming. We have confirmed aerial acts including elite demonstration teams the Canadian Forces Snowbirds, the SkyHawks Parachute Team, the F-18 Tactical Demo, and additional civilian aerobatic performers and static aircraft displays.

Non-flying attractions will include a live Canadian Armed Forces Section Attack in collaboration with the Loyal Edmonton Regiment and the Southern Alberta Light Horse, a Boston Dynamics Atlas Robot exhibition, freestyle motocross demonstrations, and interactive STEM programming. Family-friendly activities will include food trucks, licensed beverage areas, bouncy castles, face painting, a farmers' market, a vintage car show and shine, market and vendor areas, music by local DJs, and numerous non-profit and community awareness booths.

## Sustainability

The Grande Prairie Regional Airshow has been intentionally designed as a sustainable, long-term community event that can be delivered repeatedly with increasing impact. Planning and delivery are guided by consultation with civilian airshow professionals, International Council of Air Shows (ICAS) standards, and coordination with Canadian and U.S. military partners to ensure safety, quality, and scalability.

The 2026 event builds on the operational knowledge, volunteer experience, supplier relationships, and community partnerships established during the successful 2024 inaugural airshow. This continuity significantly reduces start-up risk, lowers future planning and production costs, and strengthens organizational capacity for subsequent events. The biennial model provides sufficient lead time to secure high-demand performers, including military demonstration teams whose schedules are confirmed two or more years in advance.

Environmental sustainability measures include centralized venue use at the Grande Prairie Regional Airport to minimize transportation impacts; extensive use of local suppliers, contractors, and service providers; waste diversion through recycling and composting programs; and encouragement of ride-sharing and regional transit options. Event infrastructure is reused where possible, and suppliers are selected based on efficiency, safety, and environmental responsibility.

Organizational sustainability is further supported by the qualifications and experience of the event leadership and organizing committee. The Grande Prairie Regional Airshow is led by a volunteer committee composed of Rotary members and professionals with extensive experience in large-scale event production, tourism, sponsorship, logistics, and financial management. Committee members include individuals who have served on the Board of Directors and Executive of the Grande Prairie Stompede Association, which produces one of Canada's largest annual sporting and tourism events. The organizing team also successfully delivered the 2024 Grande Prairie Regional Airshow, demonstrating proven capacity to manage complex aviation operations, volunteer coordination, public safety requirements, and multi-stakeholder partnerships. This depth of experience ensures strong governance, continuity, and the ability to deliver the event safely and effectively over the long term.

Financial sustainability is supported through diversified revenue streams, including ticket sales, corporate sponsorships, vendor and concession fees, merchandise, grants, and significant in-kind contributions. This approach ensures the airshow remains viable while delivering increasing long-term community benefit.

Economic sustainability is a core component of the event's long-term viability. As a destination event, the Grande Prairie Regional Airshow generates significant recurring economic activity through hotel stays, food and beverage spending, retail purchases, transportation services, and attraction visits. The continued success of the airshow strengthens Grande Prairie's reputation as a capable host for major regional events, supporting future tourism growth and investment. By creating predictable, repeat economic impact every two years and reinvesting proceeds into permanent community infrastructure through the D Coy Community Hub Project, the airshow delivers both immediate and sustained economic benefit to the community and region.

## Social Impact

The Grande Prairie Regional Airshow delivers significant social impact by providing an inclusive, family-friendly event that brings residents together and fosters community pride. The airshow is accessible to audiences of all ages and backgrounds, with affordable ticket pricing, on-site amenities, and programming designed to engage youth, families, seniors, and visitors alike.

A central focus of the event is education and youth development through STEM (Science, Technology, Engineering, and Mathematics). Interactive exhibits, aircraft demonstrations, and military and civilian aviation displays provide hands-on learning opportunities and expose young people to career pathways in aviation, skilled trades, engineering, and the Canadian Armed Forces. The event also highlights local Army and Air Cadet programs, which collectively serve more than 200 youth annually and have produced nationally recognized cadet leadership.

The airshow also raises awareness and financial support for the D Coy Community Hub Project, which will create a restored and expanded facility offering safe, modern space for youth programming, community organizations, and non-profit groups. By combining entertainment, education, and community infrastructure investment, the airshow delivers lasting social benefit that extends well beyond the event weekend.

# Request for Decision

## Report Submission Details

---

Item Number:	<b>11.1</b>
Report Title:	<b>2026 Policy Review Project</b>
Presenter:	<b>Joulia Whittleton, County Manager</b>
Supported By:	Nick Lapp, General Manager, Planning and Development Services, Lisa Wanke, Director, Land and Development Services, Rob Renschler, Director, Safety Codes
Meeting:	Regular Council Meeting
Meeting Date:	June 8, 2026
Agenda Category:	Information Items

## Recommended Action

---

For information.

## Previous Council / Committee Action

In accordance with Policy B20 – Mandatory Review of Policies, each County policy contained within the County’s Policy and Procedure Master Manual shall be reviewed by the responsible department and referred to Council for consideration and endorsement every four (4) years in the year following an Election.

## Background and Analysis

---

As part of the 2026 Policy Review, the following policies are being presented to Council for information:

### Planning and Development Services:

- Policy M3 - Public Reserve Property Development - Application for Development
  - Provides transparent guidelines on developments or enhancements proposed on Municipal Reserve lands. Requires among other things that a Development Permit must be obtained before commencing any improvements/enhancements.
- Policy M5 - Model Process for Subdivision Approval and Private Sewage
  - Formalizes a framework for evaluating the suitability and viability of utilizing Private Sewage Treatment Systems in the consideration for approval of subdivision applications. The policy requires that all subdivision applications proposing to utilize private sewage treatment systems follow the Model Process. The Model Process is a set of guidelines developed by Alberta Association of Municipal Districts & Counties in partnership with Alberta Municipal Affairs for evaluating and assessing the suitability and viability of a site for the use of a private sewage treatment system.

- Policy M7 – Waiving of Application Fees (*clerical, referencing General Manager instead of Director, and addition of quarterly reporting*)
  - Provides for a framework and authority for Administration to waive application fees for Planning and Development Applications.

---

**Organizational Capacity and Resourcing**

---

**Level of Service:** Not applicable.

**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:**

- |  |  |
|--|--|
| <input type="checkbox"/> Theme 1   Quality of Life | <input type="checkbox"/> Theme 4   Land Use and Management                             |
| <input type="checkbox"/> Theme 2   Economy         | <input checked="" type="checkbox"/> Theme 5   Governance and Organizational Excellence |
| <input type="checkbox"/> Theme 3   Transportation  | <input type="checkbox"/> Not applicable.   |

**Other Plans:**

Not applicable.

---

**Stakeholder Engagement**

---

Not applicable.

---

**Public Engagement and Communication**

---

Not applicable.

---

**Attachments**

---

1. Policy M3 – Public Reserve Property Development - Application for Development
2. Policy M5 – Model Process for Subdivision Approval and Private Sewage
3. Policy M7 – Waiving of Application Fees

Approved by County Manager

# Development or Enhancement of Municipal Reserve Land

Planning & Development Services  
Policy M3

<b>Policy:</b>	M3 – Development or Enhancement of Municipal Reserve Land
<b>Policy Department(s):</b>	Planning & Development Services, Parks & Recreation
<b>Adoption Date:</b>	June 14, 1999
<b>Adoption Reference:</b>	196/06/99
<b>Effective Date:</b>	June 14, 1999
<b>Last Amended:</b>	May 8, 2023

## Policy Purpose

To provide transparent guidelines on developments or enhancements proposed on Municipal Reserve lands.

## Policy Statement

The County of Grande Prairie No. 1 uses Reserve lands, as defined in the Municipal Government Act, to provide lands for schools, parks, recreation purposes or preserving natural areas. This Policy establishes requirements to ensure any proposed development or enhancements on these lands will meet legislative requirements and position the County a sustainable, prosperous, and safe community.

## Definitions

"Council" means the duly elected Council members of the County of Grande Prairie No. 1.

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

"Municipal Reserve" means land that can be used for public parks, a public recreation area, school board purposes or to separate areas of land that are used for different purposes. Municipal Reserve land may include both municipal reserve (MR) and municipal and school reserve (MSR) as described under Division 8 Reserve Land, Land for Road and Utilities of the Municipal Government Act.

"Municipal Reserve Fund" means a reserve fund that has been established to develop green space or parks within the County in accordance with Section 671 of the Municipal Government Act.

"Enhancements" means something that improves the quality, value, or use of the Municipal Reserve land including improving accessibility, beautification, and function.

## Policy Guidelines

1. The County is dedicated to carefully managing Municipal Reserve lands and will consider development proposals that reflect County values and ensure the integrity of the land

# Development or Enhancement of Municipal Reserve Land

## Planning & Development Services Policy M3

along with the overall enjoyment of County residents. Any proposed development cannot create isolation from adjacent landowners, subdivisions, or farmlands and cannot adversely affect the neighbouring uses.

2. Council shall consider the current and future potential impacts from any proposed developments or Enhancements and shall make a decision based on merits and ensure approving such developments or Enhancements will benefit the overall community's health, wellness and quality of life.
  - 2.1. Approving Enhancements or developments on Municipal Reserve lands requires the applicant to obtain all necessary permits from the Planning & Development Services to ensure proposals comply with the Land Use Bylaw and any circulation requirements as deemed necessary by the discretion of the Development Authority.
3. All Municipal Reserve lands subjected to any regulatory documents, shall be developed and maintained in accordance with the Minimum Design Standards to ensure principles and frameworks that are adopted, are met pursuant to the following:
  - 3.1. Municipal Development Plan(s), Master Plan(s), Area Structure Plan(s), Intermunicipal Development Plan(s), Land Use Bylaw, Subdivision(s).

## Attachments

N/A

## References

<b>Legal Authorities</b>	Municipal Government Act, RSA 2000, c M-26
<b>Related Plans, Bylaws, Policies, Etc.</b>	Policy B1 – Policy Development Land Use Bylaw Minimum Design Standards (2018)
<b>Other</b>	

## Revision History

<b>Review Date</b>	<b>Description</b>
May 8, 2023	Reviewed and Amended CM20230508.010
November 9, 2020	Reviewed and Amended CM20201109.031
June 14, 1999	Adoption Date CM196/06/99

# Model Process for Subdivision and Development Approval and Private Sewage

Planning and Development Services  
Policy M5

<b>Policy:</b>	M5 – Model Process for Subdivision and Development Approval and Private Sewage
<b>Policy Department(s):</b>	Planning and Development Services
<b>Adoption Date:</b>	June 18, 2012
<b>Adoption Reference:</b>	CM 06-606-42
<b>Effective Date:</b>	June 18, 2012
<b>Last Amended:</b>	July 25, 2022

## Policy Purpose

To provide a framework for evaluating the suitability and viability of utilizing Private Sewage Treatment Systems in the consideration for approval of subdivision applications.

## Policy Statement

To support its vision of being “First in building sustainable, prosperous and safe communities” and the operating principle of “being good stewards of our land, air, and water,” the County will require all subdivision applications proposing to utilize Private Sewage Treatment System(s) to follow the Model Process and prepare a site evaluation for consideration of approval of the subdivision application.

## Definitions

“Model Process” means a set of guidelines developed by Alberta Association of Municipal Districts & Counties in partnership with Alberta Municipal Affairs for evaluating and assessing the suitability and viability of a site for the use of a private sewage treatment system.

“Private Sewage Treatment System” means a septic system used to treat sewage from a residence or business that is not connected to a centralized treatment system.

## Policy Guidelines

1. The County will utilize the current Model Process to meet the requirements set out in the Municipal Government Act requiring the County to consider the suitability of a proposed subdivision or development site for private sewage treatment.
2. The County will require applicants for subdivision proposing to utilize Private Sewage Treatment Systems to conduct and submit site evaluations in accordance with the current Model Process with their application for subdivision. The County will require all approved Model Process site evaluations be registered on title of the associated parcels as a condition of subdivision approval.

# Model Process for Subdivision and Development Approval and Private Sewage

Planning and Development Services  
Policy M5

## Attachments

N/A

## References

<b>Legal Authorities</b>	Municipal Government Act, RSA 2000, c M-26
<b>Related Plans, Bylaws, Policies, Etc.</b>	Policy B1 – Policy Development
<b>Other</b>	<p><i>The Model Process for Subdivision Approval and Private Sewage: The Suitability and Viability of Subdivisions Relying on Private Sewage Systems</i>, Alberta Association of Municipal Districts &amp; Counties in partnership with Alberta Municipal Affairs, February 4, 2011.</p> <p><i>Model Process Technical Resources: Updated Model Process Technical Resources to the Suitability and Viability of Subdivisions Relying on Private Sewage Systems (2011)</i>, Alberta Association of Municipal Districts &amp; Counties in partnership with Alberta Municipal Affairs, February 1, 2011.</p> <p><i>Example Level Three Assessment of Site Suitability: For PSDS Proposed 6 Lot Subdivision SW XX-XXX-XX W4M Part of the Updated Model Process Technical Resources to Guide Municipal Consideration of Subdivision and Development Using Private Sewage Treatment Systems</i>, EBA Engineering Consultants Ltd (2003), Alberta Association of Municipal Districts &amp; Counties in partnership with Alberta Municipal Affairs, 2004.</p> <p><i>Model Process Overview</i>. Alberta Association of Municipal Districts &amp; Counties in partnership with Alberta Municipal Affairs.</p>

## Revision History

<b>Review Date</b>	<b>Description</b>
July 25, 2022	Reviewed and Amended CM20220725.008
June 18, 2012	Adoption Date CM – 06-606-42

# Waiving of Application Fees

Planning and Development Services  
Policy M7

<b>Policy:</b>	M7 – Waiving of Application Fees
<b>Policy Department(s):</b>	Planning and Development Services
<b>Adoption Date:</b>	March 9, 2020
<b>Adoption Reference:</b>	CM20200309.023
<b>Effective Date:</b>	March 9, 2020
<b>Last Amended:</b>	January 16, 2023

---

## Policy Purpose

To provide Administration with a framework and authority to waive application fees for Planning and Development Applications related to non-profit organizations, non-government organizations, internal County Departments and other bodies or organizations from time to time as the case may be.

## Policy Statement

The County will evaluate requests to waive Planning and Development Application fees related to non-profit organizations, non-governmental organizations, internal County departments and other bodies on a per case basis without bias or precedent.

## Definitions

“Planning and Development Application” means an application for approval of one of the following:

- Development Permit
- Subdivision
- Subdivision Endorsement
- Subdivision Endorsement Time Extension
- Land Use Bylaw Amendment
- Area Structure Plan
- Statutory Plan Amendment
- Safety Codes Permits including the following disciplines:
  - Building
  - Electrical
  - Plumbing
  - Gas
  - Private Sewage Treatment
- Road Closure
- Municipal Reserve Designation Removal
- Real Property Report Compliance Certificate

# Waiving of Application Fees

## Planning and Development Services Policy M7

- Land Leases and Licence Applications, including new applications, renewals, and advertising if required
- Road Allowance Leases and Licence Fees
- Or others from time as the case may be.

### Policy Guidelines

1. The Chief Administrative Officer (CAO) and / or General Manager, Planning & Development Services may authorize that the fees associated with a Planning and Development Application are to be waived on receipt of a written request from an applicant for the same.
2. The CAO and General Manager, Planning & Development Services shall be authorized to waive Planning and Development Application fees up to a value consistent with the signing approval limits outlined within Policy I9 – Signing & Approving Authority.
3. Sponsorship requests related to Planning and Development Application fees shall be included for consideration and authority under this policy. For such requests recipients must publicly recognize the contributions that the County made to their project or service.
4. The General Manager, Planning & Development Services will report at a minimum each quarter, by way of a list of the number and amount of Planning and Development Application fees waived, through regular reporting to the CAO and County Council.

### Attachments

N/A

### References

<b>Legal Authorities</b>	Municipal Government Act Alberta Safety Codes Act and Regulations
<b>Related Plans, Bylaws, Policies, Etc.</b>	Policy B1 – Policy Development Policy I9 – Signing and Approving Authority Schedule of Fees, Rates and Charges Bylaw Land Use Bylaw
<b>Other</b>	Quality Management Plan

### Revision History

<b>Review Date</b>	<b>Description</b>
January 15, 2024	Reviewed and Amended CM20240115.018
January 16, 2023	Reviewed and Amended CM20230116.010
March 9, 2020	Adoption Date CM20200309.023



# Council Member Report

**Date**

6/1/2026

**Councillor Name \***

Reeve Amanda McDonald

**Division \***

Division 1

**Attendance \***

May 19, 2026 - Clairmont-Bezanson Recreation Advisory Board  
May 20, 2026 - Joint County/Board of Trustees Meeting, County / Sexsmith ICF Meeting, Sexsmith Community meeting to review GPCSD decisions  
May 21, 2026 - EMS Week Proclamation  
May 22, 2026 - Meet with Joulia, COW, Chamber Roundatable  
May 23, 2026 - Sunnybrook Subdivision Community Even  
May 25, 2026 - Monthly Event meeting, Council,  
May 26, 2026 - Municipal Planning Commission, Grande Prairie Stompede - Bust Out Reading of Proclamation  
May 27, 2026 - County Staff Breakfast, Stompede Breakfast, BDC's Economic Outlook  
May 28, 2026 - Chamber Mixer  
May 29, 2026 - Invest NW Committee, Invest NW 101, Chamber coffee break  
May 30, 2026 - Stompede Dignatary Ride

## Highlights on Activities & Initiatives \*

During EMS Week recognition, we not only read the proclamation but also had the opportunity to honour local citizens who stepped up in an emergency, used an AED, and helped save a man's life. Presenting certificates and recognizing their willingness to act in a critical moment was incredibly meaningful.

I was also pleased to meet with local stakeholders and business leaders and participate in several Chamber events and roundtables focused on economic development and regional priorities. At the Chamber Roundtable, I had the opportunity to speak for a few minutes about both the wins and challenges facing the County, alongside other attendees sharing updates from their own sectors and organizations. It was a great room for hearing how everyone is doing and where opportunities and concerns are being felt across the region.

A highlight was attending the Sunnybrook subdivision community event, where we recognized Sunnybrook as the first FireSmart community in the County of Grande Prairie and unveiled a new sign to celebrate the achievement. It was followed by a great community conversation about future opportunities and ideas for bringing residents together through more neighbourhood activities and events.

Community celebrations were a big part of the week as well, including multiple Grande Prairie Stompede activities, from proclamation readings and breakfasts to the dignitary ride. It was great to see so many opportunities to connect with residents, organizations, staff, and community partners across the region.



# Council Member Report

**Date**

5/31/2026

**Councillor Name \***

Deputy Reeve Bob Chrenek

**Division \***

Division 9

**Attendance \***

May 20 - Joint County/Board of Trustees Meeting.

May 20 - County/Sevensmith ICF. Was interesting as to the possible growth of the Town. New projects as new developers are now looking to build. Housing, Roads and Rec Facilities are being discussed and what locations may be available.

May 22 - COW

May 25 - Council Meeting

May 26 - MPC

May 26 - Sevensmith Ladder truck event. This was well attended with Town residents and County residents in attendance. Will be an asset for both the Town and The County. Great outcome of Collaboration between the two municipalities

May 27 - Stompede Pancake Breakfast (County), City Stompede Breakfast, BDC's Economic Outlook

May 28 - May Morning Mixer (Costco). interesting that they employ over 350 individuals in the area.

May 28 - TeepeeCreek Firehall Meeting. The Firehall is still behind on completion but conversations are being had to keep pushing to a August/September finish date. With any luck that will be achieved and the company building the Firehall can get it finished

May 29 - Invest NW 101

## Highlights on Activities & Initiatives \*

Respectfully Submitted



# Council Member Report

**Date**

6/1/2026

**Councillor Name \***

Councillor Brian Grant

**Division \***

Division 6

**Attendance \***

May 19  
County - Beaverlodge - Huallen Recreation Advisory Board

May 20  
Peace Wapiti Public School Board / Council Joint Meeting

May 22  
Council Committee of the Whole Meeting

May 23  
GP Stompede Parade

May 25  
Regular Council Meeting

May 26  
Municipal Planning Commission Meeting

May 31  
GP Stompede Wagonmaster Grand Entry

## Highlights on Activities & Initiatives \*

A large number of applications were received for recreation board funding this year making for some challenging decisions. All funds available were awarded.

Our first PWSD joint meeting was insightful and learning of the challenges the board is facing with inadequate funding in many areas including mental health resources is concerning.

I was honoured to participate in the GP Stompede parade with the Bolin Family as Jack was introduced as the 2026 Wagonmaster and again during the final day of Stompede on Sunday. Thank you for the invites and congratulations Jack!

Respectfully Submitted.



# Council Member Report

**Date**

6/1/2026

**Councillor Name \***

Councillor Brian Lieverse

**Division \***

Division 5

**Attendance \***

- May 19 - Recreation Board meetings for Beaverlodge, Elmworth, Huallen, Saskatoon Lake, Wembley, and Dimsdale.
- May 20 - Meeting with Peace Wapiti School Board Trustees.
- May 21 - Philip J Currie Museum meeting.
- May 22 - Committee of the whole meeting.
- May 25 - Regular council meeting.
- May 26 - Municipal Planning Commission meeting.
- May 27 - Pancake breakfast with the City of Grande Prairie, and BDC's Economic Outlook event.
- May 28 - Teepee Creek Firehall update.
- May 29 - Peace Library System Symposium, and Invest NW 101.

## Highlights on Activities & Initiatives \*

Recreation Board meetings were positive with many organization creating value added projects and activities for our County residents.

School board trustees provide incite into some of the challenges they are facing when it comes to budgets restraints. Updated new school projects and new construction plans.

The PJC is 1 step closer to hiring a new Executive Director.

Regular Council meeting was a long day with and update of the Hythe Arena Brine Line replacement, some review of policies and new project updates.

Kickoff to the Stompede week is always a busy time and a good chance to communicate with County residents.

Teepee Creek Fire hall is behind schedule and they are struggling to keep it from falling farther behind.



# Council Member Report

**Date**

6/1/2026

**Councillor Name \***

Councillor Brian Peterson

**Division \***

Division 7

**Attendance \***

May 20 Recreation Advisory Board meeting - we did not allocate all our \$

May 22 COW

May 23 PLS Board Meeting

May 25 Council Meeting

May 26 MPC

May 27 Stompede Breakfast. GPPL Board & City Stakeholder Meeting - City Strategic Plan was presented and had some interesting points

## Highlights on Activities & Initiatives \*

City Strategic Plan was my notable highlight but my notes are at home and I need to get this in, Next time,



# Council Member Report

**Date**

6/1/2026

**Councillor Name \***

Councillor Karen Rosvold

**Division \***

Division 8

**Attendance \***

May 19, 2026 Blue Herron Support Services- Community Disability Support Workers Appreciation Event  
May 20, 2026 Hythe-Valhalla Rec Committee  
PWSB-CGP Meeting- I attempted to join virtually but they did not have the capabilities to make it work  
May 25, 2026 Beaverlodge 4H Beef Club Achievement Day  
May 26, 2026 MPC  
Hythe Brine Line Committee  
May 27, 2026 Stompede Breakfast  
May 28-31, 2026 Grande Prairie Stompede

## Highlights on Activities & Initiatives \*

Blue Herron- I attended the event which was a stop and go BBQ. Learned some information from the Executive Director.

Hythe-Valhalla Rec- We were oversubscribed but one group was more of a full county group so asked that it be forwarded to County as a whole. We returned some dollars to the Community Grant Reserve

PWSB-County- I attempted to join virutally but the PWSB tech was not able to connect

Beaverlodge 4H Achievement Day- I was my honor to Emcee their event, it is so wonderful to see the next generation of cattle producers Learning to Do, By Doing.

Congratulations to all the winners

Hythe Brine Line- they now have a plan to go forward with the approval of the Environmental consultants

Grande Prairie Stompede- congratualtions to the Stompede Volunteers, they had a fabulous event which even broke records on the Saturday night.



# Council Member Report

**Date**

6/2/2026

**Councillor Name \***

Councillor Kurt Balderston

**Division \***

Division 2

**Attendance \***

May 19. Recreation advisory board  
May 20. Sexsmith ICF.  
May 25. Council  
May 26. MPC

## Highlights on Activities & Initiatives \*

Always enjoy working through the recreation grants and helping local groups support projects or activities for our region.

Good talks with the town of Sexsmith as we continue to have a strong working relationship partnering on different projects that benefit both communities.



# Council Member Report

**Date**

6/1/2026

**Councillor Name \***

Councillor Marty Tissington

**Division \***

Division 4

**Attendance \***

May 19 Grande Prairie regional sports connect  
May 19 County - Wembley - Dimsdale - Saskatoon Lake Recreation Advisory Board meeting  
May 20 Joint County/Board of Trustees Meeting  
May 21 County - Grande Prairie Recreation Advisory Board  
May 22 Committee of the Whole (COW) Meeting  
May 22 Thatchwood Ventures Ltd. Ribbon Cutting and Open House  
May 23 Stompede Parade  
May 25 Council meeting  
May 26 MPC  
May 26 Grande Prairie Stompede - Bust Out  
May 28 Teepee Creek Fire Hall Building Committee Meeting  
May 29 Invest NW 101  
June 1 Senior Information Fair  
June 1 meeting with transportation about hwi 724 and 672 about roundabout with residents.

## Highlights on Activities & Initiatives \*

The last two weeks were exciting with lots of sports on the agenda and then finishing it off with the Stompede. The board of trustee meeting was great with news of exciting things coming in the upcoming years. Spring is a great time for new projects starting, being a first spring on council I can now see that every department is in full swing of helping transform the county with roads, buildings, and improvements to help make the community a little better.

Respectfully submitted



# Council Member Report

**Date**

6/1/2026

**Councillor Name \***

Councillor Terri Beaupre

**Division \***

Division 3

**Attendance \***

May 20 – Joint County & Peace Wapiti Board of Trustees Meeting  
May 21 – Grande Prairie Regional Recreation Advisory Board Meeting  
May 22 – Committee of the Whole Meeting  
May 23 – Grande Prairie Stompede Parade  
May 25 – Council Meeting  
May 26 – MPC Meeting  
May 26 – Stompede Bust Out Event  
May 26 – 75th Anniversary Committee Meeting  
May 26 – Nitehawk Board Meeting  
May 27 – County Stompede Breakfast  
May 27 – City Stompede Breakfast  
May 28 – Grande Prairie & District Chamber of Commerce Mixer  
May 30 – Invest NW Meeting  
May 30 – Invest NW 101 Session (City, County & MD Councils)

## Highlights on Activities & Initiatives \*

The Joint County and Peace Wapiti Board of Trustees Meeting provided an opportunity to share strategic plans, review ongoing projects, and discuss provincial funding and budgeting. It was great to meet the trustees and administration alongside County Council and County Administration.

At the Grande Prairie Regional Recreation Advisory Board Meeting, we welcomed two new members and reviewed applications for grant funding. It was encouraging to see the many organizations making a positive impact throughout our region and to support their important work.

May 23, I joined the County horse and wagon in the Grande Prairie Stompede Parade alongside Councillor Tissington and my daughter. The turnout was excellent, and it was great to see so many families out enjoying the parade and the start of Stompede week. Community events like this are always a wonderful opportunity to come together and celebrate our region.

The Stompede Bust Out Event was a great kickoff to the week's celebrations and an opportunity to connect with residents and community members.

Plans continue to come together for the County's 75th Anniversary celebrations taking place August 21–22. The event is shaping up to be a fun-filled weekend for families and residents of all ages. The committee continues to seek sponsors, and there are still excellent opportunities for businesses and organizations to get involved.

Later that evening, I attended the Nitehawk Board Meeting, where updates were provided on operations and planning initiatives.

May 27, I attended the County Staff Stompede Breakfast. Thank you to the staff and organizers for hosting a great event.

I also attended the City Stompede Breakfast and enjoyed connecting with residents, local businesses, and community leaders.

The Grande Prairie & District Chamber of Commerce Mixer on May 28 was hosted by Costco and held in a morning format. It was a great opportunity to connect with members of the business community, learn more about Costco's operations, and hear about the many ways they support local initiatives. Thank you to the Costco team for their hospitality.

May 30, I attended the Invest NW Meeting followed by an Invest NW 101 Session attended by City, County, and MD Councils. The session provided an overview of the work completed to date and the role Invest NW continues to play in supporting regional investment attraction and economic development. It was encouraging to see the collaboration between municipalities and the continued focus on growing opportunities within our region.