



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

Monday April 27, 2020

9:00 AM

Council Chambers  
Administration Building

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#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		
#3	MINUTES	3.1 Regular Council Meeting minutes held Tuesday, April 14, 2020.	3
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING		
#5	DELEGATION		
#6	BYLAWS	6.1 Bylaw 20-847 Well Drilling Equipment Tax	13
		6.2 Bylaw 20-849 Tax Payment Plan	18
		6.3 Bylaw 20-843 2020 Tax Rate	26
#7	BUSINESS	7.1 2020 Capital and Operating Budgets	34
		7.2 Appointment of Pest Inspectors	41
		7.3 Appointment of Weed Inspectors	43
		7.4 Tri Municipal Industrial Partnership Correspondence	45
		7.5 Valleyview Health Centre Foundation	47
		7.6 Yellowhead County ICF	61

#8 NOTICE OF MOTION

#9 CLOSED SESSION

10.1 Disclosure Harmful to Business Interests of a Third Party  
(FOIP; Section 16)

#10 MEMBERS  
REPORTS/EXPENSE  
CLAIMS

- Ward 4
- Ward 7
- Ward 8

71

#11 ADJOURNMENT

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
 Greenview Administration Building,  
 Valleyview, Alberta on Monday April 14, 2020

**#1  
 CALL TO ORDER**

Reeve Dale Smith called the meeting to order at 9:15 a.m.

**Present**

Ward 5	Reeve Dale Smith
Ward 1	Councillor Winston Delorme(Teleconference)
Ward 2	Councillor Dale Gervais(Teleconference)
Ward 3	Councillor Les Urness
Ward 4	Councillor Shawn Acton(Teleconference)
Ward 6	Councillor Tom Burton
Ward 7	Councillor Roxie Rutt
Ward 8	Councillor Bill Smith(Teleconference)
Division 9	Councillor Duane Didow(Teleconference)
Division 9	Councillor Tyler Olsen(Teleconference)

**ATTENDING**

Chief Administrative Officer	Denise Thompson
Assistant Chief Administrative Officer	Stacey Wabick
General Manager, Community Services	Gerry Murphy
General Manager, Infrastructure & Planning	Roger Autio
Interim Chief Financial Officer	Aleks Nelson
Marketing & Communication Manager	Stacey Sevilla
Recording Secretary	Lianne Kruger

**ABSENT**

**#2  
 AGENDA**

MOTION: 20.04.205. Moved by: COUNCILLOR TOM BURTON  
 That Council adopt the April 14, 2020 Regular Council Meeting Agenda as presented.

CARRIED

**#3  
 NOMINATION FOR  
 DEPUTY REEVE**

Reeve Dale Smith called for nominations for the election of Deputy Reeve.

Councillor Winston Delorme nominated Councillor Tyler Olsen for Deputy Reeve.

Reeve Dale Smith called a second time for nomination of Deputy Reeve.

None were heard.

Reeve Dale Smith called a third time for nomination of Deputy Reeve.

None were heard.

**CEASE  
NOMINATIONS FOR  
DEPUTY REEVE**

MOTION: 20.04.206. Moved by: COUNCILLOR ROXIE RUTT  
That Council cease nominations for Deputy Reeve of the MD of Greenview.  
CARRIED

**APPOINTMENT OF  
DEPUTY REEVE**

MOTION: 20.04.207. Moved by: REEVE DALE SMITH  
That Council appoint Councillor Tyler Olsen as Deputy Reeve for the MD of  
Greenview for a term of six months ending October 26, 2020.  
CARRIED

**DECLARATION**

Reeve Dale Smith declared Councillor Tyler Olsen as the Deputy Reeve of the  
Municipal District of Greenview No. 16 Council for a six month period, where  
at a Regular Council Meeting Council will appoint another Deputy Reeve as  
per Bylaw 19-809 Section 5.1.1(c)(ii).

**#4  
MINUTES**

MOTION: 20.04.208. Moved by: COUNCILLOR TOM BURTON  
That Council adopt the minutes of the Regular Council Meeting held on  
Monday March 23, 2020 as amended;

- Motion 20.03.196 add “Councillor” Winston Delorme
- Motion 20.03.197 add “Deputy Director of Emergency Management  
regarding the State of Local Emergency for Covid-19”.

CARRIED

**#4.2  
BUSINESS ARISING  
FROM THE  
MINUTES**

**4.2 BUSINESS ARISING FROM MINUTES**

**#5  
PUBLIC HEARING**

**5.0 PUBLIC HEARING**

There were no Public Hearings presented.

**#6  
DELEGATIONS**

**6.0 DELEGATIONS**

There were no Delegations present.

**#7  
BYLAWS**

**7.0 BYLAWS**

**7.1 BYLAW 20-841 RE-DESIGNATE FROM AGRICULTURAL ONE DISTRICT TO  
COUNTRY RESIDENTIAL ONE DISTRICT**

**BYLAW 20-841  
FIRST READING**

MOTION: 20.04.209. Moved by: COUNCILLOR ROXIE RUTT  
That Council give First Reading to Bylaw No. 20-841, to re-designate a 4.04-  
hectare ± area from Agricultural One (A-1) District to Country Residential One  
(CR-1) District within NW-34-72-22-W5.  
CARRIED

**BYLAW 20-841  
PUBLIC HEARING**

MOTION: 20.04.210. Moved by: COUNCILLOR DALE GERVAIS  
That Council schedule a Public Hearing for Bylaw No. 20-841, to be held on May 25, 2020, at 9:15 a.m. for the re-designation of a 4.04-hectare ± area from Agricultural One (A-1) District to Country Residential One (CR-1) District within NW-34-72-22-W5.

CARRIED

## **7.2 BYLAW 20-844 REPEAL GRANDE CACHE BYLAW 787**

**BYLAW 20-844  
THIRD READING**

MOTION: 20.04.211. Moved by: COUNCILLOR WINSTON DELORME  
That Council give third reading to Bylaw 20-844 “a bylaw to repeal Grande Cache Bylaw No. 787 “Business License”.

CARRIED

## **7.3 BYLAW 20-845 REPEAL OF GRANDE CACHE BYLAW 803 “RECORDS MANAGEMENT”**

**BYLAW 20-845  
THIRD READING**

MOTION: 20.04.212. Moved by: COUNCILLOR DUANE DIDOW  
That Council give third reading to Bylaw 20-845 “a bylaw to repeal Grande Cache Bylaw No. 803 “Records Management”.

CARRIED

## **7.4 BYLAW 20-847 WELL DRILLING EQUIPMENT TAX**

**BYLAW 20-847  
FIRST READING**

MOTION: 20.04.213. Moved by: DEPUTY REEVE TYLER OLSEN  
That Council give first reading to Bylaw 20-847 “Well Drilling Equipment Tax Bylaw”.

CARRIED

**BYLAW 20-847  
SECOND READING**

MOTION: 20.04.214. Moved by: COUNCILLOR LES URNESS  
That Council give second reading to Bylaw 20-847 “Well Drilling Equipment Tax Bylaw” as amended;

- Add reference for Oil and Gas Conservation Act

CARRIED

## **7.5 BYLAW 20-849 “TAX PAYMENT PLAN”**

**BYLAW 20-849  
FIRST READING**

MOTION: 20.04.215. Moved by: COUNCILLOR ROXIE RUTT  
That Council give first reading to Bylaw 20-849 “Tax Payment Plan”.

CARRIED

**BYLAW 20-849  
SECOND READING**

MOTION: 20.04.216. Moved by: COUNCILLOR LES URNESS  
That Council give second reading to Bylaw 20-849 “Tax Payment Plan”.

CARRIED

**BYLAW 20-849  
THIRD READING  
CONSENT**

MOTION: 20.04.217. Moved by: COUNCILLOR DALE GERVAIS  
That Council unanimously consent to allow third reading to bylaw 20-849 Tax  
Payment Plan.

DEFEATED

**7.6 BYLAW 20-850 “MUNICIPAL WARD BOUNDARIES AND COUNCIL  
COMPOSITION”**

**BYLAW 20-850  
FIRST READING**

MOTION: 20.04.218. Moved by: COUNCILLOR TOM BURTON  
That Council give first reading to Bylaw 20-850 “Municipal Ward Boundaries  
and Council Composition” with amendments;

- Add First Nations by name to Provision 4
- Black out First Nations Reserves
- Amend boundaries of Ward 1 to include the portion of Ward 9 south  
of Victor Lake

CARRIED

**BYLAW 20-850  
PUBLIC HEARING**

MOTION: 20.04.219. Moved by: COUNCILLOR ROXIE RUTT  
That Council schedule a Public Hearing for Bylaw 20-850 “Municipal Ward  
Boundaries and Council Composition” to be held May 25, 2020 at 9:30 a.m.

CARRIED

Reeve Dale Smith recessed the meeting at 10:47 a.m.

Reeve Dale Smith reconvened the meeting at 10:59 a.m.

**7.7 BYLAW 20-851 MUNICIPAL EMERGENCY**

**BYLAW 20-851  
FIRST READING**

MOTION: 20.04.220. Moved by: COUNCILLOR DALE GERVAIS  
That Council give first reading to Bylaw No. 20-851 “Municipal Emergency  
Management Bylaw” as amended;

- Add Sturgeon Lake Cree Nation to Provision 9.2.6
- Add changes from Emergency Management Act amendments

CARRIED

#8  
BUSINESS

## 8.0 BUSINESS

### 8.1 STURGEON LAKE WATER AND WASTEWATER SERVICING FEASIBILITY STUDY

STURGEON LAKE  
WATER &  
WASTEWATER  
SERVICING

MOTION: 20.04.221. Moved by: COUNCILLOR ROXIE RUTT  
That Council approve M2 Engineering to perform the Sturgeon Lake Water and Wastewater Servicing Feasibility Study for the amount of \$57,598.99, with funds to come from Environmental Services 2020 Capital Budget.

CARRIED

### 8.2 2020 TAX PENALTIES

2020 TAX  
PENALTIES

MOTION: 20.04.222. Moved by: COUNCILLOR TOM BURTON  
That Council discuss the proposed 2020 Tax Penalties.

2020 TAX  
PENALTIES -  
TABLED

MOTION: 20.04.223. Moved by: COUNCILLOR DALE GERVAIS  
That Council table motion 20.04.222. 2020 Tax Penalties until later in the meeting.

CARRIED

### 8.3 EVERGREENS FOUNDATION REQUISITIONS

EVERGREENS  
FOUNDATION  
REQUISITION

MOTION: 20.04.224. Moved by: COUNCILLOR ROXIE RUTT  
That Council direct Administration to seek additional information on the capital request in the amount of \$1,267,423.21 from Evergreens Foundation.

CARRIED

EVERGREENS  
FOUNDATION  
OPERATING  
REQUISITION

MOTION: 20.04.225. Moved by: COUNCILLOR DUANE DIDOW  
That Council authorize Administration to forward the 2020 Operating Requisition to Evergreens Foundation in the amount of \$795,189.47, with funds to come from the Community Services Budget.

CARRIED

TRANSFER OF  
FUNDS

MOTION: 20.04.226. Moved by: COUNCILLOR SHAWN ACTON  
That Council authorize Administration to transfer \$33,189.47 from Contingency Reserve to the Community Services Budget.

CARRIED

Reeve Dale Smith recessed the meeting at 12:20 p.m.

Reeve Dale Smith reconvened the meeting at 1:03 p.m.

**8.4 REGIONAL WEED AND PEST APPEAL BOARD**

**REGIONAL WEED  
AND PEST APPEAL  
BOARD**

MOTION: 20.04.227. Moved by: COUNCILLOR SHAWN ACTON  
That Council authorize Administration to proceed with application for  
Greenview to become a member of the Regional Weed and Pest Appeal  
Board.

CARRIED

**8.5 VALLEYVIEW CUP CHARITY TOURNAMENT FUNDS DONATION**

**VALLEYVIEW CUP  
CHARITY  
TOURNAMENT  
FUNDS DONATION**

MOTION: 20.04.228. Moved by: COUNCILLOR DUANE DIDOW  
That Council approve the previously awarded \$500.00 sponsorship to the  
Valleyview Cup Charity Tournament be given directly to Make-A-Wish  
Foundation following the cancellation of the tournament.

CARRIED

**8.6 APRIL 27, 2020 REGULAR COUNCIL MEETING**

**APRIL 27, 2020  
REGULAR COUNCIL  
MEETING**

MOTION: 20.04.229. Moved by: COUNCILLOR TOM BURTON  
That Council rescind motion 20.01.55, "That Council reschedule the April 27,  
2020 Regular Council Meeting to April 30, 2020" and hold the Regular Council  
meeting on April 27, 2020.

CARRIED

**8.7 APRIL 20, 2020 SPECIAL COUNCIL MEETING**

**APRIL 20, 2020  
SPECIAL COUNCIL  
MEETING**

MOTION: 20.04.230. Moved by: REEVE DALE SMITH  
That Council rescind motion 20.03.194 "That Reeve Dale Smith calls a Special  
Council Meeting for April 20, 2020 following the Committee of the Whole  
meeting regarding the 2020 Tax Rate Bylaw #20-843."

CARRIED

**TABLED MOTION  
LIFTED**

MOTION: 20.04.231. Moved by: COUNCILLOR TOM BURTON  
That Council lift tabled motion 20.04.222., 2020 Tax Penalties discussion.

CARRIED

**2020 TAX  
PENALTIES**

MOTION: 20.04.222. Moved by: COUNCILLOR TOM BURTON  
That Council discuss the proposed 2020 Tax Penalties.

CARRIED



2020 TAX RATE  
BYLAW

MOTION: 20.04.232. Moved by: REEVE DALE SMITH  
That Council direct Administration to prepare the 2020 Tax Rate Bylaw to reflect a due date of September 30, 2020 for non-residential taxes and November 15, 2020 for residential taxes and to leave penalty rates the same as 2019.

CARRIED

### **8.8 CAO/MANAGERS REPORTS'**

CAO/MANAGERS'  
REPORTS

MOTION: 20.04.233. Moved by: COUNCILLOR ROXIE RUTT  
That Council accept the CAO/Managers Reports' for information, as presented.

CARRIED

#9  
NOTICE OF  
MOTION

### **9.0 NOTICE OF MOTION**

There were no Notice of Motion brought forward.

#10  
CLOSED SESSION

### **10.0 CLOSED SESSION**

CLOSED SESSION

MOTION: 20.04.234. Moved by: COUNCILLOR SHAWN ACTON  
That the meeting go to Closed Session, at 2:44 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the Closed Session.

CARRIED

### **10.1 PRIVILEGED INFORMATION**

*(FOIPP; Section 27)*

### **10.2 PRIVILEGED INFORMATION**

*(FOIPP; Section 27)*

OPEN SESSION

MOTION: 20.04.235. Moved by: DEPUTY REEVE TYLER OLSEN  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come into Open Session at 3:22 p.m.

CARRIED

MOTION: 20.04.236. Moved by: DEPUTY REEVE TYLER OLSEN  
That Council accept the report and appraisal for information only.  
CARRIED

MOTION: 20.04.237. Moved by: COUNCILLOR DALE GERVAIS  
That Council direct Administration to notify the landowner that Greenview is not interested in the purchase of Plan 882 2869, Lot 2 within SE 01-69-06-W6.  
CARRIED

MOTION: 20.04.238. Moved by: COUNCILLOR WINSTON DELORME  
That Council approve the 2019 per diem average of \$3,717.00 per month along with the regular monthly honorarium of each Councillor and the Reeve, retroactive to March 1, 2020 and continuing until restrictions are lifted on public meetings due to the Coronavirus Pandemic.  
Reeve Dale Smith requested a recorded vote  
**For:** Councillor Shawn Acton, Deputy Reeve Tyler Olsen, Councillor Duane Didow, Councillor Bill Smith, Councillor Dale Gervais, Councillor Winston Delorme, Councillor Les Urness, Councillor Tom Burton  
**Opposed:** Reeve Dale Smith, Councillor Roxie Rutt  
CARRIED

#11  
MEMBER REPORTS  
& EXPENSE CLAIMS

**11.0 MEMBERS BUSINESS**

- WARD 1**                    **COUNCILLOR WINSTON DELORME** updated Council on his recent activities, which include;  
March 23, 2020 Regular Council Meeting
  
- WARD 2**                    **COUNCILLOR DALE GERVAIS** updated Council on his recent activities, which include;  
March 23, 2020 Regular Council Meeting
  
- WARD 3**                    **COUNCILLOR LES URNESS** updated Council on his recent activities, which include;  
March 23, 2020 Regular Council Meeting
  
- WARD 4**                    **COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;  
March 23, 2020 Regular Council Meeting  
Government of Alberta Premier's Telephone Town Hall Meeting

- WARD 5**                    **REEVE DALE SMITH** submitted his update to Council on his recent activities, which include;  
 March 23, 2020 Regular Council Meeting  
 Agriculture Services Board Meeting  
 Heart River Housing Meeting (Electronic)  
 Emergency Management Meeting  
 Premier Teleconference  
 Teleconference with MLA  
 Teleconference with Chief of Sturgeon Lake Cree Nation
- WARD 6**                    **COUNCILLOR TOM BURTON** submitted his update to Council on his recent activities, which include;  
 Agriculture Services Board Meeting  
 CPAA Board Meeting  
 RMRF Webinar  
 MD of Greenview Library Board Meeting
- WARD 7**                    **COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;  
 March 23, 2020 Regular Council Meeting  
 Grande Spirit Foundation Conference Call  
 Peace Library Systems Electronic Interviews for CEO Position  
 Peace Library Systems Conference Call
- WARD 8**                    **COUNCILLOR BILL SMITH** updated Council on his recent activities, which include;  
 Community Futures Grande Prairie & Region Meeting  
 Agriculture Services Board Meeting
- DIVISION 9**                **COUNCILLOR DUANE DIDOW** submitted his update to Council on his recent activities, which include;  
 March 23, 2020 Regular Council Meeting  
 FCSSAA Board Electronic Meeting  
 Government of Alberta Premier’s Telephone Town Hall Meeting
- DIVISION 9**                **COUNCILLOR TYLER OLSEN** submitted his update to Council on his recent activities, which include;  
 March 23, 2020 Regular Council Meeting  
 Nitehawk Board Meeting  
 Grande Prairie Regional Tourism Meeting  
 MD of Greenview Library Board Meeting  
 The River of Death & Discovery Dinosaur Museum Society – 2019 Financials Approval

MOTION: 20.04.239. Moved by: COUNCILLOR TOM BURTON  
That Council accept the Members Business Reports as presented.

CARRIED

#12  
ADJOURNMENT

**12.0 ADJOURNMENT**

MOTION: 20.04.240. Moved by: COUNCILLOR ROXIE RUTT  
That Council adjourn this Regular Council Meeting at 3:42 p.m.

CARRIED

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CHIEF ADMINISTRATIVE OFFICER

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REEVE



# REQUEST FOR DECISION

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SUBJECT: **Bylaw 20-847 Well Drilling Equipment Tax**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: April 27, 2020 CAO: DT MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER: DL/AN  
STRATEGIC PLAN: Level of Service

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RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act R.S.A. Chapter M-26, Section 388-389.

**Council Bylaw/Policy** (cite) –N/A

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RECOMMENDED ACTION:

**MOTION: That Council give third reading to Bylaw 20-847 “Well Drilling Equipment Tax Bylaw”.**

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BACKGROUND/PROPOSAL:

Administration is updating the Well Drilling Equipment Tax Bylaw as there are a few issues with Bylaw 94-119. Bylaw 94-119 refers to a schedule from 1994 that is out of date and was not maintained in Greenview’s record and is not current. The new bylaw simply references the regulation as amended from time-to-time, so the bylaw will remain valid when the regulation changes, which occurs fairly frequently.

The only recommended change from first and second reading was to add the proper reference to the Oil and Gas Conservation Act to the bylaw.

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BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have an updated well drilling equipment tax bylaw that meets the requirements under the MGA and is current.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may choose to not proceed with the new bylaw, but this is not recommended because the schedule is not attached and the bylaw is very out-of-date.

---

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

There are no follow up actions to the recommended motion.

---

**ATTACHMENT(S):**

- Bylaw 94-119
- Bylaw 20-847

BYLAW NO. 94-119

of the Municipal District of Greenview No. 16

A By-law of the Municipal District of Greenview No. 16  
in the Province of Alberta, to authorize the imposition of  
a tax on oil and gas well drilling equipment.

**WHEREAS** the Municipal Government Act, Chapter M-26, R.S.A. 1980, as amended, authorizes Council to impose a tax on persons who are in legal possession of equipment when the equipment is engaged in the drilling of any well for which a license is required under the Oil and Gas Conservation Act or in legal possession of equipment capable of or designed for drilling a gas or oil well when the equipment is engaged in servicing a gas or oil well, and

**WHEREAS** the Lieutenant Governor in Council has established a schedule for the computation of said tax.

**THEREFORE** the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

1. That there shall be imposed a tax on persons who are in legal possession of equipment when the equipment is engaged in the drilling of any well for which a license is required under the Oil and Gas Conservation Act, or in legal possession of equipment capable of or designed for drilling a gas or oil well when the equipment is engaged in servicing a gas or oil well.
2. That the tax shall be computed in accordance with a schedule established by the Lieutenant Governor in Council and being Schedule "A" attached to and forming part of this bylaw.
3. The treasurer or any person appointed by him in writing is hereby empowered to collect taxes with costs by distress, if said taxes remain unpaid for a period of 30 days after the cessation of the drilling or servicing operation.

This By-law shall come into force and effect upon the day of final passing.

Read a first time this 28<sup>th</sup> day of September, A.D., 1994.

Read a second time this 28<sup>th</sup> day of September, A.D., 1994.

Read a third time and finally passed this 12<sup>th</sup> day of October, A.D., 1994.

  
REEVE

  
MUNICIPAL MANAGER



**BYLAW NO. 20-847**  
**of the Municipal District of Greenview No. 16**

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**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to authorize the imposition of a tax on well drilling equipment used to drill a well for which a license is required under the Oil and Gas Conservation Act.**

**WHEREAS**, Section 388 of the Municipal Government R.S.A. 2000, Chapter M-26, allows a Council to pass a well drilling equipment tax bylaw.

**WHEREAS**, Section 389 of the Municipal Government Act requires the tax imposed by this bylaw be paid by the person holding the license required under the Oil and Gas Conservation Act, R.S.A. 2000, Chapter O-6.

**WHEREAS**, the Municipal Government Act authorizes the Minister to make regulations prescribing the well drilling equipment tax rate.

**NOW THEREFORE**, the Council of the Municipal District of Greenview No. 16, duly assembled, enacts as follows:

**1. Title**

1.1 This bylaw shall be cited as the “Well Drilling Equipment Tax” Bylaw.

**2. General**

2.1 This Bylaw imposes a tax on equipment used to drill a well for which a license is required under the Oil and Gas Conservation Act.

2.2 The tax imposed by this bylaw must be paid by the person who holds the license required under the Oil and Gas Conservation Act.

2.3 The amount of the tax imposed by this bylaw shall be calculated in accordance with the tax rate prescribed by the Minister under the Well Drilling Equipment Tax Rate Regulation, as amended.

**3. Repeal**

3.1 Bylaw 94-119 is hereby repealed.

This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 14<sup>th</sup> day of April, 2020.

Read a second time this 14<sup>th</sup> day of April, 2020.

Read a third time and passed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.





**BYLAW NO. 20-847**  
**of the Municipal District of Greenview No. 16**

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REEVE

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CHIEF ADMINISTRATIVE OFFICER



# REQUEST FOR DECISION

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SUBJECT: **Bylaw 20-849 “Tax Payment Plan”**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: April 27, 2020  
DEPARTMENT: CORPORATE SERVICES  
STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: DT  
GM:  
MANAGER:  
PRESENTER: DL/AN

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RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, R.S.A 2000, Chapter M-26, Section 340.

**Council Bylaw/Policy** (cite) N/A

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RECOMMENDED ACTION:

**MOTION: That Council give third reading to Bylaw 20-849 “Tax Payment Plan”.**

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BACKGROUND/PROPOSAL:

Council may, by bylaw, allow for the payment of taxes in instalments. Greenview does not currently have a bylaw in place, however the former Town of Grande Cache had bylaw 703 “Taxes – Payment by instalments and penalties”. Administration updated the bylaw and will repeal the Grande Cache bylaw with the new one.

No changes were made at first and second reading.

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BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have a tax payment plan in place to provide taxpayers with additional options for the payment of their taxes.

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DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may decide to forego the option of tax payment plans at this time.

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FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

There are no follow up actions.

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**ATTACHMENT(S):**

- Grande Cache Bylaw 703
- Bylaw 20-849

**THE TOWN OF GRANDE CACHE  
BY-LAW NO. 703**

**BEING A BY-LAW OF THE TOWN OF GRANDE CACHE, IN THE PROVINCE OF ALBERTA, PURSUANT TO THE MUNICIPAL GOVERNMENT ACT, RSA 2000, CHAPTER M-26, AND AMENDMENTS THERETO, TO PROVIDE FOR THE PAYMENT OF CURRENT TAXES ON INSTALLMENTS, FOR THE IMPOSITION OF A PENALTY ON ALL CURRENT TAXES REMAINING UNPAID ON CERTAIN SPECIFIED DATES IN THE YEAR OF THE LEVY, AND FOR THE ADDING OF A PENALTY TO ALL TAXES REMAINING UNPAID AFTER THE THIRTY-FIRST (31<sup>ST</sup>) DAY OF DECEMBER IN EACH YEAR, AND TO RESCIND BY-LAW NO. 683**

**WHEREAS** Council deems it expedient and reasonable to impose penalties for the non-payment of taxes on certain specified dates within the year in which they are levied; and to impose a penalty on all taxes remaining unpaid on certain specified dates following the year of the levy; and to allow for installment payments on current taxes.

**NOW THEREFORE**, under the authority of the Alberta Municipal Government Act, being Chapter M-26 of the Statutes of Alberta 2000, and amendments thereto, the municipal Council of the Town of Grande Cache, in the Province of Alberta, duly assembled, enacts as follows:

1. In each year, the current tax levy, including all frontage and local improvement taxes may be imposed and shall be due and payable on or before June 30.
2. There shall be imposed by way of penalty, an additional percentage charge of 12% of such sum of current taxes, as described in Section 1, as may be shown on the tax roll as being unpaid after the 30<sup>th</sup> day of June.

There shall also be imposed by way of an additional penalty, an additional 6% of such sum of current taxes, as described in Section 1, as may be shown on the tax roll as being unpaid after the 31<sup>st</sup> day of July.

3. That Section 2 shall not apply, except as hereinafter provided, to the taxes of an owner who has made on or before the 1<sup>st</sup> day of January in each year, an arrangement satisfactory to the Municipal Administrator of the Town of Grande Cache for the payment of installments commencing the 1<sup>st</sup> day of January of each year.

Payment of current years tax levy may be made in equal monthly installments, commencing on January 1<sup>st</sup> through to December 1<sup>st</sup> of the current tax year, provided there are no unpaid taxes on the property as at December 31<sup>st</sup> of the prior year.

Except for the installment owed for the month of December, a grace period of thirty (30) days may be applied to any one installment payment and in default of payment of such installment, the installment in default and all subsequent installments shall forthwith become due and payable, and such amounts remaining unpaid shall be subject to the same penalties and terms as all other current taxes.

4. The difference between the taxes levied for the current year and the total of the twelve (12) installments authorized under the installment plan will be due when levied. Any balance remaining unpaid is subject to the penalty provisions as outlined in Section 2 of this by-law.
5. That all taxes remaining unpaid after the 31<sup>st</sup> day of December in the year in which they are levied shall have added thereto by way of penalty, an amount equal to eighteen percent (18%) of the outstanding balance, such penalty to be assessed on the 1<sup>st</sup> day of January of the succeeding year, and in each succeeding year so long as the taxes remain unpaid.
6. That any percentage charge imposed under Sections 2 and 5 of this by-law shall be added to, and forms a part of the unpaid taxes.
7. That nothing in this by-law shall be construed to extend the time for payment of taxes nor in any way to impair the right of distress or any other remedy provided by the Municipal Taxation Act for the collection of taxes.
8. By-Law No. 683 is hereby rescinded upon final reading of this by-law.

9. That this By-Law shall take effect upon the date of final passing thereof.

Read a first time this twelfth day of May, 2010 A.D.

Read a second time this twelfth day of May, 2010 A.D.

Read a third and final time this twelfth day of May, 2010 A.D.

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Louise Krewusik  
Mayor

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Darren Ottaway  
Chief Administrative Officer



**BYLAW NO. 20-849**  
**of the Municipal District of Greenview No. 16**

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**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to provide for the payment of taxes by instalments.**

**WHEREAS**, Section 340(1) of the Municipal Government Act, R.S.A. Chapter M-26, as amended provides that Council may by bylaw permit taxes to be paid by instalments, at the option of the taxpayer; and

**WHEREAS**, Section 340(2) of the Municipal Government Act, provides that a person who wishes to pay taxes by instalments must make an agreement with the council authorizing that method of payment;

**WHEREAS**, Section 340(3) of the Municipal Government Act, provides that when an agreement of this nature is made, the tax notice must state the amount and due dates of the instalments to be paid in the remainder of the year, and what happens if an instalment is not paid.

**NOW THEREFORE**, the Council of the M.D. of Greenview No. 16, duly assembled, enacts as follows:

**1. Title**

1.1 This bylaw shall be cited as the “Tax Payment Plan” Bylaw.

**2. Definitions**

2.1 **Greenview** means the municipal corporation of the M.D. of Greenview No. 16.

2.2 **Tax Payment Plan** means the tax payment program and application.

**3. Authorization**

3.1 The owner as registered on the tax roll shall be given the option to pay taxes by a pre-authorized transfer of funds from their bank account to Greenview in twelve monthly instalments, in an amount calculated as per Section 4 of this Bylaw, providing all previous outstanding tax balances are paid in full.

3.2 To apply for the Tax Payment Plan, the application form must be completed, signed and returned to a Greenview Administration Office accompanied by the appropriate banking information, no later than January 31<sup>st</sup> of the year in which the taxpayer wishes to enroll in the Tax Payment Plan.

3.3 Any application received after the enrolment deadline of January 31<sup>st</sup> shall take effect the following calendar year.

3.4 The Tax Payment Plan agreement does not transfer from one property tax owner to a purchaser of the property in the event of a sale of a parcel of land.



## **BYLAW NO. 20-849 of the Municipal District of Greenview No. 16**

### **4. Monthly payments**

- 4.1 Monthly payments are calculated by dividing the annual tax levy from the preceding year by twelve (12) for the payment amount for January to May. The monthly payments from June to December will be automatically adjusted once the current year's tax levy has been determined. The current and remaining tax balance owing is divided by seven (7) months to create a zero balance owing by December 31<sup>st</sup>. The transfer of funds will occur on the last business day of every month.
- 4.2 Greenview will determine the monthly payment for each participant in the Tax Payment Plan. The option of additional or lesser monthly payment amounts by the property owner will not be permitted.
- 4.3 The tax roll will be exempt from penalties provided monthly payments, as established by Greenview, are up to date.

### **5. Outstanding Charges**

- 5.1 A property owner will not be eligible for this program if there is any amount owing on the tax roll after the enrolment deadline stipulated in Section 3.3.

### **6. Withdrawal**

- 6.1 Once a participant is enrolled in the Tax Payment Plan, such participant is automatically renewed each year and does not require a new application to be made every year to continue ongoing monthly tax payments.
- 6.2 A participating taxpayer may, at any time, withdraw from the Tax Payment Plan by giving no less than two (2) weeks' notice in writing. No monies paid into the plan will be returned, refunded or transferred to a Greenview utility account. The monies will remain on the tax roll and be deemed as a prepayment of property taxes.

### **7. Cancellation**

- 7.1 Greenview will cancel participation in the Tax Payment Plan if an instalment payment fails to be honoured. Penalties will be added to the tax roll per section 8.
- 7.2 If a participant pays the tax balance owing on the tax / assessment notice issued, they will automatically be removed from the Tax Payment Plan for the current taxation year.
- 7.3 Any transfer of outstanding amounts to the applicable tax roll, in accordance with Section 553 of the Municipal Government Act, will automatically



## **BYLAW NO. 20-849 of the Municipal District of Greenview No. 16**

disqualify participation in the Tax Payment Plan and the property owner will be removed immediately from the Tax Payment Plan.

7.4 Notice of removal from the Tax Payment Plan pursuant to Sections 7.1, 7.2 or 7.3 of this Bylaw may be sent to the taxpayer, by ordinary mail, to the taxpayer's last known mailing address as listed on the tax roll.

7.5 If participation in the Tax Payment Plan is cancelled by Greenview pursuant to Section 7.1 or 7.3, the taxpayer shall not be eligible to participate in the Tax Payment Plan until the taxation year following the cancellation, if the taxpayer chooses to re-enroll in the program. Completion of a new application form by the taxpayer is required.

7.6 Upon sale of the property, the participant will be automatically removed from the Tax Payment Plan.

### **8. Fees and Penalties**

8.1 A bank return fee will be levied on payments which are not honoured by the financial institution on which they are drawn. The charges shall be added on to the taxes owing for each affected tax roll.

8.2 If participation in the Tax Payment Plan is cancelled or withdrawn for any reason before the tax due date in any year, a penalty will be applied to the tax roll, in accordance with the current tax rate or tax penalty bylaw, thirty (30) days after cancellation or withdrawal.

### **9. Indemnification**

9.1 The onus of providing correct banking information to Greenview lies with the taxpayer. If incorrect information results in a monthly payment(s) not being made or being dishonoured by the financial institution, Greenview assumes no responsibility for such rejection of said payment.

### **10. Responsibility**

10.1 Tax Payment Plan participants are responsible for verifying that the pre-authorized payments are being made as per the application agreement signed by the participant. If they are not, the onus is on the taxpayer to notify Greenview to rectify the error.

### **11. Special Provision for the 2020 taxation year**

11.1 Enrollment in the plan may be at any time before the tax due date shown on the 2020 tax notice.





**BYLAW NO. 20-849**  
**of the Municipal District of Greenview No. 16**

11.2 Monthly payments will be calculated by taking the balance owing on the tax roll at the time of enrollment and dividing by the number of months remaining in 2020.

**12. Repeal**

12.1 Grande Cache Bylaw 703 "Taxes – Payment by instalments and penalties" is hereby repealed.

This Bylaw shall come into force and effect upon the day of final passing and signing.

Read a first time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Read a second time this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

Read a third time and passed this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
REEVE

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



# REQUEST FOR DECISION

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**SUBJECT:** 2020 Tax Rate Bylaw #20-843

**SUBMISSION TO:** REGULAR COUNCIL MEETING      **REVIEWED AND APPROVED FOR SUBMISSION**

**MEETING DATE:** April 27, 2020      **CAO:**      **MANAGER:** DD

**DEPARTMENT:** FINANCE      **GM:** AN      **PRESENTER:** MJ

**STRATEGIC PLAN:**

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**RELEVANT LEGISLATION:**

**Provincial (cite)** – *Municipal Government Act Sec 353, 354 and 355*

**Council Bylaw/Policy (cite)** –

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**RECOMMENDED ACTION:**

**MOTION: That Council give first reading to Bylaw 20-843, the 2020 Tax Rate Bylaw.**

**MOTION: That Council give second reading to Bylaw 20-843, the 2020 Tax Rate Bylaw.**

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**BACKGROUND/PROPOSAL:**

Council passed interim Operating and Capital budgets in December, 2019. Since that time, economic conditions along with the Corona virus outbreak have impacted both municipal and taxpayer financial circumstances. In addition, the Premier and Minister of Municipal Affairs have asked municipalities to provide tax relief to ratepayers by deferring a portion of the Alberta School Foundation Fund requisition. Administration met on a number of occasions to reduce the interim budget in an effort to lower the municipal tax burden on tax payers. Council also provided direction to defer the non-residential tax due date from June 30, 2020 to September 30, 2020.

The tax rate bylaw has now been prepared for Council ratification. A summary of changes from 2019 to 2020 appears below:

1. The Non Residential tax due date is extended to September 30, 2020
2. The overall municipal operating budget has been reduced by approximately \$5.2 million
3. The Rural residential municipal tax rate is reduced by 7% (from 2.7000 to 2.4977)
4. The Grande Cache residential municipal tax rate has been reduced by 7% (from 7.7120 to 7.1748)
5. The Non Residential municipal tax rate has been reduced by 15% (from 7.8280 to 6.6850)
6. The Residential Alberta School Foundation rate has increased by 4%. This is primarily due to an under levy in 2019 (\$41,000 underlevy)
7. The Non-Residential Alberta School Foundation requisition rate has increased by 20%. This is due to 2 factors:
  - a. The total requisition has increased from 2019
  - b. There was an underlevy of \$1.65 million in 2019

The following table illustrates an example of the proposed property tax for 2020 compared with the tax for 2019:

<b>Residential Property- Assessed Value \$250,000. (Rural)</b>	<b>2019</b>	<b>2020</b>	<b>Increase (Decrease)</b>
Municipal Tax	\$675.00	\$624.42	(\$50.58)
School	\$626.83	\$649.72	\$22.89
School Allowance	\$3.75	\$4.68	\$.93
Seniors Foundation	\$30.43	\$29.65	(\$ .78)
<b>Total</b>	<b>\$1,336.01</b>	<b>\$1,308.47</b>	<b>(\$27.54)</b>

<b>Residential Property- Assessed Value \$250,000. (Grande Cache)</b>	<b>2019</b>	<b>2020</b>	<b>Increase (Decrease)</b>
Municipal Tax	\$1,928.00	\$1,793.70	(\$134.30)
Special Tax	\$322.00	\$314.92	(\$7.08)
School	\$626.83	\$649.72	\$22.89
School Allowance	\$3.75	\$4.68	\$.93
Seniors Foundation	\$30.43	\$29.65	(\$ .78)
<b>Total</b>	<b>\$2,911.01</b>	<b>\$2,792.67</b>	<b>(\$118.34)</b>

<b>Non-Residential Property-Assessed Value \$1,000,000.</b>	<b>2019</b>	<b>2020</b>	<b>Increase (Decrease)</b>
Municipal Tax	\$7,828.00	\$6,685.04	(\$1,142.96)
School	\$3,163.40	\$3,800.06	\$636.66
School Allowance	\$15.00	\$18.70	\$3.70
Seniors Foundation	\$121.70	\$118.60	(\$3.10)
<b>Total</b>	<b>\$11,128.10</b>	<b>\$10,622.40</b>	<b>(\$505.70)</b>

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**BENEFITS OF THE RECOMMENDED ACTION:**

- a. Council is required to pass a tax rate bylaw annually. By doing so Council will comply with the legislation.
- b. Administration will be able to send tax notices after the bylaw is passed.
- c. The bylaw supports the Operating and Capital budgets passed by Council.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

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ALTERNATIVES CONSIDERED:

**Alternative #1:** Council can choose not to give bylaw readings however there is no authorization to levy taxes to support the budget if there is no taxation bylaw.

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FINANCIAL IMPLICATION:

Passing the bylaw will allow administration to levy taxes and send tax notices to the ratepayers. Taxation is the principle source of revenue to sustain municipal operations.

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STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

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PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

Council will need to give the bylaw third reading before it is valid.

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ATTACHMENT(S):

- Municipal Government Act Sec 353, 354 and 355
- Bylaw 20-843

**Property Tax Property tax bylaw**

**353(1)** Each council must pass a property tax bylaw annually.

**(2)** The property tax bylaw authorizes the council to impose a tax in respect of property in the municipality to raise revenue to be used toward the payment of

(a) the expenditures and transfers set out in the budget of the municipality, and

(b) the requisitions.

**(3)** The tax must not be imposed in respect of property

(a) that is exempt under section 351, 361 or 362, or

(b) that is exempt under section 363 or 364, unless the bylaw passed under that section makes the property taxable.

1994 cM-26.1 s353

**Tax rates**

**354(1)** The property tax bylaw must set and show separately all of the tax rates that must be imposed under this Division to raise the revenue required under section 353(2).

**(2)** A tax rate must be set for each assessment class or sub-class referred to in section 297.

**(3)** The tax rate may be different for each assessment class or sub-class referred to in section 297.

**(3.1)** Despite subsection (3), the tax rate for the class referred to in section 297(1)(d) and the tax rate for the sub-classes referred to in section 297(2.1) must be set in accordance with the regulations.

**(4)** The tax rates set by the property tax bylaw must not be amended after the municipality sends the tax notices to the taxpayers unless subsection (5) applies.

**(5)** If after sending out the tax notices the municipality discovers an error or omission that relates to the tax rates set by the property tax bylaw, the municipality may

(a) amend the property tax bylaw to the extent necessary to correct the error or omission, and

(b) send out amended tax notices, if required as a result of the corrections to the property tax bylaw.

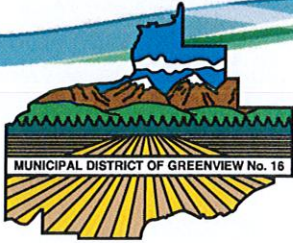
**(6)** A municipality must, within 30 days after passing a property tax bylaw amendment under subsection (5), provide the Minister with a copy of the amended bylaw.

RSA 2000 cM-26 s354;2016 c24 s52;2019 c22 s10(11)

**Calculating tax rates**

**355** A tax rate is calculated by dividing the amount of revenue required by the total assessment of all property on which that tax rate is to be imposed.

1994 cM-26.1 s355;1995 c24 s47



**BYLAW NO. 20-843**  
**of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to authorize the rates of taxation to be levied against assessable property within the Municipal District of Greenview No. 16 for the 2020 taxation year**

**Whereas**, the Municipal District of Greenview No. 16 has prepared and adopted detailed estimates of the municipal revenues and expenditures as required, at the council meeting held on April 27, 2020; and

**Whereas**, the estimated municipal expenditures and transfers set out in the budget for the Municipality of Greenview No. 16 for 2020 total \$ 222,623,797; and

**Whereas**, the estimated municipal revenues and transfers from all sources other than taxation is estimated at \$ 133,299,962 and the balance of \$ 89,323,835 is to be raised by general municipal taxation; and

**Whereas**, the requisitions are:

Alberta School Foundation Fund (ASFF)	
Residential/Farmland	2,575,774
2019 Under levy	40,955
Non-Residential	24,838,470
2019 Under Levy	1,651,347
Opted Out School Boards	
Residential/Farmland	74,071
Non-Residential	1,224
Requisition Allowance MGA(359(2))	150,000
Seniors Foundation	1,638,462
Designated Industrial Properties Requisition	941,580

**Whereas**, the Council of the Municipality is required each year to levy on the assessed value of all property, tax rates sufficient to meet the estimated expenditures and the requisitions; and

**Whereas**, the Council is authorized to classify assessed property, and to establish different rates of taxation in respect to each class of property, subject to the Municipal Government Act, Chapter M-26, Revised Statutes of Alberta, 2000; and



**Whereas**, the assessed value of all property in the Municipality of Alberta as shown on the assessment roll is:

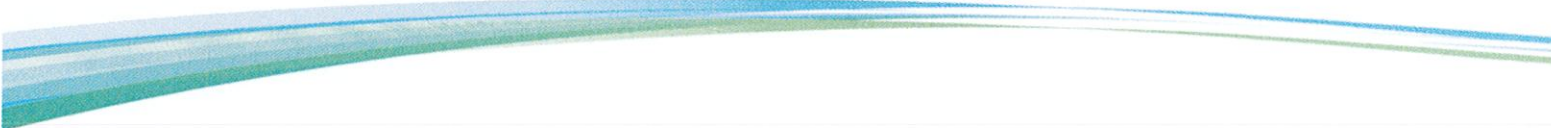
	<u>Assessment</u>
Residential/Farmland	765,105,040
Residential Muni Only	3,685,360
Residential Grande Cache	270,165,460
Residential Grande Cache Muni Only	2,481,590
DIP Residential/Farmland	102,330
Non-Residential	260,057,460
Non-Residential Muni Only	1,697,750
Non-Residential Grande Cache	114,471,440
DIP Non-Residential	6,596,689,630
Machinery & Equipment	16,414,180
DIP Machinery & Equipment	5,712,795,520
DIP- Power Generation	<u>79,726,580</u>
Total	13,823,392,340

**THEREFORE** under the authority of the Municipal Government Act, the Council of the Municipal District of Greenview, in the Province of Alberta, enacts as follows:

1. That the Chief Administrative Officer is hereby authorized to levy the following rates of taxation on the assessed value of all property as shown on the assessment roll of the Municipal District of Greenview No. 16:

	Tax Levy	Assessment	Tax Rate
<b>General Municipal</b>			
Residential/Farmland	1,920,462	768,892,730	2.4977
Residential GC	1,956,192	272,647,050	7.1748
Non-Residential	85,447,181	12,781,852,560	6.6850
<b>Grande Cache Properties Special Tax (Borrowing)</b>			
Residential/Non-Residential	487,641	387,118,490	1.2597





**ASFF/Opted-Out School Boards**

<b>Residential/Farm land</b>	2,690,800	1,035,372,830	2.5989
<b>Non-residential</b>	26,491,041	6,971,218,530	3.8001
<b>Requisition Allowance</b>	150,000	8,006,591,360	0.0187
<b>Seniors Foundations</b>	1,638,462	13,815,527,640	0.1186
<b>Designated Industrial Properties</b>	941,580	12,389,211,730	0.0760

2. The minimum amount payable as property tax for general municipal purposes shall be \$20.00.
  - a) Non-Residential taxes are due and payable on September 30<sup>th</sup>, 2020
  - b) Residential/Farmland taxes are due and payable on November 15<sup>th</sup>, 2020
3. In the event of any current taxes remaining unpaid for Non-Residential after September 30<sup>th</sup>, 2020, there shall be levied a penalty of 8%, on October 1<sup>st</sup>, 2020
4. In the event of any current taxes remaining unpaid for Residential/Farmland after November 15<sup>th</sup>, 2020, there shall be levied a penalty of 8%, November 16, 2020
  - a) In the event of any current taxes remaining unpaid after December 31<sup>st</sup>, 2020, there shall be levied a penalty of 10% on January 1<sup>st</sup>, 2021
  - b) In the event of any arrears taxes remaining unpaid after December 31<sup>st</sup>, 2020, there shall be levied a penalty of 18% on January 1<sup>st</sup>, 2021 and in each succeeding year thereafter, so long as the taxes remain unpaid.
5. If any portion of this bylaw is declared invalid by a court of competent jurisdiction, then the invalid portion must be severed and the remainder of the bylaw is deemed valid.
6. This Bylaw shall come into force and effect upon the day of the third and final reading.

\_\_\_\_\_  
REEVE

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



# REQUEST FOR DECISION

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SUBJECT: **2020 Capital and Operating Budgets**  
SUBMISSION TO: REGULAR COUNCIL MEETING  
MEETING DATE: April 27, 2020  
DEPARTMENT: FINANCE  
STRATEGIC PLAN:

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: \_\_\_\_\_  
GM: AN  
MANAGER: DD  
PRESENTER: \_\_\_\_\_

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RELEVANT LEGISLATION:  
**Provincial** (cite) – *Municipal Government Act Sec 242 245*

**Council Bylaw/Policy** (cite) –

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RECOMMENDED ACTION:

**MOTION: That Council passes the Operating Budget as presented showing Revenue of \$143,896,706. and Expenses of \$172,317,485. with \$30,000,000. to be transferred from the Restricted Surplus.**

**MOTION: That Council passes the Capital Budget as presented showing Expenditures of \$81,126,615. with the entire amount to be funded from the Restricted Surplus.**

---

BACKGROUND/PROPOSAL:

Administration has prepared the Operating and Capital budgets as required and directed by Council. The budget shortfall results from a \$30,000,000. expense to be made to the provincial government to assist with the paving of Highway 40. This expense will be funded from the Restricted Surplus (reserves). In addition, the budget shows the annual amortization expense of \$23,000,000. To be fully funded by the 2020 municipal tax levy. Overall, the operating budget is lower than in 2019 by approximately \$5.2 million. After the transfer to cover the operating shortfall, a surplus of \$1.5 million is expected.

The 2020 Operating Budget is summarized as follows:

Revenue	\$ 22,173,347
Tax Levy	\$ 121,723,359
Expenses	\$ 172,317,485
Deficit	-\$ 28,420,779
Transfer For Hwy 40	\$ 30,000,000
Surplus	\$ 1,579,221

The capital budget of \$81,126,615. is to be fully funded from Restricted Surplus (reserves).

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**BENEFITS OF THE RECOMMENDED ACTION:**

Compliance with the Municipal Government Act

Will allow Council to set the tax rate bylaw which will authorize administration to prepare and send tax notices.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** *None*

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**FINANCIAL IMPLICATION:**

Cash flow will be severely and negatively impacted if a budget and subsequent tax rate bylaw are not adopted.

It is difficult for administration to function without a budget.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

The 2020 tax rate bylaw can be passed.

Administration can levy taxes and send tax notices.

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ATTACHMENT(S):

- Summary of Operating Revenue & Expenses Budget
- Summary of Capital Budget

**Adoption of operating budget**

**242(1)** Each council must adopt an operating budget for each calendar year.

**(2)** A council may adopt an interim operating budget for part of a calendar year.

**(3)** An interim operating budget for a part of a calendar year ceases to have any effect when the operating budget for that calendar year is adopted.

1994 cM-26.1 s242

**Adoption of capital budget**

**245** Each council must adopt a capital budget for each calendar year.

1994 cM-26.1 s245



**FIVE YEAR CAPITAL PLAN**

Description	2019 C/O	2020 New Funds	2020	Interim 2020 Capital Budget Approved	Increase (Decrease)	2021	2022	2023	2024	Total
<b>CAPITAL EXPENDITURES</b>										
TOTAL AGRICULTURAL SERVICES	\$ 335,240	\$ 331,000	\$ 666,240	\$ 331,000	\$ 335,240	\$ 246,800	\$ 413,700	\$ 422,240	\$ 623,000	\$ 2,371,980
TOTAL COMMUNITY SERVICES	\$ 104,241	\$ -	\$ 104,241	\$ 249,241	\$ (145,000)	\$ 45,000	\$ 100,000	\$ 1,800,000	\$ 60,000	\$ 2,109,241
TOTAL ECONOMIC DEVELOPMENT	\$ -	\$ 250,000	\$ 250,000	\$ 290,000	\$ (40,000)	\$ 220,000	\$ 395,000	\$ -	\$ -	\$ 865,000
TOTAL PROTECTIVE SERVICES	\$ 2,072,740	\$ 1,687,900	\$ 3,760,640	\$ 5,260,900	\$ (1,500,260)	\$ 1,415,000	\$ 1,330,800	\$ 1,180,000	\$ 1,212,200	\$ 8,898,640
TOTAL RECREATION	\$ 755,451	\$ 909,241	\$ 1,664,692	\$ 2,111,460	\$ (446,768)	\$ 2,650,921	\$ 1,934,450	\$ 2,102,927	\$ 977,117	\$ 9,330,107
TOTAL OPERATIONS VEHICLES & EQUIPMENT	\$ 165,000	\$ 916,300	\$ 1,081,300	\$ 2,128,300	\$ (1,047,000)	\$ 2,190,600	\$ 1,405,850	\$ 2,023,700	\$ 4,116,950	\$ 10,818,400
TOTAL FACILITIES MAINTENANCE	\$ 145,000	\$ 5,139,400	\$ 5,284,400	\$ 6,320,600	\$ (1,036,200)	\$ 1,159,000	\$ 293,800	\$ 28,000	\$ 329,900	\$ 7,095,100
TOTAL ROAD CONSTRUCTION & SURFACING	\$ 9,850,920	\$ 16,671,860	\$ 24,951,834	\$ 31,680,906	\$ (6,729,072)	\$ 24,845,946	\$ 24,490,000	\$ 14,357,800	\$ 11,746,064	\$ 100,391,644
TOTAL BRIDGES	\$ 2,402,712	\$ 970,000	\$ 3,372,712	\$ 4,168,212	\$ (795,500)	\$ 5,486,500	\$ 4,955,000	\$ 3,138,000	\$ 3,980,000	\$ 20,932,212
TOTAL ENVIRONMENTAL SERVICES	\$ 29,902,242	\$ 9,725,730	\$ 39,256,756	\$ 42,519,739	\$ (3,262,983)	\$ 14,160,916	\$ 9,456,827	\$ 3,663,200	\$ 502,600	\$ 67,040,299
TOTAL INFORMATION SYSTEMS	\$ 176,000	\$ 156,000	\$ 332,000	\$ 332,000	\$ -	\$ 180,000	\$ 200,000	\$ 60,000	\$ -	\$ 772,000
TOTAL COMMUNICATIONS	\$ -	\$ -	\$ -	\$ 675,000	\$ (675,000)	\$ 500,000	\$ 175,000	\$ -	\$ -	\$ 675,000
TOTAL PEACE OFFICER PROGRAM	\$ -	\$ 401,800	\$ 401,800	\$ 395,200	\$ 6,600	\$ -	\$ -	\$ 300,000	\$ -	\$ 701,800
TOTAL PLANNING & DEVELOPMENT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 60,800	\$ -	\$ 60,800
<b>TOTAL CAPITAL BUDGET</b>	<b>\$ 45,909,546</b>	<b>\$ 37,159,231</b>	<b>\$ 81,126,615</b>	<b>\$ 96,462,558</b>	<b>\$ (15,335,943)</b>	<b>\$ 53,100,683</b>	<b>\$ 45,150,427</b>	<b>\$ 29,136,667</b>	<b>\$ 23,547,831</b>	<b>\$ 313,188,839</b>

# DRAFT 2

THREE YEAR OPERATING EXPENSE						
DESCRIPTION	2019 BUDGET	2020 BUDGET	2020 Interim Budget	\$ Change Interim vs Draft	2021 PLAN	2022 PLAN
COUNCIL	\$1,211,409	\$1,263,869	\$1,324,694	-\$60,825	\$1,350,343	\$1,345,992
CAO & CORPORATE SERVICES	\$9,227,982	\$13,068,237	\$37,689,032	-\$24,620,795	\$11,692,394	\$11,934,796
REQUISITIONS	\$27,090,497	\$31,288,303	\$0	\$31,288,303	\$30,978,893	\$31,889,436
I & P ADMINISTRATION	\$1,407,658	\$1,358,796	\$1,366,796	-\$8,000	\$1,407,342	\$1,444,468
CONSTRUCTION & ENGINEERING	\$2,990,000	\$3,975,000	\$3,975,000	\$0	\$3,875,000	\$3,415,000
P & D ADMINISTRATION	\$1,337,985	\$1,158,076	\$1,332,406	-\$174,330	\$1,292,318	\$1,223,210
ENVIRONMENTAL SERVICES	\$2,917,713	\$5,331,652	\$6,156,577	-\$824,925	\$6,124,930	\$6,149,943
OPERATIONS SERVICES	\$6,590,839	\$9,035,761	\$9,481,826	-\$446,065	\$9,664,869	\$9,787,741
OPERATIONS ROADS	\$19,429,131	\$22,757,838	\$24,020,838	-\$1,263,000	\$22,015,125	\$22,423,188
FACILITY MAINTENANCE	\$2,519,721	\$3,328,099	\$3,600,574	-\$272,475	\$3,776,177	\$3,815,962
COMMUNITY SERVICE ADMINISTRATION	\$1,007,779	\$589,050	\$2,633,300	-\$2,044,250	\$604,959	\$611,635
COMMUNITY SERVICE GRANTS PROGRAM	\$5,342,250	\$32,818,500	\$3,545,300	\$29,273,200	\$33,329,300	\$3,369,300
COMMUNITY SERVICE GRANT AGREEMENTS	\$704,700	\$1,080,920	\$1,085,420	-\$4,500	\$1,106,000	\$1,125,600
ECONOMIC DEVELOPMENT	\$1,332,650	\$1,459,597	\$2,933,197	-\$1,473,600	\$1,643,826	\$1,960,821
COMMUNITY DEVELOPMENT AGREEMENTS	\$5,273,094	\$5,113,000	\$5,273,094	-\$160,094	\$5,936,547	\$5,936,547
RECREATION ADMINISTRATION	\$1,052,012	\$1,065,126	\$1,294,051	-\$228,925	\$1,191,817	\$1,223,479
RECREATION SERVICES	\$0	\$4,055,953	\$4,067,195	-\$11,242	\$4,119,143	\$4,174,439
AGRICULTURAL SERVICES	\$2,313,414	\$2,446,155	\$2,858,655	-\$412,500	\$2,888,821	\$2,912,527
FAMILY & COMMUNITY SUPPORT SERVICES	\$1,511,617	\$2,001,511	\$2,035,511	-\$34,000	\$2,061,994	\$2,089,649
PROTECTIVE SERVICES	\$2,262,336	\$3,484,342	\$3,667,542	-\$183,200	\$3,636,631	\$3,688,943
GREENVIEW REGIONAL MULTIPLEX	\$0	\$2,637,700	\$2,330,700	\$307,000	\$2,616,240	\$2,649,532
AMORTIZATION	\$0	\$23,000,000	\$0	\$23,000,000	\$24,500,000	\$26,000,000
GRANDE CACHE 2019 BUDGET	\$12,850,491	\$0	\$0	\$0	\$0	\$0
<b>TOTAL GREENVIEW OPERATING EXPENSE</b>	<b>\$108,373,278</b>	<b>\$172,317,485</b>	<b>\$120,671,708</b>	<b>\$51,645,777</b>	<b>\$175,812,669</b>	<b>\$149,172,208</b>



### THREE YEAR REVENUE

DESCRIPTION	2019 BUDGET	2020 BUDGET	2020 Interim Budget	\$ Change Interim vs Draft	2021 PLAN	2022 PLAN
PROPERTY TAXES	-\$109,680,727	-\$121,723,359	-\$120,206,492	\$1,516,867	-\$120,206,492	-\$120,206,492
OTHER TAX REVENUE	-\$10,092,164	-\$5,092,164	-\$10,092,164	-\$5,000,000	-\$5,092,164	-\$5,092,164
OTHER REVENUE	-\$2,252,500	-\$3,783,753	-\$3,073,753	\$710,000	-\$3,073,855	-\$3,073,953
CONDITIONAL GRANTS	-\$8,811,446	-\$6,847,345	-\$5,520,330	\$1,327,015	-\$5,520,330	-\$5,520,330
PLANNING & DEVELOPMENT REVENUE	-\$485,100	-\$207,000	-\$345,000	-\$138,000	-\$345,000	-\$345,000
ENVIRONMENTAL SERVICES REVENUE	-\$759,945	-\$2,654,170	-\$2,043,220	\$610,950	-\$2,096,025	-\$2,108,230
OPERATIONS SERVICES REVENUE	-\$889,900	-\$1,651,400	-\$1,551,400	\$100,000	-\$1,554,400	-\$1,559,500
COMMUNITY SERVICES REVENUE	-\$336,100	-\$366,987	-\$415,027	-\$48,040	-\$447,914	-\$448,914
ECONOMIC DEVELOPMENT REVENUE	-\$459,000	-\$213,000	-\$838,000	-\$625,000	-\$441,300	-\$443,400
RECREATION SERVICES REVENUE	-\$20,200	-\$248,400	-\$497,800	-\$249,400	-\$498,400	-\$499,000
AGRICULTURAL SERVICES REVENUE	-\$217,150	-\$210,650	-\$210,650	\$0	-\$210,650	-\$210,650
FCSS REVENUE	-\$408,660	-\$563,728	-\$684,400	-\$120,672	-\$684,400	-\$684,400
PROTECTIVE SERVICES REVENUE	-\$40,000	-\$60,000	-\$80,000	-\$20,000	-\$80,000	-\$80,000
GREENVIEW REGIONAL MULTIPLEX REVENUE	\$0	-\$274,750	-\$544,100	-\$269,350	-\$549,500	-\$549,500
2019 REVENUE - GRANDE CACHE	-\$8,779,150	\$0		\$0	\$0	\$0
<b>TOTAL GREENVIEW REVENUE</b>	<b>(143,232,042)</b>	<b>(143,896,706)</b>	<b>(146,102,336)</b>	<b>(2,205,630)</b>	<b>(140,800,430)</b>	<b>(140,821,533)</b>





# REQUEST FOR DECISION

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**SUBJECT: APPOINTMENT OF PEST INSPECTORS**  
**SUBMISSION TO: REGULAR COUNCIL MEETING**      **REVIEWED AND APPROVED FOR SUBMISSION**  
**MEETING DATE: April 27, 2020**      **CAO: DT**      **MANAGER: DB**  
**DEPARTMENT: AGRICULTURE**      **GM: GM**      **PRESENTER: DB**  
**STRATEGIC PLAN: Level of Service**

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**RELEVANT LEGISLATION:**  
**Provincial (cite) –Agricultural Pests Act Chapter A-8 RSA 2000**

**Council Bylaw/Policy (cite) – N/A**

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**RECOMMENDED ACTION:**  
**MOTION: That Council appoint: Dennis Haglund, Maureen Bly, Hazel Edwards, Jennifer Hammell, Terri Hoddinott, Brenda Jantz, Sue LePage, Cheylin Patenaude, Sage Eshelman, Madeleine Clough, Brendan Braes, Jenneka Olsen and Kelly Neufeld as Pest Inspectors for the Municipal District of Greenview No. 16 under Section 10 of the Agricultural Pests Act A-8 for the term of their employment.**

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**BACKGROUND/PROPOSAL:**  
Greenview Council continues to appoint Pest Inspectors under the Agricultural Pests Act A-8 on an annual basis. The Pest Inspectors work from May to October and will inspect for species listed in the Pest and Nuisance Control Regulation AR/184 2001.

Section 10 of the Agricultural Pests Act provides as follows:  
**Municipal Inspectors**  
**10(1)** The local authority of a municipality shall appoint a sufficient number of inspectors to carry out this Act and the regulations within the municipality

---

**BENEFITS OF THE RECOMMENDED ACTION:**  
1. The benefit of the recommended motions is that Greenview will be compliant with the Agricultural Pests Act, Greenview is required to appoint a sufficient amount of individuals as Pest Inspectors.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**  
1. There are no perceived disadvantages to the recommended motion.

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**ALTERNATIVES CONSIDERED:**  
**Alternative #1:** Greenview Council may choose to not grant appointment to the specified individuals listed, however this would put Greenview in the situation of not having a sufficient number of Pest Inspectors appointed under the Agricultural Pests Act Section 10.

**Alternative #2:** Greenview Council may choose to alter the recommended motion, however this would put Greenview in the situation of not having a sufficient number of Pest Inspectors appointed under the Agricultural Pests Act Section 10.

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**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Once Council has approved the appointments, the employees will be able to start inspecting properties for agricultural pests.

---

**ATTACHMENT(S):**

- N/A



# REQUEST FOR DECISION

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**SUBJECT:** Appointment of Weed Inspectors

**SUBMISSION TO:** REGULAR COUNCIL MEETING      **REVIEWED AND APPROVED FOR SUBMISSION**

**MEETING DATE:** April 27, 2020      **CAO:** DT      **MANAGER:** DB

**DEPARTMENT:** AGRICULTURE      **GM:** GM      **PRESENTER:** DB

**STRATEGIC PLAN:** Level of Service

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**RELEVANT LEGISLATION:**  
**Provincial (cite)** –Agricultural Pests Act Chapter A-8 RSA 2000

**Council Bylaw/Policy (cite)** – N/A

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**RECOMMENDED ACTION:**  
**MOTION: That Council appoint: Dennis Haglund, Maureen Bly, Hazel Edwards, Jennifer Hammell, Terri Hoddinott, Brenda Jantz, Sage Eshelman, Madeleine Clough and Kelly Neufeld as Weed Inspectors for the Municipal District of Greenview No. 16 under Section 7 of the Weed Control Act W-5.1 for the term of their employment.**

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**BACKGROUND/PROPOSAL:**  
Greenview Council continues to appoint Weed Inspectors under the Weed Control Act W-5.1 on an annual basis. The Weed Inspectors work from May to October and will inspect for species listed in the Weed Control Regulation AR 19/2010.

Section 7 of the Weed Control Act provides as follows:

**Municipal Inspectors**

**7(1)** A local authority shall appoint inspectors to enforce and monitor compliance with this Act within the municipality.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of the recommended motions is that Greenview will be compliant with the Weed Control Act, Greenview is required to appoint a sufficient amount of individuals as Weed Inspectors.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages to the recommended motion.

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**ALTERNATIVES CONSIDERED:**  
**Alternative #1:** Greenview Council may choose to not grant appointment to the specified individuals listed, however this would put Greenview in the situation of not having a sufficient number of Weed Inspectors appointed under the Weed Control Act Section 7.

**Alternative #2:** Greenview Council may choose to alter the recommended motion, however this would put Greenview in the situation of not having a sufficient number of Weed Inspectors appointed under the Weed Control Act Section 7.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Once Council has approved the appointments, the employees will be able to start inspecting properties for invasive species.

---

**ATTACHMENT(S):**

- N/A



# REQUEST FOR DECISION

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**SUBJECT:** Tri Municipal Industrial Partnership Correspondence  
**SUBMISSION TO:** REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE:** April 27, 2020 CAO: DT MANAGER: KK  
**DEPARTMENT:** ECONOMIC DEVELOPMENT GM: GM PRESENTER: KK  
**STRATEGIC PLAN:** Regional Cooperation

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**RELEVANT LEGISLATION:**

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

**RECOMMENDED ACTION:**

**MOTION:** That Council provide a letter to the participating municipalities in the Tri-Municipal Industrial Partnership (TMIP); advising them of Greenview’s plan to pause the development of the TMIP project.

---

**BACKGROUND/PROPOSAL:**

At the direction of Council, Greenview recommends that a letter be sent to the partner municipalities of the TMIP; advising them that in light of the current market conditions it is Greenview’s position that the ongoing development of the TMIP be paused, until autumn 2021. Market uncertainties, created by the ongoing Corona Virus pandemic and wildly fluctuating value of non-renewable resources; Greenview must ensure that levels of service to its ratepayers are continued. Greenview currently derives over 90% of tax revenue from an industrial tax base. Time and effort must be taken to ensure appropriate level of service are provided to Greenview ratepayers. When commodity markets have stabilised an expansion of services including the development of the TMIP can be considered.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is it will provide definitive direction to the elected TMIP Committee members, partner Councils and the and respective administration of the TMIP project.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages to the recommended motion.

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**ALTERNATIVES CONSIDERED:**

Council has the alternative to amend or defeat the motion; however Administration does not recommend this action because as it will not be in line with the current needs of Greenview ratepayers service delivery.

FINANCIAL IMPLICATION:

**Direct Costs: N/A**

There are no financial implications to the recommended motion.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

Administration will provide a letter to the Mayor of Grande Prairie and the Reeve of Grande Prairie County, addressing this recommendation.

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ATTACHMENT(S):



# REQUEST FOR DECISION

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SUBJECT: **Valleyview Health Centre Foundation**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: April 27, 2020 CAO: DT MANAGER:  
DEPARTMENT: COMMUNITY SERVICES GM: GM PRESENTER: LL  
STRATEGIC PLAN: Quality of Life

---

RELEVANT LEGISLATION:

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) –Policy 8002 – Community Grants

---

RECOMMENDED ACTION:

**MOTION: That Council approve grant funding in the amount of \$27,000 for the Valleyview Health Centre Foundation to purchase a new bathtub for the Acute Care ward at the Valleyview Hospital, with funds to come from the 2020 Community Services Miscellaneous Grants.**

---

BACKGROUND/PROPOSAL:

A grant application was received April 9, 2020 from the Valleyview Health Centre Foundation for a capital request of \$27,000. The requested funds would be used to purchase a new bathtub for the acute care ward at the Valleyview Hospital and includes the cost of installation.

The acute care ward is equipped with showers, however it does not currently have a bathtub. Acute care patients were being taken to the Long Term Care ward to use the bathtub, however with the new rules put in place due to the Covid-19 pandemic this is no longer possible. Currently, patients in the acute care ward who are unable to have a shower are required to have a bed bath.

In the past Council has approved two capital grants to the Valleyview Health Centre Foundation. In 2016 Council approved a \$55,000 grant for the purchase and installation of a tub in the Long Term Care ward and in 2017 Council approved a \$30,000 grant for the purchase of electric beds for the Long Term Care ward and a new glidescope for intubation. In 2018, the capital grant application for four (4) vital sign machines with stands and pulse oximetry, oxygen saturation equipment in the amount of \$13,172.20 was denied by Council with an indication that these items should be supplied by the Province.

Due to the nature of this request and the current Covid-19 pandemic, Administration felt this request should be brought forward to Council at this time, instead of going through the grant application process. The grant application process would require the application to be presented at the Committee of the Whole Meeting on May 19, 2020, and if approved the application would proceed to the Regular Council Meeting scheduled for June 8<sup>th</sup> for a decision from Council.

The Community Services Miscellaneous Grants budget as of April 26, 2020 totals \$1,251,385.18.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that it would provide the patients of the acute care ward at the Valleyview Hospital a safe and healthy environment for bathing.

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**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages to the recommended motion.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to deny the recommend motion

**Alternative #2:** Council has the alternative to request Administration to proceed with including this grant with the other applications to review at the Committee of the Whole Meeting.

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**FINANCIAL IMPLICATION:**

**Direct Costs: \$27,000**

**Ongoing / Future Costs: N/A**

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will inform the Valleyview Health Centre Foundation of Council's decision.

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ATTACHMENT(S):

- Valleyview Health Centre Foundation Grant Application
- Policy 8002 – Community Grants



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

## GRANT APPLICATION

### Organization Information:

Name of Organization: Valleyview Health Centre Foundation  
Address of Organization: PO Box 358 Valleyview, AB T0H 3N0  
Contact Name and Phone Number: Melanie Ingram 780-524-3356 or 780-552-6443  
Position of Contact Person: Foundation Fundraising Coordinator

Purpose of organization:  
To acquire, solicit, accept and receive gifts, grants, bequests or settlements. To finance or assist in the financing of the construction, equipping, operation, maintenance and enhancing of hospital care for the people of the community of the Valleyview Health Centre.

What act are you registered under? Regional Health Authority Registration No. 85142-9654RR

### Grant Information:

Total Amount Requested \_\_\_\_\_ \$27000.00  
Operating \_\_\_\_\_ Capital \_\_\_\_\_

Proposed Project: Purchase a new bathtub for our Acute Care ward along with installation.  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

*Operating costs are the costs of day-to-day operations.  
Capital costs are costs more than \$2,500, which is not consumed in one year and/or those costs, which add value to property owned and operated by the organization.*

FORM A **must** be filled out with **all** grant applications. Fill out FORM B for any capital requests.



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

**Additional Information:**

Have you previously applied for grant from the M. D. of Greenview?

Yes  No

List the last two grants your organization has received from the M.D. of Greenview

1. Amount \$ 30000.00 Year 2017

Purpose: Electric beds for Long Term Care.

2. Amount \$ 55000.00 Year 2016

Purpose: Purchase and installation of tub in LTC and new Glidescope for intubation.

Have you provided the M.D. of Greenview with a final completion report for grant funds received?

Yes  No

If no, why has the report not been filed?

\_\_\_\_\_  
\_\_\_\_\_

Have you applied for grant funds from sources **other** than the M.D. of Greenview?

Yes  No

Have you received grant funds from sources **other** than the M.D. of Greenview?

If yes; who, purpose and amount?

No grant funds applied for from any other sources for 2020 or for Acute Care Bathtub.

\_\_\_\_\_  
\_\_\_\_\_

Have you performed any **other** fund raising projects? If yes; what and how much was raised?

Donations are always accepted. Usually Memorial donations from the Public as well as companies during the Christmas season. No designated funds for the applied items have been raised to date.



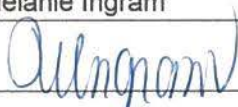
Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

By signing this application, I/we concur with the following statements:

- The organization applying for the grants is registered with Corporate Registries or under the Societies Act;
- The grant application is complete and includes all supporting documentation, including most recent financial statement (based on legislative requirements of our organization), balance sheet, current bank balances and current year detailed operating budget or completed Form "A".
- The grant shall be used for only those purposes for which the application was made;
- If the original grant application or purposes for which the grant requested have been varied by the M.D. of Greenview Council, the grant will be used for those varied purposes only;
- The organization will provide a written report to the M.D. of Greenview within 90 days of completion of the grant expenditure providing details of expenses, success of project and significance to the ratepayers of the municipality; failure to provide such a report will result in no further grant funding being considered until the final report is filed and grant expenditure verified;
- The organization agrees to submit to an evaluation of the project related to the grant, and;
- The organization will return any unused portion of the grant funds to the Municipal District of Greenview #16 or to request approval from the Municipality to use the funds for an optional project.

### **Applicant Information:**

Name: Melanie Ingram

Signature: 

Address: PO Box 358 Valleyview, AB T0H 3N0

Telephone Number: 780-524-3356 / 780-552-6443

Date: April 5, 2020



Municipal District of Greenview #16  
Box 1079 Valleyview, AB T0H 3N0  
Phone: (780) 524-7600 Fax: (780) 524-4307

### APPLICATION FOR GRANT FORM B - CAPITAL

Purpose for Grant (please provide full description and detailed project budget);

Looking to purchase a new bathtub for our acute care ward that is without one. Currently taking patients to the Long Term Care ward to bath, however with new rules put in place during the pandemic we are unable to do this. Patients in acute care currently have to shower or have a bed bath if unable to get to shower. The new bathtub costs \$25,900.00 and the installation of the tub is \$220.00 bringing the total to \$26,120.00.

Estimated Completion Date: as soon as possible

Quotes for Project (minimum of three quotes if available. Attach additional quotes if required):

1. CharisMedical  
Amount \$ 25900.00
2. Installation Talon Electric Ltd.  
Amount \$ 220.00
3. \_\_\_\_\_  
Amount \$ \_\_\_\_\_

\*Please submit your organization's most recent financial statement (based on your organizations legislated requirements) with the grant application.

October 2, 2017

MD of Greenview

RE: Donation of \$55,000 from our 2015 Grant application

A donation of \$55,000.00 was received in 2016 for the purchase a tub for long term care and a glidescope.

The tub was \$36,400.00

The tub installation was \$254.75

The glidescope was \$18,490.00

Total of \$55,110.00

The Foundation covered the remaining cost of \$110.00

Sincerely,

Tracy Brown  
Site Manager  
Valleyview Health Centre



October 6, 2017

MD of Greenview

RE: Donation of \$30,000 from our 2016 Grant application

A donation of \$30,000.00 was received in 2017 for the purchase of electric beds.

The price for the beds was \$26,540.00

One stretcher was purchased for \$4469.00

Total of \$31,009.00

The Foundation covered the remaining cost of \$1009.00

Sincerely,

Tracy Brown  
Site Manager  
Valleyview Health Centre

## A.H.S. Valleyview Contract Pricing-CLM #202127

Date: September 11, 2019		Page 1 of 1	
<i>To</i>		<i>From</i>	
Name	Tracy Brown	Name	Kelly Martin
Facility	Alberta Health Services Valleyview, AB	Facility	Charis Medical #8-6720-71 <sup>st</sup> Street Red Deer AB T4P 3Y7
Phone		Phone	877-341-3402
Fax		Fax	403-314-3471
email		email	<a href="mailto:kelly@charismedical.ca">kelly@charismedical.ca</a>

### Penner Pacific Still Bath

Pacific Still Bath white

\$25,900.00

- Standard 88" length
- electric height adjustable supine bathing system
- 1/3<sup>rd</sup> HP motor to raise and lower bathing system
- Thermoscopic mixing valve
- Digital thermometers for incoming water and tub water
- Built-in hot water shut-off
- Auto fill
- 3/4" hot & cold water supply
- 2" Drain
- Shampoo & bath oil dispenser
- Disinfection & rinse buttons
- CSA Approved

**6 Year  
Warranty**

(1 year on Rada  
Valve)



*Pacific shown with electric transfer  
stretcher*







A.H.S. Valleyview Contract Pricing-CLM #202127

Formal Quote Summary Alberta Health Valleyview :

Qty	Part #	Description	Price	Ext. Price
1	PT390010-1SB	Penner Pacific Ht. Adjustable Head Panel	\$19,600.00	\$19,600.00
1	PT390022-1SB	Pacific Tub Standard Length 88" Still Bath	\$ 6,300.00	\$ 6,300.00

Price: \$25,900.00  
Freight: \$ N.C.

Total Price: \$25,900.00

Terms  
Taxes extra  
FOB Destination  
Delivery 4-6 weeks  
Net 30 days

Talon Electric Ltd.  
 Box 1631  
 Valleyview AB T0H 3N0  
 (780)524-9670  
 talonelectric@hotmail.com

## Estimate



ADDRESS  
 Gary Buck  
 Alberta Health Services  
 Valleyview Health Centre  
 4802 Highway Street E  
 Valleyview AB T0H 3N0

ESTIMATE #      DATE  
 1396                      21-10-2019

ACTIVITY	QTY	RATE	TAX	AMOUNT
<b>Quote</b> This Quote is for Disconnect of existing medical care tub in acute wing of hospital, connection of new tub, and verification of proper operation.	1	220.00	E	220.00
				220.00
				<b>\$220.00</b>

Accepted By

Accepted Date

## Valleyview Health Centre Foundation

## Profit &amp; Loss

2020-04-06

April 2019 through March 2020

Accrual Basis

	Apr '19 - Mar 20
<b>Ordinary Income/Expense</b>	
<b>Income</b>	
Amts rec'd from Prov/Terr Gov't	20,000.00
Dues	26.00
Fund Raising	23,955.00
Interest Income	45.45
Other gifts - not receipted	
Festival of Trees	1,070.00
Kids Hospital Fund	124.75
Memory Tree	245.40
Other gifts - not receipted - Other	1,000.00
Total Other gifts - not receipted	2,440.15
Tax-receipted gifts	
Donations	48,226.67
In Memory of	1,560.00
Total Tax-receipted gifts	49,786.67
<b>Total Income</b>	<b>96,253.27</b>
<b>Expense</b>	
Advertising and Promotion	1,007.97
Bank Service Charges	46.91
Grant Expenditures	
Fund Raising	23,941.19
Furniture & Medical Equipment	51,862.67
Nursing Courses	10,600.79
Total Grant Expenditures	86,404.65
GST paid on purchases	1,416.00
Memorial Name Plates	154.35
Non-Grant Expenditures	13,670.00
Office Supplies	906.49
Palliative Care	2,100.83
<b>Total Expense</b>	<b>105,707.20</b>
<b>Net Ordinary Income</b>	<b>-9,453.93</b>
<b>Net Income</b>	<b>-9,453.93</b>

Valleyview Health Centre Foundation

Balance Sheet

As of 6 April 2020

	<u>6 Apr 20</u>
<b>ASSETS</b>	
Current Assets	
Chequing/Savings	
Casino Account	5,000.00
Chequing - Community Spirit Act	90,672.49
<b>Total Chequing/Savings</b>	<u>95,672.49</u>
<b>Total Current Assets</b>	<u>95,672.49</u>
<b>TOTAL ASSETS</b>	<u><b>95,672.49</b></u>
<b>LIABILITIES &amp; EQUITY</b>	
Liabilities	
Current Liabilities	
Other Current Liabilities	
GST/HST Payable	-626.92
<b>Total Other Current Liabilities</b>	<u>-626.92</u>
<b>Total Current Liabilities</b>	<u>-626.92</u>
<b>Total Liabilities</b>	<u>-626.92</u>
Equity	96,299.41
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<u><b>95,672.49</b></u>



# REQUEST FOR DECISION

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<b>SUBJECT:</b>	<b>Yellowhead County ICF</b>		
<b>SUBMISSION TO:</b>	REGULAR COUNCIL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
<b>MEETING DATE:</b>	April 27, 2020	CAO: DT	MANAGER:
<b>DEPARTMENT:</b>	CAO SERVICES	GM:	PRESENTER: DL
<b>STRATEGIC PLAN:</b>	Intergovernmental Relations		

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#### RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, R.S.A. 2000, Chapter M-26, Section 708.28.

**Council Bylaw/Policy** (cite) –N/A

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#### RECOMMENDED ACTION:

**MOTION: That Council approve the Intermunicipal Collaboration Framework with Yellowhead County.**

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#### BACKGROUND/PROPOSAL:

In accordance with the MGA, Municipalities that share a common boundary are required to create an ICF. Greenview and Yellowhead County were exempt from creating an IDP. Recent changes to the MGA provided that deadlines for ICFs be extended from April 1, 2020 to April 1, 2021.

The only shared service with Yellowhead County is a Mutual Aid agreement. Like all other ICFs, this document outlines current shared services and establishes a framework for future cooperation, as well as a dispute resolution process. Proposed shared services will be proposed to a committee comprised of 2 Members of Council from each municipality, with CAOs present to advise. A provision was also added that the final determination to participate or not in a joint venture lies with each respective Council.

Yellowhead County Council approved the ICF April 14, 2020 with no changes.

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#### BENEFITS OF THE RECOMMENDED ACTION:

1. Greenview will have an intermunicipal collaboration process established with Yellowhead County.

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#### DISADVANTAGES OF THE RECOMMENDED ACTION:

There are no perceived disadvantages to the recommended motion.

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#### ALTERNATIVES CONSIDERED:

**Alternative #1:** Council may make additional recommendations, however, changes made to the content of the agreement will require re-ratification of Yellowhead County Council.

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#### FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

The Minister will be notified that an ICF was made.

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**ATTACHMENT(S):**

- ICF

# **Intermunicipal Collaboration Framework**

**Between**

**Yellowhead County**

**and**

**Municipal District of Greenview**

**WHEREAS**, Yellowhead County and the Municipal District of Greenview share a common boundary; and

**WHEREAS**, Yellowhead County and the Municipal District of Greenview share common interests and are desirous of working together to provide services to their ratepayers; and

**WHEREAS**, the *Municipal Government Act* stipulates that municipalities that have a common boundary must create a framework with each other that describes the services to be provided under the framework that benefit residents in more than one of the municipalities that are parties to the framework, identifies which municipality is responsible for providing which services and outlines how the services will be delivered and funded.

**NOW THEREFORE**, by mutual covenant of the Parties hereto it is agreed as follows:

## **1. DEFINITIONS**

- 1) In this Framework, words have the same meanings as set out in the *Municipal Government Act*, except that:
  - a. "Committee" means the Intermunicipal Committee established in Section 3 of this Framework.
  - b. "Framework" means this intermunicipal collaboration framework entered into by the Parties pursuant to part 17.2 of the *Municipal Government Act*.
  - c. "Parties" means Yellowhead County and the Municipal District of Greenview, and "Party" means any one of them.
  - d. The word "shall" is interpreted as meaning an obligatory direction.

## **2. TERM AND REVIEW**

- 1) In accordance with the *Municipal Government Act*, this Framework shall come into force on the passing of resolutions by the Parties that contain this Framework.
- 2) This Framework may be amended by mutual consent of the Parties and shall come into force on the passing of resolutions by the Parties that contain the Framework as amended.
- 3) It is agreed that the Parties shall meet at least once every five years, or upon request by either Party, commencing no earlier than 90 calendar days and no later than 180 calendar days after a municipal election to review the terms and



conditions of this Framework.

### **3. INTERMUNICIPAL COOPERATION**

- 1) The Parties hereby establish a recommending body to be known as the Intermunicipal Committee.
- 2) The Committee shall consist of four (4) members, being one (1) Mayor/Reeve and one (1) Councillor from each Municipality.
- 3) The Chief Administrative Officers or designate(s) of each Party will be advisory staff to the Committee and responsible to develop agendas and recommendations on all matters. The Chief Administrative Officers or designate(s) will be responsible for forwarding all recommendations from the Committee to their respective Councils.
- 4) The mandate of the Committee shall be to develop recommendations to the respective Councils of the Parties regarding intermunicipal service delivery and funding.
- 5) The Committee will meet on an as required basis.
- 6) A Party may request a meeting of the Committee on giving at least thirty (30) calendar days' notice. Meeting requests will be directed to the Chief Administrative Officer for the respective Party.

### **4. GENERAL SERVICE PROVISION**

- 1) The Parties have agreed that the best and most efficient way to provide services to residents is to continue providing services independently or through the various arrangements that each Party currently has with their respective neighbours.

### **5. INTERMUNICIPAL SERVICE PROVISION**

In congruence with the *Municipal Government Act*, the following section outlines the level of service provision between Yellowhead County and the Municipal District of Greenview:

- 1) Emergency Services:
  - Emergency Services are not jointly provided between Yellowhead County and the Municipal District of Greenview.
  - Yellowhead County and the Municipal District of Greenview have a Mutual Fire Aid Agreement in place for mutual fire aid assistance to each

party on an as-needed basis.

2) Land Use:

- The Parties are exempt from creating an Intermunicipal Development Plan by the Minister of Municipal Affairs in accordance with Ministerial Order MSL047/18. As such, the Parties shall refer to policies in their respective Municipal Development Plans and other statutory plans. It is agreed that each municipality shall refer discretionary Planning or Development matters within an 800 m buffer of the border to the neighbor municipality that may create off-site impacts which affect the adjacent municipality. Offsite impacts may include noise, odour, or traffic generation on adjacent road networks.

## **6. COLLABORATION PROCESS**

- 1) In their present circumstance, neither Party intends to engage in future projects or agreements with one another in the foreseeable future, apart from mutual aid agreements that may be renewed or amended in the future. However, if a circumstance arises that one Party wishes to enter into an intermunicipal service agreement, section 6(2) to 6(10) of this Framework shall dictate the process.
- 2) In the event either Party believes the development of a new project and/or service may benefit residents of the other Party and require a cost-sharing agreement, the initiating Party's Chief Administrative Officer shall notify the other Party's Chief Administrative Officer of such a development and/or service being considered for construction or development.
- 3) The initial notification, as referenced in section 6(2) of this Framework, will include a general description of the project, estimated costs and timing of expenditure.
- 4) Once either Party has received notice of a new project, an Intermunicipal Committee meeting must be held within 30 calendar days of the date the notice was received, unless both Chief Administrative Officers agree otherwise.
- 5) The Intermunicipal Committee will be the forum used to address and develop future mutual aid agreements and/or cost-sharing agreements and bring forward recommendations to the Parties' respective Councils as the final decision-making authorities. Both Yellowhead County and the Municipal District of Greenview shall

agree that time shall be of the essence throughout the Intermunicipal Committee meetings.

- 6) Both Parties recognize that the decision to participate or not participate in a project/arrangement ultimately lies with the respective municipal councils.
- 7) When developing service agreements, the Committee shall clearly identify which municipality will lead service delivery for the service(s).
- 8) When developing service agreements, the Committee shall determine the appropriate funding for the service(s) being discussed.
- 9) All future service agreements shall set out a process for discontinuing the service provided if one or both Parties wish to discontinue in the service delivery.
- 10) All future service agreements shall set out a time frame for the delivery of the service(s) been discussed including the start date of the service delivery.
- 11) In the event that the Intermunicipal Committee is unable to reach an agreement, the dispute shall be dealt with through the procedure outlined within Section 7 of this document.

## **7. DISPUTE RESOLUTION**

- 1) The Parties commit to resolving any disputes in a non-adversarial, informal and cost-efficient manner.
- 2) Both parties shall make all reasonable efforts to resolve all disputes by negotiation and agree to provide open and timely disclosure of relevant facts, information and documents to facilitate negotiations.
- 3) Any dispute arising out of the interpretation, implementation of this Framework or any contravention or alleged contravention of this Framework will firstly be addressed by the administrations of both Parties. Where a dispute cannot be resolved to the satisfaction of both Parties after thirty (30) calendar days, the dispute will be referred to the Chief Administrative Officers of both Parties.
- 4) Where dispute cannot be resolved to the satisfaction of both Chief Administrative Officers after thirty (30) calendar days, the dispute will be referred to the Intermunicipal Committee.

- 5) Where a dispute cannot be resolved to the satisfaction of the Intermunicipal Committee after thirty (30) calendar days, the dispute will be referred to the Councils of both parties, unless the Committee agrees to extend this timeframe.
- 6) Where a dispute cannot be resolved to the satisfaction of the Councils of both parties, the Parties may seek the assistance of a mediator acceptable to both parties. The costs of mediation shall be shared equally between the parties.
- 7) In the event that a dispute cannot be resolved through the above noted provisions, the arbitration processes contained in Part 17.2 of the *Municipal Government Act* shall apply whether or not one year has passed after the Parties started the dispute resolution process in this Framework.

## **8. CORRESPONDENCE**

- 1) Written notice under this Framework shall be addressed as follows:

In the case of Yellowhead County to:

Yellowhead County  
c/o Chief Administrative Officer  
2716 – 1 Avenue  
Edson, AB. T7E 1N9

In the case of the Municipal District of Greenview to:

Municipal District of Greenview  
c/o Chief Administrative Officer  
Box 1079  
Valleyview, AB T0H 3N0



# REQUEST FOR DECISION

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SUBJECT: **Alberta Works Career and Employment Contract**  
SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: April 27, 2020 CAO: DT MANAGER: LDH  
DEPARTMENT: FCSS GM: GM PRESENTER: LDH  
STRATEGIC PLAN: Level of Service

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RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) –N/A

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RECOMMENDED ACTION:

**MOTION: That Greenview Council authorize administration to submit a proposal to the Province of Alberta to enter into a Career and Employment Contract with Alberta Works in Grande Cache.**

---

BACKGROUND/PROPOSAL:

Green View Family and Community Support Services currently holds a contact with the province to deliver career and employment services out of the Community Resource Centre in Valleyview. Services include access to employment computers, a job board, assistance with resume writing and interview skills, faxing resumes, providing resources on job searches and budgeting, as well as acting as a conduit for clients applying for income support.

In Grande Cache, these same services are currently being offered out of the Tawow Centre with Aseniwuche Winewak Nation (AWN) holding the contract. This 2.5 year service contract is up for renewal and interested applicants are to submit a request for proposal on the Alberta Purchasing Connection prior to May 6, 2020. As these competitions are confidential, it is uncertain what organizations will submit a proposal.

The Green View Family and Community Support Services Board is in support of administration submitting a proposal to provide employment services out of the FCSS office in Grande Cache. Providing this additional level of service would increase annual revenue by \$45,000.00. Currently some of the employment services are already being administered out to the FCSS office, however we receive no compensation at this location. If we were successful in the competition, services would begin June 1<sup>st</sup> and the contract would be in place until March 31, 2022.

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BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of submitting a proposal to deliver Career and Employment services is to ensure services are available to residents in Grande Cache and area.
2. A second benefit of submitting a proposal would be a potential increase in revenue.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

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**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the option, if the proposal were to be successful, not to enter into an agreement to provide career and employment services on behalf of the province. This option is not recommended as it is a service that is best provided in the community, and the FCSS office is already assisting some clients with employment services.

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**FINANCIAL IMPLICATION:**

**Direct Costs: \$2000.00 for IT equipment- (printer and computer)**

**Ongoing / Future Costs: N/A**

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**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

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**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

---

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

Inform - To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

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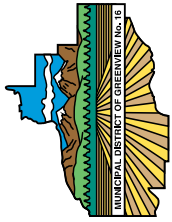
**FOLLOW UP ACTIONS:**

If the proposal is successful in the competition, and Council wishes to enter into the contract, advertising and service provision would be in place on or before June 1, 2020.

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**ATTACHMENT(S): N/A**

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# Municipal District of Greenview No. 16

NAME: shawn acton Employee # : \_\_\_\_\_ Council  
 ADDRESS : \_\_\_\_\_ Department: \_\_\_\_\_

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS			LODGING EXPENSES	PER DIEM				
						B	L	D						
29-Mar	14:00	15:30	m	town hall confrence call						200.00				
NOTES:						TOTAL		200.00						
Meeting Code : M for Meetings C for Conferences						RATE			TOTAL					
						\$0.15 per km			TOTAL			200.00		
						SUBTOTAL			TOTAL CLAIM			200.00		
LESS G.S.T.						LESS ADVANCES			LESS ADVANCES					
TOTAL						AMOUNT DUE (OWING)			\$200.00					

\_\_\_\_\_  
 Claimant

\_\_\_\_\_  
 Approved

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date



# Municipal District of Greenview No. 16

NAME: Bill Smith Employee #: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ Department: Council

DATE	DEPART TIME	ARRIVE TIME	MEETING CODE	DESCRIPTION	KM	MEALS			LODGING EXPENSES	PER DIEM
						B	L	D		
03-Mar			C	Beef Conference Red Deer	700		1	1	50.00	398.00
04-Mar			C	Beef Conference Red Deer		1	1		40.00	398.00
05-Mar			C	Beef Conference Red Deer						398.00
06-Mar			C	Beef Conference Red Deer	700		1	1	50.00	398.00
09-Mar	6:00	18:00	M	Council Meeting	300					593.00
12-Mar	16:00	22:00	M	Community Futures	70					300.00
17-Mar	9:00	12:00	M	Special Council Meeting						200.00
23-Mar	8:00	14:00	M	Council Meeting (Virtual)	30	1	1		40.00	300.00
25-Mar	9:00	14:00	M	ASB						300.00
NOTES:										
KILOMETER CLAIM										
						TOTAL		180.00		3285.00
						KM's	TOTAL			
						1800	1062.00		180.00	3285.00
						1800	270.00			
						1332.00			TOTAL CLAIM	4797.00
									LESS ADVANCES	
						1332			AMOUNT DUE (OWING)	\$4,797.00

Meeting Code : M for Meetings  
 C for Conferences

Claimant: \_\_\_\_\_ Date: \_\_\_\_\_  
 Approved: \_\_\_\_\_ Date: \_\_\_\_\_





# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 7 Councillor Roxie Rutt		
DATE	BOARD/COMMITTEE	RELEVENT INFORMATION
4/8/2020	Peace Library Systems Board	Conference call to determine final choice for CEO
4/14/2020	Regular Council Meeting	Minutes posted on Website
4/20/2020	Other	Budget Review Session
4/15/2020	Policy Review Committee	Minutes posted on Website
4/20/2020	Committee of the Whole	Minutes posted on Website
4/23/2020	P.A.C.E. Board of Directors	Many programs have been cancelled due to Covid-19 but Therapists and Home Support are using Zoom and working from home. Staff are taking this time to work on planning new programs, updating policies and procedures, re-designing the web page and implementing a proper filing system.