
































**AGENDA**  
**Regular Council Meeting**  
**Wednesday, January 11, 2023**  
**Grimshaw Council Chambers 7:00 PM**

	Page
1. CALL TO ORDER	
2. ADOPTION OF AGENDA	
3. DELEGATIONS	
3.1. STARS - Glenda Farnden	4 - 14
	
3.2. Resource Centre for Suicide Prevention - Casey Szmata & Hywell Williams	
4. ADOPTION OF MINUTES	
4.1. Minutes of the Regular Council Meeting December 14, 2022	15 - 20
	
5. DEPARTMENT REPORTS	
5.1. CAO	21
	
5.2. Director of Community Services	22 - 23
	
5.3. Director of Operations	24
	
5.4. Donation & Resolution	25
	
5.5. Fire Department	26 - 28
	
5.6. Front Office	29
	
5.7. Mile Zero Regional Multiplex Rental & Visitation Statistics	30 - 35
	
5.8. Skate Sharpening	36

		
6.	UNFINISHED BUSINESS	
6.1.	Safe Grad 2023	37 - 58
		
6.2.	2023 Strategic Plan	59 - 70
		
7.	NEW BUSINESS	
7.1.	Northern Economic Development Grant	71 - 87
		
7.2.	PREDA & NTAB Railway Advocacy	88 - 90
		
7.3.	2023 Rural Crime Watch Symposium	91 - 92
		
7.4.	Water Bill forgiveness Request	93 - 95
		
7.5.	Peace Regional Victims Services Funding Request	96
		
7.6.	Request for Decision - Appointment of Regional SDAB Member	97 - 102
	 	
8.	BYLAWS	
8.1.	Bylaw No. 1178 Cemetery Bylaw Revised	103 - 117
	 	
9.	INFORMATION	
9.1.	Caramax Energy Ltd.	118 - 126
		
9.2.	North Peace Housing Foundation Board Meeting Synopsis	127 - 128
		
9.3.	Long Lake Regional Waste Management Services Commission Meeting Minutes	129 - 135
		
9.4.	Spirit River - Air Ambulance Service	136 - 139
		
9.5.	PREDA - Municipal Project Fund	140 - 143
		
9.6.	Community Futures	144 - 147
		



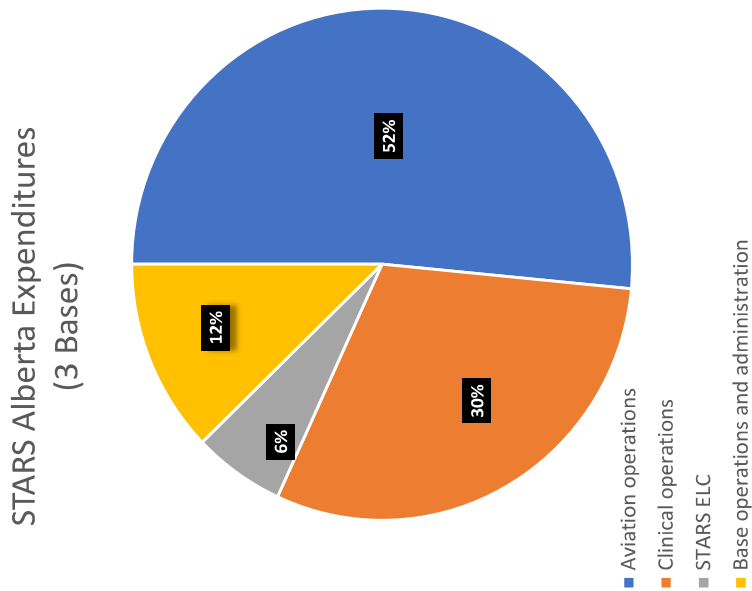
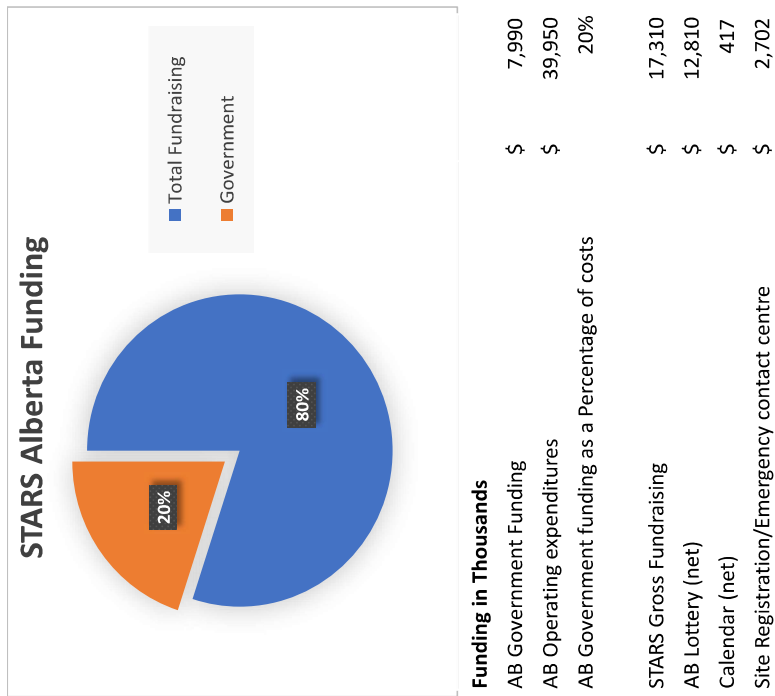
10.	COUNCIL REPORTS	
10.1.	Committee of Council	148
		
11.	ACCOUNTS PAYABLE	
11.1.	Accounts Payable	149 - 165
		
12.	QUESTIONS FROM MEDIA	
13.	IN PRIVATE	
13.1.	Personnel - CAO - Salary Grid - FOIP Section 17	
14.	ADJOURNMENT	



**CRITICAL CARE, ANYWHERE.**

# FUELED BY GENEROSITY

## Achieving successes together



## MUNICIPAL SUPPORT FOR STARS

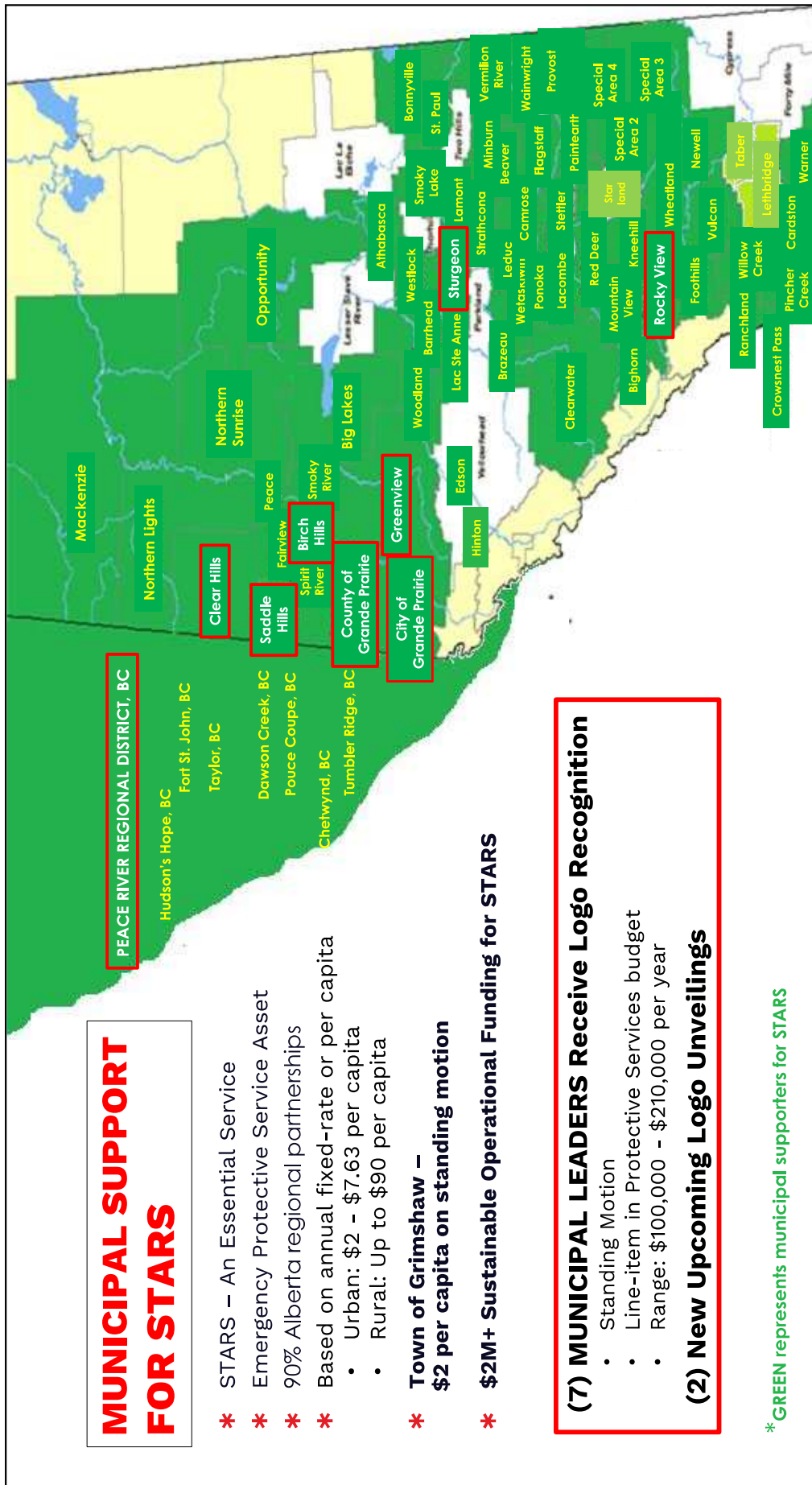
- \* STARS – An Essential Service
- \* Emergency Protective Service Asset
- \* 90% Alberta regional partnerships
- \* Based on annual fixed-rate or per capita
  - Urban: \$2 – \$7.63 per capita
  - Rural: Up to \$90 per capita
- \* **Town of Grimshaw – \$2 per capita on standing motion**
- \* **\$2M+ Sustainable Operational Funding for STARS**

## (7) MUNICIPAL LEADERS Receive Logo Recognition

- Standing Motion
- Line-item in Protective Services budget
- Range: \$100,000 – \$210,000 per year

## (2) New Upcoming Logo Unveilings

\* GREEN represents municipal supporters for STARS

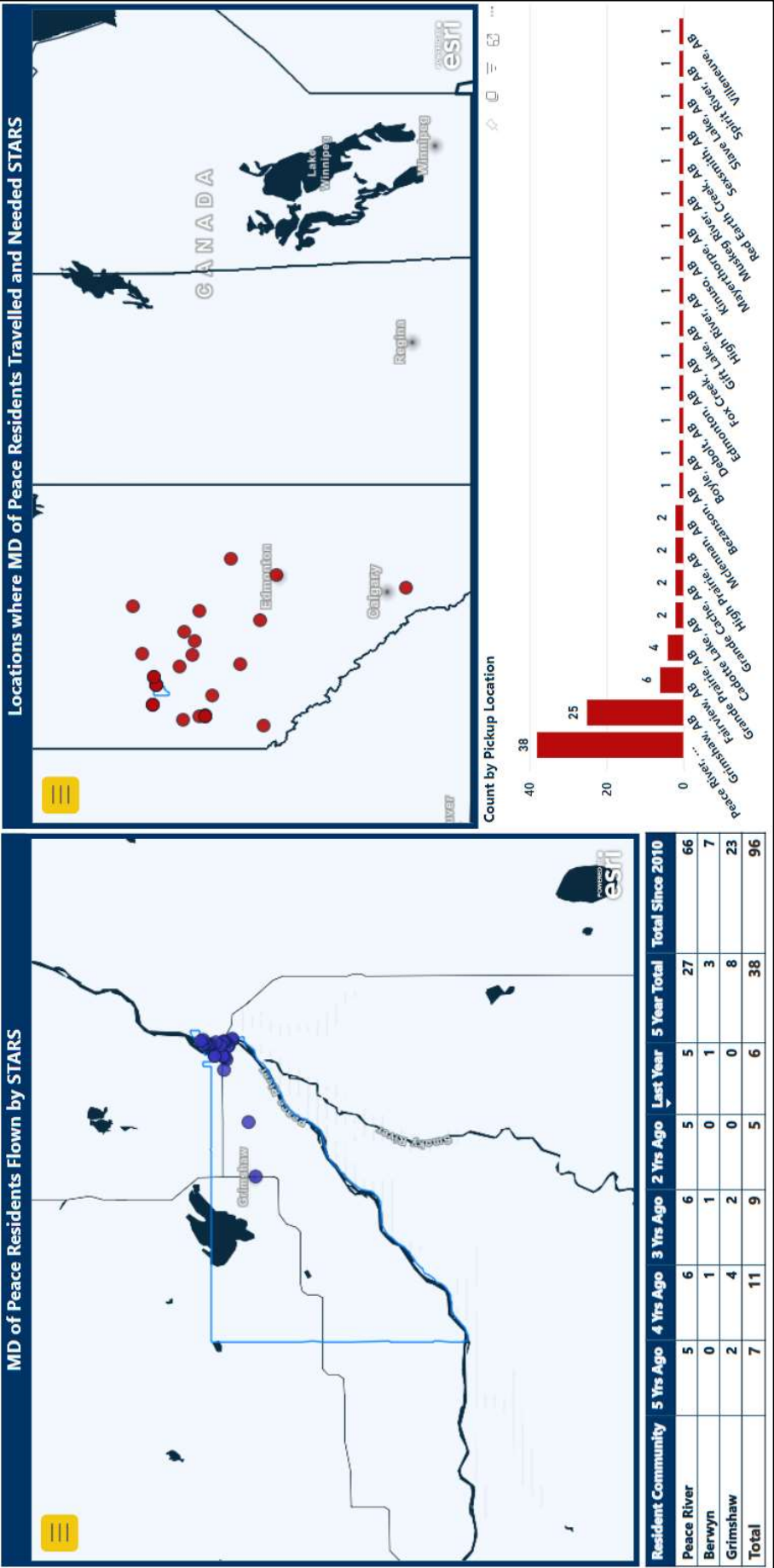


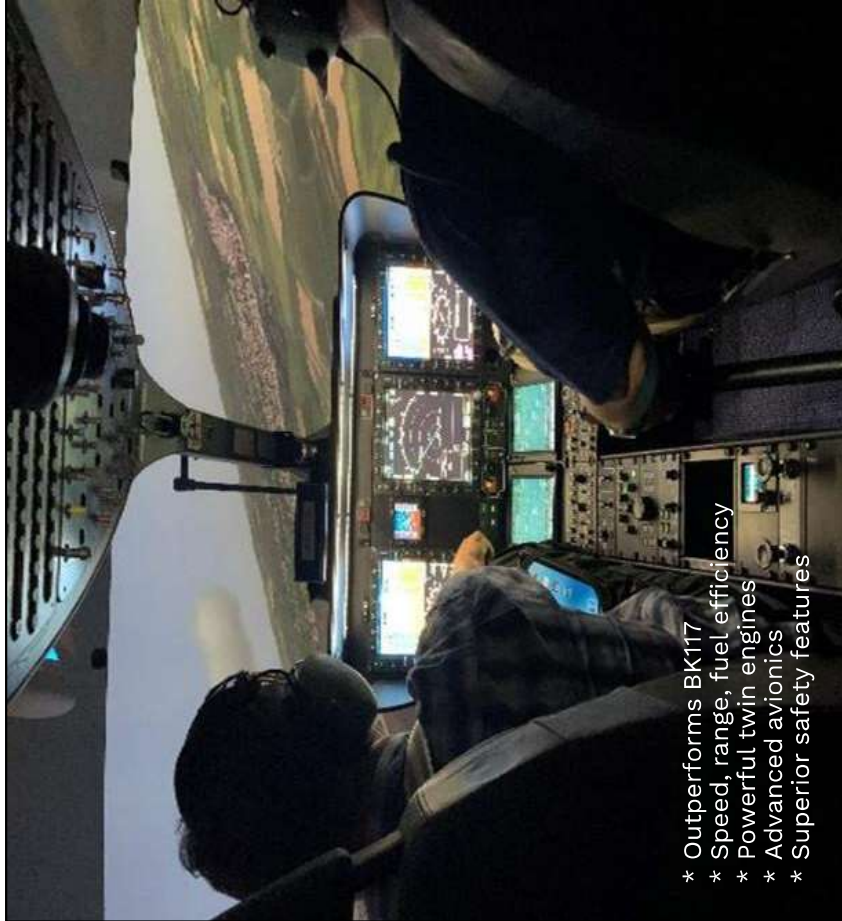
<b>M.D. of PEACE + Critical IFT's @ December 31, 2022</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>TOTAL</b>
<b>Near Berwyn</b>	1	2		1		4
<b>Grimshaw Hospital</b> (critical inter-facility transfers)	4	2	2	1	3	12
<b>Near Grimshaw</b> (scene calls)	1		1	1		3
<b>Near Peace River area</b> (within MD of Peace)	4	1	1		3	9
<b>TOTAL M.D. of Peace Missions</b>	10	5	4	3	6	28
<b>Peace River Hospital</b> (critical inter-facility transfers)	7	6	6	5	9	33
<b>TOTAL M.D. of Peace &amp; Area Missions</b>	17	11	10	8	15	61





# Within MD of Peace Boundaries + Peace River area - Patients Flown by STARS (2010 – Present)





- \* Outperforms BK117
- \* Speed, range, fuel efficiency
- \* Powerful twin engines
- \* Advanced avionics
- \* Superior safety features



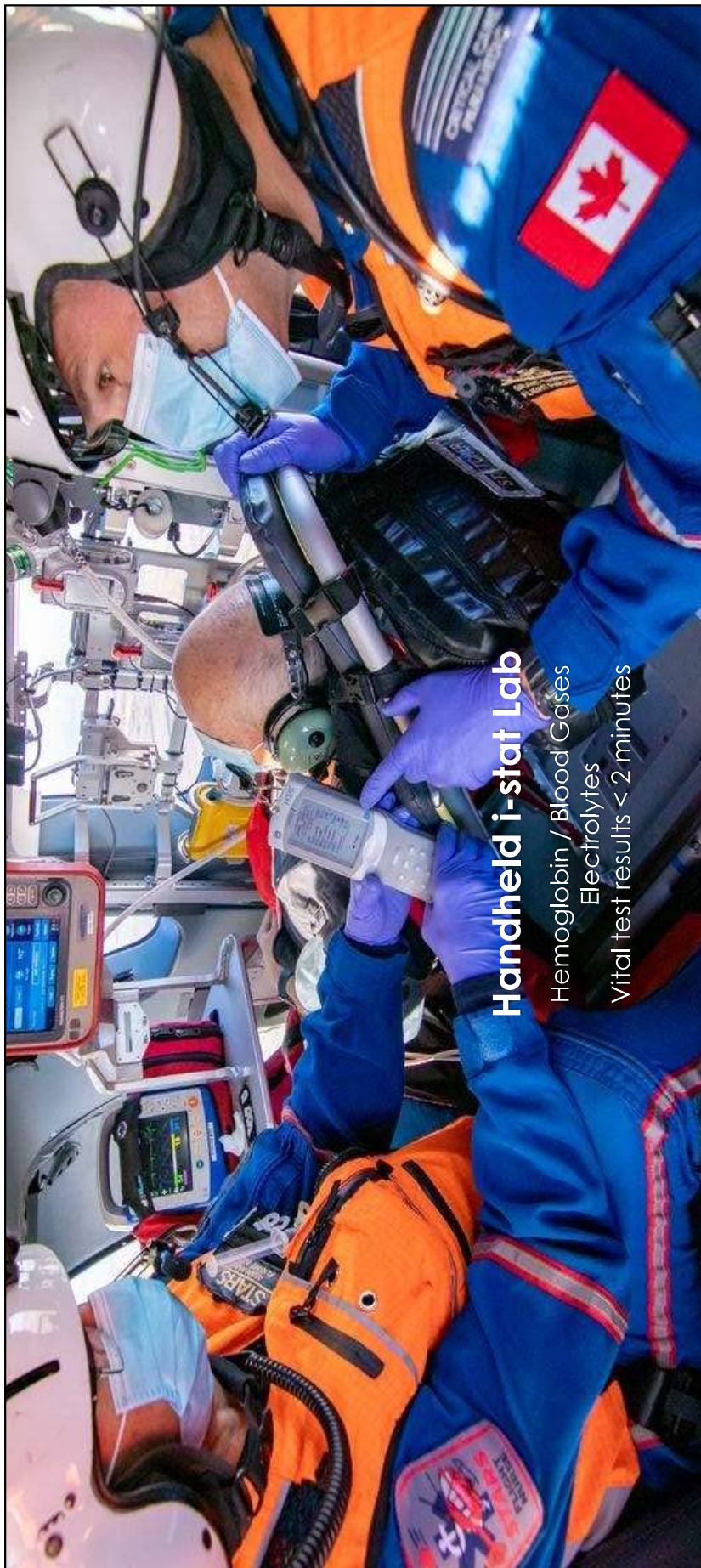
## NEW FLEET – (10) AIRBUS H145s

- \* 5-bladed system
- \* Increased lift/load capacity
- \* Less maintenance
- \* Increased availability
- \* Reduced cost

## GENERATIONAL INVESTMENT







### Handheld i-stat Lab

Hemoglobin / Blood Gases  
Electrolytes  
Vital test results < 2 minutes



H145 INTENSIVE CARE UNIT (ICU)





## Hamilton T-1 Ventilator

Fully featured (ICU)  
Adult / Pediatric / Neonatal  
Optimal ventilation therapy in transport



## (2) Units Universal Blood

1st HEMS program in North America  
Advanced care in trauma patients  
Night Vision Goggles (NVG)  
1st Civilian organization in Canada (2002)  
The difference between life & death.



## Video Laryngoscope

Advancement in intubation  
Video screen viewing of trachea  
Difficult airway management  
Trauma / Burns / Crushed on impact



**TIME – TOOLS – TALENT**



## EZIO Drill

Time-sensitive  
Life-threatening cases  
Immediate IV access required  
Stabilization / Pain Management



## Handheld Ultrasound

(test results for rapid diagnosis)  
Collapsed lung  
Trauma-related internal bleeding  
Heart abnormalities  
Fetal Compromise  
\* Expedite treatment plans



## Pain Management Drugs

**Thrombolytics**  
(stroke patients / requires CAT scan)  
Physicians Kit  
Central Venous Catheterization  
(central lines)  
Temporary Pacemaker



**TIME – TOOLS – TALENT**





Kevin Easton & Chris Fay - 2022 AMTC Champions!



**TOWN OF GRIMSHAW**  
LEADERSHIP – DEDICATION – SUPPORT  
PARTNERS SINCE 2008

*Current Pledge of Support*  
**\$2 per capita**  
**Standing Motion**

A life is saved every day.  
Partnerships make it possible.



## MINUTES

	The Minutes of the Regular Council Meeting of the Town of Grimshaw, in the Province of Alberta, held in Council chambers on commencing December 12, 2022 at 7:00 p.m.	
Present:	Mayor, Wald; Deputy Mayor Hennings; Councillors Messner, Johnson, Bissell, and Sklapsky	
Absent:	Councillor Jacobs	
Staff:	CAO, Brian Allen; Director of Finance, Larissa Hempler; and Municipal Secretary, Constance Hampton	
Press:		
Call to Order:	Mayor Wald called the meeting to order at 7 :00 p.m.	
Adoption of Agenda: 674 - 221214	COUNCLLOR BISSELL	MOVED that the agenda be adopted as presented.  CARRIED
Delegation – Library 2023 Budget – Vivianne Gayton: 675 - 221214	COUNCILLOR JOHNSON	MOVED that Council accept the Library 2023 Budget presentation from Vivianne Gayton as information and direct administration to contact Peace Regional School Division to include Library door issue to the next Grimshaw Committee Shared School agenda.  CARRIED
Minutes of the Regular Council Meeting, November 23,2022 : 676 - 221214	COUNCILLOR SKLAPSKY	MOVED that the Minutes of the Regular Council Meeting held on November 23, 2022 be adopted as presented.  CARRIED

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Community in a courteous, timely, efficient and cost effective manner.*

Department Reports: 677 - 221214	COUNCILLOR HENNINGS	<p>MOVED that the following reports be accepted as presented.</p> <ul style="list-style-type: none"> <li>a) Bylaw</li> <li>b) CAO</li> <li>c) Donation and Resolution Report</li> <li>d) Director of Community Services</li> <li>e) Director of Finance</li> <li>f) Director of Operations</li> <li>g) Front Office</li> <li>h) Fire Department</li> <li>i) Mile Zero Regional Multiplex Rentals &amp; Visitation Statistics</li> <li>j) Skate Sharpening</li> <li>k) Water &amp; Sewer</li> </ul> <p>CARRIED</p>
Request for Decision – Canoe Benefits Program Proposal: 678 - 221214	COUNCILLOR HENNINGS	<p>MOVED that Council for the Town of Grimshaw approve the proposed benefits program from Canoe for the year of 2023.</p> <p>CARRIED</p>
Cancel Benefit Plan With AUMA: 679 - 221	COUNCILLOR BISSELL	<p>MOVED that Council for the Town of Grimshaw cancel benefits plan with AUMA. The transition time is approximately 90 days as per AUMA.</p> <p>CARRIED</p>
Request for Decision - Approval of Interim Budget for 2023: 680 - 221214	COUNCILLOR JOHNSON	<p>MOVED that Council approve the 2022 Budget and its line items as an interim budget for the fiscal 2023 year until such time as the 2023 Budget is officially approved.</p>

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Peace Regional Subdivision Development Appeal Board Appointments and Amendment to Agreement: 681 - 221214	COUNCILLOR SKLAPSKY	MOVED that Council approves the appointments of the following individuals as members of the Peace Regional Subdivision and Development Appeal Boards for a three-year term, effective November 30, 2022 to November 30, 2025.												
		<table><tr><th>Member</th><th>Municipality (representing)</th></tr><tr><td>Gerry Noel</td><td>Village of Donnelly</td></tr><tr><td>Denis Boisvert</td><td>Village of Girouxville</td></tr><tr><td>George Leger</td><td>M.D of Peace No. 135</td></tr><tr><td>John Przybylski</td><td>M.D. of Fairview No. 136</td></tr><tr><td>Amber Bean</td><td>Clear Hills County</td></tr></table>	Member	Municipality (representing)	Gerry Noel	Village of Donnelly	Denis Boisvert	Village of Girouxville	George Leger	M.D of Peace No. 135	John Przybylski	M.D. of Fairview No. 136	Amber Bean	Clear Hills County
Member	Municipality (representing)													
Gerry Noel	Village of Donnelly													
Denis Boisvert	Village of Girouxville													
George Leger	M.D of Peace No. 135													
John Przybylski	M.D. of Fairview No. 136													
Amber Bean	Clear Hills County													
		CARRIED												
Peace Regional Subdivision Development Appeal Board Appointments: 682 - 221214	COUNCILLOR JOHNSON	MOVED that Council approve the appointments of the following individuals as a member if the Peace Regional Subdivision and Development Appeal Board, effective November 30, 2022, to serve the remainder of the term of office for Quinton Bulford who has ceased to be a member of the Board.												
		<table><tr><th>Member</th><th>Municipality (representing )</th></tr><tr><td>Perry Skilik</td><td>Village of Nampa</td></tr></table>	Member	Municipality (representing )	Perry Skilik	Village of Nampa								
Member	Municipality (representing )													
Perry Skilik	Village of Nampa													
		CARRIED												
Peace Regional Subdivision Development Appeal Board Appointments: 683 - 221214	COUNCILLOR MESSNER	MOVED that Council approve the appointments of the following individuals, effective November 30, 2022 as clerks of the Peace Regional Subdivision and Development Appeal Board.												
		<table><tr><th>Member</th><th>Municipality (representing)</th></tr><tr><td>Kayla Parsons</td><td>Town of Peace River</td></tr><tr><td>Kristy Rees</td><td>All</td></tr></table>	Member	Municipality (representing)	Kayla Parsons	Town of Peace River	Kristy Rees	All						
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Kayla Parsons	Town of Peace River													
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Peace Regional Subdivision Development Appeal Board Amendment to Agreement: 684 - 221214	COUNCILLOR HENNINGS	<p>CARRIED</p> <p>MOVED that Council approve the following amendments to the Peace Regional Subdivision and Development Appeal Board Agreement.</p> <ol style="list-style-type: none"> <li>1. That Section 6 (a) is amended as follows: <b>6. Vacancies</b> (a) When a member's team ceases prior to its expiry, the municipality that the member represents shall put forward another person for appointment as a member for the balance of the term as soon as reasonably possible.</li> <li>2. The Section 7 HEARING under SCHEDULE A POLICIES AND PROCEDURES is amendment as follows:  (g.1) The Board may conduct hearing through electronic means as set out in section 199 of the Municipal Government Act, RSA 200, as amended or placed.</li> </ol> <p>CARRIED</p>
2023 Alberta Pond Hockey Association Sponsorship Request: 685 - 221214	COUNCILLOR JOHNSON	<p>MOVED that Council for the direct administration to notify the Alberta Pond Hockey Association that the sponsor request is being considered as per budget negotiation.</p> <p>CARRIED</p>
Request for Decision – Reverse Tax Penalty Charge: 686 - 221214	COUNCILLOR HENNINGS	<p>MOVED THAT Council reverse the penalties totaling \$488.44 as it is unknown if protocol was followed correctly.</p> <p>CARRIED</p>

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Safe Grad 2023 Request to rent the arena at the Mile Zero Regional Multiplex: 687 - 221214	COUNCILLOR MESSNER	MOVED that Council direct administration to contact the Town of Grimshaw's insurance company regarding the rental request for Safe Grad at the Mile Zero Regional Multiplex and bring findings back to January 11, 2023.  CARRIED
Cemetery Bylaw No 1178 – Council to Review: 688 - 221214	COUNCILLOR MESSNER	MOVED that Council direct administration to make changes discussed to the Cemetery Bylaw No. 1178 and bring back to January 11, 2023 for review.  CARRIED
Agreement for Provision of Funding – Grimshaw Regional Healthcare Attraction & Retention Committee: 689 - 221214	COUNCILLOR MESSNER	MOVED that Council for the Town of Grimshaw enter into the agreement with the County of Northern lights for the Provision of Funding with the Grimshaw Regional Healthcare Attraction & Retention Committee.  CARRIED
Information and Correspondence:	<p>The following letters were viewed as information:</p> <ul style="list-style-type: none"> <li>a) Spirit River Air Ambulance Access</li> <li>b) Minutes of the Regular Grimshaw Gravel Aquifer Management Advisory Association</li> <li>c) Minutes of the Mighty Peace Tourism Meeting</li> <li>d) North Peace Housing foundation Meeting Synopsis</li> <li>e) Peace library System 2023 Operating Budget</li> <li>f) Community Lab Services Transition</li> <li>g) Alberta Public Safety and Emergency Services</li> <li>h) Peace Library System Board Meeting Highlights</li> </ul>	
Committee of Council Reports: 690 - 221214	COUNCLLOR MESSNER	MOVED that the committee reports be accepted as information.  CARRIED
Accounts Payable: 691 - 221214	COUNCILLOR SKALSKY	MOVED that the financial report be accepted as shown.  CARRIED

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<p>In Private: Personnel – CAO – Salary Grid – FOIP Section 17: 692 - 221214.</p> <p>FOIP Section 17: 693 - 221214</p> <p>FOIP Section 17: 694 - 221214</p>	<p>Mayor Wald called for a recess (washroom break) at 9:33 p.m.</p> <p>Meeting Reconvene at 9:35 p.m.</p> <p>COUNCILLOR JOHNSON</p> <p>COUNCILLOR JOHNSON</p> <p>COUNCILLOR MESSNER</p>	<p>MOVED that Council close the meeting to the public for agenda item as per FOIP section 17 at 9:36 p.m.</p> <p>CARRIED</p> <p>MOVED that the meeting reconvene into “Regular Session” at 10:03 p.m.</p> <p>CARRIED</p> <p>MOVED to accept the report on the CAO salary grid as information.</p> <p>CARRIED</p>
Adjournment:	Mayor Wald declared the meeting adjourned at 10:04 p.m.	

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MAYOR WALD

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CHIEF ADMINISTRATIVE OFFICER

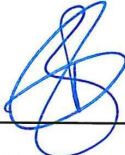
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CAO – Month End Report  
Brian Allen  
December 2022

Meetings & Contacts:

- Dec. 1 – Municipal Accountability Program, Tax Recovery Process (webinars)
- Dec. 2 – Viability Warning Lights, Joint Use and Planning Agreements (webinars)
- Candice Adamski – H.R. Downloads re: Human resources documents subscription
- Dec. 8 – Meeting with M.D. of Peace and Village of Berwyn re: regionalization/shared services
- Dec. 12 – Healthcare Attraction Retention Committee meeting
- Dec. 13 – Christmas gathering with Town of Peace River Council and CAO
- Dec. 14 – Regular Council Meeting
- Dec. 17 – Old Fashioned Christmas at Lac Cardinal
- Dec. 19 – Meeting with Matt Norburn – Berwyn CAO and Tracy Halerewich to discuss FCSS agreement
- Mark Schwab re: interest in Regional SDAB member position
- Dec. 21 – Staff Christmas Lunch
- Dec. 26 – 28 Office closed

Additional Items: None



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Brian Allen, CLGM - CAO

Date: January 3, 2023

Name: Tracy Halerewich, Director of Community Services

Report For: The Month of December, 2022

Accomplishments:

- Assist Community Services Programmer with planned FCSS programming for the month of August.
- Our department continues to share inspirational messages about community, inclusion, equity, diversity, and anti-racism on our Facebook page.
- I submitted our monthly bottle count to the AB Depot, as part of the Community of Champions grant program.
- Completed the master card report for November and submitted it to the Director of Finance.
- I submitted an update on the MZRM Les Shaw Fitness Centre as requested by Kim from the Shaw Foundation.
- Submitted the monthly MZRM Skate Sharpening Report to Council.
- Presented Brooks Thompson with the 2022 December Volunteer of The Month Award.
- Developed and advertised the International Volunteer Day awareness poster for December 05<sup>th</sup>.
- Began advertising the Christmas hours of operation to the public.
- Developed and advertised the Anti-Bullying Day awareness poster for December 17<sup>th</sup>.
- We are working with the MPTA on their 60<sup>th</sup> anniversary promotion as well as their Dog Sledding package where we are providing them with drop in passes to the MZRM.
- Despite the very cold winter weather, we held a very successful Old Fashioned Family Christmas event out at the Lac Cardinal Regional Pioneer Village Museum on December 17<sup>th</sup>.
- Developed and submitted invoices to the Grimshaw Huskies (NPHL) Hockey team for their monthly skate sharpening service and portable bar use for home games in December.
- Organized and advertised a Free Skate with Santa at the MZRM on December 14<sup>th</sup>.
- Organized and advertised a Free Glow Skate at the MZRM on December 21<sup>st</sup>.
- Reviewed Cemetery Bylaw with Bill Ruston and submitted our recommendations for change to the CAO for Council review.
- I have begun working on the annual 2022 Societies Return for Grimshaw Centennial Park Society for Alberta Registries.
- Completed the shower upgrades to the Les Shaw Fitness Centre women's and men's washroom/change rooms.

- Continue to update both Council & the CSAB on upcoming Community Services programming and events.
- Community Services co-hosted drop-in sports activities in the Field House with the North Peace Athletic Society for the month of December.
- I have begun working on our FCSS Program Review for 2022, once it is complete it will be sent to the Grimshaw, MD of Peace and County of Northern Lights Councils.
- Organized and began advertising the collection of toques, mittens, gloves and scarves for the Peace Regional Women's Shelter and Old of the Cold Shelter.
- Continue working with the Director of Finance with the 2023 operating and capital budgets.
- I am working with Mainway Electric on obtaining quotations for LED light upgrade costs for the MZRM Field House and Arena.
- Jessica Shaw GPS Principal has inquired about the possibility of the town purchasing a lift or ramp (approximately \$13,000.00 dollars) to attach to the MZRM stage for school events, as they have a student in a wheelchair. In the new year we will investigate this further as I feel it is a good idea that this project be cost shared with both schools and then we can request matching dollars from the MZRM Society.
- After fighting with extreme cold winter weather conditions making ice, the Outdoor Skating Rink was ready and open for public use on December 23<sup>rd</sup>.
- Secure has sponsored free Public Skating and Shinny Hockey at the MZRM over the Christmas school break for all youth to enjoy.

Meetings / Contacts:

- Held weekly staff meetings
- Held various meetings with Viv G & Tom M re: Old Fashioned Family Christmas Event planning
- FH Attendant interviews on December 01 & 04<sup>th</sup>
- Meeting with Brian Allen and Matthew (V of B CAO) on December 19<sup>th</sup>
- Meeting with FH Attendant on December 21<sup>st</sup>
- Held MZRM Safety Meeting on December 22<sup>nd</sup>
- Department Head Meeting on December 15<sup>th</sup>

Report Writer: 

Date: December 30, 2022

## PUBLIC WORKS

Month *Dec/2022*

[illegible]

### 2023 DONATIONS AND RESOLUTION REPORT

RECIPIENTS	DATE PROCESSED	BUDGETED	UNBUDGETED SPENT - Actual	ACTUALS SPENT
Awards Grade 9		\$300.00		
Victim Services (\$1.00 per Capita)		\$2,650.00		
North Peace Junior Rodeo		\$100.00		
Stars (\$2.00 per Capita)		\$5,720.00		
Pond Hockey		\$2,500.00		
Women in the North Conference		\$250.00		
Legion Memory Book/Wreath		\$420.00		
North Peace Stampede		\$700.00		
Harvest Moon - NEW ITEM		\$3,000.00		
Other unbudgeted Items		\$1,000.00		
<b>Total Budget</b>		<b>\$16,640.00</b>		
<b>Total Spent</b>		<b>0</b>		
<b>Balance</b>		<b>\$16,640.00</b>		

Resolution	Resolution Number	Made by:	Assigned to/Action Taken or completed	Meeting Date
MOVED that Council for the Town of Grimshaw approve the proposed benefits program from Canoe for the year of 2023.	678-221214	C. Hennings	Administrations notified Canoe representative	14-Dec-22
MOVED that Council for the Town of Grimshaw cancel benefits plan with AUMA. The transition time is approximately 90 days as per AUMA.	679 - 221214	C. Bissell	Administration notified AUMA representative	14-Dec-22
MOVED that Council direct administration to notify the Alberta Pond Hockey Association that the sponsor request is being considered as per budget negotiation.	685 - 221214	C. Johnson	Administration notified Dave Allen	14-Dec-22
MOVED that Council reverse the penalties totaling \$488.44 as it is unknown if protocol was followed correctly.	686 - 221214	C. Hennings	Administration notified resident	14-Dec-22
MOVED that Council direct administration to contact the Town of Grimshaw's insurance company regarding the rental request for Safe Grad at the Mile Zero Regional Multiplex and bring findings back to January 11, 2023.	687 - 221214	C. Mensser	Administration notified RMA	14-Dec-22
MOVED that Council direct administration to make changes discussed to the Cemetery Bylaw No. 1178 and bring back to January 11, 2023 for review.	688 - 221214	C. Mensser	Administration made changes to the Cemetery Bylaw No. 1178	14-Dec-22

## CALLS

## STATISTICS

**Notes:**

- Signed: L. D. Arnold

Fire Department



2022	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Structure Fire	0	0	0	0	1	0	0	0	0	0	1	0	2
Vehicle Fire	0	0	0	1	0	0	0	0	0	0	0	0	1
Wildland Fire	0	0	0	0	0	0	0	0	0	0	0	0	0
MVC Rescue	4	3	1	2	1	2	1	0	3	2	1	2	22
Other Rescue	0	0	0	0	0	0	0	0	0	0	0	1	1
Mutual Aid (Struct.)	2	0	0	0	4	1	1	0	0	1	0	0	9
Mutual Aid (Veh.)	0	0	0	0	0	0	0	0	0	0	0	0	0
Mutual Aid (Wild.)	0	0	0	0	1	0	0	0	2	5	0	0	8
Mutual Aid (Other)	1	0	0	0	0	1	0	1	1	0	1	1	6
Commercial Alarm	2	1	0	2	3	3	0	3	3	5	0	0	22
False Alarm	0	0	0	0	0	0	0	0	0	0	0	0	0
MCR/Medical Asst	9	5	8	8	3	4	7	11	6	6	16	10	93
S.T.A.R.S LZ	0	0	0	0	0	0	0	0	0	0	0	0	0
Haz-Mat	0	0	0	0	0	0	0	0	0	0	0	0	0
Other Calls	0	0	0	0	0	1	3	0	0	1	0	1	6
TOTALS	18	9	9	13	13	12	12	15	15	20	19	15	170

ZONES	
Grimshaw	127
MD135	25
CNL	0
V of Berwyn	1
Highway Resp.	17
TOTAL	170

GRIMSHAW FIRE DEPARTMENT  
ANNUAL STATISTICS  
FOR THE YEAR 2022

Year	TOTALS
2008	102
2009	105
2010	107
2011	85
2012	94
2013	92
2014	116
2015	81
2016	102
2017	113
2018	142
2019	142
2020	145
2021	169
2022	170
AVE	118

Totals 2008-2022	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec	TOTAL
Structure Fire	1	3	1	3	4	3	4	1	6	3	3	3	35
Vehicle Fire	1	1	1	1	1	1	0	1	1	1	0	0	9
Wildland Fire	0	0	0	3	3	2	1	2	1	2	0	0	14
MVC Rescue	19	15	14	14	5	19	17	20	17	24	24	23	211
Other Rescue	0	2	1	1	0	1	2	0	0	2	1	2	12
Mutual Aid (Struct.)	4	5	9	5	6	6	6	0	3	6	4	8	62
Mutual Aid (Veh.)	3	1	2	0	2	3	4	2	2	6	3	2	30
Mutual Aid (Wild.)	0	0	0	10	32	7	17	4	8	10	2	0	90
Mutual Aid (Other)	4	1	3	1	9	5	8	9	7	5	12	10	74
Commercial Alarm	17	22	13	11	14	14	16	27	30	26	12	6	208
False Alarm	37	29	15	7	20	12	18	19	12	11	10	14	204
MCR/Medical Asst	57	46	73	52	51	51	57	56	49	53	63	69	677
S.T.A.R.S LZ	2	4	3	2	4	1	4	1	5	3	3	2	34
Haz-Mat	2	2	4	7	2	6	5	2	1	5	3	1	40
Other Calls	1	4	5	5	9	10	7	4	2	10	3	5	65
TOTALS	148	135	144	122	162	141	166	148	144	167	143	145	1765
Averages	10	9	10	8	11	9	11	10	10	11	10	10	118

	Ave	Raw %	Act %
Structure Fire	2.3	2.0%	2.2%
Vehicle Fire	0.6	0.5%	0.6%
Wildland Fire	0.9	0.8%	0.9%
MVC Rescue	14.1	12.0%	13.5%
Other Rescue	0.8	0.7%	0.8%
Mutual Aid (Struct.)	4.1	3.5%	4.0%
Mutual Aid (Veh.)	2.0	1.7%	1.9%
Mutual Aid (Wild.)	6.0	5.1%	5.8%
Mutual Aid (Other)	4.9	4.2%	4.7%
Commercial Alarm	13.9	11.8%	13.3%
False Alarm	13.6	11.6%	N/A
MCR/Medical Asst	45.1	38.4%	43.4%
S.T.A.R.S LZ	2.3	1.9%	2.2%
Haz-Mat	2.7	2.3%	2.6%
Other Calls	4.3	3.7%	4.2%
TOTALS	117.7	100%	100%

#### Year Totals

2008	102
2009	105
2010	107
2011	85
2012	94
2013	92
2014	116
2015	81
2016	102
2017	113
2018	142
2019	142
2020	145
2021	169
2022	170

## **Front Office Staff Report - December 2022**

UTILITY PAYMENTS-AUTOMATIC DEBITS	216		
EMAILED UTILITY BILLS	621		
UTILITY ARREARS NOTICES	68		
UTILITY DISCONNECTION CARDS	29		
UTILITY SHUT-OFFS	N/A		
TAX PAYMENTS-AUTOMATIC DEBITS	322		
TAX CERTIFICATES	6		
LAND TITLE CHANGES (FILE# 5-4)	25	120 YTD	
BUSINESS LICENSE:			<u>PEDDLERS / HAWKERS</u>
1. PEDDLER'S / HAWKERS	1	3 YTD	
2. TOWN BUSINESS	2	151 YTD	Renewals
3. NEW BUSINESSES			<u>NEW IN TOWN BUSINESSES</u>
a. In Town License	0	INCLUDED IN	
b. Out of Towner License	0	ABOVE YTD	<u>NEW OUT OF TOWN BUSINESSES</u>
BURNING PERMITS (FILE# 9-15.5)	1	24 YTD	



Sabrina Collett, Utilities Clerk



Belinda Russell, Taxes/Payables Clerk



Debi Malone, Administrative/Receivables Clerk

**Rentals/Visitation Statistics**

Dec-22

Groups	Rentals	# Of People
FH Private Rentals	16	136
Meeting Room Rentals	0	0
Ice Surface Rentals	3	37
Kennedy Gym Rentals	5	83
<b>TOTALS</b>	<b>24</b>	<b>256</b>

**FIELD HOUSE USAGE**

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sundays	Special
20	25	16	19	71	44	43	23
<b>Total Usage = 261</b>							

**Usage/Sales Comparison**

	Field House	Meeting Room	TOTALS
2022 Rental Use	16	0	16
2021 Rental Use	5	0	5
2022 Rental Sales	\$666.75	\$0.00	\$666.75
2021 Rental Sales	\$168.00	\$0.00	\$168.00
2022 Drop In Use	142	0	142
2021 Drop In Use	134	0	134
2022 Drop In Sales	\$562.00	\$0.00	\$562.00
2021 Drop In Sales	\$497.00	\$0.00	\$497.00
2022 Membership Sales	\$299.04	\$0.00	\$299.04
2021 Membership Sales	\$0.00	\$0.00	\$0.00
2022 Misc/Merch Sales	\$150.00	\$0.00	\$150.00
2021 Misc/Merch Sales	\$0.00	\$0.00	\$0.00

Monthly Memberships/Drop Ins							
Dec-22							
	Field House	Multi-Combo	Arena	FH/Shinny	Shinny/Public	FH/FC	FH/RT
Adult Memb	0	0	0	0	0	0	0
Senior Memb	1	0	0	0	0	0	0
Youth Memb	1	0	0	0	0	0	0
Student Memb	0	0	0	0	0	0	0
Family Memb	0	5	0	0	0	0	0
Adult Drop In	38	2	0	0	10	1	0
Youth Drop In	97	0	0	0	32	0	0
Senior Drop In	2	0	0	0	0	0	0
Student Drop In	0	0	0	0	0	0	0
Family Drop In	5	0	0	0	0	0	0
Adult Pickleball Drop In	2	0	0	0	0	0	0
Senior Pickleball Drop In	10	0	0	0	0	0	0
FH Special	23	0	0	0	0	0	0
Arena Special	0	0	0	0	0	0	0
<b>Totals</b>	<b>179</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>42</b>	<b>1</b>	<b>0</b>

#### SALES

Field House Membership Sales	\$299.04	Field House Rentals	\$666.75
Field House Drop In Sales	\$562.00	Meeting Room Rentals	\$0.00
Pickleball Drop In Sales	\$40.00	Kennedy Gym Rentals	\$724.50
Arena /FH Membership Sales	\$0.00	Ice Surface Rentals	\$399.00
Multi-Combo Membership Sales	\$2,562.00	Merchandise Sales	\$90.00
Multi-Combo Drop In Sales	\$16.00	Class/Program Sales (Nerf Wars)	\$12.00
FH/RT Membership Sales	\$0.00	Misc Sales (Bottled Water)	\$4.00
FH/FC Membership Sales	\$246.12	FH Special	\$44.00
FH/Shinny Membership Sales	\$0.00	Arena Special	\$0.00
Shinny/Public Membership Sales	\$0.00		
Arena Drop In Sales	\$146.00		
<b>TOTAL SALES</b>			<b>\$5,811.41</b>

#### Monthly Usage

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Field House	20	25	16	19	71	44	43
Shinny	19	0	0	0	23	0	0
Public	0	0	0	0	0	0	0
Family	0	0	0	0	0	0	0
Arena Special	0	0	0	0	0	0	0
FH Special	0	0	2	4	17	0	0
FH Rentals	0	3	2	0	1	3	7
Ice Rentals	1	0	0	0	1	0	1
Kennedy Gym Rentals	0	1	0	3	1	0	0
MR Rentals	0	0	0	0	0	0	0
<b>TOTALS</b>	<b>40</b>	<b>29</b>	<b>20</b>	<b>26</b>	<b>114</b>	<b>47</b>	<b>51</b>

#### VISITOR DISTRICT/TOWN OF RESIDENCE

Grimshaw	Berwyn	Peace River	Fairview	MD Of Peace # 135	County Of Northern Lights	Other
FH-146	FH-16	FH-3	FH-2	FH-1	FH-0	FH-10
AR-35	AR-5	AR-2	AR-0	AR-0	AR-0	AR-0



LES SHAW FITNESS CENTRE - NORTHERN AIR WALKING TRACK - SPIN ROOM MONTHLY VISITATION STATISTICS														
MONTH: December 2022														
Monday's			Tuesday's		Wednesday's		Thursday's		Friday's		Saturday's		Sunday's	
	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022	2021	2022
Fitness Centre	148	135	179	117	178	152	193	192	116	144	49	93	42	46
Running Track	28	30	13	23	40	18	25	25	16	25	17	20	7	6
Spin Classes	0	0	0	5	0	0	0	9	0	0	0	0	0	0
Grimshaw Gravel	1	1	2	3	2	0	0	2	0	1	1	0	0	0
Estabrook	3	0	3	2	3	1	2	2	2	0	1	2	1	0
Grimshaw Jr Basketball	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Holy Family School	0	41	0	26	0	113	37	24	0	87	0	0	0	0
Grimshaw Public School	0	50	364	57	0	108	0	39	0	109	0	0	0	0
Sunday Free Walk	0	0	0	0	0	0	0	0	0	0	0	0	24	18
Mon/Thur Senior Walk	22	22	0	0	24	0	0	22	0	0	0	0	0	0
TOTALS	202	279	561	233	247	392	257	315	134	366	68	115	74	70

Total Revenue 2021 \$13,631.74

Total Revenue 2022 \$16,238.34

**LES SHAW FITNESS CENTRE/NORTHERN AIR WALKING TRACK MONTH END REPORT**

**December 2022**

**Reporter/Writer: Kim Girard**

**November ACCOMPLISHMENTS/ACTIVITIES:**

- Compiled daily deposits by all staff.
- Trained new staff
- Compiled statistics for hourly/daily/monthly number of patrons in the Les Shaw Fitness Centre, Northern Air Walking Track and the Spin Room.
- Completed Facility Inspection report.
- Completed Eye Wash and First Aid Kit Inspections.
- Compiled effective cleaning methods for Covid-19 standards.
- Made schedule for January 2022

**NEXT MONTHS OBJECTIVES:**

- OH&S/Staff meeting January 19,2022
- 

**FITNESS CENTRE SUPERVISOR**

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Kim Girard

**COMMUNITY SERVICES DIRECTOR**

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Tracy Halerewich

Monthly Memberships/Drop Ins							
Dec-22							
	Field House	Multi-Combo	Arena	FH/Shinny	Shinny/Public	FH/FC	FH/RT
Adult Memb	0	0	0	0	0	0	0
Senior Memb	1	0	0	0	0	0	0
Youth Memb	1	0	0	0	0	0	0
Student Memb	0	0	0	0	0	0	0
Family Memb	0	5	0	0	0	0	0
Adult Drop In	38	2	0	0	10	1	0
Youth Drop In	97	0	0	0	32	0	0
Senior Drop In	2	0	0	0	0	0	0
Student Drop In	0	0	0	0	0	0	0
Family Drop In	5	0	0	0	0	0	0
Adult Pickleball Drop In	2	0	0	0	0	0	0
Senior Pickleball Drop In	10	0	0	0	0	0	0
FH Special	23	0	0	0	0	0	0
Arena Special	0	0	0	0	0	0	0
Totals	179	7	0	0	42	1	0

#### SALES

Field House Membership Sales	\$299.04	Field House Rentals	\$666.75
Field House Drop In Sales	\$562.00	Meeting Room Rentals	\$0.00
Pickleball Drop In Sales	\$40.00	Kennedy Gym Rentals	\$724.50
Arena /FH Membership Sales	\$0.00	Ice Surface Rentals	\$399.00
Multi-Combo Membership Sales	\$2,562.00	Merchandise Sales	\$90.00
Multi-Combo Drop In Sales	\$16.00	Class/Program Sales (Nerf Wars)	\$12.00
FH/RT Membership Sales	\$0.00	Misc Sales (Bottled Water)	\$4.00
FH/FC Membership Sales	\$246.12	FH Special	\$44.00
FH/Shinny Membership Sales	\$0.00	Arena Special	\$0.00
Shinny/Public Membership Sales	\$0.00		
Arena Drop In Sales	\$146.00		
TOTAL SALES			\$5,811.41

#### Monthly Usage

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Field House	20	25	16	19	71	44	43
Shinny	19	0	0	0	23	0	0
Public	0	0	0	0	0	0	0
Family	0	0	0	0	0	0	0
Arena Special	0	0	0	0	0	0	0
FH Special	0	0	2	4	17	0	0
FH Rentals	0	3	2	0	1	3	7
Ice Rentals	1	0	0	0	1	0	1
Kennedy Gym Rentals	0	1	0	3	1	0	0
MR Rentals	0	0	0	0	0	0	0
TOTALS	40	29	20	26	114	47	51

VISITOR DISTRICT/TOWN OF RESIDENCE						
Grimshaw	Berwyn	Peace River	Fairview	MD Of Peace # 135	County Of Northern Lights	Other
FH-146	FH-16	FH-3	FH-2	FH-1	FH-0	FH-10
AR-35	AR-5	AR-2	AR-0	AR-0	AR-0	AR-0



# Monthly Memberships/Drop Ins

22-Dec

	Les Shaw FC	Northern Air WT	FC/RT	FC/FH	RT/FH	Multi-Combo
Adult Memb	41	0	3	0	0	0
Senior Memb	8	6	3	1	0	0
Youth Memb	3	0	0	0	0	0
Student Memb	3	0	0	0	0	0
Family Memb	10	2	3	1	0	1
Adult Drop In	76	5	0	0	0	2
Senior Drop In	6	7	0	0	0	0
Youth Drop In	23	7	0	0	0	0
Student Drop In	1	0	0	0	0	0
Family Drop In	0	0	0	0	0	0
<b>TOTALS</b>	<b>171</b>	<b>27</b>	<b>9</b>	<b>2</b>	<b>0</b>	<b>3</b>

Fitness Centre Membership Sales	\$10,378.44		
Fitness Centre Drop In Sales	\$506.00		
Running Track Membership Sales	\$1,178.94	Merchandise Sales	\$39.00
Running Track Drop In Sales	\$73.00	Spin Drop In	\$0.00
FC/RT Membership Sales	\$2,541.80	Spin Class	\$380.00
FC/RT Punch Passes	\$333.00	Grimshaw Gravel Invoicing	\$21.00
FC/FH Membership Sales	\$402.36	Estabrook Invoicing	\$21.00
RT/FH Membership Sales	\$0.00	Beyond 2000 Invoicing	\$0.00
Multi-Combo Membership Sales	\$331.80		
Multi-Combo Drop In Sales	\$32.00		
<b>TOTAL SALES</b>	<b>\$16,238.34</b>		

# Monthly Usage

	Monday's	Tuesday's	Wednesday's	Thursday's	Friday's	Saturday's	Sunday's
Fitness Centre	135	177	152	192	144	93	46
RunningTrack	30	23	18	25	25	20	6
Grimshaw Gravel	1	3	0	2	1	0	0
Estabrook	0	2	1	2	0	2	0
<b>TOTALS</b>	<b>166</b>	<b>205</b>	<b>171</b>	<b>221</b>	<b>170</b>	<b>115</b>	<b>52</b>

# VISITOR DISTRICT/TOWN OF RESIDENCE

	GRIMSHAW	BERWYN	PEACE RIVER	MD OF PEACE #135	COUNTY OF NORTHERN LIGHTS	OTHER	TOTALS
Fitness Centre	784	65	6	50	44	12	961
Track	101	26	0	11	11	2	151

# MZRM SKATE SHARPENING REPORT

**December, 2022**

- (1) roll of sock tape sold
- (1) roll of stick tape sold
- (2) pairs of skate laces sold
- (50) pairs of hockey skates sharpened
- Huskies NPHL Team (28) pairs of skates and (2) goalie skates were sharpened & charged on account

**TOTAL = \$513.00**

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Report Writer: Tracy Halerewich  
Tracy Halerewich, Director of Community Services  
Town of Grimshaw

## Brian Allen

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**From:** Larissa Hempler  
**Sent:** December 20, 2022 1:47 PM  
**To:** Brian Allen  
**Cc:** Muni Clerk  
**Subject:** FW: Town of Grimshaw: Liability Insurance  
**Attachments:** Safe after Grad Event.pdf; Assumption of Risk - Minor - 2021 Update (00027860xEC068).doc; Assumption of Risk - Adult - Update 2021 (00027859xEC068).doc; Facility Rental Agreement - 2021 Update (00027861xEC068).doc

Brian, here the response I received from RMA insurance.

---

**From:** Mark Sosnowski <mark@rmainsurance.com>  
**Sent:** December 20, 2022 1:43 PM  
**To:** Larissa Hempler <finance@grimshaw.ca>  
**Cc:** Kerry Dutton <kerry@RMAInsurance.com>  
**Subject:** FW: Town of Grimshaw: Liability Insurance

Hi Larissa,

The recommendation would be to not allow this function to occur on municipal property, the risks are far too great which is probably why events like these do not occur in school gymnasiums which are often rented out to 3<sup>rd</sup> party users for a multitude of activities.

The truth of the matter is that if a claim were to occur resulting from this event it would likely be a very large loss, and if the parent groups special event policy does not respond to the claim or is insufficient the courts could go after the Town as owner of the facility. The deep pocket principal can often implicate a municipality when there is a large claim, where even if the Muni is found to be 1% liable, it may have to pay the largest portion of the loss. As owner of the premise the Town has an obligation to make sure people who are using it will remain safe.

I appreciate that the parents have organized their proposal and outlined in detail their plans for organizing and supervising the event, but as a reminder the liability can extend well after the event has ended.

In my experience working with municipalities, I once observed this issue become contentious and political. A Councillor from a municipality had a child who was graduating and was heavily pressuring Council to allow a safe grad to occur at a Town owned hall. Ultimately the decision was to deny the use, but it was quite the battle and I was dragged in to speak to Council on the matter.

If the municipality does decide to permit this event from occurring on its property, I would recommend the parent group purchase insurance with a higher limit as \$2,000,000 is too low considering the risk. I would also recommend that they enter in to a facility use agreement with the Town which I have attached one for use if needed. Each of the attendees, their parents and the hosts should also be required to sign an 'assumption of risk waiver' (see attached). Finally, the Town should seek guidance from its lawyer as liquor liability is heavily litigated.

Please let me know if you have any questions, comments, or concerns.

Regards,

**Mark Sosnowski, CIP**

Risk Advisor



Office: 587.689.5568  
Cell: 780.446.6346

[RMAAlberta.com](http://RMAAlberta.com)

2510 Sparrow Drive, Nisku, Alberta T9E 8N5 780.955.3639



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**From:** Larissa Hempler <[finance@grimshaw.ca](mailto:finance@grimshaw.ca)>

**Sent:** December 15, 2022 1:47 PM

**To:** Brandy Broz <[brandy@rmainurance.com](mailto:brandy@rmainurance.com)>

**Subject:** Liability Insurance

Hi Brandy,

We recently received a letter from Grad Committee with the proposal to rent the dry pad (ice surface) at the Mile Zero Regional Multiplex for a Safe After Grad and possibly to have the Grad Ceremony in the same location. I've attached a copy of the letter for you to review. We would like to know what we must do to protect the Town from possible liability unless it is something we better not to consider.

Thank you !

Best regards,

**Larissa Hempler, C.P.B**  
**Director of Finance**



Phone: 780.332.4626 Fax: 780.332.1250

Cell: 780. 625. 6731

Email: [finance@grimshaw.ca](mailto:finance@grimshaw.ca) Website: [www.grimshaw.ca](http://www.grimshaw.ca)



**RELEASE OF LIABILITY, WAIVER OF CLAIMS,  
ASSUMPTION OF RISKS AND INDEMNITY AGREEMENT**

**WARNING: BY SIGNING THIS DOCUMENT YOU WILL GIVE UP CERTAIN LEGAL RIGHTS,  
INCLUDING THE RIGHT TO SUE, CLAIM DAMAGES, SEEK COMPENSATION.**

**PLEASE READ CAREFULLY**

This document is to be signed by/for (if participant is under 12 years of age there is minimal value in them signing the agreement – if removing minor signing the document please entire document for consistency) (print name)

(the "Participant") who is (age) \_\_\_\_\_ years old together with  
(print name(s)) \_\_\_\_\_, being the parent(s) and/or guardian(s) of the  
Participant, in order to participate in the following:

**[Insert description of the activity - provide a complete description as possible including date or the amount of time the  
wavier will be in effect for if the activity is more than one day]**

and related events and activities (collectively referred to as the "Event").

We, the undersigned Participant and the parent(s) and/or guardian(s) of the Participant, are aware that the Event involves inherent risks, dangers and hazards, involving all manner of injury or loss, including potentially serious or life-threatening injury and death, ~~including~~resulting from, but not limited to::

- (a) **[Describe any risks, dangerous or hazards that are applicable for the Event – these should include specific risks of any equipment being used, common injuries and inherent risks (falling, drowning, etc.) – the more dangerous the activity the more detail should be provided.]**
- (a)(b) the use of equipment, materials or facilities related to the Event;
- (b)(c) the actions or negligence of the Participant or other participants in of the Event;
- (e)(d) the actions or negligence of the **[Insert name of Organization]** or its directors, officers, employees, volunteers, agents, invitees, or representatives of any kind (collectively referred to as the "Organization");
- (d)(e) the actions or negligence of the **[Insert full corporate name of municipality / MD / County]** or its councilors, officers, employees, agents or representatives of any kind (collectively referred to as the "Municipality"); and
- (e)(f) any additional risks arising out of the Event and related events and activities.

We, the undersigned Participant and the parent(s) and/or guardian of the Participant, freely accept and assume all such risks, dangers and hazards and the possibility of injury, death, property damage, property loss or any other loss or expense resulting to the Participant or myself/ourselves.

(Participant initial here)

(parent(s) and/or guardian of the Participant initial here)

Further, We, the undersigned Participant, and the parent(s) and/or guardian of the Participant, hereby agree as follows:

- (a) **TO WAIVE ANY AND ALL CLAIMS** of every nature and kind at law or equity or under any statute that ~~I-the Participant and/or the parent(s) and/or guardian of the Participant~~ have or may have in the future against the **Organization** and/or the **Municipality**;
- (b) **TO RELEASE THE ORGANIZATION AND THE MUNICIPALITY** from any and all liability for injury, death, property damage, property loss or any other loss or expense that ~~the Participant I~~ may suffer or that ~~theirmy~~ next of kin or legal representatives may suffer as a result of participation in or use of the **Event**, **DUE TO ANY CAUSE WHATSOEVER, INCLUDING NEGLIGENCE, BREACH OF CONTRACT, OR BREACH OF ANY STATUTORY OR OTHER DUTY OF CARE INCLUDING ANY DUTY OF CARE OWNED UNDER THE OCCUPIERS LIABILITY ACT, RSA 2000, c O-4, as may be amended, on the part of the Organization and/or the Municipality INCLUDING THE ORGANIZATION AND/OR THE MUNICIPALITY'S FAILURE OF THE TO PROTECT THE PARTICIPANT FROM THE RISK, DANGEROUS AND HAZARDS REFERED TO ABOVE** due to any cause whatsoever, including negligence on the part of the **Organization** and/or the **Municipality**;
- (c) **TO HOLD HARMLESS AND INDEMNIFY THE ORGANIZATION AND THE MUNICIPALITY** from any and all liability for

{00027860;1}

injury, death, property damage, property loss or any other loss or expense to any party, including the Participant and/or the parent(s) and/or guardian of the Participant~~myself~~, as a result of participation in or use of the **Event**, or other financial loss or expense including, without restriction, legal expenses and costs on a solicitor-and-his-own-client full indemnity basis in defending against such claims or enforcing the terms contained within this document; and

- (d) **THAT THIS AGREEMENT WILL BE EFFECTIVE AND BINDING UPON** the Participant and/or the parent(s) and/or guardian of the Participant~~myself~~, and ~~my~~their heirs, next of kin, executors, administrators and assigns.

We~~I~~, the undersigned Participant and the parent(s) and/or guardian of the Participant, hereby acknowledge that we have read the foregoing, and have had the opportunity to ask questions and clarifications before signing, and have explained its meaning to the Participant. We acknowledge that we understand its content, import and meaning and hereby do agree, approve and consent to the above.

Date: \_\_\_\_\_

Witness Name (*print*): \_\_\_\_\_ Participant Signature: \_\_\_\_\_

Witness Signature: \_\_\_\_\_ Parent/Guardian Signature: \_\_\_\_\_

\_\_\_\_ Parent/Guardian Signature: \_\_\_\_\_



**RELEASE OF LIABILITY, WAIVER OF CLAIMS,  
ASSUMPTION OF RISKS AND INDEMNITY AGREEMENT**

**WARNING: BY SIGNING THIS DOCUMENT YOU MAY GIVE UP CERTAIN LEGAL RIGHTS, INCLUDING  
THE RIGHT TO SUE, CLAIM DAMAGES, OR SEEK COMPENSATION.**

**PLEASE READ CAREFULLY**

This document is to be signed by the participant in order to participate in the following:

**[Insert description of the activity – provide a complete description as possible including date or the amount of time the wavier will be in effect for if the activity is more than one day]**

and related events and activities (collectively referred to as the “Event”).

I, (print name) \_\_\_\_\_ (the “Participant”), am 18 years of age or older, and I am aware that the Event involves inherent risks, dangers and hazards, involving all manner of injury or loss, including potentially serious or life-threatening injury and death, ~~including resulting from~~, but not limited to:

**(a) [Describe any risks, dangerous or hazards that are applicable for the Event – these should include specific risks of any equipment being used, common injuries and inherent risks (falling, drowning, etc.)– the more inherently dangerous the activity the more detail should be provided.]**

**(a)(b)** the use of equipment, materials or facilities related to the Event;

**(b)(c)** the actions or negligence of myself or other participants in of the Event;

**(e)(d)** the actions or negligence of the **[Insert name of Organization]** or its directors, officers, employees, volunteers, agents, invitees, or representatives of any kind (collectively referred to as the “Organization”);

**(d)(e)** the actions or negligence of the **[Insert full corporate name of municipality / MD / County]** or its councilors, officers, employees, agents or representatives of any kind (collectively referred to as the “Municipality”); and

**(e)(f)** additional risks arising out of the Event and related events and activities.

I, the undersigned Participant, freely accept and assume all such risks, dangers and hazards and the possibility of injury, death, property damage, property loss or any other loss or expense resulting to myself.

\_\_\_\_\_  
(initial here)

Further, I, the undersigned Participant, hereby agree as follows:

**(a) TO WAIVE ANY AND ALL CLAIMS** of every nature and kind at law or equity or under any statute that I have or may have in the future against the **Organization** and/or the **Municipality**;

**(b) TO RELEASE THE ORGANIZATION AND THE MUNICIPALITY** from any and all liability for injury, death, property damage, property loss or any other loss or expense that I may suffer or that my next of kin or legal representatives may suffer as a result of participation in or use of the Event, DUE TO ANY CAUSE WHATSOEVER, INCLUDING NEGLIGENCE, BREACH OF CONTRACT, OR BREACH OF ANY STATUTORY OR OTHER DUTY OF CARE INCLUDING ANY DUTY OF CARE OWNED UNDER THE OCCUPIERS LIABILITY ACT, RSA 2000, c O-4, as may be amended, on the part of the **Organization** and/or the **Municipality** **INCLUDING THE ORGANIZATION AND/OR THE MUNICIPALITY’S FAILURE OF THE TO PROTECT ME FROM THE RISK, DANGEROUS AND HAZARDS REFERED TO ABOVE;**

**(c) TO HOLD HARMLESS AND INDEMNIFY THE ORGANIZATION AND THE MUNICIPALITY** from any and all liability for injury, death, property damage, property loss or any other loss or expense to any party, including myself, as a result of participation in or use of the Event, or other financial loss or expense including, without restriction, legal expenses and costs on a solicitor-and-his-own-client full indemnity basis in defending against such claims or enforcing the terms contained within this document; and

**(d) THAT THIS AGREEMENT WILL BE EFFECTIVE AND BINDING UPON** myself, and my heirs, next of kin, executors, administrators and assigns.

I, the undersigned Participant, hereby acknowledge that I have read the foregoing, and have had the opportunity to ask questions and clarifications before signing. I acknowledge that I understand its content, import and meaning and hereby do agree, approve and consent to the above.

Date: \_\_\_\_\_

**Participant Name (print):** \_\_\_\_\_

**Participant Signature:** \_\_\_\_\_

{00027859;1}

**Witness Name (print):** \_\_\_\_\_

**Witness Signature:** \_\_\_\_\_

{00027859;1}

**FACILITY RENTAL AGREEMENT**  
**(THE "AGREEMENT")**

BETWEEN:

[Insert full corporate name of Community Group]  
(the "Owner")

- and -

\_\_\_\_\_  
(the "Renter")  
of \_\_\_\_\_, Alberta

1. **Schedules** The following schedules form part of the Agreement:

- (a) Schedule "A" – Additional Terms
- (b) Schedule "B" – Rental Area
- (c) Schedule "C" – Rental Inspection Form
- (c) Schedule "D" – Fees
- (d) Schedule "E" – Host Liquor Liability Insurance (if alcohol is to be served or consumed)

The Renter, by its initials on each page of the Agreement confirms they have reviewed the Agreement in full and understands its contents and legal implications.

2. **Rental Area** The premises rented under this Agreement shall consist of a portion of the following facility:

Facility name: [Insert facility name]  
Address: [Insert municipal / street address]  
Legal description: [Insert legal description]

(the "Facility"), such portion being that portion of the Facility shown or described within Schedule "B" attached hereto (the "Rental Area"). The Renter and its invitees shall be entitled to non-exclusive access to and/or through those common areas forming part of the Facility which are designated from time to time by the Owner for shared and/or common use.

**Commented [WP1]:** Given the parties likely signing the agreement, I think having the legal description may be overkill. So long as it is clear what Facility they are renting and the map has outlines the areas, I think it would be OK.

3. **Grant** The Owner has agreed to rent to the Renter, and the Renter has agreed to rent from the Owner, the Rental Area, subject to the terms, covenants, and conditions contained in this Agreement.

4. **Permitted Use** The Rental Area may be used for the following purposes only (the "Function"):

5. **Insurance Requirements** The Renter confirms that at its sole cost and expense obtained general liability insurance with shall include the following:

- (a) Liability limit of not less than \$2,000,000. per occurrence; and
- (b) The Owner ([Insert full corporate name of Community Group]) and [Insert full corporate name of MD / County / municipality] will be named as additional insureds.

The Renter agrees to provide to the Owner a Certificate of Insurance evidencing such insurance coverage not less than seven (7) days prior to the commencement of the Term. If satisfactory evidence of insurance coverage is not provided, the Owner may cancel this Agreement.

**Commented [WP2]:** I have mostly copied this from the Liquor Insurance. I am not sure what you would advise members request for insurance in this area so feel free to modify accordingly.

{00027861;1}

\_\_\_\_\_  
Renter's Initials

6. **Host Liquor Liability Insurance**

The Renter confirms, by its initials, that:

☐

Alcohol WILL be served or consumed at the Function; or

☐

Alcohol WILL NOT be served or consumed at the Function.

The Renter covenants and agrees that, should alcohol be served or consumed at the Function, then the terms and conditions contained in Schedule "E" will apply to the Rental.

Notwithstanding the foregoing, as well as the Owner's consent to the service of alcohol by executing this Agreement, the Owner may revoke its consent at any time if appropriate liquor service license is not provided by the Renter, the Renter has not complied with Schedule "E", or the Owner reasonably believes that there is risk to persons or property.

7. **Rental Inspection Form**

The Renter will complete the **Rental Inspection Form** as attached as Schedule "C" on the Start Date or prior to renting the Rental Area and again at the end of the Term.

8. **Term**

The term of the Agreement will be from \_\_\_\_\_ (time) on the \_\_\_\_ day of \_\_\_\_\_ (month), 20\_\_\_\_ (the "Start Date") to \_\_\_\_\_ (time) on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ (the "Term").

9. **Payment**

The Renter shall pay all the applicable fees and deposits for the Term in the sum of \_\_\_\_\_ Dollars (\$ \_\_\_\_\_) as set out in Schedule "D" of this Agreement (the "Fees"), payable upon execution of this Agreement, without any deduction or abatement. The Renter shall pay all applicable GST and other taxes or assessments regarding the rent of the Rental Area.

10. **Special Terms**

In addition to all of the terms, covenants, and conditions contained in this Agreement, the Owner and the Renter agree to the following additional terms, covenants and conditions:

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11. **Notice**

Any notice to be given by the Renter to the Owner shall be in writing and delivered to the Owner's designated representative at the address shown below.

Any notice to be given by the Owner to the Renter may be verbal or in writing and delivered to the Renter at the address or phone number shown below, or to any representative of the Renter who is located in or upon the Rental Area.

**SIGNATURE PAGE FOLLOWS**

{00027861;1}

\_\_\_\_\_  
Renter's Initials

**The Agreement is Granted by:**

**SIGNED, SEALED and DELIVERED** by the Owner, in the presence of:

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
Phone number

**[Insert full corporate name of OwnerCommunity Group]**

Per: \_\_\_\_\_  
Per: \_\_\_\_\_

**The Agreement is Accepted by:**

**SIGNED, SEALED and DELIVERED** by

\_\_\_\_\_  
[NAME  
OF SIGNATORY], on his/her own behalf or on behalf of corporate Renter if a validly existing corporation, in the presence of:

\_\_\_\_\_  
Signature  
\_\_\_\_\_  
Name  
\_\_\_\_\_  
Address  
\_\_\_\_\_  
Phone number

[Renter Name]  
Per: \_\_\_\_\_  
Per: \_\_\_\_\_

{00027861;1}

\_\_\_\_\_  
*Renter's Initials*



SCHEDULE "A" - ADDITIONAL TERMS	
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## 1. Term and Termination

1.1 Notwithstanding anything contained within this Agreement, the Renter acknowledges and agrees that the Owner shall have the absolute right to terminate this Agreement, together with all rights and privileges granted to the Renter under this Agreement upon notice in writing or in person.

1.2 Notwithstanding anything contained within this Agreement, the parties hereby acknowledge and agree that the Renter shall provide the Owner with written notice of cancellation or termination not less **Twenty-four (24) hours** prior the commencement of the Term. Failing such notice, the Fees contemplated within this Agreement shall be payable by the Renter regardless of the Renter's use of the Rental Area.

## 2. Use and Occupation

2.1 The Renter shall be permitted to use the Rental Area throughout the Term of this Agreement for the Function, and for no other purpose whatsoever.

2.2 Without in any way limiting the generality of the foregoing, the Renter agrees that it shall not bring, keep or store or permit to be brought, kept or stored any combustible material or explosives on the Rental Area.

2.3 The Renter will promptly inform the Owner of any bodily injury sustained by any person attending the Function, and any property damage that may occur to the Facility during the Term.

2.4 The Rental Area shall be at the risk of the Renter throughout the Term. The Renter assumes the liability for and shall pay for any loss or damage arising from the use or occupation of the Rental Area from any cause whatsoever and, without limiting the generality of the foregoing, liability arising from fire, theft, injury to person or death, loss or destruction of Facility or any part thereof.

2.5 The Renter acknowledges and agrees that its rights to enter upon and use the Rental Area granted under this Agreement shall not confer upon the Renter any exclusive right whatsoever with respect to the use or occupation of the Rental Area, and that the Renter shall have no claim to the Rental Area other than as a licensee as provided within this Agreement.

2.6 The Renter acknowledges and agrees that the rights of the Renter are only personal in nature, and that nothing contained within this Agreement shall be interpreted so as to confer upon the Renter any legal or equitable estate or interest in the Facility or the Rental Area.

2.7 The Renter, upon performing and observing the covenants and conditions contained herein, shall be entitled to reasonably exercise the rights herein granted to the Renter without any unreasonable hindrance, molestation or interruption from the Owner.

2.8 The Renter acknowledges and agrees that the Owner may deem it necessary or appropriate, from time to time, to cause or allow third parties to perform work upon the Rental Area as may be deemed necessary in the sole discretion of the Owner, and the Renter acknowledges and agrees that the Renter shall in no way interfere or hinder the construction, installation, repair or maintenance undertaken by the Owner or any person to whom the Owner has granted such permission.

### 3. Indemnity and Release

3.1 The Renter shall be liable for, and shall indemnify and save harmless the Owner, its agents, employees, invitees or contractors and **[Insert full corporate name of MD / County / municipality]**, its councilors, officers, employees and agents from any claim, damages, liability, cost, fee, penalty, action, cause of action, demand, damage to property, injury to person or death (including, without limitation to, legal fees of the Owner and **[Insert full corporate name of MD / County / municipality]** on a solicitor and his own client full indemnity basis), whether in contract or in tort, suffered or incurred by the Owner, its agents, employees, invitees or contractors and **[Insert full corporate name of MD / County / municipality]**, its councilors, officers, employees or agents or by any other person, firm, partnership, corporation or entity resulting directly or indirectly from, attributable to, by reason of, arising out of, or in any way related to the occupation or use of the Facility and Rental Area by the Renter or any of its directors, officers, servants, agents, invitees, contractors, or employees, whether or not such things are done in the exercise or purported exercise of the rights conferred upon the Renter within this Agreement or from any breach of this Agreement or any other negligent act or omission or willful misconduct of the Renter or any of its directors, officers, servants, agents, invitees, contractors, or employees.

3.2 The Renter acknowledges and agrees that all property of the Renter which may hereafter be located on, under, or within the Rental Area or the Facility shall be at the sole risk of the Renter, and the Owner, its agents, employees, invitees or contractors and [Insert full corporate name of MD / County / municipality], its councilors, officers, employees and agents shall not be liable for any loss or damage thereto, howsoever occurring and the Renter hereby releases the Owner, its agents, employees, invitees or contractors and [Insert full corporate name of MD / County / municipality], its councilors, officers, employees and agents from all actions, claims, demands, suits or proceedings whatsoever in respect of any such loss or damage.

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\_\_\_\_\_ *Renter's Initials*

#### 4. Default

4.1 If in the sole opinion of the Owner the Renter undertakes or permits any activity whatsoever within the Rental Area which is outside of the permitted uses contemplated herein, or which may be a nuisance or cause damage, or if the Renter is in default of any of the terms, covenants or conditions of this Agreement, the Owner may, in its absolute discretion give the Renter notice of immediate termination of this Agreement and the rights and privileges granted to the Renter, and the Renter shall forthwith vacate the Rental Area.

4.2 If the Renter fails or neglects to perform any of its obligations under this Agreement, the Owner shall have the right, but shall not be obligated, to take such action as is reasonably necessary in the sole discretion of the Owner to perform such obligations. In such event, the Renter shall be responsible for the payment of all costs incurred by the Owner forthwith to the Owner.

#### 5. Maintenance and Alterations

5.1 The Owner acknowledges that the Rental Area is in a good, safe, and clean condition and repair. The Renter shall leave the Rental Area in substantially the same condition which existed immediately prior to the commencement of the Term. If the Renter fails or neglects to leave the Rental Area in substantially the same condition in which it existed immediately prior to the commencement of the Term, the Owner shall have the right, but shall not be obligated, to take such action as is reasonably necessary in the sole discretion of the Owner to perform the Renter's obligations. The Renter agrees to reimburse the Owner forthwith without demand for the cost of any and all such action performed by the Owner, its servants, contractors or agents pursuant to this clause.

5.2 The Renter agrees that it shall not install any alterations or improvements (including, without restriction, any radio or television antennae, or any mechanical, cooking, electrical or other means of sound production or similar devices), nor install, display or affix any sign, lettering or advertising medium upon or in the Rental Area or elsewhere on the Facility, without the express written consent of the Owner.

5.3 Upon the expiration or earlier termination of this Agreement, the Renter shall remove all alterations, property or improvements of any kind whatsoever belonging to or installed by the Renter, whether expressly permitted by the Owner or not, from the Rental Area and restore the Rental Area to a clean condition equivalent to that which existed prior to the commencement of this Agreement. If the Renter fails or neglects to restore the Rental Area and remove property as required above the Owner shall have the right, but shall not be obligated, to take such action as is reasonably necessary in the sole discretion of the Owner to perform the Renter's obligations. The Renter agrees that the Owner shall not be responsible for any alterations, property or improvements of the Renter thereby removed from the Rental Area, and further agrees to reimburse the Owner forthwith without demand for the cost of any and all such action performed by the Owner, its servants, contractors or

agents pursuant to this clause.

#### 6. General

6.1 The headings to the articles and sections of this Agreement are solely for the convenience of the parties and are not an aid in the interpretation of the Agreement.

6.2 No consent or waiver, express or implied, by the Owner to or of any breach or default by the Renter in the performance by the Renter of its obligations hereunder shall be deemed or construed to be a consent or waiver to or of any other breach or default in the performance of obligations hereunder by the Renter. Failure on the part of the Owner to complain of any act or failure to act of the Renter, or to declare the Renter in default, irrespective of how long such failure continues, shall not constitute a waiver by the Owner of its rights hereunder.

6.3 If any term, covenant or condition of this Agreement or the application thereof to any party or circumstance is invalid or unenforceable to any extent, the remainder of this Agreement or application of such term, covenant or condition to a party or circumstance other than those to which it is held invalid or unenforceable shall not be affected thereby and each remaining term, covenant or condition of this Agreement shall be valid and shall be enforceable to the fullest extent permitted by law.

6.4 This Agreement shall be governed by and construed according to the laws of the Province of Alberta. All legal proceedings arising from this Agreement shall be tried and directed by the court of competent jurisdiction in Alberta.

6.5 Time is of the essence of this Agreement and each of its provisions.

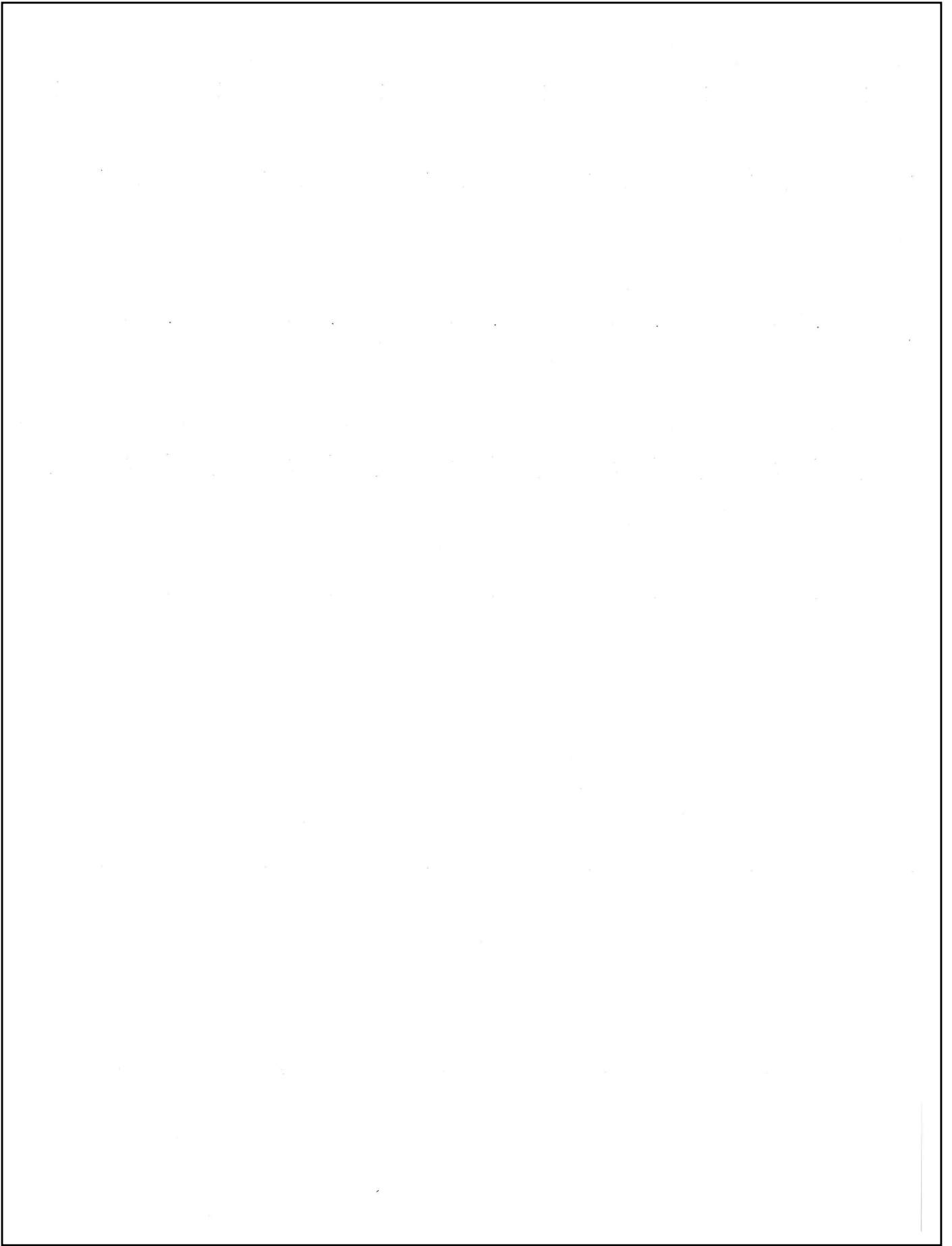
6.6 The terms and conditions set forth within this Agreement, together with the Schedules, shall constitute all of the terms and conditions of this Agreement, and there are not other terms, conditions, covenants, agreements, representations or warranties, either express or implied, arising between the parties hereto except as expressly set forth herein.

6.7 The Renter shall at all times and in all respects abide by all laws, bylaws, legislative and regulatory requirements of any governmental or other competent authority relating to the use and occupation of the Rental Area.

6.8 The Renter's obligations contained in this Agreement shall survive the expiration or termination of this Agreement for any reason whatsoever until satisfied in full, and shall not be merged upon the execution of any other documentation by the parties.

6.9 This Agreement shall enure to the benefit of and be binding upon the parties hereto, their respective executors, administrators, successors and permitted assigns.

6.10 The Renter confirms that it has received independent legal advice or has had the opportunity to seek independent legal advice with respect to the matters provided for in this Agreement.



SCHEDULE "B" - RENTAL AREA

[Insert site diagram of facility and/or layout diagram]

{00027861;1}

*Renter's Initials*

SCHEDULE "C" - RENTAL INSPECTION FORM

[Insert pre-rental / post-rental inspection form for facility]

{00027861;1}

*Renter's Initials*



SCHEDULE "D" - FEES

[Insert fee schedule for facility]

{00027861;1}

\_\_\_\_\_  
*Renter's Initials*

**SCHEDULE "E" - HOST LIQUOR LIABILITY INSURANCE**

In the event that the Owner has provided its written consent to the Renter to serve or consume alcoholic beverages in the Facility, the Renter covenants and agrees that it shall arrange and maintain **Host Liquor Liability Insurance** throughout the Term.

Such Host Liquor Liability Insurance shall include the following:

(c) Liability limit of not less than **\$2,000,000.00** per occurrence;

(d) The Owner (**[Insert full corporate name of Community Group]**) and **[Insert full corporate name of MD / County / municipality]** will be named as additional insureds;

(e) Cross liability clause;

(f) Severability of interests clause;

(g) Contractual liability clause, including this Agreement.

**Commented [WP3]:** Is this still sufficient? Or is it 5mil? I am not sure what the standard is.

The Renter agrees to provide to the Owner a Certificate of Insurance evidencing such insurance coverage not less than **seven (7) days prior to the commencement of the Term**. If satisfactory evidence of insurance coverage is not provided, the Owner may cancel this Agreement.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ in \_\_\_\_\_, Alberta.

Granted by:

**SIGNED, SEALED and DELIVERED** by the Owner, in the presence of:

**[Insert full corporate name of Community Group]**

Per: \_\_\_\_\_

Signature \_\_\_\_\_

Per: \_\_\_\_\_

Name \_\_\_\_\_

Accepted by:

**SIGNED, SEALED and DELIVERED** by

\_\_\_\_\_  
[NAME  
OF SIGNATORY], on his/her own behalf or on behalf of  
corporate Renter if a validly existing corporation, in the  
presence of:

**[Renter Name]** \_\_\_\_\_

Per: \_\_\_\_\_

Signature \_\_\_\_\_

Per: \_\_\_\_\_

Name \_\_\_\_\_

{00027861;1}

\_\_\_\_\_  
*Renter's Initials*

## **2023 Grad Committee**

Attention: Brian Allen (CAO) and Grimshaw Town Council

On behalf of the 2023 grad committee, we would like to be considered to rent the dry pad (ice surface) at the Mile Zero Regional Multiplex on June 24 for a Safe After Grad and a possible option of having the Grad Ceremony in the same location.

This year at present we have 32 graduates.

The safe after grad is an event that is outside the framework of the Peace River School Division. There is no discussion of the event or even meetings on the school property. The event is a private function of the parents and grads of that year.

Safe grad has evolved over the years. Gone are the days when students would meet, drive themselves or be bussed to a location. Where they could drink heavily and party with minimal supervision. Nowadays, safe grads are much more organized and controlled events. Supervision is of high importance, the event is insured and food, drinks are provided. They have DJs, light shows, shelter from the elements; secure fencing (to keep the partiers in and the uninvited guests out). The modern safe grads provide fun alternatives for drinkers and non-drinkers. Safe grads were created to provide the graduating students and their guests a space where they could celebrate their graduation in a safe/controlled location and an environment under parent supervision. Safe grads' aim is to give the graduates an opportunity to celebrate one of life's major milestones with minimal risk of mishap.

The location at the Mile Zero Regional Multiplex is a perfect for a number of reasons this year. It will provide the graduates/guests with a single entry and exit point. It will be easy for chaperones to monitor and keep the graduates/guests safe on the dry ice pad/ outdoor side access space. This year we also have a variety of graduates that maybe uncomfortable in a traditional outside space. As a parent group we wanted to create a comfortable and safe environment for others that would like to dance, play ping pong, foosball, bean bags games etc.

The Safe After Grad is an event where not all grads or guests will be 18 yrs of age and not all will be drinking. We have a letter of support from Constable Garnett, Community Liaison for the RCMP regarding the safe grad event. And we will be holding a private event liquor license. The purpose of the event is to keep the graduates/guest as safe as possible while they celebrate their big day. We will also have insurance from Stone Insurance. The policy would hold a 2 million dollar Party and Alcohol liability. This would give us coverage of 2 million liabilities on property damages and a 2 million if someone got hurt.

The process of how a safe grad works:

When purchasing a ticket, graduate/guests and their parents or guardians must sign a waiver absolving the organizing committee, any volunteers, owner of party site, etc of responsibility for any personal injury or property damage. The Parental consent form / Grad & Guest forms will require copies of driver's licenses and signatures of the acknowledgement of the risks and attendance rules.

**AFTER GRAD PARTY ATTENDANCE RULES:**

- Admission to After Grad Party will be between 9:00 pm – 10:00 pm. No one will be admitted after that time.
- Parents or the person picking up your child must be available at all times to be contacted for pick up.
- If you have a signed form and do not attend, parents will be notified.
- Participants may leave After Grad Party at any time but will not be allowed to re-enter the event. The parent on the contact form will be contacted to pick up the student who would like to depart early.
- After Grad Party will end at 3:00 am and attendees will need to be picked up at that time by the person who is listed on this form.

Grads/guests will receive an arm band when entering the event to make sure that they all have gone through the single entrance/exit point. In regards to picking the grads/guests up, there is only one person given permission to pick up the graduate/guest on the form. The pick-up person must sign out the grads/guests they are taking with them. Once a person is signed out by the authorized pick up parent and once they leave the facility they cannot come back to the event. The Class of 2023 After Grad Party Guest Permission Form is attached for more information.

Hours of the event will be 9pm - 3am with doors closed at 10 pm. The reasoning behind the 3 am closing time is to prevent the graduates and their guest from leaving the safe grad and continuing the party at a second location that is not safe.

What is required for the rental- an outdoor space/ high fenced and tented area for a smoking area and fresh air space (the tent will be provide by us and will look into using Town of Grimshaw fencing used at the Harvest Moon festival) map provided. Rental of curtains / tables/ chairs/ stage (amount of rentals will depending if ceremony will be held in same location) ping pong tables/ other indoor activities. Outside vendors will include a DJ/ photo booth/ decorations/ food catering / free water. More things might be added at a later date.

There are many factors in organizing and planning a safe grad. The utmost importance is keeping the graduates and their guests safe. With that primary focus on the event we believe that the dry pad at the Multiplex will give us that comfort in know that the environment will be safe one for them.

If you require any other information or have any questions please do not hesitate to call.

Thank you for your time.

Fay Wearden

**fwearden@telus.net**

780.332.1492 | 780.617.2255



## Class of 2023 After Grad Party Guest Permission Form

*Please Complete Fully & Print Clearly*

Child's Name: \_\_\_\_\_

Alberta Healthcare#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_

Parent/Guardian Name: \_\_\_\_\_

Address: \_\_\_\_\_

City/Town: \_\_\_\_\_ Prov: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Parent's Email: \_\_\_\_\_

### **PARENTAL CONSENT & ACKNOWLEDGEMENT OF RISK**

I understand that my child's participation in the After Grad Party is voluntary, involves public property, third party vendors and activities. I understand that the event may be held at a public facility. I have had the opportunity to understand the purpose of the After Grad Party, and its various activities. I agree by signing below and/or participating in the After Grad Party to assume any and all risks and thereby hold Grimshaw Public School, The Parent Grad Committee, any parent volunteers, or vendor harmless and release them of and from any and all claims, causes of action, or damages whatsoever arising from any accident, injury, or property damage related to or resulting from participation in the After Grad Party. I have had an opportunity to have all my questions concerning the After Grad Party answered to my satisfaction.

### **AFTER GRAD PARTY ATTENDANCE RULES:**

- Admission to After Grad Party will be between 9:00 pm – 10:00 pm. No one will be admitted after that time.
- Parents or the person picking up your child must be available at all times to be contacted for pick up.
- If you have a signed form and do not attend, parents will be notified.
- Participants may leave After Grad Party at any time but will not be allowed to re-enter the event. The parent on the contact form will be contacted to pick up the student who would like to depart early.
- After Grad Party will end at 3:00 am and attendees will need to be picked up at that time by the person who is listed on this form.

***Parent/Guardian and student acknowledge that they have read the first page of the consent form and understand its contents. We also have read, understand and will abide by the rules as stated above.***

\_\_\_\_\_ Student Name (Print) & Date

\_\_\_\_\_ Student Signature

\_\_\_\_\_ Parent/Guardian Name (Print)

\_\_\_\_\_ Parent/Guardian Signature & Date

**This form must be completed by the Parent/Guardian and Student and be received by the Committee by June 19, 2023.**

### **EMERGENCY CONTACT INFORMATION**

Name & Phone # during party hours: \_\_\_\_\_

Allergies/Reactions: \_\_\_\_\_

Medications: \_\_\_\_\_

Person Picking up your Child: \_\_\_\_\_

Their Phone Number: \_\_\_\_\_

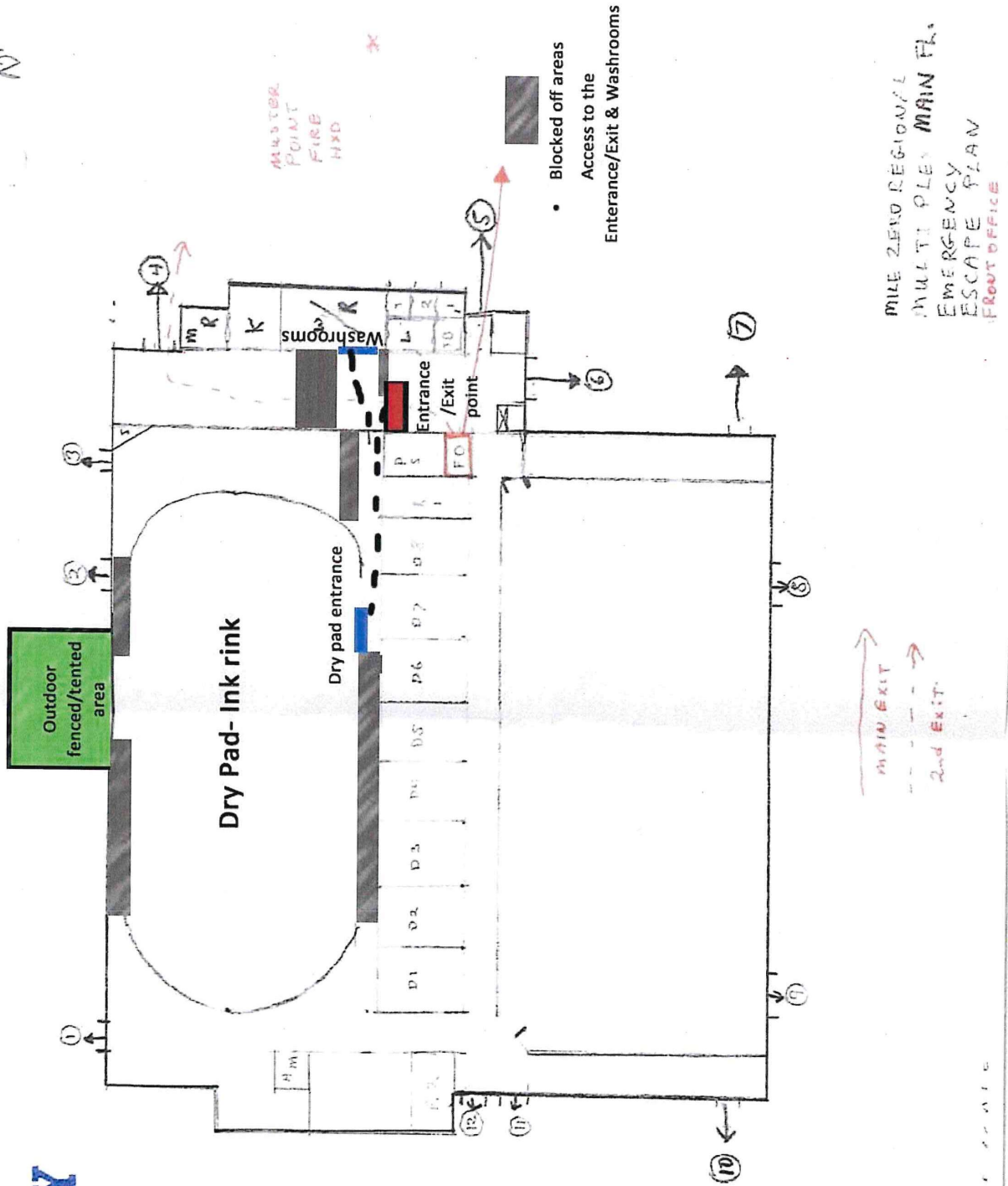
Parent/Guardian Signature: \_\_\_\_\_

Name of the Grad Student you are attending with: \_\_\_\_\_

***By signing this document, I give my permission for the After Grad Party Executive Committee to seek medical attention for my child in the event that I cannot be reached during an emergency. I also give permission for photographs to be taken of my child during the After Grad Party.***

Please Tara Bak if you have any questions or concerns regarding the After Grad Party. 780-625-4118

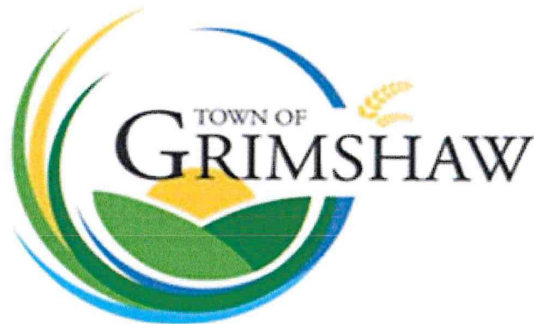
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December 2022

# VISION 2030

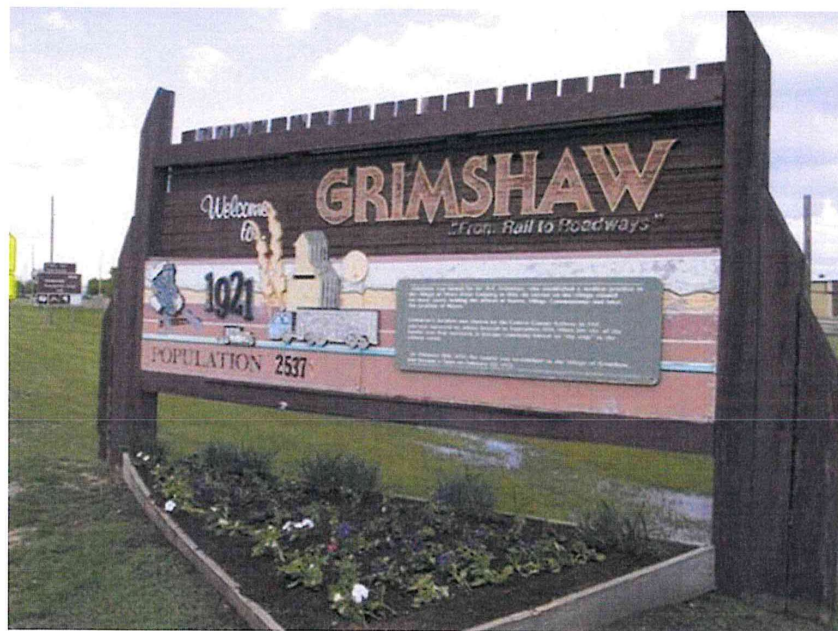
Town of Grimshaw 2023–2030  
Strategic Plan



Prepared By  
Dan Dibbelt, Economic Development Consultant  
Lac Cardinal Regional Economic Development

**A: Background**

From the welcome sign below: "*Grimshaw was named after Dr. M.E. Grimshaw, a native of Kingston Ontario, who established a medical practice in the Village of Peace River Crossing in 1914. He served on the village council for many years holding offices of reeve, village commissioner and later the position of mayor. Grimshaw's location was chosen by the Central Canada Railway in 1917 and was surveyed by Alfred Driscoll in September 1921. When the site was first surveyed it was commonly known as "the stop" by many railway crews. Hence the Town's tag-line "From Rail to Roadways".*"



On February 18, 1930 the hamlet was established as the "Village of Grimshaw" and became a town on February 2, 1953."



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## Town of Grimshaw 2023–2030 Strategic Plan

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Grimshaw developed first as a community center for a rich mixed farming district. It was a focal point where early settlers did shopping, and from which they shipped their surplus farm products. As the rich land to the north was opened for settlement after the railroad arrived, it became the nearest rail shipping point for the farmers, trappers, and fisherman as far north as Yellowknife, 632 miles to the North, and 15 miles South to Peace River.

The Town is more important than local farming activities would indicate. Grimshaw is strategically located as a distribution point for the entire North. The local resources are wheat and coarse grains, forage crops and seeds (mostly alfalfa and grass), cattle, hogs, poultry products, honey, straw, sand and gravel, fish, furs, lumber, oil, and gas.

**B: Facilities and Attractions** The Town of Grimshaw and the Lac Cardinal region has an abundance of natural and developed recreational and cultural attractions. Perhaps its greatest developed attraction is the Mile Zero Multiplex and Shared School complex. There's no place like it around. The Mile Zero Regional Multiplex has something for all ages.



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## Town of Grimshaw 2023–2030 Strategic Plan

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Walk, jog, or run your way to a healthier, active lifestyle. The 175.3 meter elevated running track is ideal for all ages to get in shape. The Field House is perfect for special events like weddings and weekend shows. The facility also features a complete weight room for toning every inch from head to toe. The Arena always has something going on whether it's old-timers hockey or open family skating.

Located just outside the doors is the aquatic center and soon on the horizon will be the new splash park. Adjacent to it all is the shared school facility featuring both a public and separate school, sharing common spaces such a theatre and an industrial shop.

Other area attractions include a dog park, arena, curling rink, Queen Elizabeth II Provincial Park, Lac Cardinal, which offers swimming and boating, numerous campgrounds, and a vibrant and growing downtown.





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## Town of Grimshaw 2023–2030 Strategic Plan

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**C: Brainstorming** In the spring of 2022 the Mayor, Council and CAO gathered with Lac Cardinal Regional Economic Development (LCRED) and Peace Region Economic Development Alliance (PREDA) to develop a long-term strategic plan.

The Council met on April 30th, 2022, and October 14th and 15th, 2022. Participating on the plan development were:

- Mayor Wendy Wald
- Councilors:
  - Stacey Messner
  - Carmen Johnson
  - Collen Sklapsky
  - Stephan Hennings
  - Christina Bissell
  - Phillip Jacobs
- CAO Brian Allen
- Dibbelt Dan Dibbelt, Economic Development Consultant – LCRED
- Mary Joan Aylward, Administrative Services - PREDA

With so much going right in the Town of Grimshaw, the Council wanted to ensure that the planning moving forward will build toward a stronger and more resilient Town. With the 100th anniversary of incorporation as a village on the horizon, Council agreed on their theme for the strategic plan: **Vision 2030**.



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## Town of Grimshaw 2023–2030 Strategic Plan

### Vision Brainstorming

**Option 1** Grimshaw is a progressive community that encourages development while maintaining a small-town feel and quality of life. (2017)

**Option 2** The Town of Grimshaw Grimshaw's vision to be an inclusive, diverse, creative, and growing community that values enterprise, innovation, and entrepreneurship while remaining stewards of our environment and assets.

### Mission Brainstorming

**Option 1** Making Grimshaw the greatest place to live by providing a quality service to our community in a courteous, timely, efficient, and cost-effective manner. (2017)

**Option 2** The Town of Grimshaw prides itself on its creative and inclusive people that dedicate themselves to ensuring we remain excellent stewards of our community and its resources by encouraging growth, entrepreneurship, and community.

**Option 3** The Town of Grimshaw is an amazing community. Our team is excited, engaged, and proud to give our best every single day. The world around us is changing rapidly in every way from politics to technology. We've dedicated ourselves to making sure we're thinking progressively while staying true to the roots that have helped this town thrive for generations.

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## Town of Grimshaw 2023–2030 Strategic Plan

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**D: Purpose** Council began with determining their guiding principles in not only developing this plan but also in their daily efforts moving forward with purpose.

### PURPOSE

Unified Vision

Agree to Disagree

Managed by Code of Conduct under MGA

Our Commonality – Leaders of our Community

Differentiate Between Personal and Council Decisions

We are Open to Alternative Options and Solutions

We Appreciate and Respect We All Have Learning Curves

We Make leadership Decisions not Operational Management

**FOCUS our Collective Vision and Get Working on it!**

**E: Priorities** Council then moved forward on establishing their priorities, with a thought to their **Vision 2030** and a balance of municipal needs and wants and financial due diligence. Ultimately Council developed six priority areas.

- 1) Human Resources Planning and Programming
- 2) Economic Development: commercial/retention and recruitment
- 3) Recreation
- 4) Tourism
- 5) Water Security and Development
- 6) Regional collaboration

With a window of seven years, Council wished to make a seven-year action plan incorporating the above six priorities. The following grid outlines key areas of work for each of the six priorities, along with identifying the resources, persons responsible for the tasks listed, and indicators of success.



## Town of Grimshaw 2023–2030 Strategic Plan

### Priority 1: Human Resources Planning and Programming

#### Key areas of work

- Customer service
- Internal and external communication
- Diversity and inclusion
- Training Opportunities

Action Item	Process	Responsibility	Budget	Success Indicators
Hire a Communications Director	<ul style="list-style-type: none"> <li>• Research job descriptions and salary range</li> <li>• Create job description</li> <li>• Develop advertising campaign</li> <li>• Review applicants</li> <li>• Hire</li> </ul>	CAO		Newly hired Communications Director
Develop Employee/council customer standards	<ul style="list-style-type: none"> <li>• Research existing models</li> <li>• Refine to reflect community needs and demographics</li> <li>• Implement training plan</li> </ul>	CAO / Communications Director		

### Priority 2: Economic Development: commercial/retention and recruitment

#### Key areas of work

- Work closely with Lac Cardinal Regional Economic Development Committee
- Work closely with Grimshaw Chamber of Commerce and business community
- Identify programs, grants, and examples for downtown revitalization
- Partner and pursue opportunities for community events and business promotion
- Municipal bylaws to improve business frontages

Action Item	Process	Responsibility	Budget	Success Indicators
Work Closely with LCRED	<ul style="list-style-type: none"> <li>• Maintain membership and council representation</li> <li>• Meet yearly with LCRED Chair and EDO</li> <li>• Provide guidance to LCRED on Town vision</li> </ul>	Council, CAO		Meeting held with LCRED Chair and EDO  Council vision for economic development shared with LCRED
Better utilize media and communication tools	<ul style="list-style-type: none"> <li>• Hire a communications director</li> <li>• Evaluate existing communication tools and processes and develop new protocols</li> <li>• Train staff and council on use of tools and media and public</li> </ul>	CAO, Communications director		Communications Director hired  New policies and procedures in place for media  Training process implemented

## Town of Grimshaw 2023–2030 Strategic Plan

Work closely with Grimshaw Chamber and Businesses	<ul style="list-style-type: none"> <li>Maintain membership and council representation</li> <li>Bring council direction to chamber meetings</li> <li>Maintain communication with business community</li> </ul>	Council, CAO, Communications Director		Active and engaged Chamber membership  Minimum yearly business mixer in conjunction with the Chamber and LCRED
Identify programs, grants, and examples for downtown revitalization	<ul style="list-style-type: none"> <li>Research government grant opportunities</li> <li>Research other municipal initiatives</li> </ul>	CAO, Communications Director, LCRED		Any grants identified are applied for
Partner and pursue opportunities for community events and business promotion	<ul style="list-style-type: none"> <li>Work closely with community groups</li> <li>Identify opportunities</li> </ul>	Communications Director, Recreation Director, LCRED Partner NGOs, Chamber, community groups		Potential projects identified Plan in place to pursue identified opportunities
Municipal bylaws to improve business frontages/ vacant buildings and lots	<ul style="list-style-type: none"> <li>Research other municipal initiatives and strategies</li> </ul>	CAO, Bylaw Officer <u>Partners</u> Chamber		

### Priority 3: Recreation

#### Key areas of work

- Promotion of Town and area facilities and attractions
- Expand programs and services
- Review FCSS organizational structure

Action Item	Process	Responsibility	Budget	Success Indicators
Promotion of Town and area facilities and attractions	<ul style="list-style-type: none"> <li>Unified promotion package developed</li> <li>Promotion opportunities identified</li> </ul>	Communications Director, CAO Partner with: MPTA, LCRED		Promotional marketing package and protocol established
Expand programs and services	<ul style="list-style-type: none"> <li>Research and review other municipal programs</li> <li>Survey residents on potential programs and services</li> <li>Identify barriers</li> <li>Resolve barriers</li> </ul>	Community Services Board, Recreation Director, FCSS Coordinator, CAO		Strategic plan in place for the implementation of new programs
Splash Park	<ul style="list-style-type: none"> <li>Ongoing</li> </ul>	CAO		A splash park



## Town of Grimshaw 2023–2030 Strategic Plan

Review FCSS organizational structure	<ul style="list-style-type: none"> <li>Review FCSS Terms of Reference (ToR)</li> <li>Review other FCSS ToR</li> <li>Determine status of Berwyn FCSS</li> <li>Analysis option of making FCSS stand-alone</li> </ul>	CAO, Recreation Director,		FCSS Organizational Structure established
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### Priority 4: Tourism

#### Key areas of work

- Tourism booth and Information distribution to public Committee
- Timeline and schedule of amenities for upkeep and maintenance

Action Item	Process	Responsibility	Budget	Success Indicators
Tourism Information booth	<ul style="list-style-type: none"> <li>Determine budget for stand alone booth</li> <li>Determine HR availability</li> <li>Determine potential locations</li> <li>Identify any grants for tourism booth</li> </ul>	Recreation Coordinator, Communications Coordinator, CAO		Determination of need for Tourism booth If feasible, plan in place for location, HR, and cost
Tourism economic value and opportunities (Vision 2030)	<ul style="list-style-type: none"> <li>Create a facilities and attractions database</li> </ul>	Recreation Coordinator, Communications Coordinator, Partner: MPTA, Alberta Tourism		
Kennedy Park	<ul style="list-style-type: none"> <li>Determine amenities priority list</li> <li>Develop 7-year budget to implement plan</li> </ul>	CAO, recreation coordinator		Park completed by 2030

### Priority 5: Water Security and Development

#### Key areas of work

- Assess aquifer capacity

Action Item	Process	Responsibility	Budget	Success Indicators
Truck fill station	<ul style="list-style-type: none"> <li>Complete cost benefit analysis</li> <li>Determine locations</li> </ul>	Administration Partners North Peace Watershed PREDALCRED		Plan in place for development (or not) of truck fill stations
Government regulations around water	<ul style="list-style-type: none"> <li>Collect all relevant regulations, provincially and federally around water</li> </ul>	Administration, Communications Director		Database of government regulations
Long-term water security	<ul style="list-style-type: none"> <li>Identify and secure water extraction locations</li> </ul>	CAO Partners MMSA / MPW		Water access secured

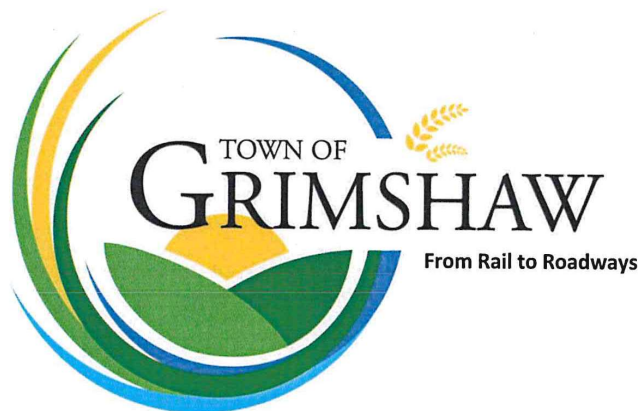
## Town of Grimshaw 2023–2030 Strategic Plan

<b>Priority 6: Regional Collaboration</b> <b>Key areas of work</b> <ul style="list-style-type: none"> <li>Municipal mergers and sharing</li> </ul>				
Action Item	Process	Responsibility	Budget	Success Indicators
Merge municipal services	<ul style="list-style-type: none"> <li>Determine interest from area municipalities</li> <li>Create template of municipal services</li> <li>Create Terms of reference, job descriptions, workplace models for service sharing including budgetary</li> </ul>	CAO, Communications director, department heads		Data base created  Terms of Reference created  Job descriptions and workplace model developed
Equipment sharing	<ul style="list-style-type: none"> <li>Determine interest from area municipalities</li> <li>Compile regional data on equipment</li> <li>Create Terms of reference for equipment sharing and replacement models</li> </ul>	CAO, Department heads		
Regional Municipal gathering	<ul style="list-style-type: none"> <li>Determine which municipalities the Town wishes to collaborate with and a terms of reference</li> <li>Source existing ToR, i.e.: G5 in Spirit River</li> <li>The Town of Grimshaw host the first annual regional municipal supper</li> <li>Book local venue and send out invites</li> <li>The Town with its partners establishes the first agenda and provide secretarial services (rotated)</li> </ul>	CAO, Communications coordinator  <u>Partners</u> Other municipalities		Terms of Reference established  Regional supper held

**F: Comments** The crux of the Town of Grimshaw's strategic planning session evolved into a focus on preparing for the 100<sup>th</sup> anniversary of the Town being incorporated as a village. In 2030, the Town will be planning a major event to celebrate this historic event. With a window of seven years, the Town Council wished to make a seven-year plan that would culminate with a celebration of the Town's achievements, while also setting in motion a progressive and dynamic future plan.

***“FOCUS our Collective Vision and Get Working on it! “***

Council Stated Purpose – April 2022



Note: Photos and graphics sourced from Town of Grimshaw and Mighty Peace Tourism



## Brian Allen

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**From:** EDO Lac Cardinal <edo@laccardinal.com>  
**Sent:** December 20, 2022 10:09 AM  
**To:** Brian Allen; bjohnson@mdpeace.com; Olive Toews  
**Subject:** Northern economic grant  
**Attachments:** jend-northern-regional-economic-development-program-guidelines-2022-2023.pdf

Dear LCRED CAOS,

You may have been sent this announcement regarding a new grant for economic development.

This grant is available to each of our municipalities, as well, LCRED can also apply but it would have to be under one of the municipalities. The grant is a matching grant between \$20,000 and \$200,000 and the deadline for applications is January 22, with a decision and funding in March, so we have an extremely short deadline, especially as this will likely have to go to your councils.

The eligible projects must fall under one of the following categories:

- Investment in Economic Development Infrastructure
- Business Supports
- Labour Force Attraction and Retention
- Tourism Planning, Capacity Building and Infrastructure
- Economic Development Capacity Building

This is very broad. Potential projects could be:

1. area structure plan
2. campground park upgrades
3. mainstreet revitalization
4. Tourism booth
5. potentially hiring someone to do business supports,/labour attraction/communication

LCRED will call a meeting asap to decide what they wish to do. LCRED does have about \$70,000 in reserves. I would like to start working on this over the Christmas break, LCRED may choose to use that for a regional project and I can also suggest we can use that to partner with municipal projects. LCRED can also help if each municipality wishes to put in their own applications. Please note groups such as PREDA, MPTA etc can also apply and there is a total of \$2m to hand out. For municipal projects, you will have to take back this to your councils to approve matched funding and any project you wish to pursue.

Please let me know if you have any thoughts.

Thanks and Merry Christmas.

Dan



# Northern and Regional Economic Development (NRED) Program

Program Guidelines 2022/2023



Classification: Public

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Northern and Regional Economic Development (NRED) Program Guidelines | Jobs, Economy and Northern Development  
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Northern and Regional Economic Development Program | Program Guidelines 2022/2023  
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## Background

Alberta is a resilient and diverse economic destination of choice, with talent and potential throughout all its regions. The Government of Alberta is working with regions across the province to pursue our common goals of economic diversification, job creation and financial well-being.

Recognizing that not all regions of Alberta have the same challenges, priorities or access to the resources needed to accelerate economic development, Alberta Jobs, Economy and Northern Development (JEND) has developed the Northern and Regional Economic Development (NRED) Program to enhance economic conditions and leverage regional resources to build capacity for sustainable economic development and diversification.

The Program is based on engagement with community stakeholders and provides an opportunity for communities to work with partners to identify and allocate resources to a promising area of regional economic development. Although all communities can apply to the regional stream, there will be a dedicated stream for Northern and Indigenous communities in recognition of their unique challenges.

A Glossary of Terms and Definitions is provided in Appendix 1.

## Program Overview

### Program Summary

Eligible applicants may submit proposals that either immediately promote regional economic prosperity or those that lay the foundation for continued economic prosperity into the future. As such, the NRED Program will support projects in all stages, from planning and readiness to implementation of previous strategies and plans. Subsequent intakes will be designed to encourage previously successful applicants to progressively build on their projects.

For a project to be eligible, it must support economic development and have a clear path to achieving tangible and impactful results in one or more of the following priority areas:

- Investment in Economic Development Infrastructure
- Business Supports
- Labour Force Attraction and Retention
- Tourism Planning, Capacity Building and Infrastructure
- Economic Development Capacity Building

Eligible projects must not take more than two years to complete and successful applicants will receive grant funds up front so that their projects can commence immediately.

### Timelines

Dates	Activity
December 16, 2022	Application Intake Opens
January 22, 2023	Application Intake Closes
January to February 2023	Committee Review of Applications
March 2023	Decisions and Funding



## Eligibility

### Eligible Applicants

Entities eligible to apply to the NRED Program include the following, which are further defined in Appendix 1:

- **Incorporated Non-Profits** with a mandate of economic development, that have been operating for a minimum of one year, and are in good standing with any provincial or federal filing requirements
- **Municipalities**
- **Indigenous Communities (First Nations or Métis Settlements)**

Applications from project-based partnerships are permitted provided the application is submitted by an eligible entity (listed above). This entity will be considered the "lead" and if successful, will enter an agreement with JEND on behalf of their organization and their partner(s).

### Streams

In recognition that economic activity occurs in a number of forms, each with a unique perspective to contribute to economic growth and job creation, the Program has two streams of support:

Northern Development and Indigenous Stream	Regional Development Stream
This stream is open to eligible projects based in Northern Alberta and projects that are Indigenous-led.  Northern Alberta is defined by the Northern Alberta Development Council (NADC) as described in Appendix 1 and as shown on the map (page 14).	This stream is open to eligible projects based outside of Northern Alberta and to projects that are not Indigenous-led.

Applicants are required to identify the stream they wish to be considered under and are eligible for. Applications from each stream will be reviewed alongside other eligible applications within that stream.

In order to be eligible for the Northern Development and Indigenous Stream projects must be either:

- a) based in Northern Alberta (see Appendix 1 for definition and map) with more than 50% of the benefits provided to a community (or communities) located in Northern Alberta; or
- b) Indigenous-led, where the applicant is either a First Nation or a Métis Settlement.

In order to be eligible for the Regional Development Stream projects must be:

- a) based outside of Northern Alberta; and
- b) led by an eligible entity that is not a First Nation or a Métis Settlement.

## Funding

The Government of Alberta has committed a maximum of \$2 million in funding for this phase of the Program. There is no defined amount for each stream.

### Funding Parameters

- **For applicants that are Indigenous\* (First Nation or a Métis Settlement):**
    - The Program will provide up to 75% of total Eligible Project Costs.
    - Total Eligible Project Costs must be a minimum of \$26,675 and the Program will provide a maximum of \$200,000 in funding to any project.
    - Applicants must be able to match the funding requested at a minimum of 25% of the total Eligible Project Cost.
- \* In order for an applicant to be considered Indigenous, the lead organization must either be First Nation or a Métis Settlement.

- **For all other applicants (Northern projects and all Regional Development Stream applicants):**
  - The Program will provide up to 50% of total Eligible Project Costs.
  - Total Eligible Project Costs must be a minimum of \$40,000 and the Program will provide a maximum of \$200,000 in funding to any project.
  - Applicants must be able to match the funding requested at a minimum of 50% of the total Eligible Project Cost.

Approved applicants are eligible to receive between \$20,000 and \$200,000 in NRED funding to support Eligible Project Costs. There is no maximum amount for the total project cost, however the Program's support will not exceed \$200,000 per project.

To be eligible for funding, all projects that require regulatory approval (provincial or federal) must have those approvals in place prior to application.

## Funding Limitations

NRED projects and their activities must not be a recipient of other funding through the Government of Alberta\* or Government of Alberta's agencies. Appendix 2 provides examples of other programs that applicants should be aware of. In order to verify eligibility, applications will be reviewed by a committee composed of representatives from across Government and its agencies to ensure that there is no overlap.

\* Note: while NRED Program activities must not be eligible for other Government of Alberta funding, activities that follow previously funded work are permitted. For example, if the Government of Alberta or one of its agencies previously provided funding to develop a strategy, the activities to implement the strategy are eligible for the NRED Program.

"Stacking" of funding from the Government of Alberta or its agencies (i.e. using multiple sources of Government of Alberta or agency funding for a single project) is not permitted.

Projects or their activities that are contrary to any applicable legislation or regulation are not permitted and NRED funding cannot be used to support such activities.

## Matching Funding

Matching Funding includes the portion of the project costs supported by applicants and their partners, excluding costs supported by the NRED Program. All Matching Funds must be fully secured (i.e. received) or committed (i.e. approved) at the time of application. If funds have been committed, funding must be received before the end of the project or through a claim submitted at the end of the project. For additional details on these terms please refer to the definitions in Appendix 1.

Accepted sources of Matching Funding for all applicants include:

- An applicant's internal funds;
- Funding from project partners that may include: for-profit enterprises, non-profit entities, and post-secondary institutions;
- Donations from non-government entities;
- In-kind contributions, which are limited to 20% of the total eligible project costs, with a cap of \$15,000 (whichever is less).
  - In-kind contributions are subject to Program review and acceptance at the Program's discretion and may be adjusted if the applicant's valuation is deemed to be higher than market value; and
- Government of Canada or Municipal government funding (secured or committed).

Applicants must provide evidence that all Matching Funds are either committed or secured at the time of application. Evidence should be provided for each source of funding (including the applicant's) and may include letters from the organizations that are providing the funds confirming that the funds are committed, secured/approved (e.g. notice of approval or other award/funding notification) or equivalent. Letters should be provided on appropriate letterhead and signed by a person with the authority to commit funds or resources for the organization (Director or equivalent).

## Eligible Project Costs

Eligible Project Costs are those that an applicant will be required to incur to ensure the successful completion of the project and are not listed below as an Ineligible Project Cost. Additionally, Eligible Project Costs are subject to the following restrictions:

- Allowable travel expenses within Alberta:
  - Airfare, restricted to return economy airfare with allowance for the first single piece of checked personal luggage and one carry-on;
  - Intercity bus fares restricted to economy;
  - Accommodation restricted to a standard room (or equivalent), up to \$300 per person, per night;
  - Mileage restricted to \$0.505 per kilometre travelled; and
  - Rental vehicle charges for an appropriate non-luxury vehicle and fuel for the rental vehicle.
- For workshops, seminars or other similar events, the costs for the provision of meals for participants when the meal falls within the duration of the event, to per participant/per day maximums of:
  - Breakfast: \$9.20
  - Lunch: \$11.60
  - Dinner: \$20.75
- For funding/incentives to hire new economic development staff, costs associated with the creation and recruitment of an economic development officer position or equivalent, and the first three months of actual paid salary for the position (to a maximum of \$12,500).

## Ineligible Expense Categories

Ineligible Project Costs include the following:

- core education, health and wellness and advancement of specific faith or political based activities;
- hospitality and entertainment costs (food, alcohol), outside of the food and non-alcoholic beverages allowed as an Eligible Project Cost;
- gifts, gift cards, contests, prizes, awards, trophies, plaques;
- contingency and miscellaneous costs;
- salary expenses for existing staff (existing salaries can only be used as an in-kind contribution);
- legal and accounting fees, federal Goods and Service Tax (GST), insurance;
- membership fees;
- sponsorship;
- re-granting;
- land acquisition;
- capital costs;
- projects that may duplicate existing provincial or federal economic development initiatives in the community or region applying for funding;
- non-arm's length transactions (payments to an affiliated organization, payments to Directors/Board Members or their families);
- debt reduction or interest expenses;
- lobbying or advocacy activities;
- expenses related to preparation of funding applications, committee planning meetings;
- fundraising and similar activities not related directly to the project;
- retroactive funding for costs that have already been incurred prior to application submission;
- expenses incurred in the formation of a new community or regional economic development organization;
- permits; and
- operating costs that exceeds the greater of 10% of the total Eligible Project Costs, or \$5,000 (an applicant must substantiate that these operating costs are directly tied to the administration of the project).

## Areas of Funding and Examples of Eligible Projects

For a project to be eligible for NRED Program funding, the application must clearly demonstrate how the project will achieve a measurable impact in supporting local economic growth in one or more of the following areas:

### 1) Investment in Economic Development Infrastructure

- A) *Enabling economic development projects*: Projects that lay the groundwork for future economic development infrastructure projects.

Project Type	Description	Example Projects
Feasibility	Determine the feasibility or viability of pursuing an infrastructure project that will lead to direct and measurable economic benefit	<ul style="list-style-type: none"> <li>Writing a feasibility study</li> <li>Collecting data to support a feasibility study/strategy</li> </ul>
Capacity Building	Builds capacity to undertake a defined infrastructure project that will support local economic development	<ul style="list-style-type: none"> <li>Training in infrastructure management (stakeholder, project, finance, contract management)</li> <li>Establishing processes for infrastructure related projects</li> <li>Development of training resources (e.g. training course, training manuals)</li> </ul>

- B) *Economic development infrastructure projects*: Projects that invest in infrastructure and result in tangible economic benefits.

Project Type	Description	Example Projects
Improvement/renovation of existing infrastructure	Projects that improve the functionality or design quality of communities (non-capital costs)	<ul style="list-style-type: none"> <li>Wayfinding signage</li> <li>Refurbishment of parking facilities</li> <li>Renovation of facilities in locations that will increase the economic benefit</li> <li>Redevelopment of vacant and/or underutilized buildings to achieve an economic development outcome</li> <li>Beautification (for example, lighting, banners, murals, street furniture, public art, trees)</li> </ul>
	Projects that improve security and safety in communities	<ul style="list-style-type: none"> <li>Improving community safety by upgrading lighting, making changes to street designs, purchasing security CCTV equipment, installing emergency phones, etc.</li> </ul>
	Projects that complement and, wherever feasible, coordinate with Government of Alberta investments that are being made to deliver the Alberta Broadband Strategy (non-capital costs)	<ul style="list-style-type: none"> <li>Supporting improvements in the connectivity available to business and commercial zones (e.g. in industrial parks/zones) to attract more businesses and retain existing businesses</li> </ul>

### 2) Business Supports: Projects that increase the ability of local businesses to access economic opportunities.

Project Type	Description	Example Projects
Training	Providing skills and opportunities for local businesses to grow markets or access new markets	<ul style="list-style-type: none"> <li>Seminars or workshops for businesses</li> <li>Leadership development</li> </ul>
Strategic Planning	Understand gaps and opportunities in the small business community	<ul style="list-style-type: none"> <li>Plans/studies that identify local gaps in business supports for current or emerging local opportunities and define a pathway to address those gaps</li> <li>Plans/studies that seek to understand barriers to growth for local small businesses</li> </ul>

Initiatives	Marketing campaigns	<ul style="list-style-type: none"> <li>• Shop local marketing campaigns to raise awareness of local businesses</li> <li>• Shop local incentive programs</li> </ul>
	Business Succession	<ul style="list-style-type: none"> <li>• Programs that connect buyers to retiring business owners</li> </ul>

### 3) Labour Force Attraction and Retention

A) *Labour Force Strategies and Planning*: Projects that lay groundwork and identify local gaps in the labour force for current or emerging local opportunities and define a pathway to addressing those gaps.

Project Type	Description	Example Projects
Strategic Planning	Understand the gaps in the labour forces and opportunities	<ul style="list-style-type: none"> <li>• Plans/studies that identify the local gaps in the labour force for current or emerging local opportunities and define a pathway to addressing those gaps</li> </ul>

B) *Labour Force Initiatives*: Projects that address local gaps in the labour force or emerging local opportunities, building from previous strategies or plans.

Project Type	Description	Example Projects
Skills Development	Projects that follow the Workforce Strategies Grants or other similar programs	<ul style="list-style-type: none"> <li>• Sector based training</li> <li>• Employee training</li> <li>• Youth training</li> <li>• Apprentice training</li> <li>• Mentorship</li> </ul>

### 4) Tourism Planning, Capacity Building and Infrastructure

Project Type	Description	Example Projects
Strategic Planning	Development of a strategy to grow the local visitor economy	<ul style="list-style-type: none"> <li>• Destination development plan</li> <li>• Tourism sector plan (e.g. culinary or outdoor adventure)</li> </ul>
Feasibility	Determine the feasibility or viability of pursuing a tourism project	<ul style="list-style-type: none"> <li>• Writing of a feasibility study</li> <li>• Collecting data to support a feasibility study/strategy</li> </ul>
Capacity Building	Builds capacity to undertake a specific project that enhances front line service to improve the visitor experience	<ul style="list-style-type: none"> <li>• Training for front line staff to increase familiarity with attractions and provide superior destination guidance to visitors</li> <li>• Development of training resources (e.g. training course, training manuals)</li> </ul>
Improvement/renovation of existing infrastructure	Projects as defined through previously completed destination development plans or feasibility studies that improve the visitor experience – including quality of public areas (non-capital costs)	<ul style="list-style-type: none"> <li>• Wayfinding signage</li> <li>• Refurbishment of parking facilities</li> <li>• Renovation of facilities in locations that are frequently enjoyed by visitors and will increase economic benefit</li> <li>• Redevelopment of vacant and/or underutilized buildings that deliver a new visitor experience and can achieve an economic development outcome</li> <li>• Beautification and public space animation (lighting, banners, murals, street furniture, public art, trees)</li> </ul>
	Projects that complement and, wherever feasible, coordinate with Government of Alberta investments being made to deliver the Alberta Broadband Strategy (non-capital costs)	<ul style="list-style-type: none"> <li>• Establishment or enhancement and expansion of public internet or Wi-Fi hotspots to make a tourist area more attractive, and/or improve connectivity to commercial tourism operations</li> </ul>

- 5) **Economic Development Capacity Building:** Projects that increase the ability of the applicant and/or the community to realize economic development and its benefits.

Project Type	Description	Example Projects
Economic Development Training	Targeted training for an applicant's economic development staff	<ul style="list-style-type: none"> <li>• Coaching/mentorship workshops</li> <li>• Seminars</li> <li>• Training</li> </ul>
Economic Development Strategies and Planning	Access external service providers for the development of plans and strategies related to growing or diversifying the local economy	<ul style="list-style-type: none"> <li>• Economic development plans</li> <li>• Business attraction and retention strategies</li> <li>• Sector development strategies</li> <li>• Investment attraction strategies</li> </ul>
Economic Development Staffing	The creation of economic development officer positions	<ul style="list-style-type: none"> <li>• Funding/incentives to hire new economic development staff</li> </ul>

## Project Assessment

The following tool will be used to assess all applications (i.e. both streams):

Category	Criteria	Weight
<b>Project Description / Opportunity</b>	<b>Anticipated Outcomes:</b> <ul style="list-style-type: none"> <li>• The project addresses and supports the priorities and needs of the community, region and/or industry sector.</li> <li>• There is evidence of community/regional support for the project.</li> <li>• The project will grow and/or diversify the economy.</li> <li>• There is evidence of job creation during the course of the project, and/or evidence of job creation after project completion.</li> </ul> Plans that include partnerships with industry, communities and rural areas will receive additional consideration.	45
<b>Alignment with NRED Priorities</b>	<b>Strategic Fit:</b> <ul style="list-style-type: none"> <li>• The project aligns with the Program's priorities, and evidence is provided for positive economic impacts to a community, region and/or industry sector.</li> <li>• The project identifies tangible and measurable economic benefits.</li> <li>• The project demonstrates alignment with at least one of the following priority areas: <ul style="list-style-type: none"> <li>- Investment in Economic Development Infrastructure</li> <li>- Business Supports</li> <li>- Labour Force Attraction and Retention</li> <li>- Tourism Planning, Capacity Building and Infrastructure</li> <li>- Economic Development Capacity Building</li> </ul> </li> </ul>	20
<b>Scope of Economic Impact</b>	<b>Reach of the Project:</b> <ul style="list-style-type: none"> <li>• The project's direct economic impact is local, regional, cross-regional, or provincial</li> </ul>	10
<b>Budget</b> (Complete the template available on the Online Application Portal)	<b>Costs:</b> <ul style="list-style-type: none"> <li>• Provide a complete description, and justification, of the costs over eligible categories over the life of the project</li> </ul> <b>Contributors:</b> <ul style="list-style-type: none"> <li>• Provide evidence of all confirmed or secured partner contributions (including the applicant's)</li> </ul>	10
<b>Management and Measurement</b> (Complete the template available on the Online Application Portal)	<b>Management and Implementation Strategy:</b> <ul style="list-style-type: none"> <li>• Demonstrate a sound methodology to manage the project, including the identification of milestones and critical success factors</li> <li>• Demonstrate the mechanisms to be deployed and describe the timeframe required</li> <li>• Identify risks and methods of mitigation</li> </ul> <b>Performance Measurement Strategy:</b> <ul style="list-style-type: none"> <li>• Report on performance indicators and provide a rationale to support the targets</li> </ul>	15
<b>TOTAL</b>		100



## How to Apply

Applications must be submitted via the Program's Online Application Portal. Applicants are encouraged to access the portal early and if required, create the necessary account credentials in order to submit their proposals on or before the deadline.

A basic My Alberta Digital ID (MADI) account, used across the Government of Alberta to authenticate online users, will be required to access the portal. If you do not have a MADI account, you will be required to create one using the link provided on the application portal. Applicants are encouraged to do this early in the process, in order to allow sufficient time to resolve any unforeseen issues.

Once registered for MADI, applicants are required to log into the portal to complete the applicant profile. Information such as the applicant's legal name and contact details will need to be completed.

If you have any questions about creating a basic MADI account, please visit this [website](#).

## Required Documentation

In addition to the completion of the application form via the Program's Online Application Portal, the following documents must also accompany the applicant's proposal, and must be uploaded through the portal:

- Completed Management & Measurement Template (available for download on the Online Application Portal)
- Completed Budget Template (available for download on the Online Application Portal)
- Letters or documents confirming Matching Funding is secured or committed. Applications will be deemed ineligible without proof, in writing, that Matching Funding is in place and must be provided for each allocation of Matching Funds.
  - Confirmation of In-kind Contribution(s) (if it is included in the Matching Funds and is in the project's budget). Confirmation should be provided in writing and include the name of the organization providing the contribution, the type of contribution and value of the contribution.
- Quotes to support the proposed budget. All listed budget items must be supported/substantiated with either quotes, estimates, historical information, or other relevant evidence demonstrating how the requested amount was calculated.
- Letters of support, or other documents that confirm the project is supported by impacted communities.
- For an applicant that is a First Nation, a Band Council Resolution that authorizes the project.
- If funding/incentives to hire new economic development staff is included in the project and budget, the job description(s) including responsibilities of the position(s), term, and salary/wage are required.
- If the project requires regulatory approval (provincial or federal), evidence that the appropriate approval has been provided (i.e. the approval is in place at the time of application).

## Submission Deadline

Applications must be submitted via the NRED Program Online Application Portal no later than 11:59 p.m. (MST) on January 22, 2023.

## Review Process

Applications will be evaluated through a competitive process in alignment with the Program's criteria (see Project Assessment for details).

Upon submission, applications will undergo a multi-stage review process, beginning with an administrative validation of the application, which will check for completeness and eligibility under the Program Guidelines. Ineligible applications will be advised immediately.

Applications will also be reviewed by a committee composed of representatives from across the Government of Alberta and/or Government of Alberta agencies to ensure that there is no overlap in funding of the proposed activities.

All validated applications will be reviewed by members of the Government of Alberta and/or Government of Alberta agencies who are not connected to the Program, or to any entity that would be eligible to apply to the Program. Panel members are chosen based on their area of expertise, senior leadership, knowledge of economic development, sector knowledge, knowledge of investment and capital attraction and for their collective ability to bring multidisciplinary expertise to the review process. Review will result recommendations, provided to the Minister to inform the NRED Program's final decisions.

As the Program is competitive with a limited funding pool, not all eligible applicants may be approved for funding.

## Grant Agreement

Applicants will be provided a Grant Agreement for successful projects, which must be signed and returned by the recipient before the deadline which will be communicated by the Program when the Grant Agreement is supplied. This Grant Agreement will outline the terms and conditions of support and must be signed by both parties (the recipient organization's representative and JEND's representative) prior to the release of any payment. As a part of this agreement, recipients will be required to regularly report on the financial status of projects and on the outcomes achieved. The reporting schedule and requirements will be outlined in the Grant Agreement. Any significant variations in project scope or other requirements of the contract must be agreed to by both parties.

## Freedom of Information and Protection of Privacy Act

The personal information collected is in accordance with section 33(c) of the *Freedom of Information and Protection of Information and Protection of Privacy Act* (the FOIP Act) (RSA 2000,C.F-25) and will be protected under Part 2 of the Act. Any personal information that is provided in the Northern and Regional Economic Development (NRED) Application Form and associated attachments will be used for the purpose of assessing applications made to the Program. The information collected in the NRED Application Form and associated attachments will also be used to report on the success of each applicant's project, and information from all applicants will be used in aggregate to report on the success of the Program. Should you require further information about collection, use and disclosure of personal information, please direct your questions or inquiries to the Manager, Northern Regional Economic Development Program, by telephone at 780-422-7722, by email at [NRED.program@gov.ab.ca](mailto:NRED.program@gov.ab.ca), or by mail at Jobs, Economy and Northern Development, c/o NRED Program Manager, 13th Floor, Commerce Place, 10155 – 102 Street NW, Edmonton, AB T5J 4G8.

## Contact Information

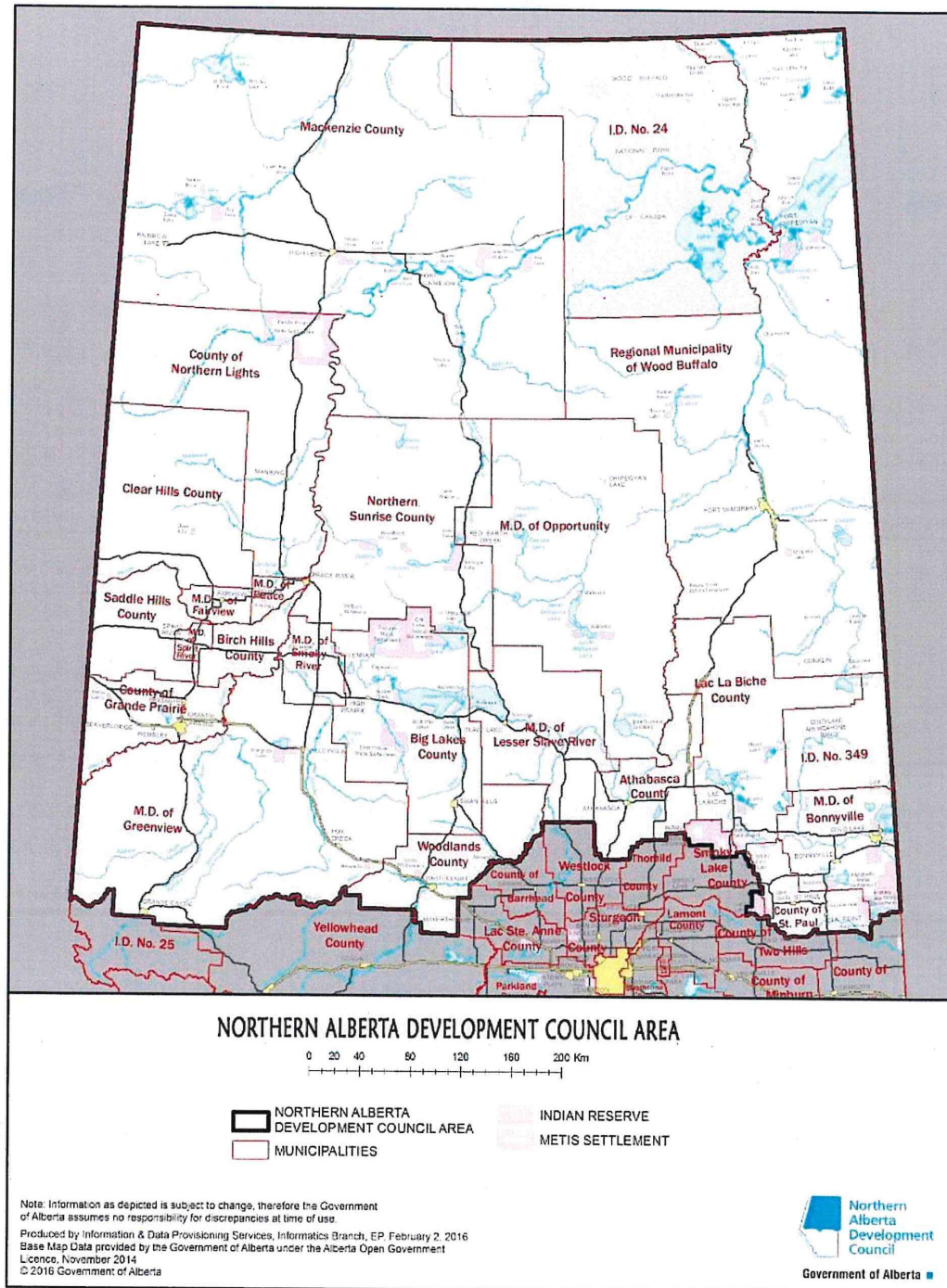
All correspondence, including questions, should be directed via email to: [NRED.program@gov.ab.ca](mailto:NRED.program@gov.ab.ca)

## Appendix 1 – Glossary of Terms and Definitions

Term	Definition
Confirmed Funding	Funding provided from a source other than the NRED Program that the applicant will receive upon the fulfilment of a certain deliverable or at a certain point in time established by the funder. All Matching Funds must be committed or secured at the time of application.
Cross-regional	Cross-regional refers to an area that is comprised of two regions.
Grant Agreement	The legal agreement that commits a successful NRED Program applicant to the terms and conditions of the Program. Successful applicants will be provided with a standardized agreement, which they must sign and return within the timelines specified. Once JEND has approved and signed an applicant's agreement, funding will be paid to the applicant.
Indigenous Communities	Indigenous Communities are made up of the following: <ul style="list-style-type: none"> <li>• Métis Settlements established under the <i>Metis Settlements Act</i>,</li> <li>• First Nations located in Alberta and recognized under the Federal <i>Indian Act</i>, and listed on <a href="#">Crown-Indigenous Relations and Northern Affairs Canada's</a> webpage and their associated Tribal Councils.</li> </ul>
In-Kind Contributions	Valuation of a donation of time, materials or goods by companies or organizations, including use of space that supports the delivery of the project. All In-Kind contributions must be fair market value.
JEND	Alberta Ministry of Jobs, Economy and Northern Development.
Lead Applicant	The Lead Applicant is the primary contact for project-based partnerships, and is the eligible entity that applies to the NRED Program for funding. If successful, the Lead Applicant enters into the Grant Agreement with JEND, is responsible for the completion of the project, and will be required to regularly report on the financial status of projects and on the outcomes achieved.
Local	Local refers to an area that is a neighbourhood, business district, small town, or other similar area. There is normally a generally recognized name or description for this area.
Municipalities	As listed on the <a href="#">Municipal Affairs Municipal Profiles</a> webpage, and specifically include: <ul style="list-style-type: none"> <li>• Alberta incorporated municipalities recognized under the <i>Municipal Government Act</i>: <ul style="list-style-type: none"> <li>– Cities,</li> <li>– Towns,</li> <li>– Villages,</li> <li>– Municipal Districts,</li> <li>– Summer Villages,</li> <li>– Specialized Municipalities,</li> </ul> </li> <li>• Alberta Improvement Districts recognized under the <i>Municipal Government Act</i>,</li> <li>• Alberta Special Areas recognized under the <i>Municipal Government Act</i>,</li> <li>• Alberta Regional Services Commissions recognized under the <i>Municipal Government Act</i>:</li> <li>• Alberta Municipally Controlled Corporations recognized under the <i>Municipally Controlled Corporations Regulation</i> that has an economic development mandate.</li> </ul>
Non-Profit Entities	Organizations, associations, or societies, with the primary purpose of economic development that are: <ul style="list-style-type: none"> <li>• Alberta incorporated, or</li> <li>• Federally incorporated, who must partner with a provincially (Alberta) registered eligible entity and undertake an Alberta-based project.</li> </ul> Entities must have been actively operating for a minimum of one year and be in good standing with required filings.
Northern Alberta	Northern Alberta, as defined by the Northern Alberta Development Council (NADC), is the area of Alberta within the provincial boundaries to the west, north and east, and in the south by the southern boundaries of: Municipal District of Greenview No. 16, Woodlands County, Municipal District of Lesser Slave River No. 124, Athabasca County, Lac La Biche County, County of St. Paul No. 19, Buffalo Lake Métis Settlement, Kikino Métis Settlement, Fishing Lake Métis Settlement, Whitefish Lake First Nation, Saddle Lake Cree Nation and Frog Lake First Nation. (See map below).
NRED Program	Northern and Regional Economic Development (NRED) Program.
Provincial	Provincial refers to an area that benefit anywhere from three or more regions to the entire province of Alberta.
Regional	Regional refers to a larger area that encompasses more than one local area that comprises a larger area that is generally recognized as a region.
Secured Funding	Funding provided towards the project from a source other than the NRED Program, for which the applicant has met all conditions, or which is already physically received.



Map of Northern Alberta



(Source: [NADC Area Profile: An Economic Description of the Region](#))

## Appendix 2 – Other Sources of Government of Alberta Funding

The following is a list of Government of Alberta sources of funding that may be applicable to economic development projects. It is provided for convenience, but should not be considered an exhaustive list.

Applicants are reminded that all received or approved sources of funding, regardless of the source, must be disclosed.

Program Name	Administered By
<a href="#">Aboriginal Business Investment Fund</a>	Government of Alberta Ministry of Indigenous Relations
<a href="#">Alberta Broadband Fund in Partnership with the Universal Broadband Fund</a>	Government of Alberta Ministry of Technology and Innovation in partnership with Government of Canada
<a href="#">Capacity Grant Program</a>	Alberta Indigenous Opportunities Corporation
<a href="#">First Nations Development Fund</a>	Government of Alberta Ministry of Indigenous Relations
<a href="#">Indigenous Tourism Alberta MicroFund</a>	Indigenous Tourism Alberta
<a href="#">First Nations Development Fund</a>	Government of Alberta Ministry of Indigenous Relations
<a href="#">Strategic Transportation Infrastructure Program (STIP)</a>	Government of Alberta Ministry of Transportation and Economic Corridors
<a href="#">Travel Alberta - Product Development Fund</a>	Travel Alberta

## Appendix 3 – NRED Program Matching Funding Examples

Example 1: First Nation applicant that is pursuing a \$100,000 project:

- Application submitted for a grant of \$75,000 (75% of the project's value)
- Applicant must have secured or confirmed Matching Funds of \$75,000 (25% of the project's value)

NRED Program Grant Request	\$75,000
Cash Contribution from Applicant	\$20,000
In-Kind Contribution from Applicant	\$1,000
Cash Contribution from Municipality Partner	\$4,000
<b>Total Project Value</b>	<b>\$100,000</b>

Example 2: Northern Municipality applicant that is pursuing a \$50,000 project:

- Application submitted for a grant of \$25,000 (50% of the project's value)
- Applicant must have secured or confirmed Matching Funds of \$25,000 (50% of the project's value)

NRED Program Grant Request	\$25,000
Cash Contribution from Applicant	\$20,000
In-Kind Contribution from Applicant	\$1,000
Cash Contribution from Municipality Partner	\$4,000
<b>Total Project Value</b>	<b>\$50,000</b>





<https://peacecountrycanada.com>  
<https://www.northerntransportationadvocacybureau.com>



Brock Mulligan, Senior Vice-President  
Alberta Forestry Products Association  
1300 – 10707 100 Ave NW  
Edmonton, AB T5J 3M1

Jackie Clayton, Mayor  
City of Grande Prairie  
P.O. Bag 4000  
Grande Prairie, AB T8V 6V3

Re: Railway Advocacy

December 12, 2022

On behalf of the membership of the Peace Region Economic Development Alliance (PREDA) and the Northern Transportation Advocacy Bureau (NTAB) we fully support the advocacy campaign proposed by the Canadian Strategy Group (CSG). We agree that we must collectively stand up for the energy, agriculture, and forestry industries in the northwest and demand that these industries have access to reliable and affordable rail transport.

On December 9<sup>th</sup>, 2022, the municipal members of PREDA and NTAB passed a motion to provide financial support of \$1000 per organization for a total of \$2000 toward the cost to execute the strategy. As Chairs of PREDA and NTAB we also strongly encouraged our members to prioritize your request to their individual councils.

As noted in the *Alberta Rail Advocacy Coalition* document you provided:

*"...Other threats to economic activity in the province are entirely made-in-Canada issues. For too many in the province, this includes a rail duopoly failing to meet service obligations while using their market control to drive up prices, under-invest in infrastructure and servicing (especially in the winter months), and undersupplying contracted rail cars while still auctioning them to the highest bidder.... Not only do local producers and exporters suffer, but it impacts our international reputation – Alberta's rail lines are simply not conducive to doing business in a globalized world. This is not an issue that effects only one community, or one sector. It hurts the province's small, midsized, and large municipalities equally,". Pg. 2*

We look forward to an update on the efforts brought forth by the CSG on behalf of our municipal members and local industries impacted by this advocacy campaign.

Sincerely,

Elaine Garrow – MD of Spirit River #133  
PREDA Chair

Carolyn Kolebaba – Northern Sunrise County  
NTAB Chair

Cc: PREDA and NTAB Membership  
MLA Lowen, Central Peace-Notley (Forestry)  
MLA Horner (Agriculture)  
MLA Guthrie (Energy)  
MLA Neudorf (Infrastructure)  
MLA Jean (Northern Development)  
MLA Dreeshen (Transportation)

MLA Williams, Peace River  
MLA Allard, Grande Prairie  
MLA Toews, Grande Prairie-Wapiti  
MP Warkentin, Grande Prairie—Mackenzie  
MP Viersen, Peace River—Westlock

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10128 95<sup>th</sup> Ave Grande Prairie, AB T8V 0L4 780-527-6232



1300 - 10707 100 Ave NW  
Edmonton, AB | T5J 3M1

albertaforestproducts.ca  
780.452.2841

November 12, 2022

**Re: Railway Advocacy**

*The Issue*

Poor railway service is having a negative impact on communities throughout rural Alberta. Our most important industries, including energy, agriculture, and forestry, are suffering from unreliable service. This undermines competitiveness, tarnishes our reputation as a reliable supplier, and harms local jobs. While Canada's railway duopoly continues to make record profits, they are failing to invest those profits back into the people and infrastructure to fulfill their service obligations.

*Our Approach*

The Alberta Forest Products Association has begun a co-operative process with our municipal partners to lobby at the federal and provincial levels, and with railways themselves, for better service. Canadian Strategy Group (CSG) has put together a thorough and detailed lobbying strategy. Please find the strategy attached.



1300 - 10707 100 Ave NW  
Edmonton, AB | T5J 3M1

albertaforestproducts.ca  
780.452.2841

### *What We are Seeking*

We are seeking both advocacy and financial support from our municipal partners to execute the strategy and stand up for our communities and industries. The budget from CSG to execute the strategy is \$35,000 over 4 months. AFPA is prepared to contribute \$15,000 of this budget. We anticipate the cost for municipal partners to join this initiative would be \$2,000 - \$4,000 depending on how many are able to commit resources.

### *How to Join*

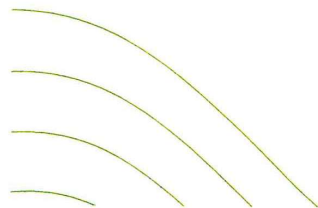
Mayor Jackie Clayton of Grande Prairie has generously agreed to act as a liaison to municipal partners and spearhead our efforts. Please direct questions or confirmation of your support to her or to Brock Mulligan at 780-239-6890.

Thank you for your consideration of our request. As always, municipal partners are invaluable supporters and allies for our industry, and we value and appreciate the work you do everyday. Thank you for your dedication to our communities!

Sincerely,

A handwritten signature in black ink that reads "Brock Mulligan". The signature is written in a cursive, flowing style.

Brock Mulligan  
Senior Vice-President



# Alberta Provincial Rural Crime Watch Association Agenda

Hosted by Northern Sunrise Rural Crime Watch Association

March 24<sup>th</sup> and 25<sup>th</sup> 2023

Chateau Nova Peace River, Alberta

## **1. Friday March 24**

2. 1600 Registration
3. 1700 Buffet
4. Social hour with cash bar
5. 1900 Fentanyl presentation with Brad McIntosh

## **6. Saturday March 25**

Registration starting at 7.00am

7. 0700 Buffet Breakfast
8. 0830 greetings from Mayor, Reeve and MLA
9. 0900 APRCWA AGM
10. 1100 Coffee break
11. 1115 Crime stoppers – Northern Alberta and Edmonton Crime Stoppers  
Board Member
12. 1200 Buffet lunch
13. 1300 Peter Tewfik Data2Action
14. 1430 coffee break
15. 1445 Staff Sgt Browne & local updates
16. 1515 F&W Provincial & local updates
17. 1600 Marc Boychuk presentation for addiction and homelessness causing  
rural crime
18. 1700 closing of silent auction
19. 1730 closing of symposium



**Northern Sunrise Rural Crime Watch Association 2023 APRCWA Symposium**

**March 24<sup>th</sup> and March 25<sup>th</sup> 2023**

**REGISTRATION FORM: \* (information required to send you your receipt which will be emailed.)**

**\*Name:** \_\_\_\_\_

**\*Address:** \_\_\_\_\_

**\*Email:** \_\_\_\_\_

**\*Crime Watch Association:** \_\_\_\_\_

**\*Zone:** \_\_\_\_\_

**Please indicate any allergies or dietary needs** \_\_\_\_\_

Registration is \$ **200.00** Cut off for registration is **February 10, 2023.**

**# of Registrations** \_\_\_\_\_

**Total Submitted: \$** \_\_\_\_\_ **Cheque #** \_\_\_\_\_

**PLEASE SEND YOUR REGISTRATION FORM AND CHEQUE MADE OUT TO:**

**Northern Sunrise Rural Crime Watch Association**

**Box 1266 St Isidore, AB T0H 3B0 or **via email as below.****

**e-transfer is available at [nscrimewatch@gmail.com](mailto:nscrimewatch@gmail.com). Please include your Rural Crime Watch name in the memo. Please email your security answer to the email above. Your registration form must be included to be accepted as registered**

**The room rates for the Chateau Nova are:**

Two Queen Room	\$99
Junior King Suite	\$119

**Contact for the hotel is 780-624-3344 . Please use the group code **Provincial Crime Watch Symposium.****

**Please note, if you wish to reserve for the Saturday night please call the hotel to arrange this.**



**Brian Allen**

---

**From:** Lori Pepler <loripepler@outlook.com>  
**Sent:** December 20, 2022 12:21 PM  
**To:** Brian Allen  
**Subject:** Residence 4206 52A Street

Good day,

I am writing to you today to ask forgiveness on my recent water bill. On Dec 5, 2022 I was notified by Sabrina from the town office, that my residence (4206 52A street, Grimshaw) had a high water reading (994 M3). I immediately acted upon this information only to learn that I lost my home on that day. A complete rebuild is required and insurance has denied me of any help. I have owned this home since March of 2012. I have never missed a utility payment or payment towards my land taxes. Each bill has always been paid on time without issue. I have even hired lawn care companies to maintain my property so that I abide by bylaw regulations. I am a regular person who works from paycheck to paycheck. In fact, I have had to work hundreds of overtime hours to maintain this home and to meet my obligations to the town. I have two small kids and the impact that this devastation has on my family has been tremendous. In all aspects, this situation has financially ruined me for years to come. The stress it has caused upon me and my family is immeasurable. I am trying to gradually rebuild this home so that one day it can be a prospering property again. I am in no means asking for an easy way out. I am simply asking for help during this dire time of financial burden and the unknowns that I face. I look forward to hearing any considerations or help you or the town could provide while I try to navigate the next steps in my life.

Sincerely,

Lori Pepler (Bastow)

Sent from Outlook



## Town of Grimshaw

Box 377  
Grimshaw, AB T0H 1W0

## UTILITY INVOICE

### Questions?

Online: [www.grimshaw.ca](http://www.grimshaw.ca)  
Email: [utilities@grimshaw.ca](mailto:utilities@grimshaw.ca)  
Phone: (780) 332-4626  
Monday to Friday 8:30am - 4:30pm (Closed 12pm-1pm lunch hour)  
Closed Saturday, Sunday, and Stat. Holidays

Statement Date: December 15, 2022  
Billing Period: November 1, 2022 - November 30, 2022  
Your account number: 033540.06

For service at: 4206 52A ST  
Due Date: December 31, 2022

PEPPLER, LORI  
116 JOYAL WAY  
ST. ALBERT, AB T8N 7V3

### Meter Reading and Usage Details this bill

Meter: 981249  
Reading on 12/1/2022 Actual 1,584  
Previous reading on 10/31/2022 Actual 590  
Amount of water you used 994 M3

### Payment and Adjustment Details

Payment on 11/12/2022 -\$70.00

### Amount Owing

Amount of your last bill	\$53.00
Adjustments processed	\$0.00
Late fees added	\$0.00
Payments we processed <i>Thank you</i>	-\$70.00
New Charges	\$2,099.70
Metered Water Charge Per M3	\$2,037.70
Flat Water Charge	\$15.00
Sewer Charge	\$18.00
Garbage Charge	\$23.00
Recycle Charge	\$6.00

**Total Payment now due \$2,082.70**

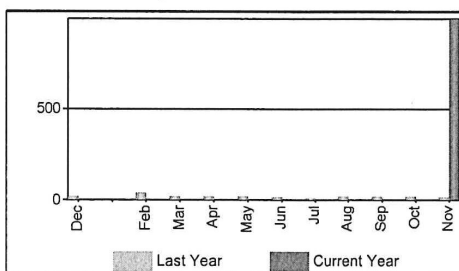
Payment Due after December 31, 2022 \$2,290.97

### Additional Billing Highlights

Number of days in the period: 30  
Your average daily utility cost: \$69.99

Town Office & Shop Closed Dec 26, 27 & 28, 2022 Jan. 2, 2023  
Merry Christmas & Happy New Year!

### Your Historic Usage



### Payment Return Slip

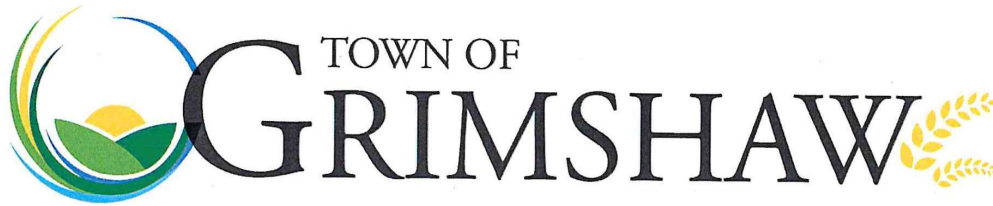
Please complete and return this slip with your payment. Make your payment payable to Town of Grimshaw. For other payment options, please contact us.

Your Account Number	Total payment due	Payment Due after December 31, 2022
033540.06	\$2,082.70	\$2,290.97

Payment enclosed  
\$

PEPPLER, LORI  
116 JOYAL WAY  
ST. ALBERT, AB T8N 7V3

Town of Grimshaw  
Box 377  
Grimshaw, AB T0H 1W0



P.O. Box 377, 4612-50 Street, Grimshaw, AB. T0H 1W0  
TELEPHONE: (780)332-4626 – FAX (780)332-1250  
WEB: [www.grimshaw.ca](http://www.grimshaw.ca)

**Summary of Events/Interactions – Utility Clerk & Homeowner 4206 52A Street**

Thurs. Dec. 1, 2022 – Meter reads were taken throughout the town.

Fri. Dec. 2, 2022 – Reads were imported to the computer from field collection system.

Mon. Dec. 5, 2022 – Went through import batch. Contacted homeowner of 4206 52A Street, via phone call to inform them that 994m3 has went through the meter. (Knowing the house was vacant for the last approximately 12 months.)

Wed. Dec. 14, 2022 – Mailed & Emailed Utility Bills.

Wed. Dec. 14, 2022 – Payment of \$100.00 made to Utility Account #033540.06

Tues. Dec. 20, 2022 – Received phone call from homeowner of 4206 52A Street, asking why the town didn't contact them sooner regarding the amount of water that went through the meter. I explained to them the process of how and when we gather meter reads throughout the town. After further explaining the homeowner seemed satisfied with the answers, however wanted to request that the town waive the water usage fees. I then gave them the C.A.O.'s email address to write a letter to Council making this request.

Sun. Jan. 1, 2023 - Payment of \$200.00 made to Utility Account #033540.06

Report Generated by Utility Clerk, Sabrina Collett Jan. 4, 2023



Bag 500, 9200 – 99 Street  
Peace River, Alberta T8S 2A4

Tel: 780.624.6626  
Fax: 780.624.6650

Dec.1, 2022

Town of Grimshaw  
Box 377  
Grimshaw, AB T0H 1W0

**Re: Annual Request for Financial Support**

Dear Council:

On behalf of Peace Regional Victim Services, I am once again requesting financial support in the amount of \$2.00 per capita for 2023. We request this yearly commitment from all municipal councils within the RCMP catchment areas and are extremely appreciative for years of past support.

The Victim Services program assists victims of crime and trauma in partnership with the RCMP and is a valuable resource for citizens in your town.

Continued financial support from all municipal councils is vital for the continued stability of the program and to ensure that the needs of victims of crime residing within the Town of Grimshaw are met.

Thank you for considering our request again this year. Your continued support is greatly appreciated.

If you have any questions or would like more information, please feel free to contact me at the Peace River RCMP detachment at (780) 624-6664.

Sincerely,

A handwritten signature in black ink, appearing to read "Brian Turpin".

Brian Turpin  
Regional Coordinator

**RECEIVED**

**DEC 13 2022**

**TOWN OF GRIMSHAW**

*Assisting Victims of Crime & Trauma in Partnership with the RCMP*





## REQUEST FOR DECISION

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**SUBJECT: APPOINTMENT OF REGIONAL SDAB MEMBER**

**SUBMISSION TO: COUNCIL**

**MEETING DATE: JANUARY 11, 2023**

**DEPARTMENT: ADMINISTRATION**

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**RELEVANT LEGISLATION:**

**MGA SEC. 627 APPEAL BOARD ESTABLISHED**

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**RECOMMENDED ACTION:**

**COUNCIL APPOINT MARK SCHWAB AS THE TOWN OF GRIMSHAW MEMBER TO THE PEACE REGIONAL SUBDIVISION AND DEVELOPMENT APPEAL BOARD.**

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**BACKGROUND/PROPOSAL:**

Administration advertised on our website, social media and in the monthly newsletter for a member of the public to apply for the town's position on the Peace Regional Subdivision and Development Appeal Board. We have received interest from Mark Schwab in filling the vacant board position. Administration provided Mark with information on the regional SDAB, and the required training as legislated by the provincial government for his review. During a follow-up telephone conversation Mr. Schwab indicated that he is available and is prepared to take the SDAB member online training January 23 to 26 if appointed by council. Having a member appointed from the community then enables the town to appoint a second member which may be a member of council.



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**BENEFITS OF THE RECOMMENDED ACTION:**

This appointment fulfills the town's requirement to provide a member to the Regional SDAB.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

None

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**FINANCIAL IMPACT:**

Payment of per diem for online training (3 morning sessions)

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**PUBLIC ENGAGEMENT:**

Council's decision posted on social media as part of meeting highlights

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**ATTACHMENT(S):**

MGA Section 627  
Regional SDAB Agreement Sec. 3-5  
Mark Schwab email

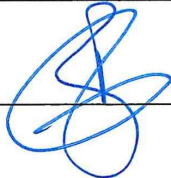
**REVIEWED AND APPROVED FOR SUBMISSION**

DEPARTMENT MANAGER: \_\_\_\_\_

DATE: \_\_\_\_\_

CHIEF ADMINISTRATIVE OFFICER: \_\_\_\_\_

DATE: January 9/23



- (b) prescribe the functions and duties of the commission, including but not limited to subdivision and development powers and duties, and
  - (c) in the case of an intermunicipal planning commission, provide for its dissolution.
- (4) The council of a municipality may make a bylaw authorizing a municipality to delegate, by agreement, any of its subdivision authority or development authority powers, duties or functions to
- (a) a municipal planning commission,
  - (b) a regional services commission, or
  - (c) an intermunicipal service agency.

RSA 2000 cM-26 s625;2020 c39 s10(11)

**626** Repealed 2020 c39 s10(12).

**Appeal board established**

**627(1)** A council must by bylaw

- (a) establish a subdivision and development appeal board, or
- (b) authorize the municipality to enter into an agreement with one or more municipalities to establish an intermunicipal subdivision and development appeal board,

or both.

(2) An intermunicipal subdivision and development appeal board is a subdivision and development appeal board for the purposes of this Part.

(3) Unless an order of the Minister authorizes otherwise, a panel of a subdivision and development appeal board hearing an appeal must not have more than one councillor as a member.

(4) The following persons may not be appointed as members of a subdivision and development appeal board:

- (a) an employee of the municipality;
- (b) a person who carries out subdivision or development powers, duties and functions on behalf of the municipality;

(c) a member of a municipal planning commission.

(5) A member of a subdivision and development appeal board may not participate in a hearing of the subdivision and development appeal board unless the member is qualified to do so in accordance with the regulations made under section 627.3(b).

RSA 2000 cM-26 s627;2016 c24 s94;2020 c39 s10(13)

#### Clerks

**627.1(1)** A council that establishes or authorizes the establishment of a subdivision and development appeal board, including an intermunicipal subdivision and development appeal board, must appoint or authorize the appointment of one or more clerks of the subdivision and development appeal board.

(2) A person appointed as a clerk of a subdivision and development appeal board may also hold an appointment under section 456 as a clerk of an assessment review board.

(3) No person is eligible for appointment as a clerk of a subdivision and development appeal board unless that person has successfully completed a training program in accordance with the regulations made under section 627.3(a).

(4) No subdivision authority or development authority is eligible for appointment under this section.

2015 c8 s61;2017 c13 s3;2019 c22 s10(19);2020 c39 s10(14)

**627.2** Repealed 2020 c39 s10(15).

#### Regulations

**627.3(1)** The Minister may make regulations

- (a) respecting training programs for the purposes of section 627.1(3);
- (b) respecting qualifications for the purposes of section 627(5);
- (c) authorizing and respecting the use of electronic, telephonic or other communication methods to conduct hearings of a subdivision and development appeal board.

(2) Regulations under subsection (1)(c) may apply generally or specifically and may modify the requirements in this Division to any extent the Minister considers necessary or appropriate to give effect to the regulations.

2015 c8 s61;2020 c39 s10(16);2022 c16 s9(79)

**628** Repealed 2020 c39 s10(17).

- (n) "Subdivision Authority" means a subdivision authority established pursuant to Section 623 of the Act.

All other terms used in this Agreement shall have the meaning assigned to them in the Act, as amended from time to time.

## **2. FUNCTIONS AND DUTIES**

The Municipalities hereby establish the Board as an intermunicipal subdivision and development appeal board under the Act to hear appeals from decisions of the Development Authorities or Subdivision Authorities of the Municipalities.

## **3. MEMBERSHIP**

- (a) The Board shall consist of a minimum of one (1) and a maximum of (2) Members from each Municipality. Where the Municipality provides two (2) Members, only one may be a member of Council. Where the Municipality provides one (1) Member, that Member may not be a member of Council.
- (b) Members shall not be employees of the Municipalities, the Subdivision Authority or Development Authority.

## **4. APPOINTMENT**

- (a) Members shall be appointed by the Councils of the Municipalities.
- (b) The appointment of a Member shall continue from year to year until the Member's term expires, the Member resigns, or the Member otherwise ceases to be a Member, whichever occurs first.
- (c) Appointments to the Board are for a term of three (3) years; however, the first appointments shall be for staggered terms of one (1), two (2) and three (3) years. An equal number of Members (or as close as possible) will be appointed for each term. The terms for the first appointments will be determined by a random draw process to be administered by the Administrative Assistant at the first Meeting.
- (d) A Municipality may rescind the appointment of its Member at any time.

## **5. TRAINING**

- (a) Members must comply with all the training requirements set out in the Regulation.
- (b) Each Municipality shall be responsible for the cost of training, as required under the Regulation for its Member(s).

**Brian Allen**

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**From:** Mark Schwab <mcschwab@hotmail.com>  
**Sent:** December 19, 2022 11:04 AM  
**To:** Brian Allen  
**Subject:** Subdivision & Development Appeal Board Member

Hi Brian,

Further to our phone conversation I am responding to express interest in the above noted board member position advertised in the December 2022 issue of the Grimshaw Gab.

During our conversation you indicated you had some additional information to pass along which you can send to me at this email address. I can also be reached on my cell at 780-618-7943. If you need anything further from me with regards to my interest in this position please let me know and I will respond as soon as possible.

Thanks Brian. Have a Merry Christmas and a Happy New Year.

Regards,  
Mark Schwab



**BYLAW NO. 1207**  
**CEMETERY BYLAW**

<b>Bylaw No. 1178</b>	A Bylaw of the Town of Grimshaw in the Province of Alberta, respecting Cemeteries operated by the Town of Grimshaw.
<b>WHEREAS,</b>	The Cemeteries Act being Chapter C-3 of the revised statutes of Alberta 2000 and the Amendments thereto, to regulate and control the operation of the Grimshaw W.I Cemetery of the Town of Grimshaw.
<b>WHEREAS,</b>	the Minister of Service Alberta, has made regulations respecting the operation of cemeteries, and
<b>WHEREAS,</b>	the Council for the Town of Grimshaw deems it expedient to supplement the said regulations respecting the operation of cemeteries owned and operated by the municipality;
<b>NOW THEREFORE</b>	<b>the Municipal Council of the Town of Grimshaw, duly assembled, subject to the Cemeteries Act and any regulations pursuant to the said Act as either or both of them may be amended from time to time, enacts as follows:</b>

**DEFINITION**

1. **"BURIAL LOT"** shall mean a single grave lot.
2. **"CARETAKER"** shall mean an employee or subcontractor of the Town who has been assigned duties in a Cemetery by the Director.
3. **"CEMETERY"** shall mean land operated by and under the control of the Town of Grimshaw which is set apart for, or used as, a place for the interment of the dead or in which human bodies have been buried.
4. **"COMPARTMENT"** means a section in the columbarium designed for the placement of ashes of dead human bodies or other human remains that have been cremated.
5. **"COUNCIL"** shall mean the Council of the Town of Grimshaw.
6. **"CREMAINS"** means the ashes of dead human bodies or other human remains that have been cremated.
7. **"COLUMBARIUM"** shall mean a permanent structure containing a number of drawers (niches/compartments) for the placement of human remains.
8. **"CONTINUOUS MONUMENT RUNNER"** means an uninterrupted length of concrete on which monuments may be placed.
9. **"DIRECTOR"** shall mean the Director of Community Services, or any person appointed by the Chief Administrative Officer to undertake cemetery duties.
10. **"FLAT MONUMENT"** shall mean one which does not project above the surface of the ground.
11. **"INTERMENT"** shall mean the excavation of a grave to the required depth and size, the placing (but not the provision) of a rough box (as necessary), the backfilling of the grave and the removal of any excess earth.

12. **"LICENSEE"** shall mean a person that acquires burial rights for one or more lots within the cemetery.
13. **"MONUMENT"** shall mean any structure in the Cemetery constructed on any grave or lot for memorial purposes.
14. **"NICHE"** means a section in the columbarium designed for the placement of ashes of dead human bodies or other human remains that have been cremated.
15. **"PERSON"** shall mean an individual or a firm or a corporation.
16. **"PLOT"** shall mean a small piece of ground marked for a burial.
17. **"RUBBISH"** shall mean boxes, paper, weeds, decayed flowers, or plants, faded wreaths, broken receptacles and any other material, the presence of which results in an untidy appearance to any part of the grounds of the cemetery.
18. **"TOWN"** shall mean the municipality of the Town of Grimshaw
19. **"TREASURER"** shall mean the Director of Finance or person appointed by Chief Administrative Officer to maintain the records of the cemetery.
20. **"UNDERTAKER"** shall mean any registered or licensed embalmer or mortician, or any other person authorized by Provincial Statute to inter deceased persons.
21. **"VETERAN"** shall mean a person who at any time was a member of the armed forces of Canada, the United Kingdom, or any armed forces of a country\_ allied with Canada or the United Kingdom in any war.
22. **"WORKING DAY"** shall mean any day Monday through Friday (during normal working hours), except where a Statutory Holiday or Civic Holiday falls on any one of those days.

## DESCRIPTION OF LAND

The following land is hereby established and set apart for the sole purpose of a public cemetery to be known as – GRIMSHAW W.I. CEMETERY:

- I. All that portion of the Lot B, Plan 8420571 of 5-23-83-W16, as described in Certificate of Title 122039889, containing 3.61 Acres
- II. Council shall, from time to time, designate portion of a cemetery for:
  - i. a Field of Honor:
  - ii. other special sections as Council deems necessary to enhance the operation of the Cemetery.
  - b. The size of such portions shall conform to the requirement of the Cemeteries Act of the Province of Alberta,
- III. Subdivision of the cemetery is shown in Appendix "A" attached hereto, and with special zones highlighted as below noted:
  - a. Phase One (Old Cemetery) Block H through Block AB2 inclusive.
  - b. Phase Two (New Cemetery) Blocks H2 through Block G and AB3 inclusive;
  - c. Veteran & Indigent Lots:
    - i. E12 through to E 21, and
    - ii. E51 through to E 60, and
    - iii. F14 through to F21, and
    - iv. F53 through to F60, and
    - v. N16 through to N25, and
    - vi. N37 through to N46, and

- vii. P14 through to P23, and
- viii. P41 through to P50.

d. Cremation Plots:

- i. A33 through to A42, and
- ii. A75 through to A84, and
- iii. B24 through to B42, and
- iv. B66 through to B84, and
- v. G32 through to G51, and
- vi. AB3-1 through to AB3-18.

e. Baby Land Plots:

- i. A24 through to A32; and
- ii. A66 through to A674, and
- iii. O14 through to O22, and
- iv. O34 through to O42

f. Columbarium Niches/Compartments:

- i. 1 through to 32

- IV. In addition to the above noted land the Town may from time to time dedicate certain other lands whether adjoining or abutting the area described above or elsewhere for the purpose of public cemeteries and the provisions of this Bylaw shall be deemed to apply thereto.

## ADMINISTRATION AND DUTIES

1. All the powers granted to the Director and the Treasurer by this Bylaw shall be subject to the supervision and control of the CAO, at the direction of Council.
2. The Director or his designate shall supervise and direct all maintenance and operations of the cemetery.
3. The Treasurer or his designate shall keep a correct account of all money received and of all expenditures made in connection with the cemetery; and shall keep suitable records describing the licensee, recording the sale or transfer of every lot, recording the date of every sale or transfer of every lot and maintaining an alphabetical file of all burials within the cemetery and such other records as may be required from time to time.

## REGULATION OF LOTS

### SALE OF LOTS

- A. Council is hereby empowered and authorized to adopt by resolution the charges to be made for grave lots in the Grimshaw W.I Cemetery from time to time as deemed necessary, said charges to apply in all cases and to include perpetual upkeep of lots, whether occupied or otherwise, but not to include the maintenance, placing or removal of tombstones or grave markers. Fees and charges shall be those specified in the Town of Grimshaw's Fee Bylaw and amended from time to time by resolution.
- B. Charges for perpetual care shall be placed in a "Cemetery Reserve Fund". This fund and the interest that it earns shall be used solely for

the upkeep of the cemetery, excluding charges for upkeep which are attributable to the Licensee by operation of this Bylaw.

C. Reservations:

- i. At the time that a lot or lots are reserved the Director will demand payment of all applicable fees and charges excluding those for the opening and closing of the grave. Such opening and closing charges shall be made at the time of burial.
- ii. Council reserves the right to limit the number of lots reserved to two, with a maximum plot size of three lots (one lot for current use with two reserves).

- D. No deed to use a lot or lots may be transferred unless all such transactions are approved by the Secretary (replace with "Town") and are made in accordance with this Bylaw.
- E. No lot, or lots in the cemetery may be transferred for consideration greater than the consideration paid by the licensee to the Town and the transfer instrument must clearly show the amount paid by the licensee to the Town.
- F. Deeds may be reconvened to the Town and the Town will repay a licensee the original purchase price for an unused lot or lots less a transfer fee for each lot. No transaction between the Town and any licensee intended to convey burial rights shall be valid unless it is recorded by a signed letter or other instrument filed in the office of the Secretary,
- G. Those persons owning lots in the cemetery shall not resell said lots for a profit, nor shall they allow interments in these lots for remuneration.
- H. It is a condition of every deed in the cemetery that the licensee expressly waives any claim arising by reason of any error or non-description of any burial lot. The Town undertakes that it will attempt insofar as is reasonably possible to avoid such errors, but its liability shall only extend to a refund, in case of error, of any money paid to the Town for a lot or lots and an undertaking to make an equivalent quality of lot or lots available in lieu of those originally allocated.
- I. When a lot becomes vacant by removal of the body or bodies therein, the land may revert to the Town at the licensee's option and the Town will in such case rebate the original purchase price less a transfer fee.
- J. Lists of recent interments, etc. shall not be given to any commercial establishment, employee or agents thereof.

#### INTERMENTS

- A. No human remains shall be buried within the limits of the Town of Grimshaw except within the Cemetery defined in this Bylaw or future amendments thereto.
- B. No person shall bury any human remains in the Town of Grimshaw until such person has complied with:
  - i. The provisions of the Public Health Act of the Province of Alberta;
  - ii. The provisions of the Cemetery Act of the Province of Alberta;
  - iii. The provisions of the Vital Statistics Act of the Province of Alberta.
  - iv. Applications for interment must be made to the Director, in the form attached hereto as Appendix "B".
  - v. Locating and digging of graves shall be the responsibility of the Town and/or Funeral Home.

- vi. Burial rights in lots in cemeteries shall be sold upon payment by the Licensee of all required fees and charges.
  - vii. Burial rights, and burials will be subject to and conducted in accordance with the Bylaws of the Town and the rules and regulations appearing as Appendix "C", attached hereto, and as amended from time to time by resolution of Council.
  - viii. Every Licensee obtaining a lot or lots in a cemetery shall be held responsible for the cost thereof and for all charges in connection therewith including disinterment or removal of a body when requested by a Licensee. Any person signing an order for interment will be held responsible for all charges in connection with such interment, such persons shall, in addition, be held responsible for compliance with the regulations governing erection of monuments applicable to that part of the cemetery in which the interment is made.
  - ix. Undertakers must provide the necessary lowering devices and - rough boxes (if necessary) and make their own arrangements for the placing of mats, wreaths, flowers, etcetera around the grave.
- C. No more than one body shall be buried in a regular sized lot except:
- i. A mother and her infant child when both are in the same casket or coffin;
  - ii. Cremated remains up to a maximum of two (2) containers per adult lot. There must be a minimum of one and one-half (1.5) feet of earth placed over each container.
  - iii. For the interment of stillborn bodies in a communal grave. There must be a minimum of one (1) foot of soil between remains buried, with at least three (3) feet of soil over the uppermost casket.
  - iv. If an applicant wishes to inter a body in a lot not owned by him, he shall obtain an order from the owner of the lot in which such interment is to be made, or from the legal representative of the owner of such lot.

#### **DISINTERMENTS**

- A. Disinterment, except for re-burial in the same grave at greater depth, will not be allowed unless permission is first obtained for that purpose at the office of the Director, and if given, such permission shall be in writing and signed by the Director.
- B. No person shall disinter or remove a body from any lot without first producing a written order from the owner of such lot and a permit for such disinterment or removal as issued as per Section 11 of the Cemeteries Act, R.S.A.
- C. In case of disinterment for re-interment in another plot in the said cemetery, the excavations shall be made by the regularly authorized grave digger under the direction of the Director or his designate and the charges for such work will be twice the regular interment charge plus an additional administrative fee as specified in the Town of Grimshaw's Fee Bylaw to compensate for the changing of records and extra work required.
- D. In case of disinterment of a grave in the cemetery for re-interment in another cemetery, the excavation shall be made by the regularly authorized grave digger under the direction of the Director or his designate and the charge for such work shall be the same as for the interment plus an additional administrative fee as specified in the Town of Grimshaw's Fee Bylaw to compensate for the work of changing the records.



- E. Whenever a lot becomes vacant by the removal of the body or bodies therein, the land shall revert to the Town, provided that where the owner thereof becomes a purchaser of another lot or lots the original price paid for the lot shall be allowed in part payment.

### **MONUMENTS**

- A. The licensee of each lot shall have the right to erect thereon monuments or headstones subject to permission and approval being first obtained from the Town Office, to obtain permission, a sketch of the proposed tombstone, monument or grave marker outlining the height size of base and inscription must be presented. Remove?
- B. No licensee may erect upon any lot any monument while any charges in connection therewith are due and owing to the Town.
- C. Numbers of Monuments per lot, only one monument will be allowed on each burial plot. Replace with "up to 2 monuments will be allowed on each burial plot."
- D. Type and Size of Monuments
- i. Any markers for graves shall be of the aluminum type and shall be of a flush type.
  - ii. All monuments must be of granite, marble or limestone bronze, etched rock, or plasma cut metal. No monuments, or tombstones shall be constructed of concrete material unless same is professionally finished and adequately reinforced and approved under Section 1. No monument or cover shall be constructed of plastic or fibre glass material.
  - iii. Maximum height of any monument shall be fourteen (14) inches replace with thirty-six (36) inches.
  - iv. Temporary monuments of wood or other approved construction may be placed at the head of a lot by the licensee with the permission of the Director. Such monuments must be removed after a period of one year from the date of interment or at the discretion of the Director.
  - v. Council may by resolution govern the style and/or type of monuments to be placed in various sections of the cemetery.

### **PLACEMENT OF MONUMENTS**

In areas of the cemetery where continuous monument runners have been installed:

- A. A monument shall be of such width that once installed six (6) inches of space remains between the outer edges of the monument and the respective boundaries of the burial plot.
- B. A monument shall be of such depth that once installed, a minimum of one (1) inch remains from the back edge of the monument to the center of the continuous monument runner. For the purposes of clarity, a monument shall not occupy more than one half (1/2) less one (1) inch of the depth of the continuous monument runner.

In areas of the cemetery where no continuous monument runners have been constructed:

- A. 12 full months must elapse between the date of interment and installation of a monument.
- B. A concrete foundation shall:
  - Be constructed using a proper form
  - At a minimum, match or exceed the dimensions of the monument
  - Extend below ground to a minimum of six (6) inches
  - Be sufficient to sustain the weight of the monument

- Be of such width that that six (6) inches of space remains between the outer edges of the concrete foundation and the respective boundaries of the burial plot.
  - C. A monument shall be firmly secured to its concrete foundation
  - D. A monument shall not exceed eighteen (18) inches in depth and shall be of such width that a minimum of six (6) inches of space remains between the edge of its concrete foundation and the boundary of the burial plot.
- A. In Phase One, except in the case of flat markers or tombstones, twelve full months must elapse between the date of interment and the placing of any permanent tombstone or monument.
  - B. Replacement of any marker or stake accidentally or mistakenly moved must be under the direction of the Director or his designate to ensure correct replacement.
  - C. Licensees will be held responsible for removal of all earth or masonry litter accumulated in improving any lot; such materials to be removed as directed by the Director, his designate or caretaker.
  - D. All heavy material must be placed at the location of the lot and transported over grass walks on planks.

The Town will not be responsible for any damage which may be caused in any way whatsoever to any improvement or memorial designs placed in the cemetery.

## MAINTENANCE OF LOTS AND CEMETERY

- A. The licensee of each lot shall have the right to improve his lot at his convenience subject to the provisions of this Bylaw and the regulations in Appendix "C".
- B. To ensure neatness, and to preserve the beauty of the cemetery, the Director and/or Caretaker shall have supervision of and/or the right to remove after a one year time frame:
  - i. All damaged and/or weathered wreaths, plastic flowers and other removable mementos and objects placed upon graves and plots and any stand, holder, or receptacle for these items, and
  - ii. flowers, shrubs, weeds, grass, or trees planted upon graves or growing upon graves, and c. any trees, shrubs, plants, grass or any other article or growing thing situated on any part of the cemetery, and should it, in the opinion of the Director, become necessary or desirable to remove same from the cemetery, the Director shall be empowered to do so. If the article be the property of a licensee and the Director considers the article to have any value, he shall notify the licensee where possible, giving such licensee the right within twenty-eight (28) days to call for and take the same away, and after the lapse of thirty (30) days from mailing such notice the Director is empowered to destroy the same.
  - iii. No shrubs, trees or flowers may be planted in any part of the cemetery other than those planted by the Town of Grimshaw and/or cemetery caretaker in the areas reserved for such planting.
  - iv. Any person who;
    - 1. wilfully destroys, mutilates, writes on, defaces, injures or removes any monument, tombstone or marker, or any structure, vehicle, building, machinery, tool, equipment, or any material placed or left in the said cemetery or any railing, fence, or other work for the protection, maintenance or ornamentation of the cemetery, or burial plot, or

2. wilfully destroys, cuts, picks, breaks or injures any tree, shrub or plant in the said cemetery, or
3. wilfully plays any game or sport, or
4. wilfully discharges or carries a firearm except firearms at a military funeral, or
5. wilfully or unlawfully disturbs persons assembled for the purpose of burying a body in the said cemetery, or
6. wilfully commits a nuisance, or at any time behaves in an indecent or unseemly manner in the said cemetery.

Is guilty of an offence and is liable to a fine of not less than One Hundred dollars (\$100.00) and not more than Twenty-Five Hundred dollars (\$2,500.00) and in default, judgement.

- C. No person shall turn loose, ride or allow to be at large any cattle, swine, horses, dogs, cats or any other animal in the said cemetery.
- D. No person shall be permitted to drive a vehicle or conveyance within the said cemetery at a speed greater than fifteen kilometers per hour, nor elsewhere than upon the roadways provided for vehicular traffic. The Director shall have the authority to prohibit the entrance of vehicles into the cemetery when roads are unfit for travel. The owner of any moving vehicle shall be responsible for any damage done by such vehicle within the boundaries of the cemetery.
- E. The Town shall have the right to prohibit the entry of any person or persons who do not have related business at the cemetery.

#### MISCELLANEOUS

- A. No person shall disturb the quiet and good order of a cemetery by noise or any other improper conduct.
- B. All persons are prohibited from walking on lots, picking flowers, plants or shrubs.
- C. No children under the age of twelve years (12) shall be admitted to the cemetery unless under the care of an adult person.
- D. Workmen shall cease work when a burial is taking place in the cemetery.
- E. No recreational vehicles (i.e. bikes, off-road motorbikes, all-terrain vehicles, and skidoos) will be allowed to enter the cemetery.
- F. Council may reserve from use any portion of the cemetery which in their opinion is undesirable for use because of locations or contour.
- G. Any matters not dealt with in this Bylaw or in Appendices attached hereto and made part of the Bylaw, shall be dealt with by the Director in the manner that he deems most appropriate, having consideration for the appearance of the cemetery, and the scope and intent of this Bylaw.
- H. Council is hereby authorized to amend Appendices by resolution, as may be required from time to time. Any amendments to the Appendices shall be provided to all interested persons.

#### THAT

this Bylaw comes into full force and effect after third reading upon being signed and therefore, Bylaw 1178 rescinded.

RECEIVED FIRST READING THIS )  
\_\_\_\_ DAY OF \_\_\_\_\_, 2023 A.D., ) (MAYOR  
IN THE TOWN OF GRIMSHAW )  
IN THE PROVINCE OF ALBERTA ) (CAO  
)

RECEIVED SECOND READING THIS )  
\_\_\_\_ DAY OF \_\_\_\_\_, 2023 A.D., ) (MAYOR  
IN THE TOWN OF GRIMSHAW )  
IN THE PROVINCE OF ALBERTA ) (CAO  
)

RECEIVED THIRD AND FINAL READING )  
THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023 A.D., ) (MAYOR  
IN THE TOWN OF GRIMSHAW )  
IN THE PROVINCE OF ALBERTA ) (CAO  
)

**APPENDIX "A"**

**Cemetery Site Plan**



**APPENDIX B (1 OF 4)****Grimshaw W.I. Cemetery**

Application for Cemetery Lot

Block \_\_\_\_\_ Plot \_\_\_\_\_ Cremated Remains \_\_\_\_\_ Burial \_\_\_\_\_

First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Sex \_\_\_\_\_ Married or Single \_\_\_\_\_ Age \_\_\_\_\_

Place and Date of Death \_\_\_\_\_ 20\_\_\_\_

Name of Physician \_\_\_\_\_ Undertaker \_\_\_\_\_

Full Name and Address of Nearest Relative \_\_\_\_\_

\_\_\_\_\_ Phone # \_\_\_\_\_

Cemetery Brochure reviewed and signed \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

Date of Application \_\_\_\_\_

**Office Use Only**

Date Paid \_\_\_\_\_ Amount \_\_\_\_\_ Receipt # \_\_\_\_\_

Date Burial Permit Received \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked on Map \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked in Binder \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked in Records \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked in Sticker Book \_\_\_\_\_ Initials \_\_\_\_\_

**APPENDIX B (2 OF 4)****Grimshaw W.I. Cemetery**

Reservation for Cemetery Lot

Block \_\_\_\_\_ Plot \_\_\_\_\_ Cremated Remains \_\_\_\_\_ Burial \_\_\_\_\_

Reserved For: \_\_\_\_\_

Address \_\_\_\_\_

Name of Applicant if Different than Above

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

**Office Use Only**

Date Paid \_\_\_\_\_ Amount \_\_\_\_\_ Receipt # \_\_\_\_\_

Date Marked on Map \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked in Binder \_\_\_\_\_ Initials \_\_\_\_\_

This form should be filed under Reservations until a Burial Permit has been received. It will then be filed in the permanent section.

**APPENDIX B (3 OF 4)****Town of Grimshaw W.I. Cemetery**

Application for Columbarium Niche/Compartment

Niche \_\_\_\_\_ Cremated Remains 1. \_\_\_\_\_ 2. \_\_\_\_\_

1. First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Sex \_\_\_\_\_ Married or Single \_\_\_\_\_ Age \_\_\_\_\_

Place and Date of Death \_\_\_\_\_ 20\_\_\_\_

Name of Physician \_\_\_\_\_ Undertaker \_\_\_\_\_

Full Name and Address of Nearest Relative \_\_\_\_\_

Address \_\_\_\_\_ Phone \_\_\_\_\_

# \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Date of Application \_\_\_\_\_

2. First Name \_\_\_\_\_ Last Name \_\_\_\_\_

Sex \_\_\_\_\_ Married or Single \_\_\_\_\_ Age \_\_\_\_\_

Place and Date of Death \_\_\_\_\_ 20\_\_\_\_

Name of Physician \_\_\_\_\_ Undertaker \_\_\_\_\_

Full Name and Address of Nearest Relative \_\_\_\_\_

Address \_\_\_\_\_ Phone # \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

Date of Application \_\_\_\_\_

Cemetery Brochure reviewed and signed \_\_\_\_\_

**Office Use Only**

Date Paid \_\_\_\_\_ Amount \_\_\_\_\_ Receipt #s \_\_\_\_\_

Date Burial Permits Received \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked on Map \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked in Binder \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked in Records \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked in Sticker Book \_\_\_\_\_ Initials \_\_\_\_\_

**APPENDIX B (4 OF 4)****Grimshaw W.I. Cemetery**

Reservation for Columbarium Niche Compartment

Niche \_\_\_\_\_ Cremated Remains 1. \_\_\_\_\_ 2. \_\_\_\_\_

Reserved For: 1. \_\_\_\_\_  
2. \_\_\_\_\_Addresses 1. \_\_\_\_\_  
2. \_\_\_\_\_

Name of Applicant if Different than Above

Name \_\_\_\_\_

Address \_\_\_\_\_

Phone # \_\_\_\_\_

Signature of Applicant \_\_\_\_\_

**Office Use Only**

Date Paid \_\_\_\_\_ Amount \_\_\_\_\_ Receipts # \_\_\_\_\_

Date Marked on Map \_\_\_\_\_ Initials \_\_\_\_\_

Date Marked in Binder \_\_\_\_\_ Initials \_\_\_\_\_

This form should be filed under Reservations until a Burial Permit has been received. It will then be filed in the permanent section.

**APPENDIX "C"****PART A – MISCELLANEOUS**

1. The cemetery is open at all times to walk-in traffic. For entrance by vehicles, permission and keys must be obtained from the Town Office during regular working hours.
2. Every Licensee obtaining a lot or lots in a cemetery shall be held responsible for the cost thereof and for all charges in connection therewith including disinterment or removal of a body when requested by a Licensee. Any person signing an order for interment will be held responsible for all charges in connection with such interment. Such persons shall, in addition, be held responsible for compliance with the regulations governing erection of monuments applicable to that part of the cemetery in which the interment is made.
3. Lot sizes are as follows:
  - a. Regular lots = 5' x10'
  - b. Cremation & Baby-land lots = 4' x 10'
  - c. Columbarium Niche/Compartment = 12"x12"x14" deep

**PART B - CARE OF LOTS**

1. Should a licensee wish to have a tree planted as a memorial, application to the Town can be made and the Town will have a tree planted and a plaque prepared for a fee equal to the costs of providing same.





December 23, 2022

Urban Authority within 1.5 km

TOWN OF GRIMSHAW  
Box 377  
4612 – 50<sup>th</sup> Street  
Grimshaw, AB  
T0H 1W0

RECEIVED  
DEC 30 2022  
TOWN OF GRIMSHAW

RE: Updated Notification of Proposed Padsite  
Up to Two (2) wells to be horizontally drilled and one (1) potential re-entry of an existing horizontal well from  
Surface Location 15-19-083-23W5

As per the Alberta Energy Regulator (AER) requirements under Directive 56, Canamax Energy Ltd. wishes to advise you that they are planning to drill and complete up to two (2) and to re-enter one (1) existing C-290 non-critical sour oil wells within the area shown on the attached survey plan. These activities have already been approved by the AER. As part of Canamax's commitment in working with the public to keep them informed of their activities please find enclosed the following information regarding the proposed activity.

Project Approvals	
Potential New Drill 1: 103/15-30-83-23W5	License Number: 501898
Potential New Drill 2: 102/13-30-083-23W5	License Number: 501897
Re-entry Candidate: 100/14-30-083-23W5	License Number: 418397

Project Description	
Wellsite/Access Road Location	N 19-083-23W5
Anticipated Timing of Activity	Q1 2023 to Q4 2023
AER Table 7.1 Category/Type	C290 (defined below)
Substance Type	<input type="checkbox"/> Gas <input type="checkbox"/> Oil <input checked="" type="checkbox"/> Both
Producing Formation	Montney
Total Depth (m)	900 m TVD (2800 m MD)
H2S Content	0.14 % (1.4 mol/kmol) Release Rate: 0.0068 m3/sec

Emergency Planning Zone (EPZ)	0.06 km
As there are no residences within the EPZ, a site-specific Emergency Response Plan will not be required. A Corporate Emergency Response Plan is in place to handle all emergencies.	

Table 5 Well category type, minimum consultation, and notification requirements by well type:

Category	Name	Type	Description	Personal Consultation & Confirmation of Non-Objection	Notification
C	Wells $\geq 0.00$ mol/kmol $H_2S$ $< 0.01$ m <sup>3</sup> /s $H_2S$ release rate	290	Multi-well Pad	<p>Landowners and occupants with regard to well-site location</p> <p>Landowners and occupants with regard to well-site access</p> <p>Landowners within 0.1 km with regard to setbacks</p> <p>Residents within 0.2 km or the EPZ radius, whichever is greater</p>	<p>Crown disposition holders</p> <p>Local authorities</p> <p>Freehold coal rights owner or coal rights lessee</p> <p>Urban authorities within 1.5 km</p> <p>Unlighted airports within 1.6 km</p> <p>Lighted airports within 5 km</p>

The following table summarizes the **approximate** drilling and completion/testing details:

Drilling & Completion/Testing	
Anticipated Duration of Activity	<p>Drilling -- approximately 10 days/well</p> <p>Completion -- approximately 5 days/ well</p>
Traffic	<p>Access to the site will be as per the survey plan enclosed.</p> <p>Initial drilling traffic -- 10 heavy loads of drilling equipment plus service vehicles.</p> <p>Completion/Testing--15 heavy loads plus service vehicles</p> <p>Daily operations -- daily traffic of equipment and supplies to support drilling and completion operations.</p>
Flaring	<p>During drilling and completion of these wells there is a potential for short duration flaring/venting where no further notification is required. Canamax does not plan to conduct permanent flaring operations at these wells. The AER Directive 60 requirements will be sent prior to any occurrence of flaring as necessary.</p>
Stripping of Topsoil	Canamax will be using an existing padsite for these wells
Odours	There are no odours anticipated from the drilling, completion and production of these wells.
Emissions	Diesel electric power generation, heavy-duty diesel vehicles and normal light duty gasoline vehicles.
Equipment	These wells will require pumpjacks, tanks, separators and a compressor to be left on site
Noise	During drilling and completions operations the equipment will have motors running 24 hours per day. We will adhere to AER Directive 38 -- noise control directive.

Setbacks for the wells
The AER regulates the oil and gas industry in Alberta and establishes the minimum separation or “setback” between a wellsite and residential or other developments. As these wells are proposed C-290 sour oil wells, they will have a minimum setback of 100 meters to individual dwellings, urban centers and public facilities.

Need for Proposed Development and Impact on Future Plans
The proposed development is required to exploit Canamax’s existing mineral rights in the Montney Formation. Pad development is being utilized in an effort to minimize Canamax’s surface impact. Should these wells be successful, Canamax will be able to further their project through more development in the area.

Safety
Canamax is committed to protecting the health and safety of the public, as well as its employees and contractors. All wellsite operations will be conducted in strict accordance with good oilfield practices and in compliance with all applicable technical and safety standards and regulations. Canamax personnel have been trained to recognize hazards and deal with emergency situations so that any abnormal situation that may arise can be quickly detected and corrected. A Corporate Emergency Response Plan to address public safety operations is in place.

Contact Information	
Company Contact	Jessica Metez, 403-804-3349
Company Address	Canamax Energy Ltd Suite 2500, 333-7 <sup>th</sup> Avenue SW Calgary, Alberta T2P 2Z1
24 Hour Emergency Information	1-866-716-8558

The following is a list of information pamphlets of general interest that the AER has developed. Canamax is required to supply these to you upon request. Should you wish to receive any of these pamphlets please contact Canamax’s consulting land agent:

- EnerFAQs: What is the Alberta Energy Regulator?
- EnerFAQs: Having Your Say at an AER Hearing
- EnerFAQs: Inspections and Enforcement of Energy Developments in Alberta
- EnerFAQs: All About Critical Sour Wells
- EnerFAQs: The AER and You: Agreements, Commitments, and Conditions
- EnerFAQs: Expressing Your Concerns
- EnerFAQs: Explaining AER Setbacks
- EnerFAQs: Flaring And Incineration
- EnerFAQs: All About Appropriate Dispute Resolution (ADR)
- EnerFAQs: Oil Sands
- Directive 38a: What You Should Know About Energy Industry Noise
- EnerFAQs: How to Registered a Private Surface Agreement

These additional documents may also be downloaded from AER’s website at: [www.aer.ca](http://www.aer.ca)

This notice is being provided to you pursuant to AER Directive 56 requirements. Should you require further information or clarification regarding this or any other proposed development by Canamax please contact the undersigned or the contact numbers listed above. *We would also appreciate if all landowners would supply us with any occupant's names and addresses that are not on the Land Title Certificate, to ensure that all concerned parties are notified; please contact Mike Mork with Meridian Land Services (90) Ltd. at (403) 266-2858.*

Yours truly,

**CANAMAX ENERGY LTD.**

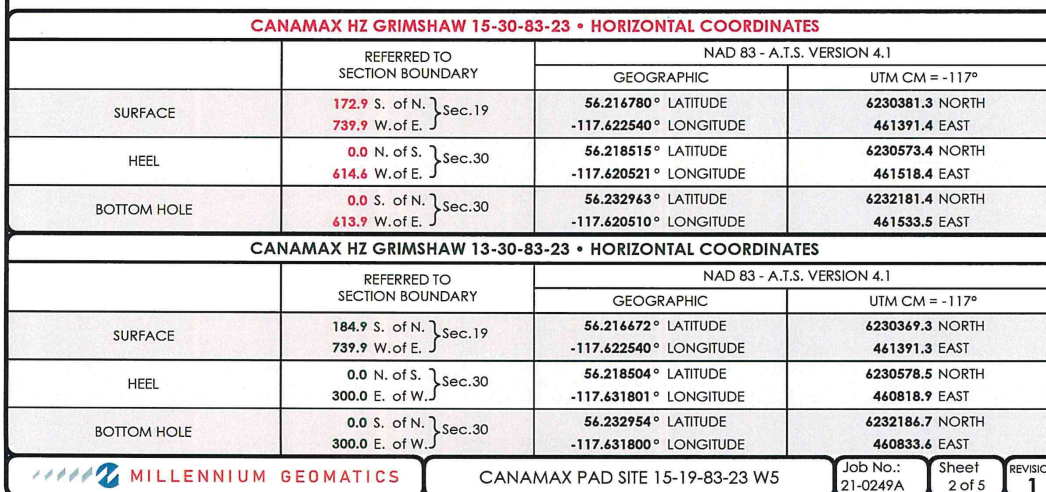
By its Agent, Meridian Land Services (90) Ltd.

Mike Mork  
President

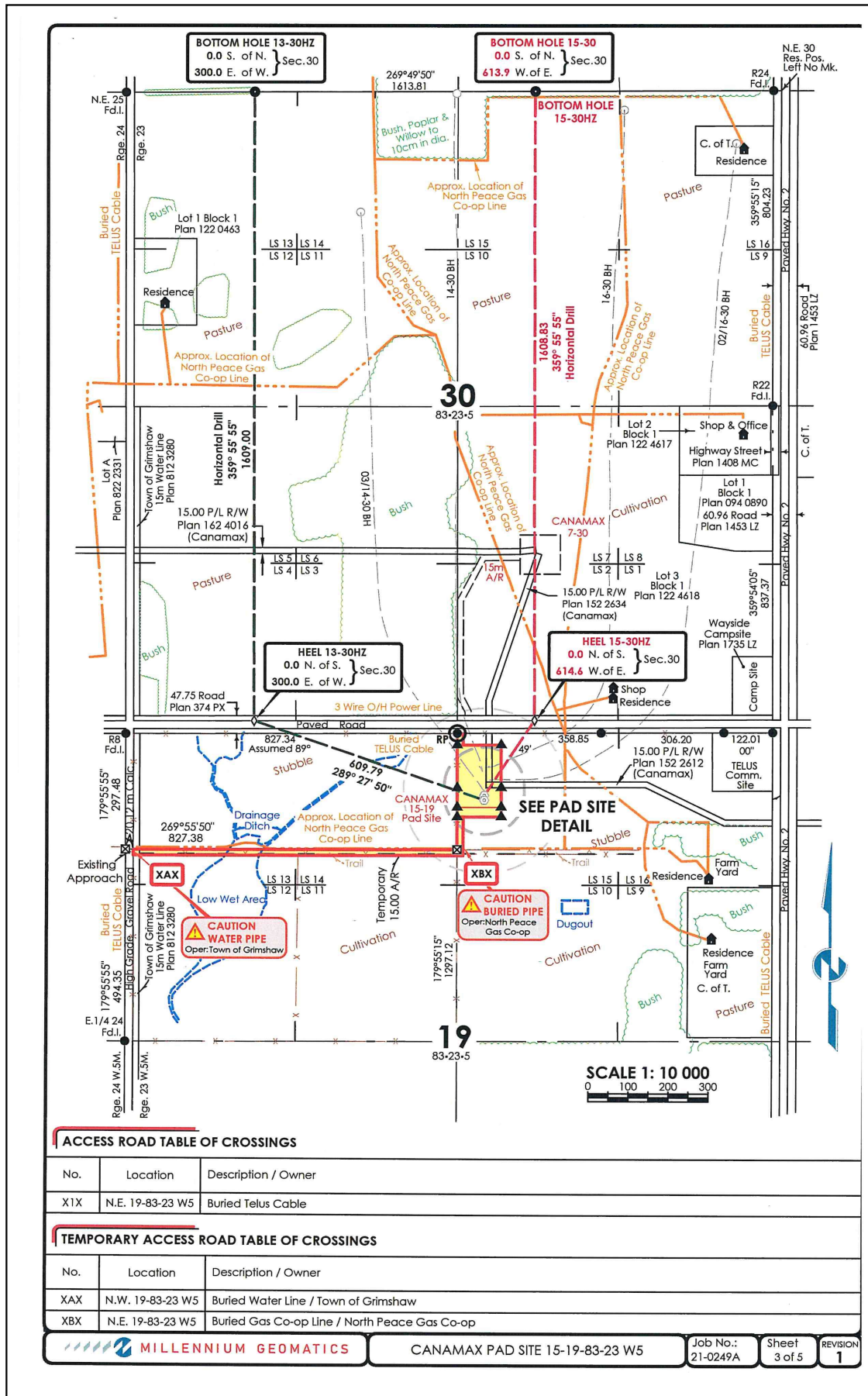
**Enclosures:**

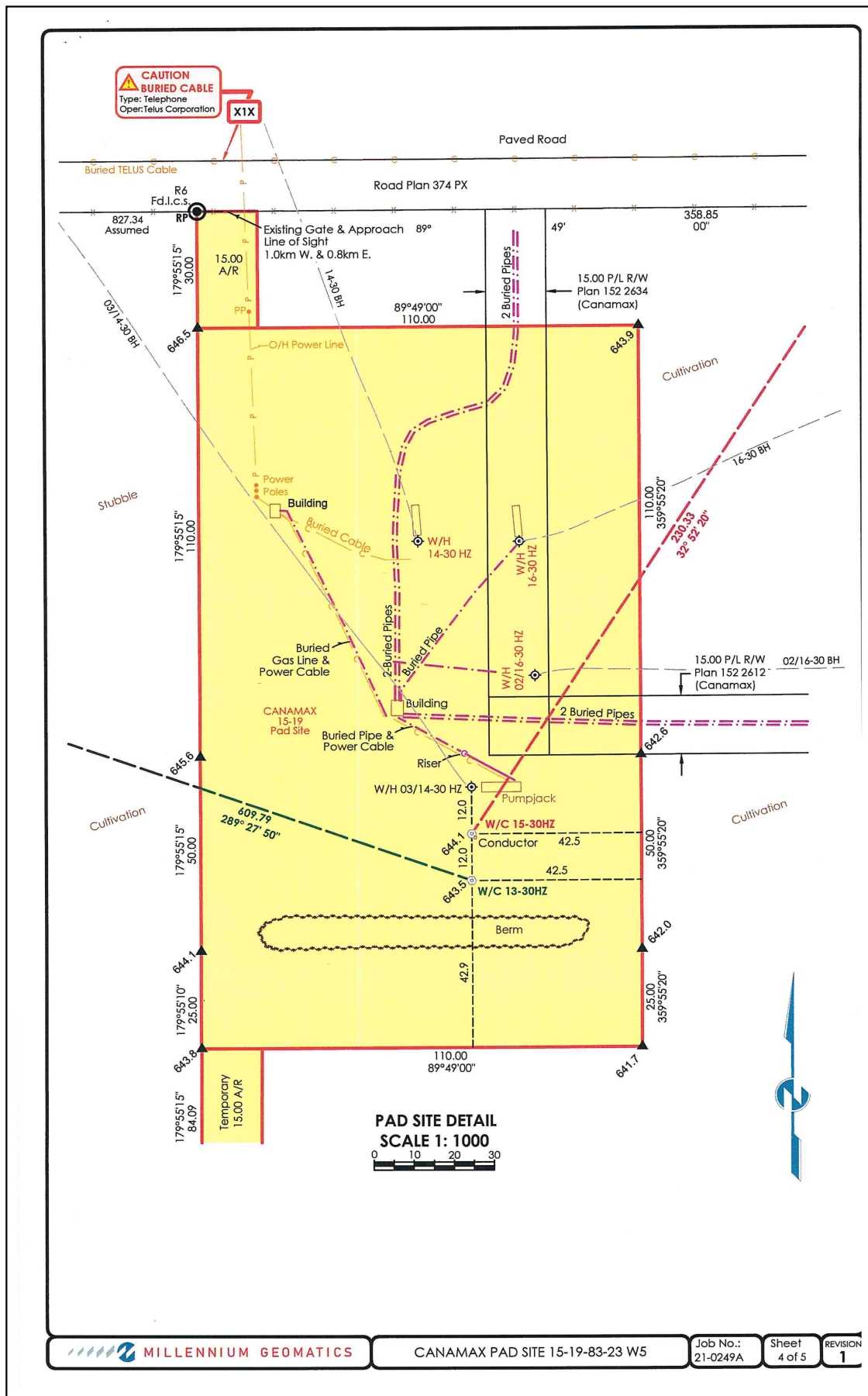
- Letter from the CEO of the AER
- AER Brochure: Understanding Oil and Gas Development in Alberta
- EnerFAQs: Proposed Oil and Gas Development: A Landowner's Guide
- Survey Plan

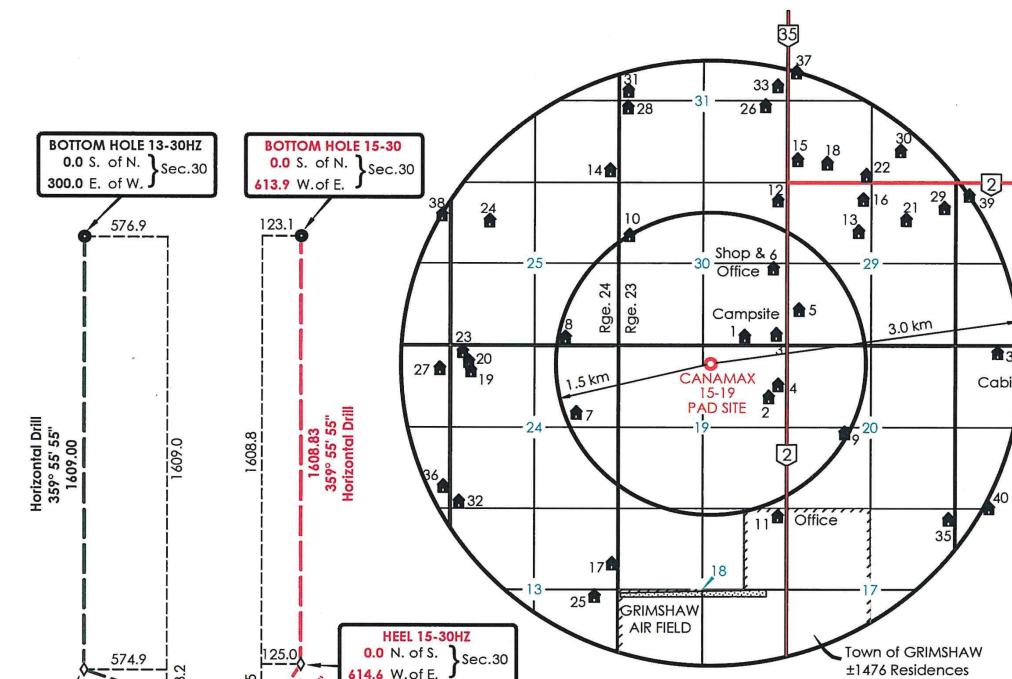
The Proposed Wells;	Yes	No
• are at least 100m from a water body.	<input type="checkbox"/>	<input type="checkbox"/>
• <b>are at least 100m from any surface improvements.</b>	<input type="checkbox"/>	<input checked="" type="checkbox"/> (A)
• are at least 40m from any surveyed road or road allowance.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• are at least 200m from any water well.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• are at least 5.0km from a lighted aerodrome.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• are at least 1.6km from an unlighted aerodrome.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• <b>are at least 1.5km from the corporate limits of any city, town, or village.</b> (Town of Grimshaw)	<input type="checkbox"/>	<input checked="" type="checkbox"/> ( )
• are 3km from any subsurface coal mine.	<input type="checkbox"/>	<input type="checkbox"/>
• are at least 500m from any schools, churches or military buildings.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• are outside designated significant historical sites.	<input checked="" type="checkbox"/>	<input type="checkbox"/>
• All surface improvements and topographical features within 200m of the proposed well are as shown on this plan.		











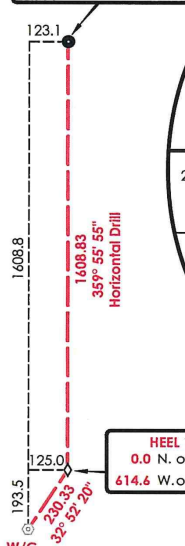
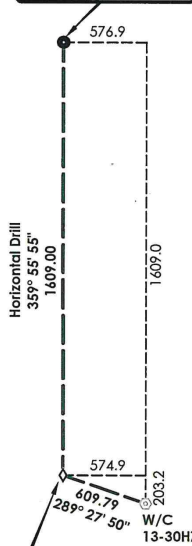
**RESIDENCE PLAN**  
**SCALE 1:50 000**

OCCUPIED RESIDENCES SHOWN THUS :   
UNOCCUPIED RESIDENCES SHOWN THUS :   
SURFACE DEVELOPMENTS SHOWN THUS :

- The nearest residence #1 is ±410m - 50°19' from Well Centre 15-30 HZ.
- The nearest surface development is a Residence #1 ±410m - 50°19' from Well Centre 15-30 HZ.
- The nearest urban centre is the Town of Grimshaw, South - ±1.47 km.

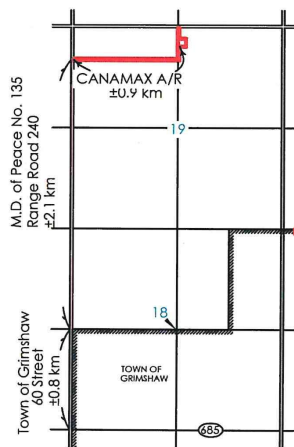
**BOTTOM HOLE 13-30HZ**  
0.0 S. of N. } Sec.30  
300.0 E. of W.

**BOTTOM HOLE 15-30**  
0.0 S. of N. } Sec.30  
613.9 W. of E.

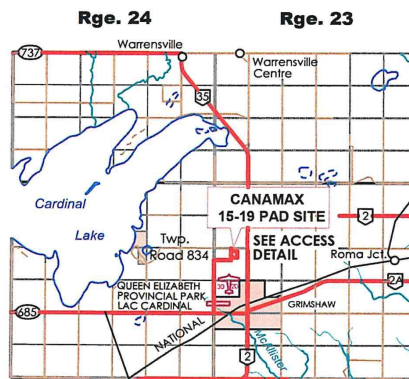


**HEEL 15-30HZ**  
0.0 N. of S. } Sec.30  
614.6 W. of E.

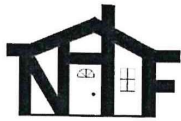
**HORIZONTAL DETAILS**  
Not to Scale



**ACCESS DETAIL**  
Not to Scale



**ROUTE MAP**  
**SCALE 1: 250 000**  
0 2500 5000 7500



## *North Peace Housing Foundation*

6780 – 103 Ave., Peace River, AB, T8S 0B6

Tel: (780) 624-2055 Fax: (780) 624-2065

Email: tammy.menssa@nphf.ca

### **North Peace Housing Foundation Board Meeting Synopsis – December 7, 2022**

#### **1. Executive Director**

##### **COVID-19 Update**

The COVID-19 outbreak at the Harvest Lodge in Fairview was declared over on November 25, 2022. The Influenza outbreak at the Heritage Tower Lodge in Peace River was declared over on November 29, 2022.

##### **Nominal Sum Properties**

We have had one showing of the remaining house in Bluesky but have not received a formal offer. We continue to advertise the 3 remaining properties for sale.

##### **Cadotte Lake Trailer Disposition**

The Foundation has arranged to have an auto wrecker remove the derelict vehicles off the lot, at no cost to the Foundation. The company that we have secured to do the work has had their truck vandalized and are waiting on parts before they can complete the work. We continue to get updates regularly.

##### **West View Condominium Project**

No update at this time.

##### **Del-Air Lodge Redevelopment**

Work at the construction site has started up again after several delays. Construction will proceed through the winter months, so work is being done to prepare the site for winter weather conditions. The turnover date has been moved from July to December of 2023.

##### **General**

##### **Heritage Tower HVAC System Replacement**

- A Change Order has been submitted to the Province for unanticipated work that is needed to prepare for the dining room make-up air unit.
  - There have been delays with completion of the installation, as a larger roof penetration was required for the chimney.
  - Required drywall work has been completed.
  - Installation work started up again on November 29; the unit should be up and running in 3 weeks time.
- The kitchen unit will be the final make-up air unit installed.

- The air condensing units may be put in place before the end of the year.
  - The contractors will be back in the spring to test and start-up the condensing unit.

#### Human Resources

The Foundation continues to post the Human Resources Manager position, as a suitable candidate has not been found. The Administrative Assistant position for Peace River has been offered to the successful candidate; announcements will be made when it is appropriate to do so. We continue to post the Administrative Assistant position for Fairview, as a suitable candidate has not been found.

#### Board Actions and Decisions

The Board adopted the 2023 Lodge Budget, the 2023 Affordable Housing Budget and the 2023 Affordable Housing Rate Schedule.

The Board directed Administration to book Nolan Crouse to facilitate the Foundation's 2023 Strategic Planning Meeting.

The Board directed Administration to pay out the carry-forward vacation allotment from year-end 2021 and prior years, to be paid in early 2023, after giving adequate notice to employees affected, and that Administration update the existing Vacation Policy to reflect the payout of unused carry-forward vacation allotment on an annual basis and bring it back to the Board for approval.

The Board directed Administration to encourage Alberta Seniors, Community and Social Services to communicate on a regular basis regarding the Del-Air Redevelopment project.

Tammy Menssa  
Executive Director



### SPECIAL MEETING MINUTES

Minutes of the Special Meeting of the Long Lake Regional Waste Management Services Commission held November 21, 2022 at the Long lake Regional Landfill

**PRESENT:**

1. Village of Berwyn  
Kim Steeves
2. Town of Grimshaw  
Stephen Hennings
3. County of Northern Lights  
Brenda Yasinski
4. Town of Manning  
Robert McLeod
5. M.D. of Peace 135  
Robert Willing
6. Long Lake Regional Waste  
Neil Vance and Therese Vance

**CALL TO ORDER:**

Acting Chairperson, Therese Vance called the meeting to order at 7:00 p.m.

**ELECTIONS:**

Nominations for Chairperson:

Therese Vance called for nominations for Chairperson  
ROBERT McLEOD nominated STEPHEN HENNINGS  
2837-112122 ROBERT WILLING MOVED nominations cease.  
CARRIED UNANIMOUSLY  
STEPHEN HENNINGS elected Chairperson

Nominations for Vice Chairperson:

Therese Vance called for nominations for Vice Chairperson  
ROBERT McLEOD nominated BRENDA YASINSKI  
2838-112122 ROBERT WILLING MOVED nominations cease.  
CARRIED UNANIMOUSLY

BRENDA YASINSKI elected Vice Chairperson

2839-112122 KIM STEEVES MOVED that the signing  
authorities be Stephen Hennings, Therese  
Vance and Brenda Yasinski effective December  
15, 2022.  
CARRIED UNANIMOUSLY

2840-112122 STEPHEN HENNINGS MOVED to appoint  
Therese Vance as Secretary-Treasurer.  
CARRIED UNANIMOUSLY

**ADJOURNMENT:** The meeting was adjourned at 7:06 p.m.

\_\_\_\_\_  
ROBERT WILLING

\_\_\_\_\_  
ROBERT McLEOD



## REGULAR MEETING

The minutes of the regular meeting of the Long Lake Regional Waste Management Services Commission held on November 21, 2022.

### PRESENT:

1. Village of Berwyn  
Kim Steeves, Director
2. Town of Grimshaw  
Stephen Hennings, Chairperson
3. Town of Manning  
Robert McLeod, Director
4. County of Northern Lights  
Brenda Yasinski, Vice Chairperson
5. M.D. of Peace No. 135  
Robert Willing, Director
6. Long Lake Regional Waste-  
Neil Vance and Therese Vance

### A. CALL TO ORDER:

Stephen Hennings called the meeting to order at 7:06 p.m.

### B. ADOPTION OF AGENDA:

2841-112122 BRENDA YASINSKI MOVED adoption of the agenda as presented.

CARRIED UNANIMOUSLY

### C. DELEGATIONS AND TOPICS: None

### D. ADOPTION OF THE MINUTES:

2842-112122 ROBERT WILLING MOVED adoption of the minutes for the regular meeting held October 17, 2022.

CARRIED UNANIMOUSLY

### E. BUSINESS ARISING FROM MINUTES:

1. Environmental Insurance – Tabled from July 26, 2021 – Discussion held.

2843-112122 BRENDA YASINSKI MOVED the matter be accepted as information but not at this time.

CARRIED UNANIMOUSLY

2. Landfill Design – Mark Parker to arrange UAV survey and analysis part. Discussion held.

2844-112122 STEPHEN HENNINGS MOVED that Mark Parker go ahead and arrange the UAV survey and analysis.

CARRIED UNANIMOUSLY

### F. ACCOUNTS AND FINANCE:

1. Accounts Payable and Financial Statement:

2845-112122 ROBERT McLEOD MOVED that the accounts payable and financial statement be accepted as presented.

CARRIED UNANIMOUSLY

### G. CHAIRPERSONS REPORT: None

### H. CONTRACTORS CONCERNS/REPORTS/INFORMATION:

1. Internet in Conference Room – Smart TV/Laptop/Webcam – Discussion held.

2846-112122 ROBERT WILLING MOVED that we obtain more information from local suppliers.

CARRIED UNANIMOUSLY.

### I. MEMBER CONCERNS: None

### J. NEW BUSINESS:

1. Designated Representatives for LLRWMSC.

2847-112122 STEPHEN HENNINGS MOVED to accept as information.

CARRIED UNANIMOUSLY

2. RMA Insurance – Discussion held.

2848-112122 KIM STEEVES MOVED the invoice be paid January 2023.

CARRIED UNANIMOUSLY

3. 2023 Budget – Discussion held. No changes need.  
2849-112122 BRENDA YASINSKI MOVED the above be accepted  
as information.

CARRIED UNANIMOUSLY

K. **BYLAWS:**

L. **CORRESPONDENCE:** None

M. **"IN PRIVATE":**

N. **NEXT MEETING/ADJOURNMENT:**

Next meeting to be held Monday, December 19, 2022 at 7:00 p.m. at the Long Lake  
Landfill.

Meeting was adjourned at 7:42 p.m.

\_\_\_\_\_  
(Chairperson)

\_\_\_\_\_  
(Recording Secretary)

## LONG LAKE REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

Box 178 Grimshaw, Alberta TOH IWO  
Phone (780) 971-2200 Fax (780) 971-2698 E-mail [linwmsc@abnorth.com](mailto:linwmsc@abnorth.com) Website [longlakeregionalwaste.com](http://longlakeregionalwaste.com)

### COMMISSION MEMBERS

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#### Village of Berwyn

Kim Steeves  
Box 187  
Berwyn, Alberta  
TOH OEO  
Cell: 780-617-0426  
E-mail: [ksteeves@berwyn.ca](mailto:ksteeves@berwyn.ca)

Alternate: Nicole Johnson  
Box 122  
Berwyn, AB  
TOH OEO  
Cell: 780-527-4406  
E-mail: [nedmundson@berwyn.ca](mailto:nedmundson@berwyn.ca)

#### Town of Grimshaw

Stephen Hennings  
Box 541  
Grimshaw, Alberta  
TOH 1WO  
780-618-1307  
E-mail: [Stephen.hennings@grimshaw.ca](mailto:Stephen.hennings@grimshaw.ca)

Alternate: Colleen Sklapsky  
Box 1551  
Grimshaw, Alberta  
TOH 1WO  
780-618-6619  
E-mail: [Colleen.sklapsky@grimshaw.ca](mailto:Colleen.sklapsky@grimshaw.ca)

#### Town of Manning

Robert McLeod  
Box 113  
Manning, Alberta  
TOH 2M0  
780-836-4476  
E-mail: [mcleodrobj@gmail.com](mailto:mcleodrobj@gmail.com)

Alternate: Morley Schamehorn  
Box 23  
Manning, Alberta  
TOH 2M0  
780-836-5897  
E-mail: [morhorn@gmail.com](mailto:morhorn@gmail.com)

#### County of Northern Lights

Brenda Yasinski  
Box 47  
Dixonville, Alberta  
TOH 1EO  
(Home) 971-2248  
(Cell) 618-3543  
E-mail:  
[yasinskib@countyofnorthernlights.com](mailto:yasinskib@countyofnorthernlights.com)

Alternate: Kayln Schug  
Box 1795  
Grimshaw, Alberta  
TOH 1WO  
  
(Cell) 780-625-7694  
E-mail:  
[schugk@countyofnorthernlights.com](mailto:schugk@countyofnorthernlights.com)

**Municipal District of Peace No. 135**

Robert Willing  
Box 6121  
Peace River, Alberta  
T8S 1S1  
(Home) 780-624-5625  
(Cell) 780-625-7867  
E-mail: [rwilling@mdpeace.com](mailto:rwilling@mdpeace.com)

Alternate: Sandra Eastman  
Box 1594  
Grimshaw, Alberta  
T0H 1W0  
(Home) 780-338-2341  
(Cell) 780-618-3808  
E-mail: [seastman@mdpeace.com](mailto:seastman@mdpeace.com)

LONG LAKE REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

Box 178 Grimshaw, Alberta TOH IWO  
Phone (780) 971-2200 Fax (780) 971-2698 E-mail [linwmssc@abnorth.com](mailto:linwmssc@abnorth.com) Website [longlakeregionalwaste.com](http://longlakeregionalwaste.com)

**CONTRACTORS**

---

**GRIMSHAW T.S.**

Clayton Pizzey  
Box 7553  
Peace River, Alberta  
T8S 1T2  
(Cell) 780-618-5038

**HAWK HILLS T.S.**

Robert Ressler  
Box 1366  
Manning, Alberta  
TOH 2M0  
780-836-0681

Keith Anderson  
Box 7615  
Peace River, AB  
T8S 1T2  
(Home) 780-332-4921  
(Cell) 780-219-2595

**MANNING/NORTH STAR T.S.**

Cecil Yost  
Box 952  
Manning, Alberta  
TOH 2M0  
(Cell) 780-836-1064

**WEBERVILLE T.S.**

Mark Haitel  
Box 7016  
Peace River, Alberta  
T8S 1S7  
(Cell) 780-219-4744

**SUNNY VALLEY T.S.**

Marianne Ferriss  
Box 132  
North Star, Alberta  
TOH 2TO  
(Home) 780-836-2076 (Cell) 780-836-5078  
(Fax) 780-836-4214

**WARRENSVILLE T.S.**

Judy Short  
Box 1168  
Grimshaw, Alberta  
TOH IWO  
(Home) 780-597-2497 (Cell) 780-618-8400  
E-mail [joshort@abnorth.com](mailto:joshort@abnorth.com)

**REGIONAL SITE**

Neil/Therese Vance  
Box 165  
Dixonville, Alberta  
TOH IEO  
(Home/Fax) 780-971-2272  
(Cell) 780-618-1793 or 780-618-4793

**DIXONVILLE T.S.**

Pat Exner  
Box 1205  
Grimshaw, Alberta  
TOH IWO  
  
(Cell) 780-332-1228

**DEADWOOD T.S.**

Norman Wood  
Box 118  
Deadwood, Alberta  
TOH 1AO  
(Home) 780-836-2377

Commission/Contractors/Word

# LONG LAKE REGIONAL WASTE MANAGEMENT SERVICES COMMISSION

## 2023 BUDGET

REVENUE:	2022 Actuals		
	2022 Budget	9-Dec-22	2023 Budget
Commercial Tipping Fees	\$220,000.00	\$292,788.69	\$242,000.00
Interest	\$500.00	\$2,623.09	\$500.00
Misc. Income	\$0.00	\$7,492.62	
Return on Investments	\$4,500.00	\$6,693.60	\$4,500.00
Requisitions	\$539,623.20	\$539,623.20	\$539,623.20
Estimated MD of Peace Requisition	\$40,800.00	\$40,800.00	\$68,097.33
Transfer from Equipment Reserve and Savings			
Recycling Fees	\$5,000.00	\$5,023.09	\$5,000.00
Transfer Station Fees	\$7,500.00	\$8,850.00	\$7,500.00
<b>Totals</b>	<b>\$817,923.20</b>	<b>\$903,894.29</b>	<b>\$867,220.53</b>
EXPENDITURES:			
Advertising/Promotional Items	\$500.00	\$1,014.96	\$1,000.00
Interest and Bank Service Charges	\$400.00	\$516.80	\$600.00
Contingency	\$5,000.00	\$465.60	\$5,000.00
Cover of Landfill	\$50,000.00	\$13,750.00	\$50,000.00
Communications	\$3,500.00	\$3,440.62	\$3,800.00
Litter Control	\$8,000.00	\$8,515.34	\$9,000.00
Bins (Repair/Purchase) Eight Bins			\$18,797.10
Equipment: Fuel/Oil	\$14,000.00	\$7,455.69	\$14,000.00
Repairs	\$20,000.00	\$11,042.37	\$20,000.00
Household Hazardous Waste	\$6,000.00	\$4,722.45	\$6,000.00
Insurance	\$14,000.00	\$13,759.31	\$16,000.00
Leases	\$1,500.00	\$2,332.25	\$1,500.00
Main Site Contract	\$75,000.00	\$79,950.09	\$91,166.68
Main Site Maintenance	\$7,500.00	\$6,843.99	\$9,000.00
Scale Calibration			\$5,500.00
Two Way Radios for Main Site Equipment			\$5,800.00
Main Site Utilities: Heating	\$2,500.00	\$2,765.66	\$4,000.00
Power	\$4,000.00	\$4,981.54	\$7,500.00
Water	\$100.00		\$100.00
Meetings	\$8,600.00	\$8,952.38	\$11,600.00
Memberships	\$500.00	\$395.00	\$500.00
Miscellaneous Expenses MD 135 Joining/Landfill Design		\$10,959.29	\$0.00
Skid Office Space	\$50,000.00	\$21,935.70	\$0.00
Mileage	\$250.00	\$422.80	\$250.00
Fluent Security	\$887.88	\$887.88	\$887.88
Office	\$2,500.00	\$3,419.98	\$3,000.00
Professional Fees	\$16,000.00	\$15,800.00	\$16,000.00
Closure & Post Closure Fund	\$30,000.00	\$30,000.00	\$30,000.00
Capital Expenses	\$7,000.00	\$2,750.00	\$7,000.00
Small Tools	\$2,500.00	\$675.96	\$2,500.00
Transfer Stn.: Maintenance	\$11,000.00	\$10,582.97	\$11,000.00
Cantilever Gate for Grimshaw TS			\$8,620.00
Operator Contracts	\$142,000.00	\$131,000.00	\$142,000.00
Tours	\$1,300.00	\$1,241.43	\$1,600.00
Utilities	\$11,000.00	\$13,091.79	\$16,622.00
Trucking: Residential	\$168,835.68	\$154,658.57	\$168,835.68
Transfer Station Hauling	\$115,000.00	\$88,367.52	\$126,500.00
Water Monitoring	\$15,000.00	\$10,103.66	\$15,000.00
Workers Compensation	\$3,500.00	\$2,090.91	\$3,500.00
T.S. Operator Training	\$3,000.00	\$662.66	\$3,000.00
T.S. Operator Training Mileage	\$500.00	\$262.55	\$500.00
Landfill Expansion and Design	\$0.00		\$12,000.00
Workshops/Conferences	\$2,500.00	\$4,793.62	\$4,000.00
<b>Total Cash Budget</b>	<b>\$803,873.56</b>	<b>\$674,641.34</b>	<b>\$853,679.34</b>
<b>SURPLUS/SHORTAGE</b>	<b>\$14,049.64</b>	<b>\$229,252.95</b>	<b>\$13,541.19</b>
Adjustments for Income Statement accounting purposes			
Add-back Closure and post closure fund	\$ 30,000.00	\$30,000.00	
Deduct post closure provision (expense)	\$ 3,551.00	\$3,551.00	
Deduct amortization provision (expense)	\$ 43,961.00	\$43,961.00	
<b>Total Income Statement Budget for accounting purposes</b>	<b>-\$3,462.36</b>	<b>\$211,740.95</b>	<b>\$13,541.19</b>





## MACKENZIE MUNICIPAL SERVICES AGENCY

5109 – 51 Street P.O. Box 450  
Berwyn, Alberta T0H 0E0  
Phone: 780-338-3862  
[www.mmsa.ca](http://www.mmsa.ca)

December 19<sup>th</sup>, 2022

Alberta Health Services Official Administrator  
14<sup>th</sup> Floor North Tower, Seventh St Plaza  
10030 107 ST, NW  
Edmonton, AB  
T5J 3E4

Dear Doctor Cowell:

**RE: Discontinuance of Winter Air Ambulance Service**

The Mackenzie Municipal Services Agency represents 12 municipalities in northwestern Alberta and our Board of Directors voted, unanimously, to add our voice to the growing list of disappointed and bewildered municipalities who rely on air ambulance service to meet the needs of our residents. Specifically, we are referencing the decision by AHS to close the Spirit River airport to winter Medi-vac service.

Our membership finds it totally unconscionable that AHS would unilaterally step in and immediately cancel a life saving service that has been in place for in excess of 40 years! The mandate of AHS is, or at least should be, to improve access to proper health care for ALL citizens of Alberta. This continual eroding of services to small rural municipalities must stop NOW!

There is simply no logical or reasonable explanation for this decision. As previously noted, medical evacuations from the Spirit River airport have taken place, on a year-round basis, for in excess of 40 years and, for a large portion of that time period, they have been completed with the same aircraft currently operating. If these are not the correct aircraft to be operating in this environment then it is the responsibility of the contractor to provide aircrafts that can properly provide the service they have been contracted for. In what form of reality do we allow the contractor to change the rules of the contract they were initially engaged to provide!? The requirement to land at the Spirit River airport was in place at the time this contract was originally let. The contractor willingly engaged in this contract and has financially benefitted from their participation in this contract. To now "pick and choose" where and when they want to provide a life-saving service should be considered a breach of contract and financial penalties should be immediately invoked to guarantee that they honor the terms and intent of their contractual obligations. If it means that they must procure other aircraft in order to provide this service then that is their responsibility to do so. This solution is so abundantly simplistic – "demand that the contractor successfully undertake the requirements of the contract they willingly entered into" that we are somewhat shocked that you have allowed the situation to progress to this point!

With all due respect, we are becoming increasingly tired of having to continually fight to maintain remotely the same service expectations that exist for the larger populated centers. If our government wants to continue living off the vast resources that are derived from our region, then they must support the residents and lifestyle that allows those resources to be harvested for the greater

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**PLANNING TODAY FOR YOUR COMMUNITY'S TOMORROW**

good of our province. Irrational decisions such as this one, need to be revoked immediately and with full apologies to the entire region.

AHS and our provincial government must surely be aware of the growing discontent and distrust that the general population feels toward both bureaucracies. Acting decisively and swiftly in reversing this ill-conceived plan will go a long way to restoring some level of confidence. Our membership is trusting you to do the right thing.

Yours truly;



Sandra Eastman  
Chair, Mackenzie Municipal Services Agency

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**PLANNING TODAY FOR YOUR COMMUNITY'S TOMORROW**

Our File: B2212002

**Electronic Delivery Only**

December 12, 2022

Tony Van Rootselaar  
Central Peace Medical Services Corporation

Dear Mr. Van Rootselaar:

Thank you for your letter dated November 30, 2022, enquiring about Alberta Health Services (AHS) provision of SuperNet to your offices and Medivac flights to Spirit River.

In 2017 AHS wirelessly extended the SuperNet service from the Spirit River Hospital to a single telehealth end point at your adjacent clinic to support telehealth visits for your patients. The cost of the connection (\$8,000) was supported by the municipality with AHS donating technical resources, a network switch and endpoint at no cost.

To extend the SuperNet service to the remainder of your clinic, we estimate would cost AHS approximately \$10,200/year. Unfortunately, SuperNet is only offered to government agencies and Public Sector entities as outlined in the contract between Bell and the Government of Alberta, and your clinic is a private enterprise, we are unable to accommodate your request.

Regarding the discontinuation of fixed wing air ambulance access to the Spirit River airport in winter conditions, it is important to recognize that AHS, through the Provincial Air Ambulance Landing Site Committee, follows advice from aviation experts related to landing capabilities at airports throughout Alberta. It was through that expert advice that risks related to landing at the Spirit River airport were identified. Since the date of your letter, the Provincial Air Ambulance Landing Site Committee has met with Spirit River community representatives to explain the safety assessment behind this decision. These discussions will continue and opportunities that might address the situation will be explored. The decision for fixed wing access does not affect STARS and patients will be transported by ground ambulance to rendezvous with fixed-wing aircraft when required.

Thank you again for your letter and I hope this addresses your concerns.

Sincerely,

Dr. John Cowell  
Official Administrator





Municipal District of Spirit River No. 133

Box 389 Spirit River, Alberta T0H 3G0  
e-mail: mdsr133@mdspiritriv.ab.ca

Telephone (780) 864-3500  
Fax (780) 864-4303

December 15, 2022

Dear Doctor Cowell,

I am in receipt of your correspondence regarding discontinuation of fixed wing air ambulance access to the Spirit River Airport and I regret to inform you that I do not accept your answer.

In 2017 AHS put out tenders for air ambulance providers knowing full well the status of the runways in the area/region/province, therefore AHS should have ensured that the aircraft they were selecting for the contract would have the capability to land at all of the runways that the medi-vac service was previously utilizing and to do otherwise was either:

- a) an intentional plan to drop these airports off the service or;
- b) total ignorance on the abilities of the aircraft they were awarding the contract too; or
- c) a combination of a and b.

In any case, this falls solely at the feet of AHS, and the provincial government for allowing it to occur, and it is entirely AHS's responsibility to:

- Mandate that the service provider immediately deliver safe, reliable, fast and efficient aircraft that can land at Spirit River, Donnelly, Fairview and the many other communities that will soon be impacted; or
- Upgrade all of the airport/runway facilities to a standard that allows the planes they have chosen to safely operate out of these locations

It is simply irresponsible to intentionally specify and/ or accept an aircraft that cannot provide the service that the infrastructure that is in place for the designed end purpose is incapable of handling.

Also, AHS's complete lack of correspondence and consultation with the communities that could be impacted by this downgrade, allowing them an opportunity to upgrade facilities as needed (with provincial funding) speaks to the two-tiered quality of service rurals have been expected to accept.

If this issue is a result of an error by AHS in the tendering, then it is the obligation of AHS to file a lawsuit against the contractor for failure to fulfill the requirements of delivery of service. Alternately if AHS knowingly entered into a contract with the intention of discontinuing service to the smaller rural airports, then it is AHS's responsibility to remedy this situation by subcontracting to another contractor who can deliver this service, while AHS secures the funds to finance upgrades to these airports.

A handwritten signature in black ink, appearing to read "Tony Van Rootselaar".

Sincerely,

Tony Van Rootselaar, Reeve  
Municipal District of Spirit River



Brian Allen – CAO  
Town of Grimshaw  
4612 50 Street, Box 377  
Grimshaw, AB T0H 1W0

December 14, 2022

On behalf of PREDA's Municipal Project Fund Committee I am pleased to inform you that your request for funding for the project titled Local Investors Information Sessions has been approved for the amount of \$10,000.

As noted in your feedback from the Municipal Project Committee the approved amount reflects 100% of your request. The funds are intended to financially support the dissemination of local investor sessions utilizing PREDA region examples as potential cooperative investments for municipalities to bring to the attention of their residents.

In order to expedite the release of your funds please return a signed copied (e-signatures approved) of the attached contract along with an invoice for the full amount to PREDA.

We look forward to you sharing the progress of your project with the membership of PREDA at our next annual general meeting which is scheduled for June 2, 2023. If you require further information, please contact our Executive Director Dan Dibbelt at 780-527-6232 or [preda@peacecountrycanada.com](mailto:preda@peacecountrycanada.com).

Sincerely,

Elaine Garrow – MD of Spirit River Chair, Peace Region Economic Development Alliance

cc: Colleen Sklapsky – Town of Grimshaw (PREDA Designate)  
Carmen Johnson – Town of Grimshaw (PREDA Designate)

Municipal Project Fund Committee

Lynn Florence – Northern Sunrise County  
Hetti Huls – County of Grande Prairie  
Kerri Taylor – MD of Greenview  
Kevin Keller – MD of Greenview  
Holly Sorgen – Community Futures Grande Prairie  
Randy Hodgkinson – Community Futures Peace Country  
Dan Dibbelt – Executive Director, PREDA  
Elaine Garrow – Chair, PREDA

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10128 95<sup>th</sup> Avenue Grande Prairie, AB T8V 0L4 780-780-527-6232 (Voice)



## Municipal Project Fund – Grant Agreement

The Peace Region Economic Development Alliance (PREDA) has established the *Municipal Project Fund* (MPF) to create the opportunity for its members to access funds to support economic development projects within the PREDA region. Recognizing the challenges communities have in initiating projects due to financial constraints, and further noting that numerous government grants are based on regional concepts and partnerships and collaborations, this fund is intended to assist projects that do not necessarily fall in these categories. The selection of grant recipients is conducted through a peer review process as delineated in the *Terms of Reference* for the MPF Selection Committee.

### Between

Peace Region Economic Development Alliance (herein referred to as "Grantor")

### AND

Town of Grimshaw (herein referred to as "Grantee")

- 1) The Selection Committee of the Municipal Project Fund on behalf of PREDA (the Grantor), agrees to release funds in the amount of \$10,000 to Town of Grimshaw.  

AmountGrantee
- 2) As per the proposal submitted (Schedule A - Attached) by the "Grantee", the funds released through this grant agreement are to be directed toward the activities and deliverables for the project titled:  
Local Investors Information Sessions.  

Project Name
- 3) The "Grantee" agrees to present an update and/or outcome report to the PREDA membership at the next Annual General Meeting on June 2, 2023.  

Reporting
- 4) As per the *Terms of Reference* for the MPF, an extension of 3 months for the reporting requirement can be requested *in writing* for approval to the MPF Committee.
- 5) In the event that the above referenced project does not go ahead the "Grantee" will be required to return the full funding amount to PREDA.
- 6) If upon review it is identified by the MPF Selection Committee that the use of the funds granted deviated from the proposed activities or deliverables as outlined in Schedule A, the "Grantee" will be required to return funds granted - in part or full - as determined by the PREDA Executive Board.
- 7) To receive your funds please sign this agreement and send to PREDA along with an invoice for the amount approved.

8) Signatures:

Signature - On behalf of PREDA MPF

Elaine Garrow - Chair

\_\_\_\_\_  
Please Print Name and Title

December 14, 2022

\_\_\_\_\_  
Date - Month, Day, Year

Signature - On behalf of Town of Grimshaw

Brian Allen - CAO

\_\_\_\_\_  
Please Print Name and Title

December 22/2022

\_\_\_\_\_  
Date - Month, Day, Year



**REQUEST FOR GRANT**

**MUNICIPAL PROJECT FUND 2022**

**Application Form**

**This grant is made available by the Members of the Municipal Project Fund.  
Applicant must be a contributing member to the MPF to qualify for a grant.**

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**Municipality Name: Joint Application**

**MD of Peace, Town of Grimshaw, Village of Berwyn**

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**Project Name: Creating a Local Investor Fund in Your Community – PREDA Region Information Sessions**

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**Requested dollar amount: \$10,000**

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**Application Deadline October 14, 2022**

**2021-2022 Municipal Project Fund Committee**

County of Grande Prairie  
Northern Lights County  
MD of Greenview

Community Futures - Peace Country  
Community Futures - Grande Prairie & Area  
PREDA Chair



**Background:** The Municipal Project Fund (MPF) was created to provide the opportunity for contributing municipalities to support each other and local economic development projects. Review of applications and approval of grant disbursement is conducted by Economic Development Officers whose municipality is a member of PREDA. The MPF Committee has a Terms of Reference which clarifies the review and approval process. PREDA provides administrative services at no charge to the MPF.

\_\_\_\_\_ I have read the Terms of Reference for the Municipal Project Fund

**Mailing Address: TOWN OF GRIMSHAW**  
**ADDRESS: 4612 50 Street, Box 377, Grimshaw, AB T0H 1W0**  
**PHONE: (780) 332-4626 FAX: (780) 332-1250**

#### PROJECT Background

- 1) Does the project take place in the PREDA region or a member community? **Yes No**
- 2) Does this project have any other funding partners? *If yes, please provide details.*  
*MD of Peace, Town of Grimshaw, Village of Berwyn have spent \$10,000 creating a local investor fund within their own region connecting with cooperative societies, lawyers, and holding community investor meetings. We would like to create a full day workshop highlighting our lessons learned and bringing in our network of experts to the PREDA region to help other PREDA communities set-up local investor funds.*
- 3) How will you acknowledge support from the Municipal Project Fund Partners?  
 Marketing materials and public presentations will acknowledge the support received from the MPF Committee / PREDA.
- 4) If required, would you be available to present/conference with us to clarify your application? **Yes No**
- 5) What is the timeframe of your project? **1 year.** A) Session Content Creation, B) Coordinate 2 training sessions in the PREDA region – 1 north of the Peace River; one south of the Peace River - Organize trainers / speakers and venues/catering, C) 6-month post-session - Assist MPF community implementation by way of mentoring & consultation and D) Year end outcome report to PREDA AGM / MPF Committee.

#### Estimated Total Project Costs = \$20,000

LABOUR \$ 15,000	SUPPLIES \$ 1000	TRAVEL \$5000	Venue/Catering/AV \$4000
Content Creators / Presenters	Session Binders	Presenters	

#### Submitted to Municipal Project Fund Committee By Joint Applicants

**October 12, 2022**

Town of Grimshaw	Brian Allan – CAO	PREDA Council Representative Colleen Sklapsky
MD of Peace	Barbara Johnson – CAO	PREDA Council Representative Robert Willing
Village of Berwyn	Matthew Norburn – CAO	PREDA Council Representative – Mayor (Vacant)

September 2022 – MPF Application

**Inside This Issue**

- ◆ Client Highlight
- ◆ Upcoming Events
- ◆ About Us
- ◆ Our Board

## Happy Holidays!

### ***A Message from the GM***

*"It's beginning to look a lot like .... well you get it."*

Here we are once again heading into the Happiest season of all. But when I turn on CNN, I think that the rest of the world didn't quite get the memo. That's when I turn off CNN and focus on my family and small circle of friends and let the spirit of the season come into my life. It's hard to worry about much when you are playing hide and seek with your great-grand kids. My hope for all is that you can find that kind of joy this Christmas.

As I reflect on 2022, I am reminded of the hardships that some of our clients continue to face, but mostly, I am pumped by some of the great things that 2022 brought. This has been an amazing turn around year for most as we inch ever closer to normality. I am proud to say that Community Futures Peace Country stands ready to provide the support our clients need as they move their businesses into the future.

To all our clients, partners, stakeholders and friends, I wish you a happy and healthy holiday season and I look forward to working with you in the new year!"

Randy Hodgkinson,  
General Manager

**Please note our office will be CLOSED from December 23rd to January 3rd.**



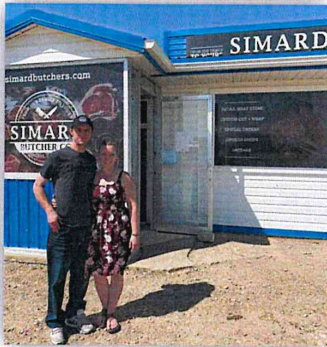
## Client Highlight

### Simard Butcher Co.

simardbutchers@gmail.com

(780) 837-5020

004 Railway Ave NE Falher, AB T0H 1M0



Stephane Simard is the owner/operator of Simard Butcher Co. retail meat store in Falher, Alberta. Stephane has always had a passion for hunting, growing up outdoors and testing his hunter skills with friends and family. He grew up around McLennan and deep family roots make the Peace Region home. Stephane is a loving husband to his wife, Nichole, and adoring father to their two young boys. Stephane graduated with Honors from the Meat Processing course at Olds College in 2021. Now he brings his skill, creativity, and industry-leading technique to you. The retail location boasts a variety of fresh, smoked, cured, and other beef and pork options. The Simards are proud to make these available

locally! The business also further supports their local producers by offering Custom Cutting of farm direct animals. Stephane and his family give back to the community through support of local 4H Beef programs and donations of edibles to local Animal Shelters.



Visit them in person or online at:

**Simard Butcher Co. Ltd. ([simardbutchers.com](http://simardbutchers.com))**

## Upcoming Events

### Lunch & Learns

#### How to Exit Your Business Your Way!

*Wednesday, January 25th via ZOOM*

**Facilitated by Neil Gerritsen**

**Commercial Ventures**

- ⇒ A few topics that will be explored include:
- ⇒ What is exit planning and why it's important
- ⇒ The top 10 benchmarks for a sellable business
- ⇒ Who to sell to, Family vs Market & the pros and cons of each
- ⇒ Your team of professionals—who you need working for you
- ⇒ Are you ready for life post-exit?



#### Testing, Testing 123

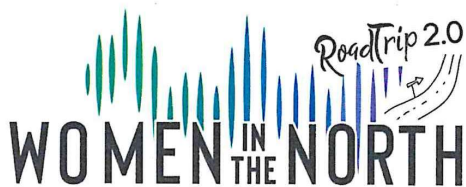
*Wednesday, February 15th via ZOOM*

**Facilitated by Wendy Muise**

**Women Entrepreneurs-in-STEM Program**

Have you ever wondered if there was a more straightforward, less costly way to develop your idea with validation? This workshop will cover some of the most common testing methods and where you might use them. No lab coats are needed; these tests will be simple, like observing someone's behaviour and taking notes. In the end, you will better understand how you might test some of your ideas.

**Please watch your email and social media early in the New Year for more information and links to register for these FREE sessions!**



It's happening! WIN 2023 will be hitting the road in April and May and coming to a town near you! Dates and locations have been set and we are working hard on securing some fantastic speakers, talk show guests and MORE!

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

Registrations open in January!



## About Us!



9816-98 Avenue  
Peace River, AB  
T8S 1S4

Phone: 780-624-1161  
Fax: 780-624-1308  
Email: [admin@cfpeacecountry.com](mailto:admin@cfpeacecountry.com)

Visit us ONLINE

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

Like us on facebook & instagram



Community Futures Peace Country is a community driven, non-profit organization staffed by business professionals and guided by a volunteer Board of Directors.

We provide a wide range of small business services and business management tools for people wanting to start, expand, franchise or sell a business. We also run a number of specialized business programs, organize exciting business events, and actively work with community and business leaders to foster rural economic growth.



Supported in Alberta by Prairies Economic Development Canada, Community Futures has been supporting small business and rural economic diversification since 1986. Community Futures has established 90 Community Futures organizations throughout rural Western Canada, including 27 offices in Alberta.

Given the importance of small business to Canada's changing economy, one of the primary focuses of the CFs is to foster entrepreneurial development by providing both financial and technical support to new and existing small businesses.

## Board of Directors Opportunity

*Growing communities  
one idea at a time.*



Meet our Current Board Members

Catherine DeZutter, George Leger, Frank Light  
Rene George, Cheryl Anderson, Marie Dyck

If you are a forward-thinking, value-oriented and have a passion for leadership, community development, and entrepreneurship, a Board of Director position with Community Futures Peace Country is for you. Board Directors have diverse skills and backgrounds and are made up of community champions and professionals from within the communities they live. Board Directors are responsible for setting the strategic direction of the organization and act as a resource for staff.



### Vacant Positions:

Sub Region 3 - Rycroft / Spirit River  
Sub Region 5 - Fairview  
Sub Region 7 - Valleyview

**Wishing you a very Merry Christmas & all the best for the New Year!**

# **Committee of Council Reports**

## **General Government & Finance:**

- Mayor Wald, Deputy Mayor Hennings
- Councillor Messner, Councillor Bissell

## **Protection to Persons and Property**

- Councillor Jacobs, Councillor Sklapsky

## **Transportation & Infrastructure**

- Councillor Sklapsky, Councillor Hennings

## **Environmental Health:**

- Councillor Hennings, Councillor Sklapsky

## **Community Services:**

- Councillor Jacobs, Councillor Johnson

## **Planning:**

- Mayor Wald

## **Round Table:**

Vendor Cheque Register Report  
Payables Management

User ID: Connie

Ranges: From: To: Cheque Number First Last Cheque Date 2022-12-09 2023-01-05 Vendor ID First Last Vendor Name First Last Chequebook ID First Last

Sorted By: Cheque Number

\* Voided Cheques

Cheque Number	Vendor ID	Vendor Cheque Name	Cheque Date	Chequebook ID	Audit Trail Code	Amount
44092	BIGNO01	BIG NORTH GRAPHICS LTD	2022-12-16	OPERATING	PMCHQ00002282	\$551.46
44093	CHASE01	CHASE CLEANING & RESTORATION L	2022-12-16	OPERATING	PMCHQ00002282	\$3,255.00
44094	FANGT01	FANG TRADING POST	2022-12-16	OPERATING	PMCHQ00002282	\$4,560.81
44095	FRANC01	FRANCOTYP-POSTALIA CANADA INC	2022-12-16	OPERATING	PMCHQ00002282	\$130.73
44096	GRIMS42	GRIMSHAW MEDICAL CLINIC	2022-12-16	OPERATING	PMCHQ00002282	\$36,000.00
44097	KENRY01	KENRY ELECTRIC LTD	2022-12-16	OPERATING	PMCHQ00002282	\$115.50
44098	MELLO01	MELLO, EDWARD J	2022-12-16	OPERATING	PMCHQ00002282	\$300.00
44099	TOWNO02	TOWN OF GRIMSHAW	2022-12-16	OPERATING	PMCHQ00002282	\$1,357.71
44101	ASTEL01	ASTELL JOY	2022-12-23	OPERATING	PMCHQ00002284	\$100.00
44102	BROWN04	BROWNVALE COMMUNITY CLUB	2022-12-23	OPERATING	PMCHQ00002284	\$500.00
44103	NATIO06	NATIONAL BANK OF CANADA MORTGA	2022-12-23	OPERATING	PMCHQ00002284	\$550.42
EFT0005496	RMA01	RURAL MUNICIPALITIES OF ALBERT	2022-12-12	OPERATING	PMCHQ00002281	\$1,428.95
EFT0005497	2243435	2243435 ALBERTA LTD.	2022-12-16	OPERATING	PMCHQ00002283	\$1,806.00
EFT0005498	2GPAR01	2G PARTS & EQUIPMENT	2022-12-16	OPERATING	PMCHQ00002283	\$3.78
EFT0005499	ALLEN01	ALLEN, BRIAN	2022-12-16	OPERATING	PMCHQ00002283	\$299.44
EFT0005500	ALSCO01	ALSCO	2022-12-16	OPERATING	PMCHQ00002283	\$113.03
EFT0005501	APEXS01	APEX SECURITY INC.	2022-12-16	OPERATING	PMCHQ00002283	\$249.38
EFT0005502	BEYON02	BEYOND 2000	2022-12-16	OPERATING	PMCHQ00002283	\$70.34
EFT0005503	CRITT01	CRITICAL COMMUNICATION SOLUTIO	2022-12-16	OPERATING	PMCHQ00002283	\$148.05
EFT0005504	HOMEH01	HOME HARDWARE P.R.HOME CENTRE	2022-12-16	OPERATING	PMCHQ00002283	\$360.13
EFT0005505	JAYKA01	JAY KAY SYSTEMS CONSULTING INC	2022-12-16	OPERATING	PMCHQ00002283	\$1,575.00
EFT0005506	NEWHA01	NEW HARVEST MEDIA INC.	2022-12-16	OPERATING	PMCHQ00002283	\$413.28
EFT0005507	NICKS01	NICK'S MECHANICAL MAINTENANCE	2022-12-16	OPERATING	PMCHQ00002283	\$185.85
EFT0005508	PATSA01	PAT'S AUTO SUPPLY	2022-12-16	OPERATING	PMCHQ00002283	\$156.85
EFT0005509	RASMU03	RASMUSSEN, CARRIE	2022-12-16	OPERATING	PMCHQ00002283	\$140.00
EFT0005510	ROGER01	ROGER'S LOCK LTD.	2022-12-16	OPERATING	PMCHQ00002283	\$295.05
EFT0005511	ROYAL01	ROYAL CARETAKING SUPPLIES INC.	2022-12-16	OPERATING	PMCHQ00002283	\$138.47
EFT0005512	STEVE04	STEVE SZMATA & SONS LTD	2022-12-16	OPERATING	PMCHQ00002283	\$2,133.60
EFT0005513	STREF01	FARREN STREETER O/A 2355868 AB	2022-12-16	OPERATING	PMCHQ00002283	\$1,168.60
EFT0005514	THES01	THE STORE	2022-12-16	OPERATING	PMCHQ00002283	\$412.55
EFT0005515	WEBSD02	WEBSDALE, TERRY	2022-12-16	OPERATING	PMCHQ00002283	\$341.34
EFT0005516	WFRWH01	WFR WHOLESALE FIRE & RESCUE LT	2022-12-16	OPERATING	PMCHQ00002283	\$5,463.44
EFT0005517	WILLY01	WILLY'S TRUCKING SERVICES	2022-12-16	OPERATING	PMCHQ00002283	\$109.32
EFT0005518	WOLSE02	WOLSELEY WATERWORKS GROUP	2022-12-16	OPERATING	PMCHQ00002283	\$1,265.95
EFT0005519	ACEMA01	ACE MACHINING & WELDING (PR) L	2022-12-23	OPERATING	PMCHQ00002285	\$22.68
EFT0005520	ALSCO01	ALSCO	2022-12-23	OPERATING	PMCHQ00002285	\$226.06
EFT0005521	BIGHT01	BIG HILL SERVICES LTD.	2022-12-23	OPERATING	PMCHQ00002285	\$2,154.72
EFT0005522	CENTRA01	DIAMOND SOFTWARE INC., A CENTR	2022-12-23	OPERATING	PMCHQ00002285	\$3,087.00
EFT0005523	DOTLY01	DOT-LYN SALES & SERVICE LTD.	2022-12-23	OPERATING	PMCHQ00002285	\$174.28
EFT0005524	GRIMS01	GRIMSHAW TRUCKING	2022-12-23	OPERATING	PMCHQ00002285	\$194.01
EFT0005525	HARTI01	HART INDUSTRIAL SUPPLY LTD	2022-12-23	OPERATING	PMCHQ00002285	\$188.98
EFT0005526	INDUS01	INDUSTRIAL MACHINE INC.	2022-12-23	OPERATING	PMCHQ00002285	\$111,583.50
EFT0005527	INTER03	INTERSTELLER ELECTRIC LTD	2022-12-23	OPERATING	PMCHQ00002285	\$1,191.75
EFT0005528	LOCAL01	LOCAL AUTHORITY PENSION PLAN	2022-12-23	OPERATING	PMCHQ00002285	\$8,384.35
EFT0005529	MICRO01	MICRO COMPUTERS PLUS.....	2022-12-23	OPERATING	PMCHQ00002285	\$684.60
EFT0005530	MIGHT02	MIGHTY PEACE TOURIST ASSOCIATI	2022-12-23	OPERATING	PMCHQ00002285	\$220.50
EFT0005531	NORTH08	NORTHERN METALIC SALES	2022-12-23	OPERATING	PMCHQ00002285	\$149.36
EFT0005532	PATSA01	PAT'S AUTO SUPPLY	2022-12-23	OPERATING	PMCHQ00002285	\$291.38
EFT0005533	PEACE03	PEACE RIVER BROADCASTING CORP.	2022-12-23	OPERATING	PMCHQ00002285	\$262.50
EFT0005534	PEACE12	PEACE RIVER SCHOOL DIVISION 10	2022-12-23	OPERATING	PMCHQ00002285	\$5,133.24
EFT0005535	ROYAL01	ROYAL CARETAKING SUPPLIES INC.	2022-12-23	OPERATING	PMCHQ00002285	\$391.34
EFT0005536	STAFF01	STAFF SOCIAL FUND	2022-12-23	OPERATING	PMCHQ00002285	\$46.20
EFT0005537	STRAB01	STRATAGEM BUSINESS CONSULTING	2022-12-23	OPERATING	PMCHQ00002285	\$643.45
EFT0005538	STREF01	FARREN STREETER O/A 2355868 AB	2022-12-23	OPERATING	PMCHQ00002285	\$6,068.51
EFT0005539	THES01	THE STORE	2022-12-23	OPERATING	PMCHQ00002285	\$26.24
EFT0005540	UNITE05	UNITED RENTALS OF CANADA	2022-12-23	OPERATING	PMCHQ00002285	\$131.25
EFT0005541	WILLY01	WILLY'S TRUCKING SERVICES	2022-12-23	OPERATING	PMCHQ00002285	\$377.68
EFT0005542	WOLSE02	WOLSELEY WATERWORKS GROUP	2022-12-23	OPERATING	PMCHQ00002285	\$1,293.84
REMIT2051104159	MASTE01	MASTERCARD	2022-12-16		PMCHQ00002282	\$0.00

Total Cheques: 59

Total Amount of Cheques: \$208,627.45

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Town of Grimshaw  
 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number	
000074257	INV	PEACE15 PEACE COUNTRY CO-OP Account	031655	2022-10-31	2022-11-15	Net 15 Original		
				Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events		\$82.86	GSTRI 5%	\$3.95	\$3.95	\$78.91
		Voucher Total:		\$82.86		\$3.95	\$3.95	\$78.91 **
000074259	INV	PEACE15 PEACE COUNTRY CO-OP Account	031305	2022-10-31	2022-11-15	Net 15 Original		
				Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-61-00-290 Other		\$200.00		\$0.00	\$0.00	\$200.00
		Voucher Total:		\$200.00		\$0.00	\$0.00	\$200.00 **
000074261	INV	REDAP01 RED APPLE Account	031902	2022-10-31	2022-11-15	Net 15 Original		
				Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events		\$59.45	GSTRI 5%	\$1.95	\$1.95	\$57.50
		Voucher Total:		\$59.45		\$1.95	\$1.95	\$57.50 **
000074263	INV	SHELL01 SHELL CANADA Account	002475	2022-11-02	2022-11-17	Net 15 Original		
				Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-75-46-552 Gas & Oil - 2016 Dodge 1/2 ton		\$150.00	GSTRI 5%	\$7.14	\$7.14	\$142.86
		Voucher Total:		\$150.00		\$7.14	\$7.14	\$142.86 **
000074265	INV	REDAP01 RED APPLE Account	008355	2022-11-08	2022-11-23	Net 15 Original		
				Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events		\$195.38	GSTRI 5%	\$9.30	\$9.30	\$186.08
		Voucher Total:		\$195.38		\$9.30	\$9.30	\$186.08 **
000074267	INV	REDAP01 RED APPLE Account	008473	2022-11-08	2022-11-23	Net 15 Original		
				Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-72-00-520 Small Tools & Supplies		\$51.45	GSTRI 5%	\$2.45	\$2.45	\$49.00
		Voucher Total:		\$51.45		\$2.45	\$2.45	\$49.00 **
000074269	INV	RAEDI01 RAEDIANCE FLORIST & GIFT SHOP Account	008534	2022-11-08	2022-11-23	Net 15 Original		
				Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events		\$121.72	GSTRI 5%	\$5.80	\$5.80	\$115.92
		Voucher Total:		\$121.72		\$5.80	\$5.80	\$115.92 **

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number	
000074271	INV	VISTA01 VISTAPRINT	VP-BZT79XCC	2022-11-14	2022-11-29	Net 15		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-76-00-520 Small Tools & Supplies	\$98.16	GSTRI 5%		\$4.67	\$4.67	\$93.49
		Voucher Total:	\$98.16			\$4.67	\$4.67	\$93.49 **
000074273	INV	SHELL01 SHELL CANADA	017334	2022-11-17	2022-12-02	Net 15		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-75-46-552 Gas & Oil - 2016 Dodge 1/2 ton	\$127.00	GSTRI 5%		\$6.05	\$6.05	\$120.95
		Voucher Total:	\$127.00			\$6.05	\$6.05	\$120.95 **
000074275	INV	LIGHT01 LIGHTNBOX	NOV 17	2022-11-17	2022-11-17			
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events	\$39.24	GSTRI 5%		\$1.87	\$1.87	\$37.37
		Voucher Total:	\$39.24			\$1.87	\$1.87	\$37.37 **
000074277	INV	VISTA01 VISTAPRINT	VP-CDDJ7DP7	2022-11-18	2022-12-03	Net 15		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-76-00-520 Small Tools & Supplies	\$352.11	GSTRI 5%		\$16.76	\$16.76	\$335.35
		Voucher Total:	\$352.11			\$16.76	\$16.76	\$335.35 **
000074279	INV	AMAZO01 AMAZON.CA	NOV 19	2022-11-19	2022-11-19			
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events	\$58.45	GSTRI 5%		\$2.78	\$2.78	\$55.67
		Voucher Total:	\$58.45			\$2.78	\$2.78	\$55.67 **
000074281	INV	PEACE15 PEACE COUNTRY CO-OP	021157	2022-11-21	2022-12-06	Net 15		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events	\$173.25			\$0.00	\$0.00	\$173.25
		2-72-00-250 R & M Building	\$175.14	GSTRI 5%		\$4.69	\$4.69	\$170.45
		Voucher Total:	\$348.39			\$4.69	\$4.69	\$343.70 **
000074283	INV	AMAZO01 AMAZON.CA	NOV 21	2022-11-14	2022-11-14			
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-51-00-220 Information	\$9.44			\$0.00	\$0.00	\$9.44
		Voucher Total:	\$9.44			\$0.00	\$0.00	\$9.44 **



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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number	
000074285	INV	SPOTI01 SPOTIFY	NOV 21	2022-11-21	2022-11-21			
		Account		Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-74-00-520 Small Tools, Supplies		\$10.49	GSTRI 5%	\$0.50	\$0.50	\$9.99
		Voucher Total:		\$10.49		\$0.50	\$0.50	\$9.99 **
000074287	INV	MONER01 MONERIS SOLUTIONS	023339	2022-11-23	2022-12-08	Net 15		
		Account		Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-76-00-510 Office Supplies		\$55.75		\$0.00	\$0.00	\$55.75
		2-74-00-510 Office Supplies		\$61.33	GSTRI 5%	\$5.58	\$5.58	\$55.75
		Voucher Total:		\$117.08		\$5.58	\$5.58	\$111.50 **
000074289	INV	REDAP01 RED APPLE	023692	2022-11-23	2022-12-08	Net 15		
		Account		Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events		\$152.97	GSTRI 5%	\$4.70	\$4.70	\$148.27
		Voucher Total:		\$152.97		\$4.70	\$4.70	\$148.27 **
000074291	INV	RIVER03 RIVER SIDE RANC DECOR	023653	2022-11-23	2022-12-08	Net 15		
		Account		Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events		\$355.01	GSTRI 5%	\$16.91	\$16.91	\$338.10
		Voucher Total:		\$355.01		\$16.91	\$16.91	\$338.10 **
000074293	INV	CANAD01 CANADA POST CORPORATION	024016	2022-11-24	2022-12-09	Net 15		
		Account		Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-51-00-220 Information		\$149.88	GSTRI 5%	\$7.14	\$7.14	\$142.74
		Voucher Total:		\$149.88		\$7.14	\$7.14	\$142.74 **
000074295	INV	PEACE15 PEACE COUNTRY CO-OP	024084	2022-11-24	2022-12-09	Net 15		
		Account		Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-61-00-290 Other		\$500.00		\$0.00	\$0.00	\$500.00
		Voucher Total:		\$500.00		\$0.00	\$0.00	\$500.00 **
000074297	INV	PEACE15 PEACE COUNTRY CO-OP	024896	2022-11-24	2022-12-09	Net 15		
		Account		Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-72-00-520 Small Tools & Supplies		\$250.82	GSTRI 5%	\$0.90	\$0.90	\$249.92
		Voucher Total:		\$250.82		\$0.90	\$0.90	\$249.92 **

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number	
000074299	INV	JOHNN01 JOHNNY'S SAUSAGE & MEATS	024366	2022-11-24	2022-11-24			
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-72-00-520 Small Tools & Supplies	\$325.00			\$0.00	\$0.00	\$325.00
		Voucher Total:	\$325.00			\$0.00	\$0.00	\$325.00 **
000074301	INV	SHELL01 SHELL CANADA	025603	2022-11-25	2022-12-10	Net 15		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-75-46-552 Gas & Oil - 2016 Dodge 1/2 ton	\$104.50	GSTRI 5%		\$4.98	\$4.98	\$99.52
		Voucher Total:	\$104.50			\$4.98	\$4.98	\$99.52 **
000074303	INV	AMAZO01 AMAZON.CA	NOV 25	2022-11-25	2022-11-25			
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-51-00-220 Information	\$10.49	GSTRI 5%		\$0.50	\$0.50	\$9.99
		Voucher Total:	\$10.49			\$0.50	\$0.50	\$9.99 **
000074305	INV	WHIRL01 WHIRLWIND ACRES	2004	2022-11-28	2022-11-28			
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-51-00-280 Programs & Events	\$500.00			\$0.00	\$0.00	\$500.00
		Voucher Total:	\$500.00			\$0.00	\$0.00	\$500.00 **
000074306	INV	PEACE15 PEACE COUNTRY CO-OP	018284	2022-11-18	2022-12-03	Net 15		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-32-00-510 Office Supplies	\$37.76			\$0.00	\$0.00	\$37.76
		Voucher Total:	\$37.76			\$0.00	\$0.00	\$37.76 **
000074309	INV	PEAVY01 PEAVY MART	008385	2022-11-08	2022-11-23	Net 15		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-32-00-250 R & M - Building	\$1,758.73	GSTRI 5%		\$83.75	\$83.75	\$1,674.98
		Voucher Total:	\$1,758.73			\$83.75	\$83.75	\$1,674.98 **
000074311	INV	PEACE15 PEACE COUNTRY CO-OP	007956	2022-11-07	2022-11-22	Net 15		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-32-00-510 Office Supplies	\$36.06	GSTRI 5%		\$0.68	\$0.68	\$35.38
		Voucher Total:	\$36.06			\$0.68	\$0.68	\$35.38 **

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number	
000074313	INV	QUEEN01 QUEENS PRINTER	021948	2022-11-21	2022-12-06	Net 15 Original		
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-12-00-510 Office Supplies		\$110.25		\$0.00	\$0.00	\$110.25
		Voucher Total:		\$110.25		\$0.00	\$0.00	\$110.25 **
000074315	INV	WALMA01 WAL-MART CANADA INC.	026025	2022-11-26	2022-12-11	Net 15 Original		
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-12-00-290 Other		\$514.48	GSTRI 5%	\$5.45	\$5.45	\$509.03
		Voucher Total:		\$514.48		\$5.45	\$5.45	\$509.03 **
000074317	INV	TITAN01 TITAN SUPPLY INC.	INV380100	2022-11-30	2022-12-15	Net 15 Original		
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-32-00-230 Professional & Special Service		\$286.97	GSTRI 5%	\$13.67	\$13.67	\$273.30
		Voucher Total:		\$286.97		\$13.67	\$13.67	\$273.30 **
000074319	INV	ADOBE01 ADOBE	4085366000	2022-11-08	2022-11-08	Original		
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-12-00-520 Small Tools & Supplies		\$327.47	GSTRI 5%	\$15.59	\$15.59	\$311.88
		Voucher Total:		\$327.47		\$15.59	\$15.59	\$311.88 **
000074321	INV	CANAD03 CANADIAN TIRE	13062	2022-11-13	2022-11-28	Net 15 Original		
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-12-00-520 Small Tools & Supplies		\$99.04	GSTRI 5%	\$4.72	\$4.72	\$94.32
		Voucher Total:		\$99.04		\$4.72	\$4.72	\$94.32 **
000074323	INV	PEACE15 PEACE COUNTRY CO-OP	024861	2022-11-24	2022-12-09	Net 15 Original		
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-12-00-510 Office Supplies		\$21.98		\$0.00	\$0.00	\$21.98
		Voucher Total:		\$21.98		\$0.00	\$0.00	\$21.98 **
000074325	INV	CANAD03 CANADIAN TIRE	016412	2022-11-16	2022-12-01	Net 15 Original		
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-12-00-520 Small Tools & Supplies		\$18.34	GSTRI 5%	\$0.87	\$0.87	\$17.47
		Voucher Total:		\$18.34		\$0.87	\$0.87	\$17.47 **

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Town of Grimshaw  
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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number		
			Report Totals:	\$7,580.97		\$233.35	\$233.35	\$7,347.62	***

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Town of Grimshaw  
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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number	
000074151	INV	TELUS03 TELUS COMMUNICATIONS INC.	DEC42022	2022-12-04	2023-01-03	Net 30		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-41-00-217 Telephone	\$252.36			\$0.00	\$0.00	\$252.36
		2-12-00-217 Telephone	\$154.64			\$0.00	\$0.00	\$154.64
		2-32-00-217 Telephone	\$89.31			\$0.00	\$0.00	\$89.31
		2-23-00-217 Telephone	\$211.81	GSTRI 5%		\$33.74	\$33.74	\$178.07
		Voucher Total:	\$708.12			\$33.74	\$33.74	\$674.38 **
000074152	INV	TELUS03 TELUS COMMUNICATIONS INC.	DEC4, 2022	2022-12-04	2023-01-03	Net 30		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-72-00-217 Telephone	\$68.58	GSTRI 5%		\$3.27	\$3.27	\$65.31
		Voucher Total:	\$68.58			\$3.27	\$3.27	\$65.31 **
000074153	INV	TELUS03 TELUS COMMUNICATIONS INC.	DEC 4 22	2022-12-04	2023-01-03	Net 30		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-72-00-217 Telephone	\$68.61	GSTRI 5%		\$3.27	\$3.27	\$65.34
		Voucher Total:	\$68.61			\$3.27	\$3.27	\$65.34 **
000074154	INV	TELUS03 TELUS COMMUNICATIONS INC.	DEC 4 2022	2022-12-04	2023-01-03	Net 30		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		2-41-00-217 Telephone	\$68.58	GSTRI 5%		\$3.27	\$3.27	\$65.31
		Voucher Total:	\$68.58			\$3.27	\$3.27	\$65.31 **
		Report Totals:	\$913.89			\$43.55	\$43.55	\$870.34 ***

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Town of Grimshaw  
 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number
000074163	RECEI01	120922VAC	2022-12-09	2023-01-08	Net 30		
INV	RECEIVER GENERAL				Original		
	Account	Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount	
	4-00-00-230	\$3,752.87		\$0.00	\$0.00	\$3,752.87	
	Income Tax						
	4-00-00-231	\$253.24		\$0.00	\$0.00	\$253.24	
	Canada Pension Plan						
	4-00-00-232	\$89.33		\$0.00	\$0.00	\$89.33	
	Employment Insurance						
	Voucher Total:	\$4,095.44		\$0.00	\$0.00	\$4,095.44	**
	Report Totals:	\$4,095.44		\$0.00	\$0.00	\$4,095.44	***

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 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number
000074162		RECEI01	120922PAY	2022-12-09	2023-01-08	Net 30	
INV		RECEIVER GENERAL				Original	
		Account	Purchase Amt	Tax Schedule		Tax Amount	Post Amount
		4-00-00-230	\$10,523.16			\$0.00	\$10,523.16
		Income Tax					
		4-00-00-231	\$2,753.68			\$0.00	\$2,753.68
		Canada Pension Plan					
		4-00-00-232	\$936.69			\$0.00	\$936.69
		Employment Insurance					
		Voucher Total:	\$14,213.53			\$0.00	\$14,213.53 **
		Report Totals:	\$14,213.53			\$0.00	\$14,213.53 ***

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Town Of Glimshaw  
 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number
000074149		CATER01	NOV 29/22	2022-11-29	2022-12-14	Net 15	
INV		CATERPILLAR FINANCIAL SERVICES				Original	
		Account	Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		2-32-52-253	\$2,505.28	GSTRI 5%	\$119.30	\$119.30	\$2,385.98
		R&M -Equip-2020 CAT Loader					
		Voucher Total:	\$2,505.28		\$119.30	\$119.30	\$2,385.98 **
		Report Totals:	\$2,505.28		\$119.30	\$119.30	\$2,385.98 ***

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Town of Grimshaw  
 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number
000074150		CWBLE01	DEC 1/22	2022-12-01	2022-12-01		
INV		CWB NATIONAL LEASING INC					
		Account	Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount
		2-12-00-230	\$354.90	GSTRI 5%	\$16.90	\$16.90	\$338.00
		Professional & Special Service					
		Voucher Total:	\$354.90		\$16.90	\$16.90	\$338.00 **
		Report Totals:	\$354.90		\$16.90	\$16.90	\$338.00 ***

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Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document		Terms	P.O. Number	
				Date	Due Date			
000074364		EASTL01	19176469	2022-12-15	2022-12-15			
INV		EASTLINK						
		Account	Purchase Amt	Tax Schedule	Original Tax Amount	Tax Amount	Post Amount	
		2-32-00-217 Telephone	\$162.70	GSTRI 5%	\$7.75	\$7.75	\$154.95	
		Voucher Total:	\$162.70		\$7.75	\$7.75	\$154.95	**
		Report Totals:	\$162.70		\$7.75	\$7.75	\$154.95	***
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Town of Grimshaw  
 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number	
000074365		RECEI01	122222PAY	2022-12-22	2023-01-21	Net 30		
INV		RECEIVER GENERAL				Original		
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount
		4-00-00-230		\$9,874.65		\$0.00	\$0.00	\$9,874.65
		Income Tax						
		4-00-00-231		\$2,684.00		\$0.00	\$0.00	\$2,684.00
		Canada Pension Plan						
		4-00-00-232		\$898.23		\$0.00	\$0.00	\$898.23
		Employment Insurance						
		Voucher Total:		\$13,456.88		\$0.00	\$0.00	\$13,456.88 **
		Report Totals:		\$13,456.88		\$0.00	\$0.00	\$13,456.88 ***

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Payables Distribution Posting Journal

Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number	
000074366	INV	RECEI01 RECEIVER GENERAL	DEC 16, 2022	2022-12-16	2023-01-15	Net 30		
		Account	Purchase Amt	Tax Schedule		Original Tax Amount	Tax Amount	Post Amount
		4-00-00-230	\$8,210.00			\$0.00	\$0.00	\$8,210.00
		Income Tax						
		4-00-00-231	\$2,943.00			\$0.00	\$0.00	\$2,943.00
		Canada Pension Plan						
		Voucher Total:	\$11,153.00			\$0.00	\$0.00	\$11,153.00 **
		Report Totals:	\$11,153.00			\$0.00	\$0.00	\$11,153.00 ***

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 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number
000074254	INV	AMSCO01	22-1045983	2022-12-07	2022-12-22	Net 15	
		ALBERTA MUNICIPAL SERVICES COR				Original	
		Account	Purchase Amt	Tax Schedule		Tax Amount	Post Amount
		2-41-00-540	\$902.23			\$0.00	\$902.23
		Utilities					
		2-32-00-540	\$1,234.95			\$0.00	\$1,234.95
		Utilities					
		2-32-00-544	\$8,738.01			\$0.00	\$8,738.01
		Street Lights					
		2-21-00-540	\$648.73			\$0.00	\$648.73
		Utilities					
		2-73-00-540	\$329.96			\$0.00	\$329.96
		Utilities					
		2-75-00-540	\$34.64			\$0.00	\$34.64
		Utilities					
		2-23-00-540	\$1,054.15			\$0.00	\$1,054.15
		Utilities					
		2-72-00-540	-\$31.00			\$0.00	-\$31.00
		Utilities					
		2-72-00-540	\$11,524.30			\$0.00	\$11,524.30
		Utilities					
		2-76-00-540	\$4,876.70			\$0.00	\$4,876.70
		Utilities					
		2-74-00-540	\$4,876.71			\$0.00	\$4,876.71
		Utilities					
		2-72-00-540	\$4,876.71			\$0.00	\$4,876.71
		Utilities					
		2-12-00-540	\$2,513.46			\$0.00	\$2,513.46
		Utilities					
		2-68-00-540	\$4,743.14	GSTRI 5%		\$2,229.68	\$2,229.68
		-Kennedy Site- - Utilites					
		Voucher Total:	\$46,322.69			\$2,229.68	\$44,093.01 **
		Report Totals:	\$46,322.69			\$2,229.68	\$44,093.01 ***

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Town of Grimshaw  
 Payables Distribution Posting Journal

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Voucher	Type	Vendor Name	Document Number	Document Date	Due Date	Terms	P.O. Number		
000074255	INV	NORTH01	855409	2022-12-01	2022-12-31	Net 30			
		NORTH PEACE GAS	CO-OP LTD.			Original			
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount	
		2-41-00-540		\$100.81	GSTRI 5%	\$4.80	\$4.80	\$96.01	
		Utilities							
		Voucher Total:		\$100.81		\$4.80	\$4.80	\$96.01	**
000074256	INV	NORTH01	857457	2022-12-01	2022-12-31	Net 30			
		NORTH PEACE GAS	CO-OP LTD.			Original			
		Account		Purchase Amt	Tax Schedule	Tax Amount	Tax Amount	Post Amount	
		2-41-00-540		\$947.45	GSTRI 5%	\$45.12	\$45.12	\$902.33	
		Utilities							
		Voucher Total:		\$947.45		\$45.12	\$45.12	\$902.33	**
		Report Totals:		\$1,048.26		\$49.92	\$49.92	\$998.34	***

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