

May 27, 2025

10:00 AM

Council Chambers, City Hall

ATTENDEES

D. Bressey, M. O'Connor, G. Blackmore, J. Clayton

*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. Delegation requests must be submitted by 12:00 p.m. on May 26.*

1. CALL TO ORDER
2. LAND ACKNOWLEDGEMENT
3. ADOPTION OF AGENDA
4. DELEGATIONS
 - 4.1 South Peace Regional Archives
 - 4.2 STARS
5. REPORTS
 - 5.1 Service Area Update
 - 5.2 Borstad Hill Electrical Infrastructure
6. CORRESPONDENCE
7. OTHER BUSINESS
8. BYLAW & POLICY REVIEW
9. OUTSTANDING ITEMS LIST
10. ADJOURN

Danielle Whiteway

Danielle Whiteway



Delegation Request

Meeting Information

This form is requesting to provide information to be addressed in: Committee Meeting Investment & Strategy
Meeting Type: In Person (Council Chambers)
Requested Date of Appearance: May 27, 2025

Contact Information

Name: Ellyn Vandekerkhove
Address:
Province:
Phone:
City:
Postal Code:
Email: director@southpeacearchives.org

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: South Peace Regional Archives
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 Connections

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:

2024 Community Group Funding Annual Report

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

Report received for information.

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 May 12 17:46:12 GMT 2025

COMMUNITY GROUP GRANT

Funding Form

Section 1: Funding Information

Organization's Name: South Peace Regional Archives Society

Amount of Funding Received from the City of Grande Prairie Community Group Funding in 2024: \$82,819.00

Summary of how the grant funding was used by your organization in 2024:

The Community Group Funding from the City of Grande Prairie allowed our organization to continue operations throughout 2024, serving the community by gathering preserving and sharing the history of the South Peace Region. The majority of funds were used for staffing costs, maintaining our facilities in Centre 2000, and our services including public programming and research support. It also allowed us to relocated to Centre 2000.

What key results did your organization achieve in 2024 that contributed to Council's Strategic Priorities?

1) "Quality of Life"/"Fierce Community Pride." The Archives allows people to contribute to and access their community history. In 2024 our reach included 28 records donations, 312 research requests/ visitors, website reach of 66,349 2) "Inclusive and Caring Communities,"/ "Multicultural," increasing awareness of historically marginalized communities. 3) "Innovating Efficiencies and Economic Readiness"/ "Attraction." Events attended by 2663 people.

1. Provide allocation estimates on how the City's operating funding was used by your organization in 2024

26	%	Program or Services: (Facility Fees, Conservation Costs, Event and Project Expenses)
70	%	Staffing Costs (salaries, benefits, etc.):
4	%	Equipment & Supplies: 4
	%	Other (please specify):
100	%	Total % Spent

2. Gift in Kind (GIK) Contributions Expected This Year

Examples of GIK: insurance, rent/lease payments, maintenance including security monitoring, snow removal, and other services provided, sponsorship/memberships/donations for prize baskets, staff/administrative support to your organization, etc.

GIK Provided By	Type of GIK	Value (\$ Amount)
Various Volunteers	600 hrs work, estimate \$35/ hr	\$21,000.00
City of Grande Prairie	Rent free space - Museum- Jan-Mar	\$3875.00
City of Grande Prairie	Waived Facility Fees - Museum - Jan - Mar	\$2500.00

Section 1: Funding Information (Continued)**3. Summary of Estimated Projected Annual Revenue Streams and Sources**

Note: Please fill in the boxes below to show your organization's revenue/funding stream(s) in 2024

Revenue Streams	Year 1 Revenue (\$)	Explanation of Funding Source
Government — City of Grande Prairie	\$82,819.00	
Government — Other Municipal	\$169,656.00	Cnty of GP, MD Greenview, MD Spirit River, SdI Hills
Government — Federal	\$21,500.00	YCW - Canadian Council of Archives
Government — Provincial		
Fundraising	\$26,861.77	Donations
Gift in Kind	\$27,375.00	See opposite side for details
Sponsorship		
Other Internally Generated	\$4459.58	Sales and Services, Memberships, Interest
Other		
Total	\$332,671.35	

4. Summary of Successes & Challenges

Summary of successes in 2024 in your organization:

The biggest success for the Archives in 2024 was our relocation to Centre 2000, including construction in the new space, the transfer of the Archives records and equipment, and re-opening in our new space. Even with limited months open we were able to accommodate more in person researchers than in 2023. We also worked to increase our public services in our facility including tours, meeting room use, and our first education programs.

Summary of challenges in 2024 in your organization:

The biggest challenge for the Archives in 2024 was the facility disruptions caused by our relocation and a December flood of our facility. Because of this we were closed to the public for nearly six months of the year, limiting access for researchers and donations. It also took up a large proportion of staff time and resources, causing us to scale back a number of operations, including Social Media, and presentation.

This personal information is being collected under the authority of Section 33(c) of the Freedom of Information and Protection of Privacy Act (FOIP Act), and will be used to administer the applications brought forward for consideration for funding from the City of Grande Prairie. It is protected by the privacy provisions of the Freedom of Information and Protection of Privacy Act. Please forward any questions or concerns to FOIP@cityofgp.com.

2 0 2 4

FINANCIAL REPORT



MESSAGE FROM THE TREASURER

Eleanor Dalen

A Balance Sheet, Profit & Loss Statement, and a comparative Budget for the fiscal year Jan to Dec, 2024 are attached. The following is a compressed version of these documents:

Balance Sheet

As at December 31, 2024 we had:

Assets:

\$55,015.59	in the operating - Chequing account
\$6696.27	in the Contingency Fund
\$11,652.27	in the Building Fund - Chequing account
\$9398.09	in the Building Fund - Savings account
\$71,623.35	in Accounts Receivable
\$200.00	in Petty Cash
\$1,000.00	in the Reserve GIC (Mastercard)
\$4,153.87	in Prepaid Expenses
\$250.00	in Undeposited Funds
\$503,489.17	in Fixed Assets (equipment and leasehold improvements)
\$663,478.61	TOTAL ASSETS

Liabilities & Equity:

\$ -19.04	Accounts Payable
\$607.61	Credit Cards
\$3188.93	Peace Country Land Database
\$4123.68	Payroll Deductions Payable
\$394,076.72	Deferred Contribution - Bldg Fund
\$8731.64	Deferred Revenue
\$252,769.07	Total Equity
\$663,478.61	TOTAL LIABILITY & EQUITY

Note: Accounts Receivable refers to payments to us that we have requested but we had not received the money on December 31, 2024. This includes a final payment from our YCW and CCSF grants that were received in early 2025.

Deferred Contribution - Bldg Fund include amounts that will be pulled out to cover the amortization of our leasehold improvements.

Profit and Loss Statement

The section of "Ordinary Income/Expense" includes our regular operating expenses. "Other Income/ Expense" includes our capital renovation project of Centre 2000.

2024 Financial Statements

Auditors Report



Notice to the Reader

We, Irene Gitzel and Cathy Scott, being members in good standing, have reviewed the Balance Sheet and Income Statement of the South Peace Regional Archives Society as at December 31, 2024. This information has not been audited. We believe these statements to be free of material misstatement and present fairly the financial position of the South Peace Regional Archives Society.

It is our recommendation that these statements be accepted as complete and adopted by the membership as the final statements for the fiscal year January 1, 2024 – December 31, 2024.

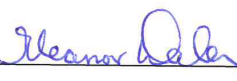
Name: Irene Gitzel
8925 120 Ave
Grande Prairie, AB
T8X 1M6


(Signature)

Name: Cathy Scott
10102 80th Ave
Grande Prairie, AB
T8W 1Z9


(Signature)

Name: Eleanor Dalen
Vice President/ Treasurer
10510 108 Ave
Grande Prairie, AB
T8V 1P8


(Signature)

DATED April 2, 2025

780-830-5105

SouthPeaceArchives.org

Lower Level, Centre 2000
11330 106 Street
Grande Prairie, T8V 7X9

9:24 AM

04/02/25

Accrual Basis

South Peace Regional Archives

Balance Sheet

As of December 31, 2024

	Dec 31, 24
ASSETS	
Current Assets	
Chequing/Savings	
1000 · ATB Chequing	55,015.59
1102 · Contingency Fund	6,696.27
1110 · Building Fund Chequing	11,652.27
1120 · Building Fund Savings	9,398.09
Total Chequing/Savings	82,762.22
Accounts Receivable	
1200 · Accounts Receivable	71,623.35
Total Accounts Receivable	71,623.35
Other Current Assets	
1290 · Petty Cash	200.00
1305 · .Reserve - GIC	
1310 · Reserve - Mastercard	1,000.00
Total 1305 · .Reserve - GIC	1,000.00
1350 · Prepaid Expenses	4,153.87
1499 · Undeposited Funds	250.00
Total Other Current Assets	5,603.87
Total Current Assets	159,989.44
Fixed Assets	
1500 · Computer Equipment	
1510 · Computer Equip-Orig Cost	37,142.30
1511 · Computer Equip. - Bldg Fund	68,694.38
1520 · Computer Equip-Amort	-35,296.95
1521 · Comp. Equip. Bldg F - Accum. Am	-18,890.95
Total 1500 · Computer Equipment	51,648.78
1550 · Equipment	
1560 · Equipment - Orig Cost	62,320.60
1561 · Equipment - Bldg Fund	189,294.11
1570 · Equipment - Amort	-46,060.74
1571 · Equip. Bldg F - Accum Amort	-18,929.41
Total 1550 · Equipment	186,624.56
1580 · Leasehold Improvements	
1585 · Leasehold Improv. - Bldg Fund	279,174.56
1586 · Leaseh, Imp. Bldg F - Accum Am	-13,958.73
Total 1580 · Leasehold Improvements	265,215.83
Total Fixed Assets	503,489.17
TOTAL ASSETS	663,478.61
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-19.04
Total Accounts Payable	-19.04
Credit Cards	
2075 · Mastercard ATB	607.61
Total Credit Cards	607.61
Other Current Liabilities	
2100 · Peace Country Land Database	3,188.93

9:24 AM

04/02/25

Accrual Basis

South Peace Regional Archives

Balance Sheet

As of December 31, 2024

	Dec 31, 24
2300 · Payroll Deductions Payable	
2310 · CPP Payable	1,633.96
2320 · EI Payable	593.52
2330 · Employee Income Taxes Payable	1,896.20
Total 2300 · Payroll Deductions Payable	4,123.68
Total Other Current Liabilities	7,312.61
Total Current Liabilities	7,901.18
Long Term Liabilities	
2101 · Deferred Contribution - Bldg FD	394,076.72
2600 · Deferred Revenue	8,731.64
Total Long Term Liabilities	402,808.36
Total Liabilities	410,709.54
Equity	
3000 · Opening Bal Equity	6,559.20
3900 · Retained Earnings	246,209.87
Total Equity	252,769.07
TOTAL LIABILITIES & EQUITY	663,478.61

9:25 AM

04/02/25

Accrual Basis

South Peace Regional Archives

Profit & Loss

January through December 2024

	Jan - Dec 24
Ordinary Income/Expense	
Income	
4000 · Operating Grants	
4010 · City of Grande Prairie	82,819.00
4020 · County of Grande Prairie	77,571.00
4030 · Municipal District of Greenview	72,985.00
4040 · M.D. Spirit River 133	9,100.00
4050 · Saddle Hills County	10,000.00
Total 4000 · Operating Grants	252,475.00
4100 · Project Grants	
4130 · Canadian Council of Archives	21,500.00
Total 4100 · Project Grants	21,500.00
4200 · Sales and Service	
4210 · Book Sales	57.14
4230 · Misc Sales	337.00
4240 · Photograph Sales	1,595.10
Total 4200 · Sales and Service	1,989.24
4300 · .Donations	
4310 · Donation - Tax Receipt	1,660.00
4320 · Donation - Non Tax Receipt	4,676.38
4340 · Bldg Donation - Non Tax Receipt	20,525.39
Total 4300 · .Donations	26,861.77
4400 · Interest	879.80
4500 · SPRA Society Membership	1,590.54
Total Income	305,296.35
Expense	
6000 · Acquisition Expense	27.86
6020 · Amortization Expense	6,320.35
6030 · Bank Service Charges & Interest	185.83
6040 · Square Fees	216.80
6200 · Conservation Expense	4,154.75
6300 · Facility Fees	
6310 · Utilities, Maintenance, etc.	19.51
6320 · Facility Insurance	4,085.04
6330 · Off-Site Storage	121.25
6345 · Rent & CAC Costs	64,547.52
Total 6300 · Facility Fees	68,773.32
6375 · Newsletter	932.76
6400 · .Office Expenses	
6410 · Office Equipment	640.35
6420 · Office Equip Repairs/Maintenanc	2,700.00
6430 · Office Supplies	3,604.08
6450 · Telephone & Internet	1,064.72
Total 6400 · .Office Expenses	8,009.15
6500 · Professional Dev.	
6520 · Mileage and Travel	525.00
6530 · Memberships & Subscriptions	315.60
6500 · Professional Dev. - Other	1,157.66
Total 6500 · Professional Dev.	1,998.26

9:25 AM

04/02/25

Accrual Basis

South Peace Regional Archives

Profit & Loss

January through December 2024

	Jan - Dec 24
6600 · Professional Fees	
6610 · Accounting	7,131.44
6620 · Computer Services	1,973.13
Total 6600 · Professional Fees	9,104.57
6700 · Project/Event Expense	
6705 · Misc Events/Projects	562.86
6770 · SPRA Society Expenses	710.80
Total 6700 · Project/Event Expense	1,273.66
6800 · Volunteer Expense	249.62
6850 · Staff Expense	236.55
6900 · Wage & Benefits	
6910 · Wages & Salaries	183,865.84
6930 · CPP Expense	10,195.99
6940 · EI Expense	4,307.76
6950 · WCB Expense	560.00
6960 · Vacation Pay Expense	1,495.20
6970 · Benefits	3,388.08
Total 6900 · Wage & Benefits	203,812.87
Total Expense	305,296.35
Net Ordinary Income	0.00
Other Income/Expense	
Other Income	
7100 · Building Fund Income	0.00
7101 · Capital Contributions Revenue	104,000.89
7200 · Building Fund Interest Income	319.63
Total Other Income	104,320.52
Other Expense	
8000 · .Building Fund Expenses	
8030 · Amortization on def. capital	51,779.09
8040 · Bldg Fund - Bank Fees	84.96
8050 · Bldg Fund - Construction	0.00
8055 · Bldg Fund - Equipment	2,343.44
8057 · Bldg Fund - Furnishings	3,813.47
8060 · Bldg Fund - Leasehold Improve	0.00
8065 · Bldg Fund - Moving Expenses	38,231.35
8068 · Bldg Fund - Opening Event	380.71
8070 · Bldg Fund - Professional Fees	7,687.50
Total 8000 · .Building Fund Expenses	104,320.52
Total Other Expense	104,320.52
Net Other Income	0.00
Net Income	0.00

January through December 2024

7

January through December 2024

8

January through December 2024

9

FUNDING

Municipal Funding Partners

The South Peace Regional Archives is public, non-profit organization with charitable status. Through a unique and collaborative funding partnership between our municipal partners, we are able to offer our services across the region to both urban and rural residents. In 2024, 83% of the Archives' income came from the generous support of our municipal funding partners: the City of Grande Prairie; the County of Grande Prairie; the Municipal District of Greenview; the Municipal District of Spirit River; and Saddle Hills County.



Other Funders

The South Peace Regional Archives also receives income from project-based grants, book sales, society memberships, and donations from the public. In 2024, we received support from the Northwestern Alberta Foundation, Edmonton Community Foundation, Grande Prairie & District Branch of the Alberta Genealogical Society and the Government of Canada. We are grateful for all funding support.



Centre 2000 Funders

In 2023 we began work on our new home in Centre 2000, with work continuing into 2024. This project was made possible by funding from:



Funded by the
Government
of Canada

Canada 

Alberta 

Generous Supporters:

Marvin and Frances Moore

Alberta Genealogical Society

Capistrano Holdings/ Bill Bowes Family

Gordon Mackey

Wayne and Paulette Patterson

D.R. Sales and Wookworking

Dr. Edward Welsh

Dennis Tissington

J&G Murphy Holdings Ltd

Wayne Building Products

Lux Architectural Products Inc

Dennis and Tina Dale

Henry Hamm

Cross River Construction

Windsor Motors Ltd

Krislan Investment Inc

Duff Crerar

Hat Mountain Ventures Ltd.

Side Management Ltd

Janice Sheilds

Doug Morris

Alice Sims

Curtis Tipler

Alice Sims

J. Fletcher Bootle

Grande Prairie Airport

BOARD OF DIRECTORS

Jan Shields, President

Eleanor Dalen, Vice President/ Treasurer

Meg Archer, Secretary

Gladys Blackmore, City of Grande Prairie

Peter Harris, County of Grande Prairie

Christine Schlieff, M.D. of Greenview

Stan Bzowy, M.D. of Spirit River

Kristen Smith, Saddle Hills County

Gary Dixon, Director

Maxine Maxwell, Director

Shawn Morton, Director

Meaghan Peuramaki-Brown, Director

Gail Schau, Director

Alice Sims, Director

Duff Crerar, Director

Suzanne Dunn, Director

STAFF

Ellyn Vandekerkhove, Executive Director

Jack Lawrence, Archivist

Teresa Dyck, Administrative Assistant

Alyssa House, Junior Archivist - Outreach, May - Dec (YCW)

Axel Brett, Archives Assistant, May - Aug (YCW)



A Year in Review

2024



MISSION

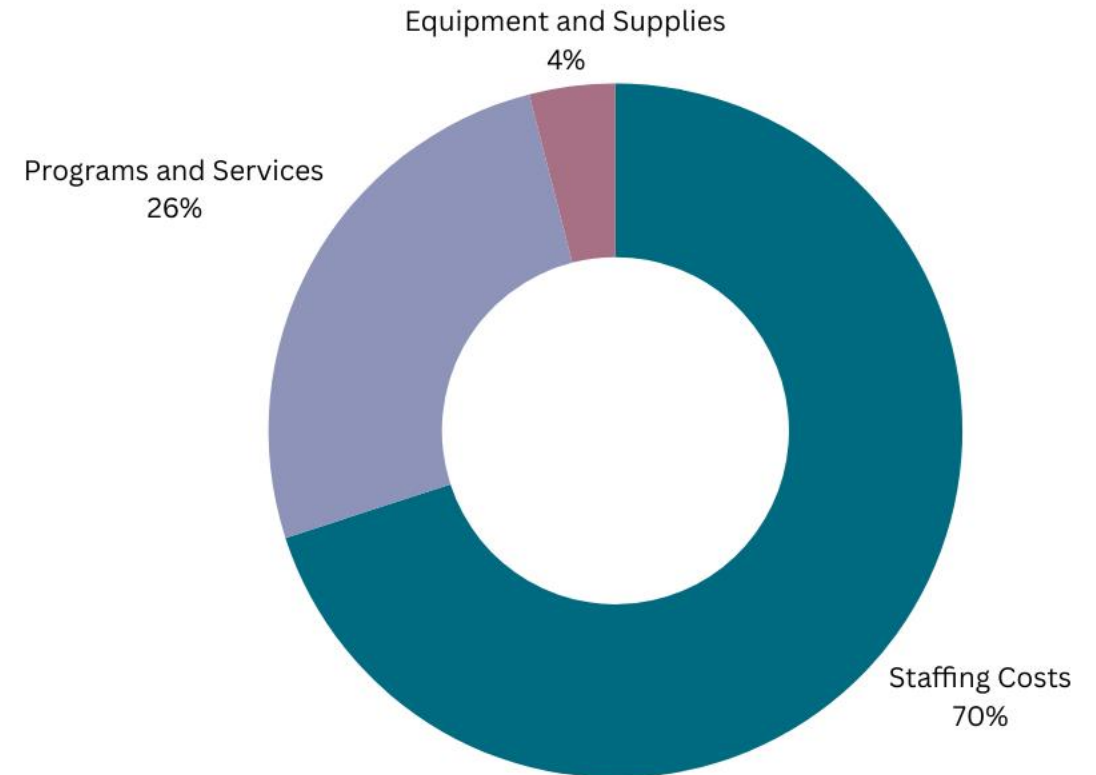
The purpose of South Peace Regional Archives is to gather, preserve, and share the historical records within the region, both now and in the future. We add value to people's lives by increasing their understanding and appreciation of the past.

Funding

Funding Sources and Revenue

- City of Grande Prairie - \$82,819.00
- County of Grande Prairie - \$77,571.00
- MD of Greenview - \$72,985.00
- MD of Spirit River - \$9100.00
- Saddle Hills County - \$10,000.00
- Government of Canada (YCW) - \$21,500.00
- Fundraising - \$26,861.77
- Gift in Kind - \$27,375.00
- Internally Generated - \$4459.58

Operating Funding Allocations



Year At a Glance

Summary of Successes

- Relocation to Centre 2000
- Increase in types of services

Summary of Challenges

- Closed for access for six months due to relocation and flood.
- Challenge of scaling back operations to commit resources to relocation.

Key Deliverables

Researcher/ Visitor: 312

Social Media Reach: 37,489

Website Reach: 66,349

Exhibits: 18,935 visitors

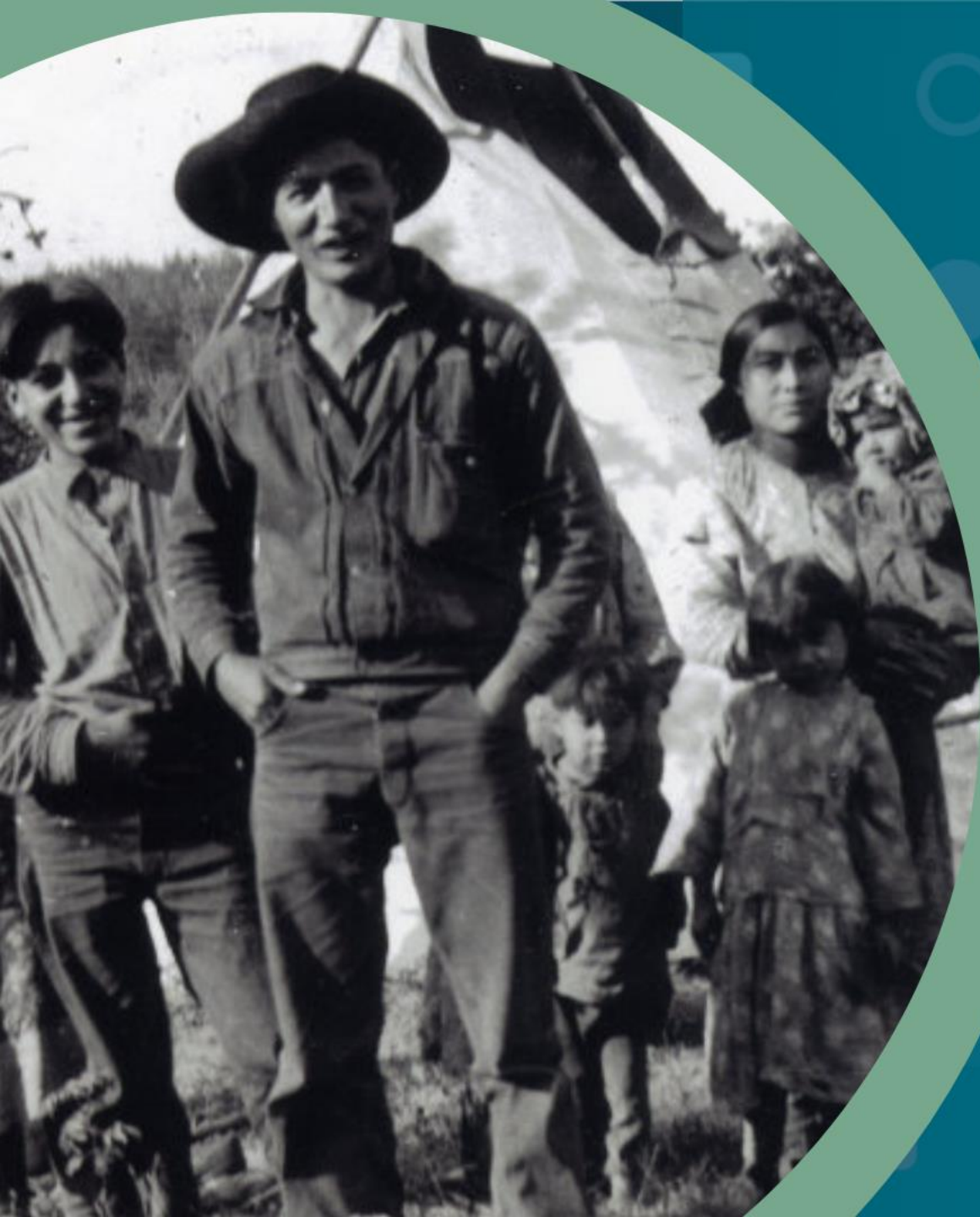
Events/ Programs: 2633 attendance



Quality of Life

Fierce Community Pride

- Community members can contribute directly to their own history
- Access to and understanding of history builds feelings of connection, community, and pride



Inclusive Caring Communities

Multicultural

- Highlighting the diversity of peoples who have contributed to our community
- Increase understanding and awareness



Innovating Efficiencies and Economic Readiness

Attraction

- Archives programs and events contributing to culture and heritage landscape of our community
- Working with community partners to support their work and programming



**Thank you for all
of your support!**



Delegation Request

Meeting Information

This form is requesting to provide information to be addressed in: Committee Meeting Investment & Strategy
Meeting Type: In Person (Council Chambers)
Requested Date of Appearance: May 27, 2025

Contact Information

Name: Glenda Farnden

Address:

City:

Province:

Postal Code:

Phone:

Email: gfarnden@stars.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: STARS

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 Connections

Is this is a request for funding?: Yes

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

Is this an agenda item at the meeting?: No

If yes, please define agenda item:

Please describe your topic in three sentences or less:

Outlining a request for additional Community Group Funding support in 2026 and beyond.

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

An increase to current funding levels starting in 2026.

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.

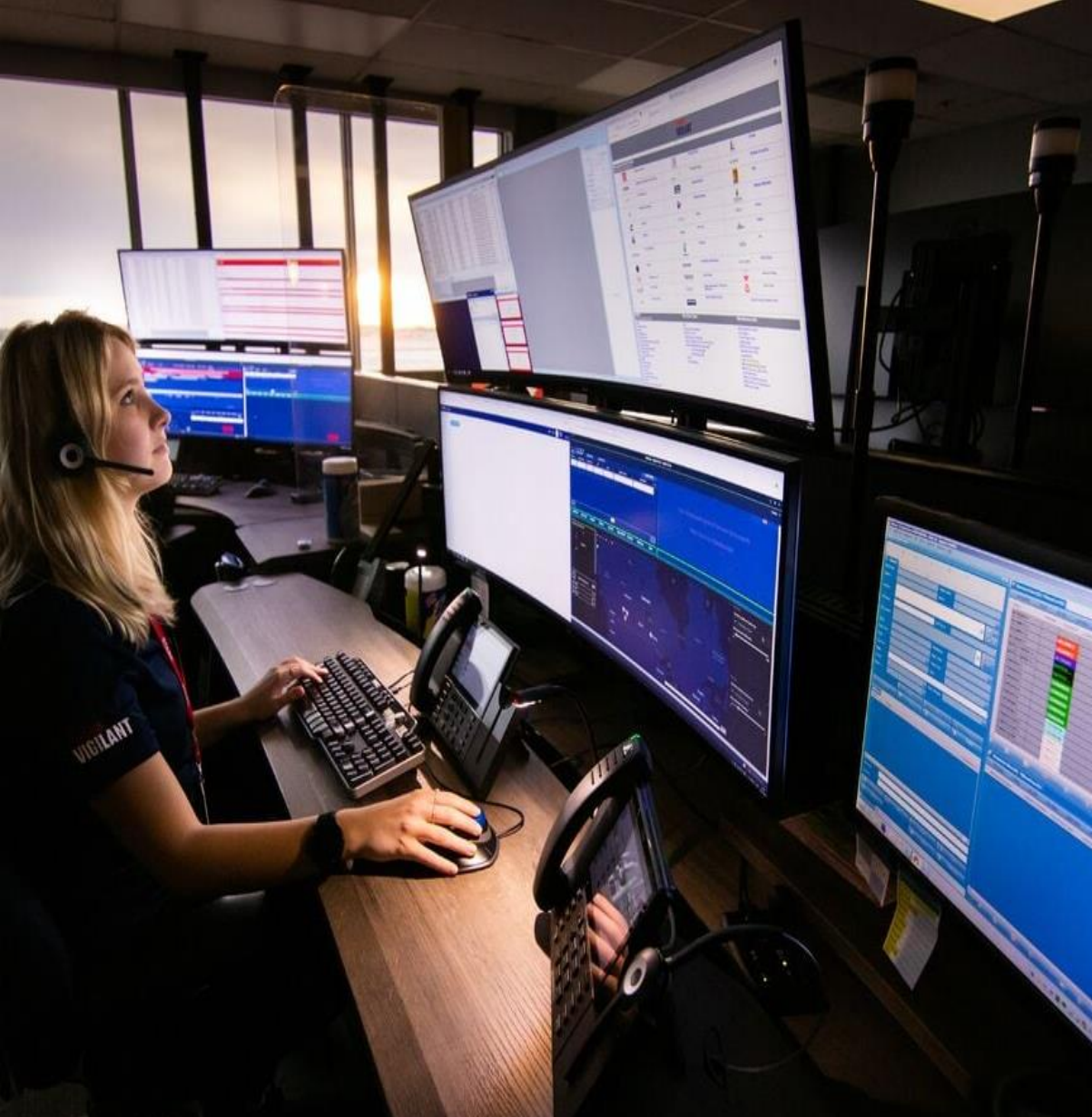
Comments and materials that are disrespectful or do not contain required information may not be included.

I have read and understand the above statement: true

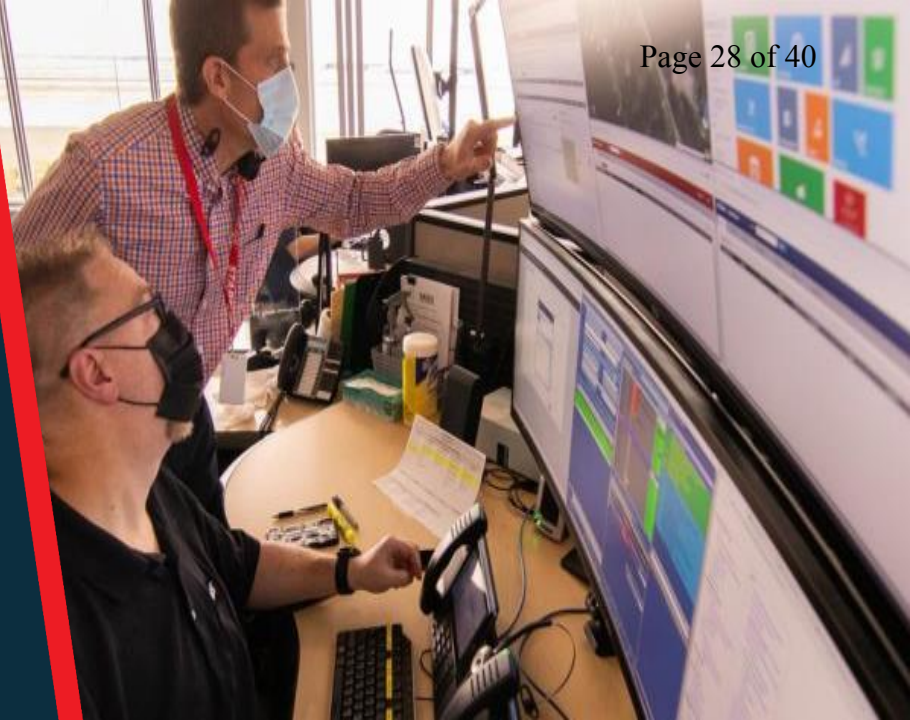
Submitted Fri May 23 17:14:56 GMT 2025



CRITICAL CARE, ANYWHERE



**MORE
THAN
RAPID
TRANSPORT**



(2003) NIGHT VISION GOGGLES

EMERGENCY LINK CENTRE (ELC)

EST. 1996 – Partnering with Canadian Association Petroleum Producers (CAPP)



**Enhancing
healthcare
in rural
communities**

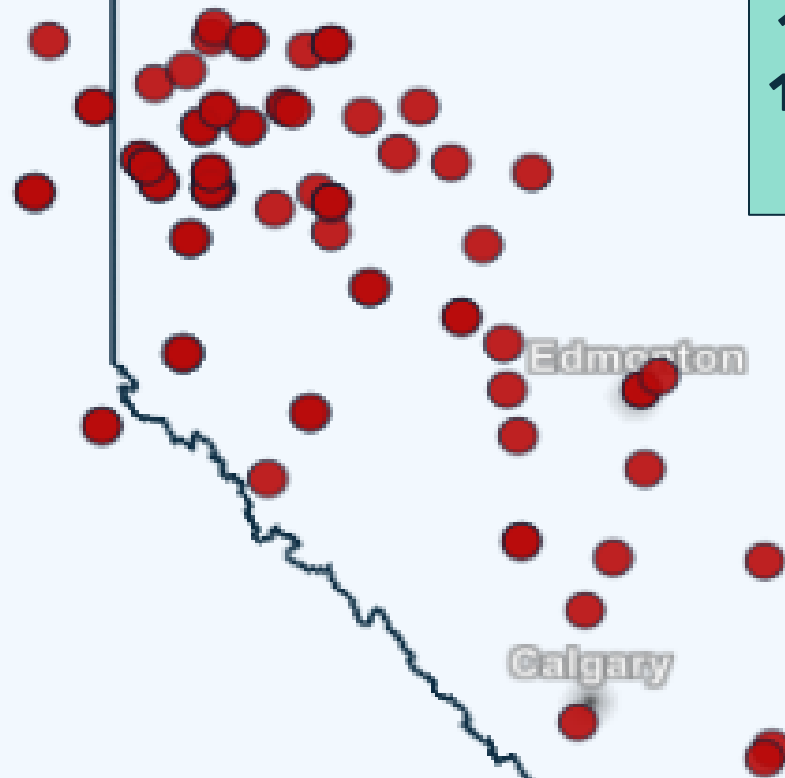
G.P.R.H. Virtual Care Consultation

CITY OF GRANDE PRAIRIE AND WITHIN COUNTY OF GRANDE PRAIRIE 5-YEAR MISSION REPORT	2020	2021	2022	2023	2024	TOTAL
BEAVERLODGE HOSPITAL IFT's	2	2	8	3	4	19
NEAR BEAVERLODGE	6	6		3	5	20
NEAR BEZANSON*	2	4	3	3	2	14
NEAR CLAIRMONT				4	1	5
NEAR DEMMITT		2	2	4	1	9
NEAR GOODFARE	1	2		1	2	6
GRANDE PRAIRIE REGIONAL HOSPITAL CRITICAL IFTs	12	21	22	18	29	102
GRANDE PRAIRIE SCENE CALLS	9	5	3	4	7	28
NEAR GROVEDALE*				2	4	6
HORSE LAKE FN	4	1		5	3	13
NEAR HYTHE	2	7	1	2	2	14
NEAR LA GLACE	3		2	3	2	10
NEAR LYMBURN		1		2	1	4
NEAR PIPESTONE CREEK*			1			1
NEAR SEXSMITH		2	3	11	3	19
NEAR TEEPEE CREEK	3	4	2	6		15
NEAR VALHALLA	2	3	1		2	8
NEAR WEMBLEY	2	1			1	4
TOTAL	48	61	48	71	69	297

CITY OF GRANDE PRAIRIE MISSION OVERVIEW

- ❑ Approaching 5000 missions flown (since inception December 2006)
- ❑ Avg. 300 missions per year (GP Base)
- ❑ Increasing demands
- ❑ Increasing operational costs
- ❑ 44% missions (in County boundaries) City of Grande Prairie missions
- ❑ 60% increase (2024) G.P.R.H. Critical Inter-facility Transfers
- ❑ 75% increase (2024) Grande Prairie Scene calls
- ❑ Grande Prairie residents served by 3 Alberta bases

Locations where City of Grande Prairie Residents Travelled and Needed STARS



Wherever you live, work, play or travel should **NOT** impact your chance for survival.

340 City of Grande Prairie residents flown by STARS (2010)

141 Resident patients picked up in Grande Prairie

199 City of Grande Prairie residents - Flown by STARS in

54 Other locations across 2 Provinces



ESSENTIAL SERVICES
FOR ALL

40 Years in Partnership!

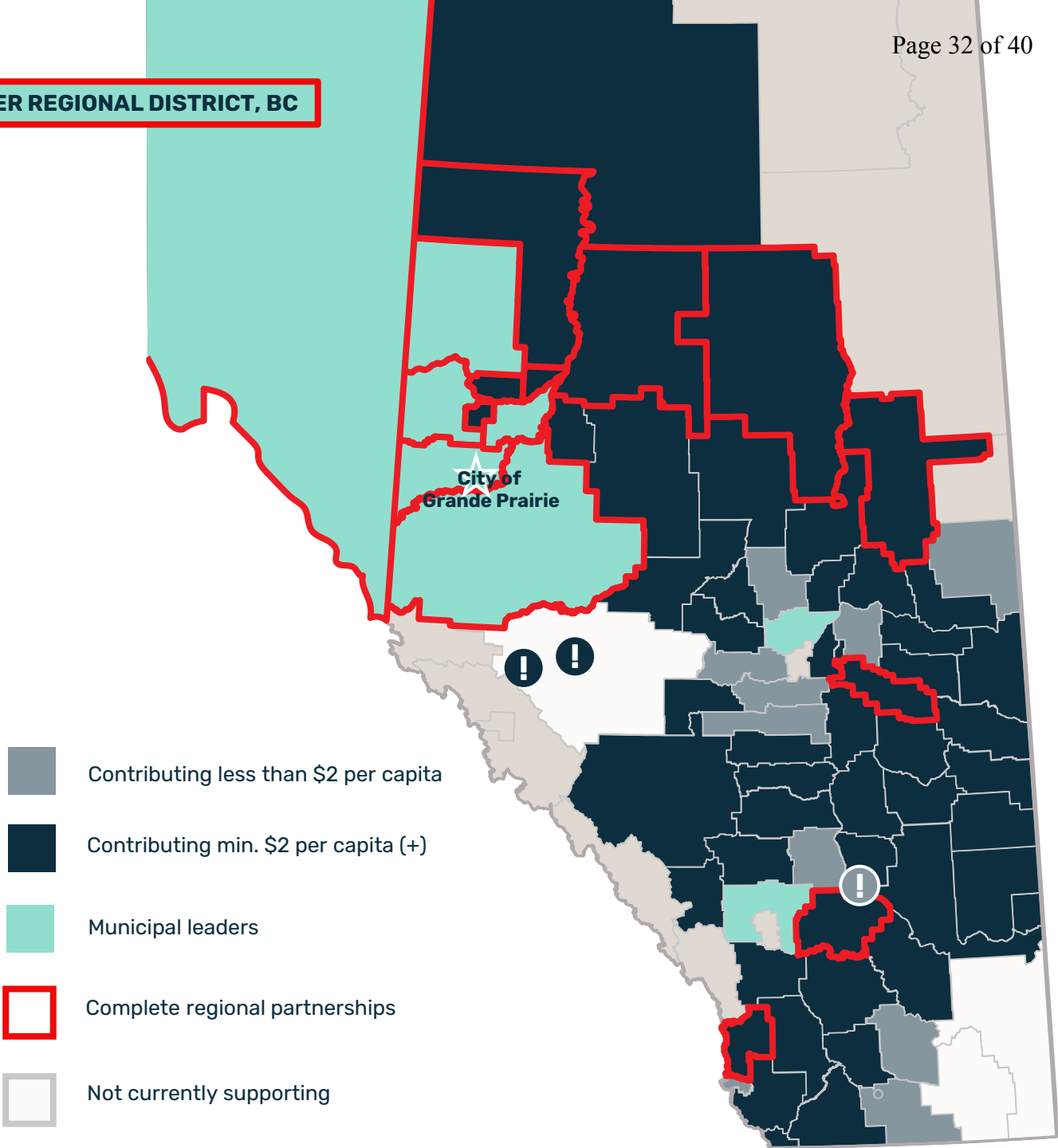
- \$12.2M Operational cost per base
- **95% Alberta** in partnership
- **80% Regional Leaders** (Minimum \$2 per capita)
- **9 Provincial Leaders**
 - Logo recognition
 - \$2 - \$85 per capita

PROVINCIAL LEADERS

7 - \$1M+ (City of Grande Prairie)
2 - \$500K
4 - 2026 Logo Unveilings

- Saddle Hills County (\$85 per capita)
- Clear Hills County (\$33)
- M.D. of Greenview (\$25)
- Birch Hills County (\$21)
- County of Grande Prairie (\$8)
- Rocky View County (\$3)
- P.R.R.D., B.C. (\$2.80)
- Sturgeon County (\$2.50)
- City of Grande Prairie (\$1.60)

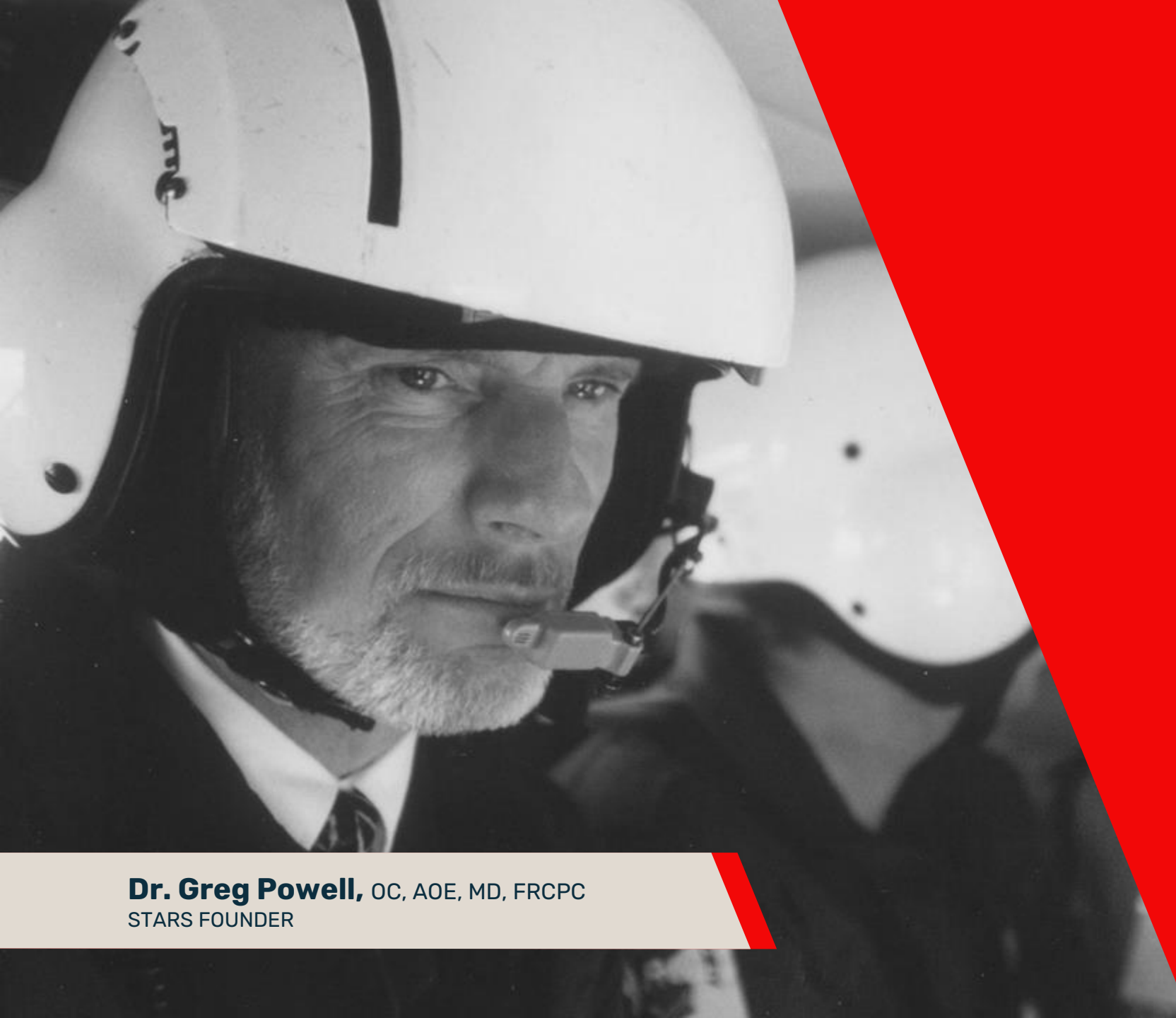
PEACE RIVER REGIONAL DISTRICT, BC



Critical care, anywhere. Since 1985.

It all began when a pregnant woman from a rural community died from blood loss, leaving a father alone with their newborn. For STARS' founders, her death was one too many. Something had to be done.

As we've grown and evolved, STARS has never wavered from our mission. Fundamentally we believe that where you live — or work, play and travel — shouldn't impact your chance of survival.



Dr. Greg Powell, OC, AOE, MD, FRCPC
STARS FOUNDER

CITY OF GRANDE PRAIRIE

OUR REQUEST Graduated Proposal

2026 \$70,000 + GIK

2027 \$80,000 + GIK
(Minimum \$2 per capita)

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Operational Excellence.
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ONE MISSION.**

CELEBRATING PARTNERSHIPS

ADMINISTRATIVE REPORT

TO: Shane Bourke, City Manager	DATE: May 27, 2025
FROM: Danielle Whiteway, Chief Financial Officer	MEETING: Investment and Strategy Committee
REPORT WRITER: Katie Biberdorf, Community Connections Director	
SUBJECT: Borstad Hill Electrical Infrastructure	

RECOMMENDATIONS

That Committee recommend Council approve \$30,000 operational funding to support the 2025 Bear Creek Folk Festival fuel and generators, with \$25,000 coming from the 2018 Alberta Summer Games Legacy fund, and \$5,000 from arts development operating funding.

PREVIOUS COUNCIL / COMMITTEE DIRECTIONS

From the Council Committee of the Whole Budget Deliberations meeting held November 13-15, 2024:

“Committee amend the Capital Budget to include the Infrastructure Upgrade at Borstad Hill – Electrical Scope 1, in the amount of up to \$250,000, to be funded from the Public Reserve”

From the City Council meeting held March 11, 2024:

“Council direct Administration to bring back a report, after consultation with the Bear Creek Folk Festival, about potential infrastructure upgrades at Borstad Hill and/or Ernie Radbourne Pavilion to enhance community events, including partnership opportunities”

From the City Council meeting held April 7, 2025:

“Council direct Administration to negotiate and enter into a sponsorship agreement with the Bear Creek Folk Music Festival Society for the 2025 Bear Creek Folk Festival, containing terms and conditions satisfactory to the City Manager and City Solicitor, and with the following specification: 1. Provide a cash sponsorship in the amount of \$50,000, to be funded from Council’s Corporate Sponsorship Fund.

BACKGROUND

Administration presented a report for information to the Financial & Administrative Services Committee on July 9, 2024 that outlined potential options for infrastructure upgrades at Borstad Hill. These potential options were developed through engagement with the organizers of the Bear Creek Folk Festival, and this group identified the Electrical Scope 1 option of the installation of an ATCO

transformer and power kiosk/distribution cabinet located at the bottom of Borstad Hill as their top priority.

Based on the information provided at that time, Council referred the matter to 2024 budget deliberations and subsequently approved \$250,000 in the 2025 Capital Budget.

In addition to the capital allocation, Council also approved a \$50,000 sponsorship for the 2025 Bear Creek Folk Festival from the Corporate Sponsorship Fund.

ANALYSIS

The initial stages of this project have been completed including engaging ATCO Electric for a proposal for the purchase and installation of the transformer, and contracting an engineering firm to support the design of the distribution cabinet required. The design phase has also been completed with significant input from City Administration, professional services, and representatives from the Bear Creek Folk Festival to identify the appropriate location for infrastructure placement, and to confirm the design requirements for the infrastructure itself.

The construction tender for this project recently closed on May 6. There are significant lead times anticipated for the procurement of necessary materials (i.e. enclosure kiosk, automatic transfer switch, surge protection device) and the project will not be completed in time for the 2025 Bear Creek Folk Festival. To support the 2025 Festival, administration has identified funding sources for the cost of generators and fuel.

Relationship to City Council's Areas of Focus / Strategic Priorities
Infrastructure enhancement at Borstad Hill aligns with Council’s Strategic Priorities of Quality of Life, Innovative Efficiencies & Economic Readiness, & Engaging Relationships.

Environmental Impact

Due to the location of the proposed upgrades being within the Bear Creek “no development” and “restricted development” zones, environmental, geotechnical, and slope assessments have been conducted to ensure the project meets necessary environmental considerations. These enhancements will also help to reduce the environmental impact of large-scale events in this location by reducing the number of generators and additional infrastructure that needs to be transported into the park.

Economic Impact

The infrastructure enhancements will provide a reduction in the operating budget for the Bear Creek Folk Festival allowing them to re-allocate funds to other areas in hopes of continuing to expand their event. These enhancements will also provide the opportunity for the City, or other community partners, to utilize this space for the hosting of events that can provide a positive economic impact in the community.

Social Impact

Events provide an opportunity for local entertainment, volunteers, vendors, community organizations, and cultural groups to connect within their community and share experiences. This creates a socially inclusive environment that fosters community connections, celebrates the diversity of culture within the community, and enhances residents’ Quality of Life.

Dam Safety Review (2018)

City Events Strategy (2023)

[Recreation and Culture Strategy](#) (2024)

Bear River Corridor Study (2024)

[Procedure 313-1](#)

Risk

Insufficient funding would lead to a financial impact on the 2025 festival.

STAKEHOLDER ENGAGEMENT

Administration has worked with the organizers of the Bear Creek Folk Festival to ensure that they have had the opportunity to provide feedback on the location and design aspects of the project. They have been included in all necessary meetings with the engineering firm leading the project and have been made aware of the delay of the project.

BUDGET / FINANCIAL IMPLICATIONS

The current allocated Capital Budget amount for this project is \$250,000, with actual costs after tendering plus contingency identified at \$275,000. Under Procedure 313-1, the Chief Administrative Officer has the authority to transfer capital dollars between approved capital projects up to 10% of the cost of the project. Council approval is not required to proceed with transferring funds for the project under this procedure.

As part of the overall funding strategy for the 2025 Bear Creek Folk Festival, Council previously approved a \$50,000 sponsorship from the Corporate Sponsorship Fund. In addition, Administration has identified funding sources within existing budget to provide additional funding of \$30,000 to the 2025 Bear Creek Folk Festival to support the cost of diesel fuel and generator rental costs. Funding sources include remaining legacy funds from the 2018 Alberta Summer Games in the amount of \$25,000, as well as \$5,000 from arts development operational funding that was not allocated during the application process.

SUMMARY / CONCLUSION

Administration has completed the construction tender for the Electrical Infrastructure upgrade at Borstad Hill and are preparing to proceed with awarding the contract to a potential contractor. Based on the current project cost estimates, additional funding is needed to ensure the completion of the project, as well as to support the 2025 festival, and administration has identified appropriate funding sources to proceed with the project.

ATTACHMENTS

None.

INVESTMENT & STRATEGY COMMITTEE - OUTSTANDING ITEMS LIST - MAY 27, 2025

ID	Title	Requested on	People Responsible	Item Notes	Expected Report Date
1361	Large-Scale Multi-Family Rental Developments Rebate	5/5/2025	Rory Tarant	Council direct Administration to bring a report back with options for a 10 year sliding scale tax rebate program with terms mirroring the current 30+ unit program, for a minimum 125 units, with 0% first year, 10% second year, 20% third year, etc.	Q2 2025
1360	Delegation - Grande Prairie Beach Volleyball League	4/21/2025	Katie Biberdorf	Council direct Administration to work with the Grande Prairie Beach Volleyball League and bring a report back to the appropriate Standing Committee with further information regarding their request.	Q2 2025
1354	2026 Grande Prairie Traditional Pow Wow	3/10/2025	Katie Biberdorf	Council direct Administration to work with the Grande Prairie Traditional Pow Wow organization and bring information regarding the 2026 event to Council before the end of 2025.	Q4 2025
1355	Building Taxation (100+ Units)	3/10/2025	Rory Tarant	Council direct Administration to bring back a report with options for taxation on buildings with 100 units or more while they are under construction, and that any permits in the queue as of March 1, 2025, will be subject to any of these potential new options.	Q1 2025
1353	Rural Renewal Stream	2/24/2025	Rory Tarant	Council direct Administration to bring back a report in Q2 2025 on the status of the Rural Renewal Stream identifying opportunities and challenges for the continuation of the program.	Q2 2025
1349	Options to Express Broad Support	12/16/2024	Kim Pinnock	Council direct Administration to report back to the appropriate Standing Committee with options for an alternative process for residents wishing to express broad support for a request to Council.	Q2 2025
1358	Policy 206 Amendments	3/18/2025	Katie Biberdorf	Committee direct Administration to bring forward revisions to Policy 206 (Policy of the Arts) that reflect current practices and policy frameworks.	Q3 2025
1352	Neighbourhood Growth	2/4/2025	Rory Tarant	Committee direct Administration to bring a report back detailing neighbourhood growth between the 2018 and 2024 Census.	Q2 2025

1264	Peace Country Wolves Athletic Club - Legion Track and Field	4/11/2023	Katie Biberdorf	Committee direct Administration to work with the school boards and Peace Country Wolves and bring back information to Committee on an updated design for the jumping terrain.	Q2 2025
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