

August 26, 2024

3:00 PM

Council Chambers, City Hall

ATTENDEES

Mayor J. Clayton, M. O'Connor, W. Bosch, G. Berg, K. O'Toole, W. Pilat, D. Bressey, G. Blackmore,
C. Thiessen

All City of Grande Prairie public meetings of Council are accessible to the public as a live stream broadcast through our website at: [Meeting Webcast / City of Grande Prairie \(cityofgp.com\)](#)

Anyone wishing to attend to speak as a delegate must contact Legislative Services at AgendaAdmin@cityofgp.com to submit their presentations in advance. Delegates have the option of attending in person or via remote access.

1. CALL TO ORDER
2. NATIONAL ANTHEM
3. LAND ACKNOWLEDGEMENT
4. ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

4.1 City Council Meeting

Recommendation:

Council adopt the minutes of the City Council meeting held July 29, as presented.

5. ADOPTION OF AGENDA

Recommendation:

Council adopt the Agenda as presented.

6. DELEGATIONS

6.1 Grande Prairie & District Golden Age Centre

6.2 Heena Angral

7. REPORTS

7.1 Bear Creek Dam Engagement Plan

Recommendation:

Council approve the Bear Creek Dam Engagement Plan as presented.

7.2 Leasing of City Owned Parking Lot

Recommendation:

Council:

1. Remove the Public Parking designation on Lots 25-31, Block 34, Plan 8315AK;
2. Direct Administration to advertise the parking lot as a leasing opportunity to adjacent property owners and the Downtown Association; and
3. Direct Administration to negotiate a lease agreement to the satisfaction of the City Manager and City Solicitor.

7.3 Competitive Process – Former York Hotel & Germain Park Sites

Recommendation:

Council direct Administration to create and administer a competitive process for the sale and development of Lots 5-8, 33-36, Block 5, Plan 1410AC.

8. COMMITTEE BUSINESS

8.1 Public & Protective Services Committee

Recommendation:

Council adopt the minutes of the Public & Protective Services Committee meeting held August 20, as presented.

1. Canadian Mental Health Property Transfer Request

Recommendation:

Committee recommend Council direct Administration to enter negotiations with Canadian Mental Health Association about a proposed Property Transfer Agreement, for the property located at 7202 - 99A Street and 7204 - 99A Street, with terms and conditions satisfactory to the City Solicitor and City Manager.

2. Policy 203 Amendments

Recommendation:

Council approve amendments to Reduced Cost/Free Use of Facilities/Equipment Policy 203.

8.2 Operational Services Committee**Recommendation:**

Council adopt the minutes of the Operational Services Committee meeting held August 20, as presented.

1. Policy 623 - Securities for Construction on Public Lands and Private Lands**Recommendation:**

Council approve Policy 623 - Securities for Construction on Public Lands and Private Lands.

Recommendation:

Council rescind Policy 612 - Land Development Municipal Improvements.

8.3 Financial & Administrative Services Committee**Recommendation:**

Council adopt the minutes of the Financial & Administrative Services Committee meeting held August 20, as presented.

1. 2024 Q2 Financial Report**Recommendation:**

Council receive the unaudited financial statements and supporting information for the period ending June 30, 2024 for information.

9. CORRESPONDENCE

10. DELEGATION BUSINESS

11. NOTICE OF MOTION

12. RECESS

13. DELEGATIONS (6:00 PM)

13.1 Salvation Army13.2 Steve Swindlehurst

14. PUBLIC HEARINGS

14.1 Land Use Bylaw Amendment C-1260-1851. Call to Order2. Introduction by Administration

The proposed amendment would accommodate the appropriate use classification change and would allow for the expansion of the current facility.

3. Presentations/ Submissions

4. Close Public Hearing
5. Business Arising from the Hearing

Recommendation:

Council give three readings to Bylaw C-1260-185, being an amendment to the Land Use Bylaw.

14.2 Transportation System Bylaw C-1477

1. Call to Order
2. Introduction by Administration
The revised transportation system identified in the proposed bylaw meets the expectations of Alberta Transportation, and conforms to the City's adopted short term and long-range planning documents and most recent Transportation Master Plan.
3. Presentations/ Submissions
4. Close Public Hearing
5. Business Arising from the Hearing

Recommendation:

Council give three readings to Bylaw C-1477, being the Transportation System Bylaw.

15. UNFINISHED BUSINESS

15.1 Maskwa Medical Facility Borrowing & Lending Bylaws

Recommendation:

Council give second and third reading to Maskwa Medical Facility Borrowing Bylaw C-1475.

Recommendation:

Council give second and third reading to Maskwa Medical Facility Lending Bylaw C-1476.

16. DELEGATION BUSINESS

17. COUNCIL MEMBER REPORTS

18. ADJOURNMENT



**MINUTES OF THE CITY OF GRANDE PRAIRIE
COUNCIL MEETING**

**July 29, 2024, 3:00 P.M.
Council Chambers, City Hall**

PRESENT	J. Clayton M. O'Connor W. Bosch G. Berg K. O'Toole W. Pilat D. Bressey G. Blackmore C. Thiessen (virtual)	Mayor Councillor Councillor Councillor Councillor Councillor Councillor Councillor Councillor
ALSO PRESENT	S. Bourke D. Whiteway J. Johnson D. Lemieux J. MacEachern J. Freeman (virtual) L. Hanson Z. Patel A. Downing K. Biberdorf	City Manager Chief Financial Officer Chief Operating Officer, Acting Chief Public & Protective Services Officer Chief of Staff City Solicitor City Clerk Planner Senior Planner Director of Sports Development, Wellness & Culture

1. CALL TO ORDER

The Mayor called the meeting to order at 3:03 p.m.

2. NATIONAL ANTHEM

3. LAND ACKNOWLEDGEMENT

4. ADOPTION OF PREVIOUS COUNCIL MEETING MINUTES

4.1 City Council Meeting

MOVED by G. Berg

Council adopt the minutes of the City Council meeting held July 15, as presented.

CARRIED (9 to 0)

5. ADOPTION OF AGENDA

MOVED by D. Bressey
Council adopt the Agenda as presented.

CARRIED (9 to 0)

6. DELEGATIONS

7. REPORTS

7.1 Emergency Management Update - Verbal

D. Lemieux, Chief Public & Protective Services Officer, presented Council with an update on the City's emergency management efforts to assist the evacuated residents of Jasper.

8. COMMITTEE BUSINESS

8.1 Strategy & Communication Services Committee

MOVED by K. O'Toole
Council adopt the minutes of the Strategy & Communication Services Committee meeting held July 23, as presented.

CARRIED (9 to 0)

8.1.1 Meeting Highlights

Councillor O'Toole provided highlights from the Strategy & Communication Services Committee meeting.

8.2 Public & Protective Services Committee

MOVED by M. O'Connor
Council adopt the minutes of the Public & Protective Services Committee meeting held July 23, as presented.

CARRIED (9 to 0)

8.2.1 Delegation - Nitehawk

MOVED by M. O'Connor
Council approve the reallocation of Nitehawk's existing capital funds to operating.

CARRIED (9 to 0)

8.2.2 2024 National Aboriginal Hockey Championships

MOVED by M. O'Connor
Council approve National Aboriginal Hockey Championships legacy funding to be disbursed to the Indigenous Sport Council of Alberta.

CARRIED (9 to 0)

8.2.3 Grant Applications - Forest Resource Improvement Association of Alberta (FRIAA)

MOVED by M. O'Connor

Council is committed to support the City of Grande Prairie's grant applications for the vegetation management and public education streams under the Forest Resource Improvement Associations (FRIAA) FireSmart program.

CARRIED (9 to 0)

8.2.4 Meeting Highlights

Councillor O'Connor provided highlights from the Public & Protective Services Committee meeting.

8.3 Financial & Administrative Services Committee

MOVED by W. Pilat

Council adopt the minutes of the Financial & Administrative Services Committee meeting held July 23, as presented.

CARRIED (9 to 0)

8.3.1 Mid-Year Capital Requests

MOVED by W. Pilat

Council amend the 2024 capital budget as presented in the report, with the removal of Project 2.

CARRIED (9 to 0)

8.3.2 Meeting Highlights

Councillor Pilat provided highlights from the Financial & Administrative Services Committee meeting.

8.4 Invest GP Committee

MOVED by D. Bressey

Council adopt the minutes of the Invest GP Committee meeting held July 23, as presented.

CARRIED (9 to 0)

8.4.1 Policy 208 Revolution Place Box Office Advance of Ticket Proceeds

MOVED by D. Bressey

Council rescind Policy 208 Revolution Place Box Office Advance of Ticket Proceeds.

CARRIED (9 to 0)

8.4.2 Policy 211 Bonnetts Energy Centre Alcohol Management Guidelines

MOVED by D. Bressey

Council approve amendments to Policy 211, Bonnetts Energy Centre Alcohol Management Guidelines.

CARRIED (9 to 0)

8.4.3 Meeting Highlights

Councillor Bressey provided highlights from the Invest GP Committee meeting.

9. CORRESPONDENCE

9.1 2024 Grande Prairie Alberta Winter Games Society

MOVED by G. Blackmore

Council accept the Alberta Winter Games Legacy Funding in the amount of \$220,000, and allocate this funding to the Climbing Wall Project at the Activity and Reception Centre.

CARRIED (9 to 0)

10. DELEGATION BUSINESS

11. NOTICE OF MOTION

12. RECESS

The meeting recessed from 3:46 p.m. to 6:01 p.m.

13. DELEGATIONS

14. UNFINISHED BUSINESS

15. PUBLIC HEARINGS

15.1 Land Use Bylaw Amendment C-1260-184

15.1.1 Call to Order

The Public Hearing was called to order at 6:01 p.m.

15.1.2 Introduction by Administration

Z. Patel, Planner, presented Council with amendments to the Land Use Bylaw. The proposed amendments will rezone the subject property from CA Commercial Arterial to DC-35 Direct Control District and provide for the development of a Commercial Site on a site-specific basis.

15.1.3 Presentations/ Submissions

Mark Ito, representative of the applicant, was present to speak in support of the proposed amendments.

15.1.4 Close Public Hearing

The Public Hearing closed at 6:06 p.m.

15.1.5 Business Arising from the Hearing

MOVED by M. O'Connor

Council give first reading to Bylaw C-1260-184, being an amendment to the Land Use Bylaw.

CARRIED (9 to 0)

Bylaw C-1260-184 was read for the first time.

MOVED by M. O'Connor

Council give second reading to Bylaw C-1260-184.

For: (8): Mayor J. Clayton, M. O'Connor, W. Bosch, G. Berg, K. O'Toole, W. Pilat, D. Bressey, and G. Blackmore

Opposed: (1): C. Thiessen

CARRIED (8 to 1)

Bylaw C-1260-184 was read for the second time.

MOVED by M. O'Connor

Council have third reading of Bylaw C-1260-184 at this meeting.

CARRIED (9 to 0)

MOVED by M. O'Connor

Council give third reading to Bylaw C-1260-184, being an amendment to the Land Use Bylaw.

CARRIED (9 to 0)

Bylaw C-1260-184 was read for the third time and finally passed.

15.2 Land Use Bylaw Amendment C-1260-176

15.2.1 Call to Order

The Public Hearing was called to order at 6:16 p.m.

15.2.2 Introduction by Administration

A. Downing, Senior Planner, presented Council with amendments to the Land Use Bylaw. The proposed amendments designate Urban Agriculture as a discretionary use in applicable urban land use districts allowing the Development Authority to carefully evaluate factors like operation size, impact on neighbours, infrastructure effects, site history, and environmental considerations before granting approval.

15.2.3 Presentations/ Submissions

There was no one present to speak regarding this matter.

15.2.4 Close Public Hearing

The Public Hearing closed at 6:22 p.m.

15.2.5 Business Arising from the Hearing

MOVED by G. Blackmore

Council give first reading to Bylaw C-1260-176, being an amendment to the Land Use Bylaw.

CARRIED (9 to 0)

Bylaw C-1260-176 was read for the first time.

MOVED by G. Blackmore

Council give second reading to Bylaw C-1260-176.

CARRIED (9 to 0)

Bylaw C-1260-176 was read for the second time.

MOVED by G. Blackmore

Council have third reading of Bylaw C-1260-176 at this meeting.

CARRIED (9 to 0)

MOVED by G. Blackmore

Council give third reading to Bylaw C-1260-176, being an amendment to the Land Use Bylaw.

CARRIED (9 to 0)

Bylaw C-1260-176 was read for the third time and finally passed.

16. DELEGATION BUSINESS

17. COUNCIL MEMBER REPORTS

Councillor Thiessen attended the Reading University graduation ceremony, which had 190 students; thank you to everyone involved. There was a lot of great talent at the International Street Performers Festival.

Councillor Bressey enjoyed the Grande Prairie Airshow; thank you to everyone involved. He attended a tour of various municipalities with Alberta Municipalities and took part in a tour of the first legal Hydrogen House in North America.

Councillor O'Toole attended the International Street Performers Festival, toured facilities with the Special Olympics board, and attended the unveiling of the Grande Prairie logo for STARS. The Grande Prairie Airshow as a great success and had a lot of positive feedback.

Councillor Bosch attended a Grande Prairie Storm Board meeting; their Jersey Auction will take place next month, tickets for the upcoming season are on sale now, and Junior Storm camps begin next week. The International Street Performers Festival had performers from 5 different continents. The Grande Prairie Airshow was a great event.

Councillor O'Connor attended the International Street Performers Festival and Ribfest. He assisted with the mock Council meetings with Champion Gym and attended the Reading University graduation ceremony and Grande Prairie Airshow.

Councillor Berg attended a Peace Library System executive meeting and took part in some events at the Street Fest Frolic. Thank you to Aquatera for the water misters to cool everyone off at the

International Street Performers Festival. He attended Ribfest and the Grande Prairie Airshow; thanks to everyone for all hard work.

Councillor Pilat attended the Nitehawk AGM, where they approved a new budget; he noted that it's been a tough few years for the ski hill.

Councillor Blackmore attended the Grande Prairie Airshow and is excited about the upcoming Bear Creek Folk Festival. She attended the Pacific Northwest Economic Region Conference and particularly enjoyed the sessions regarding international travel and economic corridors; she would like to encourage others to attend this conference in the future.

Mayor Clayton attended the Grande Prairie Airport AGM and the Street Fest Frolic. Kudos to all involved with the International Street Performers Festival. The Reading University graduation ceremony was an incredible event and very well attended. Thank you to everyone involved with the Grande Prairie Airshow. She attended the Pacific Northwest Economic Region Conference, which was a great conference. She is looking forward to the upcoming council break. The City's logo is now on the STARS new aircraft.

18. ADJOURNMENT

The Mayor declared the meeting adjourned at 6:53 p.m.

Mayor

City Clerk

Delegation Request

Meeting Information

This form is requesting to provide information to be addressed in: City Council Afternoon Session (Begins at 3:00pm)

Meeting Type: In Person (Council Chambers)

Requested Date of Appearance: August 26, 2024

Contact Information

Name: Elaine Jobin

Address: 10222 101 Ave

Province: AB

Phone: 7805325818

City: Grande Prairie

Postal Code: T8V 0Y5

Email: goldenagegp@gmail.com

How would you like to be addressed? (ie. Title or preferred pronouns) Miss

Are you speaking on behalf of a group or community association?: Yes

If yes, what is the name of the group you represent: Grande Prairie & District Golden Age Centre

Are you authorized to speak on behalf of this group: Yes

Topic of Discussion

Have you spoken to an employee of the City regarding your topic?: Yes

If yes, what was the last department you have spoken to?: Community Social Development

Is this is a request for funding?: No

If yes, have you submitted your request through the appropriate City department?:

Is this an agenda item at the meeting?: No

If yes, please define agenda item:

Please describe your topic in three sentences or less:

Expansion of the Golden Age Center.

What outcome would you like to see as a result of this meeting?

Support from the City, direction etc.

Please note that your name, comments, and additional submission material will be made publicly available in the Council agenda, and meetings will be livestreamed and posted for public viewing. Your personal email address and/or phone number will not be included in the public record. Comments and materials that are disrespectful or do not contain required information may not be included.

I have read and understand the above statement: true

Submitted Tue Aug 13 22:36:37 GMT 2024

Delegation Request

Meeting Information

This form is requesting to provide information to be addressed in: City Council Afternoon Session (Begins at 3:00pm) Unknown

Meeting Type: In Person (Council Chambers)

Requested Date of Appearance: August 26, 2024

Contact Information

Name: Heena Angral

Address: [REDACTED]

City: Grande Prairie

Province: AB

Postal Code: [REDACTED]

Phone: [REDACTED]

Email: [REDACTED]

How would you like to be addressed? (ie. Title or preferred pronouns)

Are you speaking on behalf of a group or community association?: No

If yes, what is the name of the group you represent:

Are you authorized to speak on behalf of this group: Yes

Topic of Discussion

Have you spoken to an employee of the City regarding your topic?: No

If yes, what was the last department you have spoken to?:

Is this is a request for funding?: No

If yes, have you submitted your request through the appropriate City department?: No

Is this an agenda item at the meeting?: No

If yes, please define agenda item:

Please describe your topic in three sentences or less:

Thanking Council for all their support and presence in the First Chariot festival of Grande Prairie.

Also requesting for a longer route for the Chariot Festival next year. Following two route options requested.

1. Hillside Community School 9410, 106 Ave, Head South on 95 St towards 106 Ave, Turn Left onto 104 Ave, Turn left at the first Cross street onto 94 St, Turn left onto 108 Ave, Turn left onto 102 St, Turn right onto 102 Ave, Turn left and finish at Muskosepi Park Parking lot on 103 St/ Amphitheater.
2. Start at 10119 - 92a St, Head south on 92a St, Turn right on 101 Ave, Turn left onto 93 St, Turn right at the 2nd cross street onto 100 Ave/Township Rd 714, Turn right onto 102 St, Turn left at the 2nd cross street onto 102 Ave, Turn left and finish at Muskosepi Park Parking lot on 103 St/ Amphitheater.

What outcome would you like to see as a result of this meeting?

This is our first meeting and expecting positive outcome.

Please note that your name, comments, and additional submission material will be made publicly available in the Council agenda, and meetings will be livestreamed and posted for public viewing. Your personal email address and/or phone number will not be included in the public record. Comments and materials that are disrespectful or do not contain required information may not be included.

I have read and understand the above statement: true

Submitted Wed Aug 21 06:08:52 GMT 2024

cityofgp.com



ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: August 26, 2024
FROM: Janet MacEachern, Chief of Staff	MEETING: City Council
REPORT WRITER: Corbin Bauman, Public Engagement Strategist	
SUBJECT: Bear Creek Dam Engagement Plan	

RECOMMENDATIONS

That Council approve the Bear Creek Dam Engagement Plan as presented.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

There are no previous Council or Committee directions pertaining to this report.

BACKGROUND

The Bear Creek Dam is expected to require major reconstruction within the next 30 years. Recognizing this need, the City will seek feedback from the public and stakeholders concerning their perspectives on the dam and the surrounding area's current, perceived or desired function. This feedback will be used to inform a Request for Proposals (RFP) that will consider options to help shape a long-term vision for the dam structure and the historic reservoir located in Muskoseepi Park.

ANALYSIS

The lifecycle of a dam typically extends for decades, even generations. As time passes, the water stored behind a dam may become more recognized for its aesthetic, recreational, or ecological benefits than its original purpose as an either drinking water or power generation reservoir. Given this shift in perception, it is crucial that decisions concerning a dam's future involve public discussion to consider the community's diverse interests and values. Public engagement can balance the technical, environmental, and social aspects of dam management, allowing decision-makers to address concerns about safety, ecology, recreation, and local heritage. This inclusive approach leads to more sustainable and widely accepted outcomes.

Levels of Engagement

The engagement plan for the Bear Creek Dam will utilize a mix of *Inform*, *Consult* and *Involve* based engagement and is broken into two phases.

Phase 1: The City will inform the public about the issues facing the current dam structure and educate them on the infrastructure’s original purpose and function. Additionally, the City will involve the public and key stakeholders by gathering their input on how they perceive the dam’s historic reservoir’s function in terms of creating a long-term vision for its future. This feedback will help guide and frame an RFP for the purpose of hiring a consultant to conduct a feasibility study.

- *Levels of engagement used – Inform and Involve*

Phase 2: Following the study’s completion, the City inform the public the study is complete and consult the public on the study’s findings by inviting them to provide feedback on the proposed options - before Council makes a final decision.

- *Levels of engagement used – Inform and Consult*

Timeline

Dates	Actions
Early September 2024	Launch public education campaign
October to November 2024	Undertake Phase 1
Late November 2024	Compile public feedback for RFP
Early December 2024	Issue RFP
Early to mid 2025	Feasibility study undertaken
Summer 2025	Undertake Phase 2
September 2025	Council makes decision

Relationship to City Council's Areas of Focus / Strategic Priorities

Aligns with Council’s “Engaging Relationships” focus area - particularly Reputation Management and Culture and Pride.

Environmental Impact

There are no environmental impacts associated with this report.

Economic Impact

There are no economic impacts associated with this report.

Social Impact

Public engagement facilitates understanding and encourages the public to provide meaningful input into the decision-making process, leading to more informed outcomes. It fosters transparency, builds trust and strengthens the relationship between the City and its residents.

Risk**Alternatives (Optional)****STAKEHOLDER ENGAGEMENT**

The engagement plan will target the public to gain valuable feedback on how residents perceive the function of the Bear Creek Dam. It will also target specific stakeholder groups, including:

- Rotary Campground
- Elks Hall
- All occupants in Centre 2000
- Northwestern Polytechnic
- Peace Wapiti Public School Division
- Grande Prairie Public School Division
- Hillcrest Christian School
- Wapiti Kayak Club
- Bear Creek Folk Festival
- Avondale and College Park Neighbourhood Associations
- Golden Age Centre
- Mighty Peace Watershed Alliance
- Peace Parkland Naturalists
- Boreal Wetland Centre
- Indigenous groups
- Aquatera
- Various regulators (AB Dam Safety Branch, Alberta Environment & Protected Areas)

BUDGET / FINANCIAL IMPLICATIONS

No budget or financial implications.

SUMMARY / CONCLUSION

The engagement plan focuses on gathering public and stakeholder feedback to shape the future of the Bear Creek Dam and its historic reservoir. This approach involves engaging the public throughout the decision-making process, ensuring that their input and concerns are considered and addressed, ultimately leading to more informed and widely supported outcomes.

ATTACHMENTS

Bear Creek Dam Engagement Plan Presentation

BEAR CREEK DAM

Engagement Plan



Project Purpose

- **The Bear Creek Dam is expected to need lifecycle reconstruction in the next 30 years.**
- **The purpose of the feasibility study is to develop a long-term vision for the dam structure and historic reservoir within Muskoseepi Park.**

Project Overview

- **The City will work with the public and stakeholders to collect feedback on how they view the function of the dam and the historical reservoir.**
- **This feedback will frame and guide an RFP to hire a consultant to conduct a feasibility study.**
- **Public and stakeholders will be invited to comment on proposed options during the study prior to Council making a decision.**

THE PUBLIC ENGAGEMENT SPECTRUM

The following graphic shows the Spectrum of Public Participation from the International Association for Public Participation (IAP2).

	01 inform	02 consult	03 involve	04 collaborate	05 empower
Public Engagement Goal	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives, and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and identification of the preferred solution.	To place final decision making in the hands of the public.
Promise to the Public	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decision to the maximum extent possible.	We will implement what you decide.
Example Techniques	<ul style="list-style-type: none"> • Information sharing through engage platform • Public information sessions • Awareness campaigns • Information kiosks • Newsletters/mailouts 	<ul style="list-style-type: none"> • Open houses/Town halls • Webinars • Focus groups • Stakeholder interviews • Surveys • Feedback forms • Public hearings 	<ul style="list-style-type: none"> • Workshops • Polling 	<ul style="list-style-type: none"> • Advisory committees • Participatory decision-making 	<ul style="list-style-type: none"> • Delegated decision • Referendums

Increasing Level of Public Impact

Engagement Phases

Phase 1

- **Informing the public about the challenges with the current dam structure and educating on what the infrastructure is used for.**
- **Involving the public by collecting feedback on how they view the function of the dam and the historical reservoir.**
- **Hiring a consultant to conduct a feasibility study based on the feedback received.**

Phase 2

- **Sharing the draft version of the feasibility study with the public and inviting them to provide their feedback on the proposed options.**

Engagement Tactics (phase 1)

- **Engagement page (education campaign)**
- **Public Information sessions (collect feedback)**
- **Stakeholder sessions (collect feedback)**
- **Online survey (collect feedback)**

Engagement Tactics (phase 2)

- **Engagement page (present proposed options)**
- **Public Open Houses (collect feedback)**
- **Stakeholder sessions (collect feedback)**
- **Online survey (collect feedback)**

Audience Groups

- **General residents**
- **Rotary Campground**
- **Elks Hall**
- **All occupants in Centre 2000**
- **Northwestern Polytechnic**
- **Peace Wapiti Public School Division**
- **Grande Prairie Public School Division**
- **Hillcrest Christian School**
- **Wapiti Kayak Club**
- **Bear Creek Folk Festival**
- **Avondale and College Park Neighbourhood Associations**
- **Golden Age Centre**
- **Mighty Peace Watershed Alliance**
- **Peace Parkland Naturalists**
- **Boreal Wetland Centre**
- **Indigenous groups**
- **Aquatera**
- **Various regulators (AB Dam Safety Branch, Alberta Environment & Protected Areas)**

Awareness Strategy

- **News releases**
- **Engagement platform newsletters**
- **Q&A and FAQs on engagement platform**
- **Direct email/letters to stakeholders and user groups**
- **Organic social media campaign**
- **Paid advertisements through social media channels**

Timeline

Dates	Action
Early September 2024	Launch public education campaign
October to November 2024	Phase 1 (INFORM/INVOLVE) – Host information sessions/stakeholder sessions & launch online survey
Late November 2024	Compile solutions for the RFP
Early December 2024	Issue RFP
Early to mid 2025	Feasibility study undertaken
Summer 2025	Phase 2 (INFORM/CONSULT) – Present options from feasibility study to public
September 2025	Council makes decision



ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: August 26, 2024
FROM: Brian Glavin, Chief Operating Officer	MEETING: City Council
REPORT WRITER: Joe Johnson, Director of Planning and Development	
SUBJECT: Leasing of City Owned Parking Lot	

RECOMMENDATIONS

It is recommended that Council:

- 1) Remove the Public Parking designation on Lots 25-31, Block 34, Plan 8315AK
- 2) Direct Administration to advertise the parking lot as a leasing opportunity to adjacent property owners and the Downtown Association
- 3) Direct Administration to negotiate a lease agreement to the satisfaction of the City Manager and City Solicitor

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

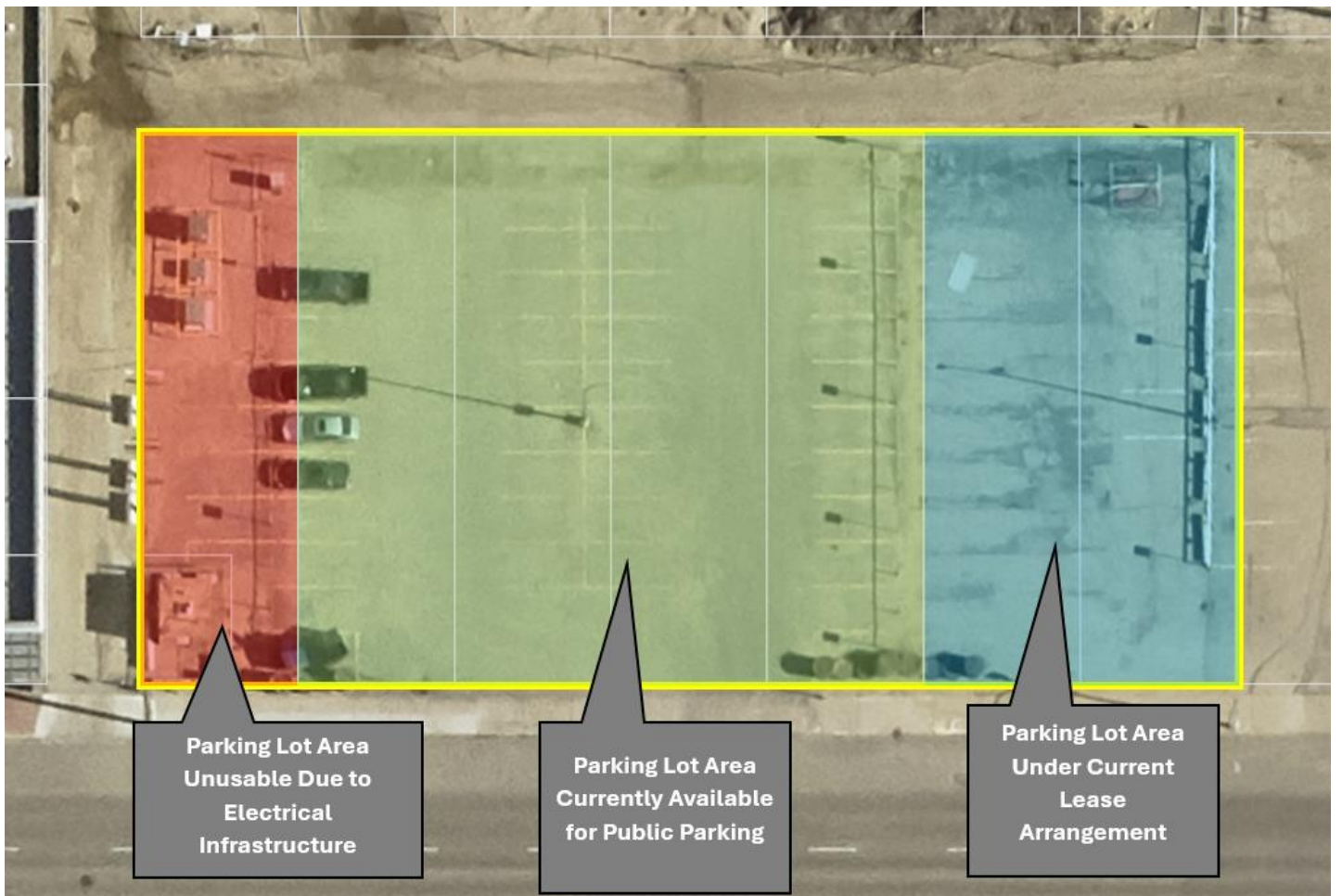
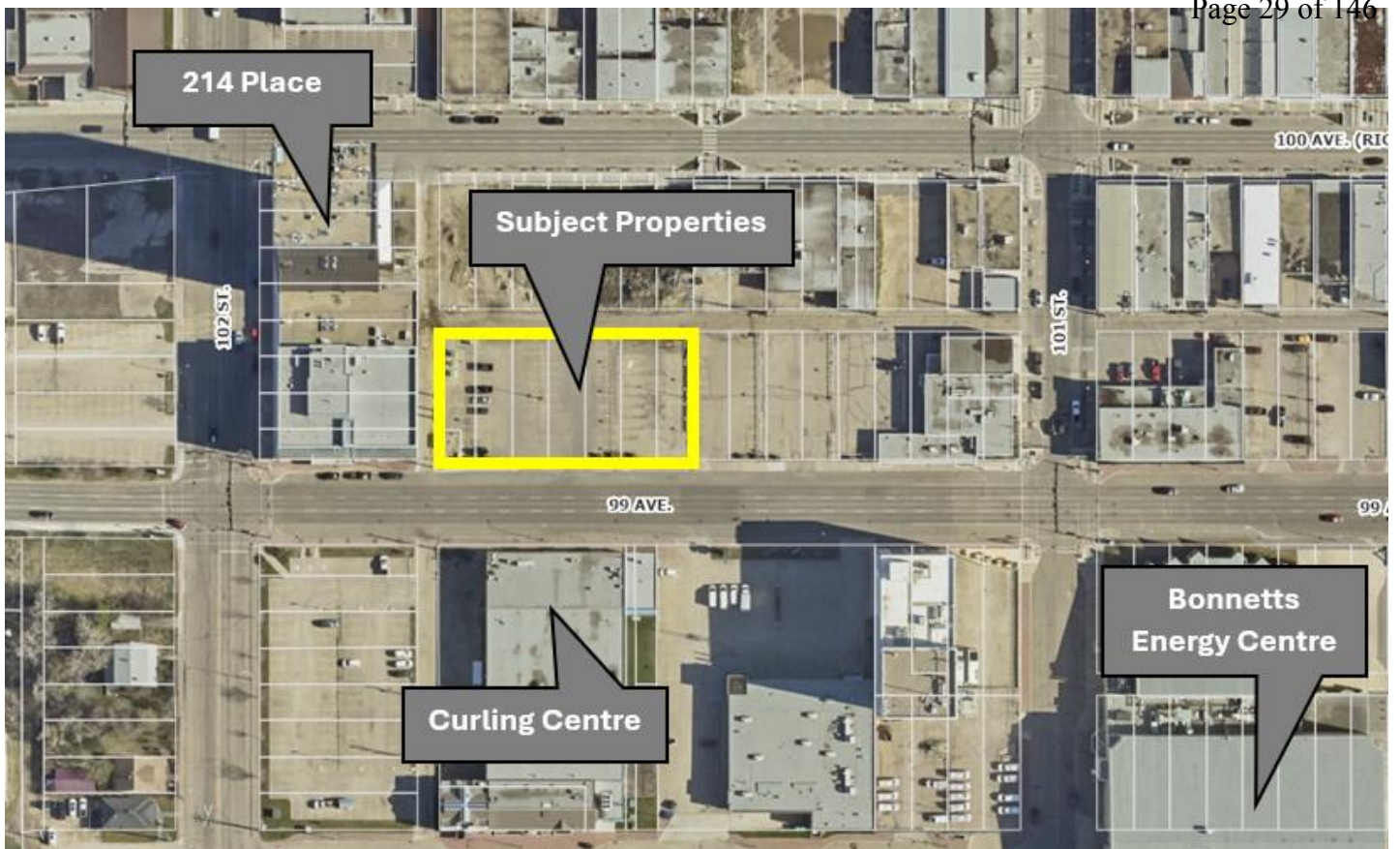
There are no previous Council or Committee directions on this matter.

BACKGROUND

The City has received an expression of interest to lease the City owned parking lot located on Lots 25-31, Block 34, Plan 8315AK (subject properties, see air photos below).

The City has owned the subject properties since 1974. To Administration's knowledge, the properties have always been operated as a public parking lot. Currently, the lot is designated as free public parking with a 3-hour limit. There are a total of 55 stalls. The City currently leases out fifteen stalls to the Park Place Management Group for private use.

The owners of the 214 building have enquired about the possibility of leasing the entire parking lot from the City. They have indicated that it is their intention to designate the stalls for staff and customers of the building.



ANALYSIS

The Planning and Development Department conducted a high level Downtown Parking Study in 2023. As part of that study, a number of site visits were conducted to observe the utilization of city owned parking lots and on-street parking. The subject parking lot was observed as having a high rate of utilization with 85% of stalls occupied. It is assumed that most users of this parking lot are either staff or customers of the 214 building.

The south-west quadrant of the downtown area has an abundance of public parking opportunities including lots south of the curling centre, west, south and east of Bonnetts Energy Centre, and east of Better Than Fred's restaurant. In contrast, aside from the 214 building, the area does not generate significant public parking demand with the exception of clients and staff of the 214 building and special events at the Bonnetts Energy Centre.

Relationship to City Council's Areas of Focus / Strategic Priorities

This issue aligns with Council's Strategic Priority "Innovative Efficiencies and Economic Readiness".

Environmental Impact

There are no environmental impacts related to this issue.

Economic Impact

Leasing the subject property to a nearby business/property owner may help the business/property owner in attracting customers/tenants.

Social Impact

There are no social impacts related to this issue.

Relevant Statutes / Master Plans / City Documents

The Downtown Enhancement Plan Area Redevelopment Plan (Bylaw C-1130) contains numerous policy statements about the importance of public parking lots in the downtown area for customers of the downtown. The subject property is listed as a potential site for a future parking structure.

Risk

None identified at this time.

STAKEHOLDER ENGAGEMENT

It is proposed that Administration notify the Downtown Association and adjacent property owners that there is an opportunity to lease the subject property. If additional parties express interest in the opportunity, Administration will enter into a lease agreement with the party that submits a

proposal with the most favourable terms with respect to lease amount, lease duration, and associated conditions.

BUDGET / FINANCIAL IMPLICATIONS

The subject property is currently used for free public parking with a portion leased to a nearby property owner. Converting the entire property to a long term lease will generate additional revenue for the City.

SUMMARY / CONCLUSION

The City has received an expression of interest to lease the subject property. Administration is of the opinion that there is sufficient on-street and off-street public parking in this area and therefore leasing the parking lot to a nearby property owner is a reasonable option to explore.

ATTACHMENTS



ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: August 26, 2024
FROM: Brian Glavin, Chief Operations Officer	MEETING: City Council
REPORT WRITER: Joe Johnson, Director of Planning and Development	
SUBJECT: Competitive Process – Former York Hotel & Germain Park Sites	

RECOMMENDATIONS

That Council direct Administration to create and administer a competitive process for the sale and development of Lots 5-8, 33-36, Block 5, Plan 1410AC.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

On February 1, 2010, Council passed the following motion:

Council approve the submission of an offer to purchase the York Hotel Property, Lots 1-8 inclusive, Block 5, Plan 1410 AC, at a purchase price of \$1.1 million, with funding from the Facility Depreciation Reserve, and further that the offer to purchase remain open for acceptance until 4:30 p.m., Tuesday, February 9, 2010.

On February 21, 2017, Council passed the following motion:

Council approve the issuance of a Request for Proposal for the sale of the Former York Hotel and/or Germaine Park properties, including the development and scoring criteria.

On June 26, 2017, Council passed the following motion:

Council award RFP-24-107-17 – Former York Hotel & Germaine Park Land Sale, to Oladapo Maxwell and Associates, for \$3,000.00, exclusive of GST, as the highest evaluated proponent meeting City specifications.

BACKGROUND

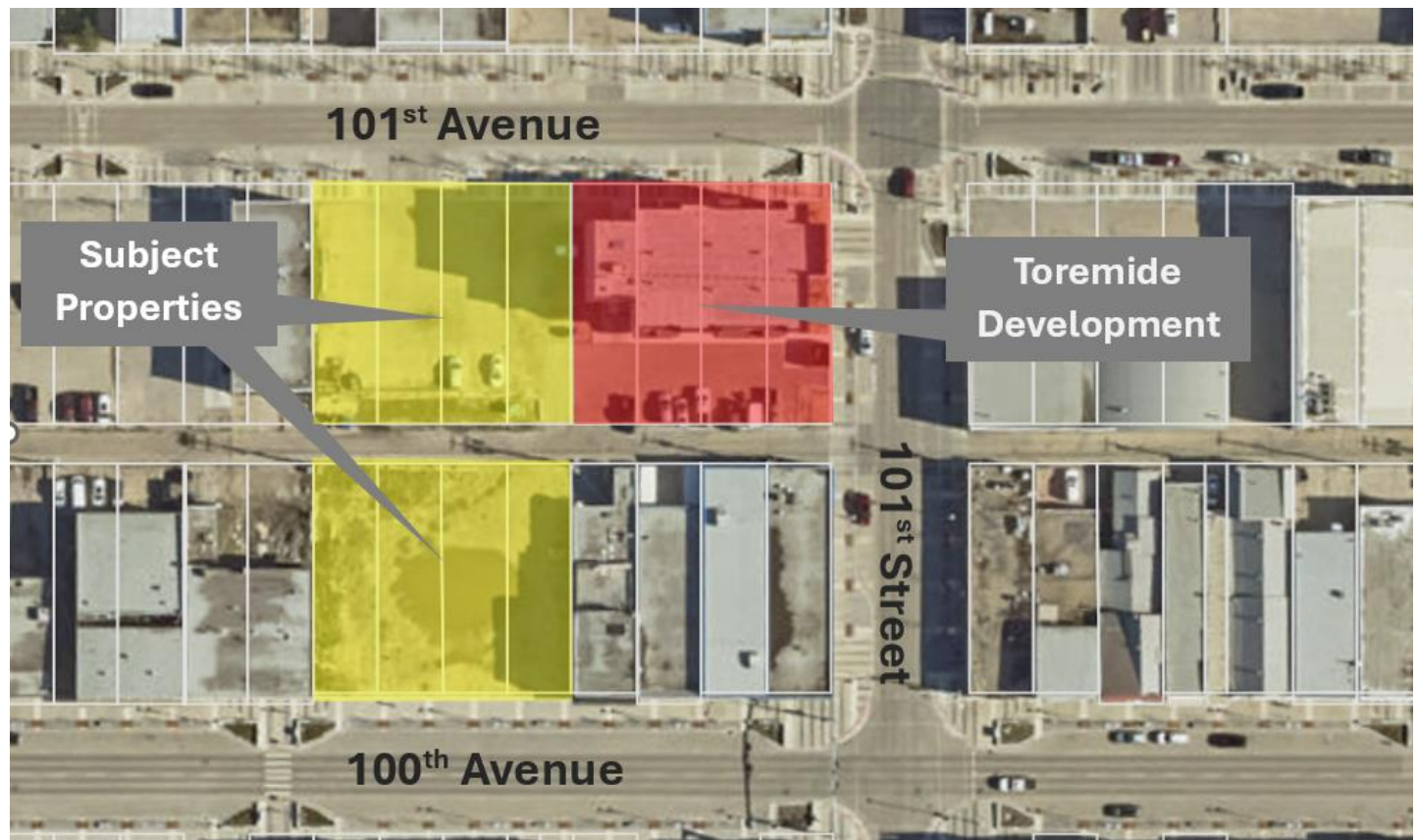
The subject properties are commonly referred to as “the former York Hotel site” (or “York site” for short) and “the former Germain Park site” (or “Germain site” for short).

Lots 5-8, Block 5, Plan 1410AC are a portion of the properties that made up the former York Hotel site. The remainder of the lots were disposed of and developed into the Toremide project (see air photo below).

Lots 33-36, Block 5, Plan 1401AC are the lots that make up the former Germain Park. Germain Park was a park that was ultimately demolished due to the design of the property attracting undesirable behaviour (see air photo below).

All of the properties as well as the properties that the Toremide project sit on were part of an RFP process that the City conducted in the spring of 2017. The City entered into an agreement with the successful proponent in 2017 for development of all of the properties. However, the overall project was terminated after the conclusion of the first phase of the project (the Toremide building). As a result, the City retained ownership of the remaining subject properties.

Subject Properties



ANALYSIS

Disposal of the properties for private development would be beneficial for the City for a number of reasons including downtown revitalization, increased assessment base, and development of underutilized land.

Administration is prepared to create and implement a competitive process for the sale and development of the subject properties. The competitive process would contain development criteria which would be used to evaluate individual proposals. Criteria that Administration may consider in the competitive process include:

- 1) Purchase Price (15%)

- 2) Commitment to Development (commencement and completion timelines)(25%)
- 3) Amount of residential development (square footage, number of units, number of bedrooms, etc) (40%)
- 4) Experience of applicant (20%)

Relationship to City Council's Areas of Focus / Strategic Priorities

This recommendation is consistent with the following Areas of Focus:

Strategic Growth – pursuing alternate revenue sources to provide a more sustainable future through diverse and innovative economic opportunities.

Housing – creating an environment for diversity of housing in our city.

Environmental Impact

Intensifying the downtown core of the City reduces urban sprawl by reducing pressure on greenfield development. Furthermore, residential development in the downtown provides opportunities for residents to reduce/eliminate dependence on an automobile.

Economic Impact

Development of these parcels has the potential to have a positive economic impact on the surrounding area by increasing the density of residents and customers, making the area more attractive, making the area safer through CPTED principles, and increasing property values.

Social Impact

Development and intensification has numerous benefits to the citizens of the City including place-making, the City’s financial state, and safety from a CPTED perspective.

Relevant Statutes / Master Plans / City Documents

The City’s Municipal Development Plan and the Downtown Enhancement Plan contain several policies supporting the idea of intensification of the Downtown, mixed use development (ie: commercial and residential) in the downtown, and revitalization of vacant / underutilized land.

Risk

No risk has been identified at this time.

STAKEHOLDER ENGAGEMENT

Administration would advertise the competitive process as required, include information in the city’s Economic Development Newsletter, post on social media channels, as well as inform the Downtown Association, the Grande Prairie Realtors Association and UDI/BILD..

BUDGET / FINANCIAL IMPLICATIONS

At this point, there are no budget/financial implications. The potential sale and resulting development has the potential to generate revenue in the form of sales proceeds and increased assessment base.

SUMMARY / CONCLUSION

The subject properties are owned by the City and are vacant and underutilized. Development of the subject properties is consistent with several Council goals and policies contained in strategic plans. Administration recommends that an RFP be issued to solicit interest in sale and private development of the subject properties.

ATTACHMENTS

None.



**MINUTES OF THE CITY OF GRANDE PRAIRIE
PUBLIC & PROTECTIVE SERVICES COMMITTEE**

**August 20, 2024, 9:00 A.M.
Council Chambers, City Hall**

MEMBERS PRESENT	M. O'Connor W. Bosch K. O’Toole J. Clayton	Committee Chair Councillor Councillor Mayor
ALSO PRESENT	G. Berg G. Blackmore W. Pilat S. Bourke D. Lemieux D. Whiteway B. Glavin J. MacEachern J. Freeman (virtual) A. Van Beekveld W. Hughes T. Wentzell M. Tucker H. Kramps	Councillor Councillor Councillor City Manager Chief Public & Protective Services Officer Chief Financial Officer Chief Operating Officer Chief of Staff City Solicitor Council Committee Coordinator Director of Housing and Homeless Initiatives Director of Community Social Development Social Policy Advisor Sports Development, Wellness & Culture Program & Event Manager

1. CALL TO ORDER

The meeting was called to order at 9:01 a.m.

2. LAND ACKNOWLEDGEMENT

3. ADOPTION OF AGENDA

MOVED by K. O’Toole
Committee adopt the agenda as presented.

CARRIED (4 to 0)

4. DELEGATIONS

5. REPORTS

5.1 Service Area Update

D. Lemieux, Chief Public & Protective Services Officer, presented Committee with an update on the current and projected activities planned throughout the service area:

- Enforcement Services - Administration participated in the Summer Bike Rodeo with Safety City, assisting in teaching children and youth the basics in bicycle safety. The front counter services at Cedar Point will be transitioning to the RCMP detachment this fall.
- Mobile Outreach - A Naloxone refresher training session was provided to Enforcement Services; 11 officers took part.
- Fire Department - Members were deployed to assist in Jasper and at the incident command post in Hinton.
- GPREP - Jasper evacuees will be relocating to Edmonton this week and the City's reception centre will be demobilized.
- Community & Social Development - The GPLIP Council met with The Honourable Muhammad Yaseen, Minister of Immigration and Multiculturalism for the Government of Alberta. Administration is preparing to launch the 2024 Welcoming Week Events for newcomers and Immigrants; these events will be held September 13-22. Youth Advisory Council recruitment for the 2024-2025 term is underway with an application deadline of October 15.
- Housing & Homeless Initiatives - Administration is working with the Grande Prairie Friendship Centre and Wapiti House on a Governance Committee Terms of Reference for the implementation and ongoing operations of a new mandated software program. The 2024 Point in Time Count is scheduled for October 9. Connect Day is scheduled for October 23 at the Montrose Cultural Centre. Connect Day is an event for local agencies and vulnerable population to bring supports and services available in one location with wellness as the primary focus.
- Community Knowledge Campus - The Eastlink Centre Annual Aquatics Shutdown is scheduled September 3-27. The Aquatera Outdoor Pool will remain open as weather permits. The City appreciates the ongoing partnership with Nuvista Energy Centre in Beaverlodge as they look forward to welcoming Eastlink Centre members again this year. Fall Fitness Pass sales will take place August 24 to October 12. The City has offered free facility access to evacuees, allowing them to enjoy recreational facilities utilizing their GPREP wristbands. To date, there have been 219 visits to the Eastlink Centre and 68 visits to the Aquatera Outdoor Pool by evacuees.
- Sports Development, Wellness & Culture - The Fish Scale Exhibit at the Grande Prairie Museum features three series of artworks made with and about fish from Alberta. Fish scale art is practiced by Metis and Cree people living in Northern Alberta. The exhibit is a partnership with the Grande Prairie Art Gallery and on display until August 31. Community Improvement grant applications are now open for community groups to make enhancements to neighbourhoods; the application deadline is October 1.

5.2 Canadian Mental Health Property Transfer Request

W. Hughes, Director of Housing and Homeless Initiatives, presented Committee with information regarding a property transfer to Canadian Mental Health Association. Ownership of the building by CMHA would enable potential future expansion.

MOVED by K. O'Toole

Committee recommend Council direct Administration to enter negotiations with Canadian Mental Health Association about a proposed Property Transfer Agreement, for the property located at 7202 - 99A Street and 7204 - 99A Street, with terms and conditions satisfactory to the City Solicitor and City Manager.

CARRIED (4 to 0)5.3 Food Security Research: Innovative Solutions

T. Wentzell, Director of Community Social Development, and M. Tucker, Social Policy Advisor, presented Committee with an update on Food Security in the City. By adopting innovative solutions and fostering collaboration among community stakeholders, we can transform our approach to food security.

Councillor O'Connor left the meeting at 9:24 a.m.; Councillor Bosch assumed the role of Chair.

Councillor O'Connor returned to the meeting at 9:27 a.m.

MOVED by W. Bosch

Committee recommend Administration to work with stakeholders to explore the concept of a community-based backbone organization to coordinate efforts, streamline services, and foster collaboration on Food Security in the community and report back to Council with options.

CARRIED (4 to 0)**6. CORRESPONDENCE****7. OTHER BUSINESS****8. BYLAW & POLICY REVIEW**8.1 Policy 203 Amendments

H. Kramps, Sports Development, Wellness & Culture Program & Event Manger, presented Committee with amendments to Policy 203. The proposed amendments aim to enhance the efficiency of the process, ensuring fair and optimal distribution of facilities and equipment among community groups.

MOVED by W. Bosch

Committee recommend Council approve amendments to Reduced Cost/Free Use of Facilities/Equipment Policy 203.

CARRIED (4 to 0)**9. OUTSTANDING ITEMS LIST**

The Committee reviewed the Public & Protective Services Committee Outstanding Items List for August 20, 2024.

MOVED by K. O'Toole

Committee receive the August 20 Outstanding Items List, as amended, for information.

CARRIED (4 to 0)

10. ADJOURN

The meeting ended at 9:36 a.m.

Chair

City Clerk



ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: August 20, 2024
FROM: Dan Lemieux, Chief Public & Protective Services	MEETING: Public & Protective Services Committee
REPORT WRITER: Wendy Hughes, Director of Housing and Homeless Initiatives	
SUBJECT: Canadian Mental Health Property Transfer Request	

RECOMMENDATIONS

Committee recommend Council direct Administration to enter negotiations with Canadian Mental Health Association about a proposed Property Transfer Agreement, for the property located at: 7202-99A Street and 7204-99A, with terms and conditions satisfactory to the City Solicitor and City Manager.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

At the May 16th, 2022, Protective and Community Services committee meeting, the following motion was passed.

“Council direct Administration to bring a report back to the appropriate Standing Committee with recommendations regarding the request from the Canadian Mental Health Association.”

BACKGROUND

Administration received a request from Mr. Randy Arsenault, Executive Director of the Canadian Mental Health Association (CMHA), to transfer the title of the city-owned semi-detached building known as “City House” situated at 7202-99A Street and 7204-99A to CMHA.

Since 2009, Canadian Mental Health Association (CMHA) has been operating this building under a lease agreement with the City of Grande Prairie. The building is comprised of three units. The unit situated at 7202 99A Street has one (1) two-bedroom unit, and one (1) secondary bachelor unit. The unit situated at 7204 99A street is a one (1) three-bedroom unit. The units are rented by CMHA to individuals/families who fall below the Core Needs Income Threshold.

The transfer of the properties to CMHA will assist in leveraging their borrowing capacity to develop a multi-level housing unit adjacent to their current Willow Place facility located at 9713-100 Ave. The intent of the Willow Place expansion is to increase housing inventory, specific to those requiring

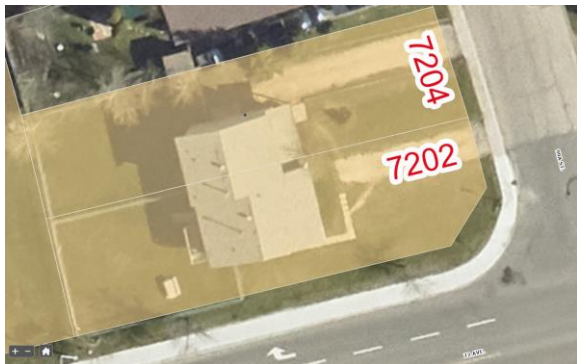
mental health supports and/or those who successfully completed detox and are awaiting treatment services.

ANALYSIS

City House

City House units are currently rented and occupied. In 2023, CMHA yielded \$22,840 in gross rental income, with a net profit of \$1,709 of revenue over income. Rental rates range from \$650 to \$850 per month, with a maximum total of six occupants. Funds from the rental units cover all maintenance and repairs associated with the property.

The properties are currently assessed at \$202,300 and \$188,800 respectively, with a combined assessed value of \$391,100 for 2023.



7202, 7204 99A Street (arial map view)



7202 – 99A Street: Top floor two-bedroom unit (and lower-level secondary bachelor suite)



7204 – 99A Street: Three-bedroom unit

Willow Place Expansion

CMHA has operated Willow Place since 2003. Willow Place consists of 57 studio apartments with tenants who have ongoing mental wellness challenges, qualify for affordable housing, can pay rent, and are able to live independently but require some supports. Individuals are referred through the Housing First Program, Wapiti House, other agencies, and by self-referral. Ten percent (10%) of the units are funded by Western Cree Tribal Council to house Indigenous tenants. Although Willow Place continues to be a successful housing program, current needs of the community are growing with limited housing options that are focused on mental wellness and mental health programming.

The Willow Place expansion plan includes constructing a separate purpose-built facility to be located directly west of Willow Place. The new build will be a 55-unit six-story building. Units will be bachelor and one-bedroom suites. The current estimated cost of construction is \$12 million but may be as high as \$14.5 million. CMHA has successfully obtained \$80,000 in seed funding through Canadian Mortgage Housing Corporation (CMHC), which will finalize project details such as project estimates and architectural drawings.

CHMA's current assets could be leveraged for capital borrowing for the project. Currently their assets are listed by property tax of \$3.99 million. However, the market value is estimated to be approximately \$4.83 million, with Willow Place appraised at \$3.38 million in 2021. With the proposed allocation of "City House" their entire asset value would be approximately \$5.2 million.

CMHA would be required to reach a 25% equity stake to secure the borrowing from a financial institution. However, if they achieve 10% equity, there may be opportunities to receive 1/3 of the project cost through Seniors, Community and Social Housing funding. To reach their goal, CMHA will be focusing on fundraising. Currently, CMHA has raised \$250,000 through events like the Coldest Night of the Year and annual concerts.

Relationship to City Council's Areas of Focus / Strategic Priorities

Creating and expanding suitable housing stock in the city is consistent with Council's vision of "Creating an inclusive Caring Community."

Environmental Impact

There are no environmental impacts associated with this report.

Economic Impact

By continuing to provide suitable housing options, for people experiencing homelessness due to mental health challenges, efforts can reduce impacts to emergency services.

Social Impact

Providing safe, affordable housing options for individuals who are below the Core Needs Income Threshold (CNIT's) will result in a healthier, thriving community that meets the needs of all residents.

Relevant Statutes / Master Plans / City Documents

2021- 2023 Homelessness Strategy

Risk

The transfer of the requested property may not guarantee that the expansion project will come to fruition.

Alternatives (Optional)

The property transfer does not proceed.

STAKEHOLDER ENGAGEMENT

With their recent seed funding announcement, marking the progression of their expansion project, Administration will continue to meet and discuss the project with CMHA.

BUDGET / FINANCIAL IMPLICATIONS

The properties at “City House” have been assessed at \$202,300 and \$188,800 respectively. The transfer of the title of the properties would have a total value of \$391,100 based on the current assessment. These would be direct cost to the City of Grande Prairie.

SUMMARY / CONCLUSION

Over the past 20 years, CMHA has successfully operated “City House” situated at 7202-99A Street and 7204-99A, offering safe and suitable housing options to small families and single individuals who fall below the Core Needs Income Threshold. To continue with the success of programming and supports and housing options, the building ownership would enable potential future expansion.

Administration recommends Council direct Administration to enter negotiations with Canadian Mental Health Association about a proposed Property Transfer Agreement, for the property located at: 7202-99A Street and 7204-99A, with terms and conditions satisfactory to the City Solicitor and City Manager.

ATTACHMENTS

No attachments.



ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: August 20, 2024
FROM: Dan Lemieux, Chief Public and Protective Services Officer	MEETING: Public & Protective Services Committee
REPORT WRITER: Hayley Kramps, Program and Event Manager, Sports Development, Wellness and Culture	
SUBJECT: Policy 203 Amendments	

RECOMMENDATIONS

The Public and Protective Services Committee recommends that Council approve amendments to Reduced Cost/Free Use of Facilities/Equipment Policy 203.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

Policy 203 was previously amended on January 25, 2021.

BACKGROUND

Originally developed in 2000, this policy aims to speed up the process of approving waivers and bookings for community groups and empowers facility managers in the operation of their building.

The policy permits facility managers to reduce or waive the fee's/charges for use of facilities and equipment by non-profit organizations and sport/community partners in order to:

- Host a one-time national or provincial competition or other event of significance;
- Undertake an event deemed beneficial to the City's image or provide a financial benefit;
- or
- Another similar matter.

ANALYSIS

Policy 203 establishes a process for Community Groups to request the use of facilities and equipment at a free or discounted rate. This policy required minimal updates and aims to enhance the booking process for both administration and Community Groups.

Relationship to City Council's Areas of Focus / Strategic Priorities

Event hosting and community group relations align with all of Council's Strategic Priorities: Quality of Life, Engaging Relationships, Inclusive & Caring Community, and Innovative Efficiencies and Economic Readiness.

Environmental Impact

None

Economic Impact

Sport, recreation, or culture events can have positive economic effects, attracting tourists, generating revenue for local businesses and increasing utilization of City facilities.

Social Impact

Sport, recreation, or culture events can enhance the overall quality of life for residents by contributing to mental and physical well-being, foster a sense of belonging and community pride, and provide opportunities for physical activity.

Allowing facility managers to respond to these requests in a timely manner allows for better community group relations.

Relevant Statutes / Master Plans / City Documents

[Fees, Rates & Charges Bylaw](#) (C-1395)
[Recreation & Culture Strategy](#)

Risk

There are no risks identified by the proposed amendments.

Alternatives

Approve the bylaw with different conditions.

STAKEHOLDER ENGAGEMENT

Administration collaborated with Events and Entertainment and the Community Knowledge Campus in the development of this report.

BUDGET / FINANCIAL IMPLICATIONS
--

Budget impacts may include reduced revenue resulting from approval of reduced/waived fees.

SUMMARY / CONCLUSION

The amendments to the Reduced Cost/Free Use of Facilities/Equipment are motivated by the aim to enhance the efficiency of our process, ensuring fair and optimal distribution of facilities and equipment among community groups. Administration recommends that Council approve the policy as presented.

ATTACHMENTS

Attachment 1 – Reduced Cost/Free Use of Facilities/Equipment Policy Markup



COUNCIL POLICY

Reduced Cost / Free Use of Facilities / Equipment

Policy Title	Reduced Cost / Free Use of Facilities / Equipment		
Policy Number	203	Approved Date	1999/08/30
Department	Sports Development, Wellness and Culture	Last Amended	2021/01/25
Mayor Signature		Last Reviewed	2021/01/25
		Signature Date	

1. Policy Statement

- 1.1. The City of Grande Prairie (City) acknowledges that its facilities and equipment play a vital role in fostering community recreation, sports and cultural events.
- 1.2. The City is dedicated to maximizing the efficiency of allocating City facilities and equipment.

2. Purpose

The purpose of this council policy (policy) is to:

- 2.1. Speed up approvals in granting waivers for community groups;
- 2.2. Empower facility managers in the operation of their buildings; and
- 2.3. Provide an avenue of appeal.

3. Definitions

In this policy:

- 3.1. **"City"** means the municipal corporation of The City of Grande Prairie, having authority under the Municipal Government Act, RSA 2000 C. M-26 and other applicable legislation. Where context requires, City also means the area included within the municipal boundaries of the City.
- 3.2. **"Executive Director of Recreation and Culture"** means the highest level of authority within the Recreation and Culture Department or any department substituted in its place, or their designate.
- 3.3. **"Non-Profit Organizations"** shall be an organization registered under the Societies Act of Alberta comprising Grande Prairie regional citizens.
- 3.4. **"Sport/Community Partners"** means an organization or community group who is located in and around the City who has entered into an agreement with the City for use of City owned facility(ies) for the purpose of delivering recreation and culture programs and services.



COUNCIL POLICY

Reduced Cost / Free Use of Facilities / Equipment

4. General Principles

- 4.1. Facility managers may reduce or waive the fees/charges for use of facilities and equipment by Non-Profit Organizations and sport/community partners in order to:
- 4.1.1. Host a one-time national or provincial competition or other event of significance;
 - 4.1.2. Undertake an event deemed beneficial to the City's image or provide a financial benefit; or
 - 4.1.3. Another similar matter.

5. Review & Appeal Process

- 5.1. Non-Profit Organizations and sport/community partners have the right to make a written request to have a decision made by the facility manager on the reduced cost or free use of a facility and/or equipment reviewed by the Executive Director of Recreation and Culture.
- 5.2. If a decision is unable to be reached, as a last recourse, the decision can be appealed in accordance with the General Appeal Board Bylaw C-1469.

6. Responsibilities

- 6.1. City Council will review and approve any revisions to this Policy.
- 6.2. City Manager will review and approve any procedures related to this Policy.
- 6.3. City Administration will carry out the policy based on established procedures.

7. Version History

Action	Date	Description
New Policy	1999/08/30	
Revision	2021/01/25	
Revision	YYYY/MM/DD	New templated applied. A new policy statement was created, the old statement was moved to General Principles. Definitions added and adjusted, Related Information added. Review process created and contains content from General Principles.



POLICY

POLICY NO: 203 **APPROVAL DATE:** August 30, 1999
TITLE: Reduced Cost/Free Use of Facilities/
Equipment **REVISION DATE:** January 25, 2021
SECTION: Community Services **PAGE 1 OF 1**
DEPARTMENT: Community Services

1. POLICY STATEMENT

1.1. The City of Grande Prairie (City) acknowledges that its facilities and equipment play a vital role in fostering community recreation, sports and cultural events.

1.2. The City is dedicated to maximizing the efficiency of allocating City facilities and equipment.

~~Facility managers may reduce or waive the charges for use of facilities and equipment by local non-profit organizations or those representing an organized recreation/culture group in order to:~~

- ~~• Host a one-time national or provincial competition or other event of significance;~~
- ~~• Undertake an event deemed beneficial to the City's image or provide a financial benefit; or~~
- ~~• Another similar matter.~~

2. REASON FOR POLICY

~~The purpose of this council policy (policy) is To:~~

~~2.1 speed up approvals in granting waivers for community groups; and~~

~~2.2 empower facility managers in the operation of their buildings; and~~

~~2.3 provide an avenue of appeal.~~

3. Definitions

In this policy:

3.1 "City" means the municipal corporation of The City of Grande Prairie, having authority under the Municipal Government Act, RSA 2000 C. M-26 and other applicable legislation. Where context requires, City also means the area included within the municipal boundaries of the City.

3.2 "Executive Director of Recreation and Culture" means the highest level of authority within the Recreation and Culture Department or any department substituted in its place, or their designate.

3.3 Local "Non-Profit Organizations" shall be an organization registered under the Societies Act of Alberta comprising Grande Prairie regional citizens.

3.4. “Sport/Community Partners” means an organization or community group who is located in and around the City who has entered into an agreement with the City for use of City owned facility(ies) for the purpose of delivering recreation and culture programs and services.

4. General Principles

4.1 Facility managers may reduce or waive the fees/charges for use of facilities and equipment by ~~local n~~Non-pProfit ~~o~~Organizations ~~or those representing an organized recreation/culture group and sport/community partners~~ in order to:

- Host a one-time national or provincial competition or other event of significance;
- Undertake an event deemed beneficial to the City’s image or provide a financial benefit; or
- Another similar matter.

RELATED INFORMATION 5. REVIW & APPEAL PROCESS

~~If a facility manager denies the free use of a facility and/or equipment, the applicant may appeal the decision first with the facility manager, then to the Director of Community Services and as a last recourse, the Community Services Committee.~~

5.1 Non-Profit Organizations and sport/community partners have the right to make a written request to have a decision made by the facility manager on the free use of a facility and/or equipment reviewed by the Executive Director of Recreation and Culture.

5.2 If a decision is unable to be reached, as a last recourse, the decision can be appealed in accordance with the General Appeal Board Bylaw C-1469.

DEFINITIONS

~~Local non-profit organizations shall be an organization registered under the Societies Act of Alberta comprising Grande Prairie regional citizens.~~

RESPONSIBILITIES

City Council will review and approve any revisions to this Policy.

City Manager will review and approve any procedures related to this Policy.

~~Facility Managers~~City Administration will carry out the ~~are responsible to implement this~~
Ppolicy based on established procedures.



**MINUTES OF THE CITY OF GRANDE PRAIRIE
OPERATIONAL SERVICES COMMITTEE**

**August 20, 2024, 9:30 A.M.
Council Chambers, City Hall**

MEMBERS PRESENT	C. Thiessen G. Blackmore G. Berg J. Clayton	Committee Chair Councillor Councillor Mayor
ALSO PRESENT	W. Bosch K. O’Toole W. Pilat S. Bourke B. Glavin D. Whiteway D. Lemieux J. MacEachern J. Freeman (virtual) A. Van Beekveld A. Colter	Councillor Councillor Councillor City Manager Chief Operating Officer Chief Financial Officer Chief Public & Protective Services Officer Chief of Staff City Solicitor Council Committee Coordinator Development Technologist

1. CALL TO ORDER

The meeting was called to order at 9:41 a.m.

2. ADOPTION OF AGENDA

MOVED by G. Blackmore
Committee adopt the agenda as presented.

CARRIED (4 to 0)

3. DELEGATIONS

4. REPORTS

4.1 Service Area Update

B. Glavin, Chief Operating Officer, presented Committee with an update on the current and projected activities planned throughout the service area:

- Engineering Services - Capital construction projects are on track to be completed by the end of construction season.
- Transit - There has been a 47% overall ridership increase and 169% Youth ridership increase last month compared to the same time period last year.

- Environment & Parks - An RFQ has been posted to retain a contractor for FireSmart Vegetation Management, with field work expected to take place this fall in the South Bear Creek area. An RFQ has been posted for fall tree installations at various locations.
- Transportation - An RFQ has been issued for contractual residential snow plowing and snow hauling services. Evaluations of the submissions will take place at the end of the month.

4.2 Policy 623 - Securities for Construction on Public Lands and Private Lands

A. Colter, Development Technologist, presented Committee with Policy 623. This policy will provide clear and consistent requirements for securities on projects within the City.

MOVED by G. Blackmore
Committee recommend Council:

1. Approve Policy 623 - Securities for Construction on Public Lands and Private Lands; and
2. Rescind Policy 612 - Land Development Municipal Improvements.

CARRIED (4 to 0)

5. CORRESPONDENCE

6. OTHER BUSINESS

7. BYLAW & POLICY REVIEW

8. OUTSTANDING ITEMS LIST

The Committee reviewed the Operational Services Committee Outstanding Items List for August 20, 2024.

MOVED by G. Berg
Committee receive the August 20 Outstanding Items List, as presented, for information.

CARRIED (4 to 0)

9. ADJOURN

The meeting ended at 9:55 a.m.

Chair

City Clerk



ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: August 20, 2024
FROM: Brian Glavin, Chief Operating Officer	MEETING: Operational Services Committee
REPORT WRITER: Ashley Colter, Engineering Services	
SUBJECT: Policy 623 - Securities for Construction on Public Lands and Private Lands	

RECOMMENDATIONS

That the Operational Services Committee recommend Council:

1. Adopt Policy 623 – Securities for Construction on Public Lands and Private Lands; and
2. Rescind Policy 612 – Land Development Municipal Improvements

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

On March 21, 2016, Policy 612 – Land Development Municipal Improvements was adopted.

BACKGROUND

Policy 612 was scheduled for a review as per Policy 124 – Bylaw and Council Policy Review. Through this review process Administration identified existing policy gaps and determined that adopting a comprehensive security policy and procedure for all work done within the City would streamline project approvals and provide greater clarity for contractors and developers. It was also noted that several aspects of the Land Development Municipal Improvements policy are planning practices and are already addressed in other statutory documents.

The purpose of the Securities for Construction on Public Lands and Private Lands Policy is to provide developers and other parties completing work within the City a clear framework for the requirements and submission format of securities to the City. This policy provides a defined process for all securities taken by the City, including securities for Development Agreements, Engineering Permits, and Development Permits. The current City policy only addresses securities under a Development Agreement.

ANALYSIS

Many municipalities in Alberta have moved away from land development policies, Administration is recommending that Grande Prairie utilize this approach. The financial aspects of the Land Development Municipal Improvements policy will be addressed by the Securities for Construction on Public Lands and Private Lands policy, while the planning aspects of the policy are addressed by more appropriate statutory documents like the City's Municipal Development Plan.

An administrative procedure, 623-01, is proposed to provide clarification and additional details in support of the proposed policy.

The proposed policy and procedure were prepared in consultation with an experienced external legal firm familiar with other Alberta municipalities, as well as the City of Grande Prairie Legislative Services Department.

Relationship to City Council's Areas of Focus / Strategic Priorities

Innovative Efficiencies & Economic Readiness – to cultivate an excellent administration and local governance to develop and grow a meaningful and prosperous social and economic community.

Environmental Impact

There are no environmental impacts associated with this report.

Economic Impact

There are no economic impacts associated with this report.

Social Impact

There are no social impacts associated with this report.

Relevant Statutes / Master Plans / City Documents

[City Design and Construction Manuals](#)

Risk

There is currently no policy or procedure for securities required for Engineering Permits; failure to adopt this policy will result in a continued gap in the provision of securities associated with Engineering Permits.

STAKEHOLDER ENGAGEMENT

This policy was circulated to internal and external stakeholders, including Aquatera and the Urban Developers Institute. No concerns were raised by any parties.

BUDGET / FINANCIAL IMPLICATIONS

There are no budget or financial implications associated with this report.

SUMMARY / CONCLUSION

Upon internal review, various gaps and opportunities to improve upon the existing policy were identified. Adoption of Policy 623 will resolve the concerns found in the review of Policy 612 and will provide clear and consistent requirements for securities on projects within the City.

ATTACHMENTS

Proposed Council Policy 623
Proposed Administrative Procedure 623-01
Existing Council Policy 612



COUNCIL POLICY

Securities for Construction on Public Lands and Private Lands

Policy Title	Securities for Construction on Public Lands and Private Lands		
Policy Number	623	Approved Date	Date (YYYY/MM/DD)
Department	Engineering Services	Last Amended	
Mayor Signature		Last Reviewed	
		Signature Date	

1. Policy Statement

- 1.1. The City of Grande Prairie (City) requires performance Securities to be posted in relation to construction activities on Public Lands and on Private Lands. The performance Securities are posted as an assurance that the Developer, contractor, or other responsible party intends to complete their contractual obligations, and to offer some financial protection to the City in the event of a default. As well, the Securities provide a readily accessible form of funding to deal with emergency issues that may arise in relation to the construction activities. The City may require Security to be submitted in connection with the related improvement processes including, but not limited to:
- a) Development Agreements
 - b) Development Permits
 - c) Engineering Permits
- 1.2. An applicant for a Development Permit may be required to submit Securities to the City for specific improvements on Private Lands, as determined by the Development Officer under the Land Use Bylaw C-1260 (LUB) as amended or replaced. The Securities required under the LUB and the procedures under the LUB governing those Securities will take precedence over this Policy for Securities when the Development Permit condition specifically requires Securities under the LUB.

2. Purpose

The purpose of this council policy (policy) is to:

- 2.1. Establish a fair and equitable framework for the determination and management of Securities required to complete construction activities on Public Lands and on Private Lands, to establish when Security is required, and to outline acceptable forms of Security and when Security may be waived, reduced, released or drawn upon.



COUNCIL POLICY

Securities for Construction on Public Lands and Private Lands

3. Definitions

In this policy:

- 3.1. **"City"** means the municipal corporation of The City of Grande Prairie, having authority under the MGA and other applicable legislation. Where context requires, City also means the area included within the municipal boundaries of the City.
- 3.2. **"City Manager"** means the City's Chief Administrative Officer or that individual's designate.
- 3.3. **"Developer"** means a person who has an obligation to construct Municipal Improvements or Other Utility Services or a person who wishes to construct whose construction will impact Municipal Improvements or Other Utility Services.
- 3.4. **"Development Agreement"** includes a written agreement:
 - a) under ss. 650 and 655 of the MGA between a Developer and the City related to the construction or installation of Municipal Improvements on Public Lands or Private Lands within the City; or
 - b) an agreement with the City regarding the Developer's construction which may impact Municipal Improvements or Other Utility Services.

For clarity, Development Agreements include, but are not limited to, servicing agreements and infrastructure agreements.

- 3.5. **"Development Permit"** means a document issued pursuant to the provision of the Land Use Bylaw C-1260, as amended or replaced authorizing the commencement of a development.
- 3.6. **"Engineering Permit"** means a permit issued by the City authorizing construction activities, temporary barricades and signage, driveway construction, or storm sewer connection on Public Lands.
- 3.7. **"Engineering Services"** means the City employees within the Engineering Department that are authorized to administer the terms of a Developer Agreement or Engineering Permit on behalf of the City.
- 3.8. **"MGA"** means the *Municipal Government Act* RSA 2000 C. M-26 as amended or replaced.
- 3.9. **"Municipal Improvement"** means all those improvements set out in a Development Agreement to be constructed and installed to service the development area, including but not limited to, roadways, stormwater utilities, water and wastewater utilities, service connections, pedestrian infrastructure, grading of service area, and park development.
- 3.10. **"Other Utility Services"** means electric, telecommunications and natural gas services.
- 3.11. **"Private Lands"** means any lands not owned by the City.
- 3.12. **"Public Lands"** means any lands owned by the City, including easements and rights of way.



COUNCIL POLICY

Securities for Construction on Public Lands and Private Lands

3.13. "Security" means a financial commitment provided to the City, in a form acceptable to the City, to ensure full compliance by the Developer with the Developer's obligations contained within a Development Agreement or Engineering Permit.

4. General Principles

4.1. When Security is Required

4.1.1. Development Agreements

- a. Development Agreements are required to facilitate the construction of Municipal Improvements or Other Utility Services.
- b. A Development Agreement is typically triggered by:
 - i. condition of subdivision approval, or
 - ii. condition of a Development Permit, or
 - iii. condition of an alignment approval.
- c. Development Agreements require Security to be submitted to the City.

4.1.2. Engineering Permits

- a. Engineering Permits are required for any work occurring on Public Land including, but not limited to:
 - i. on-street construction and maintenance,
 - ii. roadway barricades,
 - iii. crossings,
 - iv. driveway construction, and
 - v. temporary traffic controls.
- b. Engineering Permits may require Security to be submitted to the City.
- c. At the sole discretion of Engineering Services, Developers may be required to enter into a Development Agreement prior to the issuance of an Engineering Permit.

4.2. Security Specifications

4.2.1. Security must be in an appropriate form consisting of one or more of the following:

- a. Cash Security Deposit:
 - i. In the form a certified cheque or bank draft. The City shall not accept any cheque which is not certified.
 - ii. No payment of interest will be made on a cash deposit.
- b. Irrevocable and Unconditional Letter of Credit:
 - i. Issued by a chartered bank, a credit union, or ATB Financial in a form acceptable to the City.
- c. Development Agreement Surety Bond
 - i. Development Agreement Surety Bonds may only be provided as Security for Development Agreements required to meet a condition of a subdivision approval.



COUNCIL POLICY

Securities for Construction on Public Lands and Private Lands

The City shall not accept Development Agreement Surety Bonds to meet a condition of a Development Permit approval.

- 4.2.2.** The City Manager may set additional requirements regarding acceptable forms of the above Security types. See Procedure 623-1 – Securities For Construction on Public Lands and Private Lands.

4.3. Waiver of Security

- 4.3.1.** Engineering Permit Securities may be waived for construction activities that are considered under an existing contract with the City, for example a capital construction project or Development Agreement.
- 4.3.2.** The City Manager may set additional requirements regarding the waiver of Security. See Procedure 623-1 – Securities for Construction on Public Lands and Private Lands.

4.4. Reduction or Release of Security

- 4.4.1.** Securities may be reduced in accordance with the procedures established by the City Manager regarding the reduction of Security. See Procedure 623-1 – Securities for Construction on Public Lands and Private Lands.
- 4.4.2.** Securities may be released in accordance with the procedures established by the City Manager regarding the release of Security. See Procedure 623-1 – Securities for Construction on Public Lands and Private Lands.

4.5. Security Forfeiture

- 4.5.1.** Securities may be forfeit in accordance with the procedures established by the City Manager regarding the forfeiture of Security. See Procedure 623-1 – Securities for Construction on Public Lands and Private Lands.

5. Responsibilities

- 5.1.** City Council will review and approve any revisions to this Policy.
- 5.2.** City Manager will review and approve any procedures related to this Policy.
- 5.3.** City Administration will carry out the policy based on established procedures.

6. Legislative Authority & Other Reference

- 6.1.** *Municipal Government Act, RSA 2000, c M-26*
- 6.2.** [Land Use Bylaw C-1260](#)
- 6.3.** City Procedure 623-1 Securities for Construction on Public and Private Lands



COUNCIL POLICY

Securities for Construction on Public Lands and Private Lands

7. Version History

Action	Date	Description
New Policy	YYYY/MM/DD	Replacing 612 Land Development Policy

DRAFT



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

Procedure Title	Securities for Construction on Public Lands and Private Lands		
Procedure Number	623-1	Approved Date	Date (YYYY/MM/DD)
Department	Engineering Services	Last Amended	
City Manager Signature		Last Reviewed	
		Signature Date	

1. Purpose

- 1.1. This Procedure identifies two (2) separate and distinct procedures, specifically for:
 - 1.1.1. Development Agreements: In determining the Securities for a Development Agreement, Engineering Services will follow the Development Agreement section of this procedure.
 - 1.1.2. Engineering Permits: In determining the Securities for an Engineering Permit, Engineering Services will follow the Engineering Permit section of this procedure.
- 1.2. An applicant for a Development Permit required to submit Securities to the City for specific improvements on Private Lands will provide those Securities under the procedures under the Land Use Bylaw C-1260 (LUB) as amended or replaced and not this document.

2. Definitions

In addition to the definitions found in Policy 623, the following definitions apply to this Procedure:

- 2.1. **"Construction Completion Certificate" (CCC)** means a document signed and sealed by a Professional Engineer, certifying that the Municipal Improvement has been constructed in accordance with the approved Engineering Drawings and the terms of the Development Agreement.
- 2.2. **"Construction Completion Inspection"** means an on-site inspection of the work completed under an Engineering Permit by Engineering Services. The inspection may be formal or informal in nature.
- 2.3. **"Developer's Engineer"** means a Professional Engineer with the authority to represent the Developer in matters related to the Development Agreement.
- 2.4. **"Final Acceptance Certificate" (FAC)** means a document signed and sealed by a Professional Engineer, certifying that the Municipal Improvement has been constructed and maintained in accordance with the approved Engineering Drawings and the terms of the Development



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

Agreement, and that requests the Developer's obligations to maintain the Municipal Improvement be transferred to the City.

2.5. "Major Municipal Improvements" means:

- a. sanitary and storm sewer drainage systems including all necessary connections and equipment;
- b. water mains including fittings, valves, hydrants and the looping of water mains beyond the development area in order to safeguard and ensure the continuous supply of water in the development;
- c. service connections from the sanitary sewer, storm sewer and water mains to the property lines of individual lots;
- d. oversizing of roadways and water, sewer and storm sewer systems to accommodate future land development areas;
- e. curbs and gutters;
- f. asphalt street paving (excluding second lift asphalt);
- g. street lighting;
- h. fire lanes;
- i. traffic control devices of all kinds; and
- j. grading of the service area.

2.6. "Minor Municipal Improvements" means:

- k. sidewalks, trails and associated lighting;
- l. park development on dedicated lands;
- m. extensions to the survey control network;
- n. utility lot, boulevard and other landscaping;
- o. fencing;
- p. landscaping and tree planting; and
- q. second lift asphalt.

3. Procedure for Development Agreement Securities

1.2. Acceptable Forms of Security under a Development Agreement

- 1.2.1. The Security provided to the City under a Development Agreement may consist of the types of Security specified under Policy 623.



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

- 1.2.2.** Any irrevocable and unconditional letter of credit must meet the letter of credit requirements set out in **Schedule A** of this Procedure.
- 1.2.3.** Any Development Agreement Surety Bond must meet the following conditions:
- a.** The Development Agreement Surety Bond requirements set out in **Schedule B**.
 - b.** A Development Agreement Surety Bond is only permitted to secure the construction of the Municipal Improvements referenced in the Development Agreement.
 - c.** If obligations in addition to the construction of Municipal Improvements exist (i.e. off-site levies, fees, excess capacity charges), the Developer must provide additional security in a format acceptable to the City.
- 1.2.4.** The City will not accept any other bond types as security for any Development Agreement under this procedure.

1.3. Determination of Security Amounts

- 1.3.1.** The Security shall be an amount equal to the estimated costs of constructing and installing all the Municipal Improvements and remediating impacted Public Land plus sixteen percent (16%) for engineering and testing.
- 1.3.2.** For the purposes of determining Security values, the estimated cost for the construction and installation of all Municipal Improvements and remediation referenced in section 3.2.1 shall be determined as follows:
- a.** where actual tendered costs are available, the tendered costs shall be used;
 - b.** where actual tendered costs are not available:
 - i.** the Developer's Engineer shall prepare cost estimates which shall be submitted to the City for approval. If approved by the City, such cost estimates shall be used.
 - ii.** If the City does not approve the cost estimates, the City reserves the right to use its own cost estimate for the purpose of determining the Security amount.
- 1.3.3.** If Security is provided to the City in the form of a cash security deposit or letter of credit, the Security amount required shall be as follows:
- a.** For developments with a construction value of Municipal Improvements of less than \$250,000:
 - i.** One hundred percent (100%) of the estimated costs of constructing and installing the Major and Minor Municipal Improvements
 - b.** For developments with a construction value of Municipal Improvements of over \$250,000:



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

- i. Fifty percent (50%) of the estimated costs of constructing and installing the Major Municipal Improvements; and
- ii. One hundred percent (100%) of the estimated costs of constructing and installing the Minor Municipal Improvements.

1.3.4. If Security is provided to the City in the form of a Development Agreement Surety Bond, the Security amount required for developments with any construction value shall be as follows:

- a. One hundred percent (100%) of the estimated costs of constructing and installing all Major Municipal Improvements, and
- b. One hundred percent (100%) of the estimated costs of constructing and installing all Minor Municipal Improvements.

1.3.5. If a Developer chooses to provide a Development Agreement Surety Bond to secure 100% of the cost of construction or installation of the Major and Minor Municipal Improvements, the Developer shall provide additional Security in the form of cash or letter of credit for the full amount of any levies, other fees, or charges owing under the Development Agreement.

1.4. Waiver of Securities

1.4.1. At the sole discretion of the City, and with written authorization from the City Manager, the requirement for a Developer to submit Securities for a Development Agreement may be waived.

1.5. Reduction and Release of Security

1.5.1. The City shall not reduce the amount of the Security to be provided by the Developer for any Municipal Improvement for which a CCC has been issued more than ninety percent (90%) of the estimated cost as determined by section 3.2.2. The reduced Security amount will remain in effect for the duration of the warranty period with respect to that Municipal Improvement. Upon issuance of an FAC, the Security for the associated Municipal Improvement may be released in its entirety.

1.5.2. Despite section 3.4.1, the total amount of the Security held by the City under the Development Agreement shall not be less than the greater of:

- a. the amount owing under the Development Agreement in respect of levies and other fees and charges; or
- b. \$5,000.

1.5.3. A reduction in Security is not effective until the City receives a revised Security from the issuer of the Security.



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

1.5.4. Despite section 3.2 and this section 3.4, the City may reduce the amount of Security to be provided by the Developer, in the sole and absolute discretion of the City, as specified in a Development Agreement.

3.1. Failure to Complete Development Obligations

1.5.5. At its sole discretion, the City may draw on the Security if one or more of the following occurs:

- a. the Security is not renewed to the satisfaction of the City within the time specified in the Development Agreement;
- b. in the opinion of the City, the Developer, their employees, contractors, or agents create an unsafe condition or impact Public Lands in which case the City may use the Security to do any work required to protect life and property from injury, damage, or destruction;
- c. the Developer fails to correct any deficiencies to the Municipal Improvements within the timelines outlined in the Development Agreement;
- d. the Developer fails to make payment of any amounts invoiced under the Development Agreement;
- e. the Developer fails to discharge any builder's lien from Public Lands as required under the Development Agreement; or
- f. the Developer defaults on any of their obligations under the Development Agreement, in which case the City may use the Security to rectify any default.

1.5.6. In the event of significant or repeated Developer defaults under a Development Agreement, the City at its sole discretion, may choose to draw on Security in its entirety provided under the specific Development Agreement in question or any other Development Agreement entered between the City and the Developer to address all remaining obligations under the Development Agreement regardless of the Developer's obligations default status in any other Development Agreement.

1.6. Acceptable Security Use

1.6.1. If the City draws on the Security, the proceeds may be used to pay:

- a. the reasonable costs incurred by the City when drawing on the Security including, but not limited to transportation and actual out of pocket expenses;
- b. all costs incurred by the City in completing any work required to maintain, repair, remove, restore, or rectify any deficiencies in the work undertaken by the Developer, including, but not limited to:
 - i. the administrative costs incurred when arranging to complete the work;



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

- ii. consulting and contracting fees required to retain outside consultants and contractors;
- iii. costs related to labour, materials, testing, and inspection; and administrative and engineering costs required to obtain CCCs and FACs for the Municipal Improvements, including supporting documentation for testing, maintenance, and deficiency repairs;
- c. all costs incurred by the City in rectifying any default by the Developer under the Development Agreement;
- d. all current and future payable obligations under this Agreement, including all off-site levies owing under the Development Agreement;
- e. all legal costs, fees, expenses, and disbursements incurred by the City in enforcing, or otherwise dealing with the Developer's default under the Development Agreement.

3.2. Insufficient Securities

- 1.6.2. If the proceeds of the Security are not sufficient to cover the obligations under the Development Agreement, the City will invoice the Developer for any additional costs incurred by the City.
- 1.6.3. The Developer shall pay any shortfall as identified under section 3.7.1 to the City within thirty (30) days of being invoiced.

4. Procedure for Engineering Permit Securities

1.7. Acceptable Forms of Security

- 1.7.1. The Security provided to the City under an Engineering Permit may consist of the types of Security specified under Policy 623.
- 1.7.2. Any irrevocable and unconditional letter of credit must meet the letter of credit requirements set out in **Schedule A**.



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

1.8. Determination of Security Amounts

1.8.1. Required Security amounts shall be calculated as using the table below:

Location of Work	Details	Security Required
Hard Surface (Pavement, Concrete, Gravel)	Spot excavation	\$500
	Crossing (trenches – max 1.5m wide)	\$500 per linear meter of trench
	Storm sewer excavation	\$5,000
Landscaped Areas	Spot excavation	\$500
	Crossing (trenches – max 1.5m wide)	\$150 per linear meter of trench
	Storm sewer excavation	\$2,500
Multi-Family Driveway	3.5m – 7.3m wide	\$1,500
Commercial Driveway	4.5m – 12.0m wide	\$2,000
Industrial Driveway	5.0m – 15.0 wide	\$2,500
Rural Approach	Width as approved	\$7,500
Other	Other	As determined by Engineering Services

1.9. Release of Security

1.9.1. Upon completion of a satisfactory Construction Completion Inspection by Engineering Services and payment of any outstanding Engineering Permit fees and charges, the Securities will be released in full.



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

1.10. Acceptable Security Use

- 1.10.1.** In its sole discretion and without notification to the holder of an Engineering Permit, the City may draw on and use the Securities in the following circumstances:
- a.** If in the opinion of the City, the holder of an Engineering Permit, their employees, contractors, or agents create an unsafe condition or impact Public Lands in which case the City may use the Security to do any work required to protect life and property from injury, damage, or destruction; or
 - b.** the holder of an Engineering Permit does not obtain a satisfactory inspection by the City within 30 days of the Engineering Permit expiring, in which case the City may, acting reasonably, use the Securities to complete any remaining remediation required to restore Public Lands to its original condition.
- 1.10.2.** If the Securities held are not sufficient to rectify either of the above deficiencies, the City will invoice the permit holder for any additional costs incurred by the City.
- 1.10.3.** The permit holder shall pay any shortfall to the City within thirty (30) days of being invoiced.

5. Attachments

- 5.1. See Schedule "A", Letter of Credit Requirements
- 5.2. See Schedule "B", Development Agreement Surety Bond Requirements

6. Version History

Action	Date	Description
New Procedure	YYYY/MM/DD	



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

Schedule "A": Letter of Credit Requirements

1. In the case of a security being provided for in the form of a letter of credit, each letter of credit shall be approved by the City and its solicitor in its sole discretion but, in any event, shall:
 - 1.1. be unconditional, irrevocable, and payable at sight;
 - 1.2. state the beneficiary's name and address as follows:

The City of Grande Prairie
Engineering Services
P.O. Bag 4000
10205 98 Street
Grande Prairie, AB
T8V 6V3
 - 1.3. make reference to the development name and agreement number assigned to the Development Agreement;
 - 1.4. include an acknowledgment by the issuing bank that the City shall be entitled to automatically draw on the security in accordance with the provisions of the Development Agreement, and an undertaking by the issuing bank to promptly honour and pay draws made by the City without any inquiry;
 - 1.5. include a clause stating:

"It is a condition of this Letter of Credit that it shall be deemed to be automatically extended without amendment from year to year from the present or any future expiration date hereof unless, at least 30 days prior to the present or any future expiration date, we notify you in writing by double registered mail that we elect not to consider this Letter of Credit to be renewable for any additional period."
 - 1.6. include a statement that each letter of credit will permit partial draws.



CITY PROCEDURE

Securities for Construction on Public Lands and Private Lands

Schedule "B": Development Agreement Surety Bond Requirements

1. In the case of a security being provided for in the form of a Development Agreement Surety Bond, each Development Agreement Surety Bond shall be approved by the City and its solicitor in its sole discretion but, in any event, the Developer's surety must follow the following guidelines in when issuing the Development Agreement Surety Bond. The Development Agreement Surety Bond:
 - 1.1. Must be stated in Canadian dollars (numeric and text);
 - 1.2. Shall be unconditional, irrevocable, and payable on demand;
 - 1.3. The term of the Development Agreement Surety Bond must match the term of the applicable Development Agreement
 - 1.4. The Development Agreement Surety Bond provider is responsible for the security, maintenance, and validity of the Development Agreement Surety Bond;
 - 1.5. Include a statement that each Development Agreement Surety Bond will permit partial claims and draws up to the total of the value of the Development Agreement Surety Bond; and
2. A Development Agreement Surety Bond must be in a form and content acceptable to the City. The form attached on the following 3 pages is the only approved bond format and must be used.

DRAFT

Development Agreement Surety Bond

Bond No. _____ Bond Amount \$ _____

KNOW ALL PERSONS BY THESE PRESENTS THAT

(the "Principal")
AND

a corporation created and existing under the laws of Canada, and duly authorized to transact the business of suretyship in the Province of Alberta as Surety (the "Surety"), are held and firmly bound unto the City of Grande Prairie, a municipal corporation, as Obligee (the "Obligee"), in the amount of _____ dollars (\$ _____).

lawful money of Canada (hereinafter called "Bond Amount"), for payment of which sum, well and truly to be made, the Principal and Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally by these presents.

WHEREAS, the Principal has or will be entering into a development agreement with the Obligee to develop their subdivision approval number Z_____ for _____ (Development Name) Phase ____ including the submitted engineering drawings, hereinafter referred to as "the Agreement".

NOW, THE CONDITION OF THIS BOND IS SUCH THAT, if the Principal shall, in the sole and absolute determination of the Obligee, promptly and faithfully performs all its obligations under the Agreement, then this Bond is null and void; but otherwise shall remain in force and effect to the terms thereof.

On determination of the Obligee, in its sole and absolute discretion, that the Principal is in default of its obligations under the Agreement, the Surety and Principal agree that the Surety will make payments to the Obligee for amounts demanded by the Obligee, up to an aggregate of the Bond amount, within seven (7) business days after the Surety's receipt of a demand from the Obligee at the address noted herein by hand or courier and the form of a Statement of Claim, the form of which is attached to this Bond as Schedule "A".

The Surety and the Principal expressly waive and defence that the Principal is not in default of its obligations under the Agreement following the delivery of a Statement of Claim to the Surety as defined in this Bond. The Statement of Claim delivered to the Surety shall be accepted by the Surety and Principal as conclusive evidence that the amount demanded within the Statement of Claim is payable to the Obligee; and all payments shall be made free and clear without deduction, set-off, or withholding.

If the Surety, at any time, gives ninety (90) days notice by registered letter to both the Principal and Obligee of its intention to terminate this Bond, then this Bond and all accruing responsibility thereunder shall from and after the last day of such ninety (90) days aforesaid terminate only if the Principal has provided financial security to the Obligee in at least the same amount as this Bond in a form acceptable to the Obligee. If the Principal does not provide such

financial security to replace this Bond, then the Surety shall, at its sole discretion, either immediately pay the full Bond Amount to the Obligee within seven (7) business days, or confirm to the Obligee in writing that this Bond will remain in full force.

The Surety shall not be liable for a greater sum than the Bond Amount.

This Bond shall be governed by and construed in accordance with the laws of the Province of Alberta and the laws of Canada applicable thereto and shall be treated, in all respects, as a contract entered into the Province of Alberta without regard to conflict of laws principles. The Principal and Surety hereby irrevocably and unconditionally attorn to the jurisdiction of the courts of the Province of Alberta.

It is a condition of this Bond that any suit or action under this Bond must be commenced the expiration of one (1) year from the date of the last Final Acceptance Certificate required under the Agreement is acknowledged by the Obligee.

Any notice hereunder is to be given:

In the case of the Obligee, to:

Engineering Services Director
City Hall, Postal Bag 4000
10205 – 98 Street
Grande Prairie, AB T8V 6V3

in the case of the Principal, to:

(name and address)

in the case of the Surety, to:

(name and address)

IN WITNESS WHEREOF, this bond is duly signed, sealed and delivered this _____ day of _____, 20____.

The Principal:

Name of Person signing

Signature (Affix Seal)

The Surety:

Name of Person Signing

Signature (Affix Seal)

Schedule A
Notice of Default

Date: _____

Surety: _____

Address: _____

Attention: _____

Re: Development Agreement Bond No.: _____ (the "Bond")

Principal: _____ ("The Principal")

Obligee: _____ ("The Obligee")

Agreement: _____ ("The Development Agreement")

Dear Sir:

Pursuant to the above referenced Bond, The City of Grande Prairie hereby declares a default under the Development Agreement.

We hereby demand that the Surety honour its seven (7) day payment obligation as per the terms of the Bond and we hereby certify that we are entitled to draw on the Bond pursuant to the terms of the Development Agreement and demand payment of \$ _____ under the terms of the Bond.

Payment Instructions:

Yours truly,

THE CITY OF GRANDE PRAIRIE



POLICY

POLICY NO:	612	APPROVAL DATE:	March 21, 2016
TITLE:	Land Development Municipal Improvements	REVISION DATE:	
SECTION:	Lands, Roads and Buildings	PAGE 1 OF 5	
DEPARTMENT:	Engineering Services Department		

POLICY STATEMENT

The City of Grande Prairie (the “City”) may require a Developer to install and construct certain capital improvements and services as a condition of a development permit or subdivision approval, pursuant to Sections 650 and 655 of the *Act*.

Council wishes to provide clear direction as to the key terms and processes for dealing with such Municipal Improvements under the City's development agreement process.

PURPOSE

To establish certain standardized terms which may be incorporated into individual development agreements and to outline the City's processes and obligations regarding the installation, construction, maintenance and acceptance of the Municipal Improvements to be undertaken by a Developer.

RELATED INFORMATION

A. DEVELOPMENT PLANNING

1. Development areas shall be planned in conformance with the Intermunicipal Development Plan (IDP), the City's Municipal Development Plan (MDP), Area Structure Plans (ASP's), Area Re-development Plans (ARP's), Outline Plans (OP's) and Land Use Bylaw (LUB). Developers are encouraged to reference the City's “Guide to Land Development Process” to understand the steps involved in the City's development review and approval processes associated with ASP's, ARP's and OP's.
2. Not all areas within the City limits are readily serviceable. Development staging is preferred to allow for the most fiscal, social and environmentally sustainable sequence. The City reserves the right to manage land use and development approval within the City limits, pursuant to its jurisdiction under provincial laws.
3. Council will adopt, by Resolution, long range plans to provide an overall framework to guide the provision of Municipal Improvements.
4. The City will consult and consider Developer requests when updating City Standards.

B. DEVELOPMENT AGREEMENTS

1. Developers shall enter into agreements with the City for the provision of Municipal Improvements and Other Utility Services for development. Issues to be addressed in such development agreements may include, but will not be limited to:
 - (i) construction and installation of Municipal Improvements;
 - (ii) installation of Other Utility Services;
 - (iii) contracts for installation of Municipal Improvements;
 - (iv) use of public lands;
 - (v) safety;
 - (vi) construction completion and transfer of Municipal Improvements;
 - (vii) maintenance period and final acceptance;
 - (viii) upkeep of landscaping in development area;
 - (ix) developer responsibility for all costs and expenses;
 - (x) shared costs of oversized Municipal Improvements; and
 - (xi) levies and fees.
2. Municipal Improvements and Other Utility Services shall be constructed in accordance with City Standards.
3. Developers may be required to provide land and rights-of-way to the City for the provision of Municipal Improvements and Other Utility Services in accordance with the *Act*.
4. Municipal Improvements and Other Utility Services shall be extended through development areas to the boundaries of adjacent developments.
5. Developers shall be responsible for the provision of Arterial Roads as per the Transportation Off-Site Levy Bylaw C-1197, as amended or replaced.

C. DEVELOPMENT FINANCING

1. Developers shall be solely responsible for all costs and expenses associated with development, unless otherwise approved by Council.
2. In accordance with Section 651 of the *Act*, the City may require the Developer to construct or pay for Municipal Improvements with an excess capacity. In that regard, the City shall not be responsible for payment of any portion of the costs associated with the construction of Municipal Improvements with Excess Capacity, except as may be specifically provided in a binding agreement with the City, or except in respect to lands owned or acquired by the City. The City shall use reasonable efforts to assist a Developer in the recovery of the Developer's costs in constructing any Municipal Improvements with Excess Capacity by requiring payment of the next developer's proportionate share as a condition of their development permit, subdivision application, or development agreement. The City is not, however, a guarantor of payment by subsequent developers.

POLICY NO: 612
LAND DEVELOPMENT-MUNICIPAL IMPROVEMENTS

PAGE 3 OF 5

3. The City encourages adjacent developers to enter into joint ventures to provide the most equitable manner of development and the sharing of costs.
4. The calculation of off-site levies payable by a Developer shall be conducted in accordance with the provisions of the applicable Off-Site Levy Bylaws, as amended or replaced. The City currently assesses off-site levies for the provision of Arterial Roads to new growth areas as per the Transportation Off-Site Levy Bylaw C-1197, as amended or replaced.
5. A Developer shall, in order to ensure performance of its covenants and obligations under an agreement for a development area, supply security to the City on or before the execution date of the development agreement.
6. Subject to Section 7, the security provided under a development agreement may consist of:
 - (i) a cash security deposit. If security is provided by way of cash, the City shall not accept any cheque which is not certified;
 - (ii) an irrevocable and unconditional Letter of Credit ("Letter of Credit") issued by a Chartered Bank, a Credit Union or ATB Financial in a form acceptable to the City and its solicitor; or
 - (iii) a Subdivision Bond issued by a surety company and in a form acceptable to the City and its solicitor.
7. Security under a development agreement shall be required as follows:
 - (i) Fifty (50%) percent of the estimated costs of constructing and installing of all major Municipal Improvements when the Developer is providing security in the form of a Letter of Credit; or
 - (ii) One Hundred (100%) percent of the estimated costs of constructing and installing of all major Municipal Improvements when the Developer is providing security in the form of a Subdivision Bond; and
 - (iii) One Hundred (100%) percent of the estimated costs of constructing and installing all of minor Municipal Improvements, in any form of acceptable security.

The total amount of the security provided in the form of a Letter of Credit shall at no time be less than the amount owing under the agreement in respect of levies and other fees and charges.

Or

- (iv) A Subdivision Bond in the amount of One Hundred (100%) percent of the estimated costs of constructing and installing all major and minor Municipal Improvements.
8. Off-site levies, fees and other charges required under a development agreement shall be paid or secured by a Letter of Credit.

POLICY NO: 612
LAND DEVELOPMENT-MUNICIPAL IMPROVEMENTS

PAGE 4 OF 5

9. For the purposes of determining the amount of security required under a development agreement, the estimated costs for Municipal Improvements shall be determined as follows:
- (i) where actual tendered costs are available, the tendered costs shall be used;
 - (ii) where actual tendered costs are not available, the Developer's engineering consultant shall prepare cost estimates which shall be submitted to the City for approval and, if approved by the City, such cost estimates shall be used.
-

DEFINITIONS

“Act” means the Municipal Government Act, RSA 2000, Chapter M-26, as amended or replaced.

“Aquatera” means Aquatera Utilities Inc.

“City” means the municipal corporation of the City of Grande Prairie, or the area contained within the boundaries thereof, as the context requires.

“City Standards” means:

- (i) the standards and specifications as set out in the City's “Standard Guidelines for Design & Development of Municipal Improvements” and the City's “Standard Specifications for Construction of Municipal Improvements”, presently in effect and as may be amended in future from time to time, for design, construction and installation of all Municipal Improvements;
- (ii) in the case of water and wastewater, Municipal Improvements include standards prescribed by Aquatera in the City's “Standard Guidelines for Design & Development of Municipal Improvements” and the City's “Standard Specifications for Construction of Municipal Improvements”;
- (iii) any additional standards, conditions or requirements imposed upon the development by the City's Development Authority, Subdivision Authority, Subdivision and Development Appeal Board or Development Officer or by Aquatera acting reasonably;
- (iv) any condition of the approval of the Plans imposed by the City or Aquatera acting reasonably; and
- (v) all codes, regulations, legislation, design and engineering standards applicable to the development area.

“Council” means the duly elected municipal council of the City.

“Development” has the meaning provided in the *Act*.

“Excess Capacity” means Municipal Improvements installed or constructed with capacity in excess of that required for the servicing of a proposed development area and the City Standards.

“Municipal Improvements” means all those improvements required by the City or Aquatera to be constructed and installed to City Standards to service the development area, including but not limited to:

Major Improvements

- (i) sanitary and storm sewer drainage systems including all necessary connections and equipment;
- (ii) water mains including fittings, valves, hydrants and the looping of water mains beyond the development area in order to safeguard and ensure the continuous supply of water in the development;
- (iii) service connections from the sanitary sewer, storm sewer, and water mains to the property lines of individual lots;
- (iv) oversizing of roadways and water, sewer and storm sewer systems to accommodate future land development areas;
- (v) curbs and gutters;
- (vi) asphalt street paving (excluding Second Lift Asphalt);
- (vii) Traffic control devices of all kinds; and
- (viii) grading of service area.

Minor Improvements

- (i) sidewalks, trails and associated lighting;
- (ii) park development on dedicated lands;
- (iii) extensions to the survey control network;
- (iv) utility lot, boulevard and other landscaping;
- (v) fencing;
- (vi) landscaping and tree planting; and
- (vii) second lift asphalt.

“Other Utility Service” means electric, telecommunications and natural gas services.

RESPONSIBILITIES

City Council will review and approve any revisions to this policy.

City Manager will review and approve any procedures related to this policy.

City Administration will carry out the policy based on established procedures.



**MINUTES OF THE CITY OF GRANDE PRAIRIE
FINANCIAL & ADMINISTRATIVE SERVICES COMMITTEE**

**August 20, 2024, 9:45 A.M.
Council Chambers, City Hall**

MEMBERS PRESENT	W. Pilat M. O'Connor G. Berg J. Clayton	Committee Chair Councillor Councillor Mayor
ALSO PRESENT	G. Blackmore W. Bosch K. O'Toole S. Bourke D. Whiteway B. Glavin D. Lemieux J. MacEachern J. Freeman (virtual) A. Van Beekveld	Councillor Councillor Councillor City Manager Chief Financial Officer Chief Operating Officer Chief Public & Protective Services Officer Chief of Staff City Solicitor Council Committee Coordinator

1. CALL TO ORDER

The meeting was called to order at 9:59 a.m.

2. ADOPTION OF AGENDA

MOVED by G. Berg
Committee adopt the agenda as presented.

CARRIED (4 to 0)

3. DELEGATIONS

4. REPORTS

4.1 Service Area Update

D. Whiteway, Chief Financial Officer, presented Committee with an update on the current and projected activities planned throughout the service area:

- Assessment & Taxation - Summer students have finished inspections and are now updating pictures of properties. Administration is working on growth estimates for 2025.
- Finance - Administration is working on July month end variance reporting with departments and preparing for fall budget deliberations.

- Procurement - Administration is working on cost reduction projects and is supporting the ELC shutdown as needed. Bids on the market include Residential Snow Clearing and Snow Hauling, Tree Grove Supply and Installation, FireSmart Vegetation Management, Concrete Grinding, and Supply of Ice Control Material for Roads.
- GIS & ITS - Administration continues to re-architect wireless network to Increase bandwidth and network speeds at various City facilities.

4.2 2024 Q2 Financial Report

D. Whiteway, Chief Financial Officer, presented Committee with the 2024 Q2 Financial Report. The City maintains a net financial asset position and accumulated surplus, indicating that there are sufficient resources to support future services.

MOVED by G. Berg

Committee recommend Council receive the unaudited financial statements and supporting information for the period ending June 30, 2024 for information.

CARRIED (4 to 0)

5. CORRESPONDENCE

6. OTHER BUSINESS

7. BYLAW & POLICY REVIEW

8. OUTSTANDING ITEMS LIST

The Committee reviewed the Financial & Administrative Services Committee Outstanding Items List for August 20, 2024.

MOVED by M. O'Connor

Committee receive the August 20 Outstanding Items List, as presented, for information.

CARRIED (4 to 0)

9. ADJOURN

The meeting ended at 10:16 a.m.

Chair

City Clerk



ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: August 20, 2024
FROM: Danielle Whiteway, CFO	MEETING: Financial & Administrative Services Committee
REPORT WRITER: Shauna Hanson, Manager Accounting	
SUBJECT: 2024 Q2 Financial Report	

RECOMMENDATIONS

The Financial & Administrative Services Committee recommends Council:

Receive the unaudited financial statements and supporting information for the period ending June 30, 2024 for information.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

There are no previous Council or Committee directions.

BACKGROUND

The purpose of this report is to present the unaudited financial statements and supporting information for the period ending June 30, 2024.

ANALYSIS

The following describes significant line items, as outlined in Appendix 1.

Statement of Financial Position (Appendix 1 – Page 3)

The statement of financial position presents the City's financial and non-financial assets, as well as financial liabilities as of June 30, 2024.

Financial Assets

Total financial assets of the City as of June 30, 2024 are \$406M. Total financial assets as of the same time in the prior year were \$405.5M. The slight increase from prior year relates to an increase in the Investment in Aquatera, offset by a decrease in cash, accounts receivable and taxes receivable.

The decrease in accounts receivable at June 30, 2024 is largely due to a grant allocation being confirmed in July compared to June of the prior year.

The decrease in taxes receivable compared to prior year is largely due to more residents enrolling in TIPPS in the first half of the year compared to starting TIPPS after the June tax deadline. Another factor that contributed to a lower outstanding taxes receivable was the collection of a large balance that was in arrears from previous tax years.

Financial Liabilities

Total financial liabilities of the City as of June 30, 2024 were \$231.5M, a decrease of \$11.9M from the same period in the prior year. The decrease in financial liabilities is the combined result of small increases in accounts payable and requisition payable, reduced by a decrease in deferred revenue and long-term debt balances at quarter end.

The decline in deferred revenue at June 30, 2024 compared to prior year is partially due to the timing of grant confirmations in the current year, as well as, a decrease in capital grant funding that is carrying forward each year due to lower grant allocations from the Provincial and Federal government.

Net-Financial Assets

As of June 30, 2024, the City is in a net financial asset position of \$174.6M, indicating that the City has sufficient financial assets to settle existing liabilities and support future operations.

Non-Financial Assets

As of June 30, 2024, non-financial assets, which consist of assets not easily transferable to cash, are \$710M. The most significant item included in non-financial assets is tangible capital assets with a value of \$708M. Non-financial assets represent the value the City has invested in physical assets such as infrastructure, equipment, and vehicles, as well as prepaid expenses and inventory, that will be utilized in providing services to residents.

Overall, the City has a total accumulated surplus of \$885M that will be utilized to support current year and future services. An accumulated surplus position indicates that the City has net resources available to provide future services, consisting of both cash and non-cash components. The distribution of funds within the accumulated surplus is included on Page 10 of the Appendix, which provides the allocation of funds between restricted reserves and equity in both investments and tangible capital assets.

Statement of Operations (Appendix 1 – Pages 4-5)

The statement of operations reports on the revenues, expenses, and results as of June 30, 2024. It details the transactions impacting the City's accumulated surplus from the beginning of the year to the end of the reporting period. It differs from the City's annual operating budget as it includes non-cash items such as amortization and contributed tangible capital assets.

Revenue collected as of June 30, 2024 increased by \$7.4M from the same period in the prior year. The increase in net municipal taxes of \$6M is reflective of the 3.97% property tax increase approved by Council. Interest and investment income has increased by approximately \$1.5M when compared to prior year, the timing of increases in investment income is based on the timing of transactions within our portfolio and may not follow an equal distribution each month.

The City's total expenditures to June 30, 2024 are \$101M, a increase of \$3.8M from June 30 of the prior year. Increases in expenditures include a increase in salary, wages and benefits and a increase in transfers to other organizations, both increase are due to contractual obligations.

As of June 30, 2024, the City is experiencing in a surplus of \$57M. The inclusion of the 2024 property tax revenue results in a significant portion of the City's annual revenue being recognized

at June 30, 2024. Where as, expenditures are recorded on a more consistent basis throughout the fiscal year and are included in the unaudited financial statements as they are incurred.

Operating Variances (Appendix 1 – Pages 6-7)

A budget is a financial plan designed to articulate Council's strategic priorities and contains a significant number of assumptions. Once approved, the budget remains a relatively static document that becomes a guide for Management and provides a tool for financial analysis.

Operating variances result from differences between the approved budget and actual financial results. Internal and external factors influence operating variances and include, but are not limited to, population growth, operating efficiencies, economic conditions, availability of resources, weather conditions, and unforeseen conditions.

Management is responsible to actively monitor and manage the overall operating results to ensure that service delivery is maintained at acceptable levels and that operational costs are contained within available resources.

For the reporting period ending June 30, 2024, the City is projecting a surplus from budget of \$407K. This equates to 0.2% of the total City operating budget (\$207.6M). As noted above, management actively monitors the City's fiscal landscape and will implement mitigating strategies as required throughout the year.

The greatest pressures on this year's operating budget are an anticipated shortfall in court fine revenues due to provincial restrictions, partially offset by savings on the related enforcement contract expenses which are contingent on the revenues generated; as well as lower than expected Cedar Point tenant revenues due to previous construction delays and vacancy rates trending higher than anticipated. An operator for Cedar Point's affordable housing units has been chosen and administration is finalizing terms. Administration is anticipating tenant leases to commence in late September. The above noted shortfalls are being partially offset by surpluses from various departments related to items such as new funding opportunities, lower operational costs due to milder winter weather in 2024, increased membership sales and anticipated savings in IT related software and hardware costs.

Salary Variances (Appendix 1 – Page 8)

For the period ending June 30, 2024, the City had an overall cost of wages and benefits that was \$85.6K lower than budget. The City is expected to achieve a salary surplus of \$457K by the end of fiscal year 2024.

Budgeted salaries for 2024 have increased over the prior year, as a result of contractual obligations, as well as an increase in budgeted positions which is mostly attributable to positions being added in to the Grande Prairie Police Service to support the ongoing transition.

Administration is expecting to achieve planned managed manpower savings of \$2.5M and be within budget for overall salaries.

Operating Reserves (Appendix 1 – Page 10)

Reserves are the restricted portion of the City's accumulated surplus and all decisions made with regards to the City's reserves are approved by Council in accordance with Policy 346. Reserves assist in creating a solid financial position for the City and strengthen long-term financial stability, help minimize fluctuations in budget, as well as support capital projects.

As of June 30, 2024, the City has \$106M in reserves.

Capital (Appendix 1 – Pages 11-28)

At the beginning of 2024, the City had \$50M of capital funds available and assigned to approved projects. Capital projects are prefunded in accordance with the approved capital plan. As capital projects progress, spending will reduce the balance of capital funds available.

As of June 30, 2024, there is \$90M in active capital projects, approximately \$20M of capital projects are funded from grants, with the remainder being funding through capital tax, reserves, and debt.

Long Term Debt (Appendix 1 – Page 29)

Balance of outstanding long-term debt at June 30, 2024, is \$127.6M.

The City is well within the provincially prescribed debt limit at the end of 2023, with \$100M remaining (at Council's 80% of provincially prescribed limit policy applied). The City continues to maintain a reasonable debt level and has a sustainable repayment schedule in place.

Procurement Activity (Appendix 1 – Page 30)

During the second quarter of 2024, there were nine tenders awarded above the \$250K threshold.

Relationship to City Council's Areas of Focus / Strategic Priorities

Aligns long-term strategy and financial decisions through a budgeting process focused on priorities and sustainable financial health.

Enables and enhances trust, transparency and adaptability by ensuring accountability, integrity, efficiency, best practices and innovation in all operations.

Environmental Impact

There are no environmental impacts associated with this report.

Economic Impact

There are no relevant economic impacts associated with this report.

Social Impact

There are no social impacts associated with this report.

Relevant Statutes / Master Plans / City Documents

Section 153(d) of the Municipal Government Act states that:

“Councillors have the duty to obtain information about the operation of administration of the municipality from the Chief Administrative Officer or a person designated by the Chief Administrative Officer”

Risk

This report indicates a reasonably strong and balanced financial position for the City with no significant risks apparent.

Alternatives

Committee may request further information from Management.

STAKEHOLDER ENGAGEMENT

The Appendix included with this report will be posted on the City's website.

BUDGET / FINANCIAL IMPLICATIONS

For the period ending June 30, 2024, the City is expecting a surplus from budget of \$407K. This equates to approximately 0.2% of the total City operating budget (\$207.6M).

Operating variances have been reported in Appendix 1, pages 3-4.

SUMMARY / CONCLUSION

The City is currently anticipating a surplus of approximately \$407K at year end. However, Management will continue to monitor the fiscal landscape and will implement mitigating strategies, as deemed appropriate, to reduce the likelihood of recognizing a shortfall by year end.

The City maintains a net financial asset position and accumulated surplus, indicating that there are sufficient resources to support future services. The City is also well within provincially prescribed debt and debt servicing limits, as required by the MGA, and maintains sufficient reserves to support fiscal prudence.

ATTACHMENTS

Appendix 1 – 2024 Q2 Financial Report

FINANCIAL REPORT 2024 Q2

Revised August 2024

CITY OF
GRANDE
prairie



CONTENTS

03	Unconsolidated Statement of Financial Position	11	Summary of Capital Projects
04	Unconsolidated Statement of Operations by Object	12	Detail Listing of Capital Projects
06	Operating Variances	27	Reconciliation of Capital Projects by Funding Source
08	Salary Variances	29	Long-Term Debt & Debt Servicing
09	Full Time Equivalent (FTE) & Staff Complement Reporting	30	Procurement Activity
10	Unconsolidated Supplemental Breakdown of Accumulated Surplus	31	Mayor & Council Mandatory & Discretionary Expenditures
		32	Standing Committees & Council Meetings Record of Attendance

UNCONSOLIDATED STATEMENT OF FINANCIAL POSITION

For the Period Ending June 30, 2024

	Period Ending June 2024	Period Ending June 2023	Year Ending December 2023
	(unaudited)	(unaudited) (restated)	(unaudited)
Financial Assets			
Cash and Cash Equivalents	\$62,115,494	\$65,270,660	\$19,387,470
Accounts Receivables	\$13,362,787	\$19,561,342	\$20,165,379
Taxes and Grants in Lieu of Taxes	\$51,880,107	\$56,149,229	\$10,297,843
Land Held for Sale	\$686,716	\$686,716	\$1,010,782
Agreements Receivable	\$11,688,999	\$12,787,740	\$11,688,999
Portfolio Investments	\$115,944,489	\$113,440,215	\$114,301,694
Investment in Governments Business Enterprise	\$150,445,595	\$137,607,338	\$150,445,595
	\$406,124,188	\$405,503,240	\$327,297,762
Financial Liabilities			
Accounts Payable and Accrued Liabilities	\$18,832,366	\$15,727,298	\$26,038,120
Requisition Payable	\$15,146,740	\$14,435,195	-
Trust Accounts	\$1,560,574	\$1,616,827	\$1,733,372
Deferred Revenue	\$33,735,096	\$41,301,529	\$26,119,933
Asset Retirement Obligation	\$34,640,288	\$35,511,876	\$34,640,288
Long Term Debt	\$127,623,271	\$134,812,874	\$131,190,169
Long Term Debt	\$231,538,335	\$243,405,599	\$219,721,882
Net Financial Assets	\$174,585,853	\$162,097,641	\$107,575,880
Non-Financial Assets			
Tangible Capital Assets	\$708,043,682	\$711,105,459	\$718,005,436
Inventories of Supplies	\$1,191,794	\$1,076,982	\$1,081,763
Prepaid Expenses	\$981,667	\$1,075,025	\$1,183,880
	\$710,217,144	\$713,257,466	\$720,271,079
Accumulated Surplus	\$884,802,997	\$875,355,107	\$827,846,959

UNCONSOLIDATED STATEMENT OF OPERATIONS BY OBJECT

For the Period Ending June 30, 2024

	Period Ending June 2024	Period Ending June 2023	Year Ending December 2023
	(unaudited)	(unaudited)	(unaudited)
Revenues			
Net Municipal Taxes	\$131,491,069	\$125,431,066	\$124,922,400
User Fees and Sale of Goods	\$5,902,913	\$5,719,545	\$11,861,766
Operating Government Transfers	\$5,680,771	\$4,529,089	\$15,659,260
Interest and Investment Earnings	\$2,202,990	\$666,517	\$2,881,881
Penalties and Cost of Taxes	\$940,233	\$992,142	\$2,260,358
Franchise Fees	\$6,681,548	\$6,762,608	\$14,938,127
Fines, Rentals, Licenses and Permits	\$2,568,439	\$3,411,372	\$7,369,929
Court Fines	\$1,006,532	\$1,600,942	\$2,888,439
Transfers from Other Organizations	\$333,851	\$134,733	\$256,632
Other Operating Revenues	\$921,374	\$1,002,711	\$5,452,893
	\$157,729,720	\$150,250,725	\$188,491,686
Expenditures			
Salaries, Wages and Benefits	\$47,061,790	\$44,869,020	\$96,966,183
Contracted and General Services	\$19,234,637	\$18,995,913	\$45,236,952
Materials, Goods and Utilities	\$8,654,961	\$8,121,067	\$22,030,228
Provision for Allowances	\$895	-	\$89,955
Transfers to Other Organizations	\$8,543,420	\$7,894,852	\$13,397,261
Bank Charges and Short Term Interest	\$155,481	\$151,009	\$291,724
Interest on Long Term Debt	\$1,811,836	\$1,904,626	\$4,605,680
Amortization	\$15,407,576	\$15,128,121	\$31,878,152
Accretion	-	-	\$292,173
	\$100,870,596	\$97,064,608	\$214,788,308
Period Surplus (Deficit) Before Other Items	\$56,859,124	\$53,186,117	(\$26,296,622)

Continued on page 05

UNCONSOLIDATED STATEMENT OF OPERATIONS BY OBJECT

For the Period Ending June 30, 2024

	Period Ending June 2024	Period Ending June 2023	Year Ending December 2023
	(unaudited)	(unaudited) (restated)	(unaudited)
Other Items			
Contributed Tangible Capital Assets	-	-	\$1,422,637
Capital Government Transfers	\$34,009	\$373,333	\$15,112,768
Developer Levies	\$48,601	\$417,788	\$666,828
Gain (Loss) on Disposal of Tangible Capital Assets	\$14,304	-	\$158,116
Increase in Investment in Government Business Enterprise	-	-	\$16,839,532
	\$96,914	\$791,121	\$34,199,881
Period Surplus (Deficit)	\$56,956,038	\$53,977,238	\$7,903,259
Remeasurement Gains and Losses			
Change in Unrealized Gain (Loss) on Interest Rate Swap	-	-	(1,434,169)
Accumulated Surplus at Beginning of Period	\$827,846,959	\$821,377,869	\$821,377,869
Accumulated Surplus at End of Period	\$884,802,997	\$875,355,107	\$827,846,959

OPERATING VARIANCES

For the Period Ending June 30, 2024

Department	Description	Total
City Manager		
Other	All departments are forecasted close to budget.	\$2,500
Strategy & Communication Services		
Corporate Marketing	Shortfall expected due to reduced advertising revenues and additional printing and travel expenses.	(\$82,200)
Other	All other departments are forecasted close to budget.	\$2,400
Financial & Administrative Services		
Assessment & Taxation	Surplus forecasted due to higher revenue from tax certificate searches than budgeted and savings in general operating costs.	\$49,000
Financial Management	Surplus forecasted due to savings in general operating costs and travel.	\$39,200
GIS & ITS Services	Surplus forecasted due to reduced computer hardware, software costs, data communications, and other general spending.	\$249,400
Other	All other departments are forecasted close to budget.	\$2,300
Operational Services		
Environment & Parks	Surplus forecasted due to increased sales for memorial benches, permits and Parks services, as well as, lower costs than budgeted for equipment repairs and maintenance.	\$149,400
Facilities & Energy	Surplus forecasted due to anticipated savings in utility costs and other general spending.	\$100,700
Fleet	Shortfall forecast is the result of lower mobile equipment cross charges to other departments for repairs, maintenance and fuel. The milder winter in 2024 resulted in less repairs and fuel for Transit and Transportation.	(\$866,250)
Transit	Surplus forecasted due to lower than budgeted cross charges for mobile equipment, offset by higher utilization of the Low Income Transit Pass.	\$377,350
Transportation	Surplus forecasted due to savings in contracted snow removal and mobile equipment charges due to milder winter weather.	\$475,300
Other	All other departments are forecasted close to budget.	\$11,000

Continued on page 07

OPERATING VARIANCES

For the Period Ending June 30, 2024

Department	Description	Total
Public & Protective Services		
Housing & Homeless Initiatives	Shortfall due to Cedar Point tenant revenues under budget due to construction delay and tenancy expectations, and property management service provider costs.	(\$635,000)
Emergency Management	Surplus forecasted to due savings in budgeted transfer to GPREP, due to GPREP contribution being lower than anticipated contribution, and other general operating expenses.	\$42,050
Fire Department	Surplus forecasted due to unbudgeted grants relating to AHS Medical First Response and Camp FIRE funding.	\$292,700
Community Knowledge Campus	Surplus expected due to strong Eastlink Centre membership sales and increased arena/facility booking and rental revenues.	\$390,750
Sports Development, Wellness & Culture	Surplus forecasted due to reduced purchases for museum exhibits, reduced costs for repairs, maintenance, and other expenses expected. Additional revenue expected for unbudgeted sponsorship and higher drop in and rental revenue for Activity and Reception Centre and community gyms.	\$213,700
Other	All other departments are forecasted close to budget.	\$30,450
Invest Grande Prairie		
Events & Entertainment	Forecasted surplus due to higher rental and event revenues anticipated, unbudgeted funding received to support Grande North Winter Festival, and reduced utility and repair costs.	\$295,000
Other	All other departments are forecasted close to budget.	\$10,600
Fiscal Services		
Fiscal Services	Shortfall anticipated due to reduced court fine revenues, due to provincial restrictions on ATE, offset by anticipated surplus in dividend and investment income.	(\$1,155,125)
Operating Shortfall		(\$4,775)
Policing Services		\$411,775
Total Operating Surplus		\$407,000

SALARY VARIANCES

For the Period Ending June 30, 2024

Actual Salary Variance to Period End

	Actual	Budget	Variance
Salaries	\$36,038,959	\$37,162,744	\$1,123,785
Benefits	\$9,483,049	\$8,655,100	(\$827,949)
Elected Officials Salaries	\$394,023	\$375,023	(\$19,000)
Per Diem	\$49,300	\$80,902	\$31,602
Overtime	\$1,096,459	\$873,610	(\$222,849)
	\$47,061,790	\$47,147,379	\$85,589

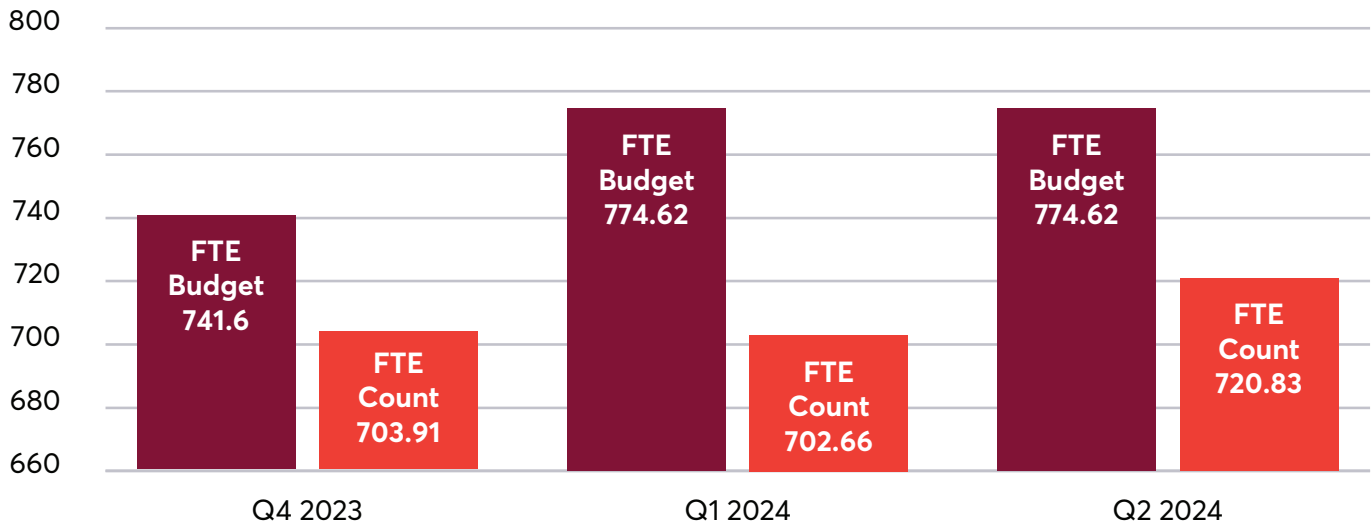
Forecasted Salary Variance to Year End

	Year End Forecast	Annual Budget	Forecasted Variance
Salaries	\$79,849,708	\$80,692,880	\$843,172
Benefits	\$19,035,573	\$18,840,361	(\$195,212)
Elected Officials Salaries	\$798,903	\$812,549	\$13,646
Per Diem	\$157,000	\$161,800	\$4,800
Overtime	\$2,138,641	\$1,929,505	(\$209,136)
	\$101,979,826	\$102,437,095	\$457,269

FULL TIME EQUIVALENT (FTE) & STAFF COMPLEMENT REPORTING

For the Period Ending June 30, 2024

Permanent Position Q2 Actual FTE Count vs FTE Budget



Temporary and Casual Position Count of Employees and Hours Worked

	Q1 2024 Count Employees	Q2 2024 Count Employees	Cumulative Regular Hours Worked	Cumulative Overtime Hours Worked
Temporary Positions	112	205	90,397	842
Casual Positions	304	258	45,977	667

Note:

Regular hours worked includes the following categories of employee pay codes:

- Regular hours worked and Statutory holiday hours
- Vacation hours and paid approved leave hours utilized
- Sick time and paid approved medical leave

Overtime Hours

- Overtime hours paid or taken as time in lieu

Hours worked does not include hours related to additional pay amounts such as: crew chief, shift differential, or standby pay.

UNCONSOLIDATED SUPPLEMENTAL BREAKDOWN OF ACCUMULATED SURPLUS

For the Period Ending June 30, 2024

	Opening Balance January 1, 2024	Additions 2024	Reductions 2024	Closing Balance June 30, 2024
	(unaudited)	(unaudited)	(unaudited)	(unaudited)
Unrestricted Surplus	\$18,613,284	\$76,878,791	(\$25,274,900)	\$70,217,176
Restricted Surplus				
Cemetery Perpetual Care	\$4,368,333	\$56,895	-	\$4,425,228
Facility Renewal	\$10,579,346	\$3,655,235	-	\$14,234,581
Financial Stabilization	\$19,851,071	\$597,000	(\$2,097,000)	\$18,351,071
Fleet Reserve	\$8,892,611	\$2,661,390	-	\$11,554,001
Future Expenditures	\$37,366,804	\$9,177,508	(\$2,416,040)	\$44,128,272
Pinnacle Ridge Special Tax	\$32,919	\$162	-	\$33,081
Public Art	\$213,878	\$1,068	(\$2,137)	\$212,808
Public Housing	\$154,012	\$768	-	\$154,780
Public Reserve	\$3,194,488	\$15,846	-	\$3,210,334
Transportation System Levy	\$9,682,689	\$96,307	-	\$9,778,997
	\$94,336,152	\$16,262,179	(\$4,515,178)	\$106,083,154
Equity in Investments	\$150,445,595	-	-	\$150,445,595
Equity in Tangible Capital Assets	\$563,490,128	\$9,012,720	(\$15,407,576)	\$557,095,272
Remeasurement Gains and Losses	\$961,800	-	-	\$961,800
Total Accumulated Surplus	\$827,846,959	\$45,197,653	\$11,758,385	\$884,802,997

Note: Included in the Future Expenditures Reserve balance of \$44,128,272 is \$42,136,813.93 of funds restricted for future use. Included within the restricted funds are \$565,446 of Council Strategic Initiative funds to be allocated to future projects.

SUMMARY OF CAPITAL PROJECTS

For the Period Ending June 30, 2024

	Opening Balance	Approved Capital Budget & Grants	YTD Expenditures	Transfers within Capital Projects	Surplus Funds to Reserves or Funder	Closing Balance
Strategy & Communication Services						
Legislative Services	-	\$264,200	-			\$264,200
Intergovernmental Affairs	-	\$100,000	-			\$100,000
Financial & Administrative Services						
Financial & Administrative Services Capital	\$543,141	\$738,800	(\$209,221)			\$1,072,720
Taxation	-	\$55,000	-			\$55,000
GIS & ITS	\$2,462,888	\$375,000	(\$136,060)			\$2,701,828
Operational Services						
Fleet	\$952,586	\$4,900,800	(\$698,932)			\$5,154,453
Engineering	\$24,762,542	\$21,283,050	(\$1,437,156)			\$44,608,436
Corporate Facilities Management & Energy	\$8,185,174	\$5,361,985	(\$384,809)			\$13,162,350
Environment & Parks	\$1,045,680	\$1,055,000	(\$132,988)			\$1,967,692
Transportation	-	\$100,000	-			\$100,000
Transit	\$1,219,107	\$65,000	(\$92,897)			\$1,191,210
Public & Protective Services						
Housing & Homelessness	\$1,267,679	\$333,000	(\$1,078,671)		(\$5,000)	\$517,008
GPREP	\$166,433	-	-			\$166,433
Fire Department	\$704,622	\$140,000	(\$166,383)	(\$10,000)		\$668,239
Community Knowledge Campus	\$418,423	\$50,000	(\$83,399)	\$19,300		\$404,324
Sports Dev., Wellness & Culture	\$4,255,711	\$10,684,800	(\$580,373)		(\$50,000)	\$14,310,138
Invest GP						
Economic Development	\$1,866,820	\$633,500	(\$720,072)			\$1,780,248
Events & Entertainment	\$159,962	-	(\$11,833)			\$148,129
Planning & Development	\$1,296,101	\$32,959	(\$65,917)	(\$9,300)		\$1,253,843
Municipal Capital Projects	\$49,306,869	\$46,173,093	(\$5,798,711)	-	(\$55,000)	\$89,626,251
Grande Prairie Police Service	\$534,362	\$834,500	(\$753,724)	\$0	\$0	\$615,139
Total Capital Projects	\$49,841,231	\$47,007,593	(\$6,552,435)	-	(\$55,000)	\$90,241,390

DETAIL LISTING OF CAPITAL PROJECTS

For the Period Ending June 30, 2024

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
Operational Services													
Fleet													
2024	FL24001	2024 Fleet Equipment/ Vehicle Replacement	\$0	\$4,900,800				(\$168,384)	\$4,732,416	\$4,732,416	\$0	Ongoing	N/A
2019	N-34550	Fleet Equipment & Vehicle Replacement	\$952,586					(\$530,548)	\$422,038	\$422,038	\$0	Ongoing	N/A
			\$952,586	\$4,900,800	\$0	\$0	\$0	(\$698,932)	\$5,154,454	\$5,154,454	\$0		
Engineering													
2023	EN23001	2023 Bridges - Existing	\$321,480					(\$16,008)	\$305,472	\$305,472	\$0	Dec 2024	15%
2023	EN23002	2023 Roads - Concrete Crushing Program	\$250,000		(\$250,000)			\$0	\$0	\$0	\$0	Dec 2024	0%
2023	EN23003	2023 Intersection Improvement Program	\$600,000		(\$600,000)			\$0	\$0	\$0	\$0	TBD	25%
2023	EN23004	2023 Railway Crossing Maintenance	\$125,000		\$388,242			\$0	\$513,242	\$513,242	\$0	TBD	0%
2023	EN23005	2023 Roads - Existing	\$1,099,506					(\$8,176)	\$1,091,330	\$1,091,330	\$0	Oct 2023	75%
2023	EN23006	2023 Pedestrian Links	\$929,628		(\$600,000)			(\$43,150)	\$286,478	\$286,478	\$0	Oct 2023	90%
2023	EN23007	Design and Construction Standards Review	\$125,000					\$0	\$125,000	\$125,000	\$0	TBD	0%
2023	EN23008	2023 Inspection Program	\$293,563					(\$6,370)	\$287,193	\$287,193	\$0	Oct 2023	75%
2023	EN23009	2023 Rehab - Minor Resurfacing	\$89,319					\$0	\$89,319	\$89,319	\$0	Oct 2023	90%
2023	EN23010	2023 Storm - Replacement and Rehab Program	\$2,892,953		\$200,000			(\$317,036)	\$2,775,917	\$2,775,917	\$0	Oct 2023	15%
2024	EN24001	Avondale Road Access and Servicing Study	\$0	\$150,000				\$0	\$150,000	\$150,000	\$0	TBD	0%
2024	EN24002	2024 Bridges - Existing	\$0	\$400,000				\$0	\$400,000	\$400,000	\$0	Dec 2024	15%
2024	EN24003	2024 Inspection Programs	\$0	\$407,000	\$350,000			\$0	\$757,000	\$757,000	\$0	Dec 2024	15%

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
2024	EN24004	2024 Intersection Improvements	\$0	\$1,250,000	\$600,000			(\$75)	\$1,849,925	\$1,849,925	\$0	TBD	25%
2024	EN24005	2024 Pedestrian Links	\$0	\$1,500,000	\$2,039,889			(\$241,011)	\$3,298,878	\$3,298,878	\$0	TBD	50%
2024	EN24006	2024 Plans And Studies	\$0	\$200,000				\$0	\$200,000	\$200,000	\$0	TBD	15%
2024	EN24007	2024 PUL Drainage Repairs	\$0	\$100,000				\$0	\$100,000	\$100,000	\$0	TBD	0%
2024	EN24008	2024 Roads - Concrete Crushing Program	\$0	\$250,000	\$250,000			\$0	\$500,000	\$500,000	\$0	TBD	0%
2024	EN24009	2024 Roads - Existing	\$0	\$12,750,000	\$77,943			(\$405,074)	\$12,422,869	\$12,422,869	\$0	Dec 2024	50%
2024	EN24010	2024 Roads - Minor Resurfacing	\$0	\$700,000				\$0	\$700,000	\$700,000	\$0	Dec 2024	50%
2024	EN24011	2024 Roads - Paved Lanes	\$0	\$250,000				\$0	\$250,000	\$250,000	\$0	Dec 2024	50%
2024	EN24012	Spillway & Dam Armouring	\$0	\$100,000				\$0	\$100,000	\$100,000	\$0	TBD	0%
2024	EN24014	FRIAA Projects	\$0	\$1,050				(\$1,050)	\$0	\$0	\$0	TBD	0%
2024	EN24013	2024 Stormwater Utility Capital Improvements	\$0	\$3,875,000				\$0	\$3,875,000	\$3,875,000	\$0	TBD	15%
2015	N-34288	Downtown Rehab/ Streetscape Upgrades	\$88,531					\$0	\$88,531	\$88,531	\$0	Dec 2022	90%
2015	N-34290	2015 Road Rehab/Overlay Program	\$21,395		(\$21,395)			\$0	\$0	\$0	\$0	Sept 2022	100%
2016	N-34310	2016 Road Rehab/Overlay Program	\$20,000		(\$20,000)			\$0	\$0	\$0	\$0	Sept 2022	100%
2016	N-34316	Traffic Signals & Geometric Upgrades - 132 Ave & 97B St	\$238,405					\$1,717	\$240,121	\$240,121	\$0	Sept 2023	90%
2017	N-34321	Pedestrian Links - 2017 New Sidewalks & Pathways	\$59,105		(\$59,105)			\$0	\$0	\$0	\$0	July 2022	100%
2017	N-34329	Roads - 2017 Road Rehab & Overlay Program	\$19,503		(\$19,503)			\$0	\$0	\$0	\$0	Jun 2022	100%
2017	N-34332	Storm - Richmond Industrial Storm Pond South Lot 8 U Storage	\$76,588					\$0	\$76,588	\$76,588	\$0	July 2023	90%
2018	N-34335	2018 New Sidewalks/Pathways	\$256,423		(\$256,423)			\$0	\$0	\$0	\$0	Sept 2022	100%
2018	N-34336	2018 Sidewalk/Pathway Rehab	\$186,994		(\$186,994)			\$0	\$0	\$0	\$0	Oct 2022	100%
2018	N-34338	Bridge & Pedestrian Link Maskwotech/Hospital Connection	\$40,974					\$0	\$40,974	\$40,974	\$0	Oct 2022	90%

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
2018	N-34339	Plans & Studies - Intersection Improvement Study	\$96,022					\$0	\$96,022	\$96,022	\$0	2023	50%
2018	N-34342	Roads - Land Acquisition For Road Projects	\$0					\$0	\$0	\$0	\$0	On going	0%
2019	N-34344	2019-2022 Bridge Maintenance & Replacement Program	\$0					(\$2,768)	(\$2,768)	(\$2,768)	\$0	Dec 2024	90%
2019	N-34350	2019 Sidewalk/Pathway Program	\$299,405		(\$299,405)			\$0	\$0	\$0	\$0	Oct 2022	100%
2019	N-34352	2019-2022 Railway Crossing Maintenance Program	\$388,242		(\$388,242)			\$0	\$0	\$0	\$0	Oct 2020	100%
2019	N-34353	2019 Road Rehab/Overlay And Resurfacing Program	\$44,426					\$0	\$44,426	\$44,426	\$0	Oct 2022	90%
2019	N-34354	2019-2022 Intersection Improvement Program	\$584,867					(\$3,609)	\$581,257	\$581,257	\$0	Sept 2023	90%
2019	N-34355	2019 Old Hwy 43 Rehab/ Overlay	\$8,520,501					(\$115,790)	\$8,404,711	\$8,404,711	\$0	On going	75%
2019	N-34356	2019-2022 Concrete Crushing Program	\$546,257					\$0	\$546,257	\$546,257	\$0	Jun 2023	0%
2019	N-34358	2019-2022 Slope & Outfall Repair & Replacement Program	\$138,481					\$0	\$138,481	\$138,481	\$0	Oct 2022	90%
2019	N-34359	2019-2022 Storm Lines & Culverts	\$3,566					\$0	\$3,566	\$3,566	\$0	Oct 2022	90%
2019	N-34361	2019-2022 Traffic Signals Repair/Replacement Program	\$0					\$0	\$0	\$0	\$0	Dec 2022	90%
2019	N-34362	2019-2022 New Traffic Signals – Growth Related	\$281,995					\$0	\$281,995	\$281,995	\$0	Oct 2024	90%
2020	N-34367	2020 Road Rehab/Overlay/ Resurfacing	\$17,045		(\$17,045)			\$0	\$0	\$0	\$0	Oct 2022	100%
2020	N-34368	2020 Pedestrian Linds - Sidewalk/Trail	\$12,535		(\$12,535)			\$0	\$0	\$0	\$0	Oct 2022	100%
2020	N-34369	2020-2022 Storm Pond, Ditch, PUL & Lanes	\$69,812					\$0	\$69,812	\$69,812	\$0	Oct 2024	90%
2020	N-34372	Smith Subdivision Improvements	\$851,614	(\$650,000)				\$0	\$201,614	\$201,614	\$0	Oct 2024	90%
2020	N-34373	Snow Dump Liner Improvements	\$31,580					\$0	\$31,580	\$31,580	\$0	Oct 2023	90%

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
2020	N-34374	Spillway Repairs	\$265,351					(\$250,762)	\$14,589	\$14,589	\$0	Oct 2024	75%
2020	N-34375	Crystal Ridge Road	\$14,448					\$0	\$14,448	\$14,448	\$0	Oct 2023	90%
2021	N-34376	Roads - Existing	\$28,521					\$0	\$28,521	\$28,521	\$0	Oct 2024	90%
2021	N-34377	Priority Storm Infrastructure Repair & Improvement	\$0					\$0	\$0	\$0	\$0	Dec 2022	90%
2021	N-34378	103 Ave Road Rehab & Slope	\$7,390					\$0	\$7,390	\$0	\$7,390	Dec 2023	100%
2021	N-34379	Road Rehab 2021 Stimulus	\$6,646					\$0	\$6,646	\$6,646	\$0	Dec 2021	90%
2021	N-34380	Downtown Rehab Phase 4	\$1,174,539					(\$4,560)	\$1,169,979	\$1,169,979	\$0	Oct 2024	90%
2021	N-34382	Trail Resurfacing & Missing Links	\$25,428		(\$25,428)			\$0	\$0	\$0	\$0	Oct 2023	100%
2021	N-34383	2021 Sidewalk/Trail Program	\$3,155					\$0	\$3,155	\$3,155	\$0	Oct 2023	90%
2021	N-34385	Inspection Programs	\$514,938		(\$350,000)			(\$12,205)	\$152,733	\$152,733	\$0	Oct 2022	90%
2021	N-34386	Storm - Replacement & Rehab Program	\$580,462		(\$200,000)			\$0	\$380,462	\$380,462	\$0	Nov 2023	90%
2021	N-34387	108 Street Upgrades (132 Ave - North City Limit)	\$11,434					\$0	\$11,434	\$11,434	\$0	Sept 2024	90%
2022	N-34389	2022 Road Rehab Program	\$66,868					(\$4,351)	\$62,517	\$62,517	\$0	Sept 2024	90%
2021	N-34390	Slope Repair North of 68th Ave	\$3,151					\$0	\$3,151	\$3,151	\$0	Dec 2024	90%
2022	N-34391	2022 Sidewalk/Trail Program	\$1,109,583		(\$600,000)			(\$1,946)	\$507,638	\$507,638	\$0	Sept 2024	90%
2022	N-34392	2022 Storm Replacement Rehab Project	\$506,103					\$6,067	\$512,170	\$512,170	\$0	Nov 2022	50%
2022	N-34393	Plans And Studies	\$210,307					(\$5,182)	\$205,125	\$205,125	\$0	Dec 2024	50%
2022	N-34394	Roads - New Construction Design	\$460,499					(\$5,818)	\$454,681	\$454,681	\$0	Dec 2024	50%
2022	N-34395	Wapiti House Access Improvements	\$14,455					\$0	\$14,455	\$14,455	\$0	Oct 2024	90%
2018	N-54150	Playground Replacement Program	\$138,548					\$0	\$138,548	\$138,548	\$0	On Going Projects	90%
			\$24,762,542	\$21,283,050	\$0	\$0	\$0	(\$1,437,156)	\$44,608,436	\$44,601,046	\$7,390		

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
Corporate Facilities Management													
2023	CF23001	North Fire Hall Slab & Aprons Replacements	\$361,318					(\$9,061)	\$352,256	\$352,256	\$0	Sept 2024	65%
2023	CF23002	North Fire Hall Stucco & Roof Replacement	\$150,000					\$0	\$150,000	\$150,000	\$0	Dec 2024	0%
2023	CF23003	Service Centre Exterior Remediation	\$403,827					\$0	\$403,827	\$403,827	\$0	Mar 2025	50%
2024	CF24001	Bandaged Paws Mechanical Upgrades	\$78,000	\$180,000				(\$29,600)	\$228,400	\$228,400	\$0	Oct 2024	40%
2024	CF24002	Centre 2000 Exterior Painting And Staining	\$0	\$110,000				(\$65,851)	\$44,149	\$44,149	\$0	Sept 2024	85%
2024	CF24003	2024 Clean Energy Improvement Program - Commercial	\$0	\$2,250,000				\$0	\$2,250,000	\$2,250,000	\$0	TBD	0%
2024	CF24004	Design Works Centre Front Entrance Paving Stones	\$0	\$152,000				\$0	\$152,000	\$152,000	\$0	Dec 2024	20%
2024	CF24005	2024 Facilities - Emergency Repairs	\$0	\$150,000				(\$6,941)	\$143,060	\$143,060	\$0	On Going	N/A
2024	CF24006	Museum Roof	\$0	\$300,000				(\$1,865)	\$298,135	\$298,135	\$0	Dec 2024	50%
2024	CF24007	RCMP Parkade Floor Replacement	\$0	\$610,000				(\$1,086)	\$608,914	\$608,914	\$0	Dec 2024	50%
2024	CF24008	RCMP Rooftop Unit RTU-02 Replacement	\$0	\$270,000				\$0	\$270,000	\$270,000	\$0	TBD	0%
2024	CF24009	Service Centre Washroom - Changeroom Upgrades	\$0	\$267,000				\$0	\$267,000	\$267,000	\$0	Jun 2025	10%
2021	N-19382	Clean Energy Improvement Program - Residential	\$2,297,471					(\$105,712)	\$2,191,759	\$2,191,759	\$0	TBD	10%
2020	N-19383	Combined Heat & Power Unit - ELC	\$97,388					\$1,400	\$98,788	\$0	\$98,788	Aug 2022	100%
2022	N-19384	Transit Solar Panel & Battery Energy Storage System Upgrade	\$1,369,772					(\$114,442)	\$1,255,330	\$1,255,330	\$0	Oct 2024	50%
2014	N-60590	CKC Retaining Wall	\$60,301					\$0	\$60,301	\$60,301	\$0	Dec 2024	0%
2020	N-60913	ELC Pool Sanitation System Replacement	\$192,675					\$0	\$192,675	\$192,675	\$0	Dec 2024	25%
2015	N-64114	MCC Emergency Generator	\$220,000					\$0	\$220,000	\$220,000	\$0	2026/2027	0%

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
2019	N-68000	Major Emergency Repairs	\$433,742					\$0	\$433,742	\$433,742	\$0	On Going	N/A
2015	N-68036	Coca Cola Crawlspace/ Geotech Liner	\$1,762					\$0	\$1,762	\$1,762	\$0	Dec 2022	100%
2016	N-68054	Golden Age Centre Sprinkler System	\$76,885					\$0	\$76,885	\$76,885	\$0	TBD	0%
2019	N-68061	Corporate Facility Building Condition Reports	\$244,189					\$0	\$244,189	\$244,189	\$0	TBD	80%
2019	N-68064	Accessibility Initiatives	\$66,469					(\$5,813)	\$60,656	\$60,656	\$0	On Going	N/A
2020	N-68068	Eastlink Centre LED and Lighting Enhancements	\$50,000					\$0	\$50,000	\$50,000	\$0	2025	0%
2020	N-68069	ELC Tunnel Repair	\$48,382					(\$37,838)	\$10,545	\$10,545	\$0	Dec 2024	65%
2020	N-68071	Leisure Centre - Selective Demolition	\$1,815,087					\$0	\$1,815,087	\$1,815,087	\$0	Dec 2024	75%
2020	N-68072	Montrose Cultural Centre Engineering Deficiencies	\$184,734	\$1,072,985				(\$8,000)	\$1,249,719	\$1,249,719	\$0	Dec 2024	50%
2021	N-68081	Coca Cola Centre Stucco Refinishing	\$32,072					\$0	\$32,072	\$0	\$32,072	Sept 2024	100%
2022	N-68084	City Hall 3rd Floor Renovations	\$1,100					\$0	\$1,100	\$0	\$1,100	Jun 2022	100%
			\$8,185,174	\$5,361,985	\$0	\$0	\$0	(\$384,809)	\$13,162,350	\$13,030,390	\$131,960		

Environment & Parks													
	N-54100	Gateway Sports Field	\$31,814					(\$4,445)	\$27,369	\$27,369	\$0	Sept 2024	100%
2015	N-54134	Arterial Roadway Enhancement Plan	\$2,202					\$0	\$2,202	\$2,202	\$0	Sept 2024	75%
2015	N-54138	Cemetery Improvements	\$77,965					\$0	\$77,965	\$77,965	\$0	Ongoing	N/A
2018	N-54149	Park Barriers	\$224,003					(\$10,758)	\$213,245	\$213,245	\$0	On going	N/A
2019	N-54151	Playground Surface Replacement	\$87,854					\$0	\$87,854	\$87,854	\$0	On going	N/A
2021	N-54157	Tree Replacement Program	\$16,000					\$0	\$16,000	\$16,000	\$0	On going	N/A
2021	N-54158	SBC Diamonds 11 & 12 Construction & Installation	\$0					(\$1,045)	(\$1,045)	(\$1,045)	\$0	Oct 2023	90%

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
2022	N-54160	SBC - Diamond Lighting Replacement	\$81,609					\$0	\$81,609	\$81,609	\$0	Oct 2023	90%
2022	N-54163	Swanavon Rink Replacement Design	\$15,740					\$0	\$15,740	\$15,740	\$0	Dec 2023	75%
2013	N-65026	North Bear Creek Phase 1	\$105,257					\$0	\$105,257	\$105,257	\$0	Sept 2024	0%
2015	N-65038	S.B.C. Refurbish Wee Links Golf	\$15,992					\$0	\$15,992	\$15,992	\$0	On Going	N/A
2016	N-65045	Bear Creek South - 1 New Ball Diamonds on West Side	\$20,284					\$0	\$20,284	\$20,284	\$0	Oct 2024	75%
2016	N-65046	Bear Creek South - BMX Track	\$12,055					\$0	\$12,055	\$12,055	\$0	Dec 2024	75%
2017	N-65049	Bear Creek South - Rehab Dugouts (East Side)	\$60,000					\$0	\$60,000	\$60,000	\$0	TBD	0%
2019	N-65051	SBC Diamond Renewal	\$31,421					(\$32,040)	(\$619)	\$0	(\$619)	On Going	N/A
2023	PK23001	Covered Outdoor Structures	\$125,000					\$0	\$125,000	\$125,000	\$0	TBD	0%
2023	PK23002	Hydroseeder	\$532					\$0	\$532	\$0	\$532	Jun 2023	100%
2023	PK23003	Natural Trail Repair	\$50,000					\$0	\$50,000	\$50,000	\$0	Dec 2024	25%
2023	PK23004	Urban Forest Strategy Phase 1A & 2	\$87,953					(\$3,000)	\$84,953	\$84,953	\$0	Sept 2024	75%
2024	PK24001	Blade Sharpener	\$0	\$40,000				\$0	\$40,000	\$40,000	\$0	Jun 2024	90%
2024	PK24002	Muskoseepi Tennis & Basketball Court Rehab	\$0	\$365,000				(\$4,286)	\$360,714	\$360,714	\$0	Dec 2024	25%
2024	PK24003	2024 Playground & Amenity Replacement	\$0	\$250,000				(\$77,414)	\$172,586	\$172,586	\$0	Dec 2024	50%
2024	PK24004	2024 Playground Resurfacing	\$0	\$50,000				\$0	\$50,000	\$50,000	\$0	Dec 2024	0%
2024	PK24005	2024 SBC - Diamond Renewal	\$0	\$50,000				\$0	\$50,000	\$50,000	\$0	Dec 2024	15%
2024	PK24006	2024 SBC - Natural Playground	\$0	\$100,000				\$0	\$100,000	\$100,000	\$0	Dec 2024	0%
2024	PK24007	2024 Tree Replacement Program	\$0	\$100,000				\$0	\$100,000	\$100,000	\$0	TBD	0%
2024	PK24008	Urban Forest Strategy Phase 1D	\$0	\$100,000				\$0	\$100,000	\$100,000	\$0	Sept 2024	0%
			\$1,045,680	\$1,055,000	\$0	\$0	\$0	(\$132,988)	\$1,967,692	\$1,967,779	(\$87)		

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
Transportation													
2024	TP24001	Wayfinding Signage	\$0	\$100,000				\$0	\$100,000	\$100,000	\$0	Aug 2024	50%
			\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$100,000	\$0		

Transit													
2010	N-13068	Transit Garbage Containers	\$10,000	\$10,000				(\$17,322)	\$2,678	\$2,000	\$678	Mar 2024	95%
2015	N-13077	Transit Accessible Shelters/ Stops	\$159,587					(\$50,425)	\$109,162	\$109,162	\$0	Aug 2024	25%
2016	N-13078	Transit Bus Purchase-Community Mobility Plan Recommendations	\$1,045,492					\$0	\$1,045,492	\$1,045,492	\$0	Mar 2025	5%
2021	N-13090	Accessible and On-Demand Software	\$4,027	\$45,000				(\$25,150)	\$23,877	\$23,877	\$0	Dec 2024	100%
2024	TT24001	Transit Schedule Holders	\$0	\$10,000				\$0	\$10,000	\$10,000	\$0	Dec 2024	0%
			\$1,219,107	\$65,000	\$0	\$0	\$0	(\$92,897)	\$1,191,210	\$1,190,532	\$678		

Public Services													
Housing & Homelessness													
2024	HH24001	Rising Above Residential Addiction Treatment Facility	\$0	\$333,000				\$0	\$333,000	\$333,000	\$0	TBD	10%
2021	N-15998	Coordinated Care Campus	\$1,267,679				(\$5,000)	(\$1,078,671)	\$184,008	\$278,808	(\$94,800)	Dec 2024	90%
			\$1,267,679	\$333,000	\$0	(\$5,000)	\$0	(\$1,078,671)	\$517,008	\$611,808	(\$94,800)		

GPREP													
2019	N-24554	Emergency Coordination Centre Upgrade	\$166,433					\$0	\$166,433	\$166,433	\$0	TBD	0%
			\$166,433	\$0	\$0	\$0	\$0	\$0	\$166,433	\$166,433	\$0		

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
Fire Department													
2024	FR24001	2024 Fire Equipment Replacement	\$0	\$140,000	\$93,267			(\$85,984)	\$147,284	\$147,284	\$0	Ongoing project	10%
2015	N-19317	Fire & Dispatch Technologies	\$395,563					(\$59,309)	\$336,254	\$636,254	(\$300,000)	Dec-24	75%
2019	N-23588	Service Delivery Model Review	\$15,000		(\$10,000)			\$0	\$5,000	\$0	\$5,000	Apr 2022	100%
2019	N-23589	High Pressure Lifting Bags	\$45,000					\$0	\$45,000	\$27,720	\$17,280	Dec 2024	25%
2020	N-23590	Fire Equipment Replacement	\$47,851		(\$93,267)			\$45,417	\$0	\$0	\$0	Ongoing project	75%
2021	N-23593	Next Generation 911 Upgrade for GP911	\$201,209					(\$66,508)	\$134,701	\$134,701	\$0	Jun 2024	75%
			\$704,622	\$140,000	(\$10,000)	\$0	\$0	(\$166,383)	\$668,239	\$945,959	(\$277,720)		

Community Knowledge Campus													
2024	CK24001	CKC - Hansen Lincoln Field Players Shelters	\$0	\$50,000				\$0	\$50,000	\$62,226	(\$12,226)	TBD	50%
2023	EL23001	ELC Aquatics Scoreclock Replacement	\$250,000		\$19,300			\$0	\$269,300	\$270,361	(\$1,061)	Sept 2024	50%
	N-60550	Twin Ice Arena Enhancements	\$49,927					(\$4,131)	\$45,796	\$45,796	\$0	Sept 2024	75%
2019	N-60911	ELC Wheel Chair Access - Jugo Juice Viewing Area	\$15,794					(\$15,851)	(\$56)	\$0	(\$56)	Mar 2024	75%
2019	N-60912	ELC Fitness Equipment Upgrade	\$9,963					\$0	\$9,963	\$9,963	\$0	April 2024	75%
2020	N-60914	ELC 10 Year Anniversary Enhancements	\$29,113					\$0	\$29,113	\$29,113	\$0	Sept 2024	75%
2021	N-60915	ELC Tunnel, Access, Equipment & Lockers	\$63,417					(\$63,417)	(\$0)	\$0	(\$0)	Dec 2023	75%
2022	N-60916	CKC Grandstand Concession Construction & Operational Equipment	\$208					\$0	\$208	\$0	\$208	Sept 2023	100%
			\$418,423	\$50,000	\$19,300	\$0	\$0	(\$83,399)	\$404,324	\$417,458	(\$13,134)		

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
Sports Dev., Wellness & Culture													
	N-64036	South Peace Regional Archives/Museum Upgrades	\$805,544					\$0	\$805,544	\$805,544	\$0	Dec 2024	5%
2020	N-64040	Forbes Homestead Historical Site	\$40,738					\$0	\$40,738	\$40,738	\$0	Aug 2025	25%
2020	N-64041	Heritage Village Assessment - Consultant Report Recommendations	\$176,000					\$0	\$176,000	\$176,000	\$0	Sept 2024	0%
2020	N-64042	Recreation Needs Assessment - Avondale ARP	\$10,919					(\$4,896)	\$6,023	\$6,023	\$0	Jan 2024	100%
2021	N-64045	Soccer Facility - Seed Funding	\$100,000					\$0	\$100,000	\$100,000	\$0	Dec 2024	0%
2022	N-64046	Museum - Heritage Discovery Centre Demolition	\$99,265					(\$5,431)	\$93,834	\$15,000	\$78,834	Dec 2024	90%
2022	N-64049	Activity & Reception Centre Fencing	\$1,772					\$0	\$1,772	\$0	\$1,772	Nov 2022	100%
2022	N-64050	Board and Netting Sport Containment System	\$29,116					(\$1,760)	\$27,356	\$0	\$27,356	Dec 2023	100%
2022	N-64051	Sound Attenuation Activity Centre	\$47,168					\$0	\$47,168	\$47,168	\$0	Dec 2025	25%
2020	N-64508	Ernie Radbourne Garage Renovation	\$75,000					\$0	\$75,000	\$75,000	\$0	Sept 2024	0%
2020	N-64509	Ernie Radbourne Pavilion 35 Year Anniversary Enhancements	\$13,214					\$0	\$13,214	\$13,214	\$0	Dec 2024	75%
2022	N-64511	Community Rec & Sports Development - Legion Field Repairs	\$1,220,000					\$0	\$1,220,000	\$1,220,000	\$0	Sept 2024	0%
2022	N-64604	Community Group Funding - Pickleball Club	\$15,000					(\$15,000)	\$0	\$0	\$0	Jun 2024	100%
2022	N-64606	Community Group Funding - South Peace Regional Archives	\$101,100					(\$101,100)	\$0	\$0	\$0	Jan 2024	100%
2020	N-68070	Heritage Village Fire Hall Slab Replacement	\$30,000					\$0	\$30,000	\$30,000	\$0	Dec 2024	0%
2023	SD23001	AB Games Municipal Contribution	\$50,000					\$0	\$50,000	\$0	\$50,000	Apr 2023	100%
2023	SD23002	Cross Country Ski Equipment	\$50,376					\$0	\$50,376	\$0	\$50,376	Dec 2024	100%

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
2023	SD23003	GP Curling Centre Feasibility Study	\$500					\$0	\$500	\$500	\$0	Aug 2024	75%
2023	SD23004	Indoor Climbing Wall - Engineering/Feasibility Review	\$115,000					\$0	\$115,000	\$115,000	\$0	Dec 2024	0%
2023	SD23005	Long Term Exhibit Space Strategy For Heritage Resources	\$150,000					\$0	\$150,000	\$150,000	\$0	Dec 2025	0%
2023	SD23006	Retrofit Warehouse Buildings for Recreation	\$1,000,000					\$0	\$1,000,000	\$1,000,000	\$0	Dec 2024	25%
2023	SD23009	2025 Special Olympics Alberta Summer Games Grant Funding	\$10,000					\$0	\$10,000	\$10,000	\$0	Dec 2024	100%
2023	SD23010	Curling Club Grant for Parking Lot Surfacing	\$115,000					\$0	\$115,000	\$115,000	\$0	Dec 2024	0%
2024	SD24001	2024 Community Group Funding	\$0	\$322,800				(\$236,286)	\$86,514	\$86,514	\$0	Dec 2024	75%
2024	SD24002	Museum - Blacksmith Shop Roof	\$0	\$26,000				\$0	\$26,000	\$26,000	\$0	Sept 2024	10%
2024	SD24003	Muskoseepi Park Lawn Bowling Turf Replacement & Upgrades	\$0	\$240,000				(\$215,900)	\$24,100	\$24,100	\$0	Oct 2024	0%
2024	SD24004	National Aboriginal Hockey Championships	\$0	\$50,000			(\$50,000)	\$0	\$0	\$0	\$0	May 2024	0%
2024	SD24005	Special Olympics Alberta Summer Games	\$0	\$40,000				\$0	\$40,000	\$40,000	\$0	Dec 2024	0%
2024	SD24006	Cricket Practice Pitch Fencing	\$0	\$6,000				\$0	\$6,000	\$6,000	\$0	Sept 2024	0%
2024	SD24007	Recreation Facility	\$0	\$10,000,000				\$0	\$10,000,000	\$10,000,000	\$0	Dec 2024	0%
			\$4,255,711	\$10,684,800	\$0	\$0	(\$50,000)	(\$580,373)	\$14,310,138	\$14,101,800	\$208,337		

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
Invest GP													
Economic Development													
2023	ED23001	Regional Workforce Partnership	\$0	\$83,500				(\$83,500)	\$0	\$0	\$0	Dec 2025	100%
2024	ED24001	Health Care Attraction & Retention Strategy	\$0	\$50,000				\$0	\$50,000	\$50,000	\$0	Dec 2024	5%
2024	ED24002	Maskwa Medical Centre	\$0	\$500,000				(\$500,000)	\$0	\$0	\$0	Jun 2024	100%
2016	N-19340	Infill & Façade Improvement Strategies	\$295,448		(\$268,373)			(\$27,075)	\$0	\$0	\$0	Closed 2023	100%
2020	N-19343	Council Economic Recovery Fund	\$516,761					(\$59,497)	\$457,264	\$268,481	\$188,783	On going	75%
2021	N-19344	Alternative Energy Strategy	\$60,000					\$0	\$60,000	\$60,000	\$0	Complete	100%
2022	N-19345	Richmond Industrial Area Revitalization	\$49,129					\$0	\$49,129	\$49,129	\$0	TBD	25%
2021	N-19361	Business Retention/Expansion Grants	\$0					\$0	\$0	N/A	\$0	Dec 2025	N/A
2021	N-19362	DIG Municipal Funded Grants	\$945,482		\$268,373			(\$50,000)	\$1,163,855	\$1,163,855	\$0	Dec 2025	75%
2021	N-19363	Business Development Grants	\$0					\$0	\$0	N/A	\$0	Dec 2025	
			\$1,866,820	\$633,500	\$0	\$0	\$0	(\$720,072)	\$1,780,248	\$1,591,465	\$188,783		
Events & Entertainment													
2023	EE23001	Events & Entertainment - Event Inventory	\$3,551					\$0	\$3,551	\$3,551	\$0	Sept 2024	90%
2023	EE23002	MCC Teresa Sargent Hall Sound Enhancement	\$50,000					\$0	\$50,000	\$50,000	\$0	TBD	0%
2019	N-62045	Donor Recognition Plaque	\$5,000					\$0	\$5,000	\$5,000	\$0	TBD	0%
2019	N-62046	Office Space	\$7,273					\$0	\$7,273	\$0	\$7,273	Dec 2022	100%
2020	N-62047	Box Office and Lobby	\$3,123					\$0	\$3,123	\$0	\$3,123	Dec 2022	100%
2020	N-62052	Bonnetts Energy Centre Vision	\$16,015					(\$9,020)	\$6,995	\$6,995	\$0	Sept 2024	85%

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
2022	N-62057	Rock Room Renovations	\$0					(\$2,813)	(\$2,813)	\$0	(\$2,813)	Dec 2023	100%
2022	N-62058	Bonnetts Energy Centre/ Arena Business Case	\$75,000					\$0	\$75,000	\$75,000	\$0	TBD	0%
2021	N-19362	DIG Municipal Funded Grants	\$1,117,218		\$55,700			(\$227,436)	\$945,482	\$945,482	\$0	Dec 2022	75%
			\$159,962	\$0	\$0	\$0	\$0	(\$11,833)	\$148,129	\$140,546	\$7,583		

Planning & Development													
2011	N-17552	Planning Document Reviews and Update	\$148,817					\$0	\$148,817	\$148,817	\$0	N/A	On Going
2016	N-17557	Post Annex. Planning (Area Structure Plan)	\$30,000					\$0	\$30,000	\$20,000	\$10,000	On Hold	On Hold
2019	N-17558	Intermunicipal Development Plan Review	\$28,881	\$32,959	\$10,700			(\$65,917)	\$6,623	\$6,623	\$0	Dec 2024	85%
2019	N-17559	Avondale High Sch. Sites Area Redevelopment	\$20,000		(\$20,000)			\$0	\$0	\$0	\$0	2022	100%
2020	N-17560	Municipal Development Plan Review	\$68,403					\$0	\$68,403	\$68,403	\$0	Dec 2023	100%
2022	N-17561	Avondale Area Redevelopment Plan	\$1,000,000					\$0	\$1,000,000	\$1,000,000	\$0	TBD	0%
			\$1,296,101	\$32,959	(\$9,300)	\$0	\$0	(\$65,917)	\$1,253,842	\$1,243,842	\$10,000		

Financial & Administrative Services													
Financial & Administrative Services Capital													
2021	N-19336	ERP System Procurement & Implementation	\$314,155					(\$179,071)	\$135,084	\$135,084	\$0	Dec 2025	75%
2021	N-19337	ERP Implementation Support	\$105,166					(\$30,150)	\$75,016	\$75,016	\$0	Dec 2024	25%
2021	N-19500	Enterprise Asset Management Implementation	\$123,820	\$738,800				\$0	\$862,620	\$862,620	\$0	Dec 2025	5%
			\$543,141	\$738,800	\$0	\$0	\$0	(\$209,221)	\$1,072,720	\$1,072,720	\$0		

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
GIS & ITS													
2024	IT24001	2024 Corporate IT Initiatives	\$0	\$225,000				\$0	\$225,000	\$225,000	\$0	On Going Projects	N/A
2024	IT24002	2024 Municipal Wireless Project	\$0	\$50,000				(\$6,099)	\$43,902	\$43,902	\$0	On Going Projects	N/A
2024	IT24003	2024 Security And Disaster Recovery	\$0	\$75,000				(\$11,948)	\$63,052	\$63,052	\$0	Dec 2024	60%
2024	IT24004	2024 Video Surveillance	\$0	\$25,000				(\$22,937)	\$2,063	\$2,063	\$0	Dec 2024	95%
2010	N-19301	Municipal Wireless Project	\$499,297					(\$6,247)	\$493,050	\$493,050	\$0	On Going Projects	N/A
2019	N-19305	Business Application and Upgrades	\$905,767					(\$10,000)	\$895,767	\$895,767	\$0	On Going Projects	N/A
2008	N-19313	Corporate Initiatives	\$345,156					(\$65,856)	\$279,301	\$279,301	\$0	On Going Projects	N/A
2011	N-19315	Security and Disaster Recovery	\$655,321					(\$3,288)	\$652,033	\$652,033	\$0	On Going Projects	N/A
	N-19318	Video Surveillance	\$2,192					(\$1,720)	\$472	\$0	\$472	2024	100%
2022	N-19321	GIS Digital Orthophoto	\$55,155					(\$7,966)	\$47,189	\$0	\$47,189	2024	100%
			\$2,462,888	\$375,000	\$0	\$0	\$0	(\$136,060)	\$2,701,829	\$2,654,167	\$47,662		
Taxation													
2024	TX24001	Folder Inserter	\$0	\$55,000					\$55,000	\$55,000	\$0	Aug 2024	75%
			\$0	\$55,000	\$0	\$0	\$0	\$0	\$55,000	\$55,000	\$0		
Strategy & Communication Services													
Intergovernmental Affairs													
2024	IA24001	Indigenous Relations Framework Action Items	\$0	\$100,000				\$0	\$100,000	\$100,000	\$0	Dec 2025	50%
			\$0	\$100,000	\$0	\$0	\$0	\$0	\$100,000	\$100,000	\$0		

Year	Project Number	Project Name	Carry Forward Budget	2024 Budget + Approved Changes	Transfers In (+) / Transfers Out (-)	Grant Transfers Between Projects / Unallocated Deferred	Surplus Funds Returned to Reserves	YTD Expenditures	Available Funds at Q2 2024	Remaining Cost to Completion	Forecasted Project Surplus / (Deficit)	Est. Completion Date (Month & Year)	% of Completion
Legislative Services													
2024	LE24001	2024 Census	\$0	\$264,200				\$0	\$264,200	\$264,200	\$0	Oct 2024	5%
			\$0	\$264,200	\$0	\$0	\$0	\$0	\$264,200	\$264,200	\$0		
Municipal Capital Projects			\$49,306,869	\$46,173,093	-\$0	-\$5,000	-\$50,000	-\$5,798,711	\$89,626,251	\$89,409,599	\$216,652		
Grande Prairie Police Service			\$534,362	\$834,500	\$0	\$0	\$0	-\$753,724	\$615,139	\$615,139	\$0		
Total Capital Projects			\$49,841,231	\$47,007,593	-\$0	-\$5,000	-\$50,000	-\$6,552,435	\$90,241,390	\$90,024,738	\$216,652		

RECONCILIATION OF CAPITAL PROJECTS BY FUNDING SOURCE

For the Period Ending June 30, 2024

Breakdown of Capital Project Balance by Funding Source	
Capital Tax Levied	\$26,770,055
Reserve Funded Projects	\$28,285,206
Grant Funded Projects	\$2,321,397
Municipal Sustainability Initiative	\$2,915,847
Local Government Fiscal Framework	\$6,508,387
Canada Community-Building Fund	\$8,641,719
General Debenture	\$14,798,779
Total Funding within Capital Projects	\$90,241,390

Supplemental Breakdown of Capital Funding Carryforward	
Grant Funded Projects	
Allocated Funding Included in Capital Projects Carryforward (by Department)	
Transit - GTRIP/PTIF Funding	\$1,070,640
Fire Department - 911 Call Grant	\$75,392
Sports Development, Wellness & Culture - ICIP Grant	\$21,884
Energy & Environmental Services - Green Municipal Fund Grant	\$616,643
GPPS - GOA Municipal Transition Grant	\$426,838
Transportation - Active Transportation Fund Grant	\$60,000
Intergovernment Affairs - Legacy Fund Grant	\$50,000
	\$2,321,397
Municipal Sustainability Initiative	
Allocated Funding Included in Capital Project Carryforward (by Department)	
Engineering	\$2,915,847
Allocated Funding	\$2,915,847
Unallocated Funding	-
	\$2,915,847

Continued on page 13

RECONCILIATION OF CAPITAL PROJECTS BY FUNDING SOURCE

For the Period Ending June 30, 2024

Local Government Fiscal Framework

Allocated Funding Included in Capital Project Carryforward (by Department)

Engineering	\$6,508,387
Allocated Funding	\$6,508,387
Unallocated Funding	\$1,369,972
	\$7,878,359

Canada Community-Building Fund (Formerly Federal Gas Tax)

Allocated Funding Included in Capital Project Carryforward (by Department)

Engineering	\$7,191,118
Corporate Facilities Management & Energy	\$965,787
Environment & Parks	\$460,714
Sports Development, Wellness & Culture	\$24,100
Allocated Funding	\$8,641,719
Unallocated Funding	-
	\$8,641,719

Note: Unallocated funding for any of the above noted grants will be allocated in the upcoming 2025 Annual Capital Budget.

LONG-TERM DEBT & DEBT SERVICING

For the Period Ending June 30, 2024

Opening balance January 1, 2024	\$131,190,169
Less: Principal portion of debt payments	(\$3,566,898)
Plus: Additional debt taken	-
Ending balance June 30, 2024	\$127,623,271

Interest paid on long-term debt	\$1,811,836
--	--------------------

AB Regulation 255/2000 Debt Limit	
Legal Debt Limit December 31, 2023	\$297,844,068
Less: Ending debt balance June 30, 2024	(\$127,623,271)
Less: approved borrowing in progress	(\$10,000,000)
Remaining Debt Limit	\$160,220,797

Debt Limit and Debt Servicing Limit per Policy 350	
Maximum Debt Limit	
80% of Legal Debt Limit	\$238,275,254
Less: Ending debt balance June 30, 2024	(\$127,623,271)
Less: approved borrowing in progress	(\$10,000,000)
Remaining Debt Limit per Policy 350	\$100,651,984

Maximum Debt Servicing	
Net Municipal Taxes and Grants in Place at December 31, 2023	\$124,922,400
15% Maximum for Debt Servicing Costs per Policy 350	\$18,738,360
2024 Budgeted Debt Servicing Costs	\$11,526,071
Available Debt Servicing per Policy 350	\$7,212,289

PROCUREMENT ACTIVITY Q2 2024

Awarded over \$250K April 1, 2024 – June 30, 2024

Description	Awarded Vendor	Number of Bids	Local Vendor	Awarded Value
RFT-2024-30 Road Rehabilitation Phase 2	Wapiti Gravel Suppliers **	2	yes	\$1,885,499.49
RFT-2024-36 Trail Construction Program	Knelsen Sand and Gravel **	3	yes	\$995,086.02
RFT-2024-32 Road Overlay and Patching Phase 2	Wapiti Gravel Suppliers **	2	yes	\$2,544,239.12
RFT-2024-39 Storm Line Cleaning and Inspection	Sanatec Environmental **	4	no	\$337,198.92
RFT-2024-44 Montrose Cultural Centre Remediation	Atkinson Construction **	3	no	\$548,267.34
RFT-2024-48 Bridge Repair and Maintenance	JMS Construction **	3	yes	\$394,846.91
RFT-2024-53 Road Rehabilitation Phase 3	Wapiti Gravel Suppliers **	2	yes	\$3,202,469.10
RFT-2024-55 Sidewalk Program Phase 2	Raiders Site Services **	2	no	\$868,898.50
RFT-2024-60 Storm Drainage and Outfall Repair	Option Excavating Inc. **	4	no	\$2,207,558.00

* Awarded on highest evaluated proposal

**Awarded on lowest cost meeting specifications

***Direct Award - Group Purchasing Program

MAYOR & COUNCIL MANDATORY & DISCRETIONARY EXPENDITURES

For the Period Ending June 30, 2024

Council Member	Annual Budget	Year to Date Actuals	Budget Remaining
Mandatory Expenses	\$388,000	\$126,720	\$261,280
Discretionary Expenditures			
Berg, Grant	\$10,000	\$5,078	\$4,922
Blackmore, Gladys	\$10,000	\$3,178	\$6,822
Bosch, Wendy	\$10,000	\$468	\$9,532
Bressey, Dylan	\$10,000	\$4,847	\$5,153
Clayton, Jackie	\$20,000	\$10,576	\$9,424
O'Connor, Mike	\$10,000	\$3,141	\$5,359
O'Toole, Kevin	\$10,000	\$3,415	\$6,585
Pilat, Wade	\$10,000	\$3,780	\$6,220
Thiessen, Chris	\$10,000	\$5,793	\$4,207
	\$100,000	\$40,275	\$58,225
Total	\$488,000	\$166,995	\$319,505

Mandatory: Mandatory expenditures consist of all costs incurred by the Mayor or Councillors for the purpose of attending a Mandatory Event, including travel, conference, meetings, public relations and per diem costs. Mandatory Events are outlined in Policy 100 Council Remuneration and Expense Reimbursement, Schedule A.

Discretionary: Discretionary expenditures relate to all costs incurred by the Mayor or Councillors for the purpose of attending a Optional Event including, ticket costs, travel costs, per diems, public relations and education/training events. Annual discretionary expenditures are to the maximum of the Council Professional Development Account budget.

2024 STANDING COMMITTEES & COUNCIL MEETINGS RECORD OF ATTENDANCE

Date	Type of Meeting	Chair	Council Alternate	Mayor Clayton	Councillor Berg	Councillor Blackmore	Councillor Bosh	Councillor Bressey	Councillor O'Connor	Councillor O'Toole	Councillor Pilat	Councillor Thiessen
LEGEND: P = PRESENT A = ABSENT O = OBSERVED DC = DEPUTY CHAIR DM = DEPUTY MAYOR CB = CITY BUSINESS V = VIRTUAL ATTENDANCE												
08 Apr	City Council	Mayor Clayton	as scheduled	P	P	P	P	P (left at 3:54)	P	P	P	P
22 Apr	City Council	Mayor Clayton	as scheduled	P	P	P (left at 6:30)	P	P	P	P	P	P
06 May	City Council	Mayor Clayton	as scheduled	P	P	P	P	P	P (V)	P (V)	P	P (V)
09 May	Council Committee of the Whole	Mayor Clayton	as scheduled	P (left at 12:30)	P	P	P	P	P (left at 12:25)	P (left at 12:01)	P (left at 12:45)	P
21 May	City Council	Mayor Clayton	as scheduled	P (V)	P	A	P	P	P	P	P	DM
03 Jun	City Council	Mayor Clayton	as scheduled	P	P	P	P	P (arrived at 6:00)	P	P	P	P (left at 9:50)
12 Jun	Council Committee of the Whole	Mayor Clayton	as scheduled	P	P	P	P	P	P	P	P	A
17 Jun	City Council	Mayor Clayton	as scheduled	P	P	P	P	P	P	P	P	P
25 Jun	Council Committee of the Whole	Mayor Clayton	as scheduled	P	P	P	P	P	P	P	P	P

02 Apr	Financial & Administrative Services	Pilat	O'Connor / Berg / Clayton (ex-officio)	P (V)	P	O	O	O	P	O	P	-
16 Apr	Financial & Administrative Services	Pilat	O'Connor / Berg / Clayton (ex-officio)	P	P	O	O	O	P	O	P	O (arrived at 9:36)
30 Apr	Financial & Administrative Services	Pilat	O'Connor / Berg / Clayton (ex-officio)	P	P	O (arrived at 11:12)	O (arrived at 11:18)	-	P	O (arrived at 11:10)	P	-
14 May	Financial & Administrative Services	Pilat	O'Connor / Berg / Clayton (ex-officio)	P	P	O	O	O	P	O	P	O
28 May	Financial & Administrative Services	Pilat	O'Connor / Berg / Clayton (ex-officio)	P	P	-	O	-	P	O	P	O
11 Jun	Financial & Administrative Services	Pilat	O'Connor / Berg / Clayton (ex-officio)	P	P	-	O	O	P	O	P	-
25 Jun	Financial & Administrative Services	Pilat	O'Connor / Berg / Clayton (ex-officio)	P	P	-	-	O	P	O	P	-

2024 STANDING COMMITTEES & COUNCIL MEETINGS RECORD OF ATTENDANCE

Date	Type of Meeting	Chair	Council Alternate	Mayor Clayton	Councillor Berg	Councillor Blackmore	Councillor Bosch	Councillor Bressey	Councillor O'Connor	Councillor O'Toole	Councillor Pilat	Councillor Thiessen
LEGEND: P = PRESENT A = ABSENT O = OBSERVED DC = DEPUTY CHAIR DM = DEPUTY MAYOR CB = CITY BUSINESS V = VIRTUAL ATTENDANCE												
02 Apr	Invest GP	Blackmore	Bressey / Pilat / Clayton	P (V) (arrived at 9:07)	O (left at 12:30)	P	O	P	O	O	P	O
16 Apr	Invest GP	Blackmore	Bressey / Pilat / Clayton	P	O (left at 12:30)	P	O	P	O	O	P (left at 12:53)	O (arrived at 11:58)
30 Apr	Invest GP	Blackmore	Bressey / Pilat / Clayton	P	-	P	O	P	-	O	P	-
14 May	Invest GP	Blackmore	Bressey / Pilat / Clayton	P	-	P	O	P	O	-	P	O
28 May	Invest GP	Blackmore	Bressey / Pilat / Clayton	P (arrived at 12:43)	-	P	O (left 12:43-1:05; left at 2:11)	P	O (left at 12:57)	O (left at 1:17)	P	O (left at 12:47)
11 Jun	Invest GP	Blackmore	Bressey / Pilat / Clayton	P	O	P	O	P	O	O	P	O (V) (left at 10:40)
25 Jun	Invest GP	Blackmore	Bressey / Pilat / Clayton	p	O	p	-	p	O	O	p	-
16 Apr	Operational Services	Thiessen	Blackmore / Berg / Clayton (ex-officio)	P	P	P	-	-	O	O (arrived at 1:54)	-	P
30 Apr	Operational Services	Thiessen	Blackmore / Berg / Clayton (ex-officio)	P	P	P	O	-	O (arrived at 11:52)	O	-	P
14 May	Operational Services	Thiessen	Blackmore / Berg / Clayton (ex-officio)	P	P	P	-	O	O (arrived at 11:47)	-	-	P
28 May	Operational Services	Thiessen	Blackmore / Berg / Clayton (ex-officio)	-	A	P	O	O	O	O	O (arrived at 12:09)	P
11 Jun	Operational Services	Thiessen	Blackmore / Berg / Clayton (ex-officio)	P	P	DC	O	O	O (arrived at 11:03)	O	O (arrived at 11:11)	A
25 Jun	Operational Services	Thiessen	Blackmore / Berg / Clayton (ex-officio)	P (arrived at 10:38)	P	P	-	O	-	O (arrived at 10:39)	O (arrived at 10:39)	P

2024 STANDING COMMITTEES & COUNCIL MEETINGS RECORD OF ATTENDANCE

Date	Type of Meeting	Chair	Council Alternate	Mayor Clayton	Councillor Berg	Councillor Blackmore	Councillor Bosch	Councillor Bressey	Councillor O'Connor	Councillor O'Toole	Councillor Pliat	Councillor Thiessen
LEGEND: P = PRESENT A = ABSENT O = OBSERVED DC = DEPUTY CHAIR DM = DEPUTY MAYOR CB = CITY BUSINESS V = VIRTUAL ATTENDANCE												
02 Apr	Public & Protective Services	O'Connor	Bosch / O'Toole / Clayton (ex-officio)	P (V)	O	O	P	O	P	P	O (left at 10:04)	O
16 Apr	Public & Protective Services	O'Connor	Bosch / O'Toole / Clayton (ex-officio)	P	O	O	P	O (arrived at 10:43)	P	P	O	O (arrived at 10:11)
30 Apr	Public & Protective Services	O'Connor	Bosch / O'Toole / Clayton (ex-officio)	P	O	O	P	O	P	P	O (arrived at 9:30)	O (arrived at 10:07)
14 May	Public & Protective Services	O'Connor	Bosch / O'Toole / Clayton (ex-officio)	P	O	O	P	-	P	P	O	O
28 May	Public & Protective Services	O'Connor	Bosch / O'Toole / Clayton (ex-officio)	P (left at 12:05)	O (left at 11:43)	O (arrived at 9:35)	P	O	P	P	O (left at 11:46)	O (arrived at 10:32)
11 Jun	Public & Protective Services	O'Connor	Bosch / O'Toole / Clayton (ex-officio)	P	O	O	P	O	P	P	O	-
25 Jun	Public & Protective Services	O'Connor	Bosch / O'Toole / Clayton (ex-officio)	P	O	O (left at 9:25)	P	-	P	P	-	-
02 Apr	Strategy & Communication Services	O'Toole	Thiessen / Bosch / Clayton (ex-officio)	P (V)	-	-	P	-	O	P	-	P
16 Apr	Strategy & Communication Services	O'Toole	Thiessen / Bosch / Clayton (ex-officio)	P	-	O	P	-	O	P	-	P
30 Apr	Strategy & Communication Services	O'Toole	Thiessen / Bosch / Clayton (ex-officio)	P	-	-	P	O	-	P	-	P
14 May	Strategy & Communication Services	O'Toole	Thiessen / Bosch / Clayton (ex-officio)	P	-	O	P	O	O	P	O	P
28 May	Strategy & Communication Services	O'Toole	Thiessen / Bosch / Clayton (ex-officio)	-	-	O	P	O	O	P	O	P
11 Jun	Strategy & Communication Services	O'Toole	Thiessen / Bosch / Clayton (ex-officio)	P	-	-	P	O	O	P	-	A
25 Jun	Strategy & Communication Services	O'Toole	Thiessen / Bosch / Clayton (ex-officio)	P	O (arrived at 10:55)	O	P (arrived at 10:59)	-	-	P	O	P

Delegation Request

Meeting Information

This form is requesting to provide information to be addressed in: City Council Afternoon Session (Begins at 3:00pm) Unknown

Meeting Type: In Person (Council Chambers)

Requested Date of Appearance: August 26, 2024

Contact Information

Name: Dan Wong

Address: [REDACTED]

Province: AB

Phone: [REDACTED]

City: Grande Prairie

Postal Code: [REDACTED]

Email: danw@baseng.ca

How would you like to be addressed? (ie. Title or preferred pronouns)

Are you speaking on behalf of a group or community association?: Yes

If yes, what is the name of the group you represent: Salvation Army of Grande Prairie

Are you authorized to speak on behalf of this group: Yes

Topic of Discussion

Have you spoken to an employee of the City regarding your topic?: No

If yes, what was the last department you have spoken to?:

Is this is a request for funding?: Yes

If yes, have you submitted your request through the appropriate City department?: No

Is this an agenda item at the meeting?: No

If yes, please define agenda item:

Please describe your topic in three sentences or less:

Funding request for a capital commitment to assist the Salvation Army in purchasing a new building to expand its food bank warehouse and community services operations.

What outcome would you like to see as a result of this meeting?

A funding commitment of \$350,000 towards the purchase of a building. The funding will be leveraged to apply for grants from other levels of government.

Please note that your name, comments, and additional submission material will be made publicly available in the Council agenda, and meetings will be livestreamed and posted for public viewing. Your personal email address and/or phone number will not be included in the public record.

Comments and materials that are disrespectful or do not contain required information may not be included.

I have read and understand the above statement: true

Submitted Mon Aug 19 22:19:22 GMT 2024

Delegation Request

Meeting Information

This form is requesting to provide information to be addressed in: City Council Evening Session (Begins at 6:00pm)

Meeting Type: In Person (Council Chambers)

Requested Date of Appearance: August 26, 2024

Contact Information

Name: R. Stephen Swindlehurst

Address: [REDACTED]

Province: Alberta

Phone: [REDACTED]

City: GRANDE PRAIRIE

Postal Code: [REDACTED]

Email: [REDACTED]

How would you like to be addressed? (ie. Title or preferred pronouns) Steve Swindlehurst - He/Him

Are you speaking on behalf of a group or community association?: No

If yes, what is the name of the group you represent:

Are you authorized to speak on behalf of this group: Yes

Topic of Discussion

Have you spoken to an employee of the City regarding your topic?: Yes

If yes, what was the last department you have spoken to?: City Clerk

Is this is a request for funding?: No

If yes, have you submitted your request through the appropriate City department?: No

Is this an agenda item at the meeting?: No

If yes, please define agenda item:

Please describe your topic in three sentences or less:

Public safety and business concerns on two roads: 99st south of TWP 670 and RR54 north of TWP 670

What outcome would you like to see as a result of this meeting?

Some type of plan on upgrading these roads based on usage.

Please note that your name, comments, and additional submission material will be made publicly available in the Council agenda, and meetings will be livestreamed and posted for public viewing. Your personal email address and/or phone number will not be included in the public record. Comments and materials that are disrespectful or do not contain required information may not be included.

I have read and understand the above statement: true

Submitted Fri Aug 16 17:28:16 GMT 2024





ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: August 26, 2024
FROM: Brian Glavin, Chief Operating Officer	MEETING: City Council
REPORT WRITER: Zeel Patel, Planner	
SUBJECT: Bylaw C-1260-185 Land Use Bylaw Rezoning from PS- Public Service to DC-36 Direct Control District	

RECOMMENDATIONS

That Council:

1. Give 1st reading to Bylaw C-1260-185, being an amendment to the Land Use Bylaw;
2. Give 2nd reading to Bylaw C-1260-185;
3. Have 3rd reading of Bylaw C-1260-185; and,
4. Give 3rd reading to Bylaw C-1260-185.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

No previous direction.

BACKGROUND

A Land Use Bylaw (LUB) amendment has been submitted to the City of Grande Prairie. The proposed amendment would change the zoning of Lot 22, Block 6, Plan 1421696 from **Public Service (PS) to Direct Control District (DC-35)**.

The facility is currently classified as a **Community Outreach Facility**. Revisions to the LUB and opportunities for future program offerings mean that the most suitable classification is **Permanent Supportive Housing**. The purpose of this amendment is to provide for the expansion of the current facility on a site-specific basis and better alignment with the current LUB.

ANALYSIS

Site and Context

The site is located at 11007 106 Street. It is approximately 8177.95 sq.m. (0.8 Ha.) in area and contains an existing one (1) storey building operated by Rising Above, which is a registered Canadian charity in Grande Prairie. Rising Above is known for its Residential Treatment Program. This facility helps people with maladaptive behaviours, this includes, but not limited to drug and alcohol abuse, patterns of homelessness and criminal activity, gambling, and so on. The site is adjacent to Grande Prairie Composite High School as shown on the map below:



The proposed amendment will allow for the expansion of a Permanent Supported Housing development on the site. This type of development would provide accommodation and continuous on-site professional care for residents whose cognitive or behavioral health needs require specialized services and support.

Relationship to City Council's Areas of Focus / Strategic Priorities

The following project supports Council's Strategic focus on ***Inclusive & Caring Community- A community that includes all people and serves all people.***

Environmental Impact

No environmental impacts foreseen.

Economic Impact

No economic impacts foreseen.

Social Impact

The proposed amendment will allow Rising Above to expand its facility and increase the support provided to members of our community.

Relevant Statutes / Master Plans / City Documents**Municipal Development Plan (MDP)**

6.13 Social housing Partnership: *Council shall strive to create formal partnerships between Provincial housing officials who control funds for social housing projects, special needs groups such as persons with disabilities, seniors that require housing and the private sector that builds and operates facilities.*

Land Use Bylaw (LUB)

The subject property is currently zoned PS-Public Service. Historically, the Land Use Bylaw allowed these types of developments under the **Community Outreach Facility** use classification.

According to the current Land Use Bylaw C-1260 **Permanent Supported Housing** use is best suitable for this development.

Permanent Supported Housing: *means a facility providing residential accommodation in addition to continuous on-site professional care and supervision to persons whose cognitive or behavioral health needs require increased levels of service. The structure may require enhanced safety and security controls such as entrances and exits under the exclusive control of the staff, secured rooms, windows or doors, and fences. This use requires a Direct Control District. This use does not include Extended Medical Treatment Services.*

As noted in the definition this use requires a Direct Control District in the Land Use Bylaw. The proposed Direct Control District aims to allow the current facility to operate as originally approved and to permit its expansion, following the best use classification in the current bylaw.

Risk

No risks identified at this time.

STAKEHOLDER ENGAGEMENT

The proposed amendment was circulated to internal and external stakeholders, including the adjacent school boards.

Advertising of the public hearing has been completed in accordance with both the Municipal Government Act and the Land Use Bylaw requirements. The proposed amendment was also posted on the City's Public Hearings webpage.

At the time of preparing this report, Administration had not received any comments in response to the notification.

BUDGET / FINANCIAL IMPLICATIONS

Applicable fees have been collected for the amendment applications as required in the Fees, Rates, and Charges Bylaw (C-1395).

SUMMARY / CONCLUSION

The City has received an application to rezone the subject property from PS Public Service to DC-36 Direct Control District in the Land Use Bylaw. The proposed amendment would accommodate the appropriate use classification change and would allow for the expansion of the current facility.

Supportive housing intends to help people get residential treatment and support services to remain stably housed. Administration recommends that Council give three readings to Bylaw C-1260-185.

ATTACHMENTS

Attachment 1: Draft Bylaw 1260-185

CITY OF GRANDE PRAIRIE

BYLAW C-1260-185

A Bylaw to amend Bylaw C-1260

Being the Land Use Bylaw

THE MUNICIPAL COUNCIL OF THE CITY OF GRANDE PRAIRIE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. Bylaw C-1260 is hereby amended as follows:

1.1 "Schedule A - Land Use Bylaw Map" be changed in accordance with Appendix "A" attached hereto and as follows:

a) That the zoning for Lot 22, Block 6, Plan 1421696 (11007-106 Street) as shown on Appendix "A" be changed from "**PS- Public Service**" to "**DC 36 - Direct Control District**".

1.2 Add Section "**104.4.36 – DC- 36 Site Specific Direct Control District**" attached as Appendix "B".

EFFECTIVE DATE

2. This Bylaw shall take effect on the date it is passed.

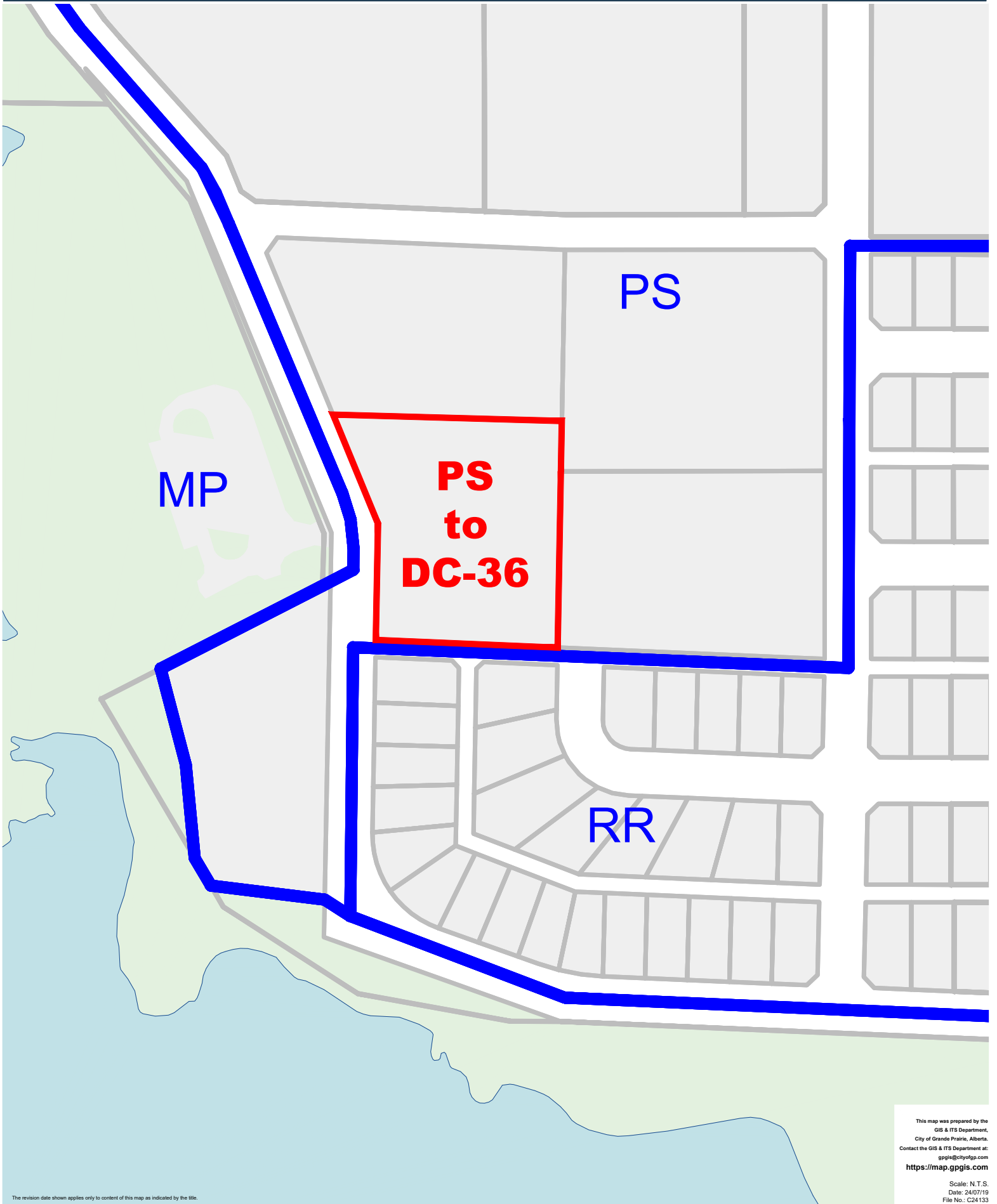
READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

READ a third time and finally passed this _____ day of _____, 2024.

Mayor

City Cler



MP

PS

**PS
to
DC-36**

RR

This map was prepared by the
GIS & ITS Department,
City of Grande Prairie, Alberta.
Contact the GIS & ITS Department at:
gpgis@cityofgp.com
<https://map.gpgis.com>

Scale: N.T.S.
Date: 24/07/19
File No.: C24133

The revision date shown applies only to content of this map as indicated by the title.

CITY OF GRANDE PRAIRIE

BYLAW C-1260-185

Appendix "B"

104.4.36 - DC-36 - SITE SPECIFIC DIRECT CONTROL DISTRICT

104.4.36.1 Purpose

The purpose of this district is to provide for the development of a Permanent Supported Housing facility on a site-specific direct control basis in accordance with Section 641 of the Municipal Government Act.

104.4.36.2 Area of Application

This District shall apply to Lot 22, Block 6, Plan 1421696 (Civic Address: 11007 106 Street).

104.4.36.3 Development Authority

The Development Officer shall be the Development Authority for the uses and standards in this District.

104.4.36.4 Uses

The following uses may be approved at the discretion of the Development Authority:

- Accessory Use
- Accessory Building or Structure
- Permanent Supported Housing

104.4.36.5 Development Standards

- a. All uses and development standards in this District are at the discretion of the Development Authority, which may have regard for the standards contained in Parts Seven, Eight and Nine of this Bylaw.
- b. All signs shall be at the discretion of the Development Authority and shall have regard for Schedule B – Signs- PS Public Service District.
- c. The site plan, orientation of buildings, relationship between buildings, architectural design and treatment of buildings, and the location and design of parking and landscaped areas shall be to the satisfaction of the Development Authority.
- d. Recycling and garbage collection and storage areas shall be screened from view from adjacent sites and public roads to the satisfaction of the Development Authority.

104.4.36.6 Site Standards

a.	Front Yard	6.1 m
b.	Rear Yard	7.6 m
c.	Side Yard	3.0 m

104.4.36.7 Landscaping Requirements

Land Use	Minimum Required Landscaped Area	Number of Trees (Minimum)	Number of Shrubs (Minimum)
All Development	10% of Total Lot Area	1 per 400m ² of Total Lot Area	1 per 200m ² of Total Lot Area

Where the calculation for the required number of trees or shrubs results in a fraction, the next lower number shall be taken.



ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: August 26, 2024
FROM: Brian Glavin, Chief Operating Officer	MEETING: City Council
REPORT WRITER: Ashley Colter, Senior Strategic Advisor	
SUBJECT: Transportation System Bylaw (Bylaw C-1477)	

RECOMMENDATIONS

It is recommended that City Council:

- 1) Give 1st reading to Bylaw C-1477, being Transportation System Bylaw;
- 2) Give 2nd reading to Bylaw C-1477;
- 3) Have 3rd reading for Bylaw C-1477; and
- 4) Give 3rd reading to Bylaw C-1477.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

On August 24, 2020, Council directed Administration to review and bring back amendments to the Transportation System Bylaw after the adoption of the 2020 Transportation Master Plan.

On April 4, 2022, Council gave three readings and passed Bylaw C-1452, being the Transportation System Bylaw.

On July 11, 2022 Council gave two readings to Bylaw C-1452 Revised, being the Revised Transportation System Bylaw.

On August 8, 2022 Council directed Administration to postpone third reading of this bylaw to a future council meeting.

On August 8, 2022 Council directed the Mayor and Administration to undertake appropriate advocacy for access points along Highway 43.

BACKGROUND

The provincial Highways Development and Protection Act requires that City Council, by bylaw, establish a transportation system in accordance with a transportation study report. This bylaw must be approved by Minister responsible for Alberta Transportation before coming into effect.

The previous submission of the Transportation System Bylaw was not accepted by the province due to future Highway 43 Access shown at Township Road 720. All provincial highway access locations must be included in the Freeways and Access Locations Designation Order (FADO) prior to inclusion in a Transportation System Bylaw.

ANALYSIS

Advocacy has been completed and the Transportation and Economic Corridors team with Alberta Transportation has indicated that the proposed access plans for the Highway 43/Township Road 720 meet their technical needs. At this time the access location will only be approved conceptually for an interchange. Prior to any development, detailed functional studies and further discussions with the province will be required.

Upon acceptance of this bylaw Administration with simultaneously request approval of the bylaw and the addition of the Township Road 720 access location to the provincial Freeways and Access Locations Designation Order.

As required with Highways Development and Protection Act the bylaw designates all highways, roadways, roads, streets, lanes and alleys within the City as controlled streets.

Relationship to City Council's Areas of Focus / Strategic Priorities

No specific relationship to Council's strategic priorities.

Environmental Impact

There are no environmental impacts as a result of this bylaw.

Economic Impact

There are no economic impacts as a result of this bylaw

Social Impact

There are no social impacts as a result of this bylaw.

Relevant Statutes / Master Plans / City Documents

- Municipal Development Plan (MDP)
- Inter-Municipal Development Plan (IDP)
- Transportation Master Plan (TMP)
- Area Structure Plans (ASP)
- Outline Plans (OP)

Provincial legislation includes:

- Freeways and Access Locations Designation Order
- Highways Development and Protection Act

Risk

If the City does not adopt an updated Transportation System Bylaw, the City will be non-compliant with the Highways Development and Protection Act.

STAKEHOLDER ENGAGEMENT

All planning and engineering documents that have contributed to the creation of the City's Transportation System Bylaw have been through comprehensive stakeholder engagement and have followed all advertising requirements in the Municipal Government Act. Administration has worked directly with Alberta Transportation roadside planners to make the required changes to the City's proposed Transportation System Bylaw.

BUDGET / FINANCIAL IMPLICATIONS
--

There are no financial implications associated with this bylaw.

SUMMARY / CONCLUSION

The revised transportation system identified in the proposed bylaw meets the expectations of Alberta Transportation, conforms to the City's adopted short term and long-range planning documents, and the most recent Transportation Master Plan.

The adoption of this revised bylaw and subsequent acceptance by the Minister responsible for Alberta Transportation will bring the City into compliance with requirements of the provincial Highways Development and Protection Act.

ATTACHMENTS

Attachment 1 - Bylaw C-1477: Transportation System Bylaw

CITY OF GRANDE PRAIRIE**BYLAW C-1477****A Bylaw to Establish a Transportation System
For the City of Grande Prairie**

WHEREAS the Council of the City of Grande Prairie has prepared, or caused to be prepared, a comprehensive transportation study report ("Report") in accordance with Section 32 of the *Highways Development and Protection Act*, Chapter H-8.5, for the development of an integrated transportation system designed to service the needs of the entire City of Grande Prairie;

WHEREAS the Report consists of the Transportation Master Plan (2020), prepared by McElhanney for the City of Grande Prairie, and approved by Council August 24, 2020;

WHEREAS Council prior to second reading of this Bylaw has had notice of this Bylaw published at least once a week for two (2) consecutive weeks using a notification method authorized by the Public Notification Bylaw C-1414, the last publication being at least five (5) days before the date fixed for the second reading of this Bylaw;

WHEREAS in consideration of this Bylaw Council has duly heard and considered the representations presented either personally or through an agent of all interested parties to this Bylaw; and

WHEREAS Council considers this Bylaw to be in the public interest.

NOW THEREFORE THE MUNICIPAL COUNCIL OF THE CITY OF GRANDE PRAIRIE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED ENACTS AS FOLLOWS:

1. This Bylaw shall be called "The City of Grande Prairie Transportation System Bylaw".
2. In accordance with the Report, Council hereby establishes the transportation system for the City of Grande Prairie consisting of the following:
 - 2.1 a plan entitled "City of Grande Prairie Transportation System" is attached to and forms part of this Bylaw as Schedule "A";
 - 2.2 a list of transportation facilities detailed by name and physical limits is attached to and forms part of this Bylaw as Schedule "B"; andsubject to the following conditions:
 - a) that the financial resources necessary for the construction of the transportation system will be available to the City of Grande Prairie; and
 - b) that the City of Grande Prairie may amend this Bylaw from time to time by the addition or deletion of transportation facilities or in any other manner, subject to the approval of the Minister of Transportation and Economic Corridors.

- 3. The following are controlled streets:
All highways, roadways, roads, streets, lanes and alleys within the City of Grande Prairie, including any bridge and other structures incidental to the highways, roadways, roads, streets, lanes and alleys.
- 4. Bylaw C-1265 and all amendments are hereby repealed.
- 5. This Bylaw shall take effect on the date that it is approved by the Minister of Transportation and Economic Corridors.

READ a first time this _____ day of _____, 2024.

READ a second time this _____ day of _____, 2024.

READ a third time and finally passed this _____ day of _____, 2024.

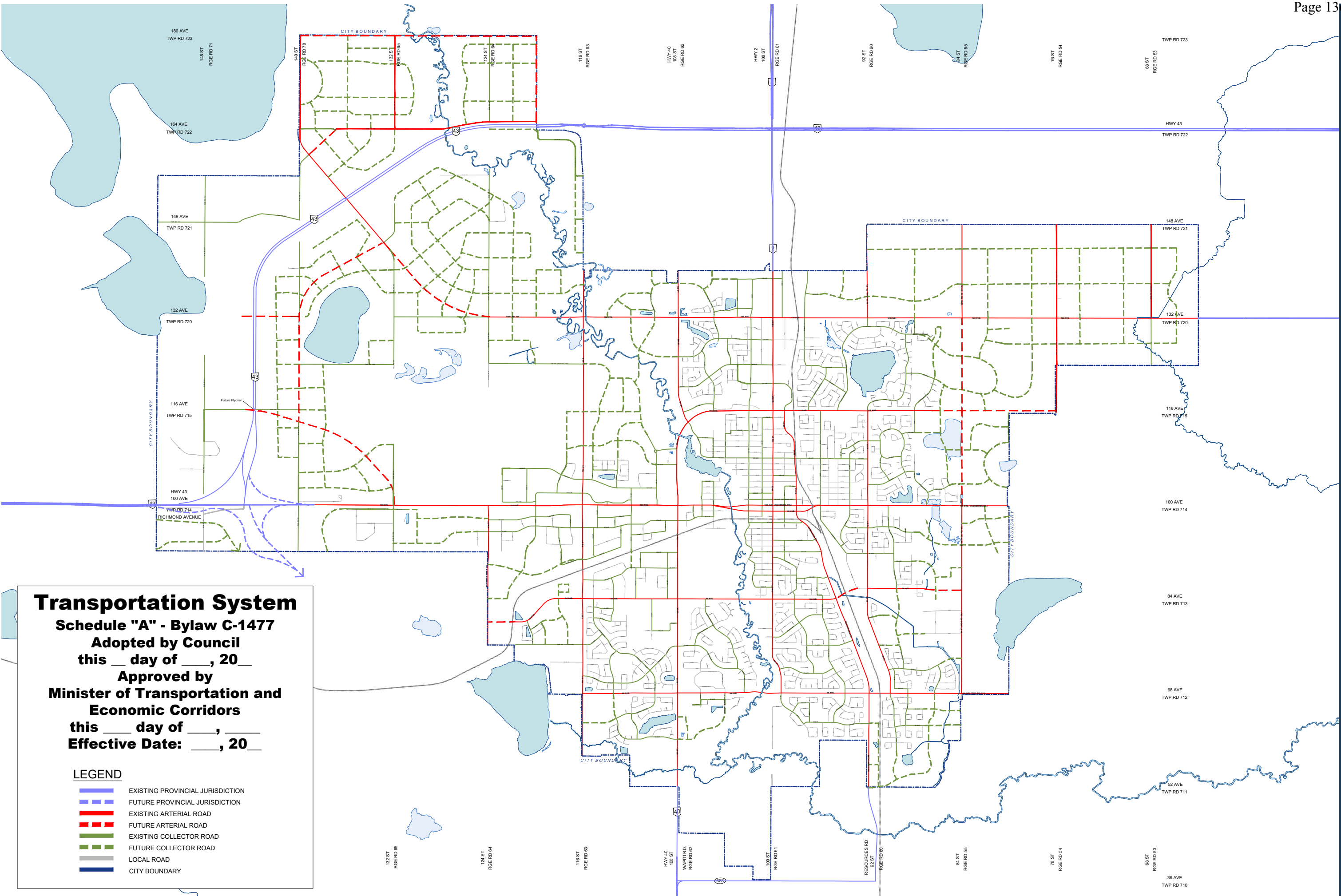
Mayor

City Clerk

APPROVED BY THE MINISTER OF TRANSPORTATION AND ECONOMIC CORRIDORS









This _____ day of _____, 202_.

Minister of Transportation
and Economic Corridors



Transportation System
 Schedule "A" - Bylaw C-1477
 Adopted by Council
 this ___ day of ___, 20__
 Approved by
 Minister of Transportation and
 Economic Corridors
 this ___ day of ___, 20__
 Effective Date: ___, 20__

LEGEND

-  EXISTING PROVINCIAL JURISDICTION
-  FUTURE PROVINCIAL JURISDICTION
-  EXISTING ARTERIAL ROAD
-  FUTURE ARTERIAL ROAD
-  EXISTING COLLECTOR ROAD
-  FUTURE COLLECTOR ROAD
-  LOCAL ROAD
-  CITY BOUNDARY

This map was prepared by the
 GIS Department
 City of Grande Prairie, Alberta
 Contact the GIS Department at:
 780-538-0300
<https://map.gpgis.com>
 Scale: N.T.S.
 Date: 24/08/08
 File No.: C11053

BYLAW C-1477**Schedule "B"****Arterials & Collector Roadways**

Existing Arterial Roadways	
140 Street	180 Avenue - Highway 43
132 Street	180 Avenue - 164 Avenue
124 Street	100 Avenue - South City Limit
116 Street	North City Limit - South City Limit
108 Street	North City Limit - 116 Avenue
108 Street	116 Avenue - South City Limit
100 Street	North City Limit - 68 Avenue
92 Street	North City Limit - 132 Avenue
92 Street	116 Avenue - 68 Avenue
98 Street	113 Avenue - 99 Avenue
Resources Road	99 Avenue - South City Limit
99 Street	116 Avenue - 113 Avenue
84 Street	100 Avenue - 68 Avenue
84 Street	North City Limit - 132 Avenue
68 Street	North City Limit - 132 Avenue
164 Avenue	136 Street - 120 Street
132 Avenue	Highway 43 - 132 Street
132 Avenue	124 Street - East City Limit
116 Avenue	108 Street - 88 Street
100 Avenue	276m East of Range Road 70 - East City Limit
99 Avenue	104 Street - 96 Street
84 Avenue	120 Street - Resources Road
84 Avenue	92 Street - 87A Street
76 Street	North City Limit - South City Limit
68 Avenue	116 Street - East City Limit

Future Arterial Roadways	
140 Street	132 Avenue - Township Road 715
120 Street	180 Avenue - 164 Avenue
84 Street	132 Avenue - 100 Avenue
180 Avenue	140 Street - 120 Street
164 Avenue	140 Street - 136 Street
132 Avenue	140 Street - 124 Street
116 Avenue	88 Street - 76 Street
84 Avenue	124 Street - 120 Street
84 Avenue	87A Street - 84 Street
84 Avenue	Resources Road - 92 Street
Township Road 720	140 Street - Highway 43
Township Road 715	Highway 43 - 100 Avenue

Existing Collector Roadways (North-South)	
99 Street	North City Limit - 132 Avenue
97B Street	North City Limit - 123 Avenue
105 Street	128 Avenue - 116 Avenue
103B Street	128 Avenue - Royal Oaks Drive
103 Street	112 Avenue - 113 Avenue
102 Street	139 Avenue - 86 Avenue
Crystal Ridge Road	123 Avenue - 116 Avenue
Lakeland Drive	116 Avenue - 92 Street
Crystal Lake Drive	Lakeland Drive - 116 Avenue
Copperwood Road	116 Avenue - 122 Avenue
92 Street	132 Avenue - Lakeland Drive
88 Street	132 Avenue - Lakeland Drive
123 Street	101 Avenue - End
121 Street	106 Avenue - 101 Avenue
124 Street	124 Avenue - End
120 Street	101 Avenue - End
99 Street	121 Avenue - 116 Avenue
117 Street	99 Avenue - 97 Avenue
118 Street	End - 101 Avenue
115 Street	End - 104 Avenue
114 Street	104 Avenue - End
110 Street	100 Avenue - End
112 Street	104 Avenue - End
106 Street	116 Avenue - 108 Avenue
105 Street	112 Avenue - 108 Avenue
105 Street	104 Avenue - 98 Avenue
104 Street	112 Avenue - 108 Avenue
101 Street	115 Avenue - 98 Avenue
106 Street	104 Avenue - 98 Avenue
106A Street	Westside Drive - 100 Avenue
99 Street	103 Avenue - 97 Avenue
Park Road	98 Avenue - 92 Avenue
96 Street	116 Avenue - 98 Avenue
93 Street	Juno Crossing - 110 Avenue
93A Street	111 Avenue - 108 Avenue
92 B Street	111 Avenue - 110 Avenue
88 Street	116 Avenue - 112 Avenue
Juno Crossing	Park Road - 93 Street
90 Street	113 Avenue - 104 Avenue
88C Street	113 Avenue - 104 Avenue
Landing Drive	104 Avenue - 100 Avenue
85 Street	102A Avenue - End
118 Street	97 Avenue - End
115 Street	97 Avenue - 95 Avenue

Existing Collector Roadways (North-South)	
115 Street	97 Avenue - 100 Avenue
114 Street	98 Avenue - 97 Avenue
113 Street	97 Avenue - 95 Avenue
111A Street	89 Avenue - 84 Avenue
109 Street	92 Avenue - 84 Avenue
109 Street	96 Avenue - 97 Avenue
111 Street	92 Avenue - 89 Avenue
98 Street	91 Avenue - 98A Street
98A Street	98 Street - 84 Avenue
99 Street	91 Avenue - 94 Avenue
90 Street	100 Avenue - 96 Avenue
68 Street	132 Avenue – South City Limit
Willow Drive	96 Avenue - 84 Avenue
Westpointe Drive	84 Avenue - 114 Street
Pinnacle Boulevard	114 Street - Pinnacle Drive
Pinnacle Street	Pinnacle Drive - 68 Avenue
108A Street	79 Avenue - 78 Avenue
110 Street	84 Avenue - 78 Avenue
113 Street	89 Avenue - 81 Avenue
114 Street	Pinnacle Boulevard - 68 Avenue
Kateri Drive	Michaelis Boulevard - 68 Avenue
Mission Heights Drive	84 Avenue - Kateri Drive
Patterson Drive	84 Avenue - 72 Avenue
O'Brien Lake Drive	68 Avenue - Tamarack Drive
Michaelis Boulevard	Mission Heights Drive - 76 Avenue
96 Street	88 Avenue - 85 Avenue
95A Street	85 Avenue - 84 Avenue
Poplar Drive	84 Avenue - 63 Avenue
Willow Drive	72 Avenue - End
90 Street	68 Avenue - End
86 Street	68 Avenue - 72 Avenue
100 Street	68 Avenue - 67 Avenue
99 Street	67 Avenue - 63 Avenue
98 Street	66 Avenue - 63 Avenue
90 Street	69 Avenue - 72 Avenue
88A Street	69 Avenue - 62 Avenue
Township Road 722	End – 116 Street
Arbour Hills Boulevard (West)	End - 132 Avenue
Arbour Hills Boulevard (East)	End - 132 Avenue
103 Street	132 Avenue - 139 Avenue
104A Street	132 Avenue - 128 Avenue
Tamarack Drive	O'Brien Lake Drive - 113 Street
112 Street	O'Brien Lake Drive - 60 Avenue

Existing Collector Roadways (North-South)	
Stoneridge Way	68 Avenue - 67 Avenue
106 Street	68 Avenue - 66 Avenue
119 Street	81 Avenue - End
120 Street	84 Avenue - 76 Avenue
Range Road 65	132 Avenue - Township Road 715A
Range Road 65	End - South City Limit
Range Road 70	End - South City Limit
Range Road 64	180 Avenue - 164 Avenue
Range Road 70	132 Avenue – Township Road 721
Range Road 71	North City Limit - End
Range Road 71	End (North) – End (South)

Existing Collector Roadways (East-West)	
136 Avenue	97 Street - End
Lakeland Drive	92 Street - 88 Street
128 Avenue	108 Street - 100 Street
Royal Oaks Drive	108 Street - 102 Street
124 Avenue	102 Street - 100 Street
124 Avenue	124 Street - 116 Street
121 Avenue	103 Street - 99 Street
121 Avenue	Crystal Ridge Road - Lakeland Drive
123 Avenue	97B Street - Lakeland Drive
109 Avenue	110 Street – 108 Street
101 Avenue	120 Street - 116 Street
101 Avenue	102 Street - 98 Street
104 Avenue	118 Street - 110 Street
104 Avenue	106 Street - 105 Street
107 Avenue	110 Street - 108 Street
115 Avenue	101 Street - 100 Street
113 Avenue	103 Street - 102 Street
112 Avenue	104 Street - 103 Street
112 Avenue	106 Street - 105 Street
108 Avenue	106 Street - 92 Street
Westgate Drive	116 Street - 112 Street
104 Avenue	92 Street - 88 Street
103 Avenue	99 Street - 98 Street
102 Avenue	102 Street - 100 Street
105 Avenue	100 Street - 98 Street
110 Avenue	93 Street - 92B Street
111 Avenue	93A Street - 90 Street
113 Avenue	90 Street - 88C Street
112 Avenue	88C Street - 88 Street
108 Avenue	90 Street - 88C Street
102A Avenue	Landing Drive - 85 Street

Existing Collector Roadways (East-West)	
99 Avenue	117 Street - 124 Street
97 Avenue	124 Street - 108 Street
98 Avenue	115 Street - 112 Street
96 Avenue	112 Street - 109 Street
95 Avenue	116 Street - 113 Street
94 Avenue	100 Street - Resources Road
92 Avenue	111 Street - 108 Street
89 Avenue	116 Street - 108 Street
80 Avenue	92 Street - End
66 Avenue	End - 106 Street
West Side Drive	108 Street - 106 Street
98 Avenue	106 Street - 105 Street
97 Avenue	102 Street - Resources Road
92 Avenue	102 Street - Resources Road
91 Avenue	100 Street - 98 Street
88 Avenue	102 Street - 98 Street
88 Avenue	98 Street - Resources Road
86 Avenue	102 Street - 100 Street
Copperwood Road	88 Street - 86 Street
85 Avenue	96 Street - 95A Street
96 Avenue	93 Street - End
92 Avenue	Park Road - Willow Drive
89 Avenue	Willow Drive - 88 Street
83 Avenue	Westpointe Drive - 113 Street
81 Avenue	Westpointe Drive - 113 Street
76 Avenue	West City Limit - 116 Street
77 Avenue	116 Street - Westpointe Drive
Pinnacle Drive	116 Street - 108 Street
78 Avenue	110 Street - 108A Street
79 Avenue	108A Street - 108 Street
76 Avenue	108 Street - Michaelis Boulevard
76 Avenue	Patterson Drive - Resources Road
72 Avenue	100 Street - Poplar Drive
72 Avenue	92 Street - End
Prairie Road	100 Street - Poplar Drive
69 Avenue	90 Street - 88A Street
66 Avenue	99 Street - 98 Street
63 Avenue	99 Street - Resources Road
65 Avenue	88A Street - 87 Street
62 Avenue	90 Street - End
60 Avenue	108 Street - Tamarack Drive
67 Avenue	106 Street - Stoneridge Way
117 Avenue	108 Street - 105 Street
133 Avenue	End - Arbour Hills Boulevard (West)

Existing Collector Roadways (East-West)	
133 Avenue	Arbour Hills Boulevard (East) - 102 Street
139 Avenue	103 Street - 99 Street
122 Avenue	Crystal Lake Drive - End
106 Avenue	115 Street - 114 Street
106 Avenue	118 Street - End
101 Avenue	123 Street - 120 Street
Sequoia Drive	125 Street - 124 Street
81 Avenue	120 Street - 119 Street
Township Road 714	Range Road 65 - End
Township Road 715	Range Road 71 – Range Road 70
Township Road 720	Range Road 65 - 124 Street
Township Road 721	West City Limit – Range Road 70
Township Road 722	Range Road 70 - End
Township Road 715A	Range Road 70 - Range Road 65

DRAFT

CITY OF GRANDE PRAIRIE**BYLAW C-1475**

**A Bylaw of the City of Grande Prairie, in the Province of Alberta
authorizing the Council to incur indebtedness by the
issuance of debenture(s) in the amount of \$3,500,000.00
for the purpose of funding the Maskwa Medical Center Facility**

WHEREAS:

The Council of the City of Grande Prairie has decided to issue a bylaw pursuant to Section 256 of the *Municipal Government Act* to authorize the financing of a portion of the Maskwa Medical Center Facility with principal repayment.

In order to complete the project it will be necessary for the City of Grande Prairie to borrow the sum of \$3,500,000.00, for a period not to exceed three (3) years, from the Alberta Capital Finance Authority (ACFA) or another authorized financial institution, by the issuance of debentures and on the terms and conditions referred to in this Bylaw.

The principal amount of the outstanding debt of the City of Grande Prairie at December 31, 2023 is \$131,190,169 and no part of the principal or interest is in arrears.

All required approvals for the project have been obtained and the project is in compliance with all *Acts* and *Regulations* of the Province of Alberta.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF GRANDE PRAIRIE, DULY ASSEMBLED,
ENACTS AS FOLLOWS:**

1. That for the purpose of granting a loan to Maskwa Medical Center (Canada) Inc., the sum of Three Million Five Hundred Thousand Dollars (\$3,500,000) be borrowed from the ACFA or another authorized financial institution by way of debenture on the credit and security of the City of Grande Prairie at large, of which amount the full sum of \$3,500,000 is to be paid by the City of Grande Prairie at large.
2. The proper officers of the City, namely the Mayor and Chief Financial Officer are hereby authorized to execute and deliver to the lender on behalf of the City such documents, instruments and agreements, including credit agreements and commitment letters as may be required by the lender for the City to avail and evidence the City's loans and credit in the amount and for purpose as authorized by this Bylaw and any such document, instrument or agreement shall be conclusively deemed to be authorized by this Bylaw and binding on the City.
3. The City of Grande Prairie shall repay the indebtedness according to the repayment structure in effect, namely semi-annual or annual equal payments of combined principal and interest instalments not to exceed three (3) years calculated at a rate not exceeding the interest rate fixed by the Alberta Capital Finance Authority or another authorized financial institution on the date of the borrowing, and not to exceed eight (8) percent.

- 4. The City of Grande Prairie shall collect from Maskwa Medical Center (Canada) Inc. the amount sufficient to pay indebtedness principle. In the event of any fund deficiency the City of Grande Prairie shall levy and raise in each year municipal taxes sufficient to cover the indebtedness.
- 5. The indebtedness shall be contracted on the credit and security of the City of Grande Prairie.
- 6. The net amount borrowed under the Bylaw shall be applied only to the project specified by this Bylaw.
- 7. This Bylaw shall take effect on the date it is passed.

READ a first time this 2 day of July, 2024.

"J. Clayton"

Mayor

"L. Hanson"

City Clerk

READ a second time this _____ day of _____, 2024.

READ a third time and finally passed this _____ day of _____, 2024.

Mayor

City Clerk

CITY OF GRANDE PRAIRIE

BYLAW C-1476

**A Bylaw of the City of Grande Prairie in the Province of Alberta
for the purpose of providing a loan to the non-profit organization,
Maskwa Medical Center (Canada) Inc. for building a medical facility
that will provide benefits to residents of the region.**

WHEREAS section 265 of the *Municipal Government Act* RSA 2000, chapter M-26, as amended, requires that the City of Grande Prairie pass a bylaw to provide a loan to a non-profit organization; and

WHEREAS the City of Grande Prairie wishes to support the quality of life and particular access to medical services for its residents by providing a loan to the non-profit organization Maskwa Medical Center (Canada) Inc.

NOW THEREFORE, THE MUNICIPAL COUNCIL OF THE CITY OF GRANDE PRAIRIE, IN THE PROVINCE OF ALBERTA, DULY ASSEMBLED, ENACTS AS FOLLOWS:

1. The City of Grande Prairie, in accordance with section 265 of the *Municipal Government Act*, RSA 2000, chapter M-26m as amended, 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 organization, in the Country of Canada proposes to undertake the completion of a new medical centre.
 - 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 City of Grande Prairie will enter into a formal loan agreement.

INTERPRETATION & SEVERABILITY

- 2. This Bylaw shall be cited as the "Maskwa Medical Center Lending Bylaw".
- 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 take effect on the date it is passed.

READ a first time this 2 day of July, 2024.

"J. Clayton"

Mayor

"L. Hanson"

City Clerk

READ a second time this _____ day of _____, 2024.

READ a third time and finally passed this _____ day of _____, 2024.

Mayor

City Clerk