



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## ORGANIZATIONAL MEETING AGENDA

Tuesday, October 24, 2017

9:00 AM

Council Chambers  
Administration Building

- 
- |     |                                       |
|-----|---------------------------------------|
| #1  | CALL TO ORDER                         |
| #2  | ADOPTION OF AGENDA                    |
| #3  | APPOINTMENT OF REEVE                  |
| #4  | APPOINTMENT OF DEPUTY REEVE           |
| #5  | MEETING DATES                         |
| #6  | APPOINTMENT OF BOARDS &<br>COMMITTEES |
| #12 | ADJOURNMENT                           |



# REQUEST FOR DECISION

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SUBJECT: **Appointment of Reeve**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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## RELEVANT LEGISLATION:

**Provincial** (cite) – MGA Section 150(2), 152, 156, and 185.1

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: See below for voting options.**

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## BACKGROUND/PROPOSAL:

Under Section 150(2) the Council of a Municipal District is to select a Chief Elected Official (Reeve) from amongst its membership. Voting may be secret ballot.

Before selecting the Chief Elected Official (Reeve), Council will need to first determine the manner in which they intend to vote on the selection of Chief Elected Official. Section 185.1 of the MGA provides that voting is to be by secret ballot if any council member present requests same; otherwise, voting will be by show of hands. If a secret ballot is used then the appointment must be confirmed by a resolution of Council.

Once a winner has been declared by the CAO then the selected member will complete the requisite Oath of Office for Reeve. Following this, the Reeve will assume the chair.



# REQUEST FOR DECISION

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SUBJECT: **Appointment of Deputy Reeve**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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## RELEVANT LEGISLATION:

**Provincial** (cite) – MGA Section 150(2), 152, 156

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION:** That Council appoint Councillor \_\_\_\_\_ as the Deputy Reeve of the Municipal District of Greenview No. 16 Council until the next annual Organizational Meeting.

**MOTION:** That Council request the Chief Administrative Officer to destroy the ballots used for the appointment of Reeve and Deputy Reeve.

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## BACKGROUND/PROPOSAL:

Under Section 152 of the Municipal Government Act, the Council of the Municipal District is to select a Deputy Chief Elected Official (Deputy Reeve) from amongst its membership.

Voting on a member will be in accordance with the method selected by Council prior to this item. Once a winner has been declared by the Reeve then the selected member will complete the requisite Oath of Office for Deputy Reeve. A motion will then be required to destroy the ballots.



# REQUEST FOR DECISION

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**SUBJECT:** Regular Scheduled Council Meetings

**SUBMISSION TO:** ORGANIZATIONAL MEETING

**MEETING DATE:** October 24, 2017

**DEPARTMENT:** CAO SERVICES

**STRATEGIC PLAN:** Level of Service

**REVIEWED AND APPROVED FOR SUBMISSION**

**CAO:**

**GM:**

**MANAGER:**

**PRESENTER:**

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**RELEVANT LEGISLATION:**

**Provincial** (cite) – MGA Section 193(1)

**Council Bylaw/Policy** (cite) – N/A

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**RECOMMENDED ACTION:**

**MOTION:** That Council hold the regular scheduled Council Meetings on the second and fourth Tuesday of each month, commencing at 9:00 a.m. in the Council Chambers, Administration Building, 4806 -36<sup>th</sup> Avenue, Valleyview, and cancel the following Regular Council Meetings:

**August 14<sup>th</sup>, 2018 for Council Break**

**December 25<sup>th</sup>, 2018 for Christmas**

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**BACKGROUND/PROPOSAL:**

Section 193(1) of the MGA cites; Council may decide at a Council Meeting at which all the Councillors are present to hold regularly scheduled council meetings on specified dates, times, and places.

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**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Council will have set dates for the 2018 Regular Council meetings.

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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 choose different dates, start times and frequency for its Regular Council Meetings.

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# REQUEST FOR DECISION

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SUBJECT: **Committee of the Whole**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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## RELEVANT LEGISLATION:

**Provincial** (cite) – MGA Section 193(1)

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION:** That Council hold the Committee of the Whole meeting on the third Tuesday of the following months, commencing at 9:00 a.m. within the following locations within Greenview.

**February 20<sup>th</sup>, 2018 DeBolt Public Services Building**

**April 17<sup>th</sup>, 2018 Grovedale Public Services Building**

**June 19<sup>th</sup>, Eagles Nest Hall, Grande Cache**

**July 17<sup>th</sup>, 2018, Grovedale Public Services Building**

**September 18<sup>th</sup>, DeBolt Public Services Building**

**October 16<sup>th</sup>, Eagles Nest Hall, Grande Cache**

**December 18<sup>th</sup>, Administration Building, Valleyview**

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## BACKGROUND/PROPOSAL:

Committee of the Whole meetings are an opportunity for Council to discuss such matters as policies, bylaws, agreements and programs/projects which are still in the planning, draft or development stage. Council may choose different dates, start time and frequency for these meetings if it so chooses. Any meeting dates cancelled by Council will be advertised so that the public is aware of the change.

Committee of the Whole in the various location would be a good time for Council to network throughout Greenview.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will have set dates and locations for the 2018 Committee of the Whole meetings.
2. The benefit of Council accepting the recommended motion is that this gives Council the opportunity to visit the various locations within Greenview and increases engagement with ratepayers throughout the municipality.

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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 choose different dates, start times and frequency for its Committee of the Whole meetings.

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# REQUEST FOR DECISION

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SUBJECT: **Municipal Planning Commission Meeting**  
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: October 24, 2017 CAO: MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER:  
STRATEGIC PLAN: Level of Service

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## RELEVANT LEGISLATION:

**Provincial** (cite) –

**Council Bylaw/Policy** (cite) –

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## RECOMMENDED ACTION:

**MOTION:** That Council hold the Municipal Planning Commission meetings on the Wednesday following the first Regular Council Meeting of each month, commencing at 9:00 a.m. in the Council Chambers, Administration Building, 4806-36<sup>th</sup> Avenue, Valleyview, AB, and to cancel the August 9<sup>th</sup>, 2018.

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## BACKGROUND/PROPOSAL:

As per Greenview history, MPC follows the first Regular Council Meeting of the month.

The August 9<sup>th</sup>, 2018 meeting falls during Council Break.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council accepting the recommended motion is that Council will have set dates for the 2018 Municipal Planning Commission meetings.
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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 choose different dates, start times and frequency for the Municipal Planning Commission Meeting.

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# REQUEST FOR DECISION

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SUBJECT: **Greenview Ratepayer BBQ**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Policy CO 01

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## RECOMMENDED ACTION:

**MOTION:** That Council host the Annual Ratepayer Barbeques between 5:00 p.m. and 7:00 p.m. on the following dates, with funding to come from the 2018 Communications Citizens Engagement Budget;

June 12<sup>th</sup>, 2018 Greenview Operations Building, Valleyview

June 19<sup>th</sup>, 2018 Eagles Nest Hall, Grande Cache

July 10<sup>th</sup>, 2018 DeBolt Public Services Building, DeBolt

July 17<sup>th</sup>, 2018 Grovedale Public Services Building, Grovedale

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## BACKGROUND/PROPOSAL:

Administration is recommending the same locations as last year with the exception of Grovedale.

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## BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of Council holding the barbeques on the same dates as the Regular Council Meetings and the Committee of the Whole meetings, is that there is a greater likelihood of Council and community participation.

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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 change the dates or venues of the Annual Ratepayer Barbeques.

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## FINANCIAL IMPLICATION:

Funding for the Barbeques has been allocated in the 2018 Communications Citizen Engagement Budget.

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# REQUEST FOR DECISION

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SUBJECT: **Agriculture Services Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw 97-224, Policy AG02

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## RECOMMENDED ACTION:

**MOTION: That Council appoint two Councillors and five Members at Large to the Agriculture Services Board.**

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## BACKGROUND/PROPOSAL:

Comprised of seven members who hold office for a one year period. The ASB consists of two members from Council and five Members at Large who must be rate payers of Greenview.

ASB meets monthly, usually following the second Regular Council meeting of the month, and attends at least two conferences annually.

Administration received applications from interested parties to sit as a member at large to the Agriculture Services Board:

Warren Wohlgemuth, Larry Smith, Doug Vandemark, Richard Brochu, and Stephen Lewis have expressed interested in sitting on the ASB.

All applicants have submitted an application form (please see attached).

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## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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## ATTACHMENT(S):

- ASB Applications
- Bylaw 97-224
- Policy AG 02



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

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Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Agricultural Services Board

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Have you served on a Municipal Board or Committee in the past?

☐ Yes

☒ No

What Municipal Board or Committee have you served on and what year did you last serve?

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## Personal Resume

Name: Warren Wohlgenuth

Home/Mailing Address: PO Box 85 NE 25-70-25-45 Plot #872K/84

City: Crooked Creek AB Postal Code: T0H 0J0 lot 1 and 2

Phone (home): 780-987-3662 Phone (work): 780-512-3727

Email: warrenwohlgenuth@yahoo.ca

Qualifications: local beef rancher that is involved in several PGRs, FGRs  
and FGDs as well as on the board for GP Feeders Association which puts me  
in touch with many producers in the area.

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MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: 1 yr on the ASB board, 12 years in cattle production, 3-4 yrs  
with some grain production. Sit on several local boards and committees  
in the Peace Country.

Volunteer Activities you have been involved with: Coaching T-ball in Rebock every  
Spring.

How do you feel you could contribute to your chosen Board or Committee?

I am in touch with many producers and have a very good understanding  
of what the farming community would like to see for MD programs,  
especially on the beef production side

Applicant's Signature

Sept 18/2017

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

This personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Leduc City Council. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. The collection of this information can be directed to the Administrative Liaison to the respective Board and to the Board Selection Committee. Names, address and home telephone numbers of successful applications will be provided to the public.



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

ASB.

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

ASB. October 2017

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

ASB.

## Personal Resume

Name:

Larry Smith

Home/Mailing Address:

Box 335

City:

Grovedale

Postal Code:

T0H 1X0

Phone (home):

780 578 0602

Phone (work):

780 532 6386

Email:

lsmith2c@gmail.com

Qualifications:

Ranched for 50 yrs





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: On ASB for a few years

Volunteer Activities you have been involved with: Grovedale Volunteer  
Fire Dept, Grovedale Ag Society, Grovedale  
Rec Board, Grovedale Rural Crime Watch

How do you feel you could contribute to your chosen Board or Committee?

Involved in agriculture for years

Applicant's Signature

Sept 19/2017

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

**APPLICATION**Appointment to a Municipal  
Board/Committee**Please Print**

What Municipal Board or Committee are you interested in serving on?

Agricultural Appeal Committee

Are you a resident of Greenview?

☒ Yes☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes☐ No

Which Board or Committee are you serving on and when does your term expire?

Agriculture Appeal Committee Sept 30 2017

Have you served on a Municipal Board or Committee in the past?

☒ Yes☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

Agricultural Appeal Committee  
Below Committee**Personal Resume**Name: Doug VandemarkHome/Mailing Address: Box 154City: GRANDE PRAIRIE ARPostal Code: 7261-3A4Phone (home): 780-539-5436Phone (work): 780-814-1235Email: ausdingodawg@hotmail.comQualifications: I have been on the committee beforeI am a farmer in the Gradedale area and am  
concerned what is happening to our farm land.



MD OF GREENVIEW

**APPLICATION**Appointment to a Municipal  
Board/Committee**Please Print**

Experience: Been on this committee before  
Been on the bylaw Committee

Volunteer Activities you have been involved with: Test Chair with Grovendale Figure  
Skating Club. Chair person for the Peace Region Figure  
Skating at Present.

How do you feel you could contribute to your chosen Board or Committee?

Concerned about use and zoning of  
agriculture land.

Applicant's Signature

Sept 29, 2017

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Llanne.Kruger@mdgreenview.ab.ca](mailto:Llanne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

## APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on?

Agriculture Services Board

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☐ Yes

☒ No

Which Board or Committee are you serving on and when does your term expire?

Have you served on a Municipal Board or Committee in the past?

☐ Yes

☒ No

What Municipal Board or Committee have you served on and what year did you last serve?

### Personal Resume

Name: Richard Brochu

Home/Mailing Address: Box 2384 ~~123~~

City: Valleyview

Postal Code: T0H 3N0

Phone (home): 524 2824

Phone (work): \_\_\_\_\_

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

Qualifications: \_\_\_\_\_





MD OF GREENVIEW

## APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

Experience: 38 years of Ranching and Farming, 35 years of  
land clearing and construction, 15 years custom baling  
8 years of logging

Volunteer Activities you have been involved with: St Rita's Parish Pastoral Council  
and Building Committee

How do you feel you could contribute to your chosen Board or Committee?

I am committed to sharing my knowledge about modern  
and accepted farming practices, and to exchanging ideas  
with other producers

Applicant's Signature

Oct 16/2017

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on?

AG SERVICE BOARD

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☐ Yes

☒ No

Which Board or Committee are you serving on and when does your term expire?

Have you served on a Municipal Board or Committee in the past?

☐ Yes

☒ No

What Municipal Board or Committee have you served on and what year did you last serve?

## Personal Resume

Name: STEPHEN LEWIS

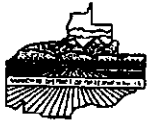
Home/Mailing Address: Box 23

City: LITTLE SMOKY Postal Code: TOH 3Z0

Phone (home): 780 524 3611 Phone (work): 780 524 8538

Email: dayspr2n@telus.net

Qualifications: OWN AND OPERATE A FARM AND AN  
OILFIELD SERVICE COMPANY.



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

Experience: \_\_\_\_\_

Volunteer Activities you have been involved with: SEARCH AND RESCUE

How do you feel you could contribute to your chosen Board or Committee?

I AM INTERESTED IN AGRICULTURE IN THE COMMUNITY

Applicant's Signature

OCTOBER 17, 2017

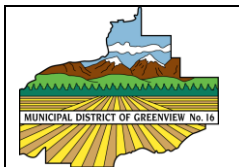
Date of Application

Return completed form and all attachments to:

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4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

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

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***M. D. OF GREENVIEW NO. 16***  
***POLICY & PROCEDURES MANUAL***

Section:  
**AGRICULTURE**

**POLICY NUMBER: AG 02**

**POLICY TITLE: AGRICULTURAL SERVICE BOARD**

**Page 1 of 1**

**Date Adopted by Council / Motion Number:**

**12.06.357**

**PURPOSE**

The Municipal District of Greenview recognizes the important role that agricultural producers play in the prosperity of the municipality. The Municipal District has therefore exercised their option under the *Agricultural Service Board Act* of Alberta (RSA 2000, Chapter A-10) to establish an Agricultural Service Board jointly comprised of local producers and appointed council members, whose role is to advise the Municipal Council on matters and concerns facing the agricultural community.

**POLICY:**

1. Including any amendments or successor legislation thereto Municipal District of Greenview Council will, during their organizational meeting, appoint a Chairman and Agricultural Service Board members to act as an advisory body to Council, and exercise the powers and perform the duties conferred on it by Municipal Council with respect to agricultural matters.

The Agricultural Service Board will, schedule monthly meetings and members will attend all scheduled meetings or notify M.D. Administration in advance of an anticipated absence.

2. The Agricultural Service Board will advise on and provide direction to Administration with respect to programs related to weed and pest control, soil and water conservation, and the control of animal disease, under the various legislations supporting the *Agricultural Service Board Act* (*Weed Control Act*, *Agricultural Pests Act*, *Soil Conservation Act*, and *Animal Health Act*) including any amendments or successor legislation thereto.
3. The Agricultural Service Board will support activities and programs to promote, enhance and protect viable and sustainable agriculture, with a view to improving the economic viability of the agricultural producer and protection of the natural environment.
4. The Agricultural Service Board will promote and develop practical and sustainable agricultural policies to meet the needs of the agricultural community and the municipality as a whole.
5. Attached "Schedule A" contains the Agricultural Service Board Mission Statement and will be considered part of this Policy.

\_\_\_\_\_  
(Original signed copy on file)  
REEVE

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



**AGRICULTURAL SERVICE BOARD MISSION STATEMENT**

The focus of the Municipal District of Greenview Agricultural Service Board is to advise Municipal Council and assist local landowners with innovative, environmentally responsible, and economically sustainable agricultural policies, programs and services which are compatible with the needs of landowners in the Municipal District of Greenview, and delivered in a cost effective manner.

**OBJECTIVES:**

1. To provide unbiased recommendations to Municipal Council, which are in the best interests of agricultural producers, rural residents, and municipal ratepayers.
2. To administer, and adhere to, mandated Provincial legislations for which the Agricultural Service Board is responsible; namely, the *Agricultural Service Board Act*, the *Weed Control Act*, the *Agricultural Pests Act*, the *Soil Conservation Act*, and the *Animal Health Act*.
3. To recommend to Municipal Council, agricultural programs and policies designed to comply with provincial legislations and meet the needs of landowners within the Municipal District.
4. To provide and promote Agricultural Service Board programming designed to improve the economic viability of individual producers and the agriculture industry as a whole.
5. To establish and implement programs and policies which accomplish the stated mission.
6. To develop and implement programs to address the changing needs of agricultural producers, and remain within budgetary guidelines.
7. To ensure that all Agricultural Service Board program activities are conducted with due consideration for minimizing the negative impact on the natural environment.
8. To promote public awareness of Agricultural Service Board policies and programs and those involved in their implementation.
9. To promote public awareness that Agricultural Service Board programs are environmentally responsible, and conducted in a manner that is compliant with existing legislation.
10. To promote public awareness of the Agricultural Service Board as receptive, responsive, and concerned regarding issues that affect agriculture.
11. To promote public awareness of the Agricultural Service Board as a valuable and worthwhile entity.
12. To ensure the Agricultural Service Board interacts with Municipal Council positively and productively.
13. To utilize available funding to accomplish established goals in a fiscally responsible manner.

(Original signed copy on file)

REEVE

CHIEF ADMINISTRATIVE OFFICER



## **BYLAW NO. 97-224**

### **of the Municipal District of Greenview No. 16**

#### **A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to establish the AGRICULTURAL SERVICE BOARD of the Municipal District of Greenview No. 16.**

**WHEREAS** Section 3 of the Agricultural Service Board Act, being Chapter A-11, R.S.A., 1980, with amendments in force as of June 18, 1997, states a Council may establish an Agricultural Service Board;

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

#### **1. NAME**

- 1.1 This Bylaw shall be cited as the "Agricultural Service Board Bylaw".

#### **2. ESTABLISHMENT AND MEMBERSHIP**

- 2.1 The Agricultural Service Board is hereby established.
- 2.2 The Agricultural Service Board shall consist of seven members appointed annually by resolution of Council. Five members shall be appointed from the public at large, and two members shall be appointed from Council.
- 2.3 No person who is an employee of the M.D. of Greenview No. 16 shall be appointed to the Agricultural Service Board.
- 2.4 Any vacancies caused by the death, retirement or resignation of a member may be filled by resolution of Council.
- 2.5 Council may remove a member from the Agricultural Service Board by resolution at any time.

#### **3. TERM OF OFFICE**

- 3.1 Each member of the Agricultural Service Board shall be appointed at the pleasure of the Council for a term of one year, and may be re-appointed upon the expiry of the term at the pleasure of Council.
- 3.2 Where a member of Council is appointed as a member of the Agricultural Service Board, their appointment shall terminate upon them ceasing to be a member of the Council.

#### **4. CHAIRPERSON**

- 4.1 Council shall appoint the Chair of the Agricultural Service Board on an annual basis.
- 4.2 A member may be re-appointed to the position of Chairperson.
- 4.3 A Chairperson shall preside at the meetings of the Agricultural Service Board.

**5. VICE-CHAIRPERSON**

5.1 A Vice-Chair shall be appointed by majority vote of the members of the Agricultural Service Board on an annual basis at their first meeting following the appointment of the Chair.

5.2 A member may be re-appointed to the position of Vice-Chair.

5.3 The Vice-Chair shall preside at the meetings of the Agricultural Service Board in the absence of the Chair.

5.4 In the absence of the Chair and Vice-Chair, one of the other members of the Agricultural Service Board shall be elected by members to preside.

**5. QUORUM AND MEETINGS**

5.1 A quorum of the Agricultural Service Board shall be a majority of members.

5.2 The Agricultural Service Board shall meet at such intervals as are necessary to consider and decide on weed, pest and livestock concerns, or for consideration of sustainable agriculture matters in accordance with the Act.

5.3 The Agricultural Service Board may make recommendations to Council on rules as are necessary for the conduct of its meetings and its business that are consistent with the policies of the M.D. of Greenview No. 16 and the Agricultural Service Board Act.

**6. FEES AND EXPENSES**

6.1 Council shall by resolution from time to time establish the remuneration, traveling, living expenses of the members of the Agricultural Service Board.

**7. RESPONSIBILITIES AND FUNCTIONS**

7.1 The Agricultural Service Board shall have prepared and maintain a file of written minutes of the business transacted at all meetings.

7.2 The Agricultural Service Board shall carry out all duties and responsibilities defined in the Agricultural Service Board Act and regulations thereto, and the policies of the M.D. of Greenview No. 16.

7.3 The Agricultural Service Board shall provide to Council a summary of its activities for the preceding year prior to March 31st in each year.

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

Read a first time this 24th day of September, A.D., 1997.

Read a second time this 24th day of September, A.D., 1997.

Read a third time and finally passed this 8th day of October, A.D., 1997.

A. G. Mulligan  
REEVE

Gordon  
MUNICIPAL MANAGER



# REQUEST FOR DECISION

---

SUBJECT: **Agriculture Appeal Committee**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint three Members at Large to the Agriculture Appeal Committee.**

---

## BACKGROUND/PROPOSAL:

The Agricultural Appeal Committee was created by combining the Agricultural Pests Act Appeal Committee, and the Weed Control Act Appeal Committee into one independent committee consisting of three members at large to hear the appeals for notices issued under both Provincial Statutes.

Hope Kristensen has expressed interest in sitting on the Agriculture Appeal Committee.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## FOLLOW UP ACTIONS:

Administration will contact Alberta CARE to inform them of the Councillor sitting on the board.

---

## ATTACHMENT(S):

- Application



MD OF GREENVIEW

Please Print

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

SEP 07 2017

VALLEYVIEW

gm

# APPLICATION

Appointment to a Municipal  
Board/Committee

What Municipal Board or Committee are you interested in serving on?

Valleyview + Area Recreation Board, Subdivision Appeal Board, Greenview  
District waste management commission Soil Conserva  
Appeal board. Agriculture Appeal committee

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Valleyview + Area Recreation Board - Sept 2017  
District

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

LUB Refresh Committee 2016

## Personal Resume

Name: Hope Kristensen

Home/Mailing Address: Box 94

City: Little Smoky

Postal Code: T0H 3Z0

Phone (home): 780-524-4045

Phone (work): 780-524-8967

Email: hope.light7@gmail.com

Qualifications: 12 years of Volunteer Service on various boards +  
committees within our Community as well as Peace Region 4-H  
Council.





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

5 years on Valleyview and District Recreation Board (March 2012 - current)

**Experience:** 2 years as President of Little Smoky Community Centre + 3 years as Treasurer of same, many years as director. 2 years as General leader of Prairie Rose 4-H Club, 2 years

on District 4-H Council, 2 years on Regional 4-H Council, Organized 2017 Peace Regional 4-H Days, 3 years as Director on Valleyview Ag Society. Attended LVB Refresh Committee.

**Volunteer Activities you have been involved with:** Same as above. Organized

events such as Family Day Skates, Halloween Parties, Dances, Jamborees, building structure over skating rink in Little Smoky, Doc Walker Concert (in less than 6 weeks)

**How do you feel you could contribute to your chosen Board or Committee?**

I am known in my leadership teams as being solutions oriented with a drive to learn every aspect of the job at hand.

Nope Krustensen

Applicant's Signature

Sept 6/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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may want to change info in here to be relevant to the MD of Greenview inc. of Leduc Co



# REQUEST FOR DECISION

---

SUBJECT:	<b>Alberta Care</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Alberta Care Board.**

---

## BACKGROUND/PROPOSAL:

Alberta Care focuses on coordinating recycling and waste management activities at the community level, establish partnerships that will bring together diverse interest groups towards a common focus and implementation strategy for recycling and waste management, promotes recycling and waste management as part of the day to day lifestyle and culture of Albertans and promote awareness of new recycling initiatives to the general public.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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# REQUEST FOR DECISION

---

SUBJECT: **Assessment Review Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint three (3) Members of Council and four (4) members of Administration to the Audit Committee.**

---

BACKGROUND/PROPOSAL:

The Audit Committee works with the Council appointed auditors to help guide the yearly financial audit of the municipality.

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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# REQUEST FOR DECISION

---

SUBJECT: **Canfor FMA Advisory Committee**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Canfor FMA Advisory Committee.**

---

## BACKGROUND/PROPOSAL:

Canfor establish

---

## BENEFITS OF THE RECOMMENDED ACTION:

Canfor establishes this Committee with one representative from Council. The Committee's role is to act as a sounding board for issues that affect Canfor's management of their Forest Management Area. Canfor's FMA includes the area east of the Smoky River, south to Grande Cache and east to the Little Smoky River. Meetings are held monthly.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- Canfor Forest Management Advisory Committee Background & Mandate

## **CANFOR FOREST MANAGEMENT ADVISORY COMMITTEE (FMAC)**

### **Background & Mandate**

Canfor has been working with the Forest Management Advisory Committee for the past 20 years to develop creditable Sustainable Forest Management Plans, General Development Plans and Annual Operating Plans to provide opportunities for public review and comment.

Canfor's Environment Policy and Sustainable Forest Management Commitments include commitments to "provide opportunities for interested parties to have input into our sustainable forest management planning activities" and "provide opportunities for the public, communities, other stakeholders and Aboriginal Peoples with rights and interests in sustainable forest management to participate in the development and monitoring of our Sustainable Forest Management Plans".

CSA requires "extensive public participation in the development of its Standards. In this Standard, the public identifies forest values of specific importance to environmental, social, and economic concerns and needs. Public also takes part in the forest managing process and works with organizations to identify and select SFM objectives, indicators, and targets to ensure that these values are addressed."

Canfor Alberta's Forest Management Agreement (FMA) area encompasses a small area north and west of Spirit River bordering the Peace River, an area north and east of DeBolt and an area south of Grande Prairie and east of the Smoky River. The main neighboring communities include DeBolt, Valleyview, Spirit River, Grande Cache and Grande Prairie. For certification with CSA, this FMA will serve as the Defined Forest Area (DFA).

In 1995 the Forest Management Advisory Committee (FMAC) was initiated to provide public input into preparing a long-term Detailed Forest Management Plan (DFMP). Initially this Committee met monthly to identify key issues and concerns to be addressed. From December 1999 to 2015, Canfor and FMAC have worked together on some of the following key certification documents:

1. Development and Revision on the Sustainable Forest Management Plan (SFM) and the values, goals, indicators and objectives for the SFMP;
2. The Detailed Forest Management Plan (DFMP) (10 year legal plan with Alberta Government);
3. Healthy Pine Strategy DFMP Amendment which was approved by Government of Alberta in January 2010;
4. Canfor 2015 Forest Management Plan.

### **Defined Goals of FMAC**

The Forest Management Advisory Committee aims to help ensure that sustainable forest management decisions are made as a result of informed, inclusive and fair consultation with local people who are directly affected by or have an interest in sustainable forest management. The FMAC consists of members who represent a broad range of interested parties. The FMAC will work with Canfor Alberta to:

1. Identify and select values, objectives, indicators and targets, based on the CSA SFM elements and any other elements of relevance to the DFA;
2. Develop, access and select one or more possible strategies;
3. Review the SFM plan;
4. Design monitoring programs, evaluate results and recommend improvements; and
5. Discuss and resolve any issues relevant to SFM in the DFA.

Canfor and the FMAC shall ensure that the values, objectives and targets are consistent with relevant government legislation, regulations and policies. Additionally they recognize Aboriginal and treaty rights and agree that aboriginal participation in the public process will not prejudice those rights.

In addition, the FMAC will continue to:

1. Provide input regarding the Forest Management Plan; and
2. In partnership with Canfor, will review, refine and implement the Public Involvement Program.

## **Operating Rules**

### **1. Rules and Conduct**

The FMAC and its members agree to work by the following rules:

- a) All members will be given the opportunity to voice their perspectives;
- b) All members will listen to the range of perspectives;
- c) Meetings will be well-structured and facilitated to enable efficient progress; and
- d) Refreshments and food will be provided for the meetings.

### **2. Meetings**

- a) Semi-annual meetings, unless additional meetings are required;
  - (i) At each meeting, there will be an educational opportunity provided.
- b) Meeting dates:
  - (i) Will be confirmed jointly between Canfor and the FMAC.
- c) Meeting notices:
  - (i) At least 2 weeks advance notice of meeting dates will be given; and
  - (ii) Generally, the next meeting date will be confirmed at each FMAC meeting.
- d) Meeting Location:
  - (i) Meetings will be held at a time and place most suitable to the members of the group;
- e) Meeting Agendas:
  - (i) Will address where possible, both the needs of the Forest Management Plan and CSA Certification;
  - (ii) Input on upcoming meeting agendas will be obtained during each FMAC meeting; and
  - (iii) Canfor will finalize the meeting agenda.
- f) Material, if available, will be provided for review in advance of meetings.

## **Meeting Expenses and Logistics**

### **1. Meeting Expenses**

- a) On request, members are eligible for \$50 per ½ day meetings for expenses (full day meetings to be covered at \$100);
- b) Additional travel costs to meetings will be reimbursed at \$0.52/km;
- c) If required, accommodation for members who must travel in excess of 1 hour for meetings will be covered; and
- d) Expense forms for the above need to be submitted to Canfor for reimbursement.

## **Roles & Responsibilities**

### **1. FMAC Structure:**

- a) Structure will be inclusive with a range of representatives from any of the following:

Alberta Conservation Association  
Alberta Fish & Game Association  
Alberta Professional Outfitters Society  
Alberta Trappers Association  
Aseniwuche Winewak Nation  
Canadian Association of Petroleum Producers (CAPP)  
City of Grande Prairie  
DFA Regulated Worker  
Ducks Unlimited  
Grande Prairie #1, County of  
Grande Prairie & District Chamber of Commerce  
Grande Prairie Regional College  
Grande Prairie Regional Tourism Association  
Horse Lake First Nations  
M.D. of Greenview No.16  
M.D. of Spirit River No. 133  
Métis Nation Zone 6  
Métis Nation of Alberta  
Public member(s) at large  
Peace Wapiti School Division No. 76 Saddle  
Hills County



South Peace Environmental Association  
Sturgeon Lake Cree Nation  
Town of Grande Cache  
Town of Spirit River  
Town of Valleyview  
And others as identified by the FMAC.

- b) New or additional members will be considered on an annual basis.
- c) In addition to the above members, advisors from the following will assist the group:
  - Canfor
  - Alberta Environment & Sustainable Resource Development
  - Tolko Industries
  - Norbord Inc.
  - And others as identified by the FMAC.

2. FMAC Member's Role

- a) To provide input as related to the Defined Goals (Section A) as related to the Forest Management Plan (FMP) and CSA planning processes;
- b) The voting members are responsible for consensus reaching and decision making for the FMAC;
- c) To act as a liaison between FMAC and the organization they are representing;
- d) To attend meetings regularly;
- e) Members will be appointed by each of the member organizations;
- f) Members can be replaced if more than 2 consecutive meetings are missed without a valid reason;
- g) To replace a member, the member organization will be asked, by either the current member or by the Canfor representative, to reappoint a new member;
- h) Canfor will confirm appointment;
- i) Existing members, who no longer represent their original organization, may choose to remain on as members-at-large as this will provide ongoing continuity;
- j) Use of Alternates:
  - i. an organization may appoint an alternative to act as an interim replacement for the member; and
  - ii. alternates are also guided by the Terms of Reference.
- k) **Conflict of Interest:**  
If a FMAC member (or alternate) has a perceived or real conflict of interest regarding their input relating to the goals for the FMAC (Section A), this must be declared. The FMAC and Canfor will then decide at the meeting what actions are then needed. Potential actions could lead to restricted involvement in discussion and decision making for the conflicting topic.

3. Non-members:

- a) Non-members are by invitation and/or by request only;
- b) Non-members are welcome to observe the FMAC meetings, but will not receive print materials;
- c) Non-members may participate in discussions or make presentations only with agreement by the group, chairperson or facilitator;
- d) Forestry students are encouraged to attend as non-members; and
- e) Will not take part in reaching consensus or decision-making of the FMAC.

4. Canfor's Role:

- a) To review and consider the recommendations from the FMAC;
- b) To make decisions regarding sustainable forest management and certification;
- c) To report to the FMAC on how input was considered and that responses are provided;
- d) To demonstrate that there is ongoing public communication about the DFA, including the public involvement process;
- e) To provide the necessary human, physical, financial, and technological resources to the FMAC as necessary and reasonable;
- f) Will not take part in reaching consensus or decision-making of the FMAC except in areas of conflict of interest as stated in 2(l);
- g) Provide the Forest Management Advisory Committee Evaluation Form (to be voluntarily filled out by FMAC members) at each meeting and report (the calculated satisfaction on each of the four sections of the evaluation) results with the minutes from each meeting to the members; and
- h) Distribute the Sustainable Forest Management Plan, meeting minutes, annual performance monitoring report and other materials deemed necessary.

5. Advisor's Role:

- a) To actively provide background or technical information, participate in discussions and provide support to the FMAC group;
- b) To clarify technical information for the FMAC group; and
- c) Will not take part in reaching consensus or decision-making of the FMAC

6. Chairperson/Facilitator's Role:

- a) To ensure that meetings address agenda topics;
- b) To ensure that all members have an equitable opportunity to participate in the meeting;
- c) To provide support in summarizing and clarifying issues, recommendations, etc.; and
- d) Will not take part in reaching consensus or decision-making of the FMAC.



# REQUEST FOR DECISION

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SUBJECT: **Grovedale Cemetery Committee**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw 97-218

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor and five (5) Members at Large to the Grovedale Cemetery Committee.**

---

## BACKGROUND/PROPOSAL:

The Grovedale Cemetery is one of four cemeteries within Greenview. Council has established a bylaw appointing five community members to the committee as well as one Councillor.

David Dibb and Stewart Bowen have expressed interest in remaining on the Grovedale Cemetery Committee.

Applicants have submitted an application form (please see attached).

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- Applications
- Bylaw 97-218



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

0

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16

**RECEIVED**

SEP 19 2017

VALLEYVIEW

Are you a resident of Greenview?

☐ Yes

☒ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Swan Lake Cemetery Committee.

Expire date unknown.

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

Swan Lake Cemetery Committee

R.C.W.

## Personal Resume

Name: DAVID DIBB

Home/Mailing Address: 6117 - 95 ST

City: GRANDE PRAIRIE AB Postal Code: T8W-2C9

Phone (home): 780-532-6626 Phone (work): —

Email: —

Qualifications: The Committee need a younger person and

non-local. They are a great group to work with.

I'll be 85 in Dec. time to step aside. Thank you

David Dibb





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Volunteer Activities you have been involved with: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

How do you feel you could contribute to your chosen Board or Committee?

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
Applicant's Signature

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

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

*This personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Leduc City Council. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. The collection of this information can be directed to the Administrative Liaison to the respective Board and to the Board Selection Committee. Names, address and home telephone numbers of successful applications will be provided to the public.*





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

GROVEDALE CEMETERY COMMITTEE

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

GROVEDALE CEMETERY COMMITTEE

EXPIRES UNKNOWN

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

GROVEDALE CEMETERY COMMITTEE SINCE ITS INCEPTION ~ 1990

AREA STRUCTURE PLAN 2016-2017. ~ 1980

## Personal Resume

Name: STEWART BOWEN

Home/Mailing Address: Box 6

City: GROVEDALE AB

Postal Code: T0H 1X0

Phone (home): 780-532-6759

Phone (work): 780-532-6759

Email:

Qualifications:



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

Experience: SEE BELOW

Volunteer Activities you have been involved with: GROVEDALE CEMETERY COMMITTEE  
GROVEDALE SCHOOL DISTRICT TRUSTEE 6 YEARS, GROVEDALE COMMUNITY CLUB,  
GROVEDALE MINOR HOCKEY, GROVEDALE WOMENS HOCKEY, AREA STRUCTURE PLAN TWICE

How do you feel you could contribute to your chosen Board or Committee?

CONTINUE TO OFFER MY TIME & ENERGY TO BE CEMETERY CARETAKER

Stewart Brown

Applicant's Signature

SEPT 8, 2017

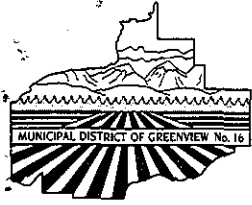
Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenvview.ab.ca](mailto:Lianne.Kruger@mdgreenvview.ab.ca)

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## BYLAW NO. 97-218

### of the Municipal District of Greenview No. 16

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, for the purpose of establishing control of cemetery operations, and hereby known as the 'Cemetery Bylaw'.**

**WHEREAS**, the Municipal District of Greenview No. 16 is recognized as the owner of cemeteries, as defined in the *Cemeteries Act*, Chapter C-2;

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

#### **1. PURPOSE:**

- 1.1 The purpose of this bylaw is to establish a bylaw to control the operations of cemeteries owned by the Municipal District of Greenview No. 16.

#### **2. DEFINITIONS:**

- 2.1 **Caretaker** means the person placed in charge of the cemetery by resolution of Committee.
- 2.2 **Cemetery** means land that is set apart or used as a place for the burial of dead human bodies or other human remains, or in which dead human bodies or other human remains are buried, owned by the Municipal District of Greenview.
- 2.3 **Committee** means an Advisory Committee that may be formed to advise and recommend to the Council on matters required in the performance of this Bylaw.
- 2.4 **Fees** means a Schedule of Fees and Charges as established by the Committee.
- 2.5 **Lot** means a single grave site.
- 2.6 **Maintenance** means both short and long term care of the cemetery.
- 2.7 **Memorial Fund** is moneys donated for the purpose of maintenance or beautification of the cemetery. This money is to be transferred to the trust fund unless specified for a certain project by the donor.
- 2.8 **Monument**; for the purpose of this Bylaw, a monument shall be understood to be any permanent memorial structure.
- 2.9 **Municipality** means the Municipal District of Greenview No. 16.
- 2.10 **Plot** means two or more lots shown on a plan and officially recorded with the Committee.
- 2.11 **Trust Fund** is moneys from the Memorial Fund that are placed in a term deposit or other savings to generate interest for the maintenance and beautification of the cemetery.

#### **3. CONTROL:**

- 3.1 The municipality may delegate its authority to the Committee with respect to the control and maintenance of the cemetery.
- 3.3 The Committee shall supervise all sales of lots and plots.
- 3.4 The Committee shall keep a correct account of all revenues and expenditures made in connection with the cemetery.

- 3.5 Two copies of all burial records (sales of lots or plots) and reservations shall be maintained. One copy of all records shall be forwarded to the municipality prior to June 30th in each year.

#### **4. SALES AND RESERVATIONS:**

- 4.1 The Committee shall from time to time review and recommend to the municipality the prices for all lot and plot sales, the charges for opening and closing of lots, and the maintenance fees.
- 4.2 Lots in the cemetery shall be sold by the Committee. Should financial hardship be proven, the Committee may make arrangements with the purchaser of a lot as it sees fit.
- 4.3 Reservation for one or more lot or plot may be made. However, if after 180 days the lots or plots are not paid for, they will be forfeited.
- 4.4 If approved by the Committee, lots and plots may be transferred for no more than the original purchase cost set by the Committee.
- 4.5 It is a condition of every sale that the purchaser expressly waives any claim arising by reason of any error or mis-description of any burial plot. The Committee undertakes that it will attempt, insofar as it is reasonably possible, to avoid such errors but its liability shall only extend to refund in case of error, any money paid to the Committee for a lot or lots and it undertakes to make an equivalent quality of lot or lots available.
- 4.6 Application for interment should be made 36 hours prior to the time established for burial from May to October inclusive, and 48 hours during the months of November to April inclusive, not including weekends.

#### **5. MONUMENTS:**

- 5.1 The owner of each lot shall have the right to erect thereon a monument or headstone subject to the provisions of the Committee on cemetery monuments.
- 5.2 The caretaker is to approve any headstone or monument prior to placement on the grave.
- 5.3 It is the lot owner's responsibility to maintain the monument in a manner acceptable to the caretaker.
- 5.4 No person shall place upon any monument the name of a dealer, supplier or manufacturer.
- 5.5 Vertical monuments, tombstones or markers placed above the level of the ground will be allowed.
- 5.6 All memorials must be of granite, marble, limestone or bronze unless approved in writing by the Caretaker. No fixtures of any type such as pictures or ornaments made of breakable materials may be attached or affixed in any manner whatsoever to any part of a memorial.
- 5.7 The outside back of any monument on any adult grave, whether it be upright or flat, must be placed exactly sixteen inches from the boundary at the head of the lot. On a child's grave, the outside back of any monument must be placed exactly twelve inches from the boundary at the head of the lot.
- 5.8 The Committee may allow full length grave covers if they are constructed of granite, marble, limestone or bronze and are no more than six inches above ground level.
- 5.9 All foundations for erecting memorials shall be made of concrete and must extend not less than six inches around the complete base of the memorial and must be level with the surface of the ground.
- 5.10 No monument work except markers shall be delivered to a cemetery until the foundation is completed and until the contractor is ready to proceed with the work of erection.
- 5.11 The behavior of all workmen employed by others upon cemetery property shall be subject to the control of the Caretaker. Contractors, masons, and stone cutters shall lay planks on the lots and paths over which heavy materials are to be moved in order to protect them from injury.

**6. CARE OF LOTS:**

- 6.1 The owner of each lot shall have the right to improve his lot at his convenience subject to the provisions of this bylaw.
- 6.2 To ensure neatness, and to preserve the beauty of the cemetery, the caretaker shall approve the placement and removal of:
  - a) wreaths, flowers and other removable mementos.
  - b) flowers, shrubs, weeds and grass growing upon graves.
- 6.3 Any lot owner shall be allowed to place monuments, plant flower beds, or make any improvements on the lot(s), providing such work is in accordance with this Bylaw, in an area extending five (5) feet from the head of the lot and the full width of the lot less six (6) inches from the boundary on each side (on child's grave - forty (40) inches from the head of the lot and the full width of the lot less six (6) inches from the boundary on each side). They may, however, use the entire lot for a period of not longer than 180 days from the date of interment, after which time the Caretaker may level and landscape to Committee standards.
- 6.4 No person or lot owner shall plant any tree or shrub or any other plant that will attain a height of 18 inches or over in accordance with No. 6.1 above.
- 6.5 No person other than the Caretaker shall remove any growing plants, flowers, slips, or cuttings from anywhere in the cemetery.
- 6.6 The Caretaker may remove, after a period of thirty (30) days, from any lot any weeds, grass, funeral design, or floral pieces which may become wilted, or any other article or thing which is in his opinion unsightly.

**7. MISCELLANEOUS PROVISIONS:**

- 7.1 The cemetery shall not be used for any purpose other than burial grounds for dead human bodies and human cremated remains.
- 7.2 All burials are to be made within the confines of a single lot. There must be a minimum of twelve (12) inches of earth between remains buried in adjoining lots. There shall not be more than two burials in a single adult grave space and there shall be a minimum of three (3) feet of earth above the outer shell. Double burial in one lot must be indicated at the time of sale of the lot.
- 7.3 There shall not be more than six (6) containers of cremated remains permitted per single lot. There must be a minimum of two and one half (2 1/2) feet of earth placed over each container.
- 7.4 Provisions may be made to inter more than one stillborn body within the confines of one lot. There must be a minimum of one (1) foot of earth between remains buried in such communal graves, with at least three feet of soil over the uppermost casket.
- 7.5 No person shall drive a vehicle in the cemetery except at a moderate rate and then only upon the roadway provided for the purpose thereof. The caretaker may at his discretion prohibit the entrance of vehicles into the cemetery when the roads are not fit for vehicles. The owner of any motor vehicle shall be responsible for any damages done by such a vehicle within the boundaries of the cemetery.
- 7.6 No person shall disturb the quiet and good order of the cemetery by noise or any other improper conduct.
- 7.7 Any person who willfully damages or destroys or removes any tomb, monument, gravestone or any other structure placed in the cemetery or any railing or other work for the protection or ornamentation of the cemetery or burial lot, or willfully damages or destroys any tree, shrub or plant in the cemetery, or any person who in the cemetery discharges firearms (save at military funerals) or commits a nuisance, shall be prosecuted to the fullest extent of the law.

**8. MEMORIAL FUND AND TRUST FUND:**

- 8.1 Two separate accounts are to be set up by the Committee including a Memorial Fund and Trust Fund, and operated by the Committee as per this bylaw and any pertinent policy thereto.



- 8.2 The Committee shall maintain a record of expenditures and revenues relating to all operations of the cemetery, and shall, prior to March 31st of each year, provide to the municipality a financial statement of such expenditures and revenues, signed by two Committee members in good standing.

**9. ROLE OF COMMITTEE:**

- 9.1 There is hereby established a Committee which shall consist of: five members at large from the municipality or who may have a vested interest in the cemetery, one of which shall serve as Caretaker; plus one municipal Councilor for the area served, as appointed by resolution of Council from time to time.
- 9.2 The Committee members term of office shall be for three years, to run concurrently with the municipal election year.
- 9.3 The positions of Chairman and Treasurer of the Committee shall be elected from within for a one year term.
- 9.4 The Committee shall operate, maintain and manage the cemetery.
- 9.5 Subject to the provisions of this bylaw and any policy thereto, the Committee may determine all rules of procedure for the conduct of its meetings, policies, procedures, and the setting of a fee schedule to cover costs for operating and maintaining the cemetery, subject to final approval from the municipality.

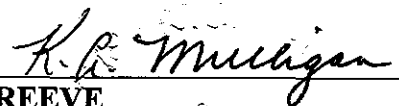
**10. GENERAL:**

- 10.1 The municipality may enter into agreement with another party for the performance of this bylaw if a Committee is not established.
- 10.2 This Bylaw may be amended by resolution of Council
- 10.3 This Bylaw shall come into force and effect upon the day of final passing.

Read a first time this 13th day of August, A.D., 1997.

Read a second time this 12th day of November, A.D., 1997.

Read a third time and finally passed this 12th day of November, A.D., 1997.

  
REEVE

  
MUNICIPAL MANAGER



# REQUEST FOR DECISION

---

SUBJECT: **Little Smoky Cemetery Committee**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw 97-218

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor and five (5) Members at Large to the Little Smoky Cemetery Committee.**

---

## BACKGROUND/PROPOSAL:

The Little Smoky Cemetery is one of four cemeteries within Greenview. Council has established a bylaw appointing five community members to the committee as well as one Councillor.

Rene Fournier, Connie Admundson, and Roxanne Perron have expressed interest in sitting on the Little Smoky Cemetery Committee.

All applicants have submitted an application form (please see attached).

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- Applications
- Bylaw 97-218 is attached to the Grovedale Cemetery Committee submission



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

---

Are you a resident of Greenview?

☒ Yes ☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes ☐ No

Which Board or Committee are you serving on and when does your term expire?

Little Smoky cemetery committee

---

Have you served on a Municipal Board or Committee in the past?

☒ Yes ☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

Little Smoky

Fox creek chamber of commerce

---

## Personal Resume

Name: Rene Fournier

Home/Mailing Address: Box 47

City: Little Smoky

Postal Code: T0H 3Z0

Phone (home): 780-622-1675

Phone (work): \_\_\_\_\_

Email: rafter\_7@yahoo.ca

Qualifications: \_\_\_\_\_

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MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: Director of chamber of commerce for 6yrs (Fox creek)  
President of chamber of commerce for 4 yrs (Fox creek)

Volunteer Activities you have been involved with: Director of Silverberch golf course  
President of silverberch golf course

How do you feel you could contribute to your chosen Board or Committee?

I am energetic, work well with others!

Applicant's Signature

Sept 2, 2012

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

*This personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Leduc City Council. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. The collection of this information can be directed to the Administrative Liaison to the respective Board and to the Board Selection Committee. Names, address and home telephone numbers of successful applications will be provided to the public.*





MD OF GREENVIEW

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16

**RECEIVED**

AUG 31 2017

VALLEYVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Little Smoky Community Cemetery

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☒ No

Which Board or Committee are you serving on and when does your term expire?

V.V. Fair Committee

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

I volunteered to help with secretarial work for 2 months  
on the Valleyview Economic Development around 1985\* when Jeff  
Sawyer was there. Board

## Personal Resume

Name: Mrs. Connie Amundson

Home/Mailing Address: Box 75 Little Smoky, Alta

City: \_\_\_\_\_ Postal Code: T0H 3Z0

Phone (home): 524-2242 Phone (cell): 524-0154

Email: barrow163@msn.com

Qualifications: \_\_\_\_\_

I have been the Little Smoky Cemetery Treasurer ever since 1984, when Harry Merrifield gave me the books.





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Volunteer Activities you have been involved with: I have been on the V.V. Fair  
Committee. I have been the Treasurer for Little Smoky Comm. Center  
for 5 years.

How do you feel you could contribute to your chosen Board or Committee?

I am always here. I do not work out.

\_\_\_\_\_

\_\_\_\_\_

Connie Amundson

Applicant's Signature

Aug 31/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Little Smoky Cemetery

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

SDAB, FCSS Little Smoky Cemetery - All expire on the day of the MD Greenview Organizational meeting in Oct. 2017

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

SDAB - Oct. 2001 - current, FCSS - Oct. 2001 - current,  
Little Smoky Cemetery - Oct. 2001 - current.

## Personal Resume

Name:

Roxanne Perron

Home/Mailing Address:

Box 77

City:

Little Smoky AB

Postal Code:

T6H 3Z0

Phone (home):

780-524-8954

Phone (work):

Same

Email:

roxanneperron@gmail.com

Qualifications:

Toastmasters International - CC, ACB, CL





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: 16 years on various boards/committees  
within the MD of Greenview

Volunteer Activities you have been involved with: 4H, ESL Tutor, various board  
positions - Little Smoky Community Center, Youth/Music/Nursery/MC-  
Emmanuel Baptist Church, Valleyview Enhancement, Ecole Birchwood

How do you feel you could contribute to your chosen Board or Committee?

I will contribute to this board with my years of  
experience serving on boards/committees to help build  
a thriving community.

Doranne Lhu

Applicant's Signature

Sept. 22/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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# REQUEST FOR DECISION

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SUBJECT:	<b>New Fish Creek Cemetery Committee</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw 97-218

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor and five (5) Members at Large to the New Fish Creek Cemetery Committee.**

---

## BACKGROUND/PROPOSAL:

The New Fish Creek Cemetery is one of four cemeteries within Greenview. Council has established a bylaw appointing five community members to the committee as well as one Councillor.

Wilma Marcotte has expressed interested in serving on the New Fish Creek Cemetery Committee.

Applicants have submitted an application form (please see attached).

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- Applications
- Bylaw 97-218 is attached to the Grovedale Cemetery Committee submission



MD OF GREENVIEW

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16

RECEIVED

SEP 11 2017

VALLEYVIEW

## APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on?

New Fish Creek Cemetery Committee

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

New Fish Creek Cemetery Committee 2017

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

2017

### Personal Resume

Name: Wilma Marcotte

Home/Mailing Address: Box 596

City: Valleyview AB.

Postal Code: T0H-3N0

Phone (home): 524-2394

Phone (work): Nil

Email: Nil

Qualifications: Interested & willing.





# REQUEST FOR DECISION

---

SUBJECT: **Sunset House Cemetery Committee**

SUBMISSION TO: ORGANIZATIONAL MEETING

MEETING DATE: October 24, 2017

DEPARTMENT: CAO SERVICES

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO:

MANAGER:

GM:

PRESENTER:

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw 97-218

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor and five (5) Members at Large to the Sunset House Cemetery Committee.**

---

BACKGROUND/PROPOSAL:

Sunset House Cemetery is one of four cemeteries within Greenview. Council has established a bylaw appointing five community members to the committee as well as one Councillor.

Glori Witing has expressed interested in serving on the Sunset House Cemetery Committee.

Applicants have submitted an application form (please see attached).

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FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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ATTACHMENT(S):

- Applications
- Bylaw 97-218 is attached to the Grovedale Cemetery Committee submission



MD OF GREENVIEW

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16

**RECEIVED**

SEP 07 2017

VALLEYVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Sunset House Cemetery Committee

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

the above

☐ No

Which Board or Committee are you serving on and when does your term expire?

Sunset House Cemetery Committee

probably this October, if not next year.

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

the same as stated above for the past several years.

## Personal Resume

Name:

Glori LeWhiting

Home/Mailing Address:

Box 148

City:

Sunset House, AB.

Postal Code:

T0H 3H0

Phone (home):

780-524-2252

Phone (work):

Email:

to

Qualifications:

My qualifications lay in the fact that I have been a resident of Sunset House all my life, being the third generation here, our daughter lives here and our grandchildren live here. In other words I care about this Community; and have still not come to terms of losing our wonderful school.



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

Experience: Most recently, I helped on the  
Committee to plan, organize and <sup>work</sup> help with  
our Sunset House Homesteaders Reunion, which  
was a HUGE success!!

Volunteer Activities you have been involved with: I volunteer as Sunday  
School leader for the Teens for several years now.  
I give a helping hand to any <sup>or Workbee</sup> up-keeping of the Church I  
attend in Valleyview.

How do you feel you could contribute to your chosen Board or Committee?

In the past years, I have not missed any  
meetings that were held by the S.H. Cemetery  
Committee. I feel very satisfied in helping making  
the decisions on the improvements on this area.  
We are so pleased to have a Cemetery that reflects  
our past history, dating back to the 1930's and also  
it will hold our future.

Shari Whiting  
Applicant's Signature

Sept. 6/2017.

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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# REQUEST FOR DECISION

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SUBJECT: **Valleyview Cemetery Committee**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw 97-218

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Valleyview Cemetery Committee.**

---

## BACKGROUND/PROPOSAL:

The Valleyview Cemetery Committee was set up to look after the operation, maintenance and policies of the Valleyview Cemetery. This committee meets on an as needed basis.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- Valleyview Cemetery Agreement with the Town of Valleyview
- Bylaw 2019-03

# **VALLEYVIEW CEMETERY AGREEMENT**

**BETWEEN**

**THE TOWN OF VALLEYVIEW**

P.O. Box 270  
Valleyview, Alberta  
T0H 3N0

**And**

**THE MUNICIPAL DISTRICT OF GREENVIEW**

P.O. Box 1079  
Valleyview, Alberta  
T0H 3N0



# VALLEYVIEW CEMETERY AGREEMENT

Made this 10 day of July, 2012

BETWEEN

**THE TOWN OF VALLEYVIEW**

Hereinafter referred to as the "Town"

OF THE FIRST PART

And

**THE MUNICIPAL DISTRICT OF GREENVIEW**

Hereinafter referred to as the "M.D"

OF THE SECOND PART

**WHEREAS**, the Town owns the Valleyview Community Cemetery located within the boundaries of the M.D., on that area legally described as Part of the Northwest Quarter of the Section Twenty-three (Pt. NW 23), Township Seventy (70), Range Twenty-two (22), West of the Fifth Meridian (W5), hereinafter referred to as the "Cemetery"; and

**WHEREAS**, the Town and the M.D. wish to establish a Cemetery Committee, a volunteer body hereby established by mutual agreement, hereinafter referred to as the "Committee", to advise on the operations of the Cemetery for the benefit of residents of the Town and the M.D.; and

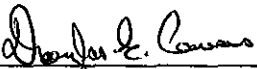
**WHEREAS**, the M.D. wishes to contribute to the cost of operating the Cemetery, and/or any capital expenditures of the Cemetery;


**THEREFORE**, pursuant to the Municipal Government Act R.S.A. 2002 and any amendments thereto, the Town and the M.D. AGREE AS FOLLOWS:

1. There Valleyview Cemetery Committee hereby established, and the Committee's membership shall consist of:
  - 1 member of Council from the Town of Valleyview
  - 1 member of Council from the M.D. of Greenview
  - 1 member of Staff from the Town of Valleyview
2. The Town shall operate, maintain, and manage the Cemetery.
3. The Town shall allow use of the Cemetery to residents of the surrounding area and Town, and in the event that the Committee imposes fees for such use, the fees shall not differentiate between the residents of the Town and the M.D.
4. Annually, before the 30<sup>th</sup> day of November in each year, the Committee shall submit to the Town and the M.D. an estimate of proposed expenditures for the ensuing years.
5. The Town will maintain a good record of expenditures and revenues relating to the maintenance and operation of the Cemetery, and shall, prior to February 28<sup>th</sup> of each year, provide the M.D. a financial statement of same.
6. The M.D. shall contribute to the Town for the operation and maintenance of the Cemetery a sum up to fifty percent (50%) of the deficit cost incurred for the operations of the Cemetery.
7. Any sum contributed by the M.D. pursuant to this Agreement shall be used to offset the M.D.'s portion of the deficit and any sum not so used shall be credited to the following year's deficit as part of the M.D.'s contribution.
8. The M.D.'s responsibility and liability under the Agreement shall be limited to the payment of the amount stipulated in Clause 5 above. The Town shall bear the responsibility of operating and maintaining the Cemetery and shall indemnify and save harmless the M.D., its agents and employees, from any and all claims, damages, costs, losses, expenses, actions and suits caused by or arising out of anything done or omitted to be done, directly or indirectly, by the Committee in connection with the operation and maintenance of the Cemetery.
9. The Town shall obtain such consent, approvals or licenses as may be necessary to operate the Cemetery.


10. The Committee shall determine all rules of procedure for the conduct of its meetings.
11. This Agreement shall be deemed to have come into effect on the date first written above, and may be terminated by either party hereto giving written notice of the intention to terminate 6 months prior to the specific date of termination.
12. This Agreement may be amended by mutual consent of the Parties hereto.
13. This Agreement is not assignable without the consent in writing of the Parties hereto.
14. This Agreement nullifies and voids all previous agreements.

IN WITNESS WHEREOF the Parties have executed this document on the date first written above.

  
\_\_\_\_\_  
MUNICIPAL MANAGER  
M.D. of Greenview

  
\_\_\_\_\_  
REEVE  
M.D. of Greenview

  
\_\_\_\_\_  
MANAGER  
Town of Valleyview

  
\_\_\_\_\_  
MAYOR  
Town of Valleyview

**BY-LAW # 2016-03**  
OF THE TOWN OF VALLEYVIEW  
IN THE PROVINCE OF ALBERTA

Revised: April 22, 2016

BEING a by-law to control the operation of the cemetery of the Town of Valleyview and District, and

WHEREAS the council of the Town of Valleyview, duly assembled, enacts as follows:

PART I

An Advisory Committee shall be formed to advise and recommend to the Town Council on matters relating to cemetery operation, memorial fund, trust fund and policies pertaining to the cemetery.

The Advisory Committee shall consist of:

- |                   |   |
|-------------------|---|
| 1- Town Councilor | 1- MD of Greenview Councilor              |
| 1- Legion Member  | 1- Ministerial Association Representative |

The Advisory Committee members' term of office shall be for four years, to run concurrently with the Municipal election year.

The Advisory Committee will meet annually to review the budget and set priorities.

The Chairman is to be elected from within the Committee for a term of one year.

## PART II

### DEFINITIONS:

1. District means the portion of the MD of Greenview that is serviced by the Town of Valleyview
2. Cemetery means that facility operated by the Town of Valleyview located at Pt. of NW 23-70-22-W5, and called the Valleyview and District Cemetery.
3. Caretaker means the person placed in charge of the cemetery by resolution of Council.
4. Lot means a single grave site.
5. Plot means two or more lots shown on a plan and officially recorded with the Town.
6. Maintenance means both short and long term care of the cemetery.
7. Niche is a compartment in the Columbarium that is designed for a maximum of two cremains.
8. Monument- for the purpose of this by-law, a monument shall be understood to be any permanent memorial structure.

## PART III

### CONTROL:

1. The Municipal Council of the Town of Valleyview hereinafter delegates its authority to the caretaker with respect to the control and maintenance of the cemetery.
2. All powers granted to the caretaker by this by-law shall be subject to the supervision and control of the Municipal Council of the Town of Valleyview.
3. The Town of Valleyview Administrative Officers shall supervise all sales of lots, plots and niches.



4. The Town of Valleyview shall keep a correct account of all revenues and expenditures made in connection with the cemetery.
5. Two copies of all burial records and reservations shall be maintained in the Town office.

#### PART IV

##### CARE OF LOTS:

1. Any owner shall be allowed to place monuments, plant flower beds, or make any improvements on the lot(s), providing such work is in accordance with this by-law. Use the entire lot less six (6) inches from the boundary on all sides of the lot, is allowed for a period of no longer than one hundred and eighty (180) days from the date of interment, after which time the caretaker may level and landscape to municipal standards.
2. The owner of each lot shall have the right to improve his lot at his convenience subject to the provisions of this by-law.
3. No person or licensee shall plant any tree or shrub.
4. No person other than the caretaker shall remove any growing plants, flowers, slips or cuttings from anywhere in the Town cemetery.
5. The caretaker may remove after a period of one hundred and eighty (180) days from any lot, any weeds, grass, funeral design or floral pieces which may become wilted, or any other article deemed unsightly.
6. To ensure neatness and to preserve the beauty of the cemetery, the caretaker shall approve placement and removal of:
  - A) Wreaths, flowers and other removable mementos.
  - B) Flowers, shrubs, weeds and grass growing on graves.

7. The owner of niches will be allowed to place memorial displays in front of columbarium for 180 days from the date of interment, after which the caretaker may remove any article deemed unsightly.

## PART V

### MONUMENTS:

1. All memorials must be of granite, marble, limestone or bronze. No fixtures of any type such as pictures or ornaments made of breakable materials may be attached or affixed in any manner whatsoever to any part of a memorial.
2. The outside back of any monument on any adult grave, whether it be upright or flat, must be placed exactly six (6) inches from the boundary at the head of the lot as well as six inches from sides of the gravesite. Maximum footprint size of the monument for a single plot would be forty-eight (48) inches wide and sixteen (16) inches deep. In the sections where concrete monument runners are provided, monuments need to fit in the space provided on the concrete monument runners.
3. Full length grave covers are not allowed due to the high maintenance factor.
4. All foundations for erecting memorials shall be made of concrete and must extend not less than six (6) inches around the complete base of the memorial and must be level with the surface of the ground.
5. The behavior of all workmen employed by others, upon the cemetery property shall be subject to the control of the caretaker. Contractors, masons, and stone cutters shall lay planks on the lots and paths over which heavy materials are to be moved in order to protect them from injury.
6. The caretaker is to approve any headstone or monument prior to placement on the grave.
7. It is the lot owner's responsibility to maintain the monument in a manner acceptable to the caretaker.

8. No person shall place upon any monument the name of the dealer, supplier or manufacturer.
9. Columbarium niches come with a twelve (12) inch by twelve (12) inch granite marker for engraving.

## PART VI

### SALES AND RESERVATIONS:

1. The Municipal Council shall from time to time review the Cemetery Operation Fee Schedule and set the prices for all lots and plots, and the charges for opening/closing of lots and care and maintenance.
2. Reservation for one or more lots or plots may be made, however, if after one hundred and eighty (180) days the lots or plots are not paid for, they will be forfeited.
3. Lots and plots may not be transferred for an amount greater than the original fees charged by the Town.
4. The caretaker may from time to time designate portions of the cemetery for the interment of Veterans of War in which Canada has participated.
5. It is a condition of every sale that the purchaser expressly waives any claim arising by reason of any error or misdescription of any burial plot. The Town undertakes that it will attempt insofar as it is reasonably possible, to avoid such errors but its liability shall only extend to refund in case of error, any money paid to the Town for a lot(s) or niche it undertakes to make an equivalent quality of lot(s) or niche available.
7. Application for interment should be made thirty-six (36) hours prior to the time established for burial from May to September inclusive and Forty-

eight (48) hours during the months of November to April inclusive, not including weekends.

## PART VII

### MISCELLANEOUS:

1. The Town cemetery shall be open to the public for foot traffic from 8:00am until sundown between May 1<sup>st</sup> and October 31<sup>th</sup> in each year, and from 8:00am until 5:00pm from November 1<sup>st</sup> to April 30<sup>th</sup> each year. Keys to the main gate will be given to authorized persons only and will be kept at the Town office. Any person who causes a ground disturbance shall be wholly responsible for the cost of repair and maintenance of the area that is damaged.
2. If any trees, shrubs, plants, or other such impediments situated on or about the cemetery shall, in the opinion of the caretaker become by means of their roots or branches or in any other way detrimental to adjacent lots, walks or driveways, prejudicial to the general appearance of the grounds or dangerous or inconvenient to the public, the caretaker shall have the right to enter the said lot and remove such trees, shrubs or plants or parts thereof as may be considered detrimental, dangerous or inconvenient.
3. No person shall remove sod from any grave or from any portion of the cemetery without first obtaining the written consent of the caretaker.
4. No person shall erect on a lot or a plot any fence, railing, wall, stone copping, hedge or the like. Where any of the same have been previously erected around a plot or a lot and have by reason of age or neglect become unsightly or objectionable, the caretaker may cause such to be removed, after giving notice to the purchaser of the lot to notify them of intent to remove.

5. Posts to mark the limits of the lots are permissible provided they are located within the limits of the lots and are level with and not projecting above the ground.
6. Speed limits within the boundaries of Town cemetery shall be limited to 20 km/hr. The caretaker may prohibit the entrance of vehicles into the cemetery when the roads are not fit for vehicles. The owner of any motor vehicle shall be responsible for any damages done by such a vehicle within the boundaries of the cemetery.
7. It is unlawful for any person, body corporate or partnership to inter any dead body in any land situated within the Town limits.
8. The cemetery shall not be used for any purpose other than burial grounds for dead human bodies and human cremated remains.
9. All burials are to be made within the confines of a single lot. There must be a minimum of twelve (12) inches of earth between remains buried in adjoining lots. There shall not be more than two burials in a single adult grave space and there shall be a minimum of three (3) feet of earth above the outer shell. Double burial in one lot must be indicated at the time of sale of the lot.
10. There shall not be more than six (6) containers of cremated remains permitted per single lot. There must be a minimum of two and one half (2½) feet of earth placed over each container.
11. Provisions may be made to inter more than one stillborn body within the confines of one lot. There must be a minimum of one (1) foot of earth between remains buried in such communal graves, with at least three feet of soil over the uppermost casket.
12. No person shall disturb the quiet and good order of the cemetery by noise or any other improper conduct.
13. Any person who willfully damages or destroys or removes any tomb, monuments, gravestone, or any other structure placed in the cemetery or



any railing or other work for the protection or ornamentation of the cemetery of burial lot or willfully damages or destroys any tree, shrub or plant in the cemetery or any person who in the cemetery discharges firearms (save at military funerals) or commits a nuisance shall on summary conviction thereof be liable to a fine not exceeding \$2,500.00 and costs of prosecution.

READ a first time this \_\_\_\_\_ day of \_\_\_\_\_ 2016, A.D

READ a second time this \_\_\_\_\_ day of \_\_\_\_\_ 2016, A.D

READ a third time this \_\_\_\_\_ day of \_\_\_\_\_ 2016, A.D



# REQUEST FOR DECISION

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SUBJECT: **Community Education Committee (CEC)**  
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: October 24, 2017 CAO: MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER:  
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 Council appoint one (1) Councillor to the Northern Lakes College Community Education Committee.**

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BACKGROUND/PROPOSAL:

The CEC is comprised of members of Student Council, First Nations, Metis, Municipalities, Chambers of Commerce and community groups. With these groups they work to identify program services and needs for their communities and will assist the college with marketing and recruitment activities.

Nominees will participate on the CEC for a two year term.

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FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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ATTACHMENT(S):

- None



# REQUEST FOR DECISION

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SUBJECT:	<b>Community Futures Grande Prairie &amp; Region</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Community Futures Grande Prairie & Region and one Councillor as an alternate.**

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## BACKGROUND/PROPOSAL:

The Board's role is to help to guide and plan Community Futures operations, sit on Investment Review Committee and make investments decisions to approve or decline loan applications, report back to respective communities and organizations regarding Community Futures activities, projects and events and to act as a liaison to respective communities and organizations. One member of Greenview is appointed to the board. The Community Futures Board meets monthly.

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## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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## ATTACHMENT(S):

- None



# REQUEST FOR DECISION

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SUBJECT: **Crooked Creek Recreation Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Crooked Creek Recreation Board.**

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BACKGROUND/PROPOSAL:

The Crooked Creek Recreation Club operates the Crooked Creek arena, which is owned by Greenview. It is felt there is a need to have a Councillor on this Committee to ensure the Crooked Creek Recreation Club stays financially sustainable.

Administration is working with the recreation boards to establish a mutual agreement.

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FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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ATTACHMENT(S):

- None



# REQUEST FOR DECISION

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SUBJECT: **East Smoky Recreation Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the East Smoky Recreation Board, and one Councillor as the alternate..**

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## BACKGROUND/PROPOSAL:

Consisting of eleven members from the communities of Goodwin, Puskwaskau, DeBolt, Crooked Creek, Clarkson Valley, Sturgeon Heights and one member from Council. The boards mandate is to provide recreation services for these areas. The board meets monthly to provide direction on issues of funding, program needs and facility enhancement and operation.

Administration is working with the recreation boards to establish a mutual agreement.

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## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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## ATTACHMENT(S):

- None





# REQUEST FOR DECISION

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SUBJECT: **Emergency Management Committee**

SUBMISSION TO: ORGANIZATIONAL MEETING

MEETING DATE: October 24, 2017

DEPARTMENT: CAO SERVICES

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO:

MANAGER:

GM:

PRESENTER:

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RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw 09-607

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RECOMMENDED ACTION:

**MOTION: That Council appoint four (4) Councillors to the Emergency Management Committee.**

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BACKGROUND/PROPOSAL:

The Emergency Management Committee was established to act as the agent of the Council to carry out the Council's statutory powers and obligations.

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FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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ATTACHMENT(S):

- Bylaw 09-607



## BYLAW NO. 09-607 of the Municipal District of Greenview No. 16

### A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to provide for the establishment of a MUNICIPAL EMERGENCY MANAGEMENT AGENCY

WHEREAS the Council for the Municipal District of Greenview is responsible for the direction and control of its emergency response and is required, under the Emergency Management Act, Chapter E-68 to appoint a Municipal Emergency Management Committee and to establish and maintain a Municipal Emergency Management Agency; and

WHEREAS it is desirable in the public interest, and in the interest of public safety, that such a Committee be appointed and such an agency be established and maintained to carry out Council's statutory powers and obligations under the said Emergency Management Act;

THEREFORE, the Council for the Municipal District of Greenview, duly assembled, enacts as follows:

1. This Bylaw may be cited as the "Emergency Management Agency Bylaw".
2. In this Bylaw:
  - a) "Act" means the Emergency Management Act;
  - b) "Council" means the local authority of the Municipal District of Greenview;
  - c) "emergency" means an event that requires prompt co-ordination of action or special regulation of persons or property to protect the safety, health and welfare of people or to limit damage to property;
  - d) "disaster" means an event that results in serious harm to the safety, health or welfare of people or in widespread damage to property;
  - e) "Emergency Management Agency" means the agency established under this Bylaw;
  - f) "Minister" means the Minister determined under Section 16 of the *Government Organization Act* as the Minister responsible for this Act; and
  - g) "Municipal Emergency Plan" (MEP) means the emergency plan prepared by the Director of Emergency Management to co-ordinate response to an emergency or disaster.
3. There is hereby established an Emergency Management Committee to advise Council on the development of emergency plans and programs.
4. There is hereby established an Emergency Management Agency to act as the agent of the Council to carry out the Council's statutory powers and obligations under this Act. This does not include the power to declare, renew or terminate a state of local emergency.
5. Council shall:
  - a) By resolution, appoint four (4) of its members to serve on the Emergency Management Committee;
  - b) Provide for the payment of expenses of the members of the Emergency Management Agency;
  - c) By resolution, on the recommendation of the Emergency Management Committee, appoint a Director of Emergency Management;
  - d) Ensure that emergency plans and programs are prepared to address potential emergencies or disaster in the Municipal District of Greenview;
  - e) Approve the Municipal Emergency Plan; and
  - f) Review the status of the Municipal Emergency Plan, and related plans and programs, at least once each year.

6. Council may:
  - a) By Bylaw, borrow, levy, appropriate and expend, without consent of the elector, all sums required for the operation of the Emergency Management Agency; and
  - b) Enter into agreements with and make payments or grants, or both, to persons or organizations for the provision of services in the development or implementation of emergency plans or programs, including mutual aid plans and programs.
7. The Emergency Management Committee shall:
  - a) Review the Municipal Emergency Plan and related plans and programs on a regular basis; and
  - b) Advise Council, duly assembled, on the status of the MEP and related plans and programs at least once year.
8. The Emergency Management Agency shall be comprised of one or more of the following:
  - a) The Director of Emergency Management;
  - b) The Deputy Director of Emergency Management;
  - c) The Chief Administrative Officer;
  - d) The Director of Operations;
  - e) The Director of Corporate Services;
  - f) The lead Public Information Officer;
  - g) The Disaster Social Services Manager;
  - h) The Manager of the local Emergency Medical Services;
  - i) A representative of the region's Fire Departments;
  - j) The senior NCO of the region's RCMP Detachments;
  - k) A representative of the region's Hospitals;
  - l) A representative(s) of contract utility providers (Atco, Telus);
  - m) The Administrator or Designate of the region's School Boards; and
  - n) Anyone else who might serve a useful purpose in the preparation or implementation of the MEP.
9. The Director of Emergency Management shall:
  - a) Prepare and co-ordinate the MEP and related plans and programs for the Municipal District of Greenview;
  - b) Act as Director of Emergency Operations or ensure that someone is designated under the MEP to so act, on behalf of the Emergency Management Agency;
  - c) Co-ordinate all emergency services and other resources used in an emergency; and
  - d) Ensure that someone is designated to discharge the responsibilities specified in paragraphs a), b) and c).
10. The power to declare or renew a state of local emergency under the Act and the requirement specified in Section 13 of this Bylaw, are hereby delegated to a Committee comprised of the Reeve or Deputy Reeve and any one councilor, or in their absence, any other two members of Council. This Committee may, at any time when it is satisfied that an emergency exists or may exist, by resolution, make a declaration of a state of local emergency.
11. When a state of local emergency is declared, the person or persons making the declaration shall:
  - a) Ensure that the declaration identifies the nature of the emergency and the area of the Municipal District of Greenview in which it exists;
  - b) Cause the details of the declaration to be published immediately by such means of communication considered most likely to notify the population of the area affected; and
  - c) Forward a copy of the declaration to the Minister forthwith.
12. When a state of local emergency is declared:
  - a) Neither Council nor any member of Council, and no person appointed by Council to carry out measures relating to emergencies or disasters, is liable in respect of damage caused through any action taken under this Bylaw, nor are they subject to any proceedings by prohibition, certiorari, mandamus or injunction.



13. Notwithstanding Section 11:

- a) Council and any member of Council and any person acting under the direction or authorization of Council, is liable for gross negligence in carrying out their duties under this Bylaw.

14. When, in the opinion of the person or persons declaring the state of local emergency, an emergency no longer exists in relation to which the declaration was made, they shall be resolution, terminate the declaration.

15. A declaration of a state of local emergency is considered terminated and ceases to be of any force or effect when:

- a) A resolution is passed under Section 14;
- b) A period of seven (7) days has lapsed since it was declared, unless it is renewed by resolution;
- c) The Lieutenant Governor in Council makes an order for a state of emergency under the Act, relating to the same area; or
- d) The Minister cancels the state of local emergency.

16. When a declaration of local emergency has been terminated, the person or persons who made the declaration shall cause the details of the termination to be published immediately by such means of communication considered most likely to notify the population of the area affected.

17. Bylaw 00-308 is hereby rescinded.

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

Read a first time this 26 day of AUGUST, A.D., 2009.

Read a second time this 23 day of SEPTEMBER, A.D., 2009.

Read a third time and finally passed this 23 day of SEPTEMBER, A.D., 2009.

  
REEVE

  
CHIEF ADMINISTRATIVE OFFICER



# REQUEST FOR DECISION

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SUBJECT: **Enbridge Northern Gateway Pipeline**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Enbridge Northern Gateway Pipeline.**

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FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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ATTACHMENT(S):

- None





# REQUEST FOR DECISION

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SUBJECT: **Evergreens Foundation**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

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## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

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## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Evergreens Foundations Board and one (1) Councillor as the alternate.**

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## BACKGROUND/PROPOSAL:

Evergreens Foundation is a board established under the Alberta Housing Act. This board is one of three within Greenview and is comprised of member municipalities, including the MD of Yellowhead #94, the Towns of Grande Cache, Hinton, Evansburg and Edson, and the MD of Greenview. Their mandate is to deal with issues regarding the senior's lodge, apartments, and low income housing in the respective municipalities. The Evergreens Foundation meets monthly in Edson.

Meetings are generally held every second month, on the second Thursday of the month at 10 a.m. Location of the meeting is most often in Edson, due to central location, however teleconferences are held when the agenda allows for it.

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## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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## ATTACHMENT(S):

- Board Members Orientation

THE MANAGEMENT BODY BOARD Subject: 2.1

**Purpose**

The following is an overview of a management body board, the board members and elected officials; their prescribed duties and responsibilities; and some of their other functions. In dealing with this subject there is also reference to the appointed officers and employees of a management body, as many of the management body responsibilities and functions can be delegated to them by the board unless restricted by the Regulations. The organizational structure of a management body and the assignment of responsibilities and functions will depend on the size of the organization among other factors. Except where prescribed in the Act and Regulations, the information provided is a flexible guideline and can be adapted according to the needs and circumstances of an individual management body.

**The Board**

The board is the decision making group that is ultimately responsible for the overall operation and management of the management body's social housing accommodation portfolio. The ministerial order establishing the management body will set out:

- The number of board members and the method of changing the number and representation
- The method of appointing or electing board members and filling vacancies
- The term of board members
- Any additional duties of board members
- The method of determining the chairperson and vice-chairperson, their term and filling a vacancy
- Voting requirements

**Natural Person Powers**

Section 6 of the Act provides that management bodies are corporations with the capacities of natural persons, subject to limitations placed in the legislation. The corporate status gives the management body a legal status; the natural person capacity makes the management body a "legal person". Its ability to act, obligations to act, and the consequences of acting all have legal implications, similar to any other person.

## *The Board (Continued)*

### **Natural Person Powers (Continued)**

Without corporate status, any individual member of a board of a management body would individually assume the obligations of the management body. The corporate identity of the management body serves to envelop all board members and make their actions as board members, the actions of the management body. The collective of individual board members is replaced by one legal entity. Its assets and obligations are separate from that of its board members.

With natural person powers, the establishing ministerial order for a management body does not have to list every activity that the management body can undertake. A management body can build any type of building, operate any type of housing and undertake any other activity, providing the Act, the Regulations and the management body's establishing ministerial order do not impose restrictions on the type of activity. Beyond the *Alberta Housing Act*, the other rules the management body must follow are the same as for any other person; if it wants to construct a building, it will have to obtain a development permit, etc.

The management body can, subject to applicable laws, determine its own destiny. Practically, this would be done through its board; legally, the undertakings are those of the management body. The natural person powers allow every action and obligation of a management body to be analyzed in the same manner as any other person.

### **Board Responsibilities**

As prescribed in the Regulations, the major responsibilities of the board include:

- Ensuring the management body carries out the powers, duties and functions assigned to it under the Act
- Developing and evaluating policies introduced by motions and programs of the management body
- Appointing a chief administrative officer of the management body
- Authorizing signing authority for the management body
- Preparing and adopting business plan (General Administration Section 3.1)
- Adopting annual operating and capital budgets before submitting them to the department
- Initiating or authorizing payment of expenditures
- Creating and maintaining reserve funds

## ***The Board (Continued)***

- Ensuring the management body efficiently operates and administers the housing accommodation under its authority
- Ensuring housing accommodation under its authority is provided to those persons in greatest need of that type of accommodation

Other functions of the board include:

- Providing overall clear policy direction to the chief administrative officer regarding the affairs of the management body and monitoring the implementation of the Regulations and policies by the administration in areas such as:

Human resources  
Purchasing  
Signing authority  
Selection of tenants

- Maintaining a positive public image of the management body

## ***Board Members***

Board members are citizens who provide a service to their community. All board members work together to ensure the management body carries out its duties and responsibilities. Board member functions include:

- Participating at management body board meetings or other meetings as directed by the board by being prepared for the meeting and, by taking part in discussions and decision making
- Advising the department of any change of chairperson or vice-chairperson on the board
- Considering the welfare and interests of the management body as a whole and bringing to the board's attention anything that would promote the welfare or interests of the management body
- Participating in the development and evaluation of the management body's policies and programs
- Obtaining information, as required, about the operation and administration of the management body from the chief administrative officer or designated employee
- Maintaining open communication and good relations with management body employees, tenants, the department, related municipalities and service organizations, other management bodies and the community
- Maintaining confidentiality of board discussions conducted in camera, and tenant and employee information
- Performing any other duties or functions as prescribed by the Act, its Regulations or as directed by the board
- Participating in any committees appointed to by the board

### ***Chairperson***

Under the direction of the board, the chairperson provides leadership to the management body. A chairperson's responsibilities include:

- Calling any special meetings of the board according to the manner prescribed in the Regulations
- Presiding at the management body board meetings
- Performing any other duties imposed under the Act, its Regulations or the management body board
- Fostering a positive relationship between the management body board and the employees
- Initiating and participating in the development of the management body's objectives, policies and procedures
- Conducting the chief administrative officer's annual performance appraisal and salary review unless otherwise assigned by the board, e.g., to a committee of board members
- Acting as the formal liaison with the department
- Acting as a spokesperson for the management body

### ***Vice-Chairperson***

The vice-chairperson assumes the role of chairperson when the chairperson is unavailable.

### ***Responsibilities and Functions of Other Management Body Positions.***

There are numerous other responsibilities and functions that need to be carried out by either management body board members or employees. In some organizations board members may be designated as an official secretary, treasurer, or combined secretary/treasurer, and assigned specific responsibilities. In others, the chief administrative officer may be the one assigned those responsibilities among other functions. In any given situation, the board may authorize the designate to delegate those responsibilities to others in the management body. Outside resources may also be used, for example, a professional secretary may be hired specifically to record minutes at a board meeting.

***Responsibilities and  
Functions of Other  
Management Body  
Positions (Continued)***

The following are some responsibilities and functions that the board should ensure are carried out:

- Implementation of the policies and procedures of the management body
- Advising and informing the board on the operation and affairs of the management body
- Performing the duties and exercising the powers and functions assigned by the Act, its Regulations, or other acts, or the board
- Recording minutes of board meetings and the names of those present at those meetings
- Providing the recorded minutes to the board for adoption at a subsequent board meeting
- Arranging and maintaining the safe storage of all records and documents of the management body
- Acting as a liaison with the department in general administrative matters
- Informing the department of changes of the management body chief administrative officer
- Responsibility for the management body corporate seal
- Collection and control of management body revenues
- Responsibility for the management body banking
- Responsibility for payment of authorized expenditures
- Maintaining accurate records and accounts of the financial affairs of the management body
- Acting as signing authority on behalf of the management body
- Participating on any committees appointed to by the board

***Committees***

The board may decide to set up committees to carry out specific functions or to make recommendations to the board. Committees can be made up of board members, management body staff or other individuals. Committees can be either a standing committee for frequent and recurring matters such as finance or maintenance or, an ad hoc committee to deal with short term or one time items such as a fund raising campaign. All committees should have terms of reference. The terms of reference ensure that all members are aware of the purpose, timing and responsibilities of the committee.



## GETTING STARTED

*Responsibilities*

New members of a management body's board should become familiar with and develop a clear understanding of:

- The *Alberta Housing Act* and its relevant Regulations
- The Ministerial Order establishing the management body
- The management body's business plan
- The responsibilities of a board member
- The management body's policies, organizational structure, committees, social housing portfolio and client characteristics
- The roles and responsibilities of the management body's chief administrative officer and employees, possibly through position descriptions particularly if they are going to be involved in the performance appraisal of the chief administrative officer
- The minutes of recent board meetings
- The details of the management body's financial operations

## ACTIVITIES REPORT TO BOARD

**Purpose**

The chief administrative officer should prepare a report on the current status of the management body's activities and present the report at each regular board meeting. Regular reports will keep the board members informed and up to date on the operations of the management body. If possible, the reports should be circulated to the board members prior to the meetings.

**Report Content**

The board and the chief administrative officer should determine what information is to be included in the reports to the board. The following are the main areas of operation and some of the activities that could be reported on:

**Daily Operations**

- Status of applications
- Vacancy information
- Selection of tenants and allocation of units
- Tenant issues

**Financial Operations**

- Statement of actual income and expenses
- Current balances of bank accounts

**Maintenance Operations**

- Status of maintenance activities versus plan:
- Quotations for major budgeted or emergency maintenance

**General Operations**

- Projects that may be planned for the future
- Status of previous action requests from the board or outside sources
- Issues not dealt with in other areas of the report or the meeting agenda

***Definition of Pecuniary Interest***

Pecuniary interest, with respect to board members, is an interest in matters that could financially affect:

- Board members personally and immediate family members
- Businesses where board members are decision makers or employees
- Partnerships or firms with which board members are associated
- Businesses with public shares where board members have 10% or more of the shareholders' voting rights, or are decision makers or employees

***Pecuniary Interest Policies***

There should not be, nor seem to be, any conflict between the private interests of the management body board members and its employees, the communities serviced, and the residents of the social housing accommodation. The Regulations incorporate specific provisions of the *Municipal Government Act* stipulating the rules for determining where a pecuniary interest may arise and what action should be taken.

## CODE OF CONDUCT AND ETHICS

*Developing a Code of  
Conduct and Ethics*

Establishing a code of conduct and ethics for board members and employees is considered a good business practice. The code may outline the manner in which the management body expects its board and employees to carry out their roles and responsibilities. The following are some conflict of interest or ethical situations that may be considered when developing a code of conduct and ethics.

- Board member and employee are related or dependent on each other and both have signing authority on behalf of the management body
- Person related to, dependent on, or personal associates of board member or employees who are applicants, given priority, or appear to be given priority for available units
- Board members or employees who have other employment that may conflict with their responsibilities to the management body
- Persons not associated with the management body, perform favours or services for the management body and expect preferential treatment for themselves, a relative or dependent, as applicants or tenants
- Acceptance of gifts to the management body or board members
- Employees or board members using equipment or facilities for purposes other than management body business e.g. using snow blower to clear snow on personal property
- Personal use of telephone calls including long distance for personal business
- Use of office supplies, paper, photocopying, etc. for personal use or outside employment
- Board members or employees releasing confidential information or documents to any unauthorized source



# REQUEST FOR DECISION

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SUBJECT: **Fox Creek Recreation Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Fox Creek Recreation Board, and one (1) Councillor as the alternate..**

---

## BACKGROUND/PROPOSAL:

Administration is working with the recreation boards to establish a mutual agreement.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- None



# REQUEST FOR DECISION

---

SUBJECT: **Golden Triangle Consortium**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Golden Triangle Consortium.**

---

## BACKGROUND/PROPOSAL:

As per Council's direction administration entered into an agreement with the Golden Triangle Consortium for a three year term. The Golden Triangle Consortium partners include, Town of Whitecourt, Fox Creek, Swan Hills and Woodlands County. These partners each contribute to keep the Golden Triangle Trails open and maintained.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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## ATTACHMENT(S):

- None





# REQUEST FOR DECISION

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SUBJECT: **Grande Cache Elders Council**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Grande Cache Elders Council.**

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## BACKGROUND/PROPOSAL:

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## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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# REQUEST FOR DECISION

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SUBJECT:	<b>Grande Prairie Hospital Foundation</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Grande Prairie Hospital Foundation.**

---

## BACKGROUND/PROPOSAL:

The primary purpose of the Grande Prairie Regional Hospital Foundation is to enhance the quality of health care in the community by raising money for needs of the QE II Regional Hospital and the Grande Prairie Regional Hospital. The Foundation plays a critical role in funding for essential specialized equipment, major projects, education and patient care programs for which there is no other funding.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

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SUBJECT: **Grande Prairie Tourism Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Grande Prairie Tourism Association and one (1) Councillor as the alternate.**

---

BACKGROUND/PROPOSAL:

The Grande Prairie Regional Tourism Association is an ambassador for the Grande Prairie Region and is the visible voice for the industry. Grande Prairie Regional Tourism Association is a non-profit marketing organization funded by partnership fees, memberships, marketing programs and fundraising initiatives. GPRTA is dedicated to increasing local business revenue by promoting the Grande Prairie area through every possible marketing avenue and is continually seeking new opportunities to showcase the region. We are a tourism destination marketing organization (DMO) working in conjunction with Travel Alberta as a Tourism Destination Region (TDR) helping promote tourism by negotiating and investing in marketing programs and partnership proposals.

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FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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# REQUEST FOR DECISION

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SUBJECT: **Grande Spirit Foundation**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Grande Spirit Foundation and one (1) Councillor as the alternate.**

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BACKGROUND/PROPOSAL:

This is the second foundation of three, and is comprised of member representatives from the municipalities quoted for the Grande Prairie Ambulance, plus MD 19, MD 20, the Village of Rycroft and the Town of Spirit River. Their mandate is to deal with issues regarding the senior's lodge, apartments, and low income housing in the respective municipalities. The foundation meets monthly.

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FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Green View Family & Community Services (FCSS)**  
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: October 24, 2017 CAO: MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER:  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (3) Councillors to the Green View Family & Community Services Board, and one (1) Councillor as the alternate.**

**MOTION: That Council appoint three (3) Members at Large to the Green View Family & Community Services Board.**

---

## BACKGROUND/PROPOSAL:

The Green View FCSS Board is comprised of seven members; one from the Town of Valleyview Council, one Town of Valleyview resident, two from Councillors from Greenview and three Greenview residents – all appointed by their respective Councils. The role of the committee is to promote Community Support Services and Programs within the Town and MD under a joint agreement. Their mandate is to provide programs that must be preventive in nature and enhance the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity. The Board meets on the Wednesday following Committee of the Whole every month.

Roxanne Perron and Trina Parker-Carroll have expressed interest in sitting on the FCSS Board.

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## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- Applications
- Agreement



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Green View FCSS

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

SDAB, FCSS, Little Smoky Cemetery - All expire on  
the day of the M.D. Greenview Annual Organizational meeting  
in Oct. 2017

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

FCSS - Oct. 2001 - current SDAB - Oct. 2001 - current

Little Smoky Cemetery - current

## Personal Resume

Name: Roxanne Perron

Home/Mailing Address: Box 77

City: Little Smoky AB

Postal Code: T0H 3Z0

Phone (home): 780-524-8954

Phone (work): Same

Email: roxanne.perron@gmail.com

Qualifications: Toastmasters International - CC, ACB, CL





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: 16 years on the Greenview FCSS Board  
3 years on the ~~FCSS~~ FCSSAA Board

Volunteer Activities you have been involved with: 4H, ESL Tutor, various  
board positions - Little Smoky Community Center, Youth/Music/Nursery/MC -  
Emmanuel Baptist Church, FCSS, Valleyview Enhancement, Supervisor Ecole  
Birkwood

How do you feel you could contribute to your chosen Board or Committee?

I will contribute knowledge & experience from serving on  
this board for 16 years

Dorann Perron

Applicant's Signature

Sept. 22/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

*This personal information on this form is being collected for the purpose of determining eligibility of an applicant to serve as a member of a Board or Committee of Leduc City Council. The information is collected under the authority of section 146 of the Municipal Government Act (MGA) and section 33 of the Freedom of Information and Protection of Privacy Act. The collection of this information can be directed to the Administrative Liaison to the respective Board and to the Board Selection Committee. Names, address and home telephone numbers of successful applications will be provided to the public.*



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Green View Family Community Support Services.

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Green View FCSS. October 2017 my term ends.

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

Green View FCSS. / 2017

## Personal Resume

Name: Katrina "Trina" Parker-Carroll

Home/Mailing Address: Box 300

City: Valleyview, AB

Postal Code: T0H 3N0

Phone (home): (780) 524-2801

Phone (work): (780) 524-6500

Email: trina.parker.carroll@gmail.com

Qualifications: currently sit on FCSS Board currently employed  
at the Valleyview Parent

- Board member for 2 yrs.

- many courses + connections

- FCSS Manager for 8 yrs.

with preventative social services.





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: over 10 years being involved regionally  
& provincially with FESS.

Volunteer Activities you have been involved with: \_\_\_\_\_

Knowledge Tree Preschool Board.

St. Stephen's Parent Council. Valleyview Minor Hockey

How do you feel you could contribute to your chosen Board or Committee?

Letter attached.

K. P. P. P. P.

Applicant's Signature

Sept 26/2017.

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenvview.ab.ca](mailto:Lianne.Kruger@mdgreenvview.ab.ca)

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Trina Parker-Carroll

Box 1079 Valleyview, AB T0H 3N0  
Municipal District of Greenview Council

Box 300  
Valleyview, AB  
T0H 3N0  
(780) 524-6500  
trinaparkercarroll@gmail.com

09/26/2017

Dear Council Members,

This letter is to inform you of my interest in continuing being a FCSS Board Member. I strongly feel that I have been a positive asset to the board the last two years. FCSS continues to be an organization that holds a special place in my heart and I'm still very passionate about it.

As I am already very familiar with the FCSS provincial mandate, as well as the funding partnerships through the municipalities and the role of the board itself, continuing to be a member of the board will be a natural fit. In my capacity as a board member, I feel I can contribute positively to an atmosphere of community involvement and collaboration while maintaining a sense of transparency and accountability. I well know the value and importance of not only partnerships at the community level but also the benefits to expanding those partnerships beyond those boundaries. I continue to be very involved in many aspects of the community, and as a parent of a young family, it is important to me to invest in the future growth of our community. It is my continued belief that a successful FCSS board is comprised of a cross-section of people who represent the various ages and stages of the communities we serve and I welcome the opportunity to continue to be a part of that.

Thank you for your time and consideration in this matter, should you have any questions or require any further information, please do not hesitate to contact me. I look forward to hearing from you.

Respectfully submitted,

Trina Parker-Carroll

**JOINT FAMILY AND COMMUNITY  
5 YEAR SUPPORT SERVICES AGREEMENT  
2013-2018**

**BETWEEN:**

**THE TOWN OF VALLEYVIEW**, a body corporate, having its  
office in the Town of Valleyview, in the Province of Alberta,  
(hereinafter called the "Town")  
OF THE FIRST PART

and

**THE MUNICIPAL DISTRICT OF GREENVIEW**, a body  
corporate, having its office in the Town of Valleyview, in the  
Province of Alberta,  
(hereinafter called the "M.D.")  
OF THE SECOND PART

THIS AGREEMENT made in duplicate this 8<sup>th</sup> day of APRIL, 2013

WHEREAS Section 2 of the Family and Community Support Services Act states "a municipality may enter into agreement with other municipalities to provide for the establishment, administration and operation of joint family and community support services programs"; and

WHEREAS the Town and the M.D. (hereinafter called the "municipalities") have agreed to enter into an agreement for the provision of joint family and community support services;

THEREFORE, THIS AGREEMENT WITNESSES:

**1. ASSUMPTION OF AUTHORITY**

The M.D. shall be the unit authority for the operation and administration of approved programs on behalf of the municipalities. The Town shall reimburse the M.D. for their share of the costs for operations, administration, and approved programs.

**2. JOINT F.C.S.S BOARD**

There is hereby established a **Joint Family and Community Support Services Board** (hereinafter called the "Board"), who will provide for the payment of approved expenses to Board members for attendance at meetings and other approved functions.

2.1 The Board shall consist of seven members:

2.1.1 Two elected members from the M.D. and one elected member from the Town, appointed by resolution of their respective Council.

2.1.2 Four members at large; one from the Town and three from the M.D., appointed by resolution of their respective Council.

2.1.3 All Board members must be residents of their respective municipality.

2.2 Each elected member of the Board shall remain as a member of the Board until any of the following occurs:

2.2.1 The elected member resigns from the Board;

2.2.2 The elected member ceases, for any reason, to be a member of their respective Council;

2.2.3 The Council which the elected member is part of passes a resolution to revoke the appointment or passes a resolution to appoint a different Council member instead of the member in question, to the board.

2.3 No person who is an employee of the Town or the M.D. shall be appointed to the Board.



- 2.4 The respective Councils may remove a member at large from the Board by resolution stating the reason for removal at any time for just cause.
- 2.5 In the event of a vacancy from a member at large occurring on the Board, the respective Council shall appoint a replacement within two months of the occurrence, and the person appointed to fill such a vacancy shall hold office for the remainder of the term of the position vacated.
- 2.6 Any member of the Board who is absent from all regular meetings held during any period of eight (8) consecutive weeks without prior authorization by resolution of the Board shall forfeit his/her seat on the Board and such forfeiture shall constitute a vacancy.
- 2.7 The members of the Board shall hold office at the pleasure of the M.D. and Town, and any member may resign at any time by submitting a written resignation to their respective Council.

**3. TERM OF OFFICE**

- 3.1 Each member appointed from the public at large shall be appointed at the pleasure of the respective Councils of the Town and M.D. for a term of one year, and may be re-appointed upon the expiry of the term at the pleasure of the Councils.

**4. CHAIR AND VICE-CHAIR**

- 4.1 The Board shall elect a Chair and Vice-Chair at the Organizational Meeting each year.
- 4.2 The Chair shall preside at the meetings of the Board, and in their absence, the Vice-Chair shall preside.
- 4.3 In the absence of both the Chair and Vice-Chair, one of the other members of Board shall be elected to preside.

**5. QUORUM AND MEETINGS**

- 5.1 A quorum of the Board shall be a majority of members.
- 5.2 The Board shall meet at such intervals as are necessary to consider and decide on programs, grants and initiatives filed with it in accordance with the Family and Community Support Services Act.
- 5.3 The Board shall follow policies of the M.D. for the conduct of its meetings and its business.

- 5.4 All meetings of the Board shall be open to the public. Any in-camera sessions shall be by resolution of the Board, and the meeting shall be re-opened at the close of the in-camera session.
- 5.5 The Board shall hold an Organizational meeting annually, which shall take place at the first regular meeting after the Organizational Meetings of the respective municipalities.
- 5.6 Special meetings may be called on three (3) clear days written notice by the Chair or at the request of any five (5) members of the Board.
- 5.7 The Board shall keep a minute book of all regular and special meetings of the business transacted at all meetings.
- 5.8 The M.D. shall provide a Recording Secretary.
- 5.9 All Board members shall receive copies of all minutes and pertinent correspondence at least one week prior to the next meeting.
- 5.10 When the minutes are adopted, each municipality shall receive copies as signed by both the Chair and FCSS Manager.
- 5.11 The Chair of the meeting shall vote on all resolutions, and in the event of a tie vote the motion shall be lost.

## **6. POWERS, DUTIES AND RESPONSIBILITIES**

- 6.1 The Board may make policies in accordance with the F.C.S.S. Handbook.
- 6.2 Any policy developed by the Board shall not come into effect unless it is adopted by resolution of the M.D. Council. Copies of such policies shall be filed with the office of each municipality.
- 6.3 The Board shall be concerned with community issues that enhance, strengthen, and stabilize the family and community life. The Board shall be concerned with the growth and development of a broad range of programs to help prevent family or community social breakdown, and to help prevent the development of personal or family crises that may require major intervention or rehabilitative measures to correct.
- 6.4 For the establishment, administration and operation of programs, the Board must:
  - 6.4.1 promote, encourage and facilitate the involvement of volunteers.
  - 6.4.2 promote efficient and effective use of resources.
  - 6.4.3 encourage and facilitate cooperation and coordination with allied service agencies operating with the municipalities.

- 6.4.4 promote citizen participation in planning, delivery and the governance of the program and of services provided under the program.
- 6.5 Services provided under a program must:
  - a) be of preventive nature that enhances the social well-being of individuals and families through promotion or intervention strategies provided at the earliest opportunity, and
  - b) do one or more of the following:
    - (i) help people to develop independence, strengthen coping skills and become more resistant to crisis;
    - (ii) help people to develop an awareness of social needs;
    - (iii) help people to develop interpersonal and group skills which enhance constructive relationships among people;
    - (iv) help people and communities to assume responsibility for decisions and actions which affect them;
    - (v) provide support that helps sustain people as active participants in the community.
- 6.6 The Board may hear and consider presentations arranged by appointment by any individual, organization or delegation arising there from with respect to Family and Community Support Services matters.
- 6.7 Prior to October 31<sup>st</sup> of each year, the Board shall recommend to the municipalities an annual budget of estimated Family and Community Support Services revenues and expenditures for the next following year, as required under the terms of this Agreement.
- 6.8 The Board shall cause to be completed an Annual Report of the Board's activities for submission to the respective municipalities and provincial government. The Board, through each respective person representing each municipality or the Chair of the Board, shall submit such report before March 30 of the succeeding year.
- 6.9 Neither the Board nor any member thereof shall have the power to pledge the credit of the municipalities or enter into contracts for any matters whatsoever on behalf of the municipalities.
- 6.10 The hiring of staff members will be in accordance with M.D. policy.
- 6.11 The Chair or Vice-Chair shall make representations on behalf of the Board to the municipalities as required. Upon the Chair or Vice-Chair being unavailable, another member of the Board may be designated to make such representation.

## 7. FINANCING

- 7.1 No provision shall be made in the operating budget for either an operating deficit or surplus.
- 7.2 The Town of Valleyview shall contribute a total of \$84,450.00 per annum. It is further understood that this fee will increase at 2% per annum each year for five years to capture cost of living
- 7.3 In addition, the Board shall receive a grant from the provincial government in accordance with provincial F.C.S.S. program guidelines.
- 7.4 All revenues received by the Board for programs and services shall be used toward operations.
- 7.5 At year-end, any surplus or deficit will be transferred into the FCSS Reserve held with the MD of Greenview to be managed by the FCSS Board by MD of Greenview policies and bylaws.
- 7.6 Should a program require additional funds the Board shall make a presentation to the respective Councils of the Town and the M.D. for additional funding consideration or use the FCSS Reserve.

## 8. GENERAL

- 8.1 This Agreement shall inure to the benefit of and be binding upon the Parties hereto, their successors and assigns, until revoked by either party giving thirty (30) days notice unto the other at:

The Town of Valleyview  
P. O. Box 270  
Valleyview, Alberta T0H 3N0

The Municipal District of Greenview No. 16  
P. O. Box 1079  
Valleyview, Alberta T0H 3N0

8.2 A participating municipality proposing to withdraw from the program must give at least six (6) months written notice of its intent to do so to the Board and the Councils of the participating municipalities.

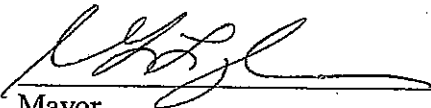
8.3 Upon dissolution of the Board, the Participating Municipalities shall be responsible for their portion of any deficit/surplus that may have occurred and shall be entitled to their portion of the remaining assets.

8.4 This agreement may be amended by mutual consent of the Participating Municipalities in writing.

- 8.5 This agreement shall be deemed to have come into effect on January 1, 2013, and shall remain in effect until otherwise terminated.
- 8.6 Upon signing, this agreement supersedes and nullifies any previous agreement.

IN WITNESS WHEREOF the parties hereto have affixed their corporate seals attested under the hands of their proper officers, in that behalf, on the day and year first above written:

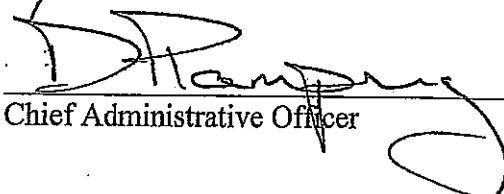
TOWN OF VALLEYVIEW

  
Mayor

  
Town Manager

MUNICIPAL DISTRICT OF  
GREENVIEW NO. 16

  
Reeve

  
Chief Administrative Officer





# REQUEST FOR DECISION

---

SUBJECT:	<b>Greenview Regional Multiplex Board</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint two (2) Councillors to the Greenview Regional Multiplex Board and two (2) Members at Large.**

---

## BACKGROUND/PROPOSAL:

The Greenview Regional Multiplex Board Terms of Reference specifies that the board shall consist of seven voting members. The following is the board's voting membership: two elected officials from Greenview Council; two elected officials from the Town of Valleyview Council; two members at large appointed by Greenview and one appointed by the Town of Valleyview.

Mary Wilson, Judy Smith and Taylor Perron have expressed interest in serving as members at large on this board.

All applicants have submitted an application form (please see attached).

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- Applications





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Greenview Regional Multiplex Board

---

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Greenview Regional Multiplex Board

---

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

I have been sitting on the Multiplex Board since its inception, June 2017.

---

I served on the Valleyview Municipal Library Board, beginning in 2013. At the end of 2015, I resigned to work as the Program Manager, VCL Council, under the Library Board.

---

## Personal Resume

Name: Judy Smith

---

Home/Mailing Address: Box 1555

---

City: Valleyview

Postal Code: T0H 3N0

---

Phone (home): 780-524-2790

Phone (work): 780-524-6691 (cell)

---

Email: drjs@iwantwireless.ca

---

Qualifications: Bachelor of Physical Education Degree, University of Alberta

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---





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

## Please Print

**Experience:** 1979-1980, Employed with the City of Grande Prairie as a Recreation Programmer.

1980-1982, Employed with the Town of Valleyview as the Recreation Coordinator.

1988-2015, Employed as the Adult Literacy Coordinator, for the Valleyview Further Education Council. 2017, I was the Program Manager for Valleyview, Community Learning.

**Volunteer Activities you have been involved with:** Director on the RW Curling Club for 1 year.

Instructed Curl Canada Clinics for several clubs. I have judged Public Speaking for 4-H Clubs at assorted levels.

For the past two years I have volunteered with Partnership Approach to Literacy (PAL).

**How do you feel you could contribute to your chosen Board or Committee?**

I have an educational background in Physical Education. Sports and activity continues to be a

part of my life. Having worked for 28 years as coordinator of a community based program has given me a strong knowledge of this community, its residents and their needs.

*Judy Smith*

Applicant's Signature

September 18, 2017

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Multi Plex Board

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Multi Plex

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☒ No

What Municipal Board or Committee have you served on and what year did you last serve?

Board Member with the MultiPlex June 2017

## Personal Resume

Name: Mary Wilson

Home/Mailing Address: Box 341

City: Valleyview Postal Code: T014 3N0

Phone (home): 780-524-3719 Phone (work): 780-524-8324

Email: mk-wilson@ymail.com

Qualifications: Active with Victim Services Board  
+ Solicitor General Board Training







MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: I've been active with a Board for  
20 yrs while I was the Program Manager  
for Victim Services

Volunteer Activities you have been involved with: I'm active with the  
Red Willow Lodge. Also the Secretary for  
RWL Senior Committee

How do you feel you could contribute to your chosen Board or Committee?

My experience with Victim Services would  
be an asset. With this experience know  
many community members

Mary Wilson

Applicant's Signature

Sept 25/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?  
Greenview Regional Multiplex Board

---

Are you a resident of Greenview?

☒ Yes ☐ No

Are you currently serving on a Municipal Board or Committee?

☐ Yes ☒ No

Which Board or Committee are you serving on and when does your term expire?

---

---

Have you served on a Municipal Board or Committee in the past?

☐ Yes ☒ No

What Municipal Board or Committee have you served on and what year did you last serve?

---

---

## Personal Resume

Name: Taylor Nicholas Perron

---

Home/Mailing Address: Box 77

---

City: Little Smoky Postal Code: T0H 3Z0

---

Phone (home): 7803008924 Phone (work): 7803008924

---

Email: tnperron@gmail.com

---

Qualifications: Peace River Bible Institute, General Studies, 1 year

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Northern Alberta Institute of Technology, Digital Media & Information Technology, 1 year

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MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

## Please Print

**Experience:** 2 years with Toastmasters International - 1 year as Valleyview club President,  
currently serving as Clerk on the Valleyview Emmanuel Baptist Church Advisory Board,  
8 years as a business owner/operator, 4 years 4H club member

**Volunteer Activities you have been involved with:** teaching technology classes through FCSS,  
4H club member, audio/visual tech for Valleyview Emmanuel Baptist Church

**How do you feel you could contribute to your chosen Board or Committee?**

I care deeply about the community I live and work in., and my work and volunteer  
experience has made me adept at researching information and logic-based decision making.



Applicant's Signature

October 16, 2017

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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# REQUEST FOR DECISION

---

SUBJECT:	<b>Greenview Regional Partnership Steering Committee</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint two (2) Councillors to the Greenview Regional Partnership Steering Committee.**

---

## BACKGROUND/PROPOSAL:

The Greenview Regional Partnership Steering Committee is an advisory committee to the member municipal councils, being the Town of Valleyview, the Town of Fox Creek, the Town of Grande Cache and Greenview, which will provide recommendations to the respective Councils on partnership projects. The committee will consist of the Mayor/Reeve from each of the municipalities, plus two additional Councillors from Greenview.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT:	<b>Greenview Regional Waste Management Commission (GRWMC)</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint two (2) Councillors, one (1) Councillor as the alternate and one (1) Member at Large to the Greenview Regional Waste Management Commission.**

---

## BACKGROUND/PROPOSAL:

The Greenview Regional Waste Management Commission is a partnership between the Town of Valleyview, the Town of Fox Creek and the Municipal District of Greenview No. 16. As of January 1st, 2010 the facility came under the management of the M.D. The Greenview Regional Landfill is a Class II Municipal Solid Waste Landfill that accepts commercial, industrial and institutional waste from the three communities as well as private companies within the member communities.

Hope Kristensen has expressed interest in sitting on the commission.

Applicant has submitted an application form (please see attached).

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- Application





MD OF GREENVIEW

Please Print

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

SEP 07 2017

VALLEYVIEW

gm

# APPLICATION

Appointment to a Municipal  
Board/Committee

What Municipal Board or Committee are you interested in serving on?

Valleyview + Area Recreation Board, Subdivision Appeal Board, Greenview  
District waste management commission Soil Conserva  
Appeal board. Agriculture Appeal committee

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Valleyview + Area Recreation Board - Sept 2017  
District

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

LUB Refresh Committee 2016

## Personal Resume

Name: Hope Kristensen

Home/Mailing Address: Box 94

City: Little Smoky

Postal Code: T0H 3Z0

Phone (home): 780-524-4045

Phone (work): 780-524-8967

Email: hope.light7@gmail.com

Qualifications: 12 years of Volunteer Service on various boards +  
committees within our Community as well as Peace Region 4-H  
Council.





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

5 years on Valleyview and District Recreation Board (March 2012-current)

**Experience:** 2 years as President of Little Smoky Community Center + 3 years as Treasurer of same, many years as director. 2 years as General leader of Prairie Rose 4-H Club, 2 years on District 4-H Council, 2 years on Regional 4-H Council, Organized 2017 Peace Regional 4-H Days, 3 years as Director on Valleyview Ag Society. Attended LVB Refresh Committee.

**Volunteer Activities you have been involved with:** Same as above. Organized

events such as Family Day Skates, Halloween Parties, Dances, Jamborees, building structure over skating rink in Little Smoky, Doc Walker Concert (in less than 6 weeks)

**How do you feel you could contribute to your chosen Board or Committee?**

I am known in my leadership teams as being Solutions oriented with a drive to learn every aspect of the job at hand.

Nope Krustensen

Applicant's Signature

Sept 6/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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may want to change info in here to be relevant to the MD of Greenview inc or Leduc Co



# REQUEST FOR DECISION

---

SUBJECT:	<b>Grovedale / South Wapiti Recreation Board</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor as a Member at Large to the Grovedale/South Wapiti Recreation Board.**

---

## BACKGROUND/PROPOSAL:

The Grovedale/South Wapiti Recreation Board was established to provide recreational services to the Grovedale area.

Administration is working with the recreation boards to establish a mutual agreement.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Heart River Housing Foundation**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Heart River Housing Foundation and one (1) Councillor as the alternate.**

---

BACKGROUND/PROPOSAL:

The last of the three foundations consists of the municipalities to the north east of Greenview. Their mandate is to deal with issues regarding the senior's lodge, apartments, and low income housing in the respective municipalities. The foundation meets monthly.

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Heart River Housing Foundation**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the Heart River Housing Foundation and one (1) Councillor as the alternate.**

---

BACKGROUND/PROPOSAL:

The High Prairie Resource Advisory Council meets quarterly in High Prairie.

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT:	<b>Joint Town Of Valleyview / MD of Greenview Committee</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint Council as a Whole to the Joint Town of Valleyview/MD of Greenview Committee.**

---

## BACKGROUND/PROPOSAL:

This committee consists of both the Town of Valleyview Council and Greenview Council. This is an ad-hoc committee that reviews proposals and issues that jointly affect the Town and Greenview.

Council as a whole sits on this committee.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---





# REQUEST FOR DECISION

---

SUBJECT: **DeBolt Library Board**

SUBMISSION TO: ORGANIZATIONAL MEETING

MEETING DATE: October 24, 2017

DEPARTMENT: CAO SERVICES

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO:

MANAGER:

GM:

PRESENTER:

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor to the DeBolt Library Board.**

---

BACKGROUND/PROPOSAL:

The DeBolt Library Board meetings are held monthly to discuss issues of concern regarding the library.

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Fox Creek Library Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Fox Creek Library Board.**

---

## BACKGROUND/PROPOSAL:

The Fox Creek Library Board meetings are held monthly to discuss issues of concern regarding the library.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Grande Cache Library Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Grande Cache Library Board.**

---

## BACKGROUND/PROPOSAL:

The Grande Cache Library Board meetings are held monthly to discuss issues of concern regarding the library.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Grande Cache Library Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Grande Cache Library Board.**

---

## BACKGROUND/PROPOSAL:

The Grande Cache Library Board meetings are held monthly to discuss issues of concern regarding the library.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Valleyview & District Library Board

Are you a resident of Greenview?

☒

Yes

☐

No

Are you currently serving on a Municipal Board or Committee?

☐

Yes

☒

No

Which Board or Committee are you serving on and when does your term expire?

---

---

Have you served on a Municipal Board or Committee in the past?

☐

Yes

☒

No

What Municipal Board or Committee have you served on and what year did you last serve?

---

---

## Personal Resume

Name: Taylor Nicholas Perron

Home/Mailing Address: Box 77

City: Little Smoky

Postal Code: T0H 3Z0

Phone (home): 7803008924

Phone (work): 7803008924

Email: tnperron@gmail.com

Qualifications: Peace River Bible Institute, General Studies, 1 year

Northern Alberta Institute of Technology, Digital Media & Information Technology, 1 year

---



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

## Please Print

**Experience:** 2 years with Toastmasters International - 1 year as Valleyview club President,  
currently serving as Clerk on the Valleyview Emmanuel Baptist Church Advisory Board,  
8 years as a business owner/operator, 4 years 4H club member

**Volunteer Activities you have been involved with:** teaching technology classes through FCSS,  
4H club member, audio/visual tech for Valleyview Emmanuel Baptist Church

**How do you feel you could contribute to your chosen Board or Committee?**

I care deeply about the community I live and work in., and my work and volunteer  
experience has made me adept at researching information and logic-based decision making.

Applicant's Signature

October 16, 2017

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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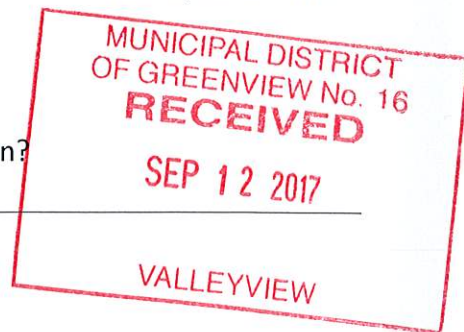
MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?  
Valleyview Municipal Library Board



Are you a resident of Greenview?

☒ Yes ☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes ☐ No

Which Board or Committee are you serving on and when does your term expire?  
Valleyview Municipal Library Board – Expires October 2017

Have you served on a Municipal Board or Committee in the past?

☒ Yes ☐ No

What Municipal Board or Committee have you served on and what year did you last serve?  
Scottish Society – 97/98

Beaverlodge School Council - 89/90

## Personal Resume

Name: Marilyn Frostad

Home/Mailing Address: Box 2564

City: Valleyview Postal Code: T0H 3N0

Phone (home): 780-552-3333 Phone (work): 780-552-2801

Email: mfrostad@pembina.com

Qualifications: Studies through CPA (Payroll Practitioner)  
Athabasca University, Grant McEwan University  
and Northern Lakes College



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

## Please Print

Experience: Administrator for 20 years including payroll, provincial administrator for provincial bldgs. in Northern Alberta, Safety and Fleet Management.

Volunteer Activities you have been involved with: \_\_\_\_\_

Numerous appt.s with Hockey Assoc., School Councils, and Fitness Training for Seniors volunteered in Hythe

How do you feel you could contribute to your chosen Board or Committee? @ Senior's Facilities

Experience through combined years of service and volunteering with said associations and a keen interest in the well-being of our local library.

J. Hostad

Applicant's Signature

Sept. 11/17.

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

Please Print

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

SEP 11 2017

VALLEYVIEW

## APPLICATION

Appointment to a Municipal  
Board/Committee

What Municipal Board or Committee are you interested in serving on?

Valleyview & District Library Board

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Valleyview & District Library Board

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

Valleyview & District Library Board  
2016-2017

### Personal Resume

Name: Adam Norris

Home/Mailing Address: PO Box 118

City: Little Smoky Postal Code: T0H 3Z0

Phone (home): 780-552-4354 Phone (work): 780-552-4354

Email: adam@norris.ca

Qualifications: Previous library board experience,  
Board experience with Alberta Conservation  
Association, university education



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: work with a multi-stakeholder  
board, involved with policy

Volunteer Activities you have been involved with: library, day care,  
Alberta Conservation Association, Natural areas  
stewardship

How do you feel you could contribute to your chosen Board or Committee?

a good understanding of board function  
responsibilities, appreciation for libraries  
& their contribution to communities

Applicant's Signature

September 6/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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# REQUEST FOR DECISION

---

SUBJECT: **Mighty Peace Watershed Alliance**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one member of Council to the Mighty Peace Watershed Alliance.**

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT:	<b>Millar Western Public Advisory Committee</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION:** That Council appoint one member of Council, one Councillor as the alternate to the Millar Western Public Advisory Committee.

---

BACKGROUND/PROPOSAL:

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---





# REQUEST FOR DECISION

---

SUBJECT: **Municipal Planning Commission**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Bylaw 13-708

---

## RECOMMENDED ACTION:

**MOTION: That Council accept the Municipal Planning Commission members listing, as information.**

---

## BACKGROUND/PROPOSAL:

Bylaw 13-708 states “The Municipal Planning Commission shall consist of all members of the Municipal District of Greenview No. 16 Council.”

The role of the M.P.C. is to make decisions on all development permits of discretionary use under the Land Use Bylaw. The M.P.C. also is the Subdivision Authority for the M.D. The M.P.C. meets monthly for about three to four hours on the Tuesday following the first Regular Council Meeting of each month. Members of the M.P.C. cannot be members of the Subdivision and Development Appeal Board.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT:	<b>Nitehawk Year Round Adventure Park</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Nitehawk Ski Recreation Board and one Councillor as the Alternate.**

---

## BACKGROUND/PROPOSAL:

Nitehawk Recreation Area has been in existence since 1960 and run by a board of directors, a dedicated team of volunteers and a hard working crew of staff.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Norboard Environmental Committee**

SUBMISSION TO: ORGANIZATIONAL MEETING

MEETING DATE: October 24, 2017

DEPARTMENT: CAO SERVICES

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO:

MANAGER:

GM:

PRESENTER:

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Norboard Environmental Committee and one Councillor as the alternate.**

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **PACE Board of Directors**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Pace Board of Directors.**

---

## BACKGROUND/PROPOSAL:

Pace is an organization that provides a variety of services in the Grande Prairie community and area, including crisis intervention, family support, educational workshops, and counselling services involving sexual abuse, sexual assault, child abuse and trauma.

Pace meets once a month at the Grande Prairie Pace Office.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Peace Library System Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Peace Library System Board and one Councillor as the alternate.**

---

BACKGROUND/PROPOSAL:

The goal of the Peace Library System Board is to help municipalities meet the information, educational and cultural needs of their residents in the most cost effective and efficient way. It provides a regional network of 30 public and 52 school libraries in an effective way of connecting residents and a way for member libraries to share resources and expertise, serving all of northwestern Alberta.

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---





# REQUEST FOR DECISION

---

SUBJECT:	<b>Peace Region Economic Development Alliance (PREDA)</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Peace Region Economic Development Alliance and one Councillor as the alternate.**

---

## BACKGROUND/PROPOSAL:

This Alliance is a consortium of municipalities, businesses and business groups across northwest Alberta having an interest in designing and managing a regional economic development strategy for the area. PREDA believes that by creating the conditions in which investment thrives, the evolution of new business developments will naturally follow. It focuses its initiatives on improving technological capabilities, identifying new sources of capital, improving entrepreneurship, and developing human resources.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Policy Review Committee**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint three (3) Councillors to the Policy Review Committee and two (2) Councillors as alternates.**

---

## BACKGROUND/PROPOSAL:

Administration is reviewing all Policies for any changes needed to bring the Policies up-to-date. The Policy Review Committee is given copies of the updated policies for review and concerns. Meetings are bi-monthly or as needed at the Greenview Administration Building.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT:	<b>Smoky applied Research &amp; Demonstration Association (SARDA)</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Smoky Applied Research & Demonstration Association and one Councillor as the alternate.**

---

## BACKGROUND/PROPOSAL:

SARDA is a non-profit organization which conducts research related to agriculture. It is one of the six applied research associations across the province (one in every agricultural region). The main goal of SARDA is to facilitate the transfer of new technology and sound production practices from research institution and industry to local producers by establishing farm demonstrations and applied research trials in the South East Peace Region.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Soil Conservation Appeal Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Soil Conservation Act Section 14

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council accept the Soil Conservation appeal Board member listing as information.**

---

## BACKGROUND/PROPOSAL:

As per Section 14(a) of the Soil Conservation Act; an appeal committee shall consist of; in the case of a municipal district, the Board, or, if there is no Board at the discretion of the council; the Agricultural Services Board will also serve as the Soil Conservation Appeal Board.

In the Act the definition of the Board is the Agricultural Services Board.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **South Peace Regional Archives**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the South Peace Regional Archives and one Councillor as the alternate.**

---

## BACKGROUND/PROPOSAL:

The purpose of the SPRA Society is to gather, preserve, and share the historical records of municipalities, organizations, businesses, families and individuals within the region, both now and in the future. These records reflect the personal, cultural, social, economic, and political life of the South Peace River Country of Alberta and are in all formats and media, including textual records, maps, plans, drawings, photographs, film and sound recordings.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Subdivision and Development Appeal Board (SDAB)**  
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: October 24, 2017 CAO: MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER:  
STRATEGIC PLAN: Level of Service

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint five members to the Subdivision & Development Appeal Board.**

---

BACKGROUND/PROPOSAL:

The SDAB was established by the Municipal Government Act and consists of five members at large. The SDAB hears appeals lodged against all development permits and those subdivisions that are defined within the Act. The SDAB meets on an as-needed basis, approximately six times per year, but this can vary. Members of the SDAB cannot be members of the Municipal Planning Commission.

Gary Havell, Pat Cooke, Hope Kristensen, Roxanne Perron, and Ken Wilson have expressed interest in serving on the SDAB.

All applicants have submitted an application form (please see attached).

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

ATTACHMENT(S):

- Applications





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

SDAB

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

SEP 11 2017

VALLEYVIEW

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

SDAB

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

SDAB

## Personal Resume

Name: Gary Havell

Home/Mailing Address: Box 158

City: Sunset House

Postal Code: T0H 3H0

Phone (home): 780 524 4445

Phone (work): 780 524 8255

Email: kg.havell@telus.net

Qualifications: 3 years on SDAB



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

**Experience:** with my 3 years on the SDAB I have had  
training each year and have been involved with  
numerous hearings

**Volunteer Activities you have been involved with:** Past Pres. Sweathouse Hall 10<sup>+</sup> years  
now Vice, Pres. D3 High School Rodeo Past 3 years, Pres of  
red willow roping club, I also am a director on WRA Board,

**How do you feel you could contribute to your chosen Board or Committee?**

I Feel i am Knowledgable understanding and  
fair.

Gary Havel

Applicant's Signature

sept 11 / 17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16

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SEP 21 2017

VALLEYVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

What Municipal Board or Committee are you interested in serving on?

Subdivision & Development Appeal Board (SDAB)

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

as above - Oct 1, 2017

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

FCSS - 2009

SDAB - 2017

## Personal Resume

Name: Pat Cooke

Home/Mailing Address: Box 444

City: Grovedale, AB

Postal Code: T0H 1X0

Phone (home): 780-539-0626

Phone (work): 780-814-3136 (cell)

Email: palcwkc@gmail.com

Qualifications: experience of what is happening in our

community. Many work shops provided at

convention attended while on SDAB and provided by M.D.

Am a life long learner



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

Experience: Many years working with different groups  
especially to see how people use their communication skills  
both verbally and body language. Mediation courses

Volunteer Activities you have been involved with: Grovedale SR. Club (current)  
Editor-News & Views from Our Side of the River (current-10yrs)  
Grovedale Community & Agriculture Society (15yrs on executive-  
not current) Northern Lights Youth Justice Committee (current-8yrs)  
Lions Club (current 27years) Beta Sigma Phi Sorority (current-27yrs)  
Grovedale SR. Housing Committee (current) - See Over  
How do you feel you could contribute to your chosen Board or Committee?

Living in the community gives you a bird's eye  
view of what is happening in this area

Lad Locke

Applicant's Signature

September 12, 2017.

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

Please Print

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

SEP 07 2017

VALLEYVIEW

gm

# APPLICATION

Appointment to a Municipal  
Board/Committee

What Municipal Board or Committee are you interested in serving on?

Valleyview + Area Recreation Board, Subdivision Appeal Board, Greenview  
District waste management Commission Soil Conserva  
Appeal board. Agriculture Appeal committee

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Valleyview + Area Recreation Board - Sept 2017  
District

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

LUB Refresh Committee 2016

## Personal Resume

Name: Hope Kristensen

Home/Mailing Address: Box 94

City: Little Smoky

Postal Code: T0H 3Z0

Phone (home): 780-524-4045

Phone (work): 780-524-8967

Email: hope.light7@gmail.com

Qualifications: 12 years of Volunteer Service on various boards +  
committees within our Community as well as Peace Region 4-H  
Council.





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

5 years on Valleyview and District Recreation Board (March 2012-current)

**Experience:** 2 years as President of Little Smoky Community Center + 3 years as Treasurer of same, many years as director. 2 years as General leader of Prairie Rose 4-H Club, 2 years

on District 4-H Council, 2 years on Regional 4-H Council, Organized 2017 Peace Regional 4-H Days, 3 years as Director on Valleyview Ag Society. Attended LVB Refresh Committee.

**Volunteer Activities you have been involved with:** Same as above. Organized

events such as Family Day Skates, Halloween Parties, Dances, Jamborees, building structure over skating rink in Little Smoky, Doc Walker concert (in less than 6 weeks)

**How do you feel you could contribute to your chosen Board or Committee?**

I am known in my leadership teams as being solutions oriented with a drive to learn every aspect of the job at hand.

Nope Krustensen

Applicant's Signature

Sept 6/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
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may want to change info in here to be relevant to the MD of Greenview inc or Leduc Co





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Subdivision & Development Appeal Board

Are you a resident of Greenview?

☒ Yes ☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes ☐ No

Which Board or Committee are you serving on and when does your term expire?

SDAB FCSS, Little Smoky Cemetery - All expire on  
the day of the MD Greenview Annual Organizational meeting  
in Oct. 2017

Have you served on a Municipal Board or Committee in the past?

☒ Yes ☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

FCSS - Oct. 2001 - current, SDAB - Oct. 2001 - current  
Little Smoky Cemetery - current

## Personal Resume

Name: Roxanne Perron

Home/Mailing Address: Box 77

City: Little Smoky AB Postal Code: T0H 3Z0

Phone (home): 780-524-8954 Phone (work): same

Email: roxanne.perron@gmail.com

Qualifications: SDAB Training, Toastmasters International - CC,  
APB CL



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: 16 years on the SDAB

Volunteer Activities you have been involved with: 4H, ESL Tutor, Various board positions - Little Sandy Community Center, Youth/Music/Nursery/MC - Emmanuel Baptist, FCSS, Valleyview Enhancement, Supervisor - Ecole Birchwood

How do you feel you could contribute to your chosen Board or Committee?

I will contribute knowledge & experience from serving on this board for 16 years.

*Bryan Kruger*

Applicant's Signature

Sept. 22/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 - 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

S.D.A.B

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

SDAB

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

MPC NOT SURE ABOUT 5-6 YEARS.

## Personal Resume

Name:

KEN WILSON

Home/Mailing Address:

Box 341

City:

VALLEYVIEW

Postal Code:

T0H 3N0

Phone (home):

780-524-3719

Phone (work):

780-524-7961

Email:

mkwilson@ymail.com

Qualifications:

PAST TOWN COUNCILOR & WAS ON  
THE PLANNING BOARD WITH THE TOWN  
13 YEARS ON MPC



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

Experience: 13 YEARS MPC, 3 YEARS WITH  
TOWN OF VALLEYVIEW PLANNING

Volunteer Activities you have been involved with: PEASE AC SOCIETY,  
V.V. LODGE, DECIEN MEMBER, RED WILLOW  
CURLING CLUB.

How do you feel you could contribute to your chosen Board or Committee?

MY PAST EXPERIENCE'S ON PREVIOUS  
BOARDS & BEEN A LONG TIME RESIDENT  
OF THE COMMUNITY

Applicant's Signature

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

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# REQUEST FOR DECISION

---

SUBJECT:	<b>Valleyview &amp; District Medical Centre</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint three (3) Councillor to the Valleyview & District Medical Centre and one (1) Councillor as the alternate.**

---

## BACKGROUND/PROPOSAL:

Representatives from the Town of Valleyview and Greenview meet on an as-needed basis to discuss operations.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT: **Valleyview & District Recreation Board**  
SUBMISSION TO: ORGANIZATIONAL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
MEETING DATE: October 24, 2017 CAO: MANAGER:  
DEPARTMENT: CAO SERVICES GM: PRESENTER:  
STRATEGIC PLAN: Level of Service

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one (1) Councillor and three (3) Members at Large to the Valleyview & District Recreation Board.**

---

## BACKGROUND/PROPOSAL:

Under the agreement with the Town of Valleyview, Greenview has a Councillor appointed to this Board. The purpose of the Recreation Board is to develop policies and implement programs, which are carried out by the Recreation Director. The board meets monthly.

Kim Havell, Wilma Marcotte and Hope Kristensen have expressed interest in sitting on this board.

All applicants have submitted an application form (please see attached).

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---

## ATTACHMENT(S):

- Applications





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

Please Print

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

SEP 11 2017

VALLEYVIEW

What Municipal Board or Committee are you interested in serving on?

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Valleyview + District Rec Board  
Oct 1 / 17

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

Same as above

## Personal Resume

Name: Kim Havell

Home/Mailing Address: Box 158 Sunset House AB T0H3H0

City: Postal Code:

Phone (home): 780 524 4495 Phone (work): 780 552 6427

Email: kim.havell@ngps

Qualifications: - I work with children every day.  
- Young active family



MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

## Please Print

Experience: I have been on this board for  
years.

Volunteer Activities you have been involved with: 4H, High School  
Rodeo, Valleyview Ag Society

How do you feel you could contribute to your chosen Board or Committee?

Represent young families as well  
as a point of view from school  
perspective

K Howell

Applicant's Signature

Sept 11/17

Date of Application

Return completed form and all attachments to:

Executive Assistant to Council, MD of Greenview  
4806 – 36<sup>th</sup> Avenue  
PO Box 1079  
Valleyview, AB T0H 3N0

Email: [Lianne.Kruger@mdgreenview.ab.ca](mailto:Lianne.Kruger@mdgreenview.ab.ca)

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MD OF GREENVIEW

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

SEP 11 2017

VALLEYVIEW

## APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

What Municipal Board or Committee are you interested in serving on?

Recreation & District Board Valleyview

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Recreation Board for Valleyview & District  
Oct. 1, 2017

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

2017

### Personal Resume

Name: Wilma Marcotte

Home/Mailing Address: Box 596

City: Valleyview AB.

Postal Code: T0H-3N0

Phone (home): 524-2394

Phone (work): nil

Email: nil

Qualifications: Interested & willing to work for  
new Fish Creek



MD OF GREENVIEW

Please Print

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**

SEP 07 2017

VALLEYVIEW

gm

## APPLICATION

Appointment to a Municipal  
Board/Committee

What Municipal Board or Committee are you interested in serving on?

Valleyview + Area Recreation Board, Subdivision Appeal Board, Greenview  
District waste management Commission Soil Conserva  
Appeal board, Agriculture Appeal committee

Are you a resident of Greenview?

☒ Yes

☐ No

Are you currently serving on a Municipal Board or Committee?

☒ Yes

☐ No

Which Board or Committee are you serving on and when does your term expire?

Valleyview + Area Recreation Board - Sept 2017  
District

Have you served on a Municipal Board or Committee in the past?

☒ Yes

☐ No

What Municipal Board or Committee have you served on and what year did you last serve?

LUB Refresh Committee 2016

### Personal Resume

Name: Hope Kristensen

Home/Mailing Address: Box 94

City: Little Smoky

Postal Code: T0H 3Z0

Phone (home): 780-524-4045

Phone (work): 780-524-8967

Email: hope.light7@gmail.com

Qualifications: 12 years of Volunteer Service on various boards +  
committees within our Community as well as Peace Region 4-H  
Council.





MD OF GREENVIEW

# APPLICATION

Appointment to a Municipal  
Board/Committee

**Please Print**

5 years on Valleyview and District Recreation Board (March 2012-current)

**Experience:** 2 years as President of Little Smoky Community Center, 3 years as Treasurer of same, many years as director. 2 years as General leader of Prairie Rose 4-H Club, 2 years

on District 4-H Council, 2 years on Regional 4-H Council, Organized 2017 Peace Regional 4-H Days, 3 years as Director on Valleyview Ag Society. Attended LVB Refresh Committee.

**Volunteer Activities you have been involved with:** Same as above. Organized

events such as Family Day Skates, Halloween Parties, Dances, Tamborees, building structure over skating rink in Little Smoky, Doc Walker concert (in less than 6 weeks)

**How do you feel you could contribute to your chosen Board or Committee?**

I am known in my leadership teams as being solutions oriented with a drive to learn every aspect of the job at hand.

Nope Krustensen

Applicant's Signature

Sept 6/17

Date of Application

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may want to change info in here to be relevant to the MD of Greenview in of Leduc Co





# REQUEST FOR DECISION

---

SUBJECT:	<b>Valleyview Citizens Advisory Committee</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Valleyview Citizens Advisory Committee and one (1) Councillor as the alternate.**

---

## BACKGROUND/PROPOSAL:

The Valleyview Citizens Advisory Committee consists of members from the Town of Valleyview, Greenview, and the RCMP. The purpose of this committee is to advise the local RCMP, Social Services and other government agencies of any issues that may come up. The committee meets infrequently, approximately four times per year.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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# REQUEST FOR DECISION

---

SUBJECT: **Valleyview Seed Cleaning Plant**  
SUBMISSION TO: ORGANIZATIONAL MEETING  
MEETING DATE: October 24, 2017  
DEPARTMENT: CAO SERVICES  
STRATEGIC PLAN: Level of Service

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

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Valleyview Seed Cleaning Plant and one (1) Councillor as the alternate.**

---

## BACKGROUND/PROPOSAL:

The Valleyview Seed Cleaning Plant meets approximately three times a year.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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# REQUEST FOR DECISION

---

SUBJECT:	<b>Veterinary Services Incorporated (VSI)</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Veterinary Services Incorporated Board of Directors.**

---

## BACKGROUND/PROPOSAL:

VSI is a program that provides a cost-shared service to the livestock producers within our municipality. A yearly meeting is held in December to discuss fee schedules and services provided by VSI.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

---



# REQUEST FOR DECISION

---

SUBJECT:	<b>Wapiti River Management Plan Committee</b>		
SUBMISSION TO:	ORGANIZATIONAL MEETING	REVIEWED AND APPROVED FOR SUBMISSION	
MEETING DATE:	October 24, 2017	CAO:	MANAGER:
DEPARTMENT:	CAO SERVICES	GM:	PRESENTER:
STRATEGIC PLAN:	Level of Service		

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

## RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Wapiti River Management Plan Committee and one Councillor as the alternate.**

---

## BACKGROUND/PROPOSAL:

The Wapiti River Water Management (WRWMP) Stakeholder Group consists of municipalities within the region as well as provincial and federal government departments, industry, user groups and the Might Peace Watershed Alliance. The group is tasked with providing recommendations to the Provincial Government.

---

## FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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# REQUEST FOR DECISION

---

SUBJECT: **Weyerhaeuser Advisory Committee**

SUBMISSION TO: ORGANIZATIONAL MEETING

MEETING DATE: October 24, 2017

DEPARTMENT: CAO SERVICES

STRATEGIC PLAN: Level of Service

REVIEWED AND APPROVED FOR SUBMISSION

CAO:

MANAGER:

GM:

PRESENTER:

---

RELEVANT LEGISLATION:

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

RECOMMENDED ACTION:

**MOTION: That Council appoint one Councillor to the Weyerhaeuser Advisory Committee and one Councillor as the alternate.**

---

BACKGROUND/PROPOSAL:

This Committee was established by Weyerhaeuser, and is comprised of stakeholders who have an interest in their Forest Management Area. The Committee meets monthly to discuss issues and concerns raised about Weyerhaeuser's F.M.A. practices.

---

FINANCIAL IMPLICATION:

As per Policy 1008, honorariums may be incurred. Council honorariums are included in the yearly Operating Budget.

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