



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## REGULAR COUNCIL MEETING AGENDA

Monday, May 28, 2018

9:00 AM

Council Chambers  
Administration Building

#1	CALL TO ORDER		
#2	ADOPTION OF AGENDA		1
#3	MINUTES	3.1 Regular Council Meeting minutes held May 14, 2018 to be adopted	3
		3.2 Business Arising from the Minutes	
#4	PUBLIC HEARING		
#5	DELEGATION	9:15 a.m. Late Item	5.1 Velocity Group Greenview Golf Resort Presentation 18
		9:30 a.m. Late Item	5.2 Bill Hanson Delegation 27
#6	BYLAWS		
#7	OLD BUSINESS		
#8	NEW BUSINESS	8.1 Southview and Kakwa Provincial Recreation Areas Lease Review	29
		8.2 Valleyview Intermunicipal Development Plan – Proposal Selection	75
		8.3 2018 1 <sup>st</sup> Quarter Financial ‘Actual Compared to Budget’ Report	80
		8.4 2018 Crushing Tenders	216
		8.5 Road Allowance Restrictions Policy	219

	8.6 Council – CAO Covenant	227
	8.7 Grande Cache Cooperatives & Enterprises Cemetery Committee	239
	8.8 Grande Cache Fitness, Health & Wellness Society – Grant Request	243
	8.9 Grande Prairie Victim Services Fall Solstice	246
	8.10 Grovedale Rural Crime Watch	250
#9	MEMBERS BUSINESS REPORTS	
	• Reeve Dale Gervais	253
	• Councillor Les Urness	254
	• Councillor Shawn Acton	255
#10	CORRESPONDENCE	
	• Tri Municipal Industrial Partnership	
	• Grande Theatre Players Thank You	
	• Little Smoky Recreational Area Visit	
	• Lesser Slave Lake Regional Forest Management Plan	
	• Alberta Transportation – Three-Digit Highways within Greenview	
	• Plains Midstream Canada Update	
	• Terrapin Geomatics – Next Steps	
#11	IN CAMERA	
	11.1 Confidential Evaluations <i>(FOIPP, Section 19)</i>	
	11.2 Personnel	
#12	ADJOURNMENT	

Minutes of a  
**REGULAR COUNCIL MEETING**  
**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**  
M.D. Administration Building,  
Valleyview, Alberta, on Monday, May 14, 2018

**# 1:** Reeve Dale Gervais called the meeting to order at 9:00 a.m.  
**CALL TO ORDER**

**PRESENT**

Reeve	Dale Gervais
Deputy Reeve	Tom Burton
Councillors	Shawn Acton
	Winston Delorme
	Roxie Rutt
	Bill Smith
	Dale Smith
	Les Urness

**ATTENDING**

General Manager, Community Services	Dennis Mueller
Finance and Administration Manager	Donna Ducharme
Communications Officer	Diane Carter
Recording Secretary	Teresa Marin

**ABSENT**

Chief Administrative Officer	Mike Haugen
General Manager, Corporate Services	Rosemary Offrey
General Manager, Infrastructure & Planning	Grant Gyurkovits

**#2:** MOTION: 18.05.224. Moved by: COUNCILLOR DALE SMITH  
**AGENDA** That Council adopt the May 14<sup>th</sup>, 2018 Regular Council Agenda, as presented.  
CARRIED

**#3.1** MOTION: 18.05.225 Moved by: DEPUTY REEVE TOM BURTON  
**REGULAR COUNCIL** That Council adopt the minutes of the Regular Council Meeting held on Monday  
**MEETING MINUTES** April 23, 2018 as amended.  
CARRIED

**#3.2** **3.2 BUSINESS ARISING FROM MINUTES:**  
**BUSINESS ARISING**  
**FROM MINUTES**

**#5** **5.0 DELEGATIONS**  
**DELEGATIONS**

### 5.1 GOSPEL LIGHT CHURCH PRESENTATION

GOSPEL LIGHT  
CHURCH  
PRESENTATION

MOTION: 18.05.226 Moved by: DEPUTY REEVE TOM BURTON  
That Council direct Administration to work with the Gospel Light Church of DeBolt to find a possible solution and compensation to the ongoing sewage back up problem and to bring back to Council for further direction.

CARRIED

### 6.3 SCHEDULE OF FEES BYLAW 18-790

BYLAW 18-790  
THIRD READING

MOTION: 18.05.227 Moved by: COUNCILLOR ROXIE RUTT  
That Council give third reading to Bylaw 18-790 Schedule of Fees Bylaw as presented.

TABLE BYLAW 18-  
790 – THIRD  
READING

MOTION: 18.05.228 Moved by: REEVE DALE GERVAIS  
That Council table MOTION: 18.05.227 until Administration brings forth the requested amendments.

CARRIED

Reeve Gervais recessed the meeting at 10:01 a.m.  
Reeve Gervais reconvened the meeting at 10:09 a.m.

#4  
PUBLIC HEARING

### 4.0 PUBLIC HEARING

#### 4.1 BYLAW 18-792 RE-DESIGNATE FROM AGRICULTURAL ONE (A-1) TO COUNTRY RESIDENTIAL ONE (CR-1) DISTRICT

BYLAW 18-792  
PUBLIC HEARING

Chair Dale Gervais opened the Public Hearing regarding Bylaw 18-792 at 10:09 a.m.

IN ATTENDANCE

Manager, Planning & Development  
Development Officer

Sally Rosson  
Lindsey Lemieux

INTRODUCTIONS

The Chair requested each Council Member and Staff member to introduce themselves and asked Council Members if there were any reasons that they should be disqualified from the hearing.  
None were heard.

The Chair asked the applicants if there was any objection or concern with any members sitting on the Board.  
None in attendance.

**REFERRAL AGENCY & ADJACENT LAND OWNER COMMENTS** Development Officer, Lindsey Lemieux provided a summary of the responses from referral agencies.

**QUESTIONS FROM COUNCIL** The Chair called for any questions from Council.  
None were heard.

**THOSE IN FAVOUR** The Chair requested that anyone in favour of the application come forward.  
None in attendance.

**THOSE AGAINST** The Chair requested that anyone against the application come forward.  
None in attendance.

**QUESTIONS FROM COUNCIL** The Chair called for any questions from Council.  
None were heard.

**QUESTIONS FROM APPLICANT PRESENTER** The Chair called for any questions from the Applicant or those that had spoken in favour or against the application with regards to the comments for Planning and Development, the referral agencies, or adjacent landowners.  
Applicant was not in attendance.

**FAIR & IMPARTIAL HEARING** The Chair asked the Applicant if they have had a fair and impartial hearing.  
Applicant was not in attendance.

**BYLAW 17-787 PUBLIC HEARING ADJOURNED** Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 18-792 at 10:14 a.m.

**4.1 BYLAW 18-793 BIG MOUNTAIN AREA STRUCTURE PLAN**

**BYLAW 18-793 PUBLIC HEARING** Chair Dale Gervais opened the Public Hearing regarding Bylaw 18-792 at 10:14 a.m.

**IN ATTENDANCE** Manager, Planning & Development  
Development Officer  
Applicant's Representative

Sally Rosson  
Lindsey Lemieux  
Jim Uhl

**ATTENDING GUESTS** Corey Bartlett  
Brian Martel

**INTRODUCTIONS** The Chair requested each Council Member and Staff member to introduce themselves and asked Council Members if there were any reasons that they should be disqualified from the hearing.  
None were heard.

The Chair asked the applicant if there was any objection or concern with any members sitting on the Board.

None were heard.

**REFERRAL AGENCY  
& ADJACENT LAND  
OWNER  
COMMENTS**

Development Officer, Lindsey Lemieux provided a summary of the responses from referral agencies.

**THOSE IN FAVOR**

The Chair requested that anyone in favour of the application come forward.

The applicant's representative voiced that the access was redesigned to address the concerns from Alberta Transportation, new access will be on 690A.

**THOSE AGAINST**

The Chair requested that anyone against the application come forward.

Resident opposed due to heavy traffic volume, high volume of water well usage effecting the future of the landowner's wells, concerns of the inaccuracy of the boundary lines indicated and the false indication in the package indicating that the active CNRL pipeline is abandoned and removed. Resident would like clarification on the pipeline and the boundary lines.

Resident voiced concerns about the adequacy of the Grovedale Fire Department with protecting the citizens due to Grovedale's size increase. Concerns of the sewer system and increased traffic turning onto 690A were voiced.

**FAIR & IMPARTIAL  
HEARING**

The Chair asked the Applicant if they have had a fair and impartial hearing. Applicant representative responded, yes.

**BYLAW 18-793  
PUBLIC HEARING  
ADJOURNED**

Chair Dale Gervais adjourned the Public Hearing regarding Bylaw 18-793 at 11:08 a.m.

**5.2 METRIX GROUP PRESENTATION – 2017 AUDITED FINANCIAL STATEMENTS  
AND INFORMATION RETURNS**

**METRIX GROUP  
PRESENTATION –  
2017 AUDITED  
FINANCIAL  
STATEMENTS AND  
INFORMATION  
RETURNS**

MOTION: 18.05.229 Moved by: DEPUTY REEVE TOM BURTON

That Council approve the 2017 Audited Financial Statements and the 2017 Financial Information Return as amended by Metrix Group LLP Chartered Accountants for submission to the Minister of Alberta Municipal Affairs.

CARRIED

Reeve Gervais recessed the meeting at 11:57 a.m.  
Reeve Gervais reconvened the meeting at 12.42 a.m.

#6  
BYLAWS

**6.0 BYLAWS**

**6.1 BYLAW NO. 18-792 RE-DESIGNATE FROM AGRICULTURAL ONE (A-1)  
DISTRICT TO COUNTRY RESIDENTIAL ONE (CR-1) DISTRICT**

BYLAW 18-792  
SECOND READING

MOTION: 18.05.230 Moved by: COUNCILLOR ROXIE RUTT  
That Council give Second Reading to Bylaw No. 18-792, to re-designate a 4.64  
hectare ± (11.47 acre) parcel from Agricultural One (A-1) District to Country  
Residential One (CR-1) District within NE-9-69-7-W6.

CARRIED

BYLAW 18-792  
THIRD READING

MOTION: 18.05.231 Moved by: COUNCILLOR SHAWN ACTON  
That Council give Third Reading to Bylaw No. 18-792, to re-designate a 4.64  
hectare ± (11.47 acre) parcel from Agricultural One (A-1) District to Country  
Residential One (CR-1) District within NE-9-69-7-W6.

CARRIED

**6.2 BYLAW NO. 18-793 BIG MOUNTAIN INDUSTRIAL PARK AREA STRUCTURE  
PLAN**

BYLAW 18-793  
SECOND READING

MOTION: 18.05.232 Moved by: COUNCILLOR DALE SMITH  
That Council give Second Reading to Bylaw No. 18-793, for the Big Mountain  
Industrial Park Area Structure Plan.  
Councillor Bill Smith requested a recorded vote.  
**For:** Reeve Dale Gervais, Councillor Les Urness, Councillor Dale Smith  
Deputy Reeve Tom Burton, Councillor Bill Smith, Councillor Roxie Rutt, Councillor  
Winston Delorme  
**Opposed:** Shawn Acton

CARRIED

MOTION: 18.05.233 Moved by: DEPUTY REEVE TOM BURTON  
That Council give Third Reading to Bylaw No. 18-793, for the Big Mountain  
Industrial Park Area Structure Plan.

CARRIED

### 6.3 SCHEDULE OF FEES BYLAW 18-790

LIFT TABLED  
MOTION 18.05.228

MOTION: 18.05.234 Moved by: REEVE DALE GERVAIS  
That Council lift tabled MOTION: 18.05.227.

CARRIED

SCHEDULE OF FEES  
BYLAW 18-790 –  
THIRD READING

MOTION: 18.05.227 Moved by: COUNCILLOR ROXIE RUTT  
That Council give third reading to Bylaw 18-790 Schedule of Fees Bylaw with amendments.

CARRIED

### 6.4 BYLAW 17-785 GROVEDALE AREA STRUCTURE PLAN

BYLAW 18-790  
SECOND READING

MOTION: 18.05.235 Moved by: COUNCILLOR BILL SMITH  
That Council give Second Reading to Bylaw 17-785, for the Grovedale Area Structure Plan.

CARRIED

#7  
OLD BUSINESS

### 7.0 OLD BUSINESS

There was no Old Business presented.

#8  
NEW BUSINESS

### 8.0 NEW BUSINESS

#### 8.17 LETTER OF PERMISSION 2106642 ALBERTA LTD. (O/A GREENVIEW EATERY) FOR A CLASS B LIQUOR LICENSE

LETTER OF  
PERMISSION  
2106642 AB LTD  
O/A GREENVIEW  
EATERY – CLASS B  
LIQUOR LICENSE

MOTION: 18.05.236 Moved by: DEPUTY REEVE TOM BURTON  
That Council authorize Administration to write a letter permitting 2106642 Alberta Ltd. (o/a Greenview Eatery) to operate the Greenview Golf Resort Clubhouse and Restaurant with a Class B Liquor Licence.

CARRIED

ADMINISTRATION  
– PROVIDE LETTERS  
PERMITTING CLASS  
B LIQUOR LICENSE  
APPLICATIONS

MOTION: 18.05.237 Moved by: COUNCILLOR BILL SMITH  
That Council authorize Administration to provide letters permitting Liquor Licence applications when requested.

CARRIED



### **8.1 ALBERTA ENVIRONMENT AND PARKS CONDITIONAL GRANT**

**AB ENVIRONMENT  
& PARKS  
CONDITIOANL  
GRANT**

MOTION: 18.05.238 Moved by: COUNCILLOR DALE SMITH  
That Council authorize Administration to ask the Town of Fox Creek to develop a detailed proposal (Skateboard Park) that would meet the criteria in obtaining the conditionally approved grant of \$94,500.00 in which Greenview would submit for approval.

CARRIED

### **5.4 GRANDE CACHE PRESENTATION**

**GRANDE CACHE  
PRESENTATION**

MOTION: 18.05.239 Moved by: COUNCILLOR WINSTON DELORME  
That Council accept the presentation from the Town of Grande Cache regarding a Fire Hall and Ladder Truck for information, as presented.

CARRIED

**DRAFT  
AGREEMENTS –  
CONSTRUCTION OF  
A FIRE HALL AND  
PURCHASE OF A  
LADDER TRUCK**

MOTION: 18.05.240 Moved by: COUNCILLOR WINSTON DELORME  
That Council authorize Administration to prepare draft agreements for the construction of a fire hall and the purchase of a ladder truck in conjunction with the Town of Grande Cache.

CARRIED

### **5.3 TERRAPIN GEOTHERMICS PRESENTATION**

**TERRAPIN  
GEOTHERMICS  
PRESENTATION**

MOTION: 18.05.241 Moved by: COUNCILLOR DALE SMITH  
That Council accept the presentation from Terrapin Geothermics regarding the application submitted to Natural Resources Canada Emerging Renewable Power Program for information, as presented.

CARRIED

Reeve Gervais recessed the meeting at 2:31 p.m.  
Reeve Gervais reconvened the meeting at 2:41 p.m.

### **8.2 DEBOLT SENIORS HOUSING**

**DEBOLT SENIORS  
HOUSING**

MOTION: 18.05.242 Moved by: DEPUTY REEVE TOM BURTON  
That Council direct Administration to provide a report on various land options available to accommodate the existing Edna Stevenson and Laura DeBolt Manor, within the hamlet of DeBolt.

CARRIED

### 8.3 CRANBERRY RODEO ASSOCIATION FUNDING REQUEST

CRANBERRY  
RODEO ASSOC.  
FUNDING REQUEST

MOTION: 18.05.243 Moved by: COUNCILLOR ROXIE RUTT  
That Council approve the construction of an additional access approach into the Cranberry Lake Rodeo grounds at a cost of \$2,675.00, with funds to come from Community Services Miscellaneous Grant.

CARRIED

### 8.4 FRIENDS OF THE FOX CREEK HOSPITAL SOCIETY

FRIENDS OF THE  
FOX CREEK  
HOSPITAL SOCIETY

MOTION: 18.05.244 Moved by: REEVE DALE GERVAIS  
That Council accept for information the request from the Friends of Fox Creek Hospital Society for the purchase of a portable x-ray machine for information, as presented.

CARRIED

### 8.5 PLACE 18 – NATIONAL STUDENT PLANNING CONFERENCE

PLACE 18 –  
NATIONAL  
STUDENT  
PLANNING CONF.

MOTION: 18.05.245 Moved by: COUNCILLOR SHAWN ACTON  
That Council accept the Place 18 funding request for the National Student Planning Conference for information, as presented.

CARRIED

### 8.6 GRANDE PRAIRIE CHILDREN'S FESTIVAL SPONSORSHIP REQUEST

GP CHILDREN'S  
FESTIVAL  
SPONSOR.  
REQUEST

MOTION: 18.05.246 Moved by: COUNCILLOR ROXIE RUTT  
That Council provide sponsorship in the amount of \$1,200.00 to the Grande Prairie Children's Festival to be held May 23, 2018, Grande Prairie, AB, with funds to come from the Community Services Miscellaneous Grant.

CARRIED

### 8.7 MULTIPLEX SURPLUS CONSTRUCTION FUNDS

MULTIPLEX  
SURPLUS CONST.  
FUNDS

MOTION: 18.05.247 Moved by: COUNCILLOR LES URNESS  
That Council approve that the Greenview Regional Multiplex net surplus funds be transferred to the Town of Valleyview and be utilized in the establishment of a capital replacement program for the Greenview Regional Multiplex.

TABLE MOTION  
18.05.247 –  
GREENVIEW  
REGIONAL  
MULTIPLEX NET  
SURPLUS FUND  
TRANSFER

MOTION: 18.05.248 Moved by: DEPUTY REEVE TOM BURTON  
That Council table motion 18.05.247, a motion regarding the Greenview Regional Multiplex net surplus funds transfer to the Town of Valleyview.

DEFEATED

**GREENVIEW  
REGIONAL  
MULTIPLEX NET  
SURPLUS FUND  
TRANSFER**

**MOTION: 18.05.249 Moved by: COUNCILLOR LES URNESS**

That Council approve that the Greenview Regional Multiplex net surplus funds be transferred to the Town of Valleyview and be utilized in the establishment of a capital replacement program for the Greenview Regional Multiplex.

DEFEATED

**8.8 MULTIPLEX SURPLUS FUNDRAISING FUNDS**

**MULTIPLEX  
SURPLUS  
FUNDRAISING  
FUNDS**

**MOTION: 18.05.250 Moved by: COUNCILLOR WINSTON DELORME**

That Council approve that the Greenview Regional Multiplex net fundraising surplus funds be entrusted to the Town of Valleyview under the governance of the Greenview Regional Multiplex Board and be utilized for future FF&E (furniture, fixtures and equipment) requirements of the Greenview Regional Multiplex facility.

CARRIED

**8.9 MULTIPLEX COMMITTEE DISSOLUTION**

**MULTIPLEX  
COMMITTEE  
DISSOLUTION**

**MOTION: 18.05.251 Moved by: COUNCILLOR ROXIE RUTT**

That Council approve the dissolution of the Valleyview Multiplex Working Committee as per the joint Multiplex Agreement.

CARRIED

**8.10 NORTHWEST ALBERTA ROAD SAFETY COALITION FUNDING**

**NW AB ROAD  
SAFETY COALITION  
FUNDING**

**MOTION: 18.05.252 Moved by: COUNCILLOR DALE SMITH**

That Council appoint a Councillor Bill Smith and Reeve Dale Gervais (alternate) to sit on the Northwest Alberta Road Safety Coalition committee and appoint one member of Administration to represent Greenview to the Northwest Alberta Road Safety Coalition committee.

CARRIED

**CONTINGENCY  
RESERVE TO EC.  
DEV. BUDGET**

**MOTION: 18.05.253 Moved by: COUNCILLOR BILL SMITH**

That Council approve a \$10,000 contribution to the Northwest Alberta Road Safety Coalition as presented with funds to come from the Contingency Reserve.

CARRIED

**8.11 5<sup>th</sup> ANNUAL BIG LAKES CHARITY GOLF TOURNAMENT**

5<sup>TH</sup> ANNUAL BIG  
LAKES CHARITY  
GOLF  
TOURNAMENT

MOTION: 18.05.254 Moved by: COUNCILLOR ROXIE RUTT  
That Council approve sponsorship in the amount of \$500.00 to Big Lakes County for the 5<sup>th</sup> Annual Big Lakes County Charity Golf Tournament, with funds to come from Community Services Miscellaneous Grant.

CARRIED

**8.12 VALLEYVIEW AND DISTRICT RECREATION DEPARTMENT FIREWORKS**

VV & DIST. REC.  
DEPT. FIREWORKS

MOTION: 18.05.255 Moved by: COUNCILLOR DALE SMITH  
That Council approve a grant amount of \$1,000.00 to the Valleyview Recreation Department for the Valleyview 2018 Canada Day fireworks display, with funds to come from Community Service Miscellaneous Grant.

CARRIED

**8.13 FORESTRY TRUNK ROAD PHASE IV ROAD CONSTRUCTION CONTRACT AWARD**

FTR PHASE IV RD  
CONST. CONTRACT  
AWARD

MOTION: 18.05.256 Moved by: DEPUTY REEVE TOM BURTON  
That Council award the road construction contract for the Forestry Truck Road Phase IV to Prairie North Construction Ltd. for the upset limit of \$9,064,758.10 with funds to come from the Road Construction Budget.

CARRIED

TRANSFER FROM  
CONTINGENCY TO  
ROADS  
CONSTRUCTION  
BUDGET

MOTION: 18.05.257 Moved by: DEPUTY REEVE TOM BURTON  
That Council authorize Administration to transfer \$1,395,771.17 from Contingency Reserve to the Roads Construction Budget.

CARRIED

**8.14 FORESTRY TRUNK ROAD SURVEY**

FTR SURVEY AND  
REGISTERING OF  
THE RD PROJECT

MOTION: 18.05.258 Moved by: COUNCILLOR WINSTON DELORME  
That Council authorize the legal surveying and registration of the entire Forestry Truck Road with an upset limit of \$1,250,000.00 with funds to come from the Construction and Maintenance Operational Budget.

CARRIED

TRANSFER FROM  
CONTINGENCY TO  
CONST. & MAINT  
OP. BUDGET

MOTION: 18.05.259 Moved by: COUNCILLOR WINSTON DELORME  
That Council authorize Administration to transfer \$1,250,000.00 from Contingency Reserve to the Construction and Maintenance Operational Budget.

CARRIED

**8.15 DUST CONTROL APPLICATION LITTLE SMOKY / TWP RD 672 INTERSECTION**

DUST CONTROL ON  
TWP RD 672

MOTION: 18.05.260 Moved by: REEVE DALE GERVAIS  
That Council approve the ongoing application of 200 metres of dust control from the Little Smoky Road/Township Road 672 intersection east, with no charge to area residents.

CARRIED

**8.16 BRADLEY HYACINTHE – HY-FAB INDUSTRIES LTD. AGREEMENT**

HY-FAB  
INDUSTRIES LTD.  
AGREEMENT

MOTION: 18.05.261 Moved by: COUNCILLOR BILL SMITH  
That Council direct Administration to enter into a “Set off Agreement” with Hy-Fab Industries Ltd to deduct the outstanding municipal taxes owing to Greenview by the owners of Hy-Fab Industries Ltd.

CARRIED

**8.18 NORBORD MILL ENTRANCE UPGRADE REQUEST**

NORBORD MILL  
ENTRANCE  
UPGRADE REQUEST

MOTION: 18.05.262 Moved by: COUNCILLOR SHAWN ACTON  
That Council accept the request from Norbord for information as presented.

CARRIED

**8.19 BULK WATER USAGE POLICY**

BULK WATER  
USAGE POLICY

MOTION: 18.05.263 Moved by: DEPUTY REEVE TOM BURTON  
That Council accept the Bulk Water Usage Policy as presented.

CARRIED

**8.20 WATER METER INVOICING POLICY**

WATER METER  
INVOICING POLICY

MOTION: 18.05.264 Moved by: COUNCILLOR DALE SMITH  
That Council accept the revised “Water Meter Invoicing” policy as presented.

CARRIED

**8.21 SEWER LINE MAINTENANCE POLICY**

SEWER LINE  
MAINTENANCE  
POLICY

MOTION: 18.05.265 Moved by: COUNCILLOR WINSTON DELORME  
That Council accept the “Sewer Line Maintenance” policy as presented.

CARRIED

## 8.22 WASTEWATER LAGOON ACCESS POLICY

### WASTEWATER LAGOON ACCESS POLICY

MOTION: 18.05.266 Moved by: COUNCILLOR ROXIE RUTT  
That Council approve the revised Policy 4007 “Wastewater Lagoon Access” policy as presented.

CARRIED

## 8.23 GREENVIEW FACILITIES SALVAGING & SCAVENGING POLICY

### GREENVIEW FACILITIES SALVAGING & SCAVENGING POLICY

MOTION: 18.05.267 Moved by: COUNCILLOR SHAWN ACTON  
That Council approve the revised “Facilities: Salvaging & Scavenging” policy as presented.

CARRIED

## 8.24 SEPTAGE TIPPING FEE PROGRAM POLICY

### SEPTAGE TIPPING FEE PROGRAM POLICY

MOTION: 18.05.268 Moved by: COUNCILLOR DALE SMITH  
That Council accepts the “Septage Tipping Fee Reimbursement Program” policy as presented.

CARRIED

## 8.25 CAO/MANAGERS’ REPORTS

### CAO/MANAGERS’ REPORTS

MOTION: 18.05.269 Moved by: DEPUTY REEVE TOM BURTON  
That Council accept the CAO/Managers’ Report as presented.

CARRIED

### #9 COUNCILLORS BUSINESS & REPORTS

## 9.1 COUNCILLORS’ BUSINESS & REPORTS

**9.2 MEMBERS’ REPORT:** Council provided reports on activities and events attended, additions and amendments include the following:

### WARD 1

#### COUNCILLOR WINSTON DELORME

Nothing to report

### WARD 2

**REEVE DALE GERVAIS** submitted his update to Council on his recent activities, which include;  
Valleyview & District Medical Clinic Meeting  
FCSS Volunteer Appreciation Dinner  
Greenview Regional Multiplex Design Committee Meeting  
Community Planning Association of Alberta Conference

Meeting with Mayor Bill Given and DevCo  
Greenview Regional Multiplex Board Development Workshop  
Greenview All Staff Day  
Caribou Range Planning – Conference Call  
Grande Prairie Chamber of Commerce State of City Address  
Philip J Currie Dinosaur Museum Meeting  
Tri Municipal Industrial Partnership Meeting

**WARD 3**            **COUNCILLOR LES URNESS** submitted his updated to Council on his recent activities, which include;  
Greenview Regional Multiplex Board Meeting  
Community Planning Association of Alberta Conference  
Greenview All Staff Day

**WARD 4**            **COUNCILLOR SHAWN ACTON** submitted his update to Council on his recent activities, which include;  
FCSS Volunteer Appreciation Dinner  
Community Planning Association of Alberta Conference  
Greenview All Staff Day  
Valleyview & District Recreation Board Meeting

**WARD 5**            **COUNCILLOR DALE SMITH** update to Council on his recent activities, which Include;  
All Staff Day  
Valleyview Library MOU  
Community Planning Association of Alberta Conference  
Valleyview and District Medical Clinic Meeting  
Agricultural Services Meeting

**WARD 6**            **DEPUTY REEVE TOM BURTON** submitted his update to Council on his recent activities, which include;  
Water North Coalition Meeting  
Community Planning Association of Alberta Conference  
The New World of Work in Alberta  
Ridgevalley Graduation Address  
Greenview All Staff Day  
Volunteer Appreciation Dinner in Grovedale  
Tri Municipal Industrial Partnership Meeting

**WARD 7**            **COUNCILLOR ROXIE RUTT** submitted her update to Council on her recent activities, which include;  
Crooked Creek Recreation Club Meeting

Valleyview & District Medical Clinic Meeting  
Alberta Library Conference  
Community Planning Association of Alberta Conference  
Community Education Committee Meeting  
Greenview All Staff Day  
Grande Prairie Library Board Meeting  
Grande Prairie Chamber of Commerce State of City Address  
Valleyview Library MOU Presentation  
Peace Region Economic Development Alliance Meeting

**WARD 8**

**COUNCILLOR BILL SMITH** submitted his update to Council on his recent activities, which include;

Agriculture Services Board Meeting  
Community Planning Association of Alberta  
Grovedale/South Wapiti Recreation Board  
Community Futures Grande Prairie & Region  
Tri-Municipal Industrial Partnership Meeting

**MEMBERS  
BUSINESS**

**MOTION: 18.05.270** Moved by: **COUNCILLOR DALE SMITH**  
That Council accept the Members Business Reports for information, as presented.

**CARRIED**

**#10  
CORRESPONDENCE**

**10.0 CORRESPONDENCE**

**MOTION: 18.05.271** Moved by: **COUNCILLOR ROXIE RUTT**  
That Council accept the correspondence for information, as presented.

**CARRIED**

**#11 IN CAMERA**

**11.0 IN CAMERA**

**IN CAMERA**

**MOTION: 18.05.272** Moved by: **DEPUTY REEVE TOM BURTON**  
That the meeting go to In-Camera, at 3:55 p.m., pursuant to Section 197 of the Municipal Government Act, 2000, Chapter M-26 and amendments thereto, and Division 2 of Part 1 of the Freedom of Information and Protection of Privacy Act, Revised Statutes of Alberta 2000, Chapter F-25 and amendments thereto, to discuss Privileged Information with regards to the In Camera.

**CARRIED**

**11.1 PRIVILEGED INFORMATION**



OUT OF CAMERA

MOTION: 18.05.273 Moved by: COUNCILLOR WINSTON DELORME  
That, in compliance with Section 197(2) of the Municipal Government Act, this meeting come Out of Camera at 4:02 p.m.

CARRIED

AWARD GRADER  
BEAT 4 – RUTT  
BUSTER ROAD  
MAINTENANCE

MOTION: 18.05.274 Moved by: COUNCILLOR SHAWN ACTON  
That Council award Grader Beat 4 to Rutt Buster Road Maintenance in the amount of \$140.00 per/hr.

CARRIED

## 12.0 ADJOURNMENT

#12  
ADJOURNMENT

MOTION: 18.05.275 Moved by: COUNCILLOR ROXIE RUTT  
That this meeting adjourn at 4:11 p.m.

CARRIED

---

CHIEF ADMINISTRATIVE OFFICER

---

REEVE



# REQUEST FOR DECISION

---

**SUBJECT:** Velocity Group Greenview Golf Resort - Presentation  
**SUBMISSION TO:** REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE:** May 28, 2018 CAO: MH MANAGER: SAR  
**DEPARTMENT:** PLANNING & DEVELOPMENT GM: PRESENTER: LD  
**STRATEGIC PLAN:** Level of Service

---

**RELEVANT LEGISLATION:**

**Provincial (cite) – N/A**

**Council Bylaw/Policy (cite) – N/A**

---

**RECOMMENDED ACTION:**

**MOTION: That Council accept the presentation from Velocity Group/Greenview Golf Resort for information, as presented.**

---

**BACKGROUND/PROPOSAL:**

Velocity Group/Greenview Golf Resort representatives will be in attendance to discuss the implications of the draft development agreement prepared by administration in accordance with Greenview’s Development Guidelines and Municipal Servicing Standards (MSS). One area of concern is the security requirement that 125% of the estimated construction, materials and engineering costs for all developments be provided by Irrevocable Letter of Credit prior to commencing construction. Refund of the security will occur at specified stages in accordance with the MSS as described on the chart attached as Schedule ‘A’. The requirement for paving of the internal road for the (9) lot subdivision proposed at Greenview Golf Resort will also be reviewed.

Additional discussion will include condition #8 of the Subdivision Approval requiring removal of 36 existing RV lots to meet the density requirements of the Sturgeon Lake Area Structure Plan. The Subdivision Approval is attached as Schedule ‘B’.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of accepting the presentation is that Council will be informed of the Velocity Group/Greenview Golf Resort concerns.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to not accept the recommended motion for information.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

There are no follow up actions to the recommended motion.

---

**ATTACHMENT(S):**

- Velocity Group/Greenview Golf Resort - Presentation

## SCHEDULE 'A'

The developer shall provide Greenview with a security deposit of 125% of the estimated construction, materials and engineering costs for all developments within Greenview (with no interest). At 50% of the project completion, 40% of the security will be refunded back to the developer. At project completion, 60% of the security will be refunded back to the developer for a total of 100%. After any deficiencies noted are corrected and accepted, the Construction Completion Certificate (CCC) will be issued, with an additional 10% of the security to be refunded back to the developer with Greenview holding the remaining 15% for the warranty period. Within 90 days of the warranty completion date a final acceptance inspection will be completed. If there is any noted warranty work required, the work will be completed prior to the warranty completion date. Once warranty work is completed, a Final Acceptance Certificate (FAC) will be issued, Greenview assumes the asset and the remaining 15% warranty security is refunded back to the developer.

<b>Project Security Phase</b>	<b>Security</b>
Municipal – Development/Improvement	125% Retained by Greenview
50% Project Completion	40% Refunded
100% Project Completion	60% Refunded
CCC Issuance (start of warranty period)	10% Refunded
FAC Issuance (end of warranty period)	15% Refunded

## SCHEDULE 'B'

### SUBDIVISION APPROVAL

**File No.:** S18-002  
**Legal Description:** W-33-70-24-W5  
**Approval Date:** March 13, 2018  
**Applicant:** 804183 ALBERTA LTD.

**DECISION: APPROVED, for the following reasons:**

1. Conforms to all statutory plan requirements;
2. No concerns expressed from adjacent landowners; and
3. Consistent with other subdivisions in the area.

**APPROVED SUBJECT TO THE FOLLOWING CONDITIONS:**

1. Provide Greenview with detailed Engineering Drawings and Specifications in accordance with Greenview's Development Guidelines and Design Standards.
2. Provide Greenview with a Technical/Design Brief for the project.
3. The applicant shall pay all taxes owing to Greenview, up to the year in which subdivision is to be registered, prior to the Greenview signing the final subdivision approval documents.
4. No less than a minimum of 6.0 metres and up to a maximum of approximately 60.0 metres of Environmental Reserve to be dedicated along the entire Sturgeon Lake frontage to limit removal of vegetation as identified in the tentative plan.
5. In accordance with Section 6.2.12 of the Sturgeon Lake Area Structure Plan (SLASP), the existing treed/vegetation buffer shall be left in its natural state a minimum width of 91.0 metre (300 feet) from the shoreline of Sturgeon Lake.
6. Pursuant to Section 666(1) of the Municipal Government Act, the applicant shall pay cash-in-lieu of Municipal Reserve in the amount of \$6,000.00, representing 10% of the market value of the area of 2.12 hectare (5.25 acre). The final calculation of the Municipal Reserve will be done upon receipt of the final Plan of Survey.
7. The applicant shall enter into a development agreement with Greenview for the provision of municipal services and road improvements. No site work is to commence until this agreement has been executed by the applicant.
8. No more than nine (9) lots to be established for residential purposes. In accordance with the assigned density of the Sturgeon Lake Area Structure Plan, thirty-six (36) recreational vehicle stalls must be removed prior to endorsement of the subdivision plan.
9. The applicant shall submit to Greenview (in digital), a plan of survey suitable for registration with the Alberta Land Titles Office. The size of the subdivided parcel(s) shall be as per the approved Tentative Plan.
10. Applicant must contact Greenview's Planning & Development Department prior to commencing construction.
11. Approved fencing/barrier to be installed between the Environmental Reserve and the existing trail/parking lot area.
12. Regulatory signage, a subdivision layout sign and rural addressing signage to be supplied by the municipality at the applicant's expense. All signage must be installed by the applicant at their cost.
13. A security deposit shall be taken if the applicant wishes to register the subdivision prior to installation of the signage.
14. No more than half of the existing natural vegetation should be cleared from any residential lot.
15. Provide Greenview with status of the Water License and DML100146 from Alberta Environment and Parks.

**NOTES:**

1. You may be located in the vicinity of an agricultural operation.

# Council Meeting Greenview Golf Resort Subdivision

MD of Greenview  
Presented by Velocity Group/Greenview Golf Resort  
Wayne Gour  
Chris Chiasson  
Earl Langenecker  
May 28, 2018

# Greenview Golf Resort

## Subdivision

### Project History

- Area Structure Plan Amendment – Summer 2017
- Initial Meeting to review subdivision process  
September 19, 2017
- New Development Guidelines and Municipal Servicing Standards – November 2017
- Subdivision application submitted –  
January 10 2018
- Subdivision approval w/ conditions granted –  
March 13, 2018
- Draft Servicing Agreement received March 23, 2018

# Greenview Golf Resort Subdivision

## Challenges with the project

The original project assumed a gravel roadway with a 12m asphalt approach off of the existing Road. Following the March 13, 2018 meeting with administration it was confirmed that a paved road will be a requirement of the subdivision conditions. This will add approximately \$200,000 to the project.

The draft servicing agreement lays out the security requirements for the project. Currently the required securities that would need to be in place prior to commencing work are 125% of the estimated project cost. To proceed with the project the Developer will need to have funds available to construct the subdivision of 100% plus have funds/security in place for an additional 125% for a total amount required of 225% of the overall project cost. (i.e. For a \$800,000 project the developer would need \$1,800,000)

(ASP) identifies maximum density for this area and defines

4 RV sites = 1 residential lot. In order to allow for the addition of 9 residential lots, 36 RV sites are required to be removed. The owner currently lives in a modular home that will need to be removed to ensure compliance with the required density. There is an issue as to timing as the owner plans on building a new home on one of the 9 residential lots, however will need a place to reside during the construction of the new home.

Timing on removing the 36 RV lots could cause a significant reduction in revenue for the Golf Resort. Staging the removal of the RV sites would assist in providing required income during the construction of the Subdivision.



# Greenview Golf Resort Subdivision

- Overall Plan





# REQUEST FOR DECISION

---

SUBJECT: **Bill Hanson Delegation**

SUBMISSION TO: REGULAR COUNCIL MEETING      REVIEWED AND APPROVED FOR SUBMISSION

MEETING DATE: May 28, 2018      CAO: MH      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 accept the presentation from Bill Hanson regarding misuse of municipal roads for information, as presented.**

---

BACKGROUND/PROPOSAL:

Reeve Gervais invited Mr. Bill Hanson to bring forth a delegation regarding the misuse of municipal roads and drainage. Mr. Hanson and associates are concerned over the overloads while road bans are on and the intentional draining of water from fields and ponds into the ditches.

---

BENEFITS OF THE RECOMMENDED ACTION:

1. The benefit of accepting the presentation is to confirm receipt of the Council update on the concerns brought forward of misuse of municipal roads and drainage.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

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

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to not accept the recommended motion for information.

---

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

There are no follow up actions to the recommended motion.

---

**ATTACHMENT(S):**

- None



# REQUEST FOR DECISION

---

**SUBJECT:** Southview and Kakwa Provincial Recreation Areas Lease Review

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

**MEETING DATE:** May 28, 2018      CAO: MH      MANAGER: SW

**DEPARTMENT:** RECREATION      GM: DM      PRESENTER: SW

**STRATEGIC PLAN:** Development

---

**RELEVANT LEGISLATION:**

**Provincial (cite) –** N/A

**Council Bylaw/Policy (cite) –** N/A

---

**RECOMMENDED ACTION:**

**MOTION: That Council accept the presentation of the Southview and Kakwa Provincial Recreation Areas review as presented, for information.**

---

**BACKGROUND/PROPOSAL:**

Greenview's Recreation Services Department currently manages 6 outdoor sites that are dispersed geographically from Valleyview to Grande Cache. An integral part of site management is regular review of not only site condition and amenities but also land securement. As a result, Administration was directed by Council to review the existing land securement on the Southview and Kakwa recreation sites.

Upon the review, Administration determined that identical leases were signed for each of these sites in 2010 between the Minister of Tourism, Parks and Recreation and Greenview. The term of the leases were for 3 years, expiring in 2012. Upon the expiry of the leases, a renewal was signed for a term of 10 years, ending in 2022.

In an effort to explore other potential securement avenues, Administration approached Alberta Environment and Parks (AENV) to determine if divestment of the areas from the park system, and subsequent purchase by Greenview was possible. AENV declined this; however, they did indicate that divestment of the areas into vacant crown land is possible and Greenview can then release the land through Alberta Environment rather than Parks. After reviewing this suggestion, Administration determined that no greater security would be achieved by doing this.

The outcome of this process is that Administration has determined that the Kakwa and Southview recreation areas have adequate land security at this time. Administration is recommending that Greenview continues with the agreements that are in place until they require renewal, at which time another review can take place.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting this presentation for information is it will provide an understanding of the current status of the land security for the Kakwa and Southview recreation areas.

---

DISADVANTAGES OF THE RECOMMENDED ACTION:

1. There are no perceived disadvantages of the recommended action.

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** N/A.

---

FINANCIAL IMPLICATION:

**Direct Costs:** There are no direct costs associated with this review.

**Ongoing / Future Costs:** At this time there are no predicted ongoing or future costs as a result of the review.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

There are no follow up actions at this time.

---

ATTACHMENT(S):

- PML100013 Kakwa Recreation Area Lease.
- PML100014 Southview Recreation Area Lease.

PML 100013

THIS AGREEMENT IS MADE AS OF THIS 19 DAY OF August, 2010

**BETWEEN:**

**HER MAJESTY THE QUEEN** in right of the Province of Alberta, as represented by  
the Minister of Tourism, Parks and Recreation

(herein referred to as the "Province")

and

Municipal District of Greenview No. 16

A Municipality as defined in the Municipal Government Act RSA 2000, c. M-26  
(hereinafter referred to as the "Lessee")

Lease to Operate and Maintain Kakwa River *Provincial Recreation Areas*

**LEASE**

**WHEREAS** the Province and the Lessee desire to enter into a Lease whereby the Lessee operates and maintains the land described as Kakwa River Provincial Recreation Areas (hereafter referred to as the "recreation areas"). Site Map is attached as Appendix "A" and the land description is as follows:

Kakwa River Provincial Recreation Area  
In unsurveyed Township 63, Range 4, West of the 6<sup>th</sup> Meridian  
All those portions of the northeast quarter of legal subdivision 12 and the east half of legal subdivision 13 of Section 4 which lie to the west of the westerly bank of the Kakwa River.

**WHEREAS** the Minister is the member of the Executive Council charged with the administration of the *Provincial Parks Act*.

**WHEREAS** the Minister has the authority under Section 1.1 of the *Provincial Parks (Dispositions) Regulation* (A.R. 241/77, as amended) to grant dispositions necessary to carry out the terms of an agreement entered into pursuant to the said Act.

**WHEREAS** the Province and the Lessee desire to enter into a lease agreement whereby the Lessee leases the aforesaid lands for the municipal operation of a recreation area;

**NOW THEREFORE** in consideration of their mutual promises the Province and the Lessee agree as follows:

**1. Grant of Lease, Term and Renewal**

- 1.1 Subject to the terms and conditions of this Agreement, and in consideration of the sum of one (1) dollar, and the covenants and conditions herein reserved and contained on the part of the Lessee to be paid, observed, performed and kept, the Province hereby leases to the Lessee the recreation area for a term of two (2) years and three (3) months commencing on July 26, 2010 and ending on October 30, 2012, (the "Term") unless this Agreement is terminated earlier as hereinafter provided.
- 1.2 If the Lessee wishes to renew this Lease on expiry of the Term, the Lessee shall submit a written application to the Province, at least 2 months in advance of the expiry date specified in Article 1.1.
- 1.3 Upon receipt from the Lessee of the application, referred to in Article 1.2 and subject to the Lessee's compliance with the terms and conditions of this Lease, which are a condition precedent to renewal, the Province may renew this Lease for a further term as then determined by the Province, commencing on the expiry date of this Lease, subject to the terms and conditions of this Lease or as otherwise agreed to by the Parties.
- 1.4 In the event that the Lessee fails to notify the Province of the Lessee's intention to either continue or withdraw from the Lease on or before the time specified in Article 1.1, this Lease shall expire on the last day of the term of the Lease specified in Article 1.1 unless terminated earlier as hereinafter provided.

**2. General Conditions**

- 2.1 The Lessee shall operate and maintain the recreation area for the benefit, use and enjoyment of the general public.
- 2.2 Unless the Province has otherwise agreed in writing, the Lessee shall ensure that the recreation area shall remain open and available to the general public from May 15<sup>th</sup> to September 15<sup>th</sup> each year or such longer period as the Lessee shall determine, except where temporary closures are required for construction or as a result of natural hazards, or other public safety concerns.
- 2.3 If the recreation area remains closed for a period exceeding 30 consecutive days between May 15<sup>th</sup> and September 15<sup>th</sup> without the consent of the Province, the Lessee shall be in default of the Lease.
- 2.4 The Lessee shall use reasonable efforts both to ensure that users of the recreation area do not enter areas of the recreation area that are, in the Lessee's opinion, unsafe due to existing or potential hazards and that users will be reasonably safe



in using the recreation area for the purposes for which they are invited or permitted to be there.

- 2.5** The Province's inventory of improvements and assets that are currently on site at the recreation area are listed in Appendix "B".
- 2.6** The Lessee shall be responsible for the fitness, maintenance, operation, preservation and safety of the land and improvements comprising the recreation area and for all maintenance, repair, renewal or replacement of the improvements and assets as required over the term of this Lease and shall promptly notify the Province in writing of any major defects in the land and improvements.
- 2.7** (a) The Lessee shall not complete any development, expansion, redevelopment or upgrading of facilities within the recreation area without the written approval of the Province. Development plans with environmental impact statement and reclamation plans along with the Lessee's proposed construction schedules must be submitted to the Province's representative for approval prior to any construction, upgrading or major rehabilitation of facilities or other infrastructure located on the Lands.
- (b) The Province may require that the Lessee enter into a separate development or redevelopment agreement with the Province for any expansion, redevelopment or replacement of facilities or other infrastructure or other substantial work on the Lands. The Province may specify specific conditions relating to the development or redevelopment in such an agreement.
- 2.8** The Lessee shall comply with all applicable provisions of:
- (a) Any Act of the Legislature of the Province of Alberta and of the Parliament of Canada now in force or enacted hereafter, and
- (b) Any regulations enforced from time to time under any of the Acts referred to in Article (a) above, and
- that expressly or by implication applies to the Lessee in respect of this Lease.
- 2.9** This is a net lease and the Lessee is responsible for all costs related to the operation, maintenance and development of the recreation area. The Lessee shall pay all taxes, rates, assessments, utilities and other charges in respect of the recreation area during the term of this Lease.
- 2.10** The Lessee shall provide information including the Lessee's intended operating plans for the recreation area and results upon the Province's request.
- 2.11** The Lessee shall not assign, sublet, encumber or make improvement or changes to the recreation area without first obtaining the written consent of the Province.

## PML 100013

- 2.12** The Province, its employees and agents, may enter the recreation area at any time without restriction in respect of this Lease.
- 2.13** The Province may grant further easements and rights of way through the recreation area as required, for utilities, drainage or similar purposes, provided that the granting of such easements shall not unreasonably interfere with the operations of the Lessee.
- 2.14** The Lessee is responsible for the safe state and operation of the recreation area and the Lessee acknowledges that it is the "prime contractor" as defined in the *Occupational Health and Safety Act*.

### 3. Termination

- 3.1** The Province may terminate this Lease by giving the Lessee 12 months notice in writing if, in the Province's opinion, all or part of the recreation area is required for another public purpose.
- 3.2** If the Lessee fails to carry out any of its commitments under this Lease, or if the Lessee is in default pursuant to Article 2.3 the Province may terminate the Lease for cause and restore the recreation area to a satisfactory condition at the expense of the Lessee and any expense paid by the Province shall constitute a debt due to the Province by the Lessee.
- 3.3** Upon termination or expiry of this Lease, the Lessee shall leave the recreation area in the same condition as existed at the date of this Lease, reasonable wear and tear excepted, except for improvements or changes that the Province has agreed in writing may remain and except for repairs due to accidental loss that are covered under the Province's insurance program.

### 4. Notice

- 4.1** Any notice given pursuant to this Lease shall be delivered to the address noted below or an address in Alberta substituted by written notice.

To the Province

Alberta Tourism, Parks and Recreation  
Grande Prairie Area Office  
Parks Division  
1<sup>st</sup> flr Provincial Building  
10320 99 Street  
Grande Prairie AB T8V 6J4

Attention: Regional Director

To the Lessee  
MD of Greenview No. 16  
Box 1079  
Valleyview AB T0H 3N0

Attention: Chief Administrative Officer

**5. Indemnification**

- 5.1 The Lessee agrees to indemnify and hold harmless the Province from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Lessee is legally responsible, including those arising out of negligence or wilful acts by the Lessee or the Lessee's employees or agents. This hold harmless provision shall survive this agreement.

**6. Insurance**

- 6.1 The Lessee shall at its own expense and without limiting its liabilities herein, maintain, as a minimum, the insurance referred to in Appendix "C". Such insurance shall be in accordance with the Alberta *Insurance Act*.
- 6.2 No representation or warranty of any kind is made by the Province as to the completeness or suitability of this insurance and the Lessee shall determine and satisfy itself that it has appropriate and sufficient coverage to satisfy its own risk and insurance requirements, in relation to the programs and services provided on the lands by the Lessee and to cover its obligations under this Lease.
- 6.3 The Province may in its absolute discretion from time to time review, revise, change, or require additional insurance coverage. The Parties may from time to time replace Appendix "C" to reflect the revised required insurance requirements.

**7. General Provisions**

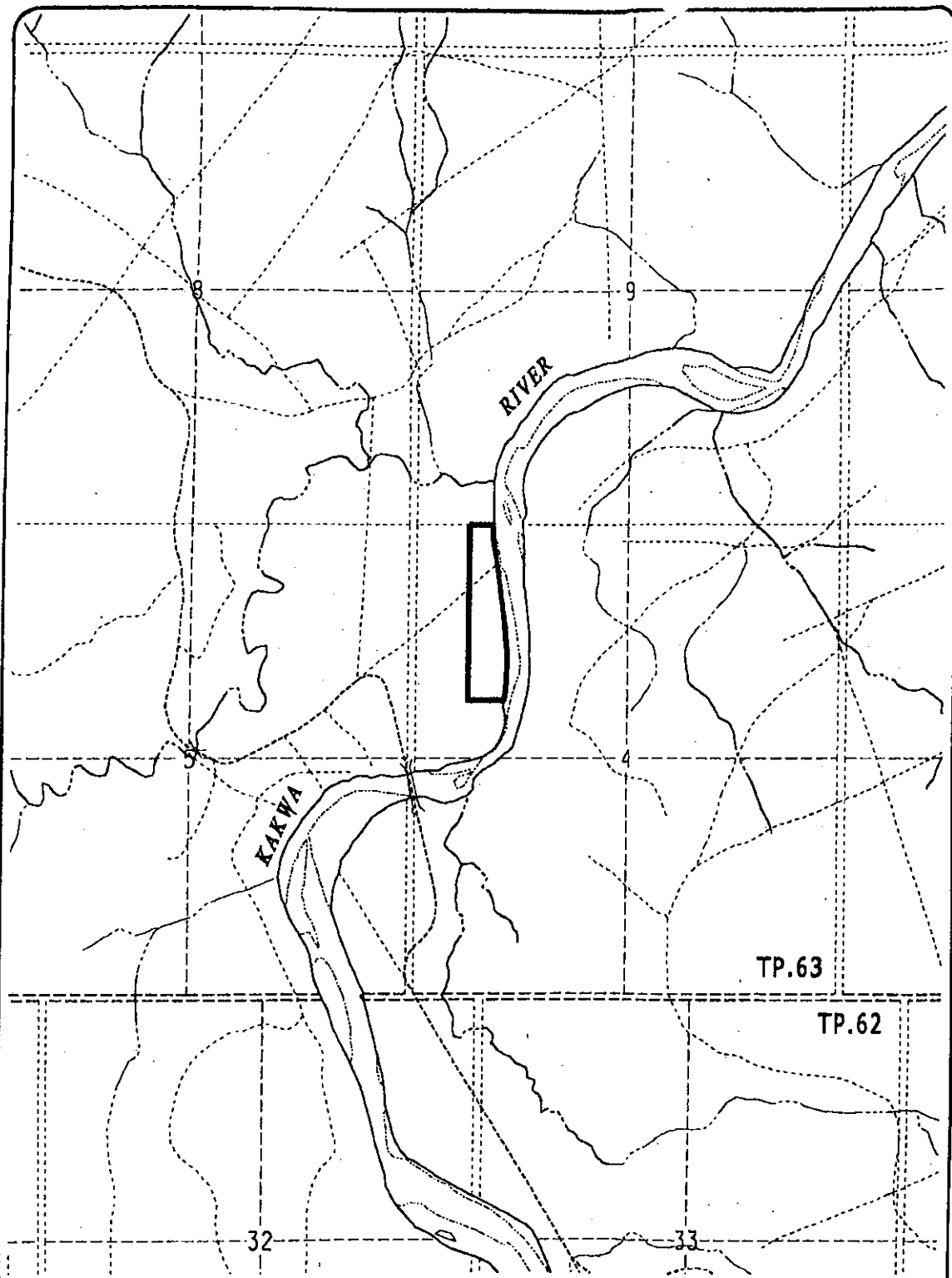
- 7.1 No implied terms or obligations of any kind on behalf of the Province shall arise from anything in this Lease or any improvements affected by the Lessee, and the express covenants and agreements in this Lease are the only covenants and agreements upon which any rights against the Province are to be founded.
- 7.2 This Lease shall inure to the benefit of and be binding upon the parties hereto, their respective successors and permitted assigns.
- 7.3 No waiver by the Province of any breach of this Lease is binding unless given in writing. No waiver of any breach of this Lease shall constitute a waiver of any other breach.
- 7.4 This Lease supercedes and replaces all previous agreements and any oral and written communications between the Lessee and the Province relating to the subject matter of this Lease.


- 7.5 The Lessee is not an agent, employee, joint venturer or partner of the Province and nothing in this Lease gives the Lessee any authority to bind the Province in any way.
- 7.6 Each Appendix is an integral part of this Lease. If there is any inconsistency between the Articles of this Lease and the Appendices, then the Articles shall govern.
- 7.7 If any part of this Lease is found to be unenforceable, that part shall be considered separate and severable and the other parts shall remain enforceable to the fullest extent permitted by law.
- 7.8 The Lessee hereby acknowledges that the *Freedom of Information and Protection of Privacy Act* applies to all information and records provided by the Lessee to the Province and to any information and records that are in the custody or under the control of the Province. The Lessee acknowledges that Part 2 of the *Freedom of Information and Protection of Privacy Act* applies to the Lessee during the currency of this Lease.

---

PML 100013

APPENDIX 'A' [see Site Map on following page]



Area	17.86 Ac. 7.23 Ho	DEPARTMENT OF ENVIRONMENT Parks and Protected Areas Division	Scale	1:20 000
D.C. Number	7/98		Date	NOV. 16, 1999
Graphic File	KAKWA RIVER	PLAN SHOWING <b>KAKWA RIVER</b> PROVINCIAL RECREATION AREA IN TOWNSHIP 63, RANGE 04 WEST OF THE SIXTH MERIDIAN	Drawn by	LAC
Remarks			RECREATION AREA BOUNDARY SHOWN THUS 	Digitized at: 1:20 000 83107ne Supplied by Resource Data Division, 1996

**Kakwa River Provincial Recreation Area**

**In unsurveyed Township 63, Range 4, West of the 6th Meridian:**

**All those portions of the northeast quarter of legal subdivision 12 and the east half of legal subdivision 13 of Section 4 which lie to the west of the westerly bank of the Kakwa River.**

## PML 100013

### APPENDIX 'B' [Complete Crown Asset Inventory on Site – buildings, wells, Fixtures and Furnishings, etc.]

- 1 Entrance Sign ( Wooden 4'x8')
- 1 Firewood Enclosure ( wood) 12'x 12')
- 1 Single Combo Toilet
- 1 Steel Garbage Container c/w 4 plastic cans
- 1 Hand Water pump
- 2 picnic tables c/w steel legs
- 5 Wooden picnic tables
- 7 steel fire pits
- 1 Steel Self Registration Box c/w steel top



PML 100013

APPENDIX 'C'

INSURANCE

The Lessee shall at its own expense and without limiting its liabilities:

- a) insure its operations under a contract of General Liability in an amount not less than \$2,000,000 per occurrence, insuring against bodily injury, personal injury and property damage including loss of use thereof. Such insurance shall include non-owned automobile liability, tenant's/occupier's legal liability and extend to include loss or damage to the Premises and/or Equipment in Appendix B in the care, custody and control of the Lessee, providing such damage arises from the Lessee's negligence.;
- b) maintain Automobile Liability Insurance on all vehicles owned, operated or licensed in the name of the Lessee in an amount not less than \$1,000,000;
- c) maintain "All Risks" property insurance on all property owned by the Lessee;
- d) ensure that the policy of insurance required in (a) and (c) above is endorsed to provide the Province with 30 day advance written notice of cancellation; and
- e) provide evidence satisfactory to the Province of all required insurance prior to the commencement of this Agreement and annually thereafter. On request the Lessee shall promptly provide the Province with a certified true copy of each policy.

IN WITNESS WHEREOF the Lessee and the Province have hereunto executed this Lease as of the date first above written.

[Signature]  
Witness

[Signature] District  
Team Leader  
Title  
Alberta Tourism, Parks and  
Recreation

Alfred Lindell  
Print

SCOTT BLAICE  
Print

Aug 19/2010  
Date

SIGNED AND DELIVERED in the  
Presence of:

Linda Walton  
Witness

[Signature]  
Lessee

LINDA WALTON  
Print

J. Squire, C.A.O.  
Print

JULY 23/10  
Date

**AFFIDAVIT VERIFYING CORPORATE SIGNING AUTHORITY**

Canada )  
Province of Alberta ) I, J. SQUIRE of the Town of Valleyview in  
) The Province of Alberta  
To Wit: ) MAKE OATH AND SAY:

1. I am an Officer of Municipal District of Greenview No. 16 named in the within instrument.
2. I am authorized by the corporation to execute the instrument without affixing a corporate seal.

SWORN before me at the TOWN  
of VALLEY VIEW, in the Province of  
Alberta, this 21 day of  
July, 2010

Leona Dixon

A Commissioner for Oaths in and  
for the Province of Alberta

LEONA JEAN DIXON  
MY COMMISSION EXPIRES  
FEBRUARY 17, 2013

J. Squire  
(Sign above and print name below)  
J. Squire, C.A.O.



**LOSS PAYABLE ENDORSEMENT**

**NO: 34**

**INSURED:** MD of Greenview

**CERTIFICATE NO:** M016

IT IS HEREBY UNDERSTOOD AND AGREED that the Loss, if any, shall be payable to:

Province of Alberta - Minister of Tourism, Parks and Recreation  
with respect to:

Park Property located at:  
Southview Provincial Recreation Area  
Insured Value \$5,000.00 &  
Kakwa River Provincial Recreation Area  
Insured Value \$10,000.00  
Deductible \$5,000.

**Effective:** August 11, 2010 **Expiry:** July 1, 2011

ALL OTHER TERMS AND CONDITIONS REMAIN UNCHANGED.

Attached to and forming part of Policy No. **RSLE 2204** of the Subscribing Insurance Companies.

**POLICY PERIOD:** July 1, 2010 to July 1, 2011

Dated at Edmonton, Alberta: Aug. 11, 2010

**AON REED STENHOUSE INC.**

**PER:** 



**Aon Reed Stenhouse Inc.**

Suite 900, 10025-102 A Avenue  
Edmonton, Alberta T5J 0Y2  
Tel. (780) 423-9801 Fax (780) 423-9876

# CERTIFICATE OF INSURANCE

MO16-1

**CERTIFICATE HOLDER**  
Province of Alberta, Parks and Recreation

**INSURED**  
M.D. of Greenview  
Box 1079  
Valleyview, AB  
T0H 3N0

**Confirmation of Insurance: with respect to August 2010 Lease Agreement to operate Kakwa River Provincial Recreation Areas and Southview Provincial Recreation Areas**

THIS IS TO CERTIFY THAT THE INSURANCE POLICIES LISTED BELOW HAVE BEEN ARRANGED FOR THE INSURED NAMED ABOVE. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS CONTAINED IN THE POLICIES. AGGREGATE LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

TYPE OF POLICY AND INSURER	POLICY NUMBER	EFFECTIVE DATE 12:01 AM (DD/MM/YY)	EXPIRATION DATE 12:01 AM (DD/MM/YY)	LIMITS OF LIABILITY	
GENERAL LIABILITY (1), (2)  Genesis Reciprocal / St. Paul Fire & Marine Insurance Company	GENESIS2010/ GSP2010	11/08/2010	01/11/2010	\$5,000,000	EACH OCCURRENCE  Including: Bodily Injury, Property Damage, Personal Injury, Cross Liability Clause
				\$1,000	PD Deductible

IF SO INDICATED ABOVE:

1. The Certificate Holder is added as an Additional Insured to the policy but only arising out of the Named Insured's operations. Policy limits are not increased by such additions.
2. The policy is endorsed to provide thirty (30) days prior written notice of cancellation of the policy to the Certificate Holder.

THIS CERTIFICATE OF INSURANCE IS ISSUED AT THE REQUEST AND FOR THE BENEFIT OF THE INSURED AND THE CERTIFICATE HOLDER. AON REED STENHOUSE INC. SHALL HAVE NO LIABILITY TO ANY OTHER PARTY WHO PLACES ANY RELIANCE HEREON.

*Aon Reed Stenhouse Inc.*  
*Insurance Brokers & Risk Consultants*

PER:

  
Michael MacMartin

DATE: August 18, 2010

0685/13

PML 100013

THIS AGREEMENT IS MADE AS OF THIS 19 DAY OF August, 2010

**BETWEEN:**

**HER MAJESTY THE QUEEN** in right of the Province of Alberta, as represented by the Minister of Tourism, Parks and Recreation

(herein referred to as the "Province")

and

Municipal District of Greenview No. 16

A Municipality as defined in the Municipal Government Act RSA 2000, c. M-26 (hereinafter referred to as the "Lessee")

Lease to Operate and Maintain Kakwa River *Provincial Recreation Areas*

**LEASE**

**WHEREAS** the Province and the Lessee desire to enter into a Lease whereby the Lessee operates and maintains the land described as Kakwa River Provincial Recreation Areas (hereafter referred to as the "recreation areas"). Site Map is attached as Appendix "A" and the land description is as follows:

Kakwa River Provincial Recreation Area  
In unsurveyed Township 63, Range 4, West of the 6<sup>th</sup> Meridian  
All those portions of the northeast quarter of legal subdivision 12 and the east half of legal subdivision 13 of Section 4 which lie to the west of the westerly bank of the Kakwa River.

**WHEREAS** the Minister is the member of the Executive Council charged with the administration of the *Provincial Parks Act*.

**WHEREAS** the Minister has the authority under Section 1.1 of the *Provincial Parks (Dispositions) Regulation* (A.R. 241/77, as amended) to grant dispositions necessary to carry out the terms of an agreement entered into pursuant to the said Act.

**WHEREAS** the Province and the Lessee desire to enter into a lease agreement whereby the Lessee leases the aforesaid lands for the municipal operation of a recreation area;

**NOW THEREFORE** in consideration of their mutual promises the Province and the Lessee agree as follows:

**1. Grant of Lease, Term and Renewal**

- 1.1 Subject to the terms and conditions of this Agreement, and in consideration of the sum of one (1) dollar, and the covenants and conditions herein reserved and contained on the part of the Lessee to be paid, observed, performed and kept, the Province hereby leases to the Lessee the recreation area for a term of two (2) years and three (3) months commencing on July 26, 2010 and ending on October 30, 2012, (the "Term") unless this Agreement is terminated earlier as hereinafter provided.
- 1.2 If the Lessee wishes to renew this Lease on expiry of the Term, the Lessee shall submit a written application to the Province, at least 2 months in advance of the expiry date specified in Article 1.1.
- 1.3 Upon receipt from the Lessee of the application, referred to in Article 1.2 and subject to the Lessee's compliance with the terms and conditions of this Lease, which are a condition precedent to renewal, the Province may renew this Lease for a further term as then determined by the Province, commencing on the expiry date of this Lease, subject to the terms and conditions of this Lease or as otherwise agreed to by the Parties.
- 1.4 In the event that the Lessee fails to notify the Province of the Lessee's intention to either continue or withdraw from the Lease on or before the time specified in Article 1.1, this Lease shall expire on the last day of the term of the Lease specified in Article 1.1 unless terminated earlier as hereinafter provided.

**2. General Conditions**

- 2.1 The Lessee shall operate and maintain the recreation area for the benefit, use and enjoyment of the general public.
- 2.2 Unless the Province has otherwise agreed in writing, the Lessee shall ensure that the recreation area shall remain open and available to the general public from May 15<sup>th</sup> to September 15<sup>th</sup> each year or such longer period as the Lessee shall determine, except where temporary closures are required for construction or as a result of natural hazards, or other public safety concerns.
- 2.3 If the recreation area remains closed for a period exceeding 30 consecutive days between May 15<sup>th</sup> and September 15<sup>th</sup> without the consent of the Province, the Lessee shall be in default of the Lease.
- 2.4 The Lessee shall use reasonable efforts both to ensure that users of the recreation area do not enter areas of the recreation area that are, in the Lessee's opinion, unsafe due to existing or potential hazards and that users will be reasonably safe

## PML 100013

in using the recreation area for the purposes for which they are invited or permitted to be there.

- 2.5** The Province's inventory of improvements and assets that are currently on site at the recreation area are listed in Appendix "B".
- 2.6** The Lessee shall be responsible for the fitness, maintenance, operation, preservation and safety of the land and improvements comprising the recreation area and for all maintenance, repair, renewal or replacement of the improvements and assets as required over the term of this Lease and shall promptly notify the Province in writing of any major defects in the land and improvements.
- 2.7** (a) The Lessee shall not complete any development, expansion, redevelopment or upgrading of facilities within the recreation area without the written approval of the Province. Development plans with environmental impact statement and reclamation plans along with the Lessee's proposed construction schedules must be submitted to the Province's representative for approval prior to any construction, upgrading or major rehabilitation of facilities or other infrastructure located on the Lands.
- (b) The Province may require that the Lessee enter into a separate development or redevelopment agreement with the Province for any expansion, redevelopment or replacement of facilities or other infrastructure or other substantial work on the Lands. The Province may specify specific conditions relating to the development or redevelopment in such an agreement.
- 2.8** The Lessee shall comply with all applicable provisions of:
- (a) Any Act of the Legislature of the Province of Alberta and of the Parliament of Canada now in force or enacted hereafter, and
- (b) Any regulations enforced from time to time under any of the Acts referred to in Article (a) above, and
- that expressly or by implication applies to the Lessee in respect of this Lease.
- 2.9** This is a net lease and the Lessee is responsible for all costs related to the operation, maintenance and development of the recreation area. The Lessee shall pay all taxes, rates, assessments, utilities and other charges in respect of the recreation area during the term of this Lease.
- 2.10** The Lessee shall provide information including the Lessee's intended operating plans for the recreation area and results upon the Province's request.
- 2.11** The Lessee shall not assign, sublet, encumber or make improvement or changes to the recreation area without first obtaining the written consent of the Province.



## PML 100013

- 2.12** The Province, its employees and agents, may enter the recreation area at any time without restriction in respect of this Lease.
- 2.13** The Province may grant further easements and rights of way through the recreation area as required, for utilities, drainage or similar purposes, provided that the granting of such easements shall not unreasonably interfere with the operations of the Lessee.
- 2.14** The Lessee is responsible for the safe state and operation of the recreation area and the Lessee acknowledges that it is the "prime contractor" as defined in the *Occupational Health and Safety Act*.

### **3. Termination**

- 3.1** The Province may terminate this Lease by giving the Lessee 12 months notice in writing if, in the Province's opinion, all or part of the recreation area is required for another public purpose.
- 3.2** If the Lessee fails to carry out any of its commitments under this Lease, or if the Lessee is in default pursuant to Article 2.3 the Province may terminate the Lease for cause and restore the recreation area to a satisfactory condition at the expense of the Lessee and any expense paid by the Province shall constitute a debt due to the Province by the Lessee.
- 3.3** Upon termination or expiry of this Lease, the Lessee shall leave the recreation area in the same condition as existed at the date of this Lease, reasonable wear and tear excepted, except for improvements or changes that the Province has agreed in writing may remain and except for repairs due to accidental loss that are covered under the Province's insurance program.

### **4. Notice**

- 4.1** Any notice given pursuant to this Lease shall be delivered to the address noted below or an address in Alberta substituted by written notice.

To the Province  
Alberta Tourism, Parks and Recreation  
Grande Prairie Area Office  
Parks Division  
1<sup>st</sup> flr Provincial Building  
10320 99 Street  
Grande Prairie AB T8V 6J4

Attention: Regional Director

To the Lessee  
MD of Greenview No. 16  
Box 1079  
Valleyview AB T0H 3N0

Attention: Chief Administrative Officer

**5. Indemnification**

- 5.1 The Lessee agrees to indemnify and hold harmless the Province from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Lessee is legally responsible, including those arising out of negligence or wilful acts by the Lessee or the Lessee's employees or agents. This hold harmless provision shall survive this agreement.

**6. Insurance**

- 6.1 The Lessee shall at its own expense and without limiting its liabilities herein, maintain, as a minimum, the insurance referred to in Appendix "C". Such insurance shall be in accordance with the Alberta *Insurance Act*.
- 6.2 No representation or warranty of any kind is made by the Province as to the completeness or suitability of this insurance and the Lessee shall determine and satisfy itself that it has appropriate and sufficient coverage to satisfy its own risk and insurance requirements, in relation to the programs and services provided on the lands by the Lessee and to cover its obligations under this Lease.
- 6.3 The Province may in its absolute discretion from time to time review, revise, change, or require additional insurance coverage. The Parties may from time to time replace Appendix "C" to reflect the revised required insurance requirements.

**7. General Provisions**

- 7.1 No implied terms or obligations of any kind on behalf of the Province shall arise from anything in this Lease or any improvements affected by the Lessee, and the express covenants and agreements in this Lease are the only covenants and agreements upon which any rights against the Province are to be founded.
- 7.2 This Lease shall inure to the benefit of and be binding upon the parties hereto, their respective successors and permitted assigns.
- 7.3 No waiver by the Province of any breach of this Lease is binding unless given in writing. No waiver of any breach of this Lease shall constitute a waiver of any other breach.
- 7.4 This Lease supercedes and replaces all previous agreements and any oral and written communications between the Lessee and the Province relating to the subject matter of this Lease.

PML 100013

- 7.5 The Lessee is not an agent, employee, joint venturer or partner of the Province and nothing in this Lease gives the Lessee any authority to bind the Province in any way.
- 7.6 Each Appendix is an integral part of this Lease. If there is any inconsistency between the Articles of this Lease and the Appendices, then the Articles shall govern.
- 7.7 If any part of this Lease is found to be unenforceable, that part shall be considered separate and severable and the other parts shall remain enforceable to the fullest extent permitted by law.
- 7.8 The Lessee hereby acknowledges that the *Freedom of Information and Protection of Privacy Act* applies to all information and records provided by the Lessee to the Province and to any information and records that are in the custody or under the control of the Province. The Lessee acknowledges that Part 2 of the *Freedom of Information and Protection of Privacy Act* applies to the Lessee during the currency of this Lease.

IN WITNESS WHEREOF the Lessee and the Province have hereunto executed this Lease as of the date first above written.

*Alfred Lindell*  
Witness

*DAVID* District  
Team Leader  
Title  
Alberta Tourism, Parks and  
Recreation

Alfred Lindell  
Print

SCOTT BLAKE  
Print

Aug 19/2010  
Date

SIGNED AND DELIVERED in the  
Presence of:

*Leona Dixon*  
Witness

*James J. Squire*  
Lessee

LEONA DIXON  
Print

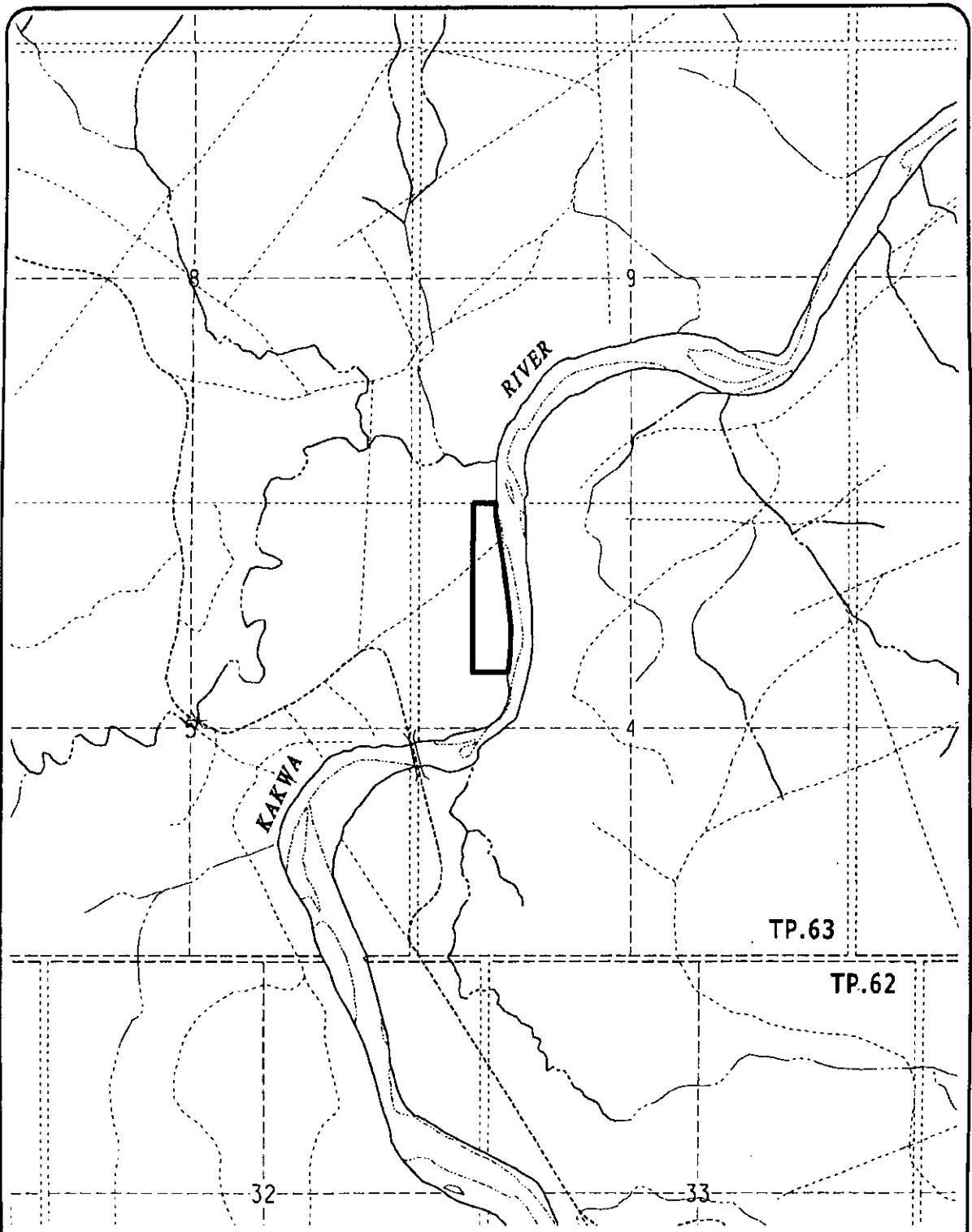
J. Squire, C.A.O.  
Print


JULY 21, 2010  
Date

---

PML 100013

APPENDIX 'A' [see Site Map on following page]



Area	17.86 Ac. 7.23 Ha	<b>DEPARTMENT OF ENVIRONMENT</b> <b>Parks and Protected Areas Division</b>	Scale	1:20 000
D.C. Number	7/98		PLAN SHOWING <b>KAKWA RIVER</b> <b>PROVINCIAL RECREATION AREA</b> IN TOWNSHIP 63, RANGE 04 WEST OF THE SIXTH MERIDIAN	Date
Graphic File	KAKWA RIVER		Drawn by	LAC
Remarks	RECREATION AREA BOUNDARY SHOWN THUS 		Digital data: 1:20 000 83107ne Supplied by Resource Data Division, 1996 NAD 27	

**Kakwa River Provincial Recreation Area**

**In unsurveyed Township 63, Range 4, West of the 6th Meridian:**

**All those portions of the northeast quarter of legal subdivision 12 and the east half of legal subdivision 13 of Section 4 which lie to the west of the westerly bank of the Kakwa River.**

## PML 100013

APPENDIX 'B' [Complete Crown Asset Inventory on Site – buildings, wells, Fixtures and Furnishings, etc.]

- 1 Entrance Sign ( Wooden 4'x8')
- 1 Firewood Enclosure ( wood) 12'x 12')
- 1 Single Combo Toilet
- 1 Steel Garbage Container c/w 4 plastic cans
- 1 Hand Water pump
- 2 picnic tables c/w steel legs
- 5 Wooden picnic tables
- 7 steel fire pits
- 1 Steel Self Registration Box c/w steel top



## PML 100013

### APPENDIX 'C'

#### INSURANCE

The Lessee shall at its own expense and without limiting its liabilities:

- a) insure its operations under a contract of General Liability in an amount not less than \$2,000,000 per occurrence, insuring against bodily injury, personal injury and property damage including loss of use thereof. Such insurance shall include non-owned automobile liability, tenant's/occupier's legal liability and extend to include loss or damage to the Premises and/or Equipment in Appendix B in the care, custody and control of the Lessee, providing such damage arises from the Lessee's negligence.;
- b) maintain Automobile Liability Insurance on all vehicles owned, operated or licensed in the name of the Lessee in an amount not less than \$1,000,000;
- c) maintain "All Risks" property insurance on all property owned by the Lessee;
- d) ensure that the policy of insurance required in (a) and (c) above is endorsed to provide the Province with 30 day advance written notice of cancellation; and
- e) provide evidence satisfactory to the Province of all required insurance prior to the commencement of this Agreement and annually thereafter. On request the Lessee shall promptly provide the Province with a certified true copy of each policy.

AMENDING AGREEMENT made this 23 day of November 2012.

BETWEEN:

HER MAJESTY THE QUEEN in Right of the  
Province of Alberta as represented by  
the Minister of Tourism, Parks and Recreation  
(hereinafter referred to as the "Province")

and

Municipal District of Greenview No. 16  
(hereinafter referred to as the "Lessee")

WHEREAS by agreement in writing dated August 19, 2010 (hereinafter called the "Lease") the Lessee agreed to operate and maintain the Kakwa River Provincial Recreation Areas; and

WHEREAS the Parties wish to renew the Lease as provided hereinafter;

NOW THEREFORE in consideration of the mutual covenants herein contained, the Parties agree to amend the Lease as follows:

1. Article 1 (Grant of Lease, Term and Renewal), Paragraph 1.1 (the Term) is hereby rescinded and replaced with the following:

"Subject to the terms and conditions of this Agreement, and in consideration of the sum of one (1) dollar, and the covenants and conditions herein reserved and contained on the part of the Lessee to be paid, observed, performed and kept, the Province hereby leases to the Lessee the Recreation Area for a term of ten (10) years commencing on October 31, 2012 and ending on October 30, 2022, (the 'Term') unless this Agreement is terminated earlier as hereinafter provided.

2. Except as amended herein this Agreement shall continue in full force and effect with only such changes as may be necessary to give effect to this amendment.

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

Signed on behalf of the Province by an authorized representative of the Minister of Tourism, Parks and Recreation:

Sandra Hogg  
Witness Signature

Calvin Wood  
Signature of Representative

Sandra HOGG  
Witness - Print Name

Calvin Wood, Director  
Print Name and Position

Nov 23, 2012  
Date

SIGNED by a duly authorized signatory of

Jessie Mae  
Witness Signature

Teresa Maria  
Witness - Print Name

November 22, 2012  
Date

M.D. of Greenwood  
Print Name of Corporation

Douglas E. Cavies  
Authorized Signatory

DOUGLAS E. CAVIES CAO  
Print Name and Position

**AFFIDAVIT VERIFYING CORPORATE SIGNING AUTHORITY**

Canada )  
Province of Alberta ) I, Douglas E. Cavers of the Town of Valleyview in  
To Wit: ) The Province of Alberta  
) MAKE OATH AND SAY:

- 1. I am an Officer/Director of Municipal District of Greenview # 16 named in the within instrument.
  
- 2. I am authorized by the corporation to execute the instrument without affixing a corporate seal.

SWORN before me at the Town )  
of Valleyview, in the Province of )  
Alberta, this 22 day of )  
November, 2012 )  
)  
Teresa Lynn Marin )  
A Commissioner for Oaths in and )  
for the Province of Alberta )

Douglas E. Cavers  
(Sign above and print name below)  
DOUGLAS E. CAVERS CAO

**TERESA LYNN MARIN**  
Commissioner for Oaths  
in and for the Province of Alberta  
My appointment Expires April 03, 2015

AMENDING AGREEMENT made this 23 day of November 2012.

BETWEEN:

HER MAJESTY THE QUEEN in Right of the  
Province of Alberta as represented by  
the Minister of Tourism, Parks and Recreation  
(hereinafter referred to as the "Province")

and

Municipal District of Greenview No. 16  
(hereinafter referred to as the "Lessee")

WHEREAS by agreement in writing dated August 19, 2010 (hereinafter called the "Lease") the Lessee agreed to operate and maintain the Southview Provincial Recreation Areas; and

WHEREAS the Parties wish to renew the Lease as provided hereinafter;

NOW THEREFORE in consideration of the mutual covenants herein contained, the Parties agree to amend the Lease as follows:

1. Article 1 (Grant of Lease, Term and Renewal), Paragraph 1.1 (the Term) is hereby rescinded and replaced with the following:

"Subject to the terms and conditions of this Agreement, and in consideration of the sum of one (1) dollar, and the covenants and conditions herein reserved and contained on the part of the Lessee to be paid, observed, performed and kept, the Province hereby leases to the Lessee the Recreation Area for a term of ten (10) years commencing on October 31, 2012 and ending on October 30, 2022, (the 'Term') unless this Agreement is terminated earlier as hereinafter provided.

2. Except as amended herein this Agreement shall continue in full force and effect with only such changes as may be necessary to give effect to this amendment.

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

Signed on behalf of the Province by an authorized representative of the Minister of Tourism, Parks and Recreation:

Sandra Hogg  
Witness Signature

Calvin McLeod  
Signature of Representative

Sandra Hogg  
Witness - Print Name

Calvin McLeod, Director  
Print Name and Position

Nov 23, 2012  
Date

SIGNED by a duly authorized signatory of

Teresa Maria  
Witness Signature

Teresa Maria  
Witness - Print Name

November 23, 2012  
Date

M D OF GREENVIEW  
Print Name of Corporation

Douglas E. Cavers  
Authorized Signatory

DOUGLAS E. CAVERS CAO  
Print Name and Position

**AFFIDAVIT VERIFYING CORPORATE SIGNING AUTHORITY**

Canada )  
 Province of Alberta ) I, Douglas E. Cavers of the Town of Valleyview in  
 ) The Province of Alberta  
 To Wit: ) MAKE OATH AND SAY:

1. I am an Officer/Director of Muncipal District of Greenview # 16 named in the within instrument.
  
2. I am authorized by the corporation to execute the instrument without affixing a corporate seal.

SWORN before me at the Town )  
 of Valleyview, in the Province of )  
 Alberta, this 22 day of )  
November, 2012 )

Douglas E. Cavers  
 (Sign above and print name below)  
 DOUGLAS E. CAVERS CAO

Teresa Lynn Marin )  
 A Commissioner for Oaths in and )  
 for the Province of Alberta )

**TERESA LYNN MARIN**  
 Commissioner for Oaths  
 in and for the Province of Alberta  
 My appointment Expires April 03, 2015.

PML 100014

THIS AGREEMENT IS MADE AS OF THIS 19 DAY OF August, 2010

BETWEEN:

**HER MAJESTY THE QUEEN** in right of the Province of Alberta, as represented by  
the Minister of Tourism, Parks and Recreation

(herein referred to as the "Province")

and

Municipal District of Greenview No. 16

A Municipality as defined in the Municipal Government Act RSA 2000, c. M-26  
(hereinafter referred to as the "Lessee")

Lease to Operate and Maintain *Southview Provincial Recreation Areas*

### LEASE

**WHEREAS** the Province and the Lessee desire to enter into a Lease whereby the Lessee operates and maintains the land described as Southview Provincial Recreation Areas (hereafter referred to as the "recreation areas"). Site Map is attached as Appendix "A" and the land description is as follows:

#### Southview Provincial Recreation Area

In unsurveyed Township 60, Range 5, West of the 6<sup>th</sup> Meridian  
The north half of the northeast quarter of legal subdivision 2 of Section 16; all that portion of the southeast quarter of legal subdivision 7 of Section 16 which lies to the south and east of the southeasterly limit of Highway No. 40.

**WHEREAS** the Minister is the member of the Executive Council charged with the administration of the *Provincial Parks Act*.

**WHEREAS** the Minister has the authority under Section 1.1 of the *Provincial Parks (Dispositions) Regulation* (A.R. 241/77, as amended) to grant dispositions necessary to carry out the terms of an agreement entered into pursuant to the said Act.

**WHEREAS** the Province and the Lessee desire to enter into a lease agreement whereby the Lessee leases the aforesaid lands for the municipal operation of a recreation area;

**NOW THEREFORE** in consideration of their mutual promises the Province and the Lessee agree as follows:



**1. Grant of Lease, Term and Renewal**

- 1.1 Subject to the terms and conditions of this Agreement, and in consideration of the sum of one (1) dollar, and the covenants and conditions herein reserved and contained on the part of the Lessee to be paid, observed, performed and kept, the Province hereby leases to the Lessee the recreation area for a term of two (2) years and three (3) months commencing on July 26, 2010 and ending on October 30, 2012, (the "Term") unless this Agreement is terminated earlier as hereinafter provided.
- 1.2 If the Lessee wishes to renew this Lease on expiry of the Term, the Lessee shall submit a written application to the Province, at least 2 months in advance of the expiry date specified in Article 1.1.
- 1.3 Upon receipt from the Lessee of the application, referred to in Article 1.2 and subject to the Lessee's compliance with the terms and conditions of this Lease, which are a condition precedent to renewal, the Province may renew this Lease for a further term as then determined by the Province, commencing on the expiry date of this Lease, subject to the terms and conditions of this Lease or as otherwise agreed to by the Parties.
- 1.4 In the event that the Lessee fails to notify the Province of the Lessee's intention to either continue or withdraw from the Lease on or before the time specified in Article 1.1, this Lease shall expire on the last day of the term of the Lease specified in Article 1.1 unless terminated earlier as hereinafter provided.

**2. General Conditions**

- 2.1 The Lessee shall operate and maintain the recreation area for the benefit, use and enjoyment of the general public.
- 2.2 Unless the Province has otherwise agreed in writing, the Lessee shall ensure that the recreation area shall remain open and available to the general public from May 15<sup>th</sup> to September 15<sup>th</sup> each year or such longer period as the Lessee shall determine, except where temporary closures are required for construction or as a result of natural hazards, or other public safety concerns.
- 2.3 If the recreation area remains closed for a period exceeding 30 consecutive days between May 15<sup>th</sup> and September 15<sup>th</sup> without the consent of the Province, the Lessee shall be in default of the Lease.
- 2.4 The Lessee shall use reasonable efforts both to ensure that users of the recreation area do not enter areas of the recreation area that are, in the Lessee's opinion, unsafe due to existing or potential hazards and that users will be reasonably safe in using the recreation area for the purposes for which they are invited or permitted to be there.

PML 100014

- 2.5 The Province's inventory of improvements and assets that are currently on site at the recreation area are listed in Appendix "B".
- 2.6 The Lessee shall be responsible for the fitness, maintenance, operation, preservation and safety of the land and improvements comprising the recreation area and for all maintenance, repair, renewal or replacement of the improvements and assets as required over the term of this Lease and shall promptly notify the Province in writing of any major defects in the land and improvements.
- 2.7 (a) The Lessee shall not complete any development, expansion, redevelopment or upgrading of facilities within the recreation area without the written approval of the Province. Development plans with environmental impact statement and reclamation plans along with the Lessee's proposed construction schedules must be submitted to the Province's representative for approval prior to any construction, upgrading or major rehabilitation of facilities or other infrastructure located on the Lands.
- (b) The Province may require that the Lessee enter into a separate development or redevelopment agreement with the Province for any expansion, redevelopment or replacement of facilities or other infrastructure or other substantial work on the Lands. The Province may specify specific conditions relating to the development or redevelopment in such an agreement.
- 2.8 The Lessee shall comply with all applicable provisions of:
- (a) Any Act of the Legislature of the Province of Alberta and of the Parliament of Canada now in force or enacted hereafter, and
- (b) Any regulations enforced from time to time under any of the Acts referred to in Article (a) above, and
- that expressly or by implication applies to the Lessee in respect of this Lease.
- 2.9 This is a net lease and the Lessee is responsible for all costs related to the operation, maintenance and development of the recreation area. The Lessee shall pay all taxes, rates, assessments, utilities and other charges in respect of the recreation area during the term of this Lease.
- 2.10 The Lessee shall provide information including the Lessee's intended operating plans for the recreation area and results upon the Province's request.
- 2.11 The Lessee shall not assign, sublet, encumber or make improvement or changes to the recreation area without first obtaining the written consent of the Province.
- 2.12 The Province, its employees and agents, may enter the recreation area at any time without restriction in respect of this Lease.

- 2.13 The Province may grant further easements and rights of way through the recreation area as required, for utilities, drainage or similar purposes, provided that the granting of such easements shall not unreasonably interfere with the operations of the Lessee.
- 2.14 The Lessee is responsible for the safe state and operation of the recreation area and the Lessee acknowledges that it is the "prime contractor" as defined in the *Occupational Health and Safety Act*.

### 3. Termination

- 3.1 The Province may terminate this Lease by giving the Lessee 12 months notice in writing if, in the Province's opinion, all or part of the recreation area is required for another public purpose.
- 3.2 If the Lessee fails to carry out any of its commitments under this Lease, or if the Lessee is in default pursuant to Article 2.3 the Province may terminate the Lease for cause and restore the recreation area to a satisfactory condition at the expense of the Lessee and any expense paid by the Province shall constitute a debt due to the Province by the Lessee.
- 3.3 Upon termination or expiry of this Lease, the Lessee shall leave the recreation area in the same condition as existed at the date of this Lease, reasonable wear and tear excepted, except for improvements or changes that the Province has agreed in writing may remain and except for repairs due to accidental loss that are covered under the Province's insurance program.

### 4. Notice

- 4.1 Any notice given pursuant to this Lease shall be delivered to the address noted below or an address in Alberta substituted by written notice.

To the Province  
Alberta Tourism, Parks and Recreation  
Grande Prairie Area Office  
Parks Division  
1<sup>st</sup> flr Provincial Building  
10320 99 Street  
Grande Prairie AB T8V 6J4

Attention: Regional Director

To the Lessee  
MD of Greenview No. 16  
Box 1079  
Valleyview AB T0H 3N0

Attention: Chief Administrative Officer

**5. Indemnification**

- 5.1 The Lessee agrees to indemnify and hold harmless the Province from any and all third party claims, demands, actions or costs (including legal costs on a solicitor-client basis) for which the Lessee is legally responsible, including those arising out of negligence or wilful acts by the Lessee or the Lessee's employees or agents. This hold harmless provision shall survive this agreement.

**6. Insurance**

- 6.1 The Lessee shall at its own expense and without limiting its liabilities herein, maintain, as a minimum, the insurance referred to in Appendix "C". Such insurance shall be in accordance with the Alberta *Insurance Act*.
- 6.2 No representation or warranty of any kind is made by the Province as to the completeness or suitability of this insurance and the Lessee shall determine and satisfy itself that it has appropriate and sufficient coverage to satisfy its own risk and insurance requirements, in relation to the programs and services provided on the lands by the Lessee and to cover its obligations under this Lease.
- 6.3 The Province may in its absolute discretion from time to time review, revise, change, or require additional insurance coverage. The Parties may from time to time replace Appendix "C" to reflect the revised required insurance requirements.

**7. General Provisions**

- 7.1 No implied terms or obligations of any kind on behalf of the Province shall arise from anything in this Lease or any improvements affected by the Lessee, and the express covenants and agreements in this Lease are the only covenants and agreements upon which any rights against the Province are to be founded.
- 7.2 This Lease shall inure to the benefit of and be binding upon the parties hereto, their respective successors and permitted assigns.
- 7.3 No waiver by the Province of any breach of this Lease is binding unless given in writing. No waiver of any breach of this Lease shall constitute a waiver of any other breach.

PML 100014

- 7.4 This Lease supercedes and replaces all previous agreements and any oral and written communications between the Lessee and the Province relating to the subject matter of this Lease.
- 7.5 The Lessee is not an agent, employee, joint venturer or partner of the Province and nothing in this Lease gives the Lessee any authority to bind the Province in any way.
- 7.6 Each Appendix is an integral part of this Lease. If there is any inconsistency between the Articles of this Lease and the Appendices, then the Articles shall govern.
- 7.7 If any part of this Lease is found to be unenforceable, that part shall be considered separate and severable and the other parts shall remain enforceable to the fullest extent permitted by law.
- 7.8 The Lessee hereby acknowledges that the *Freedom of Information and Protection of Privacy Act* applies to all information and records provided by the Lessee to the Province and to any information and records that are in the custody or under the control of the Province. The Lessee acknowledges that Part 2 of the *Freedom of Information and Protection of Privacy Act* applies to the Lessee during the currency of this Lease.

IN WITNESS WHEREOF the Lessee and the Province have hereunto executed this Lease as of the date first above written.

[Signature]  
Witness

[Signature] District Team Leader  
Title  
Alberta Tourism, Parks and Recreation

Alfred Lindl  
Print

SCOTT BLAKE  
Print

Aug 19/2010  
Date

SIGNED AND DELIVERED in the Presence of:

Linda Walton  
Witness

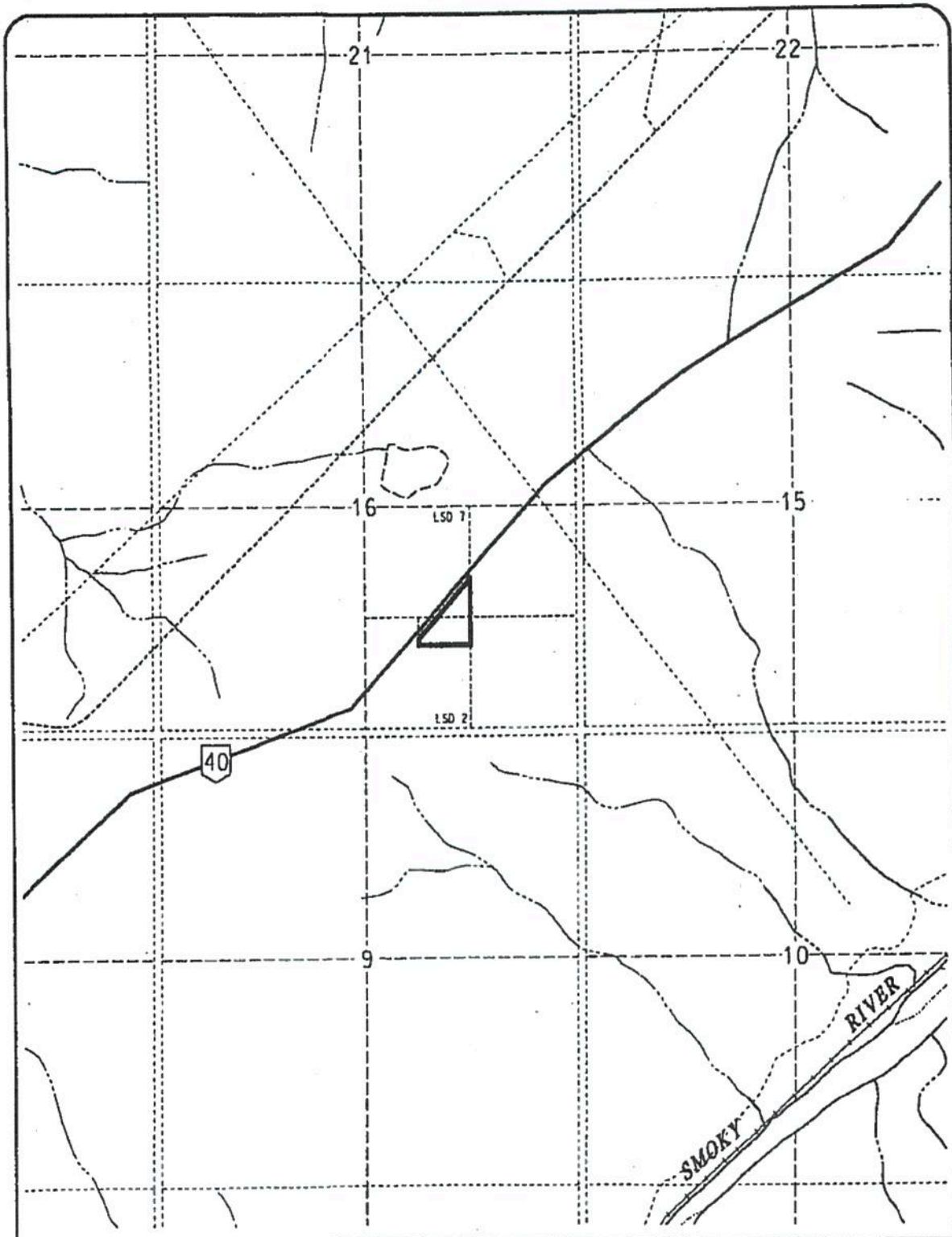
[Signature]  
Lessee  
J. Squire, C.A.O.  
Print


LINDA WALTON  
Print

July 23/10  
Date

PML 100014

APPENDIX 'A' [see Site Map on following page]



Area	6.42 Ac. 2.60 Ha	DEPARTMENT OF ENVIRONMENT Parks and Protected Areas Division	Scale	1:20 000
D.C. Number	7/98		Date	NOV. 15, 1999
Graphic File	SOUTHVIEW	PLAN SHOWING <b>SOUTHVIEW</b> PROVINCIAL RECREATION AREA IN TOWNSHIP 60, RANGE 05 WEST OF THE SIXTH MERIDIAN	Drawn by	LAC
Remarks	RECREATION AREA BOUNDARY SHOWN THUS 		Digital data: 1:20 000 83102ne Supplied by Resource Data Division, 1998	NAD 27



APPENDIX 'C'

INSURANCE

The Lessee shall at its own expense and without limiting its liabilities:

- a) insure its operations under a contract of General Liability in an amount not less than \$2,000,000 per occurrence, insuring against bodily injury, personal injury and property damage including loss of use thereof. Such insurance shall include non-owned automobile liability, tenant's/occupier's legal liability and extend to include loss or damage to the Premises and/or Equipment in Appendix B in the care, custody and control of the Lessee, providing such damage arises from the Lessee's negligence.;
- b) maintain Automobile Liability Insurance on all vehicles owned, operated or licensed in the name of the Lessee in an amount not less than \$1,000,000;
- c) maintain "All Risks" property insurance on all property owned by the Lessee;
- d) ensure that the policy of insurance required in (a) and (c) above is endorsed to provide the Province with 30 day advance written notice of cancellation; and
- e) provide evidence satisfactory to the Province of all required insurance prior to the commencement of this Agreement and annually thereafter. On request the Lessee shall promptly provide the Province with a certified true copy of each policy.

**AFFIDAVIT VERIFYING CORPORATE SIGNING AUTHORITY**

Canada )  
Province of Alberta ) I, JAMES H SQUIRE of the Town of Valleyview in  
To Wit: ) The Province of Alberta  
) MAKE OATH AND SAY:

1. I am an Officer of Municipal District of Greenview No. 16 named in the within instrument.
2. I am authorized by the corporation to execute the instrument without affixing a corporate seal.

SWORN before me at the TOWN  
of VALLEY VIEW, in the Province of  
Alberta, this 21 day of  
July, 2010

Reona Singh  
A Commissioner for Oaths in and  
for the Province of Alberta

James H Squire  
(Sign above and print name below)  
J Squire, C.A.O.



# REQUEST FOR DECISION

---

**SUBJECT: Valleyview Intermunicipal Development Plan – Proposal Selection**  
**SUBMISSION TO: REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION**  
**MEETING DATE: May 28, 2018 CAO: MH MANAGER: SAR**  
**DEPARTMENT: PLANNING & DEVELOPMENT GM: GG PRESENTER: SAR**  
**STRATEGIC PLAN: Development**

---

## RELEVANT LEGISLATION:

**Provincial** (cite) – Municipal Government Act, RSA 2000, c M s

**Council Bylaw/Policy** (cite) – Valleyview Intermunicipal Development Plan Bylaw 09-587

---

## RECOMMENDED ACTION:

**MOTION: That Council approve V3 Companies of Canada Ltd to undertake the Valleyview Intermunicipal Development Plan Review as outlined in the Valleyview Intermunicipal Development Plan – Terms of Reference.**

---

## BACKGROUND/PROPOSAL:

The Valleyview Intermunicipal Development Plan (IDP) Request for Proposals closed on May 4, 2018 and three (3) completed proposal packages were received from V3 Companies of Canada Ltd, Urban Systems and ParioPlan Inc. After reviewing the packages and conducting the evaluation, the Town of Valleyview's Administration along with Greenview's Planning and Development Department determined the proposal submitted by V3 Companies of Canada Ltd (V3) was the most suitable for the plan in the creation of a new Valleyview IDP. It was felt that V3's proposal would best meet the needs of both municipalities through the use of meaningful public engagement and the inclusion of planning, public engagement and economic development professionals.

The two municipal planning teams were impressed with the experience of key individuals leading the project, as well as the overall quality of V3's proposal. The active involvement of the Director of Planning at V3 Companies of Canada Ltd, as well as planners with experience in local government will be favourable to the success of the review. The firm has a strong record of producing municipal planning documents of the highest quality as evidenced by their previous projects and recommendation letters from the County of Grande Prairie and Sturgeon County. Administration is confident V3 Companies of Canada Ltd is the firm with which efficiency and value will be best obtained in updating the Valleyview IDP. Their proposal allows the municipalities to jointly plan and manage the development and use of local and regional land, as well as assess economic development and growth opportunities.

V3 Companies of Canada Ltd has estimated the total cost for IDP review and update at \$128,780 (excluding taxes) which is slightly over the budget amount by \$8,780. Attached for Council's consideration is the review process and matrix.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council approving Administration's selection is that it will allow the municipalities to begin review of the Valleyview IDP, ensuring development in the area is being guided by up-to-date land use and development policies.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. The disadvantage of Council approving Administration's selection is that the municipalities will be eschewing less expensive alternatives but doing so in order to obtain higher qualities services and end product.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to direct administration to re-evaluate the proposals that have been received.

**Alternative #2:** Council has the alternative to direct administration to resubmit the Valleyview IDP – Request for Proposals

**Alternative #3:** Council has the alternative to direct administration to draft a new Valleyview IDP – Request for Proposals.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** Planning and Development Budget for the 2018-2019 Valleyview Intermunicipal Development Plan review with a funding amount of \$60,000.00 for our portion of the 50/50 split.

**Ongoing / Future Costs:** Statutory Planning documents are reviewed regularly with anticipation to review again within 10 years.

---

**STAFFING IMPLICATION:**

Staff functions associated with the recommended motion are part of Staff's normal anticipated duties.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

FOLLOW UP ACTIONS:

Administration will continue with the Plan review process, including IAP2 public consultation, citizen panel meetings, joint Council meetings and public hearing process prior to the final Bylaw adoption.

---

ATTACHMENT(S):

- Valleyview IDP RFP Evaluation Results

## Valleyview Intermunicipal Development Plan – Evaluation Results

As stated in the Request for Proposal, at a minimum, the proposals were evaluated based on the inclusion of the following submissions:

- a) Proposed methods for working on a project;
- b) Knowledge and skills the consultant can offer this project;
- c) Electronic capability of finalizing the project including graphic design or alternatives;
- d) Provision of the proponent(s) resumes including:
  - i. Background and training, and
  - ii. Years of experience.
- e) Provision of corporate references from previous work, preferably in work similar to the work described.

Proposals were evaluated based on the following criteria:

RATED CRITERIA	POINTS	POINT WEIGHT	MAXIMUM POINTS
Project Team Experience	0 to 10	x 2	20
Understanding of Project	0 to 10	x 3	30
Methodology	0 to 10	x 2	20
Project Schedule	0 to 10	x 1	10
Price	0 to 10	x 2	20
<b>TOTAL</b>	-	-	<b>100</b>

The following companies submitted proposals:

Consultant Name	Project Team Experience	Understanding of Project	Methodology	Project Schedule	Price	Total
ParioPlan	16	18	14	8	10	66
V3	20	24	18	8	2	72
Urban Systems	16	15	12	8	20	71

A score of **0** points means the consultant did not complete the proposal requirement or they did not understand the requirement to correctly fulfill it.

A score of **5** points means the consultant has come close to completing the requirement; however, the information provided suggests there are more efficient methods to complete the requirement.

A score of **10** points means the consultant completed the requirement and exceeded requirement expectations.

Points ranging between the above-defined point values will be at the discretion of the evaluator and the information provided within the proposal.

Assignment of points for **price** will be determined by the number of proposals received and ranked the lowest price (10 points) to highest price (1 point).

All other proposals will be ranked within a decimal range of 2 to 9 points as determined by the number of proposals received.

An interview process may be conducted by Greenview with two or more consultants, prior to awarding the contract, should proposals be ranked within 5 points of each other.

**Note:** Two companies were very close in the overall evaluation for different reasons, one being evaluated due to higher price and the other being the quote did not identify the actual price for all the required work.



# REQUEST FOR DECISION

---

**SUBJECT: 2018 1<sup>st</sup> Quarter Financial 'Actual compared to Budget' Report**  
**SUBMISSION TO: REGULAR COUNCIL MEETING**                      **REVIEWED AND APPROVED FOR SUBMISSION**  
**MEETING DATE: May 28, 2018**                                      **CAO: MH**                                      **MANAGER: DD**  
**DEPARTMENT: CORPORATE SERVICES**                              **GM: RO**                                      **PRESENTER: BD**  
**STRATEGIC PLAN: Level of Service**

---

**RELEVANT LEGISLATION:**

**Provincial** (cite) – Section 2018 (1) (9k)

**Council Bylaw/Policy** (cite) – Bylaw No. 07-548 – Section 4 (4.3) (g)

---

**RECOMMENDED ACTION:**

**MOTION: That Council accept the 2018 First Quarter Financial 'Actual compared to Budget' Report as Information.**

---

**BACKGROUND/PROPOSAL:**

Operationally, the overall revenues for the first quarter are at approximately 3% of the projected budget. The revenue consists mostly of Oil Well Drilling Tax, Lagoon Tipping Fees and the Non-Refundable Road Use Bonds Fees. The Non-Refundable Road Use Bond Fees were not budgeted in 2018 as Administration was unsure whether Council would continue with their directive of 2017, whereby all bonds were refunded to the users. Based on Council's direction in 2018, Administration will budget for this revenue in future years.

Tax Notices were mailed at the end of April, thus there has been little tax revenue up to this point. A considerable portion of Tax Revenue will be received during the 2<sup>nd</sup> Quarter.

Total Expenses for all Departments are flowing at 16.4% of Budget, comfortably below the 25.0% index. The departments which include the 'Community Services Grant Program', 'Cultural & Historical Buildings', and 'Protective Services', are acceptably above the 25.0% mark, due to the annual Grant and Honorarium payments that have been paid.

Capital Expenditures, which usually involve engineering, procurement, and construction management costs have scarcely broken ground, and will not display considerable expenditures until the 3<sup>rd</sup> Quarter.

Council will notice there have been expenditures against Job IDs RE15001 (Valleyview Multiplex Recreational Facility, PS16002 Helipads at DeBolt and Grovedale Public Service Buildings, as well as PS17007 Fire Tender Replacement for Fox Creek Fire and Rescue. These jobs do not have a 2018 budget however, based on recommendations from the audit team, the unused portion of the Council approved funding for these jobs have been placed in reserves to ensure that the 2018 expenditures are covered.



---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the 2018 First Quarter Financial 'Actual compared to Budget' Report for information is that Council will be updated to the whole 2018 Actual Revenues and Expenditures comparison to the complete Budget.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no perceived disadvantages to accepting the 2018 First Quarter Financial 'Actual compared to Budget' Report for information.

---

**ALTERNATIVES CONSIDERED:**

N/A

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

N/A

---

**ATTACHMENT(S):**

- The 2018 First Quarter Financial 'Actual compared to Budget' Report.

**COMMENTS to the  
2018 1st QUARTER ACTUAL compared to BUDGET  
DEPARTMENT REVENUES & EXPENDITURES**

**ALL UNITS**

**Revenues**

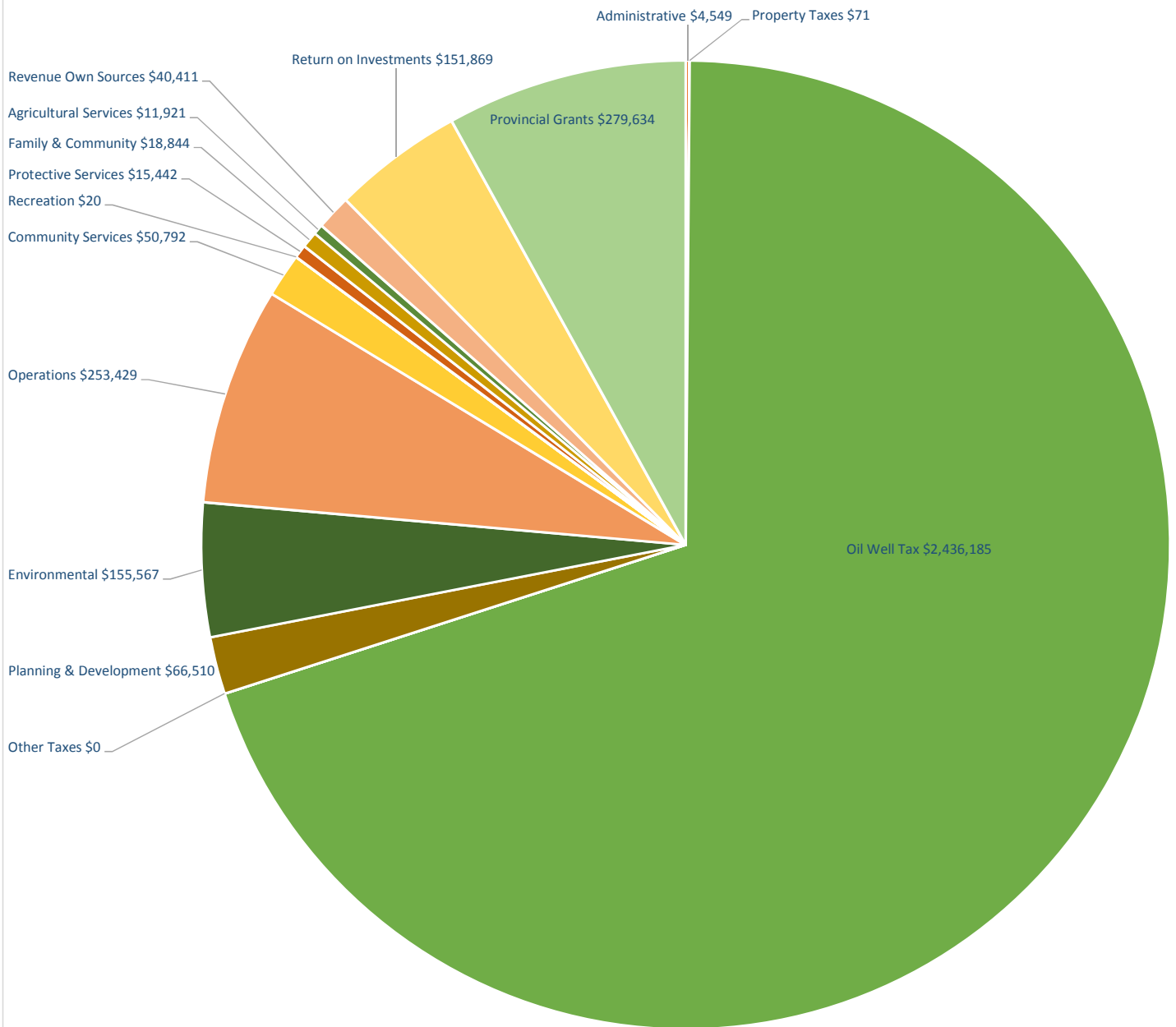
The total of all Greenview Revenues to the end of the 1<sup>st</sup> Quarter is \$3,485,200 which is 2.9% of the Approved Budget. The chief sources of these revenues are Oil Well Drilling Taxes \$2,436,200; Provincial Grants \$279,600; Non-Refundable Road Bonds \$198,500; and Return on Investments \$151,900.

At the writing of this report, the 2018 Tax Notices have been mailed.

Department or Source	Actual Revenue	Budgeted Revenue	% of Budget
Administrative Revenues	\$ 4,549	\$ 24,200	18.8%
Property Taxes	71	102,324,324	0.0%
Oil Well Drilling Tax	2,436,185	8,000,000	30.4%
Tax Recovery Land Sale	0	0	-
Planning & Development	66,510	434,600	15.3%
Environmental	155,567	544,990	28.5%
Operations	253,429	614,900	41.2%
Community Services	50,792	134,171	37.8%
Recreation Enhancement	20	21,000	0.1%
Protective Services	15,442	40,000	38.6%
Family & Community Support Services	18,844	178,000	10.6%
Agricultural Services	11,921	67,150	17.7%
Revenue from Own Sources	40,411	465,500	8.7%
Return on Investments	151,869	1,750,000	8.6%
<u>Provincial Grants</u>	<u>279,634</u>	<u>6,363,523</u>	<u>4.4%</u>
<b>TOTALS</b>	<b>\$ 3,485,244</b>	<b>\$ 120,962,358</b>	<b>2.9%</b>



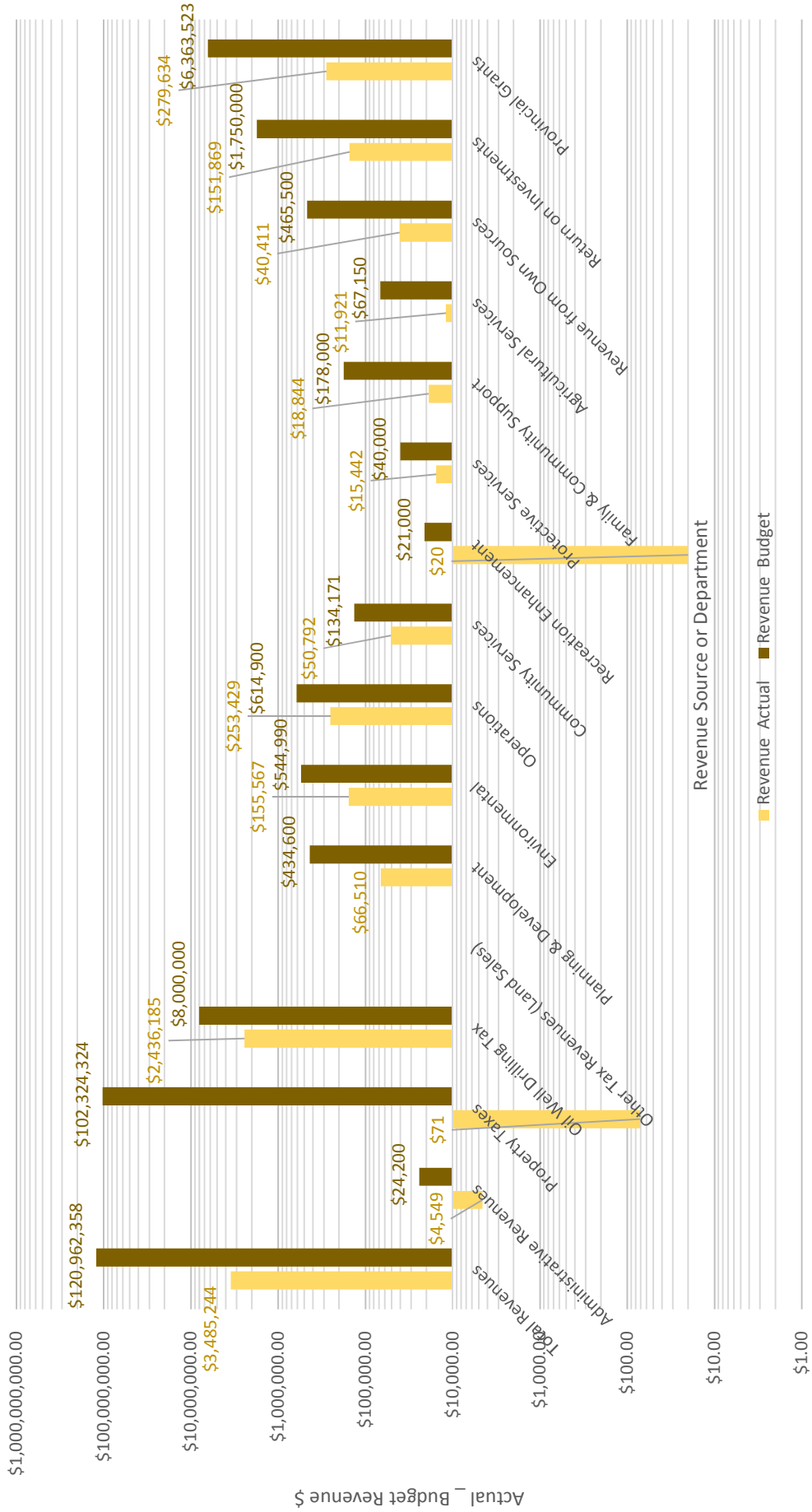
### Actual Revenues by Source or Department for the 3 month period ending March 31, 2018



- Administrative Revenues
- Property Taxes
- Oil Well Drilling Tax
- Other Tax Revenues (Land Sales)
- Planning & Development
- Environmental
- Operations
- Community Services
- Recreation Enhancement
- Protective Services
- Family & Community Support
- Agricultural Services
- Revenue from Own Sources
- Return on Investments
- Provincial Grants



## Actual Revenues Compared to Budget by Department for the 3 month period ending March 31, 2018



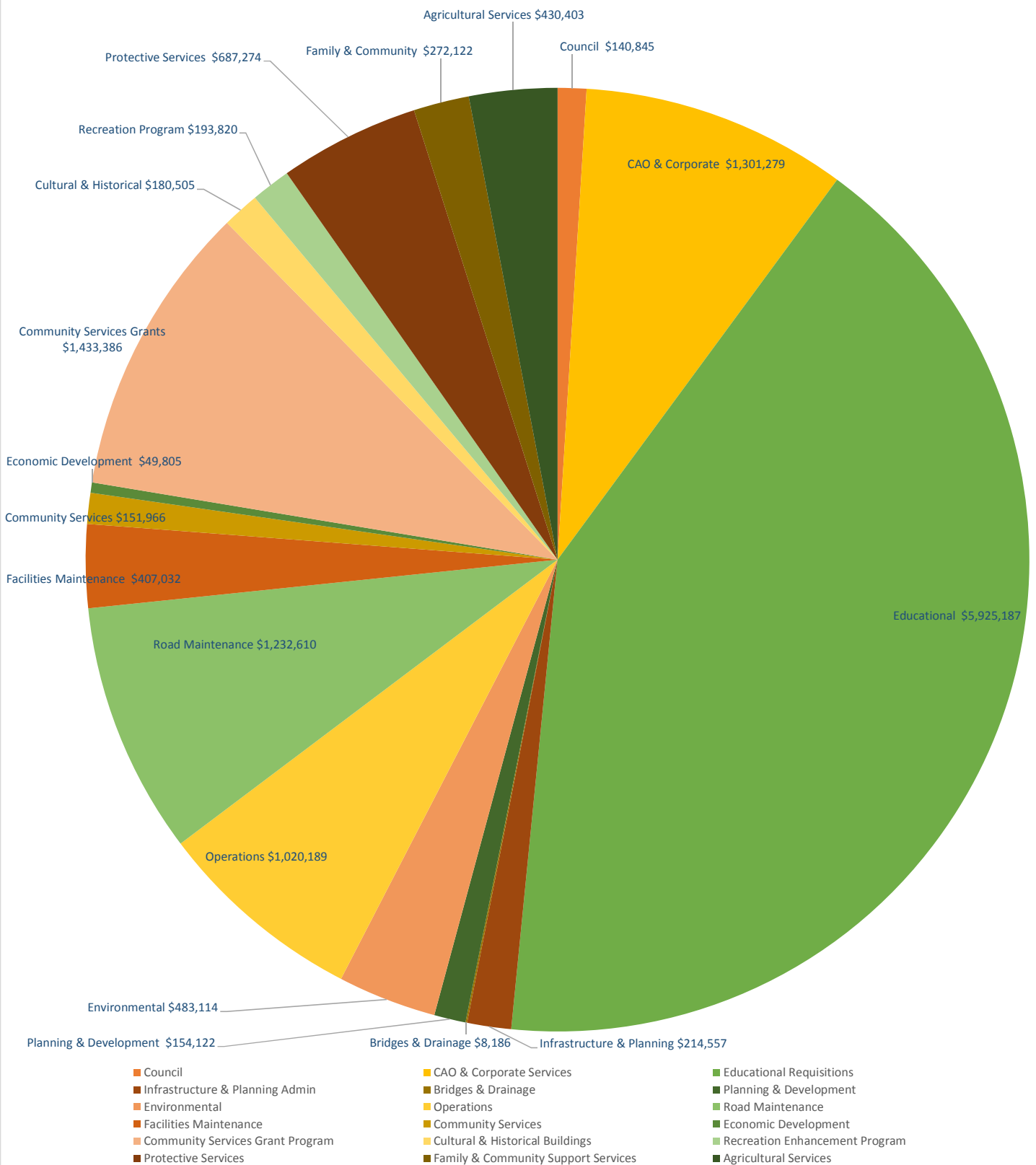
**ALL UNITS****Expenses**

The total of all Greenview Expenses for the 2018 1<sup>st</sup> Quarter is \$14,286,402. For the 1<sup>st</sup> Quarter overall, the Actual Expenses are 16.4% of the Approved Budget, and are well within the 25.0% interim annual mark.

Department	Actual <u>Expenses</u>	Budgeted <u>Expenses</u>	% of <u>Budget</u>
Council	\$ 140,844	\$ 912,962	15.4%
CAO & Corporate Services	1,301,279	7,841,457	16.6%
Educational Requisitions	5,925,187	24,244,665	24.4%
Infrastructure & Planning Admin	214,557	1,308,833	16.4%
Bridges and Drainage	8,186	600,000	1.3%
Planning & Development	154,122	1,327,707	11.6%
Environmental	483,114	3,012,280	16.0%
Operations	1,020,189	4,986,078	20.4%
Road Maintenance	1,232,610	18,045,500	6.8%
Facilities Maintenance	407,032	2,450,831	16.6%
Community Services	151,966	2,007,778	7.6%
Economic Development	49,805	8,344,197	0.6%
Community Services Grant Program	1,433,386	4,948,632	29.0%
Cultural & Historical Buildings	180,505	702,400	25.7%
Recreational Enhancement Program	193,820	844,381	22.9%
Protective Services	687,275	2,236,868	30.7%
Family & Community Support Services	272,122	1,296,625	21.0%
<u>Agricultural Services</u>	<u>430,403</u>	<u>2,149,824</u>	<u>20.0%</u>
<b>TOTALS</b>	<b>\$ 14,286,402</b>	<b>\$ 87,261,018</b>	<b>16.4%</b>

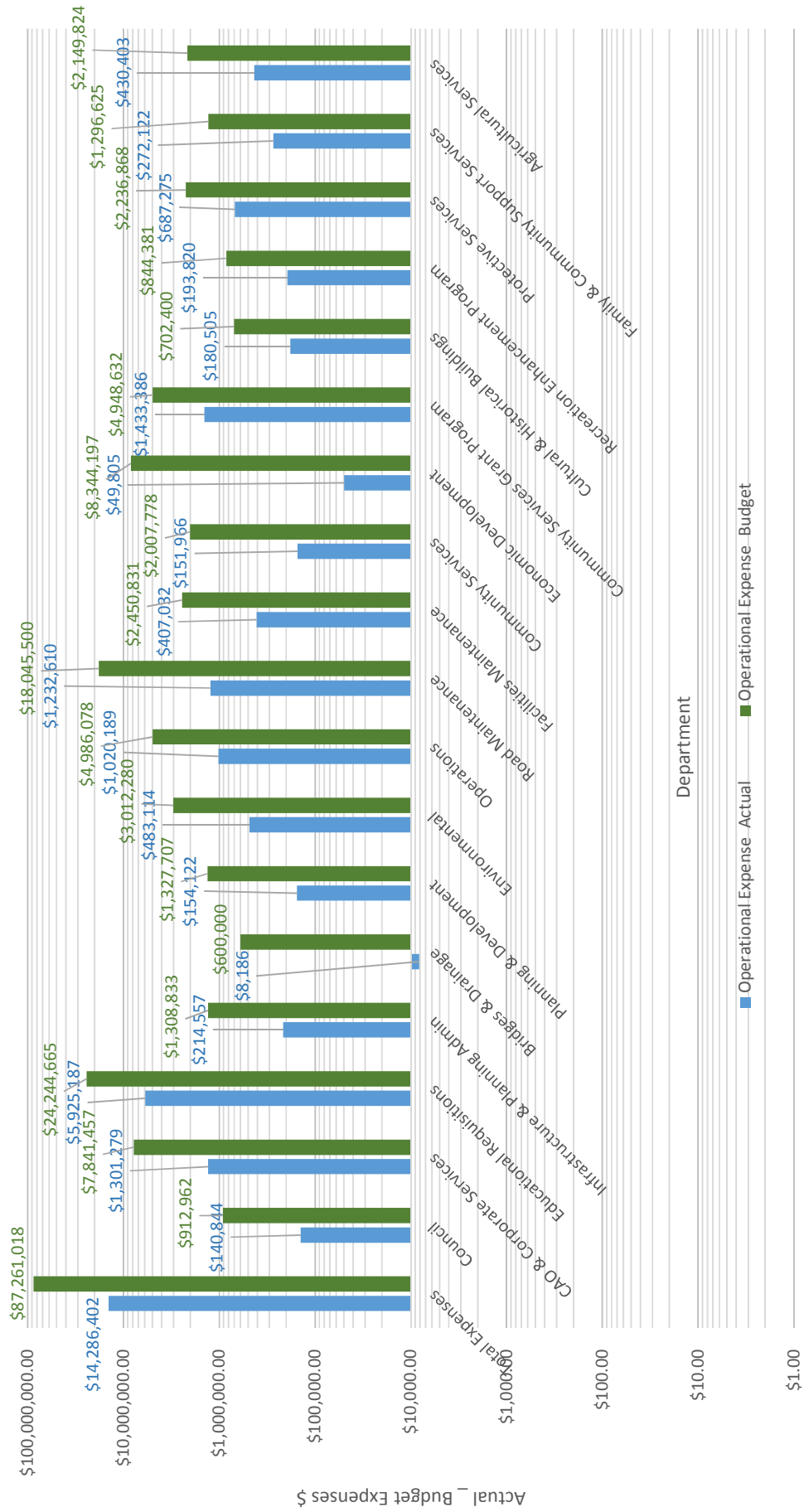


### Actual Expenses by Department for the 3 month period ending March 31, 2018





## Actual Expenses by Department Compared to Budget for the 3 month period ending March 31, 2018



**COUNCIL**

**Revenues** N/A

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

**ADMINISTRATIVE GENERAL**

**CAO AND CORPORATE SERVICES**

**Revenues** No comments or concerns for the 1<sup>st</sup> Quarter.

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

**COMMUNICATIONS**

**Revenues** N/A

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

**ASSESSMENT**

**Revenues** N/A

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

**EDUCATION REQUISITIONS**

**Revenues** N/A

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

**INFORMATION SYSTEMS MANAGEMENT**

**Revenues** N/A

**Expenses** The following 4 items within the mix of expense items are above the 25% mark of the Approved Budget amount, and therefore deserve a comment. Otherwise, there are no comments or concerns for the 1<sup>st</sup> Quarter.

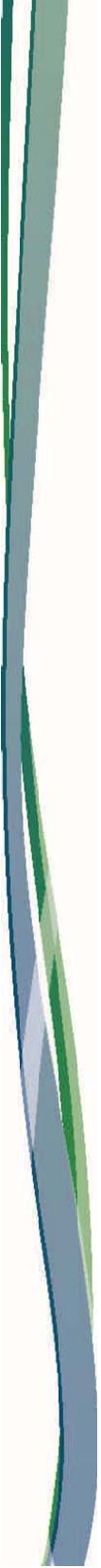
For Geo Surveying and Mapping (6065) Annual upfront fees have been disbursed to Compass Municipal Services, Hexagon Safety & Infrastructure, and Munisight for software, maintenance, and services.

For IT Services (6067) Utilizing PCIT professional services, a number of in-house projects are being worked on since the start of the year. The budget will be supported and not over-run.

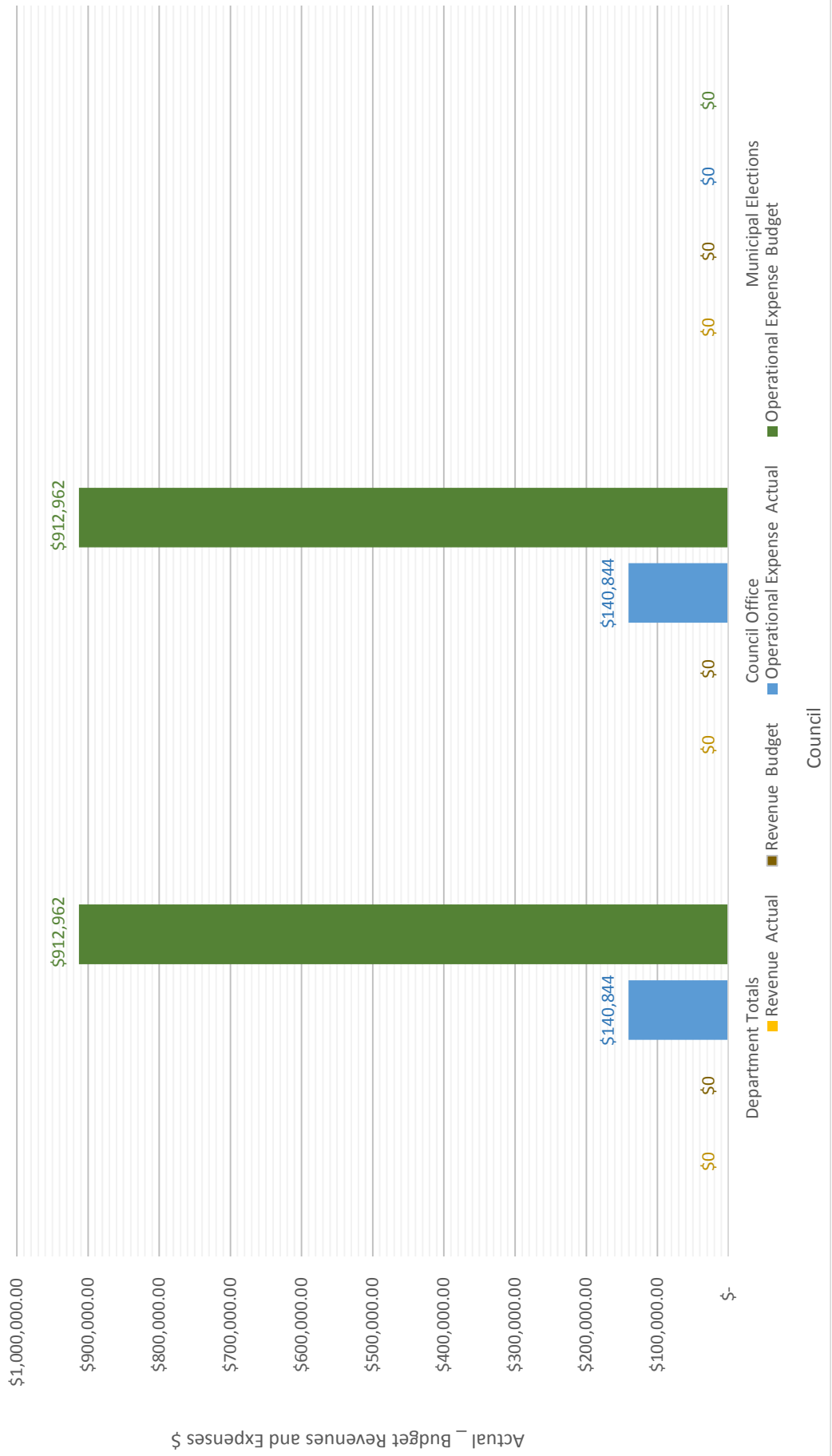
For Software Purchases (6134) Renewals and purchases of software, are historically completed at the beginning of the year, and then level-out for the remainder of the year.

For Rental of Equipment (6144) Annual rental of emergency dispatch frequencies on the City of Grande Prairie FCSS Tower are due at the beginning of the year.



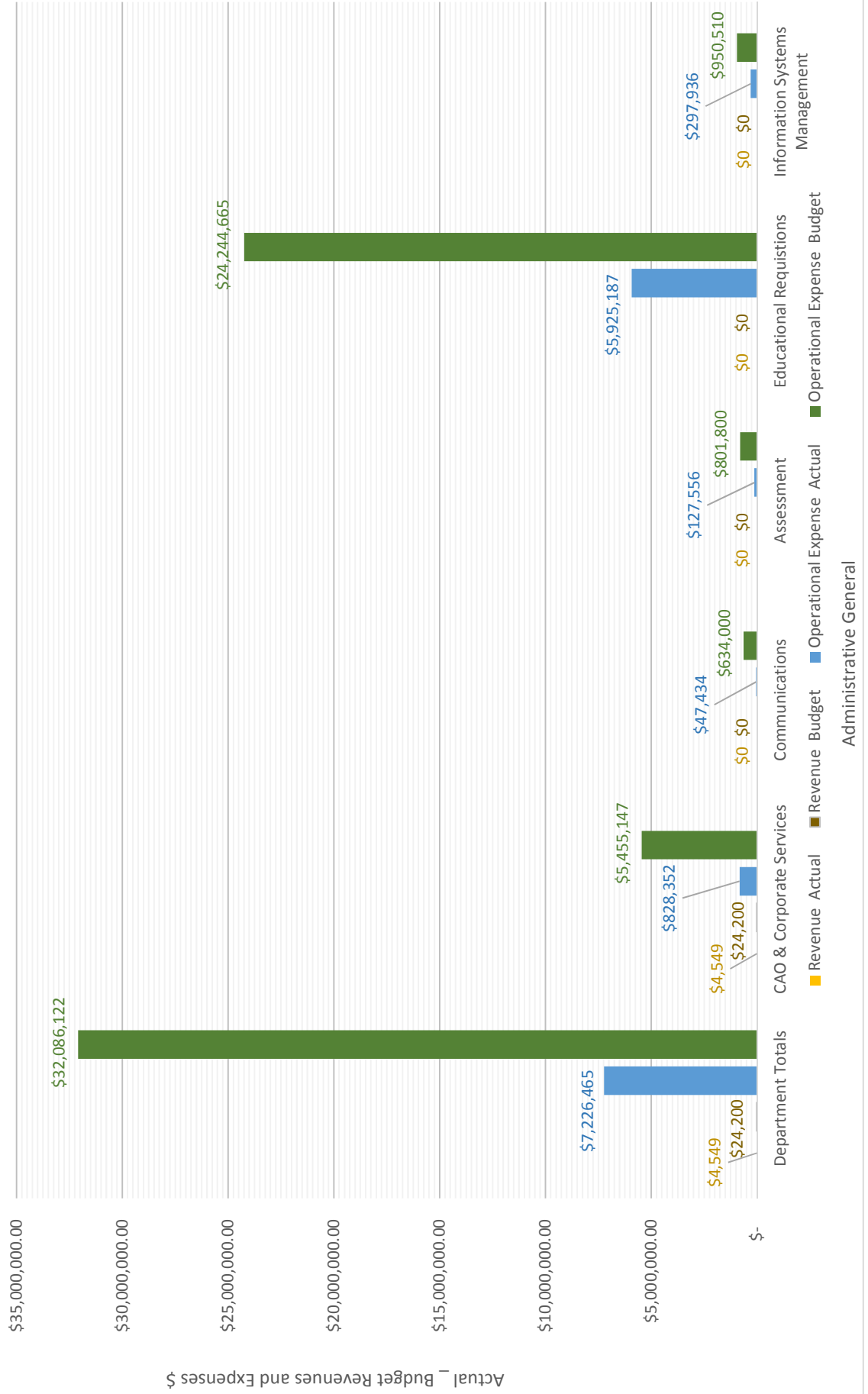


### Council Actual Expenses Compared to Budget for the 3 month period ending March 31, 2018





## Administrative General Actual Revenue and Expenses Compared to Budget for the 3 month period ending March 31, 2018



## **INFRASTRUCTURE & PLANNING**

### **SUMMARY OF INFRASTRUCTURE & PLANNING**

**Revenues** Total Revenues for Infrastructure & Planning to the end of the 1<sup>st</sup> Quarter are \$475,500 which is 29.8% of Budget.

Breaking this down, the Revenues are as follows:

Sub-Department	Actual	% of
	<u>Revenue</u>	<u>Dep't</u>
		<u>Budget</u>
Planning & Development	\$ 66,500	15.3%
Environmental Services	155,600	28.5%
Operations	253,400	41.2%
<b>TOTALS</b>	<b>\$475,500</b>	<b>29.8%</b>

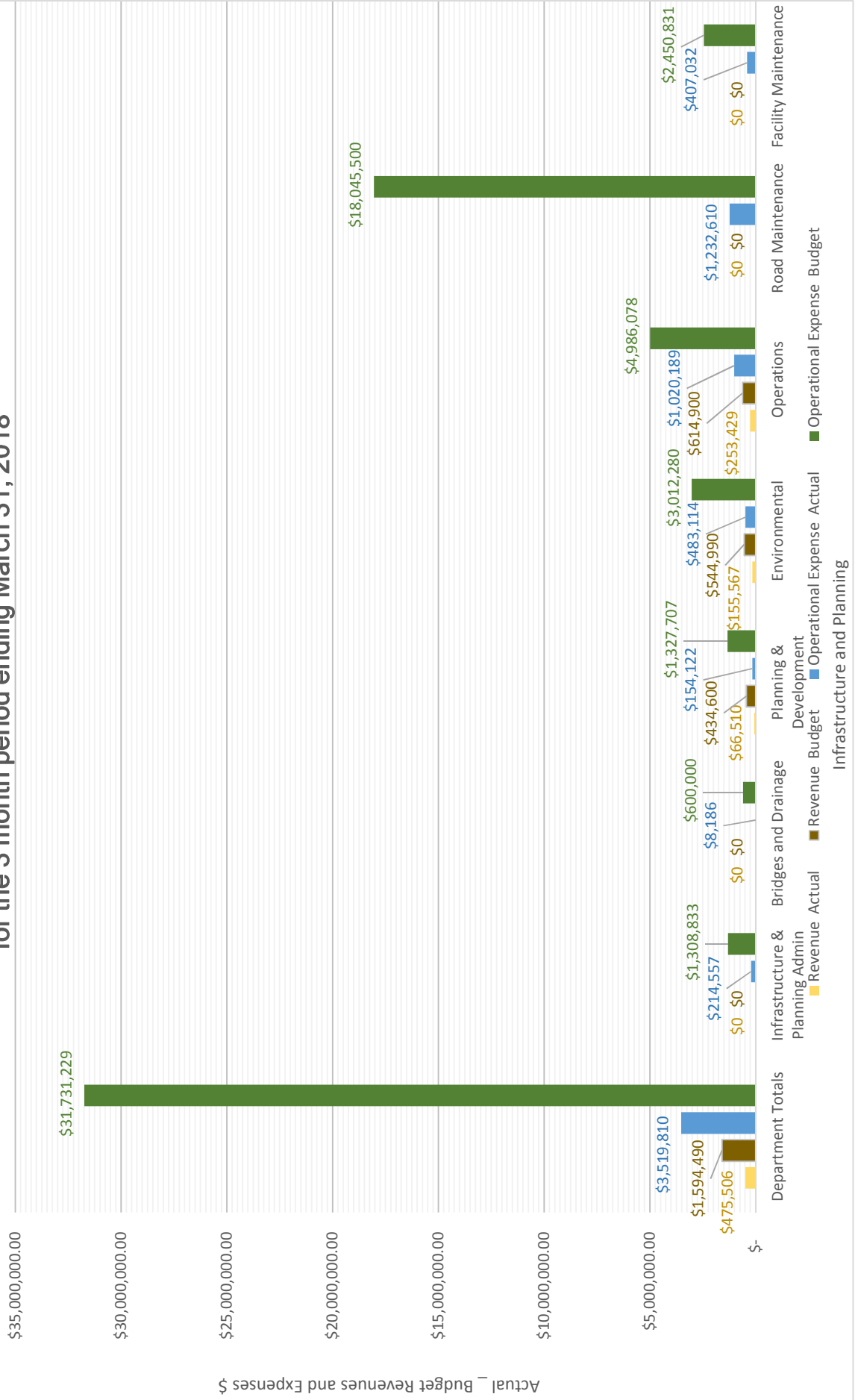
**Expenses** Total Expenses for Infrastructure & Planning & to the end of the 1<sup>st</sup> Quarter are \$3,519,800 which are 14.0% of Budget.

Breaking this down, the Expenses are as follows:

Sub-Department	Actual	% of
	<u>Expense</u>	<u>Dep't</u>
		<u>Budget</u>
Infrastructure and Planning Administration	\$ 214,600	16.4%
Bridges and Drainage	8,200	1.4%
Planning & Development	154,100	11.6%
Environmental Services	483,100	16.0%
Operations	1,020,200	20.4%
Road Maintenance	1,232,600	6.8%
Facilities Maintenance	407,000	16.6%
<b>TOTALS</b>	<b>\$3,519,800</b>	<b>11.1%</b>



## Infrastructure & Planning Actual Revenue and Expenses Compared to Budget for the 3 month period ending March 31, 2018



## **INFRASTRUCTURE & PLANNING**

### **INFRASTRUCTURE & PLANNING ADMINISTRATION**

**Revenues** Road Permits and Fees (located under Operations) which includes revenue from Road Approaches is 725.0% of budget for the 1<sup>st</sup> Quarter. For 2017, the revenues generated by Road Permits and Fees was \$80,700 versus an Approved Budget of \$2,500. The Approved Budget did not change for the current year and is low. MD Revenues from Road Approaches possibly could reach \$60,000 to \$80,000 for 2018. The 2018 low budget presents a future opportunity to compose a more realistic target.

To remedy this condition for the upcoming 2019 fiscal year, Finance will create a separate GL Revenue account and Budget under the Construction Department to acknowledge and monitor the revenue from Road Approaches.

**Expenses** The following 3 items within the mix of expense items are above the 25% mark of the Approved Budget amount, and therefore deserve a comment. Otherwise, there are no comments or concerns for the 1<sup>st</sup> Quarter.

For Training & Education (6013) Two members of I & P Administration Staff attended professional courses in Edmonton and Calgary.

For Memberships (6015) Three members of I & P Administration Staff renewed their Annual AMSA Memberships.

For Repair/Maintenance Motor Vehicles (6076) Purchase of an In-Bed Auxiliary Fuel Tank for the Roads Coordinator West.

### **PLANNING & DEVELOPMENT**

**Revenues** No comments or concerns for the 1<sup>st</sup> Quarter.

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

### **ENVIRONMENTAL SERVICES**

**Revenues** The following 1 item within the revenue items is above the 25% mark of the Budget amount, and therefore deserves a comment. Otherwise, there are no comments or concerns for the 1<sup>st</sup> Quarter.

Lagoon Tipping Fees are 53.7% of budget for the 1<sup>st</sup> Quarter. At this frequency, the Fees could possibly total for the 2018 Year at 215.0% of Budget. Revenues from all Lagoon Tipping Fees for 2017 closed at 208.8% of Budget.

**Expenses** No other comments or concerns for the 1<sup>st</sup> Quarter.

## **INFRASTRUCTURE & PLANNING**

### **OPERATIONS**

#### **Revenues**

Operation's Revenues as a whole are ahead of budget for the 1<sup>st</sup> Quarter.

The following 3 items within the revenue items are well above the 25% mark of the Approved Budget amount, and therefore deserve a comment.

Road Services (Driveway Clearing and Plowing) are 46.6% of budget for the 1<sup>st</sup> Quarter. The long arduous winter, demanding the requirements for snowplowing services has realized just under 50% of the budgeted revenues for the year. Revenues will now suspend until the winter months restart during the 4<sup>th</sup> Quarter.

Non-Refundable Road Use Bonds' revenue is \$198,500 for the 1<sup>st</sup> Quarter. A Budget amount was not set, possibly due to a percentage of, or the total bond amount being reimbursed to the payors in the event of no damage to the roads beyond normal maintenance requirements. For the upcoming 2019 Fiscal Year, Administration will create a budget to acknowledge and monitor the Revenues.

#### **Expenses**

The Operations Department Expenses as a whole are below Budget for the 1<sup>st</sup> Quarter.

The following 2 items within the expenses are above the 25% mark of the Approved Budget amount, and therefore deserve a comment.

For Training & Education (6013) Three members of the Operations Staff upgraded their qualifications by attending a Professional courses in Edmonton and Grande Prairie.

Petroleum and Antifreeze (6105) is 34.4% of budget for the 1<sup>st</sup> Quarter. The long demanding winter and rising fuel costs will account for the expenditures here. And currently, with round-the-clock flood control and infrastructure repair work, it may be a month or two before the expenditures level-out.

### **ROAD MAINTENANCE**

**Revenues** N/A

#### **Expenses**

The Road Maintenance Department Expenses as a whole are well under Budget.

Brushing Work (6071) has been carried-out during the months of February and March.

Salt and Sand (6852) is on track with 2017 spending (43.9% of Budget) and will flatten-out during the remainder of the year.

### **FACILITIES MAINTENANCE**

**Revenues** N/A

#### **Expenses**

No comments or concerns for the 1<sup>st</sup> Quarter.

## COMMUNITY SERVICES

### SUMMARY OF COMMUNITY SERVICES

**Revenues** Total Revenues for Community Services for the 1<sup>st</sup> Quarter are \$97,000 which are 22.0% of Budget.

A break-down of the Revenues are as follows:

Sub-Department	Actual	% of
	<u>Revenue</u>	<u>Dep't</u> <u>Budget</u>
Community Services	\$ 50,800	37.8%
Economic Development	N/A	
Community Services Grant Program	N/A	
Cultural and Historical Buildings	N/A	
Recreation and Enhancement Program	0	0.1%
Protective Services	15,500	38.6%
Family and Community Support Services	18,800	10.6%
FCSS Town of Valleyview Shared Funding	0	0.0%
Agricultural Services	11,900	17.7%
<b>TOTALS</b>	<b>\$97,000</b>	<b>22.0%</b>

No comments or concerns for the 1<sup>st</sup> Quarter.

**Expenses** The Total Expenses for Community Services to the end of the 4<sup>th</sup> Quarter is \$3,399,300 which is 15.1% of Budget.

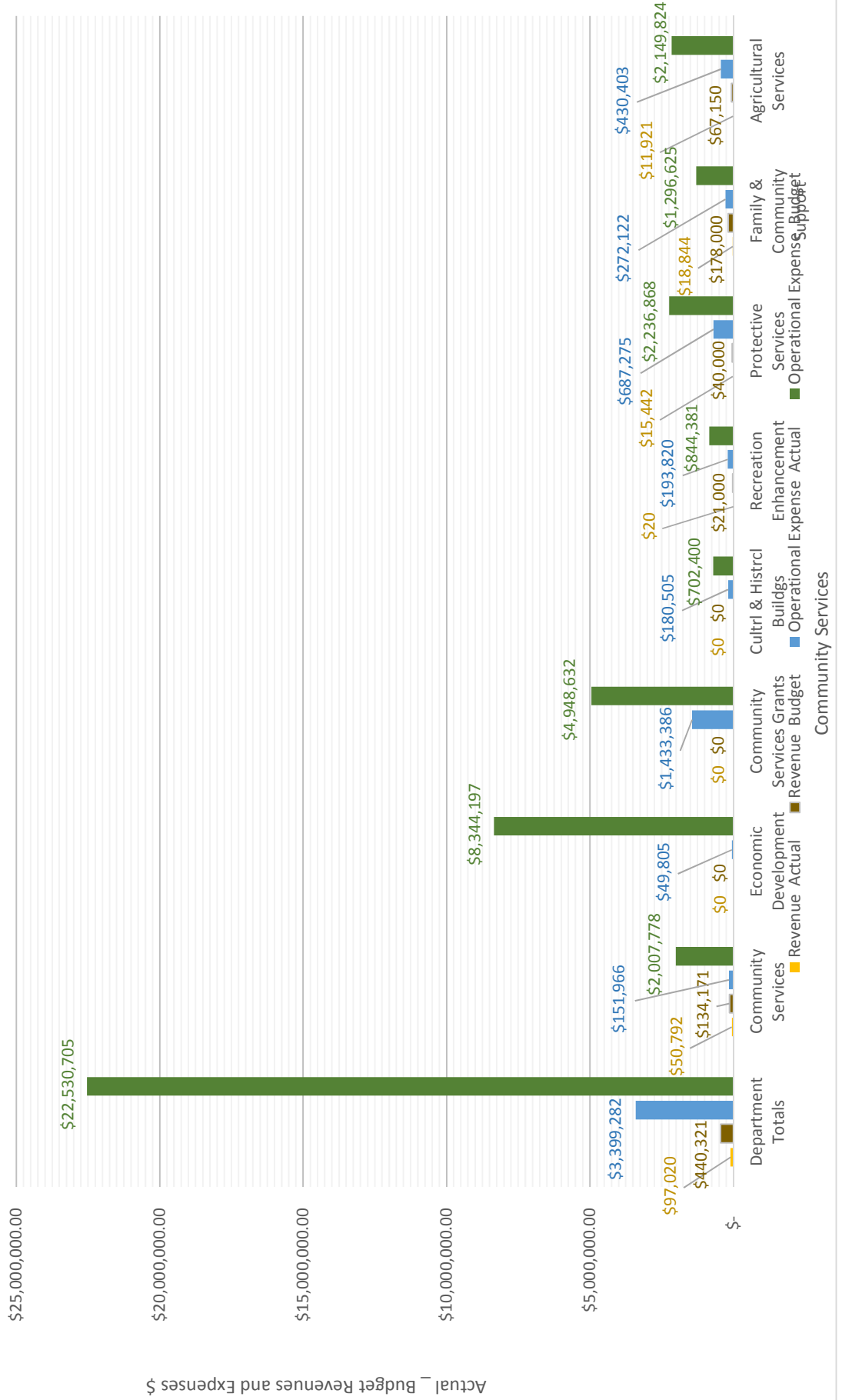
Breaking this down, the Expenses are as follows:

Sub-Department	Actual	% of
	<u>Expense</u>	<u>Dep't</u> <u>Budget</u>
Community Services	152,000	7.6%
Economic Development	49,800	0.6%
Community Services Grant Program	1,433,400	29.0%
Cultural and Historical Buildings	180,500	25.7%
Recreation and Enhancement Program	193,800	22.9%
Protective Services	687,300	30.7%
Family and Community Support Services	272,100	21.0%
FCSS Town of Valleyview Shared Funding	N/A	
Agricultural Services	430,400	20.0%
<b>TOTALS</b>	<b>\$3,399,300</b>	<b>15.1%</b>

No comments or concerns for the 1<sup>st</sup> Quarter.



## Community Services Actual Revenue and Expenses Compared to Budget for the 3 month period ending March 31, 2018





## **COMMUNITY SERVICES**

### **COMMUNITY SERVICES**

**Revenues** No comments or concerns for the 1<sup>st</sup> Quarter.

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

### **ECONOMIC DEVELOPMENT**

**Revenues** N/A

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

### **COMMUNITY SERVICES GRANT PROGRAMS**

**Revenues** N/A

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

### **CULTURAL AND HISTORICAL BUILDINGS**

**Revenues** N/A

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

### **RECREATION ENHANCEMENT PROGRAM**

**Revenues** No comments or concerns for the 1<sup>st</sup> Quarter.

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

### **PROTECTIVE SERVICES**

**Revenues** No comments or concerns for the 1<sup>st</sup> Quarter.

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

### **FAMILY & COMMUNITY SUPPORT SERVICES**

**Revenues** No comments or concerns for the 1<sup>st</sup> Quarter.

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.

### **AGRICULTURAL SERVICES**

**Revenues** No comments or concerns for the 1<sup>st</sup> Quarter.

**Expenses** No comments or concerns for the 1<sup>st</sup> Quarter.



**MD of Greenview  
Actual to Budget  
Summary of All Units  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Revenues</b>				
Linear Property Tax	\$0.00	\$58,109,825.00	0.00%	\$58,109,825.00
FarmLand Tax	0.00	295,653.00	0.00%	295,653.00
Machinery & Equipment Tax	0.00	31,346,890.00	0.00%	31,346,890.00
Non Residential Tax	(52.24)	9,231,426.00	0.00%	9,231,478.24
Residential Tax	123.04	3,340,530.00	0.00%	3,340,406.96
Aggregate Levy	0.01	450,000.00	0.00%	449,999.99
Well Drilling Tax	2,436,185.16	8,000,000.00	30.45%	5,563,814.84
Sales of Goods & Services	8,664.00	43,000.00	20.15%	34,336.00
ASB Seminars & Courses	1,980.96	800.00	247.62%	(1,180.96)
ASB Services	36.23	150.00	24.15%	113.77
Dust Control	1,200.00	85,000.00	1.41%	83,800.00
GIS & Plotting Service	10.00	500.00	2.00%	490.00
Maintenance & Repair Services	0.00	1,200.00	0.00%	1,200.00
Municipal Maps & Photos	980.00	8,000.00	12.25%	7,020.00
Swan Lake Campground	0.00	20,000.00	0.00%	20,000.00
Road Maintenance	198,461.25	0.00	0.00%	(198,461.25)
Road Services	35,393.08	76,000.00	46.57%	40,606.92
Vegetation Management	0.00	7,500.00	0.00%	7,500.00
Emergency Response Services	8,367.50	0.00	0.00%	(8,367.50)
Other Services	10,200.00	45,000.00	22.67%	34,800.00
Administrative Fees & Other Cha	1,868.76	5,700.00	32.79%	3,831.24
Fees - ASB Equipment Rental	850.00	25,000.00	3.40%	24,150.00
Building Rental	33,029.72	140,100.00	23.58%	107,070.28
Fees - Business License	310.00	300.00	103.33%	(10.00)
Fees - Certificate of Complianc	100.00	300.00	33.33%	200.00
Fees - MPC Permit	59,650.00	400,000.00	14.91%	340,350.00
Fees - Planning & Development	6,450.00	30,000.00	21.50%	23,550.00
Fees - Tax Certificate	1,690.00	10,000.00	16.90%	8,310.00
Rounding GL	0.02	0.00	0.00%	(0.02)
Road Permits & Fees	18,125.00	2,500.00	725.00%	(15,625.00)
Rural Address Sign Fee	250.00	1,400.00	17.86%	1,150.00
Wastewater Collection	16,408.50	63,300.00	25.92%	46,891.50
Water Distribution	20,442.86	68,000.00	30.06%	47,557.14
Water Point Fees	11,844.42	51,270.00	23.10%	39,425.58
Water Rural	3,012.50	31,500.00	9.56%	28,487.50
Miscellaneous Fees	6,926.00	40,000.00	17.32%	33,074.00
Lagoon Tipping Fees	100,883.24	187,700.00	53.75%	86,816.76
Sale of Assets	9,523.81	13,000.00	73.26%	3,476.19
Sale of Land	0.00	4,000.00	0.00%	4,000.00
Sale of Recycling Material	2,975.00	13,000.00	22.88%	10,025.00
Bylaw Enforcement	7,075.00	40,000.00	17.69%	32,925.00



**MD of Greenview  
Actual to Budget  
Summary of All Units  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
Penalties on Receivables	23,484.57	100,000.00	23.48%	76,515.43
Penalty & Costs on Taxes	476.61	200,000.00	0.24%	199,523.39
Weed Enforcement	0.00	500.00	0.00%	500.00
Grant from Other Governments	3,000.00	0.00	0.00%	(3,000.00)
Grant from Provincial Government	276,634.00	6,211,330.00	4.45%	5,934,696.00
Shared Funding	0.00	114,000.00	0.00%	114,000.00
Sponsorship/Donations VVW Multi-Plex	26,816.25	0.00	0.00%	(26,816.25)
Claim Refund	0.00	2,500.00	0.00%	2,500.00
Return on Investment	151,869.05	1,750,000.00	8.67%	1,598,130.95
Interest Income-Other	0.00	110,000.00	0.00%	110,000.00
WW Creeks Crossing-Debenture	0.00	45,110.00	0.00%	45,110.00
Water Creeks Crossing-Debenture	0.00	45,110.00	0.00%	45,110.00
Other Revenue	0.00	43,071.00	0.00%	43,071.00
Tri-Municipal Partnership	0.00	152,193.00	0.00%	152,193.00
	<b>3,485,244.30</b>	<b>120,962,358.00</b>	<b>2.88%</b>	<b>117,477,113.70</b>

**Expenses**

Salaries	2,013,093.30	11,510,347.00	17.49%	9,497,253.70
Honorariums	193,416.87	702,200.00	27.54%	508,783.13
Employer Contributions	559,575.71	3,256,578.00	17.18%	2,697,002.29
Non Cash Awards & Incentives	1,517.79	34,425.00	4.41%	32,907.21
Employee Relocation	6,916.37	37,500.00	18.44%	30,583.63
Accommodation & Subsistence	50,390.64	377,682.00	13.34%	327,291.36
Transportation Expenses	47,978.95	284,450.00	16.87%	236,471.05
Training & Education	37,059.08	395,800.00	9.36%	358,740.92
Memberships Seminars Conferences	64,285.37	224,675.00	28.61%	160,389.63
Succession Planning	0.00	262,000.00	0.00%	262,000.00
Advertising Services	32,397.29	286,500.00	11.31%	254,102.71
Publishing Services	4,606.90	87,000.00	5.30%	82,393.10
Subscriptions to Publications	0.00	1,500.00	0.00%	1,500.00
Promotional Marketing	21,894.93	189,500.00	11.55%	167,605.07
Hospitality	4,494.23	43,400.00	10.36%	38,905.77
Branding & Image Building	4,575.00	150,000.00	3.05%	145,425.00
Other Information Services	253.00	7,000.00	3.61%	6,747.00
Postage and Parcel Post	10,240.64	35,000.00	29.26%	24,759.36
Freight & Courier Services	2,882.55	29,600.00	9.74%	26,717.45
Telecommunication Services	58,087.44	282,590.00	20.56%	224,502.56
Mobile Communication Services	43,368.45	245,700.00	17.65%	202,331.55
Professional Services	249,940.75	2,816,095.00	8.88%	2,566,154.25
Auditing & Accounting Services	10,000.00	81,000.00	12.35%	71,000.00
Contractor Services	78,284.70	6,088,000.00	1.29%	6,009,715.30
Legal Services	7,675.06	70,000.00	10.96%	62,324.94



**MD of Greenview  
Actual to Budget  
Summary of All Units  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6055	0.00	12,500.00	0.00%	12,500.00
6-6057	2,973.39	60,000.00	4.96%	57,026.61
6-6059	7,419.06	170,800.00	4.34%	163,380.94
6-6060	28,398.30	417,500.00	6.80%	389,101.70
6-6061	272.93	11,000.00	2.48%	10,727.07
6-6063	0.00	29,500.00	0.00%	29,500.00
6-6064	57,666.89	251,000.00	22.97%	193,333.11
6-6065	128,473.50	430,870.00	29.82%	302,396.50
6-6066	20,100.00	103,000.00	19.51%	82,900.00
6-6067	37,208.47	90,320.00	41.20%	53,111.53
6-6068	12,689.44	147,500.00	8.60%	134,810.56
6-6069	23,207.83	169,000.00	13.73%	145,792.17
6-6071	1,052,073.76	4,027,360.00	26.12%	2,975,286.24
6-6074	282.37	25,000.00	1.13%	24,717.63
6-6076	10,949.15	123,000.00	8.90%	112,050.85
6-6078	49,000.00	124,000.00	39.52%	75,000.00
6-6079	0.00	50,000.00	0.00%	50,000.00
6-6082	0.00	1,500.00	0.00%	1,500.00
6-6083	12,619.45	140,000.00	9.01%	127,380.55
6-6085	0.00	5,000.00	0.00%	5,000.00
6-6102	18,093.15	82,000.00	22.06%	63,906.85
6-6103	9,825.15	62,000.00	15.85%	52,174.85
6-6104	11,821.35	133,750.00	8.84%	121,928.65
6-6105	214,991.80	766,700.00	28.04%	551,708.20
6-6106	160.24	33,000.00	0.49%	32,839.76
6-6107	2,305.65	61,000.00	3.78%	58,694.35
6-6108	29,996.54	129,600.00	23.15%	99,603.46
6-6109	241,172.37	1,313,402.00	18.36%	1,072,229.63
6-6110	3,495.33	2,536,500.00	0.14%	2,533,004.67
6-6112	10,433.86	4,750,000.00	0.22%	4,739,566.14
6-6114	136.90	30,000.00	0.46%	29,863.10
6-6115	0.00	100,000.00	0.00%	100,000.00
6-6119	3,765.88	55,000.00	6.85%	51,234.12
6-6121	101,821.55	356,300.00	28.58%	254,478.45
6-6122	31,690.88	105,000.00	30.18%	73,309.12
6-6125	3,865.59	27,500.00	14.06%	23,634.41
6-6129	2,023.44	15,950.00	12.69%	13,926.56
6-6133	70,162.68	226,360.00	31.00%	156,197.32
6-6134	15,268.74	36,400.00	41.95%	21,131.26
6-6142	6,250.76	150,000.00	4.17%	143,749.24
6-6143	283.90	46,700.00	0.61%	46,416.10
6-6144	3,600.00	6,600.00	54.55%	3,000.00
6-6145	2,494.68	600,000.00	0.42%	597,505.32



**MD of Greenview  
Actual to Budget  
Summary of All Units  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6147	8,377.24	45,000.00	18.62%	36,622.76
6-6148	21,507.01	114,100.00	18.85%	92,592.99
6-6150	0.00	210,000.00	0.00%	210,000.00
6-6202	2,070,766.35	5,066,850.00	40.87%	2,996,083.65
6-6203	71,188.72	7,975,429.00	0.89%	7,904,240.28
6-6205	5,925,186.81	24,244,665.00	24.44%	18,319,478.19
6-6206	4,000.00	54,000.00	7.41%	50,000.00
6-6207	155,414.87	2,438,600.00	6.37%	2,283,185.13
6-6208	0.00	5,500.00	0.00%	5,500.00
6-6209	4,600.00	32,000.00	14.38%	27,400.00
6-6220	15,018.73	112,500.00	13.35%	97,481.27
6-6221	343.17	47,000.00	0.73%	46,656.83
6-6222	50,000.00	50,000.00	100.00%	0.00
6-6223	1,500.00	1,500.00	100.00%	0.00
6-6224	0.00	5,000.00	0.00%	5,000.00
6-6225	0.00	30,000.00	0.00%	30,000.00
6-6313	16,918.49	34,258.00	49.39%	17,339.51
6-6315	28,190.70	55,962.00	50.37%	27,771.30
6-6321	632.42	25,000.00	2.53%	24,367.58
6-6322	54,857.93	230,000.00	23.85%	175,142.07
6-6331	1,283.38	459,000.00	0.28%	457,716.62
6-6360	0.00	18,500.00	0.00%	18,500.00
6-6519	17,079.04	105,000.00	16.27%	87,920.96
6-6520	6,253.49	75,000.00	8.34%	68,746.51
6-6549	0.00	70,000.00	0.00%	70,000.00
6-6571	0.00	15,000.00	0.00%	15,000.00
6-6852	103,353.51	230,000.00	44.94%	126,646.49
	<b>14,286,401.86</b>	<b>87,261,018.00</b>	<b>16.37%</b>	<b>72,974,616.14</b>



**MD of Greenview**  
**Actual to Budget**  
**Property Taxes**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5001	\$0.00	\$58,109,825.00	0.00%	\$58,109,825.00
5-5002	0.00	295,653.00	0.00%	295,653.00
5-5003	0.00	31,346,890.00	0.00%	31,346,890.00
5-5004	(52.24)	9,231,426.00	0.00%	9,231,478.24
5-5005	123.04	3,340,530.00	0.00%	3,340,406.96
	<u>70.80</u>	<u>102,324,324.00</u>	<u>0.00%</u>	<u>102,324,253.20</u>

**Revenues**  
 Linear Property Tax  
 Farmland Tax  
 Machinery & Equipment Tax  
 Non Residential Tax  
 Residential Tax



**MD of Greenview  
Actual to Budget  
Other Taxes  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5104	\$2,436,185.16	\$8,000,000.00	30.45%	\$5,563,814.84
5-5603	258.96	0.00	0.00%	(258.96)
	<u>2,436,444.12</u>	<u>8,000,000.00</u>	<u>30.46%</u>	<u>5,563,555.88</u>

**Revenues**  
Well Drilling Tax  
Penalty & Costs on Taxes



**MD of Greenview  
Actual to Budget  
Administrative Revenues  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5206	\$10.00	\$500.00	2.00%	\$490.00
5-5208	980.00	8,000.00	12.25%	7,020.00
5-5300	1,868.76	5,700.00	32.79%	3,831.24
5-5311	1,690.00	10,000.00	16.90%	8,310.00
5-5313	0.02	0.00	0.00%	(0.02)
	<u>4,548.78</u>	<u>24,200.00</u>	<u>18.80%</u>	<u>19,651.22</u>

**Revenues**

GIS & Plotting Service  
Municipal Maps & Photos  
Administrative Fees & Other Cha  
Fees - Tax Certificate  
Rounding GL

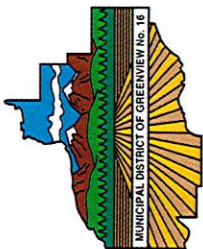




**MD of Greenview  
Actual to Budget  
Other Revenue From Own Sources  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5419	\$6,926.00	\$40,000.00	17.32%	\$33,074.00
5-5500	9,523.81	13,000.00	73.26%	3,476.19
5-5602	23,484.57	100,000.00	23.48%	76,515.43
5-5603	217.65	200,000.00	0.11%	199,782.35
5-5801	0.00	2,500.00	0.00%	2,500.00
5-5802	151,869.05	1,750,000.00	6.48%	1,598,130.95
5-5803	0.00	110,000.00	0.00%	110,000.00
	<u>192,021.08</u>	<u>2,215,500.00</u>	<u>6.93%</u>	<u>2,023,478.92</u>

**Revenues**  
 Miscellaneous Fees  
 Sale of Assets  
 Penalties on Receivables  
 Penalty & Costs on Taxes  
 Claim Refund  
 Return on Investment  
 Interest Income-Other



**MD of Greenview**  
**Actual to Budget**  
**CAO & Corporate Services**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
	\$0.00	\$207,345.00	0.00%	\$207,345.00
	0.00	207,345.00	0.00%	207,345.00

5-5706

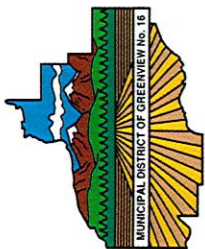
**Revenues**  
Grant from Provincial Government



**MD of Greenview  
Actual to Budget  
Roadways  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5706	\$0.00	\$5,272,985.00	0.00%	\$5,272,985.00
	<u>0.00</u>	<u>5,272,985.00</u>	<u>0.00%</u>	<u>5,272,985.00</u>

**Revenues**  
Grant from Provincial Government



**MD of Greenview  
Actual to Budget  
Economic Development Administration  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5706	\$210,000.00	\$350,000.00	60.00%	\$140,000.00
5-5810	0.00	152,193.00	0.00%	152,193.00
	<u>210,000.00</u>	<u>502,193.00</u>	<u>41.82%</u>	<u>292,193.00</u>

**Revenues**  
Grant from Provincial Government  
Tri-Municipal Partnership



**MD of Greenview**  
**Actual to Budget**  
**Protective Services Administrat**  
**For the 3 Months Ending 3/31/2018**

Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
\$3,000.00	\$0.00	0.00%	(\$3,000.00)
<u>3,000.00</u>	<u>0.00</u>	<u>0.00%</u>	<u>(3,000.00)</u>

5-5705

**Revenues**

Grant from Other Governments



**MD of Greenview**  
**Actual to Budget**  
**FCSS Administrative**  
**For the 3 Months Ending 3/31/2018**

Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
\$66,634.00	\$231,000.00	28.85%	\$164,366.00
<u>66,634.00</u>	<u>231,000.00</u>	<u>28.85%</u>	<u>164,366.00</u>

5-5706

**Revenues**  
Grant from Provincial Government



**MD of Greenview  
Actual to Budget  
Agricultural Services Administration  
For the 3 Months Ending 3/31/2018**

Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
\$0.00	\$150,000.00	0.00%	\$150,000.00
0.00	150,000.00	0.00%	150,000.00

5-5706

**Revenues**  
Grant from Provincial Government



**MD of Greenview  
Actual to Budget  
CAO & Corporate Services  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$427,203.79	\$2,372,770.00	18.00%	\$1,945,566.21
Employer Contributions	119,873.20	694,365.00	17.26%	574,491.80
Non Cash Awards & Incentives	0.00	1,000.00	0.00%	1,000.00
Employee Relocation	6,916.37	37,500.00	18.44%	30,583.63
Accommodation & Subsistence	22,809.92	109,682.00	20.80%	86,872.08
Transportation Expenses	3,520.72	40,250.00	8.75%	36,729.28
Training & Education	3,249.21	71,000.00	4.58%	67,750.79
Memberships Seminars Conferences	7,335.43	31,875.00	23.01%	24,539.57
Succession Planning	0.00	262,000.00	0.00%	262,000.00
Advertising Services	1,378.06	30,000.00	4.59%	28,621.94
Promotional Marketing	0.00	26,000.00	0.00%	26,000.00
Postage and Parcel Post	10,240.64	35,000.00	29.26%	24,759.36
Freight & Courier Services	0.00	3,500.00	0.00%	3,500.00
Telecommunication Services	29,230.17	145,290.00	20.12%	116,059.83
Mobile Communication Services	0.00	9,420.00	0.00%	9,420.00
Professional Services	55,801.30	362,695.00	15.39%	306,893.70
Auditing & Accounting Services	10,000.00	80,000.00	12.50%	70,000.00
Legal Services	7,675.06	70,000.00	10.96%	62,324.94
Office Supplies	18,093.15	82,000.00	22.06%	63,906.85
General & Operating Supplies	3,297.91	43,000.00	7.67%	39,702.09
Power Supply Service	19,316.32	83,500.00	23.13%	64,183.68
Natural Gas Service	3,194.15	17,500.00	18.25%	14,305.85
Other Utilities Rates	924.14	6,700.00	13.79%	5,775.86
Rental of Residential Building	12.00	2,500.00	0.48%	2,488.00
Rental of Office Equipment	21,507.01	114,100.00	18.85%	92,592.99
Bank Service Charges	632.42	25,000.00	2.53%	24,367.58
Cash Management Charges	54,857.93	230,000.00	23.85%	175,142.07
Insurance Premium & Deductible	1,283.38	450,000.00	0.29%	448,716.62
Property Taxes	0.00	18,500.00	0.00%	18,500.00
	<u>828,352.28</u>	<u>5,455,147.00</u>	<u>15.18%</u>	<u>4,626,794.72</u>





**MD of Greenview  
Actual to Budget  
Communications  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$234.97	\$12,000.00	1.96%	\$11,765.03
Transportation Expenses	119.00	15,000.00	0.79%	14,881.00
Training & Education	320.88	5,000.00	6.42%	4,679.12
Memberships Seminars Conferences	1,865.12	10,000.00	18.65%	8,134.88
Advertising Services	17,472.52	160,000.00	10.92%	142,527.48
Publishing Services	4,606.90	87,000.00	5.30%	82,393.10
Promotional Marketing	10,028.28	128,500.00	7.80%	118,471.72
Hospitality	641.35	0.00	0.00%	(641.35)
Branding & Image Building	4,575.00	150,000.00	3.05%	145,425.00
Professional Services	2,726.68	25,000.00	10.91%	22,273.32
General & Operating Supplies	4,843.82	41,500.00	11.67%	36,656.18
	<u>47,434.52</u>	<u>634,000.00</u>	<u>7.48%</u>	<u>586,565.48</u>



**MD of Greenview  
Actual to Budget  
Assessment  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$0.00	\$5,000.00	0.00%	\$5,000.00
Employer Contributions	0.00	500.00	0.00%	500.00
Accommodation & Subsistence	0.00	1,500.00	0.00%	1,500.00
Transportation Expenses	0.00	1,500.00	0.00%	1,500.00
Training & Education	0.00	1,500.00	0.00%	1,500.00
Professional Services	127,556.00	791,800.00	16.11%	664,244.00
	<u>127,556.00</u>	<u>801,800.00</u>	<u>15.91%</u>	<u>674,244.00</u>



**MD of Greenview**  
**Actual to Budget**  
**Education Requisitions**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6205	\$5,925,186.81	\$24,244,665.00	24.44%	\$18,319,478.19
	<u>5,925,186.81</u>	<u>24,244,665.00</u>	<u>24.44%</u>	<u>18,319,478.19</u>

**Expenses**  
 Education Requisitions



**MD of Greenview  
Actual to Budget  
Information Systems Management  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
6-6036 Mobile Communication Services	\$5,949.68	\$23,600.00	25.21%	\$17,650.32
6-6065 Geophysical Surveying & Mapping	127,671.00	335,870.00	38.01%	208,199.00
6-6067 Information Technology Services	37,208.47	90,320.00	41.20%	53,111.53
6-6071 Contracted Maintenance Service	37,215.28	225,360.00	16.51%	188,144.72
6-6121 Power Supply Service	860.10	6,000.00	14.34%	5,139.90
6-6133 IT Hardware Purchase	70,162.68	226,360.00	31.00%	156,197.32
6-6134 IT Software Purchase	15,268.74	36,400.00	41.95%	21,131.26
6-6144 Rental of IT & Communication Eq	3,600.00	6,600.00	54.55%	3,000.00
	<u>297,935.95</u>	<u>950,510.00</u>	<u>31.34%</u>	<u>652,574.05</u>



**MD of Greenview  
Actual to Budget  
Council Office  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$71,485.53	\$455,850.00	15.68%	\$384,364.47
Employer Contributions	10,421.66	100,287.00	10.39%	89,865.34
Non Cash Awards & Incentives	1,517.79	31,425.00	4.83%	29,907.21
Accommodation & Subsistence	10,183.80	62,500.00	16.29%	52,316.20
Transportation Expenses	21,460.58	105,000.00	20.44%	83,539.42
Training & Education	0.00	15,000.00	0.00%	15,000.00
Memberships Seminars Conferences	18,039.48	57,000.00	31.65%	38,960.52
Hospitality	3,852.88	41,400.00	9.31%	37,547.12
Mobile Communication Services	726.97	3,500.00	20.77%	2,773.03
Professional Services	0.00	40,000.00	0.00%	40,000.00
General & Operating Supplies	3,155.97	0.00	0.00%	(3,155.97)
Rental of Residential Building	0.00	1,000.00	0.00%	1,000.00
	<u>140,844.66</u>	<u>912,962.00</u>	<u>15.43%</u>	<u>772,117.34</u>



**MD of Greenview  
Actual to Budget  
Infrastructure & Planning Admin  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$159,274.10	\$937,102.00	17.00%	\$777,827.90
Employer Contributions	39,608.63	281,131.00	14.09%	241,522.37
Accommodation & Subsistence	472.57	6,000.00	7.88%	5,527.43
Transportation Expenses	0.00	1,500.00	0.00%	1,500.00
Training & Education	5,433.10	12,000.00	45.28%	6,566.90
Memberships Seminars Conferences	1,200.00	3,000.00	40.00%	1,800.00
Freight & Courier Services	0.00	1,100.00	0.00%	1,100.00
Telecommunication Services	0.00	4,000.00	0.00%	4,000.00
Mobile Communication Services	467.00	0.00	0.00%	(467.00)
Professional Services	0.00	35,000.00	0.00%	35,000.00
Repair/Maintenance of Motor Ve	1,834.94	4,000.00	45.87%	2,165.06
Personal Protection Equipment &	0.00	1,000.00	0.00%	1,000.00
Petroleum & Antifreeze Products	6,195.23	20,000.00	30.98%	13,804.77
General & Operating Supplies	71.98	3,000.00	2.40%	2,928.02
	<u>214,557.55</u>	<u>1,308,833.00</u>	<u>16.39%</u>	<u>1,094,275.45</u>



**MD of Greenview**  
**Actual to Budget**  
**Bridges Administrative**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6040	\$0.00	\$300,000.00	0.00%	\$300,000.00
6-6109	0.00	50,000.00	0.00%	50,000.00
	<u>0.00</u>	<u>350,000.00</u>	<u>0.00%</u>	<u>350,000.00</u>

**Expenses**  
 Professional Services  
 General & Operating Supplies



**MD of Greenview  
Actual to Budget  
Drainage Administrative  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6040	\$8,185.58	\$200,000.00	4.09%	\$191,814.42
6-6109	0.00	50,000.00	0.00%	50,000.00
	<u>8,185.58</u>	<u>250,000.00</u>	<u>3.27%</u>	<u>241,814.42</u>

**Expenses**  
Professional Services  
General & Operating Supplies





**MD of Greenview  
Actual to Budget  
Planning & Development Services Revenues  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5305	\$310.00	\$300.00	103.33%	(\$10.00)
5-5306	100.00	300.00	33.33%	200.00
5-5309	59,650.00	400,000.00	14.91%	340,350.00
5-5310	6,450.00	30,000.00	21.50%	23,550.00
5-5505	0.00	4,000.00	0.00%	4,000.00
	<u>66,510.00</u>	<u>434,600.00</u>	<u>15.30%</u>	<u>368,090.00</u>

**Revenues**

- Fees - Business License
- Fees - Certificate of Compliance
- Fees - MPC Permit
- Fees - Planning & Development
- Sale of Land



**MD of Greenview  
Actual to Budget  
Planning & Development Administ  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$103,813.17	\$528,390.00	19.65%	\$424,576.83
Employer Contributions	28,327.00	158,517.00	17.87%	130,190.00
Accommodation & Subsistence	1,234.40	12,000.00	10.29%	10,765.60
Transportation Expenses	84.00	1,500.00	5.60%	1,416.00
Training & Education	990.00	10,000.00	9.90%	9,010.00
Memberships Seminars Conferences	7,000.00	7,000.00	100.00%	0.00
Advertising Services	371.80	1,500.00	24.79%	1,128.20
Mobile Communication Services	590.04	3,500.00	16.86%	2,909.96
Professional Services	0.00	310,000.00	0.00%	310,000.00
Repair/Maintenance of Motor Ve	168.00	3,000.00	5.60%	2,832.00
Personal Protection Equipment &	0.00	1,500.00	0.00%	1,500.00
Petroleum & Antifreeze Products	722.97	9,000.00	8.03%	8,277.03
General & Operating Supplies	239.80	1,000.00	23.98%	760.20
Donations & Sponsorships	0.00	5,500.00	0.00%	5,500.00
	<u>143,541.18</u>	<u>1,052,407.00</u>	<u>13.64%</u>	<u>908,865.82</u>



**MD of Greenview  
Actual to Budget  
Municipal Planning Commission  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$2,752.14	\$30,000.00	9.17%	\$27,247.86
Employer Contributions	445.82	2,500.00	17.83%	2,054.18
Accommodation & Subsistence	8.57	5,000.00	0.17%	4,991.43
Transportation Expenses	617.60	10,000.00	6.18%	9,382.40
Memberships Seminars Conferences	3,250.00	4,500.00	72.22%	1,250.00
Advertising Services	3,507.03	20,000.00	17.54%	16,492.97
General & Operating Supplies	0.00	500.00	0.00%	500.00
Rental of Residential Building	0.00	3,000.00	0.00%	3,000.00
	<u>10,581.16</u>	<u>75,500.00</u>	<u>14.01%</u>	<u>64,918.84</u>



**MD of Greenview  
Actual to Budget  
Subdivision and Appeal Board  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$0.00	\$5,000.00	0.00%	\$5,000.00
Employer Contributions	0.00	800.00	0.00%	800.00
Accommodation & Subsistence	0.00	1,500.00	0.00%	1,500.00
Transportation Expenses	0.00	2,000.00	0.00%	2,000.00
Training & Education	0.00	8,000.00	0.00%	8,000.00
Memberships Seminars Conferences	0.00	4,000.00	0.00%	4,000.00
	<u>0.00</u>	<u>21,300.00</u>	<u>0.00%</u>	<u>21,300.00</u>



**MD of Greenview  
Actual to Budget  
Intergovernmental Development P  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6065	\$0.00	\$95,000.00	0.00%	\$95,000.00
6-6549	0.00	70,000.00	0.00%	70,000.00
	<u>0.00</u>	<u>165,000.00</u>	<u>0.00%</u>	<u>165,000.00</u>

**Expenses**  
Geophysical Surveying & Mapping  
Land



**MD of Greenview  
Actual to Budget  
Citizen Panel  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$0.00	\$10,000.00	0.00%	\$10,000.00
Accommodation & Subsistence	0.00	1,500.00	0.00%	1,500.00
Transportation Expenses	0.00	2,000.00	0.00%	2,000.00
	<u>0.00</u>	<u>13,500.00</u>	<u>0.00%</u>	<u>13,500.00</u>



**MD of Greenview  
Actual to Budget  
Environmental Services Revenues  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Revenues</b>				
Wastewater Collection	\$16,408.50	\$63,300.00	25.92%	\$46,891.50
Water Distribution	20,442.86	68,000.00	30.06%	47,557.14
Water Point Fees	11,844.42	51,270.00	23.10%	39,425.58
Water Rural	3,012.50	31,500.00	9.56%	28,487.50
Lagoon Tipping Fees	100,883.24	187,700.00	53.75%	86,816.76
Sale of Recycling Material	2,975.00	13,000.00	22.88%	10,025.00
WW Creeks Crossing-Debenture	0.00	45,110.00	0.00%	45,110.00
Water Creeks Crossing-Debenture	0.00	45,110.00	0.00%	45,110.00
Other Revenue	0.00	40,000.00	0.00%	40,000.00
	<b>155,566.52</b>	<b>544,990.00</b>	<b>28.54%</b>	<b>389,423.48</b>



**MD of Greenview  
Actual to Budget  
Environmental Services Administ  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$122,671.08	\$621,528.00	19.74%	\$498,856.92
Employer Contributions	34,389.06	186,460.00	18.44%	152,070.94
Accommodation & Subsistence	2,200.63	12,000.00	18.34%	9,799.37
Transportation Expenses	0.00	1,000.00	0.00%	1,000.00
Training & Education	3,291.42	15,000.00	21.94%	11,708.58
Memberships Seminars Conferences	509.28	10,000.00	5.09%	9,490.72
Advertising Services	0.00	5,000.00	0.00%	5,000.00
Freight & Courier Services	0.00	3,500.00	0.00%	3,500.00
Telecommunication Services	5,870.29	20,000.00	29.35%	14,129.71
Professional Services	82.00	45,000.00	0.18%	44,918.00
Repair/Maintenance of Motor Ve	2,410.36	20,000.00	12.05%	17,589.64
Personal Protection Equipment &	2,000.00	13,000.00	15.38%	11,000.00
Petroleum & Antifreeze Products	11,827.10	50,000.00	23.65%	38,172.90
General & Operating Supplies	147.17	7,000.00	2.10%	6,852.83
	<u>185,398.39</u>	<u>1,009,488.00</u>	<u>18.37%</u>	<u>824,089.61</u>





**MD of Greenview  
Actual to Budget  
Water Supply  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
6-6033 Telecommunication Services	\$2,739.67	\$11,000.00	24.91%	\$8,260.33
6-6040 Professional Services	1,134.64	190,000.00	0.60%	188,865.36
6-6071 Contracted Maintenance Service	0.00	30,000.00	0.00%	30,000.00
6-6109 General & Operating Supplies	1,786.72	15,000.00	11.91%	13,213.28
6-6110 Chemicals	3,495.33	30,000.00	11.65%	26,504.67
6-6119 Other Repair & Maintenance Supp	3,559.43	45,000.00	7.91%	41,440.57
6-6121 Power Supply Service	22,216.96	77,000.00	28.85%	54,783.04
6-6122 Natural Gas Service	6,547.78	22,000.00	29.76%	15,452.22
6-6125 Direct Energy Utilities	2,625.00	22,000.00	11.93%	19,375.00
6-6313 Debuture Principal	8,459.24	17,129.00	49.39%	8,669.76
6-6315 Loan Interest	14,095.35	27,981.00	50.37%	13,885.65
6-6571 SCADA System	0.00	10,000.00	0.00%	10,000.00
	<u>66,660.12</u>	<u>497,110.00</u>	<u>13.41%</u>	<u>430,449.88</u>



**MD of Greenview  
Actual to Budget  
Wastewater Collection & Disposa  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6033	\$712.40	\$3,600.00	19.79%	\$2,887.60
6-6040	12,071.06	50,000.00	24.14%	37,928.94
6-6079	0.00	50,000.00	0.00%	50,000.00
6-6109	100.86	4,000.00	2.52%	3,899.14
6-6110	0.00	4,000.00	0.00%	4,000.00
6-6121	7,041.71	20,000.00	35.21%	12,958.29
6-6313	8,459.25	17,129.00	49.39%	8,669.75
6-6315	14,095.35	27,981.00	50.37%	13,885.65
6-6571	0.00	5,000.00	0.00%	5,000.00
	<u>42,480.63</u>	<u>181,710.00</u>	<u>23.38%</u>	<u>139,229.37</u>

**Expenses**

Telecommunication Services  
Professional Services  
Other Engineering Works/ Mainte  
General & Operating Supplies  
Chemicals  
Power Supply Service  
Debenture Principal  
Loan Interest  
SCADA System



**MD of Greenview  
Actual to Budget  
Solid Waste Collection & Dispos  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$89,493.58	\$708,616.00	12.63%	\$619,122.42
Employer Contributions	21,066.93	164,604.00	12.80%	143,537.07
Accommodation & Subsistence	176.01	3,000.00	5.87%	2,823.99
Transportation Expenses	484.00	11,000.00	4.40%	10,516.00
Mobile Communication Services	665.27	4,000.00	16.63%	3,334.73
Professional Services	17,349.97	100,000.00	17.35%	82,650.03
Harvest & Cleanup Incentives	0.00	6,000.00	0.00%	6,000.00
Contracted Maintenance Service	1,016.71	30,000.00	3.39%	28,983.29
Repair/Maintenance of Motor Ve	1,138.46	12,000.00	9.49%	10,861.54
Tipping Fees	12,619.45	140,000.00	9.01%	127,380.55
Personal Protection Equipment &	350.00	4,000.00	8.75%	3,650.00
Petroleum & Antifreeze Products	16,803.13	50,000.00	33.61%	33,196.87
General & Operating Supplies	18,654.63	34,952.00	53.37%	16,297.37
Other Repair & Maintenance Supp	206.45	10,000.00	2.06%	9,793.55
Power Supply Service	172.60	800.00	21.58%	627.40
Rental of Environmental Control	8,377.24	45,000.00	18.62%	36,622.76
	<u>188,574.43</u>	<u>1,323,972.00</u>	<u>14.24%</u>	<u>1,135,397.57</u>



**MD of Greenview  
Actual to Budget  
Operations Services Revenues  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5101	\$0.01	\$450,000.00	0.00%	\$449,999.99
5-5204	1,200.00	85,000.00	1.41%	83,800.00
5-5213	198,461.25	0.00	0.00%	(198,461.25)
5-5214	35,393.08	76,000.00	46.57%	40,606.92
5-5404	18,125.00	2,500.00	725.00%	(15,625.00)
5-5406	250.00	1,400.00	17.86%	1,150.00
	<u>253,429.34</u>	<u>614,900.00</u>	<u>41.21%</u>	<u>361,470.66</u>

**Revenues**

- Aggregate Levy
- Dust Control
- Road Maintenance
- Road Services
- Road Permits & Fees
- Rural Address Sign Fee



**MD of Greenview  
Actual to Budget  
Operations Administrative  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$548,577.37	\$2,885,822.00	19.01%	\$2,337,244.63
Employer Contributions	146,312.37	778,756.00	18.79%	632,443.63
Accommodation & Subsistence	664.43	2,500.00	26.58%	1,835.57
Transportation Expenses	0.00	1,000.00	0.00%	1,000.00
Training & Education	9,693.00	25,000.00	38.77%	15,307.00
Memberships Seminars Conferences	0.00	1,500.00	0.00%	1,500.00
Advertising Services	3,930.30	35,000.00	11.23%	31,069.70
Telecommunication Services	7,473.73	32,500.00	23.00%	25,026.27
Mobile Communication Services	110.93	0.00	0.00%	(110.93)
Personal Protection Equipment &	0.00	500.00	0.00%	500.00
Petroleum & Antifreeze Products	2,394.88	0.00	0.00%	(2,394.88)
General & Operating Supplies	186.95	2,750.00	6.80%	2,563.05
Power Supply Service	12,816.69	39,500.00	32.45%	26,683.31
Natural Gas Service	4,815.69	12,000.00	40.13%	7,184.31
Other Utilities Rates	1,099.30	8,750.00	12.56%	7,650.70
	<u>738,075.64</u>	<u>3,825,578.00</u>	<u>19.29%</u>	<u>3,087,502.36</u>



**MD of Greenview  
Actual to Budget  
Fleet & Shop Administrative  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$0.00	\$1,000.00	0.00%	\$1,000.00
Training & Education	(200.00)	7,500.00	(2.67%)	7,700.00
Memberships Seminars Conferences	0.00	500.00	0.00%	500.00
Freight & Courier Services	2,468.28	15,000.00	16.46%	12,531.72
Mobile Communication Services	19,191.06	115,000.00	16.69%	95,808.94
Contracted Services and Repairs	25,717.24	110,000.00	23.38%	84,282.76
Licence & Permit Fees	0.00	1,500.00	0.00%	1,500.00
Personal Protection Equipment &	1,705.10	10,000.00	17.05%	8,294.90
Petroleum & Antifreeze Products	152,516.25	450,000.00	33.89%	297,483.75
Shop & Service Truck Tools	160.24	8,000.00	2.00%	7,839.76
Consumable Tools & Supplies	29,375.71	120,000.00	24.48%	90,624.29
General & Operating Supplies	457.43	0.00	0.00%	(457.43)
Insurance Premium & Deductible	0.00	5,000.00	0.00%	5,000.00
Vehicle Components and Parts	17,079.04	105,000.00	16.27%	87,920.96
Vehicle Accessories	6,253.49	72,500.00	8.63%	66,246.51
	<u>254,723.84</u>	<u>1,021,000.00</u>	<u>24.95%</u>	<u>766,276.16</u>



**MD of Greenview  
Actual to Budget  
Operations Grovedale  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$731.50	\$2,000.00	36.58%	\$1,268.50
Telecommunication Services	2,645.89	12,000.00	22.05%	9,354.11
Contracted Services and Repairs	1,479.56	7,500.00	19.73%	6,020.44
Personal Protection Equipment &	0.00	500.00	0.00%	500.00
Shop & Service Truck Tools	0.00	25,000.00	0.00%	25,000.00
General & Operating Supplies	987.18	9,000.00	10.97%	8,012.82
Power Supply Service	9,213.27	36,000.00	25.59%	26,786.73
Natural Gas Service	4,266.37	17,500.00	24.38%	13,233.63
	<u>19,323.77</u>	<u>109,500.00</u>	<u>17.65%</u>	<u>90,176.23</u>

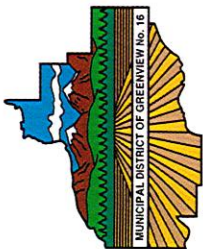


**MD of Greenview**  
**Actual to Budget**  
**Street Lights**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6121	\$8,065.93	\$30,000.00	26.89%	\$21,934.07
	<u>8,065.93</u>	<u>30,000.00</u>	<u>26.89%</u>	<u>21,934.07</u>

**Expenses**  
Power Supply Service





**MD of Greenview  
Actual to Budget  
Road Maintenance & Inspection A  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6011	\$1,584.72	\$3,000.00	52.82%	\$1,415.28
6-6071	668,982.34	2,500,000.00	26.76%	1,831,017.66
6-6109	124,975.90	425,000.00	29.41%	300,024.10
6-6852	103,353.51	230,000.00	44.94%	126,646.49
	<u>898,896.47</u>	<u>3,158,000.00</u>	<u>28.46%</u>	<u>2,259,103.53</u>

**Expenses**

Accommodation & Subsistence  
Contracted Maintenance Service  
General & Operating Supplies  
Salt & Sand



**MD of Greenview  
Actual to Budget  
Brushing Program  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6011	\$0.00	\$1,000.00	0.00%	\$1,000.00
6-6071	240,776.09	450,000.00	53.51%	209,223.91
6-6104	0.00	500.00	0.00%	500.00
6-6109	0.00	2,500.00	0.00%	2,500.00
	<u>240,776.09</u>	<u>454,000.00</u>	<u>53.03%</u>	<u>213,223.91</u>

**Expenses**

Accommodation & Subsistence  
Contracted Maintenance Service  
Personal Protection Equipment &  
General & Operating Supplies



**MD of Greenview  
Actual to Budget  
Mowing Program  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6011	\$0.00	\$8,000.00	0.00%	\$8,000.00
6-6043	0.00	1,000.00	0.00%	1,000.00
6-6104	0.00	500.00	0.00%	500.00
6-6109	0.00	20,000.00	0.00%	20,000.00
	<u>0.00</u>	<u>29,500.00</u>	<u>0.00%</u>	<u>29,500.00</u>

**Expenses**

Accommodation & Subsistence  
Contractor Services  
Personal Protection Equipment &  
General & Operating Supplies



**MD of Greenview  
Actual to Budget  
Gravelling Program  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6043	\$70,784.70	\$2,200,000.00	3.22%	\$2,129,215.30
6-6060	1,201.50	300,000.00	0.40%	298,798.50
6-6065	802.50	0.00	0.00%	(802.50)
6-6109	969.00	2,500.00	38.76%	1,531.00
6-6112	10,433.86	4,750,000.00	0.22%	4,739,566.14
6-6115	0.00	100,000.00	0.00%	100,000.00
	<u>84,191.56</u>	<u>7,352,500.00</u>	<u>1.15%</u>	<u>7,268,308.44</u>

**Expenses**

- Contractor Services
- Contracted Services and Repairs
- Geophysical Surveying & Mapping
- General & Operating Supplies
- Gravel
- Gravel Exploration Services



**MD of Greenview  
Actual to Budget  
Road Services  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6066	\$0.00	\$31,000.00	0.00%	\$31,000.00
6-6109	0.00	3,000.00	0.00%	3,000.00
6-6110	0.00	650,000.00	0.00%	650,000.00
6-6142	6,250.76	150,000.00	4.17%	143,749.24
6-6145	2,494.68	600,000.00	0.42%	597,505.32
	<u>8,745.44</u>	<u>1,434,000.00</u>	<u>0.61%</u>	<u>1,425,254.56</u>

**Expenses**

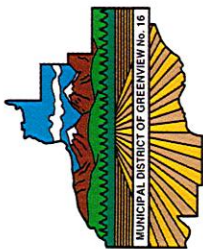
Harvest & Cleanup Incentives  
 General & Operating Supplies  
 Chemicals  
 Expenses, Road Allowance Clearing  
 Rental of Equipment & Machinery



**MD of Greenview**  
**Actual to Budget**  
**Pit Reclamation**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6043	\$0.00	\$50,000.00	0.00%	\$50,000.00
	<u>0.00</u>	<u>50,000.00</u>	<u>0.00%</u>	<u>50,000.00</u>

**Expenses**  
 Contractor Services



**MD of Greenview**  
**Actual to Budget**  
**Forestry Trunk Road**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6011	\$0.00	\$2,500.00	0.00%	\$2,500.00
6-6043	0.00	3,800,000.00	0.00%	3,800,000.00
6-6071	0.00	200,000.00	0.00%	200,000.00
6-6109	0.00	65,000.00	0.00%	65,000.00
6-6110	0.00	1,500,000.00	0.00%	1,500,000.00
	<u>0.00</u>	<u>5,567,500.00</u>	<u>0.00%</u>	<u>5,567,500.00</u>

**Expenses**

Accommodation & Subsistence  
 Contractor Services  
 Contracted Maintenance Service  
 General & Operating Supplies  
 Chemicals



**MD of Greenview  
Actual to Budget  
Facility Maintenance Administra  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$160,890.02	\$1,002,590.00	16.05%	\$841,699.98
Employer Contributions	43,454.59	263,241.00	16.51%	219,786.41
Accommodation & Subsistence	262.02	5,000.00	5.24%	4,737.98
Training & Education	28.47	5,000.00	0.57%	4,971.53
Mobile Communication Services	1,187.49	6,000.00	19.79%	4,812.51
Contracted Maintenance Service	104,083.34	592,000.00	17.58%	487,916.66
Repair/Maintenance of Motor Ve	4,188.00	15,000.00	27.92%	10,812.00
Cleaning/ Janitorial Supplies	4,425.15	25,000.00	17.70%	20,574.85
Personal Protection Equipment &	928.36	2,500.00	37.13%	1,571.64
Petroleum & Antifreeze Products	14,953.62	65,000.00	23.01%	50,046.38
General & Operating Supplies	36,158.38	175,000.00	20.66%	138,841.62
Landscaping Equipment & Supplie	136.90	30,000.00	0.46%	29,863.10
	<b>370,696.34</b>	<b>2,186,331.00</b>	<b>16.96%</b>	<b>1,815,634.66</b>





**MD of Greenview  
Actual to Budget  
Building Maintenance  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6068	\$12,295.69	\$55,000.00	22.36%	\$42,704.31
6-6109	48.92	10,000.00	0.49%	9,951.08
	<u>12,344.61</u>	<u>65,000.00</u>	<u>18.99%</u>	<u>52,655.39</u>

**Expenses**  
Maintenance  
General & Operating Supplies



**MD of Greenview**  
**Actual to Budget**  
**Grovedale Public Service Building**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6069	\$12,621.46	\$92,000.00	13.72%	\$79,378.54
6-6109	326.33	6,500.00	5.02%	6,173.67
	<u>12,947.79</u>	<u>98,500.00</u>	<u>13.14%</u>	<u>85,552.21</u>

**Expenses**  
 Maintenance - PS Bldgs  
 General & Operating Supplies



**MD of Greenview  
Actual to Budget  
DeBolt Public Service Building  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6069	\$10,206.87	\$55,000.00	18.56%	\$44,793.13
6-6109	339.31	6,500.00	5.22%	6,160.69
	<u>10,546.18</u>	<u>61,500.00</u>	<u>17.15%</u>	<u>50,953.82</u>

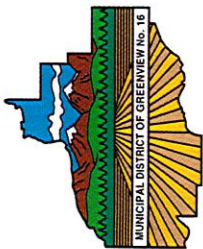
**Expenses**  
Maintenance - PS Bldgs  
General & Operating Supplies



**MD of Greenview**  
**Actual to Budget**  
**Maintenance Valleyview Firehall**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6069	\$0.00	\$4,000.00	0.00%	\$4,000.00
6-6109	0.00	1,000.00	0.00%	1,000.00
	<u>0.00</u>	<u>5,000.00</u>	<u>0.00%</u>	<u>5,000.00</u>

**Expenses**  
 Maintenance - PS Bldgs  
 General & Operating Supplies



**MD of Greenview  
Actual to Budget  
Maintenance Valleyview Ambulance  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6069	\$379.50	\$3,000.00	12.65%	\$2,620.50
6-6109	0.00	1,000.00	0.00%	1,000.00
	<u>379.50</u>	<u>4,000.00</u>	<u>9.49%</u>	<u>3,620.50</u>

**Expenses**  
Maintenance - PS Bldgs  
General & Operating Supplies



**MD of Greenview**  
**Actual to Budget**  
**Maintenance Valleyview Vet Clinic**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6068	\$0.00	\$8,500.00	0.00%	\$8,500.00
6-6109	117.60	1,000.00	11.76%	882.40
	<u>117.60</u>	<u>9,500.00</u>	<u>1.24%</u>	<u>9,382.40</u>

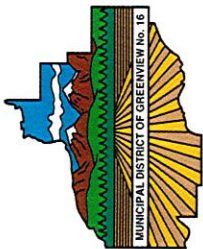
**Expenses**  
 Maintenance  
 General & Operating Supplies



**MD of Greenview  
Actual to Budget  
Maintenance Grovedale Fire Hall  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6069	\$0.00	\$5,000.00	0.00%	\$5,000.00
6-6109	0.00	1,000.00	0.00%	1,000.00
	<u>0.00</u>	<u>6,000.00</u>	<u>0.00%</u>	<u>6,000.00</u>

**Expenses**  
Maintenance - PS Bldgs  
General & Operating Supplies

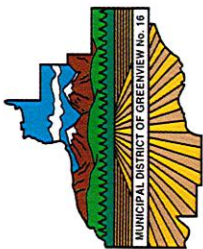


**MD of Greenview  
Actual to Budget  
Maintenance DeBolt Fire Hall  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6069	\$0.00	\$10,000.00	0.00%	\$10,000.00
6-6109	0.00	5,000.00	0.00%	5,000.00
	<u>0.00</u>	<u>15,000.00</u>	<u>0.00%</u>	<u>15,000.00</u>

**Expenses**  
Maintenance - PS Bldgs  
General & Operating Supplies





**MD of Greenview  
Actual to Budget  
Community Services Revenues  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5304	\$23,975.64	\$110,100.00	21.78%	\$86,124.36
5-5709	0.00	21,000.00	0.00%	21,000.00
5-5710	26,816.25	0.00	0.00%	(26,816.25)
5-5809	0.00	3,071.00	0.00%	3,071.00
	<u>50,791.89</u>	<u>134,171.00</u>	<u>37.86%</u>	<u>83,379.11</u>

**Revenues**

Building Rental  
 Shared Funding  
 Sponsorship/Donations VAW Multi-Plex  
 Other Revenue



**MD of Greenview  
Actual to Budget  
Community Services Administrati  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6001	\$74,064.63	\$358,367.00	20.67%	\$284,302.37
6-6004	22,121.34	107,511.00	20.58%	85,389.66
6-6011	612.18	3,000.00	20.41%	2,387.82
6-6012	156.80	3,000.00	5.23%	2,843.20
6-6013	0.00	6,000.00	0.00%	6,000.00
6-6036	200.29	0.00	0.00%	(200.29)
6-6109	409.99	5,500.00	7.45%	5,090.01
	<u>97,565.23</u>	<u>483,378.00</u>	<u>20.18%</u>	<u>385,812.77</u>

**Expenses**

Salaries  
Employer Contributions  
Accommodation & Subsistence  
Transportation Expenses  
Training & Education  
Mobile Communication Services  
General & Operating Supplies



**MD of Greenview  
Actual to Budget  
Valleyview Medical Clinic  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$0.00	\$10,000.00	0.00%	\$10,000.00
Advertising Services	0.00	500.00	0.00%	500.00
Hospitality	0.00	2,000.00	0.00%	2,000.00
Telecommunication Services	284.97	1,200.00	23.75%	915.03
Professional Services	1,089.39	6,500.00	16.76%	5,410.61
Maintenance	393.75	48,000.00	0.82%	47,606.25
Cleaning/ Janitorial Supplies	5,400.00	37,000.00	14.59%	31,600.00
General & Operating Supplies	0.00	5,000.00	0.00%	5,000.00
Power Supply Service	6,213.07	25,000.00	24.85%	18,786.93
Natural Gas Service	2,547.71	10,000.00	25.48%	7,452.29
Direct Energy Utilities	329.00	3,000.00	10.97%	2,671.00
Insurance Premium & Deductible	0.00	4,000.00	0.00%	4,000.00
	<u>16,257.89</u>	<u>152,200.00</u>	<u>10.68%</u>	<u>135,942.11</u>



**MD of Greenview**  
**Actual to Budget**  
**Fox Creek Medical Clinic**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6203	\$0.00	\$12,000.00	0.00%	\$12,000.00
	<u>0.00</u>	<u>12,000.00</u>	<u>0.00%</u>	<u>12,000.00</u>

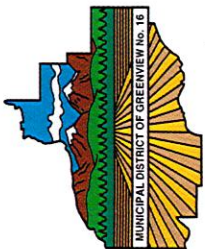
**Expenses**  
Grant Agreements



**MD of Greenview**  
**Actual to Budget**  
**Seniors Programs**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6043	\$7,500.00	\$37,000.00	20.27%	\$29,500.00
6-6202	15,500.00	15,500.00	100.00%	0.00
6-6203	10,000.00	10,000.00	100.00%	0.00
6-6223	1,500.00	1,500.00	100.00%	0.00
	<u>34,500.00</u>	<u>64,000.00</u>	<u>53.91%</u>	<u>29,500.00</u>

**Expenses**  
 Contractor Services  
 Grants to Organizations  
 Grant Agreements  
 Red Willow Lodge - Grant



**MD of Greenview**  
**Actual to Budget**  
**Seniors Foundation**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6207	\$3,000.00	\$1,235,700.00	0.24%	\$1,232,700.00
	<u>3,000.00</u>	<u>1,235,700.00</u>	<u>0.24%</u>	<u>1,232,700.00</u>

**Expenses**  
 Shared Funding

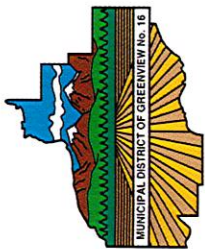


**MD of Greenview  
Actual to Budget  
Other Buildings  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6033	\$295.77	\$500.00	59.15%	\$204.23
6-6068	0.00	36,000.00	0.00%	36,000.00
6-6121	273.47	500.00	54.69%	226.53
6-6122	73.80	500.00	14.76%	426.20
6-6129	0.00	500.00	0.00%	500.00
	<u>643.04</u>	<u>38,000.00</u>	<u>1.69%</u>	<u>37,356.96</u>

**Expenses**

Telecommunication Services  
Maintenance  
Power Supply Service  
Natural Gas Service  
Other Utilities Rates



**MD of Greenview  
Actual to Budget  
Airport Agreements  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6109	\$0.00	\$2,500.00	0.00%	\$2,500.00
6-6203	0.00	20,000.00	0.00%	20,000.00
	<u>0.00</u>	<u>22,500.00</u>	<u>0.00%</u>	<u>22,500.00</u>

**Expenses**  
General & Operating Supplies  
Grant Agreements





**MD of Greenview  
Actual to Budget  
Economic Development Program  
For the 3 Months Ending 3/31/2018**

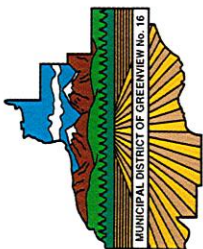
	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$51.69	\$8,000.00	0.65%	\$7,948.31
Transportation Expenses	0.00	2,000.00	0.00%	2,000.00
Training & Education	210.00	5,000.00	4.20%	4,790.00
Memberships Seminars Conferences	18,393.75	58,650.00	31.36%	40,256.25
Advertising Services	475.00	14,000.00	3.39%	13,525.00
Promotional Marketing	11,866.65	35,000.00	33.90%	23,133.35
Professional Services	0.00	135,000.00	0.00%	135,000.00
Tradeshows and Fairs	2,973.39	60,000.00	4.96%	57,026.61
Repair of Equipment & Machinery	155.77	5,000.00	3.12%	4,844.23
Petroleum & Antifreeze Products	316.73	6,000.00	5.28%	5,683.27
TMIP Industrial Partnership	0.00	210,000.00	0.00%	210,000.00
Grants to Organizations	0.00	350,000.00	0.00%	350,000.00
Tourism Partnerships	15,018.73	112,500.00	13.35%	97,481.27
Bus. Retent Expansion & Invest	343.17	47,000.00	0.73%	46,656.83
	<u>49,804.88</u>	<u>1,048,150.00</u>	<u>4.75%</u>	<u>998,345.12</u>



**MD of Greenview  
Actual to Budget  
Community Development Agreement  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6203	\$0.00	\$7,296,047.00	0.00%	\$7,296,047.00
	<u>0.00</u>	<u>7,296,047.00</u>	<u>0.00%</u>	<u>7,296,047.00</u>

**Expenses**  
Grant Agreements



**MD of Greenview**  
**Actual to Budget**  
**Recreation Boards**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$118,400.00	\$1,068,750.00	11.08%	\$950,350.00
	<u>118,400.00</u>	<u>1,068,750.00</u>	<u>11.08%</u>	<u>950,350.00</u>

**Expenses**  
 Grants to Organizations



**MD of Greenview  
Actual to Budget  
Community Services Grants  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$1,051,403.43	\$1,940,000.00	54.20%	\$888,596.57
6-6209	4,600.00	32,000.00	14.38%	27,400.00
6-6222	50,000.00	50,000.00	100.00%	0.00
	<u>1,106,003.43</u>	<u>2,022,000.00</u>	<u>54.70%</u>	<u>915,996.57</u>

**Expenses**  
Grants to Organizations  
Bursaries & Scholarships  
Women's Shelters



**MD of Greenview  
Actual to Budget  
Valleyview Recreation Grants  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$0.00	\$196,000.00	0.00%	\$196,000.00
6-6203	0.00	86,000.00	0.00%	86,000.00
6-6206	0.00	50,000.00	0.00%	50,000.00
6-6207	982.80	944,500.00	0.10%	943,517.20
6-6224	0.00	5,000.00	0.00%	5,000.00
	<u>982.80</u>	<u>1,281,500.00</u>	<u>0.08%</u>	<u>1,280,517.20</u>

**Expenses**

Grants to Organizations  
Grant Agreements  
Grant for Recreation Project  
Shared Funding  
Misc Recreation Grant



**MD of Greenview  
Actual to Budget  
Multipurpose Facility Grants  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$0.00	\$20,000.00	0.00%	\$20,000.00
6-6203	0.00	348,382.00	0.00%	348,382.00
6-6206	4,000.00	4,000.00	100.00%	0.00
	<u>4,000.00</u>	<u>372,382.00</u>	<u>1.07%</u>	<u>368,382.00</u>

**Expenses**

Grants to Organizations  
Grant Agreements  
Grant for Recreation Project



**MD of Greenview**  
**Actual to Budget**  
**Agricultural Societies**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$204,000.00	\$204,000.00	100.00%	\$0.00
	<u>204,000.00</u>	<u>204,000.00</u>	<u>100.00%</u>	<u>0.00</u>

**Expenses**  
 Grants to Organizations



**MD of Greenview  
Actual to Budget  
Cultural & Historical Buildings  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$13,773.85	\$284,500.00	4.84%	\$270,726.15
6-6203	26,188.72	88,000.00	29.76%	61,811.28
	<u>39,962.57</u>	<u>372,500.00</u>	<u>10.73%</u>	<u>332,537.43</u>

**Expenses**  
Grants to Organizations  
Grant Agreements

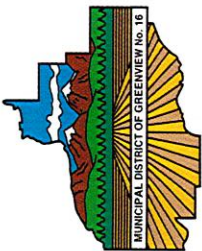




**MD of Greenview**  
**Actual to Budget**  
**Community Halls**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$25,601.90	\$152,500.00	16.79%	\$126,898.10
	<u>25,601.90</u>	<u>152,500.00</u>	<u>16.79%</u>	<u>126,898.10</u>

**Expenses**  
 Grants to Organizations



**MD of Greenview  
Actual to Budget  
Museums  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$51,000.00	\$51,000.00	100.00%	\$0.00
6-6203	35,000.00	35,000.00	100.00%	0.00
6-6207	0.00	50,400.00	0.00%	50,400.00
	<u>86,000.00</u>	<u>136,400.00</u>	<u>63.05%</u>	<u>50,400.00</u>

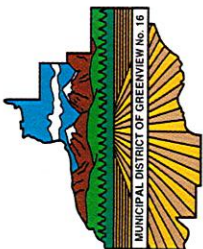
**Expenses**  
Grants to Organizations  
Grant Agreements  
Shared Funding



**MD of Greenview**  
**Actual to Budget**  
**Cemeteries**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6207	\$28,940.50	\$41,000.00	70.59%	\$12,059.50
	<u>28,940.50</u>	<u>41,000.00</u>	<u>70.59%</u>	<u>12,059.50</u>

**Expenses**  
Shared Funding



**MD of Greenview  
Actual to Budget  
Recreation Enhancement Revenues  
For the 3 Months Ending 3/31/2018**

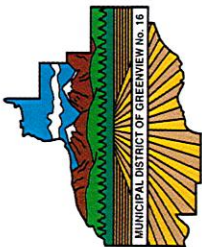
	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5200	\$20.00	\$1,000.00	2.00%	\$980.00
5-5212	0.00	20,000.00	0.00%	20,000.00
	<u>20.00</u>	<u>21,000.00</u>	<u>0.10%</u>	<u>20,980.00</u>

**Revenues**  
Sales of Goods & Services  
Swan Lake Campground



**MD of Greenview  
Actual to Budget  
REP Administrative  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$42,312.98	\$301,976.00	14.01%	\$259,663.02
Employer Contributions	13,210.31	77,405.00	17.07%	64,194.69
Accommodation & Subsistence	835.22	12,000.00	6.96%	11,164.78
Transportation Expenses	0.00	1,000.00	0.00%	1,000.00
Training & Education	942.50	12,000.00	7.85%	11,057.50
Advertising Services	0.00	2,500.00	0.00%	2,500.00
Mobile Communication Services	0.00	5,100.00	0.00%	5,100.00
Professional Services	4,409.62	7,500.00	58.79%	3,090.38
Repair of Equipment & Machinery	126.60	10,000.00	1.27%	9,873.40
Petroleum & Antifreeze Products	909.68	15,000.00	6.06%	14,090.32
General & Operating Supplies	378.10	15,500.00	2.44%	15,121.90
	<u>63,125.01</u>	<u>459,981.00</u>	<u>13.72%</u>	<u>396,855.99</u>



**MD of Greenview  
Actual to Budget  
Recreation Facilities Op&Maint  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6036	\$734.02	\$2,100.00	34.95%	\$1,365.98
6-6059	7,419.06	170,800.00	4.34%	163,380.94
6-6076	10.50	18,000.00	0.06%	17,989.50
6-6104	0.00	500.00	0.00%	500.00
6-6105	0.00	10,000.00	0.00%	10,000.00
6-6108	0.00	2,000.00	0.00%	2,000.00
6-6109	40.26	14,000.00	0.29%	13,959.74
	<u>8,203.84</u>	<u>217,400.00</u>	<u>3.77%</u>	<u>209,196.16</u>

**Expenses**

Mobile Communication Services  
Site Operations & Maintenance  
Repair/Maintenance of Motor Ve  
Personal Protection Equipment &  
Petroleum & Antifreeze Products  
Consumable Tools & Supplies  
General & Operating Supplies



**MD of Greenview**  
**Actual to Budget**  
**Recreation and Tourism Partner**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6207	\$122,491.57	\$167,000.00	73.35%	\$44,508.43
	<u>122,491.57</u>	<u>167,000.00</u>	<u>73.35%</u>	<u>44,508.43</u>

**Expenses**  
 Shared Funding



**MD of Greenview**  
**Actual to Budget**  
**Protective Services Revenues**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
	\$8,367.50	\$0.00	0.00%	(\$8,367.50)
	7,075.00	40,000.00	17.69%	32,925.00
	<u>15,442.50</u>	<u>40,000.00</u>	<u>38.61%</u>	<u>24,557.50</u>

5-5230  
5-5601

**Revenues**  
 Emergency Response Services  
 Bylaw Enforcement





**MD of Greenview  
Actual to Budget  
Protective Services Administrat  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6001	\$72,726.50	\$366,183.00	19.86%	\$293,456.50
6-6004	20,503.01	109,855.00	18.66%	89,351.99
6-6011	949.37	12,000.00	7.91%	11,050.63
6-6013	1,693.18	20,000.00	8.47%	18,306.82
6-6015	50.00	4,000.00	1.25%	3,950.00
6-6021	0.00	3,500.00	0.00%	3,500.00
6-6032	0.00	1,000.00	0.00%	1,000.00
6-6036	586.00	2,380.00	24.62%	1,794.00
6-6040	1,397.00	50,350.00	2.77%	48,953.00
6-6055	0.00	12,500.00	0.00%	12,500.00
6-6061	272.93	11,000.00	2.48%	10,727.07
6-6064	57,666.89	251,000.00	22.97%	193,333.11
6-6076	371.99	5,000.00	7.44%	4,628.01
6-6104	0.00	5,000.00	0.00%	5,000.00
6-6105	1,462.43	10,000.00	14.62%	8,537.57
6-6109	9,154.96	10,000.00	91.55%	845.04
6-6202	262,000.00	265,000.00	98.87%	3,000.00
	<u>428,834.26</u>	<u>1,138,768.00</u>	<u>37.66%</u>	<u>709,933.74</u>

**Expenses**

- Salaries
- Employer Contributions
- Accommodation & Subsistence
- Training & Education
- Memberships Seminars Conferences
- Advertising Services
- Freight & Courier Services
- Mobile Communication Services
- Professional Services
- Volunteer Appreciation
- Animal Control Services
- Enforcement Services
- Repair/Maintenance of Motor Ve
- Personal Protection Equipment &
- Petroleum & Antifreeze Products
- General & Operating Supplies
- Grants to Organizations



**MD of Greenview  
Actual to Budget  
Fire Protection Valleyview  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$15,000.00	\$15,000.00	100.00%	\$0.00
Mobile Communication Services	0.00	1,000.00	0.00%	1,000.00
Professional Services	0.00	1,000.00	0.00%	1,000.00
Repair/Maintenance of Motor Ve	313.90	5,000.00	6.28%	4,686.10
Fire Services Agreements	0.00	75,000.00	0.00%	75,000.00
General & Operating Supplies	270.00	7,500.00	3.60%	7,230.00
Power Supply Service	2,309.83	2,500.00	92.39%	190.17
Natural Gas Service	1,959.99	2,000.00	98.00%	40.01
Direct Energy Utilities	340.50	1,000.00	34.05%	659.50
Grants to Organizations	0.00	9,500.00	0.00%	9,500.00
	<u>20,194.22</u>	<u>119,500.00</u>	<u>16.90%</u>	<u>99,305.78</u>



**MD of Greenview  
Actual to Budget  
Fire Protection Grande Cache  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$15,000.00	\$15,000.00	100.00%	\$0.00
Training & Education	0.00	9,750.00	0.00%	9,750.00
Freight & Courier Services	0.00	2,000.00	0.00%	2,000.00
Telecommunication Services	0.00	1,000.00	0.00%	1,000.00
Mobile Communication Services	245.93	2,400.00	10.25%	2,154.07
Professional Services	0.00	5,000.00	0.00%	5,000.00
Emergency Response Services	0.00	6,500.00	0.00%	6,500.00
Repair/Maintenance of Motor Ve	0.00	5,500.00	0.00%	5,500.00
Fire Services Agreements	25,000.00	25,000.00	100.00%	0.00
General & Operating Supplies	0.00	35,400.00	0.00%	35,400.00
Grants to Organizations	0.00	35,000.00	0.00%	35,000.00
	<u>40,245.93</u>	<u>142,550.00</u>	<u>28.23%</u>	<u>102,304.07</u>



**MD of Greenview  
Actual to Budget  
Fire Protection DeBolt  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$30,000.00	\$30,000.00	100.00%	\$0.00
Employer Contributions	0.00	400.00	0.00%	400.00
Accommodation & Subsistence	636.20	2,600.00	24.47%	1,963.80
Transportation Expenses	1,285.20	2,000.00	64.26%	714.80
Training & Education	9,116.27	28,000.00	32.56%	18,883.73
Memberships Seminars Conferences	0.00	2,000.00	0.00%	2,000.00
Freight & Courier Services	73.46	800.00	9.18%	726.54
Telecommunication Services	1,640.82	11,000.00	14.92%	9,359.18
Mobile Communication Services	4,699.32	10,900.00	43.11%	6,200.68
Professional Services	0.00	6,000.00	0.00%	6,000.00
Emergency Response Services	0.00	9,000.00	0.00%	9,000.00
Repair of Equipment & Machinery	0.00	5,000.00	0.00%	5,000.00
Repair/Maintenance of Motor Ve	345.00	10,500.00	3.29%	10,155.00
Personal Protection Equipment &	5,733.85	31,400.00	18.26%	25,666.15
Petroleum & Antifreeze Products	1,179.65	5,000.00	23.59%	3,820.35
General & Operating Supplies	2,677.66	41,400.00	6.47%	38,722.34
Chemicals	0.00	1,000.00	0.00%	1,000.00
Power Supply Service	3,316.15	12,000.00	27.63%	8,683.85
Natural Gas Service	3,433.48	10,000.00	34.33%	6,566.52
Vehicle Accessories	0.00	1,500.00	0.00%	1,500.00
	<u>64,137.06</u>	<u>220,500.00</u>	<u>29.09%</u>	<u>156,362.94</u>



**MD of Greenview  
Actual to Budget  
Fire Protection Grovedale  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$30,000.00	\$30,000.00	100.00%	\$0.00
Employer Contributions	0.00	400.00	0.00%	400.00
Accommodation & Subsistence	0.00	2,000.00	0.00%	2,000.00
Transportation Expenses	0.00	500.00	0.00%	500.00
Training & Education	430.00	35,000.00	1.23%	34,570.00
Memberships Seminars Conferences	0.00	1,000.00	0.00%	1,000.00
Freight & Courier Services	0.00	500.00	0.00%	500.00
Telecommunication Services	962.25	11,000.00	8.75%	10,037.75
Mobile Communication Services	5,050.15	32,400.00	15.59%	27,349.85
Professional Services	860.00	5,000.00	17.20%	4,140.00
Emergency Response Services	0.00	9,000.00	0.00%	9,000.00
Repair of Equipment & Machinery	0.00	5,000.00	0.00%	5,000.00
Repair/Maintenance of Motor Ve	0.00	16,000.00	0.00%	16,000.00
Personal Protection Equipment &	0.00	39,500.00	0.00%	39,500.00
Petroleum & Antifreeze Products	1,765.31	15,000.00	11.77%	13,234.69
General & Operating Supplies	14,810.04	35,900.00	41.25%	21,089.96
Chemicals	0.00	1,500.00	0.00%	1,500.00
Power Supply Service	7,222.25	15,000.00	48.15%	7,777.75
Natural Gas Service	4,338.36	10,000.00	43.38%	5,661.64
Vehicle Accessories	0.00	1,000.00	0.00%	1,000.00
	<u>65,438.36</u>	<u>265,700.00</u>	<u>24.63%</u>	<u>200,261.64</u>



**MD of Greenview  
Actual to Budget  
Disaster Control Services  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6011	\$342.80	\$4,000.00	8.57%	\$3,657.20
6-6012	0.00	2,000.00	0.00%	2,000.00
6-6013	0.00	15,000.00	0.00%	15,000.00
6-6033	4,630.47	22,000.00	21.05%	17,369.53
6-6040	0.00	20,000.00	0.00%	20,000.00
6-6109	0.00	12,500.00	0.00%	12,500.00
	<u>4,973.27</u>	<u>75,500.00</u>	<u>6.59%</u>	<u>70,526.73</u>

**Expenses**

- Accommodation & Subsistence
- Transportation Expenses
- Training & Education
- Telecommunication Services
- Professional Services
- General & Operating Supplies



**MD of Greenview**  
**Actual to Budget**  
**Ambulance Services**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6121	\$308.10	\$0.00	0.00%	(\$308.10)
6-6122	0.01	0.00	0.00%	(0.01)
	<u>308.11</u>	<u>0.00</u>	<u>0.00%</u>	<u>(308.11)</u>

**Expenses**

Power Supply Service  
 Natural Gas Service



**MD of Greenview  
Actual to Budget  
Health & Safety  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Non Cash Awards & Incentives	\$0.00	\$2,000.00	0.00%	\$2,000.00
Accommodation & Subsistence	0.00	2,000.00	0.00%	2,000.00
Training & Education	279.90	50,950.00	0.55%	50,670.10
Memberships Seminars Conferences	0.00	1,900.00	0.00%	1,900.00
Subscriptions to Publications	0.00	1,500.00	0.00%	1,500.00
Professional Services	12,615.42	44,700.00	28.22%	32,084.58
General & Operating Supplies	4,773.44	37,800.00	12.63%	33,026.56
	<u>17,668.76</u>	<u>140,850.00</u>	<u>12.54%</u>	<u>123,181.24</u>





**MD of Greenview  
Actual to Budget  
Fire Protection Fox Creek  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$15,000.00	\$15,000.00	100.00%	\$0.00
Training & Education	0.00	15,000.00	0.00%	15,000.00
Freight & Courier Services	0.00	500.00	0.00%	500.00
Telecommunication Services	0.00	1,000.00	0.00%	1,000.00
Mobile Communication Services	105.00	10,000.00	1.05%	9,895.00
Professional Services	0.00	12,000.00	0.00%	12,000.00
Emergency Response Services	0.00	5,000.00	0.00%	5,000.00
Repair/Maintenance of Motor Ve	0.00	8,000.00	0.00%	8,000.00
Fire Services Agreements	24,000.00	24,000.00	100.00%	0.00
General & Operating Supplies	6,369.56	20,000.00	31.85%	13,630.44
Grants to Organizations	0.00	23,000.00	0.00%	23,000.00
	<u>45,474.56</u>	<u>133,500.00</u>	<u>34.06%</u>	<u>88,025.44</u>



**MD of Greenview**  
**Actual to Budget**  
**FCSS Services Revenues**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5200	\$8,644.00	\$42,000.00	20.58%	\$33,356.00
5-5299	10,200.00	43,000.00	23.72%	32,800.00
	<u>18,844.00</u>	<u>85,000.00</u>	<u>22.17%</u>	<u>66,156.00</u>

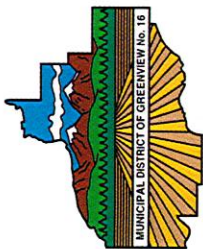
**Revenues**  
 Sales of Goods & Services  
 Other Services



**MD of Greenview**  
**Actual to Budget**  
**FCSS Town Valleyview Shared Funding**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
5-5709	\$0.00	\$93,000.00	0.00%	\$93,000.00
	0.00	93,000.00	0.00%	93,000.00

**Revenues**  
 Shared Funding



**MD of Greenview  
Actual to Budget  
FCSS Administrative  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$123,756.23	\$615,921.00	20.09%	\$492,164.77
Employer Contributions	32,616.33	157,404.00	20.72%	124,787.67
Accommodation & Subsistence	401.06	4,000.00	10.03%	3,598.94
Transportation Expenses	490.00	3,500.00	14.00%	3,010.00
Memberships Seminars Conferences	795.00	4,000.00	19.88%	3,205.00
Telecommunication Services	400.55	1,500.00	26.70%	1,099.45
Auditing & Accounting Services	0.00	1,000.00	0.00%	1,000.00
	<u>158,459.17</u>	<u>787,325.00</u>	<u>20.13%</u>	<u>628,865.83</u>



**MD of Greenview  
Actual to Budget  
FCSS Board  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$4,128.20	\$34,000.00	12.14%	\$29,871.80
Employer Contributions	265.11	3,000.00	8.84%	2,734.89
Accommodation & Subsistence	284.19	5,000.00	5.68%	4,715.81
Transportation Expenses	1,527.78	4,000.00	38.19%	2,472.22
Memberships Seminars Conferences	0.00	4,000.00	0.00%	4,000.00
	<u>6,205.28</u>	<u>50,000.00</u>	<u>12.41%</u>	<u>43,794.72</u>



**MD of Greenview  
Actual to Budget  
FCSS Programs  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$897.48	\$2,500.00	35.90%	\$1,602.52
Transportation Expenses	128.02	2,500.00	5.12%	2,371.98
Training & Education	0.00	2,000.00	0.00%	2,000.00
Advertising Services	1,347.50	1,000.00	134.75%	(347.50)
Professional Services	0.00	15,600.00	0.00%	15,600.00
General & Operating Supplies	1,199.88	32,000.00	3.75%	30,800.12
Rental of Residential Building	250.00	1,500.00	16.67%	1,250.00
	<u>3,822.88</u>	<u>57,100.00</u>	<u>6.70%</u>	<u>53,277.12</u>



**MD of Greenview  
Actual to Budget  
Community Resource Centre  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$0.00	\$800.00	0.00%	\$800.00
Transportation Expenses	0.00	300.00	0.00%	300.00
Training & Education	325.00	1,000.00	32.50%	675.00
Telecommunication Services	1,200.46	5,000.00	24.01%	3,799.54
Repair/Maintenance of Motor Ve	168.00	1,000.00	16.80%	832.00
Petroleum & Antifreeze Products	221.46	2,500.00	8.86%	2,278.54
General & Operating Supplies	1,829.93	18,000.00	10.17%	16,170.07
Rental of Residential Building	0.00	37,200.00	0.00%	37,200.00
	<u>3,744.85</u>	<u>65,800.00</u>	<u>5.69%</u>	<u>62,055.15</u>



**MD of Greenview**  
**Actual to Budget**  
**FCSS Home Support**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6011				
6-6012	\$0.00	\$2,000.00	0.00%	\$2,000.00
6-6013	14,740.07	62,000.00	23.77%	47,259.93
6-6036	625.00	2,000.00	31.25%	1,375.00
6-6104	598.85	3,000.00	19.96%	2,401.15
	89.90	600.00	14.98%	510.10
	<u>16,053.82</u>	<u>69,600.00</u>	<u>23.07%</u>	<u>53,546.18</u>

**Expenses**

- Accommodation & Subsistence
- Transportation Expenses
- Training & Education
- Mobile Communication Services
- Personal Protection Equipment &

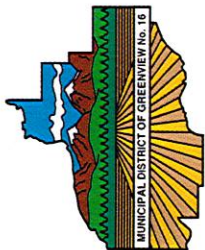




**MD of Greenview**  
**Actual to Budget**  
**FCSS Liaison Workers**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$0.00	\$64,100.00	0.00%	\$64,100.00
	0.00	64,100.00	0.00%	64,100.00

**Expenses**  
 Grants to Organizations



**MD of Greenview  
Actual to Budget  
FCSS Grants to External Organizations  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6202	\$83,835.67	\$90,000.00	93.15%	\$6,164.33
	<u>83,835.67</u>	<u>90,000.00</u>	<u>93.15%</u>	<u>6,164.33</u>

**Expenses**  
Grants to Organizations



**MD of Greenview**  
**Actual to Budget**  
**FCSS Grande Cache Programs**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6203	\$0.00	\$80,000.00	0.00%	\$80,000.00
6-6225	0.00	30,000.00	0.00%	30,000.00
	<u>0.00</u>	<u>110,000.00</u>	<u>0.00%</u>	<u>110,000.00</u>

**Expenses**  
 Grant Agreements  
 Aboriginal Community Programs



**MD of Greenview**  
**Actual to Budget**  
**FCSS Support Coordinator Program**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$0.00	\$1,000.00	0.00%	\$1,000.00
Transportation Expenses	0.00	700.00	0.00%	700.00
Training & Education	0.00	1,000.00	0.00%	1,000.00
	<u>0.00</u>	<u>2,700.00</u>	<u>0.00%</u>	<u>2,700.00</u>



**MD of Greenview  
Actual to Budget  
Agricultural Services Revenues  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Revenues</b>				
ASB Seminars & Courses	\$1,980.96	\$800.00	247.62%	(\$1,180.96)
ASB Services	36.23	150.00	24.15%	113.77
Maintenance & Repair Services	0.00	1,200.00	0.00%	1,200.00
Vegetation Management	0.00	7,500.00	0.00%	7,500.00
Other Services	0.00	2,000.00	0.00%	2,000.00
Fees - ASB Equipment Rental	850.00	25,000.00	3.40%	24,150.00
Building Rental	9,054.08	30,000.00	30.18%	20,945.92
Weed Enforcement	0.00	500.00	0.00%	500.00
	<u>11,921.27</u>	<u>67,150.00</u>	<u>17.75%</u>	<u>55,228.73</u>



**MD of Greenview  
Actual to Budget  
Agricultural Services Administr  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Salaries	\$88,309.85	\$811,082.00	10.89%	\$722,772.15
Employer Contributions	25,946.50	168,642.00	15.39%	142,695.50
Accommodation & Subsistence	4,188.58	14,300.00	29.29%	10,111.42
Transportation Expenses	413.43	1,200.00	34.45%	786.57
Training & Education	631.15	9,600.00	6.57%	8,968.85
Memberships Seminars Conferences	2,847.31	9,400.00	30.29%	6,552.69
Advertising Services	0.00	2,500.00	0.00%	2,500.00
Other Information Services	0.00	1,000.00	0.00%	1,000.00
Freight & Courier Services	0.00	500.00	0.00%	500.00
Professional Services	0.00	1,750.00	0.00%	1,750.00
Personal Protection Equipment &	299.90	1,000.00	29.99%	700.10
General & Operating Supplies	(174.45)	3,000.00	(5.82%)	3,174.45
	<u>122,462.27</u>	<u>1,023,974.00</u>	<u>11.96%</u>	<u>901,511.73</u>



**MD of Greenview  
Actual to Budget  
Agriculture Service Board  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Honorariums	\$10,051.00	\$57,350.00	17.53%	\$47,299.00
Employer Contributions	1,013.85	800.00	126.73%	(213.85)
Accommodation & Subsistence	315.00	23,500.00	1.34%	23,185.00
Transportation Expenses	2,951.75	7,000.00	42.17%	4,048.25
Memberships Seminars Conferences	3,000.00	10,350.00	28.99%	7,350.00
Advertising Services	0.00	1,000.00	0.00%	1,000.00
Freight & Courier Services	0.00	500.00	0.00%	500.00
Professional Services	0.00	1,000.00	0.00%	1,000.00
General & Operating Supplies	0.00	500.00	0.00%	500.00
	<u>17,331.60</u>	<u>102,000.00</u>	<u>16.99%</u>	<u>84,668.40</u>



**MD of Greenview  
Actual to Budget  
ASB Rental Equipment Program  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6011	\$0.00	\$500.00	0.00%	\$500.00
6-6032	340.81	700.00	48.69%	359.19
6-6036	0.00	700.00	0.00%	700.00
6-6040	0.00	13,000.00	0.00%	13,000.00
6-6104	423.46	500.00	84.69%	76.54
6-6105	0.00	4,200.00	0.00%	4,200.00
6-6107	966.79	18,000.00	5.37%	17,033.21
6-6108	0.00	3,000.00	0.00%	3,000.00
6-6109	0.00	7,200.00	0.00%	7,200.00
	<u>1,731.06</u>	<u>47,800.00</u>	<u>3.62%</u>	<u>46,068.94</u>

**Expenses**

Accommodation & Subsistence  
 Freight & Courier Services  
 Mobile Communication Services  
 Professional Services  
 Personal Protection Equipment &  
 Petroleum & Antifreeze Products  
 Parts for Motor Vehicle & Other  
 Consumable Tools & Supplies  
 General & Operating Supplies





**MD of Greenview  
Actual to Budget  
ASB Vegetation Management  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$0.00	\$15,000.00	0.00%	\$15,000.00
Transportation Expenses	0.00	1,000.00	0.00%	1,000.00
Training & Education	0.00	8,500.00	0.00%	8,500.00
Other Information Services	253.00	6,000.00	4.22%	5,747.00
Mobile Communication Services	2,194.02	9,500.00	23.09%	7,305.98
Professional Services	1,000.00	29,000.00	3.45%	28,000.00
Harvest & Cleanup Incentives	0.00	30,000.00	0.00%	30,000.00
Personal Protection Equipment &	238.85	20,250.00	1.18%	20,011.15
Petroleum & Antifreeze Products	1,201.97	40,000.00	3.00%	38,798.03
Parts for Motor Vehicle & Other	627.76	35,000.00	1.79%	34,372.24
Consumable Tools & Supplies	0.00	1,600.00	0.00%	1,600.00
General & Operating Supplies	0.00	13,500.00	0.00%	13,500.00
Chemicals	0.00	350,000.00	0.00%	350,000.00
Grants to Organizations	0.00	2,000.00	0.00%	2,000.00
	<u>5,515.60</u>	<u>561,350.00</u>	<u>0.98%</u>	<u>555,834.40</u>

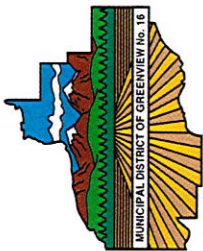


**MD of Greenview**  
**Actual to Budget**  
**ASB Pest Control**  
**For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6036	\$66.43	\$1,200.00	5.54%	\$1,133.57
6-6040	800.00	10,200.00	7.84%	9,400.00
6-6066	20,100.00	36,000.00	55.83%	15,900.00
6-6104	51.93	1,000.00	5.19%	948.07
6-6105	2,521.39	15,000.00	16.81%	12,478.61
6-6107	711.10	8,000.00	8.89%	7,288.90
6-6108	620.83	3,000.00	20.69%	2,379.17
6-6109	1,083.00	8,000.00	13.54%	6,917.00
	<u>25,954.68</u>	<u>82,400.00</u>	<u>31.50%</u>	<u>56,445.32</u>

**Expenses**

- Mobile Communication Services
- Professional Services
- Harvest & Cleanup Incentives
- Personal Protection Equipment & Petroleum & Antifreeze Products
- Parts for Motor Vehicle & Other Consumable Tools & Supplies
- General & Operating Supplies



**MD of Greenview  
Actual to Budget  
Extension and Outreach  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
<b>Expenses</b>				
Accommodation & Subsistence	\$313.33	\$1,800.00	17.41%	\$1,486.67
Advertising Services	3,915.08	10,000.00	39.15%	6,084.92
Professional Services	2,862.09	3,000.00	95.40%	137.91
General & Operating Supplies	1,484.14	1,500.00	98.94%	15.86
Rental of Residential Building	21.90	1,500.00	1.46%	1,478.10
Grants to Organizations	122,651.50	172,000.00	71.31%	49,348.50
	<u>131,248.04</u>	<u>189,800.00</u>	<u>69.15%</u>	<u>58,551.96</u>



**MD of Greenview  
Actual to Budget  
Veterinary Clinic  
For the 3 Months Ending 3/31/2018**

	Actual Y-T-D 2018	Approved Budget 2018	% Used Budget	\$ Unused Budget
6-6085	\$0.00	\$5,000.00	0.00%	\$5,000.00
6-6121	2,475.10	8,500.00	29.12%	6,024.90
6-6122	513.54	3,500.00	14.67%	2,986.46
6-6125	571.09	1,500.00	38.07%	928.91
6-6202	122,600.00	124,000.00	98.87%	1,400.00
	<u>126,159.73</u>	<u>142,500.00</u>	<u>88.53%</u>	<u>16,340.27</u>

**Expenses**

Other Govern Fees (1st Call)  
Power Supply Service  
Natural Gas Service  
Direct Energy Utilities  
Grants to Organizations

**COMMENTS to the  
2018 1<sup>st</sup> QUARTER ACTUAL compared to BUDGET  
CAPITAL EXPENDITURES**

**ALL DEPARTMENTS CAPITAL EXPENDITURES**

The total of all Greenview Departments' Capital Expenditures is \$686,959. This amount is 1.0% of the Approved Budgets (as detailed below).

Department	Actual Expenses	Budgeted Expenses	% of Budget
<b>CAO &amp; Corporate Services</b>	\$	\$	
Communications	-0-	-0-	0.0%
Information Technology	-0-	298,000	0.0%
<b>Infrastructure &amp; Planning</b>			
Road Construction & Surfacing	30,865	31,070,024	0.1%
Bridges & Drainage	-0-	695,600	0.0%
Environmental Services	266,929	23,794,594	1.1%
Operations	-0-	1,365,000	0.0%
Facilities Maintenance	-0-	259,500	0.0%
<b>Community Services</b>			
Multi-Purpose Facilities	367,755	8,349,907	4.4%
Recreation Enhancement	3,411	1,136,500	0.3%
Economic Development	-0-	47,500	0.0%
Protective Services	347,970	1,310,000	0.0%
Family & Community Support Services	-0-	47,500	0.0%
Agricultural Services	-0-	231,000	0.0%
<b>TOTAL DEPARTMENTS</b>	<b>\$ 1,016,930</b>	<b>\$ 68,605,125</b>	<b>1.0%</b>

**COMMENTS TO CAPITAL (JOB ID) EXPENDITURES**

**Protective Services** JobID PS16002, the budget (\$411,776) for which was being used to build the Helipads located at DeBolt and Grovedale, will have no carry-forward budget for the 2018 fiscal year to fund the costs to complete the project.

**Protective Services** JobID PS17007, the budget (\$450,000) for which was being used to build the Fire Tender Replacement for Fox Creek Fire and Rescue, will have no carry-forward budget for the 2018 fiscal year to fund the costs to complete the project.

Amounts of \$215,250 and \$247,042 respectively accrued at December 31, 2017 (to cover the remaining vendor unbilled costs) for the 2 projects was based on the premise 'that fixed price agreements covered the uncompleted work'. The accrued costs for both projects were denied by the Metrix Group Audit on the grounds 'that construction was incomplete and deliverables not received'. Therefore, as at December 31, 2017 the Unused Budget amounts of \$336,730 and \$248,060 respectively were moved into Reserves. The Manager of Protective Services maintains these 2 JobIDs will be completed within the original approved budgets.

### **COMMENTS TO CAPITAL (JOB ID) EXPENDITURES**

**Multi-Purpose Facilities** JobID RE15001, the budget (\$36,000,000) for which was being used to build the Valleyview Recreational MultiPlex Facility will have no carry-forward budget for the 2018 fiscal year to fund the costs to complete the project. As at December 31, 2017 the Unused Budget amount of \$1,960,600 has been accumulating in Reserves during the construction years 2015 through 2017.

No other comments or concerns for the 1<sup>st</sup> Quarter.

MANAGEMENT REPORTER

# Quarterly Budget to Actual\_Capital Projects

## Infrastructure - Road Construction and Surfacing



MD of Greenview  
Budget to Actual

### Road Construction and Surfacing

Report for the 3 Month Period Ending March 31, 2018

JOBID	Job Description	2018 Approved Budget	2018 Actual Costs	% Budget Expended	2018 Unused Budget
<b>ROAD CONSTRUCTION</b>					
RD15005	Goodwin Road Phase II (Rge Rd 21) from Twp Rd 741 S to Sec Hwy 736	\$ 6,393,324.00	\$ -	0.00%	\$ 6,393,324.00
RD18001	Connector Road Construction	\$ 1,500,000.00	\$ -	0.00%	\$ 1,500,000.00
RD18002	Farmland Access Road Construction	\$ 300,000.00	\$ -	0.00%	\$ 300,000.00
RD18003	Forestry Trunk Road Improvements	\$ 3,000,000.00	\$ -	0.00%	\$ 3,000,000.00
RD18005	Residential Access Roads	\$ 500,000.00	\$ 2,200.00	0.44%	\$ 497,800.00
RD18006 Preliminary	Warren Road (Twp Rd 681) from Hwy 43 W to Rge Rd 225	\$ 105,000.00	\$ -	0.00%	\$ 105,000.00
RD18007 Preliminary	Swan Lake Road (Rge Rd 260) S for approximately 3.8 Kms	\$ 100,000.00	\$ -	0.00%	\$ 100,000.00
RD18008 Preliminary	Range Road 64 from Twp Rd 700 S to Twp Rd 694	\$ 100,000.00	\$ -	0.00%	\$ 100,000.00
RD18009	Pickup Truck 3/4 Ton 4 X 4 SuperCab	\$ 52,500.00	\$ -	0.00%	\$ 52,500.00
RD18010	Forestry Trunk Road Phase IV - Km 129.5 to Km 137.1	\$ 9,600,000.00	\$ -	0.00%	\$ 9,600,000.00
RD18011 Preliminary	Range Road 230 from Hwy 43 S to Twp Rd 700	\$ 137,200.00	\$ -	0.00%	\$ 137,200.00
RD18012 Preliminary	Township Road 670 from Rge Rd 232 W to Rge Rd 240	\$ 182,000.00	\$ -	0.00%	\$ 182,000.00
<b>ROAD CONSTRUCTION TOTALS</b>		<b>\$ 23,470,024.00</b>	<b>\$ 2,200.00</b>	<b>0.01%</b>	<b>\$ 23,236,824.00</b>



MANAGEMENT REPORTER

# Quarterly Budget to Actual\_Capital Projects

## Infrastructure - Road Construction and Surfacing



MD of Greenview  
Budget to Actual

Road Construction and Surfacing

Report for the 3 Month Period Ending March 31, 2018

JOBID	Job Description	2018 Approved Budget	2018 Actual Costs	% Budget Expended	2018 Unused Budget
<b>ROAD SURFACING</b>					
PV18001	Township Road 690 from Hwy 40 W to Rge Rd 65	\$ 6,400,000.00	\$ 26,152.50	0.41%	\$ 6,373,848.00
PV18002	Township Road 721A Access Rd to the DeBolt Public Service Building	\$ 600,000.00	\$ 2,512.50	0.42%	\$ 597,488.00
PV18003	Ridge Valley Range Road 262 Overlay from Twp Road 713 S for 1.9 Kms	\$ 600,000.00	-	0.00%	\$ 600,000.00
<b>ROAD SURFACING TOTALS</b>		<b>\$ 7,600,000.00</b>	<b>\$ 28,665.00</b>	<b>0.38%</b>	<b>\$ 7,571,335.00</b>
<b>ROAD CONSTRUCTION &amp; ROAD SURFACING TOTALS</b>		<b>\$ 31,070,024.00</b>	<b>\$ 30,865.00</b>	<b>0.10%</b>	<b>\$ 30,808,159.00</b>





MANAGEMENT REPORTER

# Quarterly Budget to Actual\_Capital Projects

Infrastructure - Environmental Services



MD of Greenview  
Budget to Actual  
Environmental Services

Report for the 3 Month Period Ending March 31, 2018

JOBID	Job Description	2018 Approved Budget	2018 Actual Costs	% Budget Expended	2018 Unused Budget
<b>SOLID WASTE MANAGEMENT</b>					
SW16002	Sturgeon Heights Transfer Station Expansion and Upgrade	\$ 200,000.00	\$ 39,604.65	19.80%	\$ 160,395.00
SW18001	Little Smoky Transfer Station Upgrade	\$ 300,000.00	\$ -	0.00%	\$ 300,000.00
SW18002	Sunset House Inert Waste Cell Construction	\$ 50,000.00	\$ -	0.00%	\$ 50,000.00
SW18003	Puskaskau Inert Waste Cell Construction	\$ 100,000.00	\$ -	0.00%	\$ 100,000.00
SW18004	DeBolt Dry Cell Construction	\$ 50,000.00	\$ -	0.00%	\$ 50,000.00
<b>SOLID WASTE MANAGEMENT TOTALS</b>		<b>\$ 700,000.00</b>	<b>\$ 39,604.65</b>	<b>5.66%</b>	<b>\$ 660,395.00</b>



MANAGEMENT REPORTER

# Quarterly Budget to Actual\_Capital Projects

Infrastructure - Environmental Services



MD of Greenview  
Budget to Actual  
Environmental Services

Report for the 3 Month Period Ending March 31, 2018

JOBID	Job Description	2018 Approved Budget	2018 Actual Costs	% Budget Expended	2018 Unused Budget
<b>WATER TREATMENT PLANT</b>					
WD15002	Grovedale Water Treatment Plant Upgrade	\$ 9,000,000.00	\$ 24,049.53	0.27%	\$ 8,975,950.00
WD16004	Landry Heights Water Distribution System	\$ 4,000,000.00	\$ 15,326.28	0.38%	\$ 3,984,674.00
WD16005	DeBolt Asbestos Cement Line Replacement	\$ 150,000.00	\$ -	0.00%	\$ 150,000.00
WD17001	DeBolt Water Treatment Plant Upgrade	\$ 50,000.00	\$ 4,937.27	9.87%	\$ 45,063.00
WD17002	SCADA Upgrade to Water Treatment Plants and Water Points	\$ 200,000.00	\$ 12,182.40	6.09%	\$ 187,818.00
WD17007	Well Reclamation in Grande Cache	\$ 200,000.00	\$ -	0.00%	\$ 200,000.00
WD17009 Design	Grovedale Water Distribution System	\$ 400,000.00	\$ 10,203.30	2.55%	\$ 389,797.00
WD18001 Design	Grande Cache Area Residential Water Provision	\$ 200,000.00			
<b>WATER TREATMENT PLANT TOTALS</b>		<b>\$ 14,200,000.00</b>	<b>\$ 66,698.78</b>	<b>0.47%</b>	<b>\$ 13,933,302.00</b>



MANAGEMENT REPORTER

# Quarterly Budget to Actual\_Capital Projects

Infrastructure - Environmental Services



MD of Greenview  
Budget to Actual  
Environmental Services

Report for the 3 Month Period Ending March 31, 2018

JOBID	Job Description	2018 Approved Budget	2018 Actual Costs	% Budget Expended	2018 Unused Budget
<b>WATER POINTS</b>					
WD17003	Puskwaskau Water Point Upgrade (in accordance with the Water Viability Report)	\$ 250,000.00	\$ -	0.00%	\$ 250,000.00
WP18001	Goodwin Water Point Upgrade	\$ 50,000.00	\$ -	0.00%	\$ 50,000.00
WP18002 Preliminary	Sturgeon Heights Water Point Upgrade WD17005 (in accordance with the Water Viability Report)	\$ 100,000.00	\$ 980.10	0.98%	\$ 99,020.00
<b>WATER POINTS TOTALS</b>		<b>\$ 400,000.00</b>	<b>\$ 980.10</b>	<b>0.25%</b>	<b>\$ 399,020.00</b>



MANAGEMENT REPORTER

# Quarterly Budget to Actual\_Capital Projects

Infrastructure - Environmental Services



MD of Greenview  
Budget to Actual  
Environmental Services

Report for the 3 Month Period Ending March 31, 2018

JOBID	Job Description	2018		2018 Actual Costs	% Budget Expended	2018 Unused Budget
		Approved Budget				
<b>WASTEWATER SYSTEMS</b>						
WW16001	Industrial Lagoon Construction	\$ 2,148,055.00		\$ 97,515.49	4.54%	\$ 2,050,540.00
WW17001	Industrial Lagoon Construction	\$ 500,000.00		\$ 15,594.68	3.12%	\$ 484,405.00
WW17002	Grovedale Evaporative Lagoon Decommissioning	\$ 3,500,000.00		\$ 10,344.24	0.30%	\$ 3,489,656.00
WW17003	Sturgeon Heights Lagoon Expansion	\$ 1,391,000.00		\$ 16,285.82	1.17%	\$ 1,374,714.00
WW17004	Tony Lake Industrial Lagoon Septage Receiving Station	\$ 598,039.00		\$ 19,905.74	3.33%	\$ 578,133.00
WW17005	Upgrade / Rehabilitate Ridgevalley Wastewater Collection System	\$ 150,000.00		\$ -	0.00%	\$ 150,000.00
WW18001	DeBolt RV Dumping Station Construction	\$ 50,000.00		\$ -	0.00%	\$ 50,000.00
<b>WASTEWATER SYSTEMS TOTALS</b>		<b>\$ 8,337,094.00</b>		<b>\$ 159,645.97</b>	<b>1.91%</b>	<b>\$ 8,177,448.00</b>
<b>ENVIRONMENTAL SERVICES TOTALS</b>		<b>\$ 23,794,594.00</b>		<b>\$ 266,929.50</b>	<b>1.12%</b>	<b>\$ 23,170,165.00</b>



MANAGEMENT REPORTER

# Quarterly Budget to Actual\_Capital Projects

## Community Services - Multipurpose Facilities

MD of Greenview  
Budget to Actual

Multipurpose Facilities



MUNICIPAL DISTRICT OF GREENVIEW NO. 16

Report for the 3 Month Period Ending March 31, 2018

JOBID	Job Description	2018 Approved Budget	2018 Actual Costs	% Budget Expended	2018 Unused Budget
<b>MULTIPURPOSE FACILITIES</b>					
RE15001	Valleyview Multiplex Facility	\$ -	\$ 367,754.64	0.00%	\$ (367,755.00)
RE16001	Fox Creek Multiplex ( 50% Equity)	\$ 4,750,000.00	\$ -	0.00%	\$ 4,750,000.00
CP18001	Fox Creek Helpipad	\$ 250,000.00	\$ -	0.00%	\$ 250,000.00
CP18002	Fox Creek West Industrial Park (Associated Reviews and Land Purchases)	\$ 3,178,907.00	\$ -	0.00%	\$ 3,178,907.00
CP18003	Raspberry Lake Development (Associated Reviews and Land Purchases)	\$ 1,571,000.00	\$ -	0.00%	\$ 1,571,000.00
<b>MULTIPURPOSE FACILITIES TOTALS</b>		<b>9,749,907.00</b>	<b>367,754.64</b>	<b>3.77%</b>	<b>9,382,152.00</b>



MANAGEMENT REPORTER

# Quarterly Budget to Actual\_Capital Projects

## Community Services - Recreation Enhancement



MD of Greenview  
Budget to Actual  
Recreation Enhancement

Report for the 3 Month Period Ending March 31, 2018

JOBID	Job Description	2018 Approved Budget	2018 Actual Costs	% Budget Expended	2018 Unused Budget
<b>RECREATIONAL SITES</b>					
RE17001	Ridgevalley Community Walking Trails	\$ 134,000.00	\$ 2,261.30	1.69%	\$ 131,739.00
RE18001	DeBolt Community Walking Trails	\$ 100,000.00	\$ -	0.00%	\$ 100,000.00
RE18002	Hwy 669 Bridge Day Use Area Development	\$ 155,000.00	\$ 1,150.00	0.74%	\$ 153,850.00
RE18003	Pickup Truck 1/2 Ton 4 X 4 SuperCab	\$ 47,500.00	\$ -	0.00%	\$ 47,500.00
RE18004	Smoky River (Moody's Crossing) Recreation Area (formerly RE17002)	\$ 700,000.00	\$ -	0.00%	\$ 700,000.00
<b>RECREATION ENHANCEMENT TOTALS</b>		<b>\$ 1,136,500.00</b>	<b>3,411.30</b>	<b>0.30%</b>	<b>1,133,089.00</b>

# Quarterly Budget to Actual\_Capital Projects

## Community Services - Protective Services



MD of Greenview  
Budget to Actual  
Protective Services

Report for the 3 Month Period Ending March 31, 2018

JOBID	Job Description	2018 Approved Budget	2018 Actual Costs	% Budget Expended	2018 Unused Budget
<b>FIRE HALLS</b>					
PS16001	Fox Creek Fire Hall - Greenview 50% Share	\$ 1,000,000.00	0.00	0.00%	1,000,000.00
PS16002	Paving of DeBolt Service Road leading to Public Service Building	\$ -	101,529.71	0.00%	(101,530.00)
<b>FIRE HALLS TOTALS</b>		<b>\$ 1,000,000.00</b>	<b>101,529.71</b>	<b>10.15%</b>	<b>898,470.00</b>
<b>PROTECTIVE SERVICES EQUIPMENT</b>					
PS18002	DeBolt Fire Rope Rescue Training Facility Installation	\$ 30,000.00	0.00	0.00%	30,000.00
PS18003	Grovedale Fire Rope Rescue Training Facility Installation	\$ 30,000.00	0.00	0.00%	30,000.00
<b>PROTECTIVE SERVICES EQUIPMENT TOTALS</b>		<b>\$ 60,000.00</b>	<b>-</b>	<b>0.00%</b>	<b>60,000.00</b>
<b>PROTECTIVE SERVICES VEHICLES</b>					
PS17007	Fire Tender Replacement for Fox Creek Fire and Rescue	\$ -	246,439.85	0.00%	(246,440.00)
PS18001	Type 5 Fire Engine for Valleyview Fire and Rescue. Designed for Light Attack and Wildland Firefighting.	\$ 250,000.00	0.00	0.00%	250,000.00
<b>PROTECTIVE SERVICES VEHICLES TOTALS</b>		<b>\$ 250,000.00</b>	<b>246,439.85</b>	<b>98.58%</b>	<b>3,560.00</b>
<b>PROTECTIVE SERVICES TOTALS</b>		<b>\$ 1,310,000.00</b>	<b>347,969.56</b>	<b>26.56%</b>	<b>962,030.00</b>



# REQUEST FOR DECISION

**SUBJECT: 2018 Crushing Tenders**  
**SUBMISSION TO: REGULAR COUNCIL MEETING**      REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE: May 28, 2018**      ACAO: DM      MANAGER: GM  
**DEPARTMENT: OPERATIONS**      GM: GG      PRESENTER: GM  
**STRATEGIC PLAN: Infrastructure**

**RELEVANT LEGISLATION:**

**Provincial (cite) –N/A**

**Council Bylaw/Policy (cite) –N/A**

**RECOMMENDED ACTION:**

**MOTION: That Council award the 2018 Crushing Tender for the Athabasca SML 060086 to R Bee Aggregate Consulting Ltd. of Gibbons, Alberta for the amount of \$879,000.00 coming from the 2018 Operational Road Maintenance Budget.**

**MOTION: That Council award the 2018 Crushing Tender for the Goodwin SML 030052 to Okanagan Quality Control Ltd. of Mt. Symons, BC for the amount of \$849,750.00 coming from the 2018 Operational Road Maintenance Budget.**

**MOTION: That Council award the 2018 Crushing Tender for the Railrock SML 790035 to Wapiti Gravel Suppliers of Grande Prairie, Alberta for the amount of \$984,200.00 coming from the 2018 Operational Road Maintenance Budget.**

**BACKGROUND/PROPOSAL:**

Greenview’s Operations Department, on average crushes 350,000 cubic meters of aggregate per/year. The processed aggregates are then distributed to strategic stock pile sites to accommodate the gravelling program including stock pile sites depleted from the year prior.

Greenview Operation Department advertised three separate aggregate crushing contracts on the Alberta Purchasing Connection (APC) with a closing date of May 17, 2018.

Council approved \$4,750,000,000 in the 2018 Operational Road Maintenance Budget.

The results of the Tendered Bids with the aggregate sizes and quantities requested per tender.

**Athabasca SML 060086 - 100,000 m3 of 2:25 (1”) material.**

Company	Amount	M3	Comments
R Bee Aggregate Consulting Ltd.	\$879,000.00	100,000	Awarded upon Council Approval



Wapiti Gravel Suppliers	\$934,000.00	100,000	
Hopkins Construction Ltd.	\$1,025,000.00	100,000	
Okanagan Quality Control Ltd.	\$1,295,000.00	100,000	
Inspek Crushing Ltd.	\$1,427,000.00	100,000	

**Goodwin SML 030052** - 75,000 m3 of 2:25 (1") material /25,000 m3 of 2:40 (1 ½ ") material.

Company	Amount	M3	Comments
Okanagan Quality Control Ltd.	\$849,750.00	100,000	Awarded upon Council Approval
Wapiti Gravel Suppliers	\$999,750.00	100,000	
Hopkins Construction Ltd.	\$1,051,250.00	100,000	
Sage Management Ltd.	\$1,057,750.00	100,000	
Inspek Crushing Ltd.	\$1,448,000.00	100,000	

**Railrock SML 790035** - 60,000 m3 of 4:25 material (1")/40,000 m3 of 4:40 (1 ½ ") material.

Company	Amount	M3	Comments
Wapiti Gravel Suppliers	\$984,200.00	100,000	Awarded upon Council Approval
Hopkins Construction Ltd.	\$1,058,000.00	100,000	
Sage Management Ltd.	\$1,065,800.00	100,000	
Okanagan Quality Control Ltd.	\$1,405,000.00	100,000	

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of these recommendations is to allow the Operations Department to maintain a crushed aggregate reserve on hand for its annual gravelling program.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

1. There are no disadvantages to these recommendations. All tenders were within the approved 2018 Operational Road Maintenance Budget.

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to delay or reject the recommended motions, however Administration does not recommend this as there will be a considerable delay in the delivery date.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** For the three (3) tenders a total cost of \$2,712,950.00 to come from the Approved 2018 Operational Road Maintenance Budget.

**Ongoing / Future Costs:** The distribution of the aggregate to required areas and roads.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration to follow up and award to the low bidders upon Councils decision.

---

**ATTACHMENT(S):**

- None



# REQUEST FOR DECISION

---

**SUBJECT:** Road Allowance Restriction Policy  
**SUBMISSION TO:** REGULAR COUNCIL MEETING  
**MEETING DATE:** May 28, 2018  
**DEPARTMENT:** INFRASTRUCTURE & PLANNING  
**STRATEGIC PLAN:** Level of Service

**REVIEWED AND APPROVED FOR SUBMISSION**  
**CAO:** MH  
**GM:** GG

**MANAGER:**  
**PRESENTER:** GG

---

**RELEVANT LEGISLATION:**

**Provincial** (cite) –N/A

**Council Bylaw/Policy** (cite) – EES 12 “Road Allowance Restrictions” & Bylaw 16-771

---

**RECOMMENDED ACTION:**

**MOTION: That Council approve the revised “Road Allowance Restriction Policy” as presented.**

---

**BACKGROUND/PROPOSAL:**

The policy described has been presented to the Policy Review Committee on April 17th, 2018 where it was recommended for Council approval.

As directed by Council, policy EES 12 “Road Allowance Restrictions” was brought to the April 17th Policy Review Committee. The policy was updated to our current standards. The revision also includes further details regarding the removal and/or replacement of trees, the installation of temporary approaches and requests to Council from adjacent landowners. A definition of Temporary Structures was added to provide increased clarity.

After consulting with legal counsel, Administration has added a reference to By-law 16-771 establishing the enforcement authority. The definitions of Road Allowance and Road Allowance License were added for additional clarity.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is consistency and better direction between Council and the policy.
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council could choose not to accept the revised “Road Allowance Restrictions” Policy. This decision however, would result in the present policy EES 12 staying in affect.

---

FINANCIAL IMPLICATION:

**Direct Costs:** There may be direct costs to the offending party.

**Ongoing / Future Costs:** There may be direct costs to the offending party.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

PUBLIC ENGAGEMENT LEVEL:

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

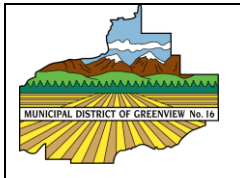
FOLLOW UP ACTIONS:

Administration will provide the approved policy to records management and FOIP clerk to be added to the website and filing.

---

ATTACHMENT(S):

- Policy EES 12 "Road Allowance Restrictions" Current
- Policy EES 12 "Road Allowance Restrictions" Revised
- Bylaw 16-771 License of Occupation



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

Section:  
**ENGINEERING &  
ENVIRONMENTAL  
SERVICES**

**POLICY NUMBER: EES 12**

**POLICY TITLE: ROAD ALLOWANCE RESTRICTIONS**

**Page 1 of 2**

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

**11.04.206**

**PURPOSE:**

To protect the public traveling on developed or undeveloped road allowances; to ensure access to all developed and undeveloped road allowances; and to provide a mechanism for leasing developed or undeveloped road allowances.

**POLICY:**

The Municipal District of Greenview Council acknowledges that all developed road allowances are for the use of the traveling public, and no private entity may block, fence or otherwise impede access unless special approval is granted by Council. Undeveloped road allowances may be fenced off when it is considered that doing so would be mutually beneficial for the adjacent landowner and the M.D. Approval for this activity must be granted by Council for each specific location on site.

1. A fence, gate or other obstruction upon road allowances will not be permitted unless specifically approved by Council.
2. Fences may be permitted across or along undeveloped road allowances only if the Municipal District issues a Road Allowance License to the landowner, and the landowner abides by all the conditions outlined in the License. Large areas, such as community pastures or large grazing leases, may be given special consideration due to the public nature of these enterprises.
3. As a matter of policy, the construction of Texas Gates on roadways or road allowances will not be permitted. Council may review and approve applications on a case-by-case basis and will be in exceptional circumstances..

The MD will take action if notified of any unauthorized blockages or obstructions on Municipal roads or road allowances, unless they are temporary in nature and circumstances.

4. The MD will attempt to determine responsibility for ownership or erection of the obstruction.
5. If the structures are not temporary in nature and circumstances, Administration will notify the offending party in writing and inform that the structures must be removed within fourteen (14) days. In the case of temporary structures such as electric fences, Administration will give verbal notification to the offending party that the structure must be removed within twenty-four (24) hours unless otherwise permitted by the MD. During the winter season the Director of Operations may extend the deadline date; however, the offending party will enter into a temporary agreement with the M.D. until the structures can be removed. The Agreement will indemnify and hold harmless the M.D. of Greenview No. 16, its employees and agents from any and all claims, demands, actions and costs whatsoever that may arise, directly or indirectly, out of any act or omission of the Municipal District, the offending party, or their employees, agents or representatives.

**POLICY TITLE: ROAD ALLOWANCE RESTRICTIONS**

**Page 2 of 2**

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

**11.04.206**

6. An inspection by Municipal District staff will take place after the deadline date and if the blockage is still in place, it will be removed by Municipal District staff and costs invoiced to the responsible party.
7. The offending party will receive fourteen (14) days written notification for the removal of permanent structures and twenty-four (24) hours verbal notification for the removal of temporary structures prior to this action, indicating:
  - a) That the M.D. will not be held responsible for any damages or loss if livestock are set loose by the removal of these structures;
  - b) The exact date the structures will be removed;
  - c) The structures will be held by the M.D. and will become the property of the M.D. unless the costs of removal are paid by the offending party; and
  - d) That upon notification above, all liability will be the responsibility of the offending party.

(Original signed copy on file)  
REEVE

\_\_\_\_\_  
C.A.O.

**Title: Road Allowance Restrictions**

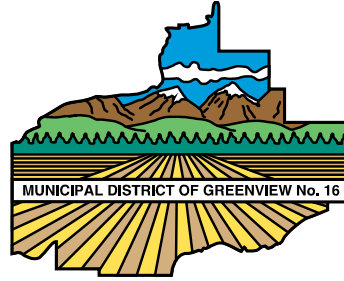
**Policy No: TBD**

**Effective Date: TBD**

**Motion Number: TBD**

**Supersedes Policy No: EES 12**

**Review Date:**



**Purpose:** The revised Road Allowance Restrictions Policy provides further guidelines for road allowance requests and restrictions.

**DEFINITIONS**

**Temporary Structure** means a fence, gate or obstruction that remains in place for no longer than 24 hours.

**POLICY**

Developed/undeveloped road allowances are for the use of the travelling public, and no private entity may block, fence or otherwise impede access unless special approval is granted by Council.

1. Greenview must receive a request from adjacent landowners of any changes intended to the road allowance including, but not limited to temporary approaches, fencing, cultivating, grading, plowing, ditching, removal or deposit of any soil, sand or gravel on to or off of the road allowance or otherwise changes to the contour of a road allowance
2. Greenview must receive a request from adjacent landowner for the removal of any trees and/or vegetation. If it is found that trees and/or vegetation have been removed prior to approval from Council, the responsible party will have to replant the trees or reclaim the road allowance to its original state, at the offending parties cost.
3. A fence, gate or other obstruction upon a road allowance will not be permitted unless specifically approved by Council. Undeveloped road allowances may be fenced off when it is considered that doing so would be mutually beneficial for the adjacent landowner and Greenview.
4. Fences may be permitted across or along undeveloped road allowances only if Greenview issues a Road Allowance License (RAL) to the landowner, and the landowner abides by all the conditions outlined in the License. Large areas, such as community pastures or large grazing leases, may be given special consideration due to the public nature of the enterprises.
5. The construction of Texas Gates on a roadway or road allowance will not be permitted. Council may review and approve applications on a case-by-case basis and will be in exceptional circumstances.

6. Greenview will take action if notified of any unauthorized blockages or obstruction on Municipal roads or road allowances.
7. Greenview will attempt to determine responsibility for ownership or erection of the obstruction.

**PROCEDURE**

1. The offending party will receive fourteen (14) days written notification for the removal of permanent structures and twenty-four (24) hours verbal notification for the removal of temporary structures prior to this action.
2. An inspection by Greenview staff will take place after the deadline date and if the blockage is still in place, it will be removed by Greenview staff and costs invoiced to the responsible party.

REVISED





**BYLAW NO. 16-771**  
**Of the Municipal District of Greenview No. 16**

**A Bylaw of the Municipal District of Greenview No. 16, in the Province of Alberta, to regulate and manage the implementation of Road Allowance Licenses under a License of Occupation Bylaw by the Municipal District of Greenview No. 16.**

**WHEREAS** the Council of the Municipal District of Greenview No. 16 (Greenview) in the Province of Alberta has the authority, pursuant to the provisions of S.7.b of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to establish Bylaws pertaining to people, activities and things in, on or near a public place or place that is open to the public within Greenview;

**WHEREAS** the Council of Greenview in the Province of Alberta has the authority, pursuant to the provisions of S.18.1 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to provide direction concerning the control and management of all roads within Greenview;

**WHEREAS** the Council of Greenview in the Province of Alberta has the authority, pursuant to the provisions of S.61 of the Municipal Government Act (Current as of March 1, 2016), where it deems necessary or desirable to grant rights, exclusive or otherwise, with respect to its property, including property under the direction, control and management of Greenview;

**WHEREAS** the provisions of S.609 of the Municipal Government Act (Current as of March 1, 2016), prohibits the public from acquiring an estate or interest in land owned or controlled by Greenview by adverse or unauthorized possession, occupation, enjoyment or use of the land;

**WHEREAS** the Council of Greenview has the authority, pursuant to the provisions of S.13.o of the Alberta Traffic Safety Act, to issue a License or permit that is terminable on 30 days' notice in writing for the temporary occupation or use of a road allowance or Highway or a portion of a road allowance or Highway when it is not required for public use;

**THEREFORE**, it is hereby enacted by the Council of Greenview, a Bylaw that:

**1.0.** Shall be referred to as the *License of Occupation Bylaw*.

**2.0. DEFINITIONS**

In this Bylaw:

2.1.1 **ROAD ALLOWANCE** means the undeveloped portion of land, which has been shown as a road on a plan of survey and has been registered in a land titles office, and that the public is ordinarily permitted to use for the passage or parking of vehicles and pedestrian use.

2.1.2 **ROAD ALLOWANCE LICENSE** means an agreement formed under the License of Occupation Bylaw between Greenview and a Licensee which allows the use of a specified portion of a Road Allowance for a specified time.

**3.0. GENERAL**

3.1.1. Greenview and its agents, shall not be liable for loss or damage caused by anything done or omitted to be done in good faith in the performance or intended performance of their functions, duties or powers under this Bylaw.

**4.0. LEGISLATION**

4.1.1 It is understood that the most recent versions of all respective Federal, Provincial and Municipal statutes apply under this Bylaw.

**5.0. AUTHORITY & ENFORCEMENT**

5.1.1 Each Section of this Bylaw shall be read and construed as being separate and severable from each other Section. Furthermore, should any Section of this Bylaw be found to have been improperly enacted, that Section or part shall be regarded as being severable from this Bylaw and the remaining Bylaw shall be effective and enforceable.

5.1.2 A person shall not occupy or otherwise use any portion of a Road Allowance unless a Road Allowance License authorizing the occupancy or use has been issued by Greenview.

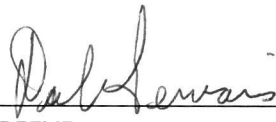
5.1.4 Violators shall be prosecuted in accordance with, but not limited to, the Traffic Safety Act and the Provincial Offences Procedure Act: Procedures Regulation.


5.1.5 This Bylaw shall come into force and effect January 1, 2018.

Read a first time this <sup>13 - September</sup>~~11~~ day of ~~October~~ A.D., 2016.

Read a second time this 11 day of October, A.D., 2016.

Read a third time and passed this 11 day of October, A.D., 2016.

  
\_\_\_\_\_  
REEVE

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



# REQUEST FOR DECISION

---

**SUBJECT:** Council-CAO Covenant

<b>SUBMISSION TO:</b> REGULAR COUNCIL MEETING	<b>REVIEWED AND APPROVED FOR SUBMISSION</b>
<b>MEETING DATE:</b> May 28, 2018	<b>CAO:</b> MH <b>MANAGER:</b>
<b>DEPARTMENT:</b> CAO SERVICES	<b>GM:</b> <b>PRESENTER:</b> MH
<b>STRATEGIC PLAN:</b> Level of Service	

---

**RELEVANT LEGISLATION:**

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – Policy 1007 Council-CAO Covenant

---

**RECOMMENDED ACTION:**

**MOTION: That Council approve the revised Council-CAO Covenant as presented.**

---

**BACKGROUND/PROPOSAL:**

Council-CAO Covenants are encouraged in municipalities as a best practice. While they are not required under the MGA, they complement the required Councillor Code of Conduct. A Council-CAO Covenant acts to reinforce positive relationships between Council and Administration. A Covenant creates clarity in the distinct roles of Council and Administration and establishes relational protocols and thereby helps foster respect for these distinct roles.

It also acknowledges that a strong relationship is necessary for good governance and decision making. Understanding and respect for each other’s roles and functions is also central to building trust between Council and Administration. This does not mean that debate and oversight are stifled, but that they occur in positive and appropriate ways that ensure that the decisions, programs and services best meet the needs of the municipality.

The Covenant outlines a series of commitments from the parties. The focus of this Covenant furthers these objectives by extending relationship building between Senior Leadership and Council. This is established not only in the separate commitments of Council and the CAO, but in the shared commitment to meet with senior staff.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. Council and the CAO will have a renewed commitment to their respective roles and responsibilities which will strengthen and enhance the relationship between Council and Administration. This will promote good governance and decision making in the best interest of the municipality.
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

There are no perceived disadvantages to the recommended motion.

---

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to revise the policy or Covenant.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Council and the CAO will ratify the new Covenant

---

**ATTACHMENT(S):**

- Current Policy 1007
- Revised Policy 1007
- Revised Council-CAO Code of Conduct

**Title: Council-Chief Administrative Officer Covenant**

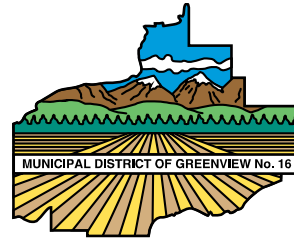
**Policy No: 1007**

**Effective Date: July 9, 2013**

**Motion Number: 13.07.413**

**Supersedes Policy No: (None)**

**Review Date: TBD**



**MUNICIPAL DISTRICT OF GREENVIEW NO. 16**

**Purpose:** The purpose of this Council-CAO covenant is to formalize relational protocols to support respect for each other’s functions. A Council-CAO Covenant commits both parties to seek clarity in the relationship, as well as emphasize the sincerity of undertaking their respective roles appropriately.

**DEFINITIONS**

**Council** means the Reeve and Councillors of the M.D of Greenview No. 16 for the time being elected pursuant to the provisions of the Local Authorities Election Act whose term is unexpired, who have not resigned, and who continue to be eligible to hold office as such under the terms of the Municipal Government Act.

**Chief Administrative Officer (CAO)** means the person appointed by Council pursuant to Sections 207-210 of the Municipal Government Act.

**Senior Leadership Team (SLT)** means the CAO, the General Manager of Infrastructure and Planning, the General Manager of CAO and Corporate Services, and the General Manager of Community Services.

**The Covenant** means the Council-CAO Covenant outlined herein.

**POLICY**

1. An effective organization demonstrates clarity and trust in the relationship between Council and its Chief Administrative Officer.
2. Establishing a Council-CAO Covenant commits both parties to seeking clarity in the relationship and to seriously undertake conduct within their respective roles appropriately.
3. The Covenant, as described, is authorised for the Reeve, Council Members and Chief Administrative Officer to sign for added authority.

4. The Covenant may be reviewed and amended from time to time with the mutual consent of the parties.


**PROCEDURE**

1. The Covenant shall be executed by all parties at the beginning of each political term at the organizational meeting following the General Election.
2. The Covenant shall be provided annually and whenever a new member of council begins their term. At these times this Covenant shall be executed and reaffirmed by Council Motion.

**APPENDIX**

The Covenant is attached to this Policy as Schedule A.

REVISED

<p><b>Title:</b> COUNCIL – CHIEF ADMINISTRATIVE OFFICER COVENANT</p> <p><b>Policy No:</b> 1007</p> <p><b>Approval:</b> Council</p> <p><b>Effective Date:</b> <u>July 9, 2013</u></p> <p><b>Supersedes Policy No:</b> (None)</p>	 <p><b>MUNICIPAL DISTRICT OF GREENVIEW NO. 16</b></p> <p><i>“A Great Place to Live, Work and Play”</i></p>
<p><b>Policy Statement:</b> The Municipal District of Greenview No. 16 (Greenview) will utilize a Council - Chief Administrative Officer Covenant to formalize the relational protocols and a code of conduct to support mutual respect for the other's functions and duties.</p>	
<p><b>Purpose:</b> : The purpose of the Covenant is to commit both parties to seek clarity in their relationship to the other and to undertake to conduct their respective roles appropriately.</p>	

**Regulations:**

1. The Covenant will be presented for signature by both parties at the time of:
  - a. The first Regular Council meeting following a general election, and
  - b. The recruitment of a new Chief Administrative Officer.
  
2. The Covenant is attached to this Policy as Schedule A.

Approved: 13.07.413

Council - Chief Administrative Officer Covenant

We, as members of Council, will:

- carry out our responsibilities as set out in the applicable legislation to the best of our abilities; and;
- make decisions which we believe to be in the best interests of the citizens of Municipal District of Greenview No. 16; and;
- review the background information and advice made available to us by the organization prior to rendering a decision; and;
- seek further input when we are unsure of the issues or uncertain as to the preferred course of action; and;
- refer any complaints, either written or verbal; about the decisions of Council or the actions of the organization, to the Chief Administrative Officer for review, comment and follow-up as appropriate; and;
- refrain from making any commitments on behalf of Council to individual citizens or groups other than a commitment to take the request to Council or the Chief Administrative Officer for response; and;
- seek to participate actively in the decision making process; and;
- refrain from any public or private criticism of our organization wherein individual employees are identified; and;
- act as good stewards for the Municipal District of Greenview No. 16; and;
- as public servants acting for our citizens to show ethical conduct; and;
- provide effective leadership through guiding the corporation and the municipality through the approved strategic directions and goals, and the priorities set in annual budgets, and by agreeing to reasonable policies which reflect, in our views, the best interests of a majority of our citizens; and;
- ensure that we formally evaluate the performance of the Chief Administrative Officer at least once annually and involve the Chief Administrative Officer in this process so as to ensure a full understanding of Council's candid assessment.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor



Council - Chief Administrative Officer Covenant

I, the Chief Administrative Officer, will:

- conduct myself as your chief policy advisor in an honest and ethical manner; and;
- ensure that the Reeve and Councillors are accorded respect in all of my personal and public comments; and;
- provide advice on all issues which is professionally sound, ethical, legal, and in accordance to the policies and resolutions of Council; and;
- guide the actions of the organization so that they are in accordance with the policies and resolutions of Council; and;
- act only on the will of Council as a whole as established by the resolutions, policies and bylaws of the Council of Municipal District of Greenview No. 16; and;
- forward any complaints or concerns of Council to the appropriate department and individual, so that reasonable and prompt follow-up is assured; and;
- ensure that Council is made aware of the full picture with regard to each issue, at least to the extent that the organization is aware of such information and ensure that Council has access to the reasonable decision options as well as my recommendation as your Chief Administrative Officer; and;
- seek to ensure that Council is aware of any key issues as they arise and therefore mitigate the problems associated with surprises; and;
- maintain a current understanding of the applicable legislation as well as relevant programs, policies, and initiatives, of the Provincial and Federal governments; and;
- admit to any mistakes of substance made by myself or my staff and take corrective action; and;
- listen carefully to the concerns of Council vis-a-vis my performance and seek to improve any deficiencies on an ongoing basis; and;
- ensure that all major issues are tracked in sufficient detail so as to advise Council of any progress, anticipated problems, or decision points.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

---

Chief Administrative Officer



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## Council - Chief Administrative Officer Covenant

### PURPOSE:

The purpose of this Council-CAO covenant is to formalize relational protocols to support respect for each other's functions. A Council-CAO Covenant commits both parties to seek clarity in the relationship, as well as emphasize the sincerity of undertaking their respective roles appropriately.

### PRINCIPLES:

- 1.1. An effective organization demonstrates clarity and trust in the relationship between Council and its Chief Administrative Officer.
- 1.2. Establishing a Council-CAO Covenant commits both parties to seeking clarity in the relationship and to seriously undertake conduct within their respective roles appropriately.
- 1.3. The Covenant, as described, is authorised for the Reeve, Council Members and Chief Administrative Officer to sign for added authority.
- 1.4. The Covenant shall be executed by all parties at the beginning of each political term at the organizational meeting following the General Election.
- 1.5. The Covenant shall be provided annually and whenever a new member of council begins their term. At these times this Covenant shall be reaffirmed by Council Motion.
- 1.6. The Covenant may be reviewed and amended from time to time with the mutual consent of the parties.

### COVENANT

#### **1. The Members of Council will:**

- 1.1 Carry out the responsibilities set out in the Municipal Government Act, and other applicable legislation; and follow the Bylaws and Policies of Greenview, to the best of their abilities;
- 1.2 Make decisions which are believed to be in the best interests of Greenview;

- 1.3 Review the background information and advice provided by Administration prior to rendering a decision;
- 1.4 Seek further input from the Senior Leadership Team (SLT) when there is uncertainty regarding the issues or the preferred course of action;
- 1.5 Refer any complaints, either written or verbal; about the decisions of Council or the actions of the organization, to the Chief Administrative Officer for review, comment and follow-up as appropriate;
- 1.6 Refrain from making any commitments on behalf of Council to individual citizens or groups other than a commitment to take the request to Council or the Chief Administrative Officer for response;
- 1.7 Seek to participate actively in the decision making process;
- 1.8 Refrain from any public or private criticism of the organization, or individual employees;
- 1.9 Act as good stewards for Greenview;
- 1.10 Demonstrate ethical conduct as public servants;
- 1.11 Provide effective leadership through guiding the corporation and the municipality through the approved strategic directions and goals, and the priorities set in annual budgets, and by agreeing to reasonable policies which reflect the best interests of Greenview;
- 1.12 Respect the apolitical nature of the office of Chief Administrative Officer and to receive their advice as being in the perceived interest of the community and/or organization. Councillors will respectfully listen to comments in response to questions posed at Council Meetings and will ensure that the CAO is accorded a respectful audience;
- 1.13 Internal requests for information and questions relative to Administration will be directed through the offices of the CAO and SLT.
- 1.14 Respect the apolitical nature of senior staff and treat their advice and reports with respect. Councillors will not knowingly or willfully interfere with their work and will coordinate concerns through the CAO and SLT, and;
- 1.15 Ensure a thorough and detailed evaluation of the performance of the CAO is conducted at least once annually and involve the CAO in this process so as to ensure a full understanding of Council's candid assessment.
  - a. Provide two (2) weeks' notice to the CAO and all members of Council that a formal evaluation will be occurring to allow parties time to prepare;
  - b. Provide the CAO with a written assessment from Council;

- c. Allow the CAO the opportunity to respond to the performance evaluation by providing a written response letter that will be shared with all members of Council;
- 1.16 Council will annually conduct a self-assessment on Council and how they are functioning;
  - 1.17 Council acknowledges that Administration will introduce counterpoints and alternate viewpoints as part of their advisory role, and that information should be treated with respect; and
  - 1.18 When possible, make information requests in advance of Council Meetings so as to allow Administration time to research answers.

**2. The Chief Administrative Officer will:**

- 2.1 Abide by the Municipal Government Act, and other applicable legislation, as well as the Bylaws and Policies of the M.D of Greenview to the best of their abilities;
- 2.2 Conduct themselves as the chief policy advisor in an honest and ethical manner;
- 2.3 Ensure that the Reeve and Councillors are accorded respect in all personal and public comments;
- 2.4 Provide advice on all issues which is professionally sound, ethical, legal, and in accordance to the policies and resolutions of Council;
- 2.5 Guide the actions of the organization so that they are in accordance with the policies and resolutions of Council;
- 2.6 Act only on the will of Council as a whole as established by the resolutions, policies and bylaws of Greenview Council;
- 2.7 Forward any complaints or concerns of Council to the appropriate department and individual, so that reasonable and prompt follow-up is assured;
- 2.8 Ensure that Council is made aware of the full picture with regard to each issue, at least to the extent that the organization is aware of such information and ensure that Council has access to the reasonable decision options, as well as a recommendation as your Chief Administrative Officer;
- 2.9 Seek to ensure that Council is aware of any key issues as they arise and therefore mitigate the problems associated with surprises;
- 2.10 Maintain a current understanding of the applicable legislation as well as relevant programs, policies, and initiatives, of the Provincial and Federal governments;
- 2.11 Admit to any mistakes of substance made individually and on behalf of staff, and take corrective action;

- 2.12 Listen carefully to the concerns of Council vis-a-vis performance and seek to improve any deficiencies on an ongoing basis;
- 2.13 Ensure that all major issues are tracked in sufficient detail so as to advise Council of any progress, anticipated problems, or decision points.

### **3. Relationship Building**

In recognition that the relationship between Council and the CAO is paramount in the effective governance and operations of the M.D of Greenview, Council and the CAO, jointly agree to the following:

- 3.1 Hold a minimum of two (2) informal meetings between Council, the CAO and the SLT to discuss the status of the organization and the Council/Administration relationship.
  - a. Council, the CAO and the SLT agree that discussions will generally focus on the following:
    - i. Overall health and future dynamics impacting the organization;
    - ii. General concerns regarding the organization;
    - iii. Current relationship between Council and Administration;
    - iv. General inquiries relating to the operation of departments; and,
    - v. Concerns related to policies and programs of the municipality.
  - b. Council, the CAO and the SLT shall generally refrain from discussing:
    - i. Hiring and firing of staff;
    - ii. Individual staff performance; and,
    - iii. Formal matters more appropriate for discussion at Council Meetings.
- 3.2 It is understood that the informal meeting is to foster a positive relationship and not to conduct Council Business, give direction, or overstep the roles of the respective parties.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Reeve

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

\_\_\_\_\_  
Councillor

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Chief Administrative Officer



# REQUEST FOR DECISION

---

**SUBJECT:** Grande Cache Cooperatives & Enterprises Cemetery Committee  
**SUBMISSION TO:** REGULAR COUNCIL MEETING      REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE:** May 28, 2018      CAO: MH      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 approve the Grande Cache Cooperatives and Enterprises Cemetery Committee Terms of Reference as presented.**

---

**BACKGROUND/PROPOSAL:**

In December 2017, Councillor Delorme requested permission to develop a Cemetery Committee for the Grande Cache Cooperatives and Enterprises to manage and maintain grave sites at all the surrounding communities. Council approved funding to contribute to this committee through their annual budgeting process.

Terms of Reference have been drafted to help guide this new committee, and once approved and adopted by Greenview Council, the committee will be formed.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the Grande Cache Cemetery Committee will have formal terms of reference to guide them
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

**ALTERNATIVES CONSIDERED:**

**Alternative #1:**

Council has the alternative to not accept the recommended motion, however if that is the case, the Grande Cache Cemetery Committee will not be able to appoint members to the group and manage the funds set aside by Greenview Council for the surrounding grave sites.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** Funds for this have been approved in the 2018 Greenview Budget

---

**Ongoing / Future Costs:** Annual budgeted expense

---

**STAFFING IMPLICATION:**

There are no staffing implications outside of regular duties to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Collaborate

**PUBLIC PARTICIPATION GOAL**

Collaborate - To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solutions.

**PROMISE TO THE PUBLIC**

Collaborate - We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommendations into the decisions to the maximum extent possible.

---

**FOLLOW UP ACTIONS:**

Once approved, Administration will work with Councillor Delorme to set up and organize the Grande Cache Cemetery Committee.

---

**ATTACHMENT(S):**

- Draft Terms of Reference



# Grande Cache Cooperatives & Enterprises

## CEMETERY COMMITTEE

### Terms of Reference

#### **MANDATE:**

The primary objective of the Grande Cache Cooperatives & Enterprises Cemetery Committee (*"Committee"*) is to manage rural cemeteries within the Cooperative and Enterprises in the Municipal District of Greenview (*"Greenview"*).

#### **COMMITTEE STRUCTURE:**

The Committee shall consist of up to seven (7) members:

- MD of Greenview Ward 1 Councillor
- One (1) representative from Wanyandie Flats Cooperative
- One (1) representative from Joachim Enterprises
- One (1) representative from Victor Lake Cooperative
- One (1) representative from Kamisak Development Corporation Ltd.
- One (1) representative from Susa Creek Cooperative
- One (1) representative from Muskeg Seepee Cooperative

Committee Members other than the Ward 1 Councillor, shall be appointed by their respective Cooperative or Enterprise, and approved by Greenview Council. The Members shall elect a Chair amongst themselves and designate a Recording Secretary.

#### **QUORUM AND VOTING:**

A majority of appointed Members constitute a quorum. All appointed Members of the Committee shall have one vote.

#### **TERM:**

Members are appointed by their respective Cooperative or Enterprise for four (4) years. Members missing three consecutive meetings without notification may be removed from the Committee. The Chair may ask the member to reconfirm their commitment to serve on the Committee. At the discretion of the Committee and in consultation with the member, a further absence of two (2) consecutive meetings may constitute the termination of the appointment. At such time the respective Cooperative and Enterprise may appoint a replacement member to the Committee, to be approved by Greenview Council.

**MEETING FREQUENCY:**

Meetings will be held monthly, or as determined by the Committee.

**DUTIES AND RESPONSIBILITIES:**

- a) The Members of the Committee are responsible for making decisions based on funding provided by Greenview regarding the operation and maintenance of all cemeteries within the Grande Cache Cooperatives and Enterprises;
- b) The Members of the Committee shall ensure compliance with the Province of Alberta's *Cemeteries Act*;
- c) The Members of the Committee shall ensure compliance with Greenview's bylaws and policies;
- d) All expenses incurred associated with the operation of the cemeteries must be within the annual budget. If the Committee wishes to request additional funding for major expenditures, a separate funding request must be made to Greenview Council prior to the municipality's annual budgeting process for the following year.
- e) The Committee shall identify methods to raise additional revenues and balance their budget;
- f) Assistance for the operation and maintenance of the Cemeteries may be provided by Greenview Staff, by request.
- g) Provide a year-end report, on an annual basis, to Greenview Council on all activities and expenditures throughout the year.

**AUTHORITY:**

The Committee has the authority to function within the parameters of their Terms of Reference.



# REQUEST FOR DECISION

---

**SUBJECT:** Grande Cache Fitness, Health and Wellness Society – Grant Request  
**SUBMISSION TO:** REGULAR COUNCIL MEETING REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE:** May 28, 2018 CAO: MH MANAGER:  
**DEPARTMENT:** COMMUNITY SERVICES GM: DM PRESENTER: DM  
**STRATEGIC PLAN:** Level of Service

---

**RELEVANT LEGISLATION:**

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

**RECOMMENDED ACTION:**

**MOTION: That Council accept the Grande Cache Fitness, Health and Wellness Society’s grant funding request for information, as presented.**

---

**BACKGROUND/PROPOSAL:**

The Grande Cache Fitness, Health, and Wellness Society, a new organization within Grande Cache, was formed to be a community-based organization that helps promote fitness, health and wellness within the community. The group indicated that they help support the youth and community maintain a healthier lifestyle. The organization wants to offer affordable existing and new health, fitness and wellness activities in Grande Cache.

The Grande Cache Fitness, Health and Wellness Society, is requesting grant funding to achieve their fitness, health and wellness community initiative goals.

Council may have to determine the level of funding they want to commit to organizations, clubs and committees that provide fitness, health and wellness within the communities of Greenview as these are plentiful in various forms throughout Greenview. Greenview has not provided grant funding to a fitness, health and wellness society in the past.

Community Services Miscellaneous Grant Budget currently has a balance of \$68,846.57 as of May 21, 2018.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Council will be informed of the requested grant for supporting fitness, health and wellness in Grande Cache.
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

ALTERNATIVES CONSIDERED:

**Alternative #1:** Council has the alternative to not accept the recommended motion for information or provide a grant toward this initiative, however Council may have to determine if these types of funding requests comply with Council's philosophy in providing grants/sponsorships to various organizations.

---

FINANCIAL IMPLICATION:

There are no financial implications to the recommended motion.

---

STAFFING IMPLICATION:

There are no staffing implications to the recommended motion.

---

PUBLIC ENGAGEMENT LEVEL:

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

FOLLOW UP ACTIONS:

Administration will inform the organization accordingly with Council's decision.

---

ATTACHMENT(S):

- Grande Cache Fitness, Health and Wellness Society – Grant Request

Grande cache fitness, health and wellness society

Healthy body, health mind, health life

Hello

We are the Grande cache fitness health and wellness society, we are a new organization within the Grande cache community.

Our non-profit group was formed to be a community-based organization that helps promote fitness health and wellness within our community. We help support our youth and community maintain a healthier life style, we want to offer substance to our youth and families of our community to afford healthy activities, we also want to help create new activities as well as support pre-existing activities in our town. Our board is made up of a diverse group of people from around the community and we are dedicated to the mission of this organization.

We are asking the MD of green view to review our request for funding, we are asking for funding to help us achieve our mission. The following list is the years activities and project that the funding would be used for.

1. Youth and family fitness, health and wellness activity subsidies
  - Helping youth and families afford sports or fitness activities, competitions fees, uniforms or equipment etc.
  - Sponsoring teams and clubs with travel costs

Funding Goal \$5,000
2. Community events helping promote fitness, health and wellness
  - Grande Cache fitness festival (July 27,28), Community organized competitions, races, games, BBQ (\$5000)
  - Martial arts event/camp to help promote local martial arts clubs (October 2018) (\$4000)
  - Cheerleading summer camp (August 2018) (\$4000)
  - Youth dances indoors and outdoors (TBA) (\$1000)
  - Arts and craft activities, music and games (TBA) (\$1000)

Funding Goal \$15,000

We would like to thank you in advance for taking the time to review our request and if you have any question we would be happy to answer, also if there is an opportunity to meet and discuss more details in person we would be grateful for that opportunity and can make ourselves available. Please feel free to contact us anytime.

Sincerely.

Lonny Beglaw

President of the Grande Cache Fitness, Health and Wellness Society

Box 1586 Grande cache AB T0E 0Y0

780-622-4550 Email at [grandecachefhwsociety@outlook.com](mailto:grandecachefhwsociety@outlook.com)



# REQUEST FOR DECISION

---

**SUBJECT:** Grande Prairie Victim Services Fall Solstice  
**SUBMISSION TO:** REGULAR COUNCIL MEETING      REVIEWED AND APPROVED FOR SUBMISSION  
**MEETING DATE:** May 28, 2018      CAO: MH      MANAGER:  
**DEPARTMENT:** COMMUNITY SERVICES      GM: DM      PRESENTER: DM  
**STRATEGIC PLAN:** Level of Service

---

**RELEVANT LEGISLATION:**

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

**RECOMMENDED ACTION:**

**MOTION:** That Council provide Pearl Sponsorship in the amount of \$1,000.00 to the Grande Prairie and District Victim Services Unit for their 2018 annual fundraising event, with funds to come from Community Services Miscellaneous Grant.

---

**BACKGROUND/PROPOSAL:**

The Grande Prairie District Victim Services Unit is hosting its annual fundraiser, Fall Solstice Dinner and Silent Auction at the Red Rock Urban Barbecue on September 20, 2018. The non-profit charitable society provides a high level service to anyone who experiences trauma.

The group is seeking sponsorship in support of their fundraising event. Greenview provided Pearl Sponsorship in the amount of \$1,000.00 to the Grande Prairie and District Victim Service for the 2017 Annual Dinner and Auction.

Community Services Miscellaneous Grant Budget currently has a balance of \$68,846.57 as of May 21, 2018.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that Greenview will be supporting a valuable organization that assists trauma victims in the region.
- 

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to deny or alter the funding request, however this may result in additional financial hardship for the organization to maintain their level of support service for the region.

---

**FINANCIAL IMPLICATION:**

**Direct Costs:** \$1,000.00

---

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will contact Grande Prairie Victim Services to inform them of Council's decision.

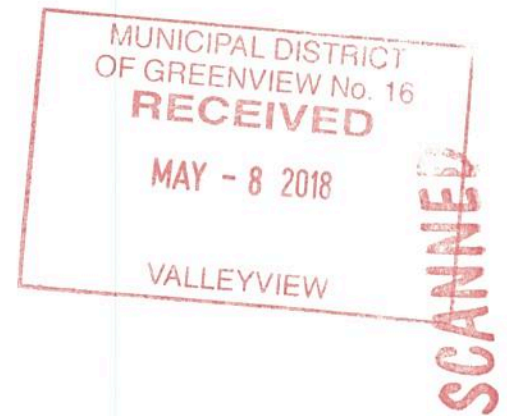
---

**ATTACHMENT(S):**

- Grande Prairie Victim Services – Sponsorship Request



www.grandeprairiedistrictvictimservices.com



10202-99 Street  
Grande Prairie, AB  
T8V 2H4

P: 780.830.5755  
F: 780.830.5703

Sub Office:  
Spirit River, AB  
Box 420  
T0H 3G0

P: 780.864.3525  
F: 780.864.4355

April 26, 2018

Dear Sir or Madame;

It is very probable that the Grande Prairie and District Victim Services Unit (GPVSU) supported someone you know through a traumatic event and helped them get control over their life. We could have worked with a family member, staff person or someone in your circle of friends.

We are non-profit charitable society that provides a confidential and highly skilled level of service to anyone who has experienced a crime, tragedy or trauma. Offering our support on a 24-hour, seven-day a week basis, our office is very busy. In 2017 we opened 2,226 files and logged 19,000 volunteer hours.

To help us meet our responsibilities, it is our hope that we have contacted you early enough in the year to have you consider us in your annual plan for giving back to the community and for charitable donations. We are looking for help from the community in two ways; through our sponsorship program and at our annual fundraiser

This year's annual fundraiser will be held Red Rock Urban BBQ on September 20, 2018. Called the **Fall Solstice Dinner and Silent Auction** it is a nod to our continued efforts to help maintain balance in the communities we serve. The fall equinox is a time when the daytime and night-time are in balance, which can be interpreted to balance in the world. It is a time to be grateful for what we have, and to plan for the future.

Our Sponsorship program provides an opportunity for you to show your support for the littlest resident to the oldest and everyone in between. We would like to have our sponsors in place by May 1, 2018 so that we can offer you the most exposure with your logo at our summer events. It is our way of saying thank you for making us a priority.

It is our hope that you will be willing to support us in our efforts through the Sponsorship Program, the annual fundraiser or both. We will send you more details on the annual dinner and silent auction closer to the date.

Thank you for considering us. We look forward to hearing from you soon. To find out more, please contact: 780-830-5755. Remember to SAVE THE DATE: SEPT 20/2018.

Sincerely,

K. Patricia Colosimo-Andreeff  
President  
Board of Directors

*Providing support, information & referrals to victims of crime & tragedy*



## Grande Prairie & District Victim Services Sponsorship Opportunities

### PRESENTING SPONSOR (\$5,000)

- Primary logo placement at the function
- Primary logo placement on printed material utilized at various functions attended by VSU (one year)
- Primary logo placement on our website for one year
- Charitable Tax receipt

### SAPPHIRE (\$2,500)

- Logo placement at the annual fundraiser
- Logo placement on the VSU Website for six months
- Charitable Tax receipt

### PEARL (1,000)

- Logo placement at the annual fundraiser
- Logo placement on website for three months
- Charitable Tax receipt

### FRIEND OF VICTIM SERVICES (\$500)

- Written signage at the fundraiser
- Logo placement on website for one month
- Charitable Tax receipt



# REQUEST FOR DECISION

---

**SUBJECT:** Grovedale Rural Crime Watch  
**SUBMISSION TO:** REGULAR COUNCIL MEETING  
**MEETING DATE:** May 28, 2018  
**DEPARTMENT:** COMMUNITY SERVICES  
**STRATEGIC PLAN:** Level of Service

REVIEWED AND APPROVED FOR SUBMISSION  
CAO: MH                      MANAGER:  
GM: DM                      PRESENTER: DM

---

**RELEVANT LEGISLATION:**

**Provincial** (cite) – N/A

**Council Bylaw/Policy** (cite) – N/A

---

**RECOMMENDED ACTION:**

**MOTION: That Council authorize Administration to enter into an agreement with the Grovedale Rural Crime Watch for office space in the Grovedale Public Service Building at no cost.**

---

**BACKGROUND/PROPOSAL:**

The Grovedale Rural Crime Watch has made a request to obtain office space at the Grovedale Public Service Building. The group requires a small area for office/storage space as well as meeting space for approximately two annual meetings.

Administration is recommending that an agreement be entered into with the group in order to clearly define the office space and general operating procedures of the Grovedale Public Service building. It is deemed that all existing and future occupants of the Public Service Building have a clear understanding as to the required parameters and procedures in the building's usage as to minimize the possibility of any future conflicts.

---

**BENEFITS OF THE RECOMMENDED ACTION:**

1. The benefit of Council accepting the recommended motion is that the Grovedale Rural Crime Watch organization will have space available for office work, storage and bi-monthly meetings.

---

**DISADVANTAGES OF THE RECOMMENDED ACTION:**

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

---

**ALTERNATIVES CONSIDERED:**

**Alternative #1:** Council has the alternative to deny the request for office space, however Council may have to consider the organizations that will be permitted to utilize office space within the Public Service Buildings.

---

**FINANCIAL IMPLICATION:**

There are no financial implications to the recommended motion.

---

---

**STAFFING IMPLICATION:**

There are no staffing implications to the recommended motion.

---

**PUBLIC ENGAGEMENT LEVEL:**

Greenview has adopted the IAP2 Framework for public consultation.

**INCREASING LEVEL OF PUBLIC IMPACT**

Inform

**PUBLIC PARTICIPATION GOAL**

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

**PROMISE TO THE PUBLIC**

Inform - We will keep you informed.

---

**FOLLOW UP ACTIONS:**

Administration will respond to the Grovedale Rural Crime Watch accordingly with Council's decision.

---

**ATTACHMENT(S):**

- Grovedale Rural Crime Watch – Office Space Request

Dennis



Grovedale Rural Crime Watch  
Box 161  
Grovedale, Alberta  
T0H 1X0

MUNICIPAL DISTRICT  
OF GREENVIEW No. 16  
**RECEIVED**  
MAY - 8 2018  
VALLEYVIEW  
**SCANNED**

May 01, 2018

M.D. of Greenview # 16  
4806 - 36 Ave, Box 1079  
Valleyview, AB. T0H 3N0

To Whom It May Concern:

On behalf of the Grovedale Rural Crime Watch local, I am enquiring about the possibility of obtaining a room in the new Community Services building in Grovedale.

We require a small area for office/ storage space and use of a small meeting room. We have meetings twice a year, usually November and April.

We would appreciate your consideration of this request being allowed.

Respectfully:

*Aleta M. Vandemark*

Aleta Vandemark  
Secretary/Treasurer  
Phone - 780 - 532 - 6663

*Warren Hillis*

Warren Hillis  
President  
Phone - 780 - 532 - 6663



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 2 Reeve Dale Gervais		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
5/15/2018	Municipal Planning Commission	
5/15/2018	Fox Creek Library Board	
5/16/2018	Other	Met with Deputy Minister Eric Denhoff, Alberta Climate Change Office at Ministry of Environment and Parks
1/22/2018	Committee of the Whole	
5/23/2018	Fox Creek Synergy Group	
1/23/2018	Policy Review Committee	
5/25/2018	Other	Met with Mayor Renne from Woodlands County in Fox Creek



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 3 Councillor Les Urness		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
5/10/2018	Valleyview & District Library Board	
5/11/2018	Tri Municipal Industrial Partnership	
5/22/2018	Committee of the Whole	
1/23/2018	Policy Review Committee	



# MUNICIPAL DISTRICT OF GREENVIEW No. 16

## COUNCIL MEMBERS BUSINESS REPORT

Ward 4 Councillor Shawn Acton		
DATE	BOARD/COMMITTEE	RELEVANT INFORMATION
5/14/2018	Regular Council Meeting	
5/15/2018	Municipal Planning Commission	
5/16/2018	FCSS	FCSS Spring Conference
5/22/2018	Committee of the Whole	